



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

Monday, December 14, 2020

4:30 pm

Video Conference

	Pages
1. Adoption of Minutes	14 - 42
Mover Councillor M. Shoemaker Seconder Councillor P. Christian Resolved that the Minutes of the Regular Council Meeting of 2020 11 30 and Budget Meetings of November 30, 2020 and December 7, 2020 be approved.	
2. Questions and Information Arising Out of the Minutes and not Otherwise on the Agenda	
3. Declaration of Pecuniary Interest	
4. Approve Agenda as Presented	
Mover Councillor M. Shoemaker Seconder Councillor S. Hollingsworth Resolved that the Agenda for 2020 12 14 City Council Meeting as presented be approved.	
5. Proclamations/Delegations	
5.1. Sault Ste. Marie Community Greenhouse Gas Reduction Plan 2020–2030	43 - 57
Emily Cormier, Climate Change Coordinator, Future SSM	
6. Communications and Routine Reports of City Departments, Boards and Committees – Consent Agenda	
Mover Councillor D. Hilsinger	

Seconder Councillor P. Christian

Resolved that all the items listed under date 2020 12 14 – Agenda item 6 – Consent Agenda be approved as recommended.

6.1. Extension of Integrity Commissioner Agreement 58 - 59

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

The relevant By-law 2020-225 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.2. 2021 Borrowing By-laws 60 - 61

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

The relevant By-laws 2020-216 and 2020-220 are listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.3. Tender for Two Community Buses 62 - 64

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

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Manager of Purchasing dated 2020 12 14 be received, and that the tender for the supply and delivery of two community buses as required by the Transit and Parking Division – Community Development and Enterprise Services be awarded to Western Canada Bus at their tendered price of \$150,849 plus HST per unit.

6.4. Tender for Two Para-Transit Mini Buses 65 - 67

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

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the Manager of Purchasing dated 2020 12 14 be received and that the tender for the supply and delivery of two Para-Transit mini buses as required by the Transit and Parking Division – Community Development and Enterprise Services be awarded to Crestline Coach Ltd. at their tendered price of \$142,529 plus HST per unit.

6.5. Tender for New Tires and Tire Repairs (2020PWE-PWT-44T) 68 - 70

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

Mover Councillor M. Shoemaker

Seconder Councillor P. Christian

Resolved that the report of the Manager of Purchasing dated 2020 12 14 be received and the recommendation that the tender submitted by Fountain Tire to provide new tires and tire repairs as required by various City Departments for the years 2021 and 2022 be approved.

6.6. Urban Indigenous Hub and Housing Development Update

71 - 75

A report of the Deputy CAO, Community Development and Enterprise Services is attached for the information of Council.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2020 12 14 concerning Urban Indigenous Hub and Housing Development Update be received as information.

6.7. Home Care Assistance Program

76 - 78

A report of the Deputy CAO, Community Development and Enterprise Services is attached for the consideration of Council.

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2020 12 14 concerning Home Care Assistance Program be received and that staff be directed to negotiate a funding agreement with the DSSAB to become the administrator of the Home Care Assistance Program.

6.8. United Way Mask Donation

79 - 80

A report of the Director of Community Services is attached for the information of Council.

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the Director of Community Services dated 2020 12 14 concerning United Way Mask Donation be received as information.

6.9. Allocation of City Share of Tourism Funds – 2021

81 - 85

A report of the Director of Tourism and Community Development is attached for the consideration of Council.

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that the report of the Director of Tourism and Community Development dated 2020 12 14 concerning the allocation of the Municipal Accommodation Tax be received and that Council approve the use of the \$277,809 of the City share of tourism funds currently in reserve (in addition to \$172,000 obtained from Provincial Safe Restart Agreement) for a total of \$449,809 towards the following projects:

- wayfinding implementation
- cruise ship enhancements
- accessible docks for kayak tours
- tourism-related cycling infrastructure

6.10. Enbridge Gas Inc. Municipal Energy Plan Incentive Offer Application 86 - 88

A report of the Director of Tourism and Community Development is attached for the consideration of Council.

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the Director of Tourism and Community Development dated 2020 12 14 concerning Enbridge Gas Inc. Municipal Energy Plan Incentive Offer Application be received and that staff be authorized to apply to the Enbridge Municipal Energy Plan Incentive Program;

Further that the \$5,000 from Enbridge be applied to the Community Development Fund Environmental Sustainability stream increasing its budget from \$50,000 to \$55,000 for the year 2021.

6.11. FedNor Northern Ontario Development Program Application 89 - 91

A report of the Director of Tourism and Community Development is attached for the consideration of Council.

Mover Councillor M. Shoemaker

Seconder Councillor P. Christian

Resolved that the report of the Director of Tourism and Community Development dated 2020 12 14 concerning FedNor Northern Ontario Development Program Application be received and that Council direct staff to proceed with an Application for funding.

6.12. Seniors Inclusive Community Grant Application 92 - 94

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

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

That the report of the Manager of Recreation and Culture dated 2020 12 14

concerning the Seniors Inclusive Community Grant Application be received and that staff be authorized to apply to Ministry for Seniors and Accessibility – Seniors Inclusive Community Grant Program.

6.13. Ontario Small Business COVID-19 Recovery Network program 95 - 97

A report of the Manager of Enterprise Services and Millworks is attached for the consideration of Council.

The relevant By-law 2020-219 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.14. Municipal Law Enforcement Officers 98 - 98

A report of the Manager of Transit and Parking is attached for the consideration of Council.

The relevant By-law 2020-224 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.15. Local Improvement Policy 99 - 106

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

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that the report of the Director of Engineering and City Clerk dated 2020 12 14 regarding Local Improvement Policy be received and that the existing procedure be amended (beginning with the 2021 Capital Transportation Program) to:

- a. discontinue charging local improvements for reconstruction of sanitary sewage infrastructure;
- b. continue charging local improvements for construction of new sanitary infrastructure;
- c. continue to charge local improvements for new class A roads, and one-half new construction rates for reconstruction;
- d. begin charging local improvements for new class B and C roads, and one-half new construction rates for reconstruction;
- e. upon a sufficient petition of benefitting property owners, charge local improvements for new class A, B, or C construction; and
- f. implement local improvement charges as recommended with an annual estimated CPI increase.

6.16. COVID-19 Resilience Infrastructure Funding – Civic Centre 107 - 108

A report of the Director of Engineering is attached for the consideration of

Council.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Director of Engineering dated 2020 12 14 concerning COVID-19 Resilience Infrastructure Stream be received and that the Civic Centre lobby improvements and the Civic Centre entrance ramp and stair replacement projects be designated as the candidates for this funding application.

6.17. Reconstruction of Angelina Avenue Consultant Selection 109 - 110

A report of the Manager of Design and Transportation Engineering is attached for the consideration of Council.

Mover Councillor L. Dufour

Seconder Councillor M. Scott

Resolved that the report of the Manager of Design and Transportation Engineering dated 2020 12 14 concerning Reconstruction of Angelina Avenue Consultant Selection be received and that Council authorize entering into an agreement for engineering services with WSP.

An individual engineering agreement with an estimate of engineering fees will appear on a future Council Agenda.

6.18. Reduced Speed School Zones 111 - 114

A report of the Manager of Design and Transportation Engineering is attached for the consideration of Council.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Manager of Design and Transportation Engineering dated 2020 12 14 concerning Reduced Speed School Zones be received and that all schools within the City limits be designated as reduced speed school zones provided that the school zones are located on a local residential or residential collector street and that the maximum current posted speed of the road is 50 km/h.

An amendment to the Traffic By-law will appear on a future Council Agenda.

6.19. 2020 Biennial Bridge and Aqueduct Inspection – Engineering Fees 115 - 116

A report of the Municipal Services Engineer is attached for the consideration of Council.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Municipal Services Engineer dated 2020 12 14

concerning additional engineering fees for the 2020 Biennial Bridge and Aqueduct Inspection be received and that the engineering fee limit for the 2020 Biennial Bridge and Aqueduct Inspection be raised by \$16,700 to \$86,110.

6.20. Second Tiered Medical Response Agreement 117 - 118

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

The relevant By-law 2020-226 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.21. Property Declared Surplus – 193 James Street 119 - 121

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

The relevant By-law 2020-223 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.22. 143 Sixth Line West Amending Agreement 122 - 123

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

The relevant By-law 2020-222 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.23. Downtown Wayfinding – Next Steps 124 - 126

A report of the Senior Planner is attached for the consideration of Council.

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the Senior Planner dated 2020 12 14 concerning Downtown Wayfinding – Next Steps be received and that staff be authorized to allocate \$160,000 from the Downtown Strategy project funding to implement vehicular wayfinding in the downtown.

6.24. Modular Retail Units for Downtown 127 - 133

A report of the Senior Planner is attached for the consideration of Council.

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that the report of the Senior Planner dated 2020 12 14 concerning Modular Retail Units for Downtown be received and that Council direct staff to proceed with a Request For Proposals to implement this program and report back to Council for final approval.

7. Reports of City Departments, Boards and Committees

7.1. Administration

7.2. Corporate Services

7.3. Community Development and Enterprise Services

7.3.1. Sault Ste. Marie Community Greenhouse Gas Reduction Plan 2020–2030 134 - 228

A report of the Climate Change Coordinator is attached for the consideration of Council.

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that the report of the Climate Change Coordinator dated 2020 12 14 concerning Sault Ste. Marie Community Greenhouse Gas Reduction Plan 2020 – 2030 be received and that Council approve the adoption of the Sault Ste. Marie Greenhouse Gas Reduction Plan;

Further that Council approve the goal for greenhouse gas reduction plans of net zero emissions by 2050 and support taking a staged approach to achieve this goal, focussing on a greenhouse gas reduction target of 10% corporate and 5% community between 2020 – 2030, with an increasing scale of reduction target between 2030 and 2050;

Further that staff be directed to work to achieve the goals and actions outlined in the plan, with any municipal monetary requests referred to future budgets.

7.4. Public Works and Engineering Services

7.5. Fire Services

7.6. Legal

7.7. Planning

7.7.1. A-14-20-Z 61 Great Northern Road (Sar-Gin Developments (Sault) Ltd.) 229 - 243

A report of the Senior Planner is attached for the consideration of Council.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Senior Planner, dated 2020 12 14 concerning Application A-14-20-Z be received and that Council approve the application and rezone the subject property from General Commercial Zone with special exception 268 (C4.S268) to General Commercial Zone (C4.S268 amended) with an amended special exception to permit, in addition to the uses currently

permitted, the entire existing building (844.2m²) to be occupied by office space that is specifically engaged in providing medical, social and support services to the public.

And that the Legal Department be directed to prepare the necessary by-laws to effect the same.

7.7.2. Horizon Landings – Request for Minister's Zoning Order

244 - 256

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

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Planning Director dated 2020 12 14 concerning Horizon Landings be received as information.

Mover Councillor M. Scott

Seconder Councillor S. Hollingsworth

Whereas Sault Ste. Marie Mayor and Council received communication from Sal-Dan Developments Limited dated December 8, 2020 to request the Minister of Municipal Affairs and Housing, the Honourable Steve Clarke, to enact a Minister's Zoning Order for the rezoning of the lands to be developed as a mixed-use residential subdivision with affordable housing; and

Whereas the proposed residential subdivision provides a strategic opportunity to achieve a modern low density development including affordable housing and "age at home" friendly living; and

Whereas on May 2, 2019 Bill 108 the *More Homes, More Choices Act*, was introduced by the Minister of Municipal Affairs and Housing and received Royal assent on June 6, 2019. Bill 109 reflects the province's desire to increase the supply of housing and make housing more affordable; and

Whereas on July 8, 2020, the province released Bill 197 the *COVID-19 Economic Recovery Act*, providing policy direction to increase housing supply and stimulate the economy; and

Whereas affordable housing, as per Provincial Policy Statement 2020 means housing for which the purchase price results in annual accommodation costs which do not exceed 30% of gross annual household income; for low and moderate-income households; and

Whereas the developer has committed to providing a minimum of 15% of total numbers of residential units as affordable housing units for the purposes of the zoning order; and

Whereas the Developer will market the proposed development in the Greater Toronto Area, Detroit, Chicago, and points in between, with the intent to attract new residents, encourage the return of former residents , and attract new investments from outside of the community; and

Whereas the function and extent of the woodland of the subject lands has been previously assessed by the owners through field investigations and technical reports by qualified professionals; and

Whereas the Minister of Municipal Affairs and Housing has the power to enact and impose a Zoning Order on any land in Ontario in accordance with section 57 of the *Planning Act* and development of the subject lands is of significant importance to the City of Sault Ste. Marie and the Province of Ontario as they will provide much needed new and affordable housing in the area; and

Whereas in the absence of a Zoning Order the ability to proceed with the development of the subject lands would be delayed well beyond the need for immediate economic recovery and the desire for families to relocate out of large urban cities during the effect of the current pandemic.

Now Therefore Be It Resolved that:

- a. The Council of the City of Sault Ste. Marie supports and has no objection to the Minister of Municipal Affairs and Housing enacting a Minister's Zoning Order for the subject lands which would permit the lands to be developed for a community with the requirement that a minimum of 15% of all residential units represent affordable housing units; and
- b. That this development be serviced with water supply and waste disposal available under servicing agreement from the Sault Ste. Marie Airport Corporation; and
- c. That the developer enter into a subdivision agreement pursuant to the Director of Planning including compensation, as may be appropriate, and finalize the location of a park within subject lands and other amenities and permits as required, and all to the satisfaction of the City Planning Director; and
- d. That Council direct staff to work with the Developer and the Ministry of Municipal Affairs and Housing to prepare a Minister's Zoning Order with appropriate conditions that is consistent with these recommendations; and
- e. That this resolution be forwarded to the Minister of Municipal Affairs and Housing as a statement of Council's direction and requests

Further Be It Resolved that this resolution be forwarded to the Minister of Municipal Affairs and Housing as a statement of Council direction and request; and copied to the Sault Ste. Marie Conservation Authority, the Ministry of Natural Resources and Forestry, Ministry of Fisheries and Oceans, and any other entities having jurisdiction.

7.8. Boards and Committees

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

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 D. Hilsinger

Seconder Councillor P. Christian

Resolved that all By-laws under item 11 of the Agenda under date 2020 12 14 be approved.

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

11.1.1. By-law 2020-216 (Financing) Borrowing Current Expenditures 257 - 259

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

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that By-law 2020-216 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2021 be passed in open Council this 14th day of December, 2020.

11.1.2. By-law 2020-219 (Agreement) Ontario Small Business COVID-19 Recovery 260 - 279

A report from the Manager of Enterprise Services and Millworks is on the Agenda.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that By-law 2020-219 being a by-law to authorize the execution of the Agreement between the City and Business Advisory Centre Durham Inc. on behalf of Millworks-Centre for Entrepreneurship to deliver the Ontario Small Business COVID-19 Recovery Network program, a program funded by the Ontario Together Fund be passed in open Council this 14th day of December, 2020.

11.1.3. By-law 2020-220 (Financing) Borrowing Capital Expenditures 280 - 281

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

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that By-law 2020-220 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 14th day of December, 2020.

11.1.4. By-law 2020-222 (Amending Agreement) 143 Sixth Line West (Chevalier) 282 - 284

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

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that By-law 2020-222 being a by-law to authorize the execution of the Amending Agreement between the City and Nathan Chevalier and Genevieve Chevalier to allow for a storage shed to be constructed at 143 Sixth Line West be passed in open Council this 14th day of December, 2020.

11.1.5. By-law 2020-223 (Property) Declare 193 James Street Surplus 285 - 286

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

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that By-law 2020-223 being a by-law to declare the City owned property legally described as PIN 31578-0049 (LT) PT LT 6 S/S CATHCART ST PL TOWN PLOT OF ST. MARY'S AS IN T434356; T/W T434356; SAULT STE. MARIE, being civic 193 James Street, as surplus to the City's needs and to authorize the disposition of the said property be passed in open Council this 14th day of December, 2020.

11.1.6. By-law 2020-224 (Parking) Municipal By-law Enforcement Officers 287 - 288

A report from the Manager of Transit and Parking is on the Agenda.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that By-law 2020-224 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 14th day of December, 2020.

11.1.7. By-law 2020-225 (Agreement) Amending Integrity Commissioner 289 - 291

Council Report was passed by Council resolution on October 26, 2020.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that By-law 2020-225 being a by-law to authorize the execution of the Amending Agreement between the City and Ironside Consulting Services Inc. to provide Integrity Commissioner Services for the City of Sault Ste.

Marie be passed in open Council this 14th day of December, 2020.

11.1.8. By-law 2020-226 (Agreement) Tiered Response Fire EMS 292 - 294

A report from the Fire Chief is on the Agenda.

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that By-law 2020-226 being a by-law to authorize the execution of the Agreement between the City and the District of Sault Ste. Marie Social Services Administration Board for the Paramedic Service and Fire Services tiered response for specified medical emergencies be passed in open Council this 14th day of December, 2020.

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

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

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

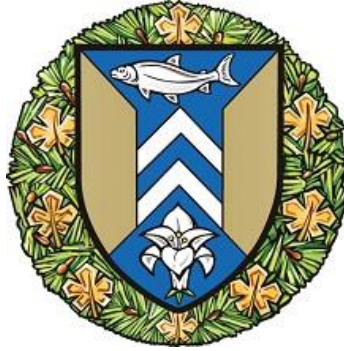
13. Closed Session

14. Adjournment

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that this Council now adjourn.



REGULAR MEETING OF CITY COUNCIL

MINUTES

Monday, November 30, 2020

4:30 pm

via video conference

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: M. White, R. Tyczinski, L. Girardi, T. Vair, K. Fields, S. Schell, P. Johnson, P. Niro, J. Bruzas, D. Elliott, S. Hamilton Beach, D. McConnell, B. Lamming, F. Coccimiglio, T. Vecchio, M. Zuppa

13. Closed Session

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that this Council move into closed session to discuss one item concerning the acquisition or disposition of land; one item subject to solicitor-client privilege; and one item subject to third party confidentiality

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; section 239 2 (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and section 239 2 (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in

confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Carried

1. Adoption of Minutes

Moved by: Councillor L. Dufour

Seconded by: Councillor C. Gardi

Resolved that the Minutes of the Regular Council Meeting of 2020 11 09 be approved.

Carried

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

3. Declaration of Pecuniary Interest

3.1 Councillor M. Shoemaker – EDF Funding Deferral for Sault Ste. Marie Airport Development Corporation

Sault Ste. Marie Airport Development Corporation is a client of law firm.

3.2 Councillor M. Shoemaker – Luxury Suite Lease Amendment Agreement

Outcome will affect employer.

3.3 Councillor M. Shoemaker – Civic Centre Cladding and Windows Project

City is a client of law firm.

3.4 Councillor M. Shoemaker – By-law 2020-207 (Agreement) Luxury Suites

Outcome will affect employer

4. Approve Agenda as Presented

Moved by: Councillor L. Dufour

Seconded by: Councillor M. Scott

Resolved that the Agenda for 2020 11 30 City Council Meeting as presented be approved.

5. Proclamations/Delegations

5.1 World AIDS Day

5.2 Shine the Light

5.3 Ontario Finnish Resthome Association

Paul Belair, Chief Executive Officer, Ontario Finnish Resthome Association was in attendance.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that Sault Ste. Marie City Council provide a letter of support regarding the Ontario Finnish Resthome Association's application to the Northern Ontario Heritage Fund Corporation's Strategic Economic Infrastructure program for their Mauno Kaihla Koti Enhanced Long Term Care Home Renewal project.

Carried

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

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that all the items listed under date 2020 11 30 – Agenda item 6 – Consent Agenda save and except Agenda item 6.17 be approved as recommended.

Carried

6.1 RFP – Parking By-law Enforcement – Municipal Parking Lots and Meters

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

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that the report of the Manager of Purchasing dated 2020 11 30 concerning RFP – Parking By-law Enforcement – Municipal Parking Lots and Meters be received and that the proposal submitted by Commissionaires Ottawa to provide parking by-law enforcement for municipal parking lots and meters as required by the Transit and Parking Division of Community Development and Enterprise Services be approved.

The contract will commence January 1, 2021 and continue for a period of three (3) years with the option to extend for two (2) additional years by mutual consent.

Carried

6.2 Property Tax Appeals

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

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that the report of the Manager of Taxation dated 2020 11 30 concerning Property Tax Appeals be received and that the tax records be amended pursuant to sections 354 and 357 of the *Municipal Act* be approved.

Carried

6.3 2021 User Fees

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

The relevant By-law 2020-218 is listed under item 11 of the Minutes.

6.4 EDF Funding Deferral for Sault Ste. Marie Airport Development Corporation

Councillor M. Shoemaker declared a conflict on this item. (Sault Ste. Marie Airport Development Corporation is a client of law firm.)

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

Moved by: Councillor L. Dufour

Seconded by: Councillor M. Scott

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2020 11 30 concerning EDF Funding Deferral for Sault Ste. Marie Airport Development Corporation be received and that allocated EDF funding of \$200,000 for the airport expansion project be deferred (\$100,000 in 2022, \$100,000 in 2023).

Carried

6.5 Algoma University CityStudio EDF Project

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

Moved by: Councillor L. Dufour

Seconded by: Councillor M. Scott

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2020 11 30 concerning Algoma University CityStudio EDF Project be received and that the use of \$150,000 (over three years, \$50,000 in each of 2020, 2021 and 2022) to support the establishment of the Sault Ste. Marie CityStudio Innovation Hub with Algoma University be approved.

Carried

6.6 Environmental Sustainability Committee Terms of Reference

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

Moved by: Councillor L. Dufour

Seconded by: Councillor C. Gardi

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2020 11 30 concerning Environmental Sustainability Committee Terms of Reference be received and that the existing Municipal Environmental Initiatives Committee (Green Committee) be replaced with a new Environmental Sustainability Committee and the attached Terms of Reference be approved.

Carried

6.7 CNIB Transit Accessibility Pilot

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

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that the report of the Director of Community Services dated 2020 11 30 concerning CNIB Transit Accessibility Pilot be received and that staff be directed to issue a request for proposal to provide Accessible Wayfinding Transit service for a one (1) year pilot.

A related by-law and agreement will appear on a future Council Agenda for approval.

At the end of the pilot, an update will be provided to Council. If deemed successful an RFP will be issued for a three (3) year term with the option to extend for two (2) additional one (1) year terms upon mutual agreement.

Carried

6.8 Luxury Suite Lease Amendment Agreement

Councillor M. Shoemaker declared a conflict on this item. (Outcome will affect employer.)

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

The relevant By-law 2020-207 is listed under item 11 of the Minutes.

6.9 Save on Energy Retrofit Incentive Program – John Rhodes Community Centre LED Lighting Project

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

Moved by: Councillor L. Dufour

Seconded by: Councillor C. Gardi

Resolved that the report of the Director of Community Services dated 2020 11 30 concerning Save on Energy Retrofit Incentive Program – John Rhodes Community Centre LED Lighting Project be received and that staff be directed to apply for the Save On Energy Retrofit Incentive Program. Implementation of the project is contingent on Council approving the

submitted capital request as part of the 2021 Budget process which will be deliberated on 2020 12 07.

Carried

6.10 Designated Heritage Property Tax Rebates 2020

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

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that the report of the Manager of Recreation and Culture dated 2020 11 30 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 2019 tax year be paid to the qualified owners of designated heritage properties enrolled in the program be approved.

Carried

6.11 Trans Canada Trail Contribution Agreements

The report of the Senior Planner was received by Council.

The relevant By-laws 2020-208 and 2020-209 are listed under item 11 of the Minutes.

6.12 Downtown Community Improvement Plan Financial Incentive Grant Applications

The report of the Senior Planner was received by Council.

Moved by: Councillor L. Dufour

Seconded by: Councillor M. Scott

Resolved that the report of the Senior Planner dated 2020 11 30 concerning the Downtown Community Improvement Plan Financial Incentive Grant Applications be received and that the following grant applications be approved:

- 789 Queen Street East; Queen's East Inc. (Paul MacDonald) – Façade Improvement Grant/\$20,000;
- 801 Queen Street East; (Betty Rushon) – Façade Improvement Grant/\$20,000;
- 308 Queen Street East; PharmLaw Investments Inc. (Joseph Greco) – Façade Improvement/\$20,000 and Building Activation Grant/\$20,000

Carried

6.13 Fire Services Cost Recovery By-Law Report

The report of the Fire Chief was received by Council.

The relevant By-law 2020-212 is listed under item 11 of the Minutes.

6.14 Establishing and Regulating By-Law for Fire Services

The report of the Fire Chief was received by Council.

The relevant By-law 2020-211 is listed under item 11 of the Minutes.

6.15 Lane Assumption, Closing and Conveyance – Tagona Subdivision

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

The relevant By-laws 2020-214 and 2020-215 are listed under item 11 of the Minutes.

6.16 Civic Centre Cladding and Windows Project

Councillor M. Shoemaker declared a conflict on this item. (City is a client of law firm.)

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

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that the report of the Director of Engineering dated 2020 11 30 concerning Civic Centre Cladding and Windows Project be received and that an increase in the construction budget of \$356,000 and increase in the engineering fee limit to \$472,000 be approved.

Carried

6.18 Bellevue Park Greenhouse Pilot Project

The report of the Director of Public Works was received by Council.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that the report of the Director of Public Works dated 2020 11 30 regarding Bellevue Park Greenhouse Pilot Project be received as information.

Carried

6.19 Winter Preparedness 2020–2021 and COVID-19

The report of the Director of Public Works was received by Council.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that the report of the Director of Public Works dated 2020 11 30 concerning Winter Preparedness 2020-2021 and COVID-19 be received and that Council approve the prioritization as noted for situations in which a reduction in service level is required.

Carried

6.20 Winter Maintenance – Declaring a Significant Event

The report of the Director of Public Works was received by Council.

Moved by: Councillor L. Dufour

Seconded by: Councillor M. Scott

Resolved that the report of the Director of Public Works dated 2020 11 30 concerning Winter Maintenance – Declaration of a Significant Weather Event be received and approve the practice of declaring a significant weather event as provided for in Ontario Regulation 239/02 under the *Municipal Act*.

Carried

6.17 Reconstruction of Angelina Avenue Consultant Selection

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

Moved by: Councillor L. Dufour

Seconded by: Councillor M. Scott

Resolved that the report of the Manager of Design and Transportation Engineering dated 2020 11 30 concerning Reconstruction of Angelina Avenue Consultant Selection be received and that Council authorize entering into an agreement for engineering services with WSP.

An individual engineering agreement with an estimate of engineering fees will appear on a future Council Agenda for approval.

Withdrawn at the Request of Staff

7. Reports of City Departments, Boards and Committees

7.1 Administration

7.1.1 2021-2023 Corporate Strategic Plan

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

Moved by: Councillor L. Dufour

Seconded by: Councillor C. Gardi

Resolved that the report of the CAO dated 2020 11 30 concerning the 2020-2023 Corporate Strategic Plan be received and that Council approve the plan as presented.

	For	Against	Absent
Mayor C. Provenzano	X		
Councillor P. Christian	X		
Councillor S. Hollingsworth	X		
Councillor L. Dufour	X		
Councillor L. Vezeau-Allen	X		
Councillor D. Hilsinger	X		
Councillor M. Shoemaker	X		
Councillor M. Bruni	X		
Councillor R. Niro	X		
Councillor C. Gardi	X		
Councillor M. Scott	X		
Results	11	0	0

Carried

7.2 Corporate Services

7.3 Community Development and Enterprise Services

7.3.1 Community Development Fund

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

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2020 11 30 concerning creation of a Community Development Fund be received and that the workflow and criteria as presented in Attachments A-E for the various components of the Community Development Fund be approved.

Further that Council permit a delegation of authority to enable the Deputy CAO, Community Development and Enterprise Services or his/her designate to sign Community Development Fund agreements for contributions approved by City Council.

	For	Against	Absent
Mayor C. Provenzano	X		
Councillor P. Christian	X		
Councillor S. Hollingsworth	X		
Councillor L. Dufour	X		
Councillor L. Vezeau-Allen	X		
Councillor D. Hilsinger	X		
Councillor M. Shoemaker	X		
Councillor M. Bruni	X		
Councillor R. Niro	X		
Councillor C. Gardi	X		
Councillor M. Scott	X		
Results	11	0	0

Carried

7.4 Public Works and Engineering Services

7.5 Fire Services

7.6 Legal

7.7 Planning

7.8 Boards and Committees

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

8.1 Walking Trails

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Whereas many Sault Ste. Marie residents travel to warmer climates during the winter months in order to escape the cold weather and be able to maintain a healthy active outdoor lifestyle; and

Whereas the COVID-19 travel restrictions on border crossings and requirements to quarantine on return to Canada have resulted in many snowbirds' travel plans being disrupted this coming winter; and

Whereas it is in the City's interest to encourage and promote healthy outdoor lifestyles for all of its residents, and to offer exceptional services in these exceptional times;

Now Therefore Be It Resolved that Council authorize staff to allocate \$33,500 from the Winter Maintenance Reserve in order to create safe, maintained walking trails at Strathclair Park and at Elliot Park (in addition to those already in place at Clergue Park and Bellevue Park) for the enjoyment of all Sault residents this winter on a one-time basis.

	For	Against	Absent
Mayor C. Provenzano	X		
Councillor P. Christian	X		
Councillor S. Hollingsworth	X		
Councillor L. Dufour	X		
Councillor L. Vezeau-Allen	X		
Councillor D. Hilsinger	X		
Councillor M. Shoemaker	X		
Councillor M. Bruni	X		
Councillor R. Niro	X		
Councillor C. Gardi	X		
Councillor M. Scott	X		
Results	11	0	0

Carried

8.2 Derelict Properties

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Whereas the City of Sault Ste. Marie has used the tools at its disposal to attempt to beautify neighbourhoods throughout the City through measures such as enhanced by-law enforcement, community improvement plans for vacant buildings and targeted investments in downtown improvement; and

Whereas there remain a number of derelict or unsafe or abandoned properties in the City of Sault Ste. Marie, which detract from the efforts that have been made to beautify neighbourhoods; and

Whereas it is in the interest of the City of Sault Ste. Marie to have occupied and vibrant neighbourhoods without derelict or unsafe or abandoned properties within those neighbourhoods;

Now Therefore Be It Resolved that staff be requested to investigate programs that exist throughout municipalities in Ontario to incentivize or provide assistance in the demolition of these derelict or unsafe or abandoned properties and propose a comprehensive plan to City Council for implementation.

	For	Against	Absent
Mayor C. Provenzano	X		
Councillor P. Christian	X		
Councillor S. Hollingsworth	X		
Councillor L. Dufour	X		
Councillor L. Vezeau-Allen	X		
Councillor D. Hilsinger	X		
Councillor M. Shoemaker	X		
Councillor M. Bruni	X		
Councillor R. Niro	X		
Councillor C. Gardi	X		
Councillor M. Scott	X		
Results	11	0	0

Carried

8.3 Changes to Conservation Authorities Act

Moved by: Councillor M. Bruni

Seconded by: Councillor C. Gardi

Whereas the Province has introduced Bill 229, *Protect, Support and Recover from COVID 19 Act – Schedule 6 – Conservation Authorities Act*; and

Whereas the legislation introduces a number of changes and new sections that could remove and/or significantly hinder the conservation authorities' role in regulating development, permit appeal process and engaging in review and appeal of planning applications; and

Whereas we rely on the watershed expertise provided by local conservation authorities to protect residents, property and local natural resources on a watershed basis by regulating development and engaging in reviews of applications submitted under the *Planning Act*; and

Whereas the changes allow the Minister to make decisions without conservation authorities' watershed data and expertise; and

Whereas the legislation suggests that the Minister will have the ability to establish standards and requirements for non-mandatory programs which are negotiated between the conservation authorities and municipalities to meet local watershed needs; and

Whereas municipalities believe that the appointment of municipal representatives on Conservation Authority Boards should be a municipal decision; and the Chair and Vice Chair of the Conservation Authority Board should be duly elected; and

Whereas the changes to the 'Duty of Members' contradicts the fiduciary duty of a conservation authority board member to represent the best interests of the conservation authority and its responsibility to the watershed; and

Whereas conservation authorities have already been working with the Province, development sector and municipalities to streamline and speed up permitting and planning approvals through Conservation Ontario's Client Service and Streamlining Initiative; and

Whereas changes to the legislation will create more red tape and costs for the conservation authorities, and their municipal partners, and potentially result in delays in the development approval process; and

Whereas municipalities value and rely on the natural habitats and water resources within our jurisdiction for the health and well-being of residents; municipalities value the conservation authorities' work to prevent and manage the impacts of flooding and other natural hazards; and municipalities value the conservation authority's work to ensure safe drinking water;

Now Therefore Be It Resolved that

- The Province of Ontario repeal Schedule 6 of the *Budget Measures Act (Bill 229)*
- The Province continue to work with conservation authorities to find workable solutions to reduce red tape and create conditions for growth
- The Province respect the current conservation authority and municipal relationships; and

- The Province embrace their long-standing partnership with the conservation authorities and provide them with the tools and financial resources they need to effectively implement their watershed management role.

	For	Against	Absent
Mayor C. Provenzano	X		
Councillor P. Christian	X		
Councillor S. Hollingsworth	X		
Councillor L. Dufour	X		
Councillor L. Vezeau-Allen	X		
Councillor D. Hilsinger	X		
Councillor M. Shoemaker		X	
Councillor M. Bruni	X		
Councillor R. Niro	X		
Councillor C. Gardi	X		
Councillor M. Scott		X	
Results	9	2	0

Carried

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

10. Adoption of Report of the Committee of the Whole

11. Consideration and Passing of By-laws

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that all By-laws under item 11 of the Agenda under date 2020 11 30 save and except By-law 2020-207 be approved.

Carried

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

11.1.2 By-law 2020-208 (Agreement) Trans Canada Trail Multi-Use Path and Bridge Contribution

The report of the Senior Planner was on the Agenda.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-208 being a by-law to authorize the execution of the Contribution Agreement between the City and Trans Canada Trail for the Northern Community Centre Multi-Use Path and Bridge be passed in open Council this 30th day of November, 2020.

Carried

11.1.3 By-law 2020-209 (Agreement) Trans Canada Trail Queen Street Cycling Lanes

The report of the Senior Planner was on the Agenda.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-209 being a by-law to authorize the execution of the Contribution Agreement between the City and Trans Canada Trail for the Queen Street Cycling Lanes be passed in open Council this 30th day of November, 2020.

Carried

11.1.4 By-law 2020-210 (Zoning) 708 Carmen's Way (Bulwark Protective Coatings c/o Gary Potvin)

Council report was passed by Council resolution on November 9, 2020.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-210 being a by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 708 Carmen's Way (Bulwark Protective Coatings c/o Gary Potvin) be passed in open Council this 30th day of November, 2020.

Carried

11.1.5 By-law 2020-211 (Fire Services) Re-establishing and Regulating Fire Service

The report of the Fire Chief was on the Agenda.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-211 being a by-law to re-establish and regulate a Fire Service for the City of Sault Ste. Marie and to repeal By-law 2001-80 be passed in open Council this 30th day of November, 2020.

Carried

11.1.6 By-law 2020-212 (Fire Services) Cost Recovery Fire Services

The report of the Fire Chief was on the Agenda.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-212 being a by-law to establish cost recovery fees and charges for the provision of specified Fire Services within the City of Sault Ste. Marie be passed in open Council this 30th day of November, 2020.

Carried

11.1.7 By-law 2020-213 (Traffic) Amend Schedule "X" to By-law 77-200

Council report was passed by Council resolution on June 14, 2019

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-213 being a by-law to amend Schedule "X" to By-law 77-200 be passed in open Council this 30th day of November, 2020.

Carried

11.1.8 By-law 2020-214 (Lane Assumption) Tagona Subdivision Abutting 282 Whitney Avenue

The report of the Assistant City Solicitor/Senior Litigation Counsel was on the Agenda.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-214 being a by-law to assume for public use and establish as a public lane, the lane more particularly described as Part PIN 31607-0284 (LT) PT LANE PL 7882 KORAH ABUTTING LTS 577-586 & 612-613 PL 7882; SAULT STE. MARIE be passed in open Council this 30th day of November, 2020.

Carried

11.1.9 By-law 2020-217 (Agreement) AECOM Third Line East

Council Report was passed by Council resolution on November 9, 2020.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-217 being a by-law to authorize the execution of the Agreement between the City and AECOM Canada Ltd. for consulting engineering services for the proposed reconstruction of Third Line East from the Sault Area Hospital Entrance to Black Road be passed in open Council this 30th day of November, 2020.

Carried

11.1.10 By-law 2020-218 (Finance) User Fees 2021

The report of the Manager of Finance was on the Agenda.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-218 being a by-law to establish user fees and service charges be passed in open Council this 30th day of November, 2020.

Carried

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

11.2.1 By-law 2020-215 (Lane Closing and Conveyance) Tagona Subdivision Abutting 282 Whitney Avenue

The report of the Assistant City Solicitor/Senior Litigation Counsel was on the Agenda.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-215 being a by-law to stop up, close and authorize the conveyance of a portion of a lane in the Tagona Subdivision, Plan 7882 be read a FIRST and SECOND time in open Council this 30th day of November, 2020.

Carried

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

11. Consideration and Passing of By-laws

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

11.1.1 By-law 2020-207 (Agreement) Luxury Suites

Councillor M. Shoemaker declared a conflict on this item. (Outcome will affect employer)

The report of the Director of Community Services was on the Agenda.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor M. Scott

Resolved that By-law 2020-207 being a by-law to authorize the execution of the Agreement between the City and The Private Suite Holders to reduce the annual luxury suite payments on a pro-rated basis at the GFL Memorial Gardens due to a shortened 2020-21 Ontario Hockey League season be passed in open Council this 30th day of November, 2020.

	For	Against	Absent
Mayor C. Provenzano	X		
Councillor P. Christian	X		
Councillor S. Hollingsworth	X		
Councillor L. Dufour	X		
Councillor L. Vezeau-Allen	X		
Councillor D. Hilsinger	X		
Councillor M. Shoemaker	conflict		
Councillor M. Bruni	X		
Councillor R. Niro	X		
Councillor C. Gardi	X		
Councillor M. Scott	X		
Results	10	0	1

Carried

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

14. Adjournment

Moved by: Councillor L. Dufour

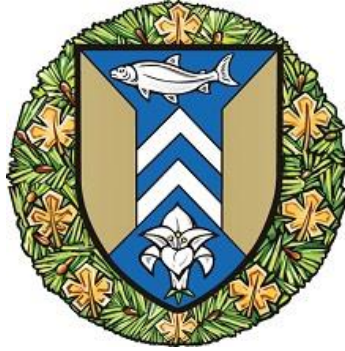
Seconded by: Councillor C. Gardi

Resolved that this Council now adjourn.

Carried

Mayor

City Clerk



The Corporation of the City of Sault Ste. Marie
Budget Meeting of City Council
Minutes

Monday, November 30, 2020
5:45 pm
Video (Zoom)

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: M. White, R. Tyczinski, L. Girardi, T. Vair, K. Fields, S. Schell, P. Johnson, P. Niro, D. Elliott, S. Hamilton Beach, D. McConnell, B. Lamming, F. Coccimiglio, T. Vecchio, M. Zuppa, J. Bruzas

1. Approve Agenda as Presented

Moved by: Councillor L. Dufour
Seconded by: Councillor M. Scott

That the Agenda for 2020 11 30 Budget meeting as presented be approved.

Carried

2. Declaration of Pecuniary Interest

3. Preliminary Budget 2021

The Chief Financial Officer and Treasurer and the Manager of Finance presented an overview of the 2021 Preliminary Budget.

4. Supplementary Budget Items

5. Budget 2021 Community Engagement

The report of the Communications Officer was received by Council.

Moved by: Councillor L. Vezeau-Allen

Seconded by: Councillor C. Gardi

Resolved that the report of the Communications Officer dated 2020 11 30 concerning Budget 2021 Community Engagement be received as information.

	For	Against	Abstain	Absent
Mayor C. Provenzano	X			
Councillor P. Christian	X			
Councillor S. Hollingsworth	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor D. Hilsinger	X			
Councillor M. Shoemaker	X			
Councillor M. Bruni	X			
Councillor R. Niro	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0
				Carried

6. Levy Boards

6.1 Algoma Public Health

6.2 Sault Ste. Marie and Region Conservation Authority

6.3 Sault Ste. Marie District Social Services Administration Board

7. Local Boards

7.1 Police Services Board

Chief H. Stevenson was in attendance

7.2 Public Library Board

Rosanne Chan, Business Administrator and Matthew MacDonald, Chief Executive Officer were in attendance.

8. Outside Agency Grants

8.1 Algoma University

8.2 Art Gallery of Algoma

8.3 Canadian Bushplane Heritage Centre

8.4 Physician Recruitment

8.5 Sault Ste. Marie Museum

8.6 Soo Arena Association (Pee Wee Arena)

8.7 Sault Ste. Marie Crime Stoppers

9. Adjournment

Moved by: Councillor L. Dufour

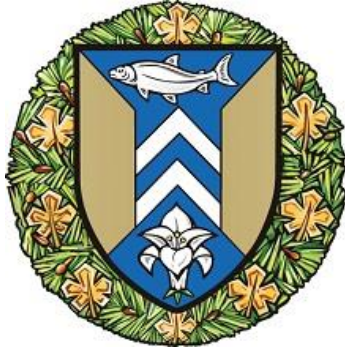
Seconded by: Councillor C. Gardi

Resolved that this Council now adjourn.

Carried

Mayor

City Clerk



The Corporation of the City of Sault Ste. Marie
Budget Meeting of City Council
Minutes

Monday, December 7, 2020
4:30 pm
via video conference

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: M. White, R. Tyczinski, L. Girardi, T. Vair, K. Fields, S. Schell, P. Johnson, P. Niro, D. Elliott, S. Hamilton Beach, D. McConnell, B. Lamming, P. Milosevich, S. Cole, D. Crozier, F. Pozzebon, A. Cipriano, F. Coccimiglio, T. Vecchio, M. Zuppa

1. Approve Agenda as Presented

Moved by: Councillor M. Shoemaker

Seconded by: Councillor S. Hollingsworth

That the Agenda for 2020 12 07 Budget meeting as presented be approved.

Carried

2. Declaration of Pecuniary Interest

3. Ontario Regulation 284/09

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

Moved by: Councillor D. Hilsinger

Seconded by: Councillor S. Hollingsworth

Resolved that the report of the Manager of Finance, dated 2020 12 07 concerning Ontario Regulation 284/09 be approved for the budget year 2021.

Carried

4. Twin Pad Arena Supplemental Information

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

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

Moved by: Councillor M. Shoemaker

Seconded by: Councillor S. Hollingsworth

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2020 12 07 concerning Twin Pad Arena Supplemental Information be received as information and that staff be authorized to proceed with the development of a twin pad arena located at 616 Goulais Avenue;

Further that staff begin the procurement process to obtain services to construct a twin pad arena and demolish the McMeeken Centre with a total project budget not to exceed \$28,800,000 funded through long term debt.

	For	Against	Abstain	Absent
Mayor C. Provenzano	X			
Councillor P. Christian		X		
Councillor S. Hollingsworth		X		
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor D. Hilsinger	X			
Councillor M. Shoemaker	X			
Councillor M. Bruni	X			
Councillor R. Niro		X		

Councillor C. Gardi X

Councillor M. Scott X

Results 8 3 0 0

Carried

5. 2021 Budget

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

That City Council now proceed into the Committee of the Whole to consider the following matter referred to it for consideration – 2021 Budget Deliberations.

Carried

5.1 Corporate Services

5.2 Community Development and Enterprise Services

5.3 Public Works and Engineering Services

5.4 Legal Department

5.5 Fire Service

5.6 Capital Budget Deliberations

5.7 Operating Budget Deliberations

6. Rise and Report

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Resolved that the Committee of the Whole Council now rise and report on the matter referred to it by City Council – 2021 Budget Deliberations.

Carried

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that the rules of procedure be suspended to allow this Council to meet beyond five hours in length (past 9:30 p.m.)

December 7, 2020 Budget Minutes

	For	Against	Abstain	Absent
Mayor C. Provenzano	X			
Councillor P. Christian	X			
Councillor S. Hollingsworth	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor D. Hilsinger	X			
Councillor M. Shoemaker	X			
Councillor M. Bruni	X			
Councillor R. Niro	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0

Carried

Moved by: Councillor D. Hilsinger
 Seconded by: Councillor P. Christian

Resolved that the 2021 Operating Budget be approved with the following adjustments:

- Reduce winter control budget (\$500,000) with a 2021 budget deficit covered by the winter control reserve. A service level and operational review will be conducted in 2021 to determine the appropriate 2022 budget level
- 1% inflationary increase to capital reserves totaling \$90,000 be removed
- Add Public Works electrical apprentice \$74,000
- Add Physician Recruitment allotment \$40,000
- Addition to Best for Kids summer program \$6,000
- Add funding for Community Cultural Plan \$40,000
- Add Public Works aggregate crushing over three years, adding \$26,667 each year of 2021, 2022 and 2023 (and approve creation of reserve for Public Works aggregate crushing)
- Reduce summer student salary and benefit budget by \$90,000

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- Reduce non-union salary and benefit contingency \$50,000
- Approve utilization of the Tax Stabilization Reserve up to \$1,914,310 to address financial pressures of COVID-19 and reduce the 2021 levy

resulting in an increase in the corporate portion of the municipal levy from 2020 in the amount of 1.57%

	For	Against	Abstain	Absent
Mayor C. Provenzano	X			
Councillor P. Christian	X			
Councillor S. Hollingsworth	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor D. Hilsinger	X			
Councillor M. Shoemaker	X			
Councillor M. Bruni	X			
Councillor R. Niro	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0

Carried

Moved by: Councillor M. Shoemaker

Seconded by: Councillor S. Hollingsworth

Resolved that the 2021 Capital Budget and financing sources be approved with the following changes:

- that staff decrease the appropriate capital projects to reflect the \$90,000 decrease in capital reserve allocations
- additional repairs to McMeeken Centre of \$77,000 from Asset Management Reserve utilizing the retired debt servicing
- Anna Marinelli Park improvements of \$85,000 funded from 5% Subdividers Reserve Fund

December 7, 2020 Budget Minutes

	For	Against	Abstain	Absent
Mayor C. Provenzano	X			
Councillor P. Christian	X			
Councillor S. Hollingsworth	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor D. Hilsinger	X			
Councillor M. Shoemaker	X			
Councillor M. Bruni	X			
Councillor R. Niro	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0

Carried

Moved by: Councillor M. Shoemaker

Seconded by: Councillor S. Hollingsworth

Resolved that the 2021 levies and local boards be approved resulting in an increase to the levy and local board portion of the municipal levy from 2020 of 2.02%.

	For	Against	Abstain	Absent
Mayor C. Provenzano	X			
Councillor P. Christian	X			
Councillor S. Hollingsworth	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor D. Hilsinger	X			
Councillor M. Shoemaker	X			
Councillor M. Bruni	X			

December 7, 2020 Budget Minutes

Councillor R. Niro	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0
Carried				

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that the overall 2021 municipal levy (corporate and levy and local boards) of \$123,069,775 be approved.

	For	Against	Abstain	Absent
Mayor C. Provenzano	X			
Councillor P. Christian	X			
Councillor S. Hollingsworth	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor D. Hilsinger	X			
Councillor M. Shoemaker	X			
Councillor M. Bruni	X			
Councillor R. Niro	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0
Carried				

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Be It Resolved that Council direct staff to commence free downtown holiday parking on December 11, 2020 rather than December 18, 2020 at a cost of approximately \$3,200 (foregone revenue).

	For	Against	Abstain	Absent
Mayor C. Provenzano	X			
Councillor P. Christian	X			
Councillor S. Hollingsworth	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor D. Hilsinger	X			
Councillor M. Shoemaker	X			
Councillor M. Bruni	X			
Councillor R. Niro	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0

Carried

7. Adjournment

Moved by: Councillor D. Hilsinger

Seconded by: Councillor S. Hollingsworth

That this Council shall now adjourn.

Carried

Mayor

City Clerk



**SAULT
STE. MARIE**

City of Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan 2020 - 2030

Presented to: City of Sault Ste. Marie Council Meeting: December 14, 2020

Presented by: Emily Cormier, Climate Change Coordinator, FutureSSM

A Call to Action

“Climate change is the **defining issue** of our time and we must limit global warming to 1.5°C above pre-industrial levels within the next **10 years** or face **irreversible economic, environmental and social impacts**”*

Opportunity

- ✓ Public Safety Canada estimates that every dollar invested in [GHG] mitigation saves **\$3 to \$5** in recovery costs”*
- ✓ Clean innovation feeds a fast-growing global market for environmental solutions that will be worth **\$2.5 trillion** by 2022**
- ✓ Vancouver’s ‘Green Brand’ is valued at **\$31 billion**, outperforming San Francisco, Singapore, Sydney, Shanghai and Hong Kong on perceptions of sustainability”***

Plan Methodology

Program:

Partners for Climate Protection (PCP) Program (400+ participating municipalities across Canada). Includes a 5 milestone framework with the goal of implementing a climate action plan.

1. Creating a baseline emissions inventory and forecast;
2. Setting emission reduction targets;
3. Developing a local action plan;
4. Implementing the local action plan, and
5. Monitoring progress and reporting results*.

Municipal Climate Action to Date

1. Energy Conservation and Demand Management Plan (2019)	2. Strategic Asset Management Policy (2019)	3. Transportation Master Plan (2015)	4. Stormwater Master Plan & Intensity-Duration-Frequency (IDF) curve update (2015)	5. Corporate Strategic Plan (2015)
6. Parks and Recreation Master Plan (2015)	6. Asset Management Plan (2013) (updated in 2020)	7. Sault Ste. Marie Smart Energy Strategy (2012)	8. Green Fleet Plan (2011)	9. Sustainable Site Plan Guidelines (2011)
	10. Corporate GHG Emissions Inventory (2009)	11. Cycling Master Plan (2007)	12. Municipal Environmental Initiatives Committee (Green Committee) (2007)	

Northern Climate Change Network

- Sault Ste. Marie Climate Change Risk Assessment (Completed Feb. 2020)
- Community climate risks prioritised – in particular infrastructure damage

Project & Plan Overview

The GHG Reduction Plan was developed using a three-phase approach including:

Phase 1: GHG Emissions Inventory (Completed February 2020)

Phase 2: Stakeholder Engagement (Completed May 2020)

Phase 3: Plan Development (Draft Completed September 2020)

Plan Breakdown:

- Actions: 60 (**14 already in progress**). Include: Objective, Actions, Responsibility, Timeline and Performance Measures
- Resources: Supporting Programs, Policies, Legislation, and Funding

- ✓ Energy efficiency **retrofits** estimate reducing the City's annual energy costs by \$100,000*
- ✓ 2020 energy retrofit incentives, annual energy savings and utility sponsorship: **\$106,235.40.**

Phase 1: GHG Inventory

**Sault Ste. Marie emitted about
1,502,142 tCO₂e in 2017**

1% City of Sault Ste. Marie (10,857 tCO₂e)

56% Fleet and Equipment

34% Buildings

10% Water and Sewage

0.4% Outdoor Lighting

99% Community (1,502,142 tCO₂e)

- 69% Industrial Natural Gas

- 12% On-road transportation

- 6% Propane and fuel oil

- 6% Residential Buildings (Electricity & Natural Gas)

- 5% Commercial & Institutional buildings (Electricity & Natural Gas)

- 1% Solid Waste

- 1% Railways

Phase 2: Stakeholder Consultations

Goals:

- Identify GHG reduction opportunities and challenges in Sault Ste. Marie.

Outreach Activities:

- Presentation to Council
- IESO Retrofit Program Presentation to Facility Managers
- 1 Community Open House
- 17 1-on-1 Stakeholder Consultations
- 3 Surveys (Youth, Resident, City Green Committee)
- 4 Community Pop-Up Consultations

300+
Participants

What We Heard

BENEFITS

- Increase **awareness** about climate change mitigation;
- Reduce GHG emissions and **save money**;
- **Support** local businesses and food production;
- Increase waste diversion.

OPPORTUNITIES

- Increase **transit ridership or alternative deliveries** (e.g. On Demand – September 2019)
- Increase the adoption of electric vehicles;
- Energy conservation and **retrofits**
- Increase and **maintain green space and urban forest canopy**,

BARRIERS

- Limited resources focused on sustainability;
- High **capital costs** of energy efficiency projects;
- **Limited density** and heavy reliance on personal vehicle use

PRIORITIES

- Prioritize **energy management** in existing assets and new builds;
- Consult with local industry to understand planned GHG mitigation efforts;
- Encourage green **job development**;
- Landfill **waste diversion**

Phase 3: GHG Reduction Plan

The plan is broken down into seven key sectors, predominantly based on emission sources and reduction action opportunities.

1. Buildings & Energy – Community
2. Buildings & Energy – Corporate
3. Transportation
4. Waste
5. Green Space
6. Economic Development
7. Municipal Leadership

Target:

The City's goal for GHG reduction is net zero by 2050. The City will take a staged approach to achieve this goal, and will focus on GHG reduction target of 10% corporate and 5% community between 2020 – 2030, with an increasing scale of reduction target between 2030 and 2050.

Plan Guiding Principles

AFFORDABILITY

- (e.g. Reduced energy costs, economical housing)



ACCOUNTABILITY

- (e.g. Ensure sustainable development for future generations)



EDUCATION AND AWARENESS

- (e.g. Community promotion and understanding about climate change)



COMMUNITY PRIDE

- (e.g. Diversify sustainability options and improve community wellbeing)



ECONOMIC DEVELOPMENT

- Clean technology business development and eco tourism)



ENVIRONMENT / HABITAT PROTECTION

- (e.g. Protecting species at risk and forests from climate impacts)



HEALTH

- (e.g. Reduce health risks associated with climate change like asthma and Lyme disease)



FOOD SECURITY

- (e.g. Increase opportunities for local food growth and security)



Preliminary Plan Priorities

Climate Change Capacity

1. Appoint **Environmental Sustainability Committee** and hold first meeting.
2. Create a climate information **webpage** on the City website.
3. Explore budgeting and funding requirements for **Year 1 priorities** and appointment of **staff resource**.
4. Undertake a **Youth** led environmental sustainability community project.
5. **Governance and Leadership**. Ensure City policies and programs **align** with supporting the GHG Reduction Plan. (e.g. Develop a **Climate Change Lens Policy**).

GHG Emissions Reduction

1. Prioritize **energy efficiency** retrofits and **zero emission fleet** opportunities.
2. **Summarize** municipal GHG reduction projects and actions by **City Department**.
3. Increase **tree planting**, and conduct an urban tree canopy study to understand **carbon offset** potential.
4. Explore the possibility of developing a community **retrofit program**.
5. Streamline City Broader Public Service Reporting (O.Reg 507/18) **energy data tracking** and monitoring process.

Financing the GHG Reduction Plan

Internal Opportunities

- 2021 Federal Gas Tax Fund: **\$4,653,755** (estimated increase of \$202,337 from 2020).
- City CDF– Green Initiatives Program: **\$50,000**
- Develop a Corporate Internal Revolving Energy Fund: (Energy savings estimated at **\$810,584**)
- Local Improvement Charge (low interest retrofit loan tied to a residential property)

External Opportunities

- **\$10 billion** Canadian Infrastructure Bank Growth Plan (\$1.5 billion for zero emission buses; \$2.5 billion for clean power; and, \$2 billion for energy efficient building retrofits)
- **\$3.3 billion** Federal Government COVID-19 Resilience Funding
- Enbridge & IESO Residential and Commercial Energy Efficiency Incentive Programs
- FCM Green Municipal Fund (Has spent **\$862 million** on municipal green projects)
- **\$300 million** FCM Community Efficiency Financing Initiative (residential retrofits)

*The City should also consider adding criteria to **capital and operating budget** requests that would review requests based on their **impact to environmental sustainability**.*

Implementation Alternatives

Scenario	Benefits	Limitations
A. Assign and/or establish a staff resource to oversee plan implementation and City environmental sustainability tasks and commitments.	Ensure task completion accountability by assigning responsibility to a specific human resource.	Require preliminary assignment of capital funds and supervision from an existing department.
B. Assign responsibility for monitoring plan implementation to Committee of Council (Environmental Sustainability Committee)	No cost for volunteer committee. Committee of council can monitor and report on progress to council.	Limited accountability as committee is volunteer.
C. Distribute specific GHG mitigation projects and tasks to existing staff.	No additional human resource cost.	Existing staff have high workloads and may not prioritize actions.

Next Steps

- ✓ Refine next years projects aimed at reducing corporate and community energy use and GHG emissions.
- ✓ Hold first Environmental Sustainability Committee meeting.
- ✓ Determine budget and funding requirements for Year One; including, the appointment and/or establishment of a staff resource.
- ✓ Work towards PCP Milestone 4 & 5 (10 Years)
 - Implementing the local action plan, and
 - Monitoring progress and reporting results.

*The GHG is a **living document** that should be **updated and adapted regularly** to acknowledge changing technology, funding and provincial and federal legislative initiatives.*

Thank You. Questions?

Emily Cormier

Climate Change Coordinator, FutureSSM
Community Development & Enterprise Services

705.971.3366 e.cormier2@cityssm.on.ca



The Corporation of the
City of Sault Ste. Marie

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Rachel Tyczinski, City Clerk
DEPARTMENT: Corporate Services
RE: Extension of Integrity Commissioner Agreement

PURPOSE

The purpose of this report is to obtain approval to extend the existing agreement with the City's Integrity Commissioner to March 31, 2023.

BACKGROUND

The *Municipal Act* requires municipalities both to adopt a Code of Conduct for members of Council and local boards and to appoint an Integrity Commissioner.

The City's Code of Conduct (Council and Elected Boards) applying to elected officials was adopted by By-law 2017-242 on December 11, 2017.

The City entered into an agreement with Ironside Consulting Services Inc. for integrity commissioner services on May 28, 2018. The term of the agreement expires December 31, 2020.

ANALYSIS

Over the term of the agreement, Ironside Consulting Services Inc. has received three formal complaints and one request for opinion from a member of Council.

Staff recommends that the current agreement for Integrity Commissioner services be extended to March 2023. The Council elected for the 2022-2026 term would then be in a position to conduct a request for proposal for an Integrity Commissioner to cover its term.

It should be noted that the *Municipal Act* provides that no investigations are to be conducted during the period of time starting on nomination day for a regular election (May 2, 2022) and ending on voting day in a regular election (October 24, 2022).

FINANCIAL IMPLICATIONS

Over the term of the existing agreement, the City has paid the sum of \$3,099.03 to Ironside Consulting Services Inc. for integrity commissioner services (May 28, 2018 – present – \$205/hour plus HST). The proposed hourly rate for extension of the term is \$215 plus HST.

STRATEGIC PLAN / POLICY IMPACT

Retention of an Integrity Commissioner addresses the values articulated in the Strategic Plan of: accountability and transparency, integrity and honesty; commitment to citizens and the community; and respect of employees.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the City Clerk dated 2020 12 14 concerning extension of Integrity Commissioner agreement be received and that extension of the existing agreement until March 31, 2023 at \$215/hour plus HST be approved.

The relevant By-law 2020-225 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Rachel Tyczinski', with a long horizontal flourish extending to the right.

Rachel Tyczinski

City Clerk

705.759.5391

r.tyczinski@cityssm.on.ca



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

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

DEPARTMENT: Corporate Services

RE: 2021 Borrowing By-laws

PURPOSE

Each year it is necessary to pass borrowing by-laws for current and capital purposes. Staff is seeking Council approval of the borrowing by-laws appearing elsewhere on the agenda.

BACKGROUND

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

ANALYSIS

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

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

For 2020, the City had provided the Public Utilities Commission (PUC) with a borrowing capacity of \$6,200,000 for capital purposes relating to water infrastructure. The same borrowing capacity is to be continued in 2021. Currently, the PUC has not utilized any of the approved capital borrowings for 2020.

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

FINANCIAL IMPLICATIONS

There are no financial implications unless sums are borrowed.

STRATEGIC PLAN / POLICY IMPACT

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

RECOMMENDATION

It is therefore recommended that Council take the following action:

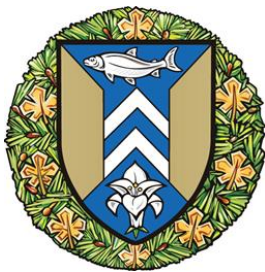
It is therefore recommended that Council take the following action:

Resolved that the report of the Chief Financial Officer and Treasurer dated 2020 12 14 concerning by-laws for current and capital purposes be received as information. By-laws 2020-216 and 2020-220 appear elsewhere on the agenda and are recommended for approval.

Respectfully submitted,

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

Shelley J. Schell, CPA, CA
Chief Financial Officer/Treasurer
705.759.5355
s.schell@cityssm.on.ca



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Tim Gowans, Manager of Purchasing

DEPARTMENT: Finance Department

RE: Tender for Two (2) Community Buses

PURPOSE

Attached hereto for your information and consideration is a summary of the tenders received for the supply and delivery of Two (2) Community Buses required by the Transit & Parking Division – Community Development & Enterprise Services (CDES). Staff is seeking Council approval of the tender recommendation.

BACKGROUND

The tender was publicly advertised and tender documents forwarded to all firms on our bidders list. The closing date for submission of tenders was November 5, 2020.

ANALYSIS

The tenders received have been thoroughly evaluated and reviewed by the Director of Community Services-CDES and staff from the Transit & Parking Division; and the low tendered prices, meeting specifications, have been indicated on the attached summary.

FINANCIAL IMPLICATIONS

The total purchase price for two (2) Community Buses including the non-rebatable portion of the applicable HST will be \$307,008. Funding is provided through the Invest in Canada Infrastructure Program (ICIP) in the amount of \$225,129. The City share of \$81,879 can be accommodated within the approved 2020 approved Capital Budget for Transit Fleet Replacement.

STRATEGIC PLAN / POLICY IMPACT

Acquisition of this equipment is linked to Delivery of New Infrastructure as listed in the Infrastructure Focus Area of the Corporate Strategic Plan and aligns with the City's commitment to Delivering Excellent Customer Service.

RECOMMENDATION

Resolved that the report of the Manager of Purchasing dated 2020 12 14 be received, and the recommendation that the tender for the supply and delivery of Two (2) Community Buses as required by the Transit & Parking Division – Community Development & Enterprise Services, be awarded to Western Canada Bus at their tendered price of \$150,849 plus HST, per unit, be approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tim Gowans', with a stylized flourish at the end.

Tim Gowans
Manager of Purchasing
705.759.5298
t.gowans@cityssm.on.ca

FINANCE DEPARTMENT
PURCHASING DIVISION

RECEIVED: November 5, 2020
FILE: #2020CDE-CS-TR-04-T

SUMMARY OF TENDERS
TWO (2) COMMUNITY BUSES

	<u>Qty</u>	<u>Creative Carriage</u> <u>St. George, ON</u>		<u>Crestline Coach Ltd.</u> <u>Saskatoon, SK</u>		<u>Western Canada Bus</u> <u>Sherwood Park, AB</u>	
		<u>Unit Price</u> <u>HST Extra</u>	<u>Total Price</u> <u>HST Extra</u>	<u>Unit Price</u> <u>HST Extra</u>	<u>Total Price</u> <u>HST Extra</u>	<u>Unit Price</u> <u>HST Extra</u>	<u>Total Price</u> <u>HST Extra</u>
Community Buses	2	\$162,090.00	\$324,180.00	\$158,621.00	\$317,242.00	\$150,849.00	\$301,698.00
<u>Chassis</u>		2020 GM Express 4500		2022 Ford E-450		2022 Ford E-450	
<u>Coach Body</u>		2021 Arboc Spirit of Freedom		2021 Champion LF		2021 Champion LF	
<u>Remarks</u>		Meets Specifications		Meets Specifications		Meets Specifications	

Note: The low tendered price, meeting specifications, is boxed above.

The total cost to the City will be \$307,007.88 including the non-rebatable portion of the HST.

It is my recommendation that the tendered price, submitted by Western Canada Bus, be accepted.

Tim Gowans
Manager of Purchasing



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Tim Gowans, Manager of Purchasing

DEPARTMENT: Finance Department

RE: Tender for Two (2) Para-Transit Mini Buses

PURPOSE

Attached hereto for your information and consideration is a summary of the tenders received for the supply and delivery of Two (2) Para-Transit Mini Buses required by the Transit & Parking Division – Community Development & Enterprise Services (CDES). Staff is seeking Council approval of the tender recommendation.

BACKGROUND

The tender was publicly advertised and tender documents forwarded to all firms on our bidders list. The closing date for submission of tenders was November 12, 2020.

ANALYSIS

The tenders received have been thoroughly evaluated and reviewed by the Director of Community Services-CDES and staff from the Transit & Parking Division; and the low tendered prices, meeting specifications, have been indicated on the attached summary.

FINANCIAL IMPLICATIONS

The total purchase price for two (2) para-transit mini buses including the non-rebatable portion of the applicable HST will be \$289,213. Funding is provided through the Invest in Canada Infrastructure Program (ICIP) in the amount of \$212,080. The City share of \$77,133 can be accommodated within the approved 2019 and 2020 Capital Budget for Transit Fleet Replacement (one para-transit mini bus per budget year).

STRATEGIC PLAN / POLICY IMPACT

Acquisition of this equipment is linked to Delivery of New Infrastructure as listed in the Infrastructure Focus Area of the Corporate Strategic Plan and aligns with the City's commitment to Delivering Excellent Customer Service.

RECOMMENDATION

Resolved that the report of the Manager of Purchasing dated 2020 12 14 be received, and the recommendation that the tender for the supply and delivery of Two (2) Para-Transit Mini Buses as required by the Transit & Parking Division – Community Development & Enterprise Services, be awarded to Crestline Coach Ltd. at their tendered price of \$142,529 plus HST, per unit, be approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'T. Gowans', is positioned above the printed name and title.

Tim Gowans
Manager of Purchasing
705.759.5298
t.gowans@cityssm.on.ca

SUMMARY OF TENDERS
TWO (2) PARA-TRANSIT MINI-BUSES

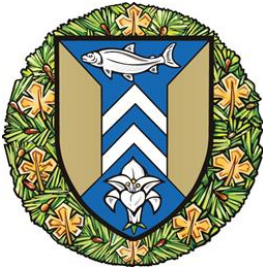
	<u>Qty</u>	<u>Creative Carriage</u> <u>St. George, ON</u>		<u>Crestline Coach Ltd.</u> <u>Saskatoon, SK</u>		<u>Girardin Ontario Inc.</u> <u>Brantford, ON</u>	
		<u>Unit Price</u> <u>HST Extra</u>	<u>Total Price</u> <u>HST Extra</u>	<u>Unit Price</u> <u>HST Extra</u>	<u>Total Price</u> <u>HST Extra</u>	<u>Unit Price</u> <u>HST Extra</u>	<u>Total Price</u> <u>HST Extra</u>
Vehicle Tendered	2	\$144,912.00	\$289,824.00	\$142,529.00	\$285,058.00	\$89,214.00	\$178,428.00
<u>Chassis</u>		2020 GM Express Comm. Cutaway 4500		2022 Ford E-450		2019 GM CG33803	
<u>Coach Body</u>		2021 Arboc Spirit of Freedom		2021 Champion LF		2019 Microbird G5	
<u>Remarks</u>		Meets Specifications		Meets Specifications		Does Not Meet Specifications	

Note: The low tendered price, meeting specifications, is boxed above.

The total cost to the City will be \$289,212.90 including the non-rebatable portion of the HST.

It is my recommendation that the tendered price, submitted by Crestline Coach Ltd., be accepted.

Tim Gowans
Manager of Purchasing



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Tim Gowans, Manager of Purchasing

DEPARTMENT: Finance Department

RE: Tender for New Tires & Tire Repairs
(2020PWE-PWT-44T)

PURPOSE

Attached hereto for your information and consideration is a summary of the tenders received for the supply of New Tires & Tire Repairs as required by the various City Departments for the years 2021 and 2022. Staff is seeking Council approval of the tender recommendation.

BACKGROUND

The tender was publicly advertised and tender documents distributed to all firms on the City's bidders list. Tenders were opened on November 25, 2020 with the Deputy City Clerk present.

ANALYSIS

Each tender has been carefully evaluated and analyzed as to quality, availability of supply, dependability of vendor and price. A summary sheet has been prepared illustrating the weighted cost ratings, various pricing methods and discounts to assist in identifying the tender offering the lowest cost and greatest value.

FINANCIAL IMPLICATIONS

Funding for Tires & Tire Repairs comes from various Departments Inventory & Maintenance accounts.

STRATEGIC PLAN / POLICY IMPACT

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

RECOMMENDATION

Resolved that the report of the Manager of Purchasing dated 2020 12 14 be received and the recommendation that the tender submitted by Fountain Tire to provide New Tires & Tire Repairs as required by various City Departments for the years 2021 and 2022, be approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'T. Gowans', written in a cursive style.

Tim Gowans
Manager of Purchasing
705.759.5298
t.gowans@cityssm.on.ca

SUMMARY OF TENDERS
NEW TIRES AND TIRE REPAIRS

		FOUNTAIN TIRE				KAL TIRE			
		Sault Ste. Marie, ON				Sault Ste. Marie, ON			
NEW TIRES	QTY	UNIT LIST	DISC.	UNIT NET	TOTAL	UNIT LIST	DISC.	UNIT NET	TOTAL
215/60R17 Winter Passenger Tire - Tier 1	8	\$151.34	0.00%	\$151.34	\$1,210.72	\$140.55	0.00%	\$140.55	\$1,124.40
LT225/75R16 All Terrain Snowflake - Tier 1	69	182.16	0.00%	182.16	12,569.04	314.00	57.00%	135.02	9,316.38
LT265/70R17 All Terrain BSW - Tier 1	10	215.28	0.00%	215.28	2,152.80	264.00	57.00%	113.52	1,135.20
LT235/85R18 All Terrain 10 PR-Tier 2	12	133.43	0.00%	133.43	1,601.16	295.00	57.00%	126.85	1,522.20
215/85R18 All Terrain BSW -Tier 2	6	115.71	0.00%	115.71	694.26	266.00	57.00%	114.38	686.28
LT245/70R17 Winter BSW - Tier 1	4	213.90	0.00%	213.90	855.60	441.00	57.00%	189.63	758.52
LT245/70R/17 All Terrain BSW - Tier 1	16	180.32	0.00%	180.32	2,885.12	390.00	57.00%	167.70	2,683.20
LT265/70R/17 All Terrain BSW - Tier 1	8	201.48	0.00%	201.48	1,611.84	442.00	57.00%	190.06	1,520.48
235/70R/16 All Terrain OWL - Tier 1	4	151.80	0.00%	151.80	607.20	306.00	57.00%	131.58	526.32
LT245/75R17 Snowflake OWL - Tier 1	5	228.62	0.00%	228.62	1,143.10	415.00	57.00%	178.45	892.25
LT245/75R16 Snowflake OWL - Tier 1	6	205.62	0.00%	205.62	1,233.72	406.00	57.00%	174.58	1,047.48
LT265/70R17 Snowflake OWL - Tier 1	8	243.34	0.00%	243.34	1,946.72	468.00	57.00%	201.24	1,609.92
11R22.5 G Regional All-Around - Tier 1	63	498.00	0.00%	498.00	31,374.00	746.00	41.00%	440.14	27,728.82
225/70R19.5 G Mixed Service -Tier 1	1	373.68	0.00%	373.68	373.68	484.00	41.00%	285.56	285.56
225/70R19.5 F Mixed Service -Tier 1	2	356.94	0.00%	356.94	713.88	468.00	41.00%	276.12	552.24
11R22.5 H Regional Drive - Tier 1	2	296.01	0.00%	296.01	592.02	391.68	0.00%	391.68	783.36
225/70R19.5 G Urban All Position - Tier 1	1	331.56	0.00%	331.56	331.56	484.00	41.00%	285.56	285.56
225/70R19.5 F Urban All Position - Tier 1	6	331.56	0.00%	331.56	1,989.36	468.00	41.00%	276.12	1,656.72
11R22.5 G LH Steer -Tier 1	2	559.52	0.00%	559.52	1,119.04	720.00	41.00%	424.80	849.60
11R22.5 H Mixed Service - Tier 1	8	427.44	0.00%	427.44	3,419.52	886.00	41.00%	522.74	4,181.92
385/65R22.5 J Super Single - Tier 1	6	783.54	0.00%	783.54	4,701.24	1132.00	41.00%	667.88	4,007.28
425/65R22.5 L Super Single - Tier 1	2	849.42	0.00%	849.42	1,698.84	1297.00	41.00%	765.23	1,530.46
315/80R22.5 L Regional All Position - Tier 1	24	625.00	0.00%	625.00	15,000.00	918.00	41.00%	541.62	12,998.88
295/80R22.5 Winter Drive Tire	76	529.88	0.00%	529.88	40,270.88	251.04	0.00%	251.04	19,079.04
ST225/75R15 LRE Trailer Tire	2	143.06	0.00%	143.06	286.12	249.60	10.00%	224.64	449.28
ST235/85R16 LRE Trailer Tire	1	194.12	0.00%	194.12	194.12	343.30	10.00%	308.97	308.97
ST205/75R15 LRD Trailer Tire	2	130.64	0.00%	130.64	261.28	197.70	10.00%	177.93	355.86
ST215/75R14 LRD Trailer Tire	2	130.64	0.00%	130.64	261.28	191.00	10.00%	171.90	343.80
6.00-9 10 P.R. Industrial Tire	12	93.60	0.00%	93.60	1,123.20	85.13	0.00%	85.13	1,021.56
22.5LL-16.1 6 P.R. Turf Tire	2	786.46	0.00%	786.46	1,572.92	810.57	0.00%	810.58	1,621.16
23x10.50x12 Turf Tire	4	87.83	0.00%	87.83	351.32	221.31	0.00%	221.31	885.24
11x4.00-5 4 Flat Free Smooth Turf Tire	18	34.43	0.00%	34.43	619.74	52.38	0.00%	52.38	942.84
16x6.50-8 4 Ply Turf Tire	1	40.35	0.00%	40.35	40.35	81.63	0.00%	81.63	81.63
16x6.50-8 4 Ply Turf Tire	4	40.35	0.00%	40.35	161.40	63.00	0.00%	63.00	252.00
17.5R25 SD Loader Tire	1	1,169.51	0.00%	1,169.51	1,169.51	1239.00	0.00%	1,239.00	1,239.00
23.5R25 SD Loader Tire	1	2,311.85	0.00%	2,311.85	2,311.85	2144.06	0.00%	2,144.06	2,144.06
14.00R24 Loader/Grader Snow Tire	20	1,095.00	0.00%	1,095.00	21,900.00	1,112.26	0.00%	1,112.26	22,245.20
500/70R24 Puncture Resistent Tire	1	607.67	0.00%	607.67	607.67	1040.49	0.00%	1,040.49	1,040.49
20.5R25 Heavy Equipment Snow Tire	1	1,636.29	0.00%	1,636.29	1,636.29	1832.37	10.00%	1832.37	1,832.37
BUS TIRES									
305/70R22.5 New Tire	59	540.00	0.00%	540.00	31,860.00	427.98	0.00%	427.98	25,250.82
305/70R22.5 Recap Tire	50	226.81	0.00%	226.81	11,340.50	251.37	0.00%	251.37	12,568.50
FLAT REPAIRS									
Passenger & Light Trucks	57			7.50	427.50			20.00	1,140.00
Trucks to 64,000 GVW	97			8.50	824.50			25.00	2,425.00
OTR	38			25.00	950.00			75.00	2,850.00
CHANGEOVERS, ETC.									
Passenger & Light Trucks	467			6.50	3,035.50			12.00	5,604.00
Trucks to 64,000 GVW	282			8.50	2,397.00			20.00	5,640.00
Loaders/Grader/O.R. Equipment	41			25.00	1,025.00			75.00	3,075.00
Mount/Dismount Passenger & Light Trucks	732			5.00	3,660.00			10.00	7,320.00
Mount/Dismount Trucks to 64,000 GVW	1254			8.00	10,032.00			12.00	15,048.00
Mount/Dismount OTR	154			30.00	4,620.00			40.00	6,160.00
Balancing Passenger & Light Trucks	215			7.00	1,505.00			15.00	3,225.00
Balancing Trucks to 64000 GVW	96			25.00	2,400.00			15.00	1,440.00
SERVICE CALLS									
Regular Hours	37			50.00	1,850.00			60.00	2,220.00
After Hours	10			80.00	800.00			120.00	1,200.00
TOTAL (based on Annual Usage):					\$239,319.35				\$226,691.85
					(HST extra)				(HST extra)
REMARKS		Meets Requirements				Certain Tires Tendered do not meet requirements: Bus Tires Tread Depth does not meet requirements; Drive Snow Tire does not meet requirements - retread.			

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

It is my recommendation that the low tendered prices, meeting requirements, submitted by Fountain Tire, be accepted for a two (2) year period.

Tim Gowans
Manager of Purchasing



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Tom Vair, Deputy CAO, Community Development and Enterprise Services

DEPARTMENT: Community Development and Enterprise Services

RE: Urban Indigenous Hub and Housing Development Update

PURPOSE

The purpose of this report is to inform Council that the Bawating Urban Indigenous Committee has decided not to proceed with their proposed development on the Gateway site and is seeking an alternate site within the community.

BACKGROUND

On September 23, 2019, City Council authorized the signature of a Memorandum of Understanding with the Bawating Urban Indigenous Committee (BUIC) to advance the establishment of an Urban Indigenous hub and housing development on the Gateway site.

BUIC consists of NeechKe-Wehn Homes Inc., Sault Ste. Marie Indigenous Friendship Centre, Waabinong Head Start Family Resource Centre, and Ontario Aboriginal Housing Support Services Corporation.

The project envisioned was to include:

- Mixed Housing (120+ units of Affordable, Market, Rent-Geared-to-Income, potential Home/Condo ownership)
- Mixed Demographics (Seniors/Elders, Singles, Couples, Families, Accessible)
- Friendship Centre (Urban Indigenous services)
- Childcare Facility (onsite and referral services)
- Cultural/Green Space (shared space open to public)
- Indigenous Interpretive Centre (indoor and outdoor)

One of the first steps outlined in the process was the completion of an environmental assessment of the site. BUIC completed initial work with an environmental consulting firm and, based on further evaluation, has decided that

it does not wish to proceed with the project on the Gateway site (Attachment A – BUIC Letter to Council Dec 5 2020).

BUIC is interested in working with the City to identify other potential locations for their development and remains committed to advancing their project.

ANALYSIS

The project envisioned by BUIC is an important development that will provide a hub for numerous culturally appropriate services for Indigenous people living in urban areas. City staff remain committed to working with BUIC to advance the project, which has a great vision and supports the City's Downtown Development Strategy.

Further, with the recent acquisition of a piece of land that runs along the north side of the property from CN and removal of the rail tracks, the City owns the entire parcel of land with direct access off of Bay Street. This makes the property more marketable for development.

For next steps, staff will examine options to market the property and look for new opportunities to redevelopment.

FINANCIAL IMPLICATIONS

There are no financial implications at this point. No financial terms were finalized with BUIC for the sale of the land and the City continues to retain ownership of the parcel.

STRATEGIC PLAN / POLICY IMPACT

The proposed Urban Indigenous Hub and Housing Development is consistent with the City's Corporate Strategic Plan, Downtown Development Strategy and FutureSSM Community Development Strategy.

City staff will look for other opportunities for the Gateway site that align with the Canal District Neighbourhood Plan and maximize economic development opportunities for the community as outlined in the Corporate Strategic plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services be received as information.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Tom Vair', with a stylized flourish at the end.

Tom Vair
Deputy CAO
Community Development & Enterprise Services
(705)759-5264
t.vair@cityssm.on.ca



**Ontario
Aboriginal
Housing Services**

500 Bay Street, Sault Ste. Marie, Ontario P6A 1X5

Tel: (705) 256-1876

Fax: (705) 256-2671

Toll Free: 1-866-391-1061

www.OntarioAboriginalHousing.ca

December 5, 2020

Mayor and Sault Ste. Marie City Council

Re: Baawating Urban Indigenous Hub and Housing Development Proposal for the Gateway Site

Dear Mr. Mayor and City Council,

Miigwetch for your support on this concept and to City staff for supporting our team throughout this process.

Our team has reached consensus that the Gateway Site is not the site for our development.

The work we completed included a Phase 1 Environmental Site Assessment which was conducted in accordance with the Canadian Standards Association and completed by a reputable, national engineering firm. This work has been forwarded to the City.

There is absolutely a need for an appropriate cultural space for the over 9,500 Urban Indigenous People living in the City of Sault Ste. Marie, also known as Baawating. The need for safe, affordable housing here continues to grow for all people and there is also a real, understated homelessness issue as well. The significant overrepresentation of Indigenous people experiencing homelessness in Sault Ste. Marie (37% per the City's statistics vs 12% of the proportional population per Statistics Canada) clearly, but unfortunately, demonstrates what we already know – that there are systemic barriers that we must work on together to achieve better outcomes for people.

We look forward to continuing to work with you on identifying an alternative, suitable site as well as working together to improve existing services so that outcomes for the people we collectively serve can improve now.

Miigwetch,



OFIFC
Ontario Federation of
Indigenous Friendship Centres



Ontario Native
Women's Association



Justin Marchand
Executive Director

cc: Cathy Syrette, Executive Director, Sault Ste. Marie Indigenous Friendship Centre
Kevin Tegosh, Executive Director, Waabinong Head Start Family Resource Centre
Thömas Kakapshe, Executive Director, Neech-ke-Wehn Homes Inc. &
Niwaakai'iganaanind Aboriginal Housing
Board of Directors, Ontario Aboriginal Housing Services



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Tom Vair, Deputy CAO, Community Development and Enterprise Services

DEPARTMENT: Community Development and Enterprise Services

RE: Home Care Assistance Program

PURPOSE

The purpose of this report is to seek council approval to negotiate terms to enter a funding agreement with the District of Sault Ste. Marie Social Services Administration Board (DSSAB) to administer the Home Care Assistance Program.

BACKGROUND

On September 10th, 2018 Council approved an agreement with Red Cross which authorized staff to sign a funding agreement with the Red Cross that would allow them to continue administering the Home Care Assistance Program:

In November 2020, Red Cross informed the City that they would be transitioning out of the provision of this service. It is important to note that Red Cross is not leaving the community – the organization plans to grow its role in emergency management and focus resources in areas they can deliver the greatest value to the health sector and the community.

City staff have been in discussions involved in the social services sector to discuss the best path forward to continue this important service. The District of Sault Ste. Marie Social Services Administration Board (Social Services) has offered to take over the administrative role of this program and continue to work with other stakeholders to continue the delivery of this program.

ANALYSIS

The City currently provides \$50,000 annually to the Red Cross to administer the homemaking program, which provides assistance to individuals 60 years of age or older. The majority of these services are outsourced to the March of Dimes (MOD) and Victorian Order of Nurses (VON). Housecleaning assistance is

provided to 87 clients per month (59 MOD clients, 28 Red Cross clients). Last year, the VON provided snow removal services for 68 clients.

Social Services willingness to take over the administration of this program is positive news for the community. Clients receiving services will continue to benefit from this program with no interruption or change as Social Services looks to continue the relationship with MOD and the VON. Also, there may be an opportunity to grow the program under the leadership of Social Services.

Staff recommend entering into an agreement with Social Services for the delivery of this program going forward.

FINANCIAL IMPLICATIONS

This item has been budgeted for previously and there would be no impact to the levy. The funding amount will remain the same.

STRATEGIC PLAN / POLICY IMPACT

This service aligns with the City's commitment to delivering excellent customer service.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Deputy CAO, Community Development & Enterprise Services dated 2020 12 14 regarding the transfer of the Home Care Assistance Program be received as information.

Further that staff be authorized to negotiate a funding agreement with the DSSAB to become the administrator of the Home Care Assistance Program.

Respectfully submitted,



Tom Vair
Deputy CAO, Community
Development & Enterprise Services
705.759.5264
t.vair@cityssm.on.ca



December 7, 2020

Mr. Tom Vair
Deputy CAO
City of Sault Ste. Marie

Dear Tom:

Following our meeting of November 27th and my correspondence of December 19, 2019, I am writing to share with you the that new provider for the Home Help Program in Sault Ste. Marie is March of Dimes Canada effective April 1, 2021.

At our meeting we discussed that the Sault Ste. Marie District Social Services Board will be the holder of the Homemaker Agreement and they will make the necessary arrangements with the March of Dimes and Victorian Order of Nurses in terms of invoicing and statistical information.

Although the Red Cross will be transitioning out of the services above, it is important that we emphasize that the Red Cross is not leaving the community. In addition to our growing role in emergency management, we intend to focus our resources in areas where we can deliver the greatest value to the health sector and the community and leverage our core strengths to support seniors and the overall health and wellness of communities. In the north, this includes working alongside First Nation communities to help build capacity and support health and wellness within Indigenous communities.

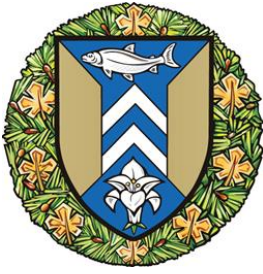
We are also working to engage volunteers in addressing social isolation, safety, transitions home, and so much more. We will also continue to participate actively in health sector transformation discussions to determine how and where Red Cross has a role to play.

Once again thank you for your time and support of this strategic decision.

Yours truly,

A handwritten signature in blue ink that reads "D Lajambe".

Diane Lajambe
Deputy Director, Operations, Northern Ontario



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Brent Lamming, Director of Community Services

DEPARTMENT: Community Development and Enterprise Services

RE: United Way Mask Donation

PURPOSE

The purpose of this report is to advise Council that the United Way Sault Ste. Marie and Algoma District (United Way) has provided the City a generous donation of masks to be utilized across divisions as required.

BACKGROUND

The United Way's mission is to improve lives and build community by engaging individuals and mobilizing collective action. They are addressing the root causes of poverty, working with multiple community partners on strategies, which reduce the impact of low income on the health and well-being of individuals and families in our community.

Their priorities focus on Essential Services, Workforce Entry and Food Security. More can be found by visiting their website below.

<http://www.uwssmalgoma.ca/>

The United Way has been fortunate to obtain a transport truckload of masks. They are a PP non-woven 67%, melt blown filter 33%, non-medical level 1, 3-ply masks that are suitable for general use for both staff and members of the public.

The United Way reached out to City staff to determine if the excess supply could be utilized locally by front line staff providers and members of the public where possible.

ANALYSIS

The United Way has confirmed that they work with 300 other agencies in the region and the majority have taken them up on their offer of masks and have a substantial inventory that could be utilized by City Services.

The masks will be made available to divisions that have a need for them. A good example of use is for Transit Services for our front line Operators. City staff can also make masks available for Transit riders while supplies last and at the entry of Community Centres. Transit Services has volunteered to be the point of contact for receipt and distribution.

Since March, the City has purchased between 25,000 to 30,000 facemasks for use by employees and members of the public in every department in the Corporation.

City staff are recommending that we accept the generous donation.

FINANCIAL IMPLICATIONS

The donation for in kind contribution will be received in accordance with the City of Sault Ste. Marie Donation Policy dated April 10, 2017. The Legal, Finance and Human Resource Departments have reviewed the donation and support the donation in alignment with the policy.

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.
- Community Development & Partnerships, develop partnerships with key stakeholders.

RECOMMENDATION

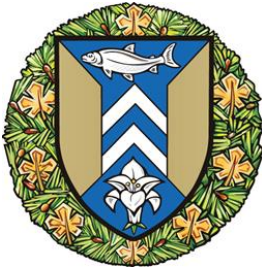
It is therefore recommended that Council take the following action:

Resolved that the report of the Director, Community Services – Community Development & Enterprise Services dated 2020 12 14 be received as information.

Respectfully submitted,



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



The Corporation of the City of Sault Ste. Marie

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Travis Anderson, Director Tourism & Community Development
DEPARTMENT: Community Development and Enterprise Services
RE: City Share Tourism Expenditures 2021

PURPOSE

The purpose of this report to provide Council with an update on how staff in consultation with the Tourism Sault Ste. Marie Board, is proposing to allocate the 'City Share' of funds generated from the collection of the Municipal Accommodation Tax (MAT) as well as revenue obtained through the Provincial Safe Restart Agreement. Furthermore, Staff are seeking Council's approval to allocate the 'City Share' funds that are currently in reserve to the 2021 tourism budget.

BACKGROUND

In 2017, the Province of Ontario passed Bill 127, Stronger, Healthier, Ontario Act 2017 that among other things amended the Municipal Act, 2006 to provide municipalities with the legislative authority to levy a tax on transient accommodations of 30 days or less.

All municipalities that adopted an accommodation tax but also had an existing destination-marketing fee are required to share their hotel tax revenue with the appropriate not-for-profit tourism organization in an amount that matches the total revenue generated by the Destination Marketing Fund (DMF) program in place prior to the new tax being implemented. In Sault Ste. Marie, the Sault Ste. Marie Economic Development Corporation (SSMEDC) held the funds in trust on behalf of the voluntary members collecting the destination-marketing fee.

On August 13, 2018, City Council passed the following resolution:

Resolved that the Corporation of the City of Sault Ste. Marie implement a municipal transient accommodation tax effective January 1, 2019 consistent with the requirements prescribed under O Reg. 435/17 Transient Accommodation Tax; and

Further that the Chief Administrative Officer, Chief Financial Officer/Treasurer, Deputy CAO - Community Development and Enterprise Services and SSMEDC Executive Director develop the framework to administer and implement the tax; and

Further that an Advisory Committee consisting of City staff, SSMEDC staff and representatives from the accommodation partners report back for Council approval prior to actual allocation of the tax revenue in 2019 with a revised City/SSMEDC MOU to reflect the use of the tax revenue for promotion of tourism including product development; and,

Further that the revised City/SSMEDC MOU include a provision for affected short term accommodation stakeholders to have input on use of the funds to promote tourism.

On May 21st, 2019, Council authorized an agreement and by-law which provided SSMEDC with the 2019 MAT proceeds obligated to be provided by the City and enabled the SSMEDC to execute their planned tourism promotion spending for 2019 consistent with their strategic plan. The regulations require a municipality and tourism entity to enter into an agreement that deals with reasonable financial accountability matters to ensure that amounts paid to the entity are used for the exclusive purpose of promoting tourism. Tourism promotion includes the development of tourism products.

On December 2nd, 2019, Council passed the following resolution:

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2019 12 02 be approved and that Council authorize the distribution of funds from the Municipal Transient Accommodation Tax as outlined including the creation of a Tourism Development Fund for which criteria will be returned to Council for approval.

Further, that Council approve an extension agreement with the SSMEDC to permit spending of MAT funds until such time as the new TourismSSM non-profit is incorporated.

The model proposed by staff and approved by Council included:

- In 2020, \$760,095 of the MAT was set aside as required by legislation based on previous DMF proceeds. The expenditure of these funds was approved by the Board of the new tourism entity. In future years this "DMF Amount" will be based upon the same regulation: changes are determined by Ontario's total tourism receipts over the 10 year period between the 2nd year immediately preceding the particular fiscal year and the 12th year immediately preceding the particular fiscal year.
- Any amount above the "DMF Amount" will be split evenly (50-50) between a Tourism Development Fund and the City.

In 2019, the total amount collected from the MAT was \$1,300,785. Using the model approved by Council, the Tourism Development Fund (TDF) would have a balance of \$277,809 in 2020 and the City share of the MAT proceeds would be \$277,809.

Due to Covid-19, City Staff felt it prudent to retain the City Share of the MAT in reserve for future use. Staff, in consultation with the TourismSSM Board of Directors, has identified projects for 2021 for which we are requesting use of the reserve funds.

Provincial Safe Restart Agreement funding of \$178,715 will be utilized to provide MAT revenue up to the 2020 budget levels and maintain the budget allocations to Tourism SSM and the City share, enabling the following City activities in 2021:

- Community wayfinding implementation
- Engineering Study to support Cruise ship enhancements at Bondar Marina
- Procurement & Installation of accessible dock systems to support kayak tours in St. Mary's River
- Tourism related Cycling Infrastructure

ANALYSIS

Tourism is an important economic driver for Sault Ste. Marie. According to data collected by Tourism Sault Ste. Marie there was over 61,000 visitor days generated in 2019, resulting in

\$9.15M in direct spending. Beyond the direct annual spend, the tourism industry invests in new developments and upgrades in the community, helping establish a better quality of life for residents. For 2020, staff in consultation with the TourismSSM Board of Directors, is proposing to utilize the \$449,809 obtained through the Municipal Accommodation Tax & the City Share of the Provincial Safe Restart Agreement to support further tourism product development and promotion. Revenue and expenses are as follows

Revenue:		
MAT Revenue in Reserve (1/2 of 2019 MAT City Share)	\$	277,809
½ of 2020 MAT City Share	\$	178,715
Total Revenue:	\$	456,524
Expenses:		
Wayfinding	\$	188,217
Cruise Ship Engineering Study	\$	35,000
Accessible Dock Installation for Kayak Tours	\$	80,000
Tourism Related Cycling Infrastructure	\$	153,307
Total Expenses:	\$	456,524

These four initiatives will help bolster future growth in tourism markets and help position Sault Ste. Marie as the go-to-destination in Northern Ontario. Further details on each initiative is provided below.

Wayfinding Implementation:

Wayfinding was identified as a top priority for Sault Ste. Marie through the Municipality's Downtown Revitalization Strategy and is supported by recommendations from Roger Brooks International, an internationally renowned expert in community revitalization. Wayfinding has been proven to improve the overall visitor experience and increased awareness of shopping, leisure and recreation opportunities. The economic benefits of wayfinding include increased visits to local tourism destinations, merchants and hotels and accommodations.

The community wayfinding system will serve to attract new visitors and direct them along preferred routes to target cultural, historic, economic and recreational destinations. Wayfinding brings people in to the community by focusing on the major vehicular routes at the main entrance points into Sault Ste. Marie. The new system will welcome people into the community and lead them towards local destinations, convenient parking locations and into the downtown.

In 2021, we are proposing to complete the installation of vehicular wayfinding throughout the community, including signage from all entrances to the community that direct visitors to key destinations, including the waterfront, Canal District, Hiawatha Highlands, the new Agawa Tour Train Station, post-secondary institutions and community centres and rinks.

Cruise Ship Enhancements:

The Great Lakes cruise ship industry represents a growing tourism industry segment locally. In 2019 alone, cruise ships brought approximately 5,000 visitors to Sault Ste. Marie. That visitor segment is growing. Prior to cancellations of the 2020 Cruise ship season, as a result of Covid-19, more than 20 cruise ships were expected to dock at the Bondar Marina this year. To accommodate this growth, it is important that we invest in the facilities required to support the cruise ship industry. Currently, there are a number of projects required at the marina to meet the growing demands. These projects include assessing and removing the high points at the dock, installing a proper fender system and installing proper water service. However, prior to conducting the physical work an engineering study is required. The cost of the

engineering work is estimated to be \$30,900. Once the study is complete and a plan is in place, we will proceed, likely in 2021, with upgrades to the marina. The goal is to undertake work now that can better prepare the community for the eventual return of the cruise ship industry post Covid-19 restrictions. Major activities will be timed appropriately with the recovery of the cruise ship industry.

Accessible Docks for Kayak Tours:

New for summer 2021, City staff have been in discussions with a kayak tour operator that will be establishing tours along the St. Mary's River. To help facilitate the establishment of these tours City Staff, along with TourismSSM Board of Directors, is recommending the procurement and installation of two accessible dock systems. These accessible dock systems allow for beginner kayakers or canoers to access their vessels while on the dock and then gently enter the water. These docks will increase positive visitor experience by providing an opportunity for novice boaters to experience our waterways in less intimidating manner. Furthermore, the docks will help to activate our waterways and provide further tourism opportunities in the core of the City, which will increase the likelihood of additional spending directly in the community.

Tourism related cycling infrastructure:

City Staff, in conjunction with TourismSSM Board of directors is recommending the allocation of funds to support tourism related cycling infrastructure. The cycling infrastructure proposed for 2021, will build upon the Algoma trail network being funded by FedNor & the EDC and will re-inforce our efforts to increase cycle tourism.

City staff are proposing that funds be allocated to the assessment and potential development of off-road connections from the Hub Trail at Third Line to Kinsmen Park & Hiawatha Highlands. A connection to Kinsmen Park & Hiawatha Highland, from the Hub Trail at Third Line would allow visitors to bike from paid accommodations throughout the City to our Mountain Bike Network. Connecting the mountain bike network to the Hub Trail has the ability to increase the length of stay of visitors in the community and will also improve the visitor experience.

City Staff have also entered into discussions with the Ontario Cycling Association regarding the potential of establishing Sault Ste. Marie as a regional training center for youth mountain biking. In order to establish the community as a training center recommendations have been made to develop a mountain bike skills park that would allow riders to practice their technical biking skills in a safe environment. The establishment of the skills park is proposed for Kinsmen Park, as a way to re-inforce the trail head of our new and existing trail network. To date staff have been working with the Kinsmen Club of Sault Ste. Marie and the Sault Cycling Club to advance this project through their fund raising. Staff is seeking approval to allocate tourism funds to help support his initiative.

City Staff and TourismSSM Board of Directors, feel confident that the projects identified above will support our efforts to increase visitation to the community and will re-inforce our long-term efforts to establish Sault Ste. Marie as the go-to-destination for Northern Ontario.

FINANCIAL IMPLICATIONS

Staff is requesting that Council approve the use of the \$277,809 of the 2019 actual City Share of Tourism Funds currently in reserve, in addition the 2020 City share of MAT topped up by the Provincial Safe Restart Agreement funds for a total of \$449,809 be utilized to implement the following Projects.

- Community wayfinding implementation
- Engineering Study to support Cruise ship enhancements at Bondar Marina
- Procurement & Installation of accessible dock systems to support Kayak Tours in St. Mary's River
- Tourism related Cycling Infrastructure

STRATEGIC PLAN / POLICY IMPACT

This item ties directly to corporate Strategic Plan in the following areas:

Promote quality of life advantages - The City of Sault Ste. Marie is distinctively poised to provide and promote a superior quality of life. In addition, a renewed focus of product development and tourism promotion is a key objective of the Tourism Department.

Maximize economic development & investment - We foster an environment where economic development dollars are maximized so that existing and new business can flourish. Citizens expect true value for their tax dollars. We are committed to maintaining financial viability by strategically embracing our future with careful consideration and calculated risk in all undertakings.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Director Tourism & Community Development dated December 14, 2020 concerning the allocation of the Municipal Accommodation Tax be received and Council approve the use of the \$277,809 of the City Share of Tourism Funds currently in reserve, in addition to \$172,000 obtained from Provincial Safe Restart Agreement for a total of \$449,809, towards the projects outlined.

Respectfully submitted,



Travis Anderson
Director Tourism & Community
Development
T.anderson@cityssm.on.ca
705.989-7915



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Travis Anderson, Director of Tourism and Community Development

DEPARTMENT: Community Development and Enterprise Services

RE: Enbridge Gas Inc. Municipal Energy Plan Incentive Offer Application

PURPOSE

To seek Council's approval to apply to Enbridge Gas Inc. (Enbridge) Municipal Energy Plan Incentive Offer in support of the Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan project being prepared by FutureSSM.

BACKGROUND

The City of Sault Ste. Marie (the City) is eligible to apply to the Enbridge Municipal Energy Plan Incentive Offer, an incentive offered under the Enbridge demand side management (DSM) portfolio. Enbridge has been designing and delivering energy consumption DSM programs under the Ontario Energy Board (OEB) framework for nearly 25 years. Since 1995, Enbridge has saved its customers 30 billion lifetime cubic meters of natural gas and 56.2 million tonnes of GHG emissions. The Municipal Energy Plan Incentive Offer supports municipalities by offsetting the costs required to meet their sustainability goals. To be eligible for the offer, the Municipality must be in the process of developing, updating and/or enacting a Municipal Energy Plan. The following criteria must also be met:

- Municipality must be within the Enbridge Gas Franchise area.
- Need to use Enbridge Gas m3 / GHG data in understanding current consumption.
- Need to be looking for Demand Side Management Program assistance in their Energy Planning.

The City meets all three criteria as part of the development of the community GHG Reduction Plan. As well, it has, and will continue in the future, to apply for incentives under Enbridge's DSM programs as part of their energy and emissions planning.

ANALYSIS

The Enbridge Municipal Energy Plan Incentive Offer provides incentives between \$5,000 and \$10,000 to municipalities. Incentives vary based on the size of the Municipality and the scope of their Municipal Energy Plan or GHG Reduction Plan, as verified by Enbridge. Eligible municipalities will receive a cheque as reimbursement to a maximum of 50% of costs incurred or the predetermined amount of \$5,000 to \$10,000, whichever is lower. In order to receive an incentive, proof of costs incurred by the municipality is required. Costs incurred during the development of a municipal energy plan (or in the City's case, a GHG Reduction Plan), such as consulting invoices and staff salaries that exceed \$10,000 are eligible.

There are no requirements for how the incentive offer is to be spent; but it is recommended that the City use it towards furthering their environmental sustainability agenda, by incorporating it into the Community Development Fund (CDF) Green Initiatives Program. City and non-profit projects are eligible to apply to the CDF Green Initiatives program and eligible projects may include: GHG reduction, water quality/rehabilitation or energy efficiency.

The City will have to provide Enbridge with a copy of their finalized GHG Reduction Plan as proof of their climate action plans once it is approved by council.

Staff are recommending the City apply for the program as presented.

FINANCIAL IMPLICATIONS

The incentive will provide additional funds within the CDF Environmental Sustainability stream enhancing the further projects under the Green Initiatives Program.

STRATEGIC PLAN / POLICY IMPACT

The City of Sault Ste. Marie Corporate Strategic Plan outlines environmental stewardship as a value to ensure that we use resources wisely to maintain and create a sustainable city for future generations. The plan also identifies infrastructure and quality of life as strategic focus areas.

The GHG Reduction Plan implementation aligns City plans to improve energy efficiency, reduce energy consumption and GHG emissions.

The FutureSSM community development strategy includes Environmental Sustainability as one of the four pillars of community development.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Director, Tourism and Community Development dated 2020 12 14 be received, and,

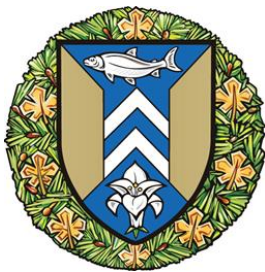
Further, that Council approve staff to apply Enbridge Municipal Energy Plan Incentive Program, and,

Further, that the \$5,000 from Enbridge be applied to the CDF Environmental Sustainability stream, increasing its budget from \$50,000 to \$55,000 for the year 2021.

Respectfully submitted,



Travis Anderson
Director, Tourism and Community Development
Community Development & Enterprise Services
(705) 989-7915
t.anderson@cityssm.on.ca



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Travis Anderson, Director Tourism & Community Development

DEPARTMENT: Community Development and Enterprise Services

RE: FedNor Northern Ontario Development Program Application

PURPOSE

The purpose of the report is to seek Council's approval to access funds from the FedNor Northern Ontario Development Program (NODP) to support the delivery of the Rural Northern Immigration Pilot (RNIP) program. Funds from NODP will be utilized to assist with administration and marketing of the RNIP program, to support the salary of a RNIP coordinator, and the development of a strategic community attraction campaign focusing on attracting and retaining skilled workers. The campaign will market and promote high quality careers found locally, as well as competitive advantages that are attractive for potential workers; low cost of living, a great work/life/balance lifestyle, outdoor adventure and educational opportunities. The campaign will include targeted recruitment of skilled workers with video campaigns, digital and print advertising and in-person outreach.

BACKGROUND

In June 2019, the City of Sault Ste. Marie (SSM) in partnership with the Economic Development Corporation and Local Immigration Partnership was successful in its submission to be one of the host communities for the Rural and Northern Immigration Pilot (RNIP) program. The RNIP is a community-driven program. It is designed to spread the benefits of economic immigration to smaller communities by creating a path to permanent residence for skilled foreign workers who want to work and live in one of the participating communities.

Sault Ste. Marie is currently facing major demographic challenges. An aging and declining population and a low birth rate resulted in a population decrease of 2.11 per cent (2011-2016). At 47 years, our median age is higher than provincial average (41), the oldest of the large city centres in northern Ontario. The Demographic Dependency Ratio (DDR), the ratio of the working age population to seniors and youth, is also a major concern for SSM. Comparing SSM's aged 15 to 24 to those 55 to 64 gives us an approximate replacement ratio for the local workforce. There will be 1.5 times as many people leaving the workforce then there are available to enter it in the coming years. With over a quarter of the workforce older than 55, local employers will be looking to replace up to 9,000

FedNor Northern Ontario Development Program Application

2020 12 14

Page 2.

workers in the coming years. In addition, provincial net migration, which is the difference between individuals migrating into and out of a region, has been negative for Northeastern Ontario since 2001, and it is those aged 20-29 who are leaving. This issue of net outmigration compounds both the demographic challenge and the labor shortage.

In that respect, the RNIP will play a central role in Sault Ste. Marie's campaign of attracting skilled workers from outside of Canada to fill their current labour needs (in areas such as I.T., health care, aviation, hospitality, manufacturing and the skilled trades) alongside efforts to repatriate former residents and develop the skills of our youth. In order to take full advantage of the RNIP program, the team has identified the need for a dedicated resource, an RNIP coordinator, to assist with moving the pilot project forward, as well as resources for a targeted marketing campaign and resources to assist with managing the program.

Since June of 2019, the level of interest in the Program and Sault Ste. Marie has been tremendous. To date, without advertising, we have received over 20,000 expressions of interest and approximately 4000 resumes. We anticipate these numbers to spike once we begin to promote the program. In addition to the managing the applicant caseload, there are extensive reporting and approval requirements from RNIP.

Another component of the RNIP program will be the development of a strategic community attraction campaign with a focus on attracting and retaining skilled workers. The campaign will market and promote high quality careers found locally, as well as competitive advantages that are attractive for potential workers; low cost of living, a great work/life/balance lifestyle, outdoor adventure and educational opportunities. The campaign will include targeted recruitment of skilled workers with video campaigns, digital and print advertising and in-person outreach.

We are proposing to apply to the FedNor Northern Ontario Development Program for funding up to \$500,000. If successful, the funds would allow us to secure an RNIP coordinator and support the marketing, promotion and management of the RNIP Program for the first year of the RNIP Program. Staff are currently in discussions with other funding partners for funding related to subsequent years of the program.

ANALYSIS

The FedNor Northern Ontario Development Program funding will help to address the staffing gap in this area and allow us to retain a staff resource dedicated to the pursuit of matching skilled applications with local employer needs. The funds will also be utilized for the development of a strategic community attraction campaign with a focus on attracting and retaining skilled workers, as well as the overall management and administration of the RNIP program.

The RNIP Program also aligns perfectly to support the FutureSSM pillar Economic Growth and Diversification and the goal of inviting immigration and welcoming newcomers.

FINANCIAL IMPLICATIONS

NODP will provide 90% of eligible expenditures, to a maximum of \$500,000, over a 36-month period. In order to access FedNor funding the City will be responsible for matching 10% of the funding request, or \$50,000. Staff are proposing to apply to the EDF for \$50,000 in order to achieve our 10% contribution level.

STRATEGIC PLAN / POLICY IMPACT

The Corporate Strategic Plan contains numerous references to growing our community and meeting local employer demands by attracting skilled labour to the community. Furthermore, this matter would align with the FutureSSM pillar of Economic Growth and Diversification and the goal of inviting immigration and welcoming newcomers.

RECOMMENDATION

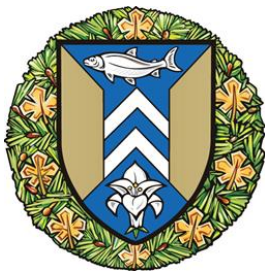
It is therefore recommended that Council take the following action:

Resolved that the report of the Director of Tourism and Community Development dated December 14, 2020 concerning the NODP application be received and Council authorize staff to proceed with an Application for funding.

Respectfully submitted,



Travis Anderson
Director Tourism & Community Development
705.989.7915
t.anderson@cityssm.on.ca



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Virginia McLeod, Manager of Recreation and Culture

DEPARTMENT: Community Development and Enterprise Services

RE: Seniors Inclusive Community Grant Application

PURPOSE

The purpose of this report is to request Council's approval to apply for a grant announced by the Ministry for Seniors and Accessibility– Seniors Inclusive Community Grant Program.

BACKGROUND

The Ministry of Seniors and Accessibility has launched a new Inclusive Community Grants program, which will support projects that allow Ontarians of all ages and abilities to participate in local programs across our great province.

Through the Inclusive Community Grant, municipalities and local organizations across Ontario can receive up to \$60,000 for projects that foster inclusive community involvement for older adults and people of all abilities, using the province's age-friendly community planning guide. Projects that allow Ontarians of all ages and abilities to participate in local programs are eligible to receive funding.

The grant program will support up to 100% of the total eligible project costs. While no cash or in-kind contributions is required, applicants are encouraged to establish partnerships to cover the cost of their initiatives.

ANALYSIS

The Seniors Inclusive Community Grant Program will allow the City to expand and develop new programming to meet the needs of older adults in our community. The Parks and Recreation Master Plan identified a need to break down barriers in our built environments and create physical and social environments, the development of dedicated pickleball courts at Elliot Sports Complex is an action item targeted for completion in 2019-2022. In addition, The Age Friendly Sault

Ste. Marie Community Assessment Report identified the need for better access to public washrooms that are clean, well-maintained and accessible.

Elliot Sports Complex is the focus of this project with the goal of improving accessibility, functionality and diversity of usage for people of all ages and abilities. The sport of pickleball has seen significant growth in Sault Ste. Marie. At present three outdoor tennis courts (various locations) are lined to accommodate pickleball. The court usages are at capacity. The growth, interest and participation has far outgrown the present City outdoor facility offerings. A request came forward from an organized local pickleball group who are passionate about growing the sport in Sault Ste. Marie.

The requirements for a designated outdoor pickleball facility include infrastructure such as access to parking, accessible washrooms, water fountain and existing staff support which makes Elliot Sports Complex an ideal location for the development. Developing an inclusive age friendly outdoor community hub is essential to respond to the emerging needs of older adults, including those with disabilities; in addition, the enhancements will benefit a number of organizations using the complex for slo-pitch and soccer. Active older adults would like to “adopt” an outdoor location as their home base, which would create an outdoor hub, which will help create sense of community for our older adults.

The funding would be utilized for the following:

- Upgrade washrooms at Elliot Park by widening the door entrance, install door activators, make stall width adjustments and counter top lowering to make them accessible.
- Install pathways leading to the main service building to improve access and accessibility.
- Purchase and installation of an accessible outdoor water fountain/water filling station is also a key component.
- The upgrades to the service building provides accessibility to all people, all sports and all ages using the complex, spectators and those living in the neighbourhood.
- The parking lot area consists of compact granular, which does not provide a smooth multi-use base. Asphaltting a portion of this area would allow for the installation of eight pickleball courts complete with fencing.

FINANCIAL IMPLICATIONS

The City can complete the project within the \$60,000 available through the Seniors Inclusive Community grant. The City's in-kind contribution will include the installation of benches and picnic tables at the site. There will be minimal incremental costs to the operating budget.

STRATEGIC PLAN / POLICY IMPACT

The recommendation supports the Corporate Strategic Plan focus areas: Quality of Life and Community Partnerships. This development of pickleball courts at Elliot Sports Complex is an action item identified in the Parks and Recreation Master Plan.

RECOMMENDATION

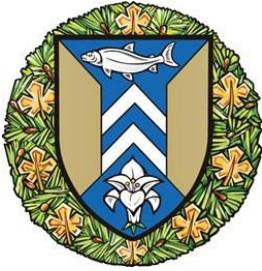
It is therefore recommended that Council take the following action:

That the report of the Manager of Recreation and Culture dated 2020 12 14 concerning the Seniors Inclusive Community Grant Application be received and the recommendation that staff be authorized to apply to Ministry for Seniors and Accessibility – Seniors Inclusive Community Grant Program be approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'V McLeod', with a stylized, cursive script.

Virginia McLeod
Manager Recreation & Culture
705.759.5311
v.mcleod@cityssm.on.ca



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

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

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Harleen Puaar, Manager of Enterprise Services and Millworks

DEPARTMENT: Community Development and Enterprise Services

RE: Ontario Small Business COVID-19 Recovery Network program

PURPOSE

The purpose of this report is to seek council approval to enter an agreement with the Business Advisory Center Durham on behalf of Millworks - Centre for Entrepreneurship to deliver the Ontario Small Business COVID-19 Recovery Network program, a program funded by the Ontario Together Fund

BACKGROUND

Millworks – Centre for Entrepreneurship provides entrepreneurs with guidance, business training, events, one-on-one coaching, mentoring and connections to industry professionals. Over the past few months, these services have been provided virtually, supporting small businesses most affected by COVID-19; retail, food services, hospitality, personal and professional care, tourism and non-profit businesses. The Centre has responded to 100's of small business during the COVID-19 emergency and recovery stages of the pandemic.

Millworks – Centre for Entrepreneurship is one of 46 Small Business Centres in Ontario funded partially by the Provincial government. The network of Centres meets monthly to share best practices and knowledge, align the services regionally, and identify emerging trends for small businesses. In May 2020, this group collectively developed and submitted a business proposal in response to the Provincial Government's call for proposal for the Ontario Together Fund. This fund supports Ontario's response to the COVID-19 recovery. The Provincial government approved the proposal in September to create the "Ontario Small Business COVID-19 Recovery Network" project.

The "Ontario Small Business COVID-19 Recovery Network" is a \$2.04 million project that will build one centralized triage portal (website and email) to help

small businesses in the wake of the economic fall out of COVID-19. This pan-Ontario project is funded by the Province in an agreement with and administered by the Business Advisory Centre Durham (BACD), a registered non-profit. BACD will enter into agreements with up to 46 Small Business Enterprise Centres (SBECS) and flow grant funding to each of the SBECS enabling them to retain multiple professional advisors/experts to provide support to small businesses either virtually or in person. Each of the 46 Small Business Centres throughout the Province will receive \$32,000 for this purpose.

ANALYSIS

The “Ontario Small Business COVID-19 Recovery Network” centralized portal will provide Ontario small businesses access to online training, guidance, support and advisory services for business recovery through one website. Service deliverables of this centralized portal include:

- Financial, digital literacy and business skills training
- Online webinars and meetup on relevant business topics
- Connect businesses with mentors and professionals to help pivot their business
- Connect businesses to industry experts (food, Health, tourism, retail, hospitality, e-commerce, trades)
- Provide information on government programs and assist with applications
- Assist in building business continuity plans, understanding digital business transformation
- Assist in the automation of business processes, systems and models

As part of this project, 20 e-learning modules will be developed, 10 focusing on startup education and 10 on sustainability and growth business topics. All modules will be completed in English and French by March 31, 2021. These workshops will be available 24/7 for Millworks – Centre for Entrepreneurship clients to learn on-demand at their convenience.

The rationale for the project is to create “One Door” for Ontario small businesses reducing the frustration and friction businesses face when trying to get support. This project will create efficiencies across the Small Business Centres’ network, improving productivity and impacting small businesses ability to access timely information and support at their convenience, in French or English. The centralized portal will offer small businesses one contact/one website allowing access to online training, guidance, information, and advisory services for business recovery.

During 2019/2020 the network of 46 Small Business Centres collectively designed and delivered over 3000 workshops and provided over 11,500 one-on-one consultations to Ontario small businesses. More recently, the focus of the

workshops, programs and consultations has been on creating action plans to help small business to re-imagine, relaunch, and recover from the impact of COVID-19. This program will further assist Small Business Centres in this endeavour.

The online portal is expected to be sustainable through collaborative content creation, a contribution from each of the 46 Small Business Centre's marketing budget and corporate sponsorships.

FINANCIAL IMPLICATIONS

None. The funding from the Business Advisory Centre Durham/Ontario Together Fund supports the direct expenses for Millworks – Centre for Entrepreneurship project deliverables.

STRATEGIC PLAN / POLICY IMPACT

Entering into this agreement aligns with focus area of Service Delivery: Eliminating Barriers to Business & Streamlining Processes, as well as all categories listed under the Community Development & Partnerships focus area.

RECOMMENDATION

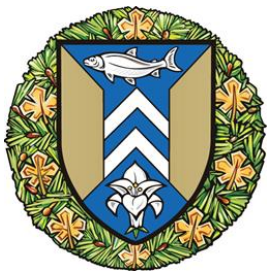
It is therefore recommended that Council take the following action:

The relevant By-law 2020-219 appears under item 11 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,



Harleen Puaar
Manager of Enterprise Services and
Millworks
705.251.3500
h.puaar@cityssm.on.ca



The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Nicole Maione, Manager of Transit & Parking
DEPARTMENT: Community Development and Enterprise Services
RE: Municipal Law Enforcement Officers

PURPOSE

The purpose of this report is to update By-law 93-165, which appoints municipal law enforcement officers.

BACKGROUND

By-Law 93-165 is a By-law appointing municipal law enforcement officers and is amended from time to time.

ANALYSIS

Not applicable.

FINANCIAL IMPLICATIONS

There is no budgetary impact.

STRATEGIC PLAN / POLICY IMPACT

This is an operational activity not articulated in the strategic plan.

RECOMMENDATION

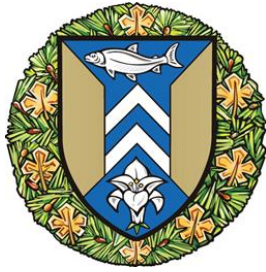
It is therefore recommended that Council take the following action:

By-law 2020-224 appears elsewhere on the Agenda and is recommended for approval.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Maione'.

Nicole Maione
Manager of Transit and Parking
705.759.5434
n.maione@cityssm.on.ca



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Don Elliott, Director of Engineering
Rachel Tyczinski, City Clerk

DEPARTMENT: Public Works and Engineering Services

RE: Local Improvement Policy

PURPOSE

The purpose of this report is to address the following Resolution from 2017 09 25:

Moved by: Councillor O. Grandinetti

Seconded by: Councillor M. Shoemaker

Whereas the Local Improvement Charges Regulations under the *Municipal Act* allow municipalities to charge residents abutting a street that is being improved a certain portion of the repair costs; and

Whereas the City of Sault Ste. Marie does charge local improvements to residents in many road reconstruction project projects; and

Whereas it is not the City's standard practice to charge local improvement charges in all road reconstruction projects, or in upgrades of roads between classes of surface-treatment;

Now Therefore Be It Resolved staff bring forward to Council 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.

BACKGROUND

Municipalities may recover all or part of the cost of certain capital projects through local improvement charges under Ontario Regulation 586/06 of the *Municipal Act*.

Projects may include:

- installing street lights
- constructing sidewalks or curbs
- roadway reconstruction
- installing water and wastewater infrastructure
- constructing traffic calming features, such as speed bumps

The principle of local improvement charges is that those benefitting from the cost of an improvement contribute to it, as opposed to the total costs being financed through the general levy.

The Local Improvement regulation may not be used to carry out ordinary repairs or maintenance.

For many years, Sault Ste. Marie has charged local improvements for **new** class “A” roads, **new** sanitary sewers and sidewalks. For **replacement** class “A” roads and sanitary sewers one-half of that rate is imposed. No local improvement charges are applied for resurfacing roads. Truck routes are exempt.

Historically the most common application of local improvements has been reconstruction of class “A” roadworks and sanitary services, representing a fraction of the actual cost. A list of local improvement rates is attached as Schedule “A”. Attached as Schedule “B” is a comparison of the costs borne by abutting property owners and the cost borne by the City. Rates were last increased in 1998.

In 2020 a typical lot with a frontage of 50 feet will be charged \$1,980 for reconstruction of class “A” roadworks and sanitary services. Property owners have the option of paying the local improvement charge in full or to have the charge amortized over ten years and added to the tax roll.

The Local Improvement regulation provides that the municipality may initiate a local improvement (which can be challenged upon petition of the benefitting owners – 2/3 of the owners representing 1/2 of the property value). Similarly, a local improvement project may be initiated upon petition of benefitting owners.

A survey of other Ontario municipalities has been conducted to determine if local improvement charges are utilized, and if so, in what circumstances, and at what level of cost recovery. A summary of results is attached as Schedule “C”.

ANALYSIS

The research conducted indicates that Sault Ste. Marie is unique, both in the fact that local improvement rates are minimal, and that reconstruction rates are half of already low new construction rates. None of the other municipalities surveyed charge local improvements for reconstruction.

Where local improvement charges are utilized, most municipalities in the Province appear to charge from 75% to near-cost recovery to benefitting property owners. In many cases the work is only undertaken upon sufficient petition of benefitting property owners. In others, local improvements are initiated either by the City or by sufficient petition of benefitting property owners. Several Ontario municipalities do not impose any local improvement charges.

With respect to local improvement charges for sanitary sewers, the City currently realizes revenue for sanitary sewers on utility bills with the intention that all costs related to sanitary sewage transmission and treatment are recovered. Therefore, it is the opinion of staff that charging local improvement charges for reconstruction of sanitary sewers in addition to the charge on utility bills may not be appropriate.

If the City charged local improvement at near full cost recovery, a typical 60 foot lot would be charged approximately \$30,000. Staff is not recommending this.

The City has four road classes as follows:

Class A (asphalt surface, concrete curb and gutter, and storm sewers);

Class B (asphalt surface and roadside ditches);

Class C (surface treatment and roadside ditches).

Class D (gravel surface and roadside ditches)

The City currently does not charge local improvement for reconstructing and upgrading a road to a class C or B standard. Staff is recommending rates be established for these upgrades.

Projects are initiated either by the City or by sufficient petition from residents. While staff is not recommending full cost recovery, the rates for petition driven projects are recommended to be higher than for City driven projects. It is noted that it has been many years since a petition driven project has been included in a capital program. The priority is almost always given to deficient roads.

In response to the Resolution, staff is recommending the following:

- The City cease charging local improvements for **reconstruction** of sanitary infrastructure.
- The City continue charging local improvements for construction of **new** roads (and road class upgrades), sanitary and storm drainage infrastructure at a rate equal to approximately 10% of estimated full cost for City initiated projects, and 20% of estimated rates for citizen petitioned projects.
- The City continue charging local improvements for **reconstruction** of existing roads and storm drainage infrastructure at a rate equal to 50% of rates charged for new construction (5% of full cost).
- The above recommendations will apply to new and reconstructed class A, class B, and class C roads.

Schedule D attached summarizes recommended rates. It is recommended rates be increased annually for inflation similar to user fees.

FINANCIAL IMPLICATIONS

Establishment of the new rates as recommended will generate slightly less revenue than in recent years. Local improvements will be charged for new and reconstructed class C and class B roads which will be new revenue in the future.

STRATEGIC PLAN / POLICY IMPACT

Amending the scope of local improvement charges supports the corporate value of fiscal responsibility, managing municipal finances in a responsible and prudent manner.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Director of Engineering and City Clerk dated 2020 12 14 regarding Local Improvement Policy be received and that the existing procedure be amended beginning with the 2021 Capital Transportation Program to:

- a) discontinue charging local improvements for reconstruction of sanitary sewage infrastructure; and,
- b) continue charging local improvements for construction of new sanitary infrastructure;
- c) continue to charge local improvements for new class A roads, and one-half new construction rates for reconstruction; and,
- d) begin charging local improvements for new class B and C roads, and one-half new construction rates for reconstruction; and,
- e) upon a sufficient petition of benefitting property owners, charge local improvements for new class A, B, or C construction; and
- f) Implement local improvement charges as recommended with an annual estimated CPI increase.

Respectfully submitted,



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

Schedule A - LOCAL IMPROVEMENT RATES

TYPE OF SERVICE	SPECIAL RATE PER METRE FRONTAGE
Storm Sewer	
Ordinary-----	\$ 33.00
Designated Truck Routes -----	nil
Concrete Curb & Gutter	
Ordinary-----	\$ 26.50
Designated Truck Routes -----	nil
Concrete Sidewalk -----	\$ 27.00
New Class "A" Pavement (includes above improvements)	
Ordinary-----	\$159.00
Designated Truck Routes -----	nil
New Class "B" Pavement	
Ordinary-----	\$ 52.00
Designated Truck Routes -----	nil
New Class "C" Pavement	
Ordinary-----	\$ 21.00
Designated Truck Routes -----	nil
Sanitary Sewer	
Main Sewer -----	\$ 61.00
Lateral -----	\$608.00 each
Joint Sewer Lateral -----	\$309.00 each
Sanitary Forcemain* (low pressure sewer)	
Forcemain -----	\$ 8.00
Lateral -----	\$275.00 each

NOTES:

1. Designated Truck Routes refer to Class "A" and Class "B" Truck Routes as defined in the Traffic By-Law.
2. Replacement of existing sanitary sewers and laterals are one-half the above charge.
3. Replacement of existing Class "A" pavement is at one-half the above rate.
4. Storm sewer drain connections are not assessed against the properties.
5. Replacement of existing concrete sidewalk is 100% City cost.
6. *If sanitary service is by low pressure sewer, residents must note that they are required to purchase a grinder pump.

Schedule "B"
Local Improvement Totals – Sanitary and Pavement

	Estimated cost borne by assessable abutting property owners	Total project cost	Percentage contributed by assessable abutting property owners
2014	\$149,087.45	\$5,746,462.55	2.59%
2015	\$415,351.41	\$20,138,815.59	2.06%
2016	\$80,624.30	\$2,274,378.70	3.54%
2017	\$121,907.30	\$5,041,092.70	2.42%
2018	\$126,533.83	\$3,432,466.17	3.69%
2019	\$111,893.68	\$3,918,106.32	2.86%

Updated June 26 2020

Schedule "C"

Analysis of Local Improvement Charges	
North Bay	No local improvement charges
Sudbury	No local improvement charges
Thunder Bay	Local Improvement charges for new works that are successfully petitioned. Charge near full cost. No local improvement charges for new construction.
Timmins	Local Improvement charges for new works that are successfully petitioned. Charge near full cost. No local improvement charges for new construction.
Richmond Hill	Local Improvement charges generally for works that are successfully petitioned. (Rural to urban conversion to install curb and gutter and storm sewer.)
London	Local improvement charges on petition of property owners (not initiated by the city). City pays approximately 25% of total project costs.
Windsor	Local improvement charges both on petition and led by the city. (new facilities ad upgrades.)
Kitchener	Local improvement charges both on petition and led by the city.
Oshawa	Suspended the use of local improvement charges in 2010 but retains the ability to utilize local improvement charges upon petition.
Milton	No local improvement charges
Whitby	No local improvement charges
Waterloo	No local improvement charges
Kitchener	Curbs, sidewalks, storm sewers, streetlighting ** (rate to be added and how initiated)
Markham	Curbs, sidewalks, storm sewers, streetlighting ** (rate to be added and how initiated)
Pickering	No local improvement charges

Schedule D: Local Improvement Rates

Suggested Rates as follows:

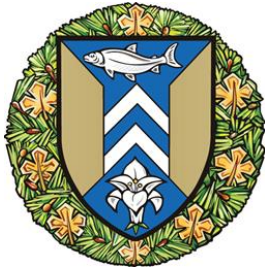
Set rates to be 10% of full cost recovery for City driven projects, 20% for resident driven, and 5% for reconstruction

Sanitary rates are for new construction only

Truck Routes are exempt

New Construction - City Driven:	per meter	lump sum
New class C	\$32	
New class B	\$42	
New class A (includes sidewalk)	\$136	
Sanitary Sewer	26	
Low Pressure Sanitary Sewer	8	
Sanitary Service		357
New sidewalk	35	
New Construction - Resident (petition) Driven:		
New class C	\$64	
New class B	\$84	
New class A (includes sidewalk)	\$272	
Sanitary Sewer	52	
Low Pressure Sanitary Sewer	16	
Sanitary Service		714
New sidewalk	70	
Reconstruction		
class C	\$16	
class B	\$21	
class A (includes sidewalk)	\$68	

Nov-20



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Don Elliott, Director of Engineering
DEPARTMENT: Public Works and Engineering Services
RE: COVID-19 Resilience Infrastructure Funding – Civic Centre

PURPOSE

The purpose of this report is to obtain Council approval to designate two capital projects at the Civic Centre as candidates for COVID-19 Resilience Infrastructure funding.

BACKGROUND

Infrastructure Ontario recently announced the COVID-19 Resilience Infrastructure Stream – Local Government Intake under the Investing in Canada Infrastructure Program. The City's allocation under this stream is \$429,423. Applications are required in order to access the funding. The City can apply for up to two projects. The deadline for applying for two projects is January 7, 2021. If the City applies for one project, the deadline is December 21, 2020. Approved projects must be substantially complete by December 31, 2021.

ANALYSIS

Staff recommends that this funding be directed to upgrades at the Civic Centre. There are three projects proposed in the 2021 budget for the Civic Centre. The first is the requirement to reconfigure the lobby on level 2 to address access concerns related to the pandemic, physical distancing, and building security. There are necessary restrictions for accessing meeting rooms and staff work areas. The proposed work will include facilities to interact with visitors, complete transactions in the lobby, provide secure access points with employee identification for contact tracing, and video surveillance.

The second project involves the exterior entrance to level two. The building conditions assessment identified the need to replace the waterproofing over the underground garage which will involve excavating the area at the front entrance, waterproofing the below-grade roof and backfilling. This is the most appropriate time to replace the deficient accessibility ramp and reconstruct it to current standards. Further, given the exterior stairs have outlived their useful life and require extensive rehabilitation every spring, it is appropriate to replace them at this time. All of this work was identified in the recent building conditions assessment.

The need for the third project was discovered during the recent windows and cladding project. There is insufficient fire protection on structural steel between floors at the building perimeter. Several remedies were evaluated, and the favoured option was to install a complete sprinkler system on all levels.

All three projects can be designed and administered by one architectural and engineering team, however, it may be appropriate to tender some of the work separately. The lobby project and the front entrance project are each considered eligible under two of the four categories under this stream.

FINANCIAL IMPLICATIONS

These projects were considered high priorities and were included in the 2021 budget. If the funding is approved, the budgeted amount equal to the funding can be diverted to other capital priorities.

STRATEGIC PLAN / POLICY IMPACT

This work is linked to the asset management and service delivery components 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 2020 12 14 concerning COVID-19 Resilience Infrastructure Stream be received, and that the Civic Centre lobby improvements and the Civic Centre entrance ramp and stair replacement projects be designated as the candidates for this funding application.

Respectfully submitted,



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



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Carl Rumiel, Manager of Design and Transportation
Engineering
DEPARTMENT: Public Works and Engineering Services
RE: Reconstruction of Angelina Avenue – Consultant Selection

PURPOSE

The purpose of this report is to obtain Council approval to retain a consultant to provide engineering services for the design and contract administration of the reconstruction of Angelina Avenue.

BACKGROUND

At the 2020 09 28 meeting, Council accepted as information the 2021 Capital Transportation Program which recommended that design of Angelina move forward in the event that there are sufficient funds to proceed with construction. There may be unallocated funds from the 2020 program and/or grant funding for other projects not secured at this time.

ANALYSIS

In accordance with our procurement policy for retaining consultants, a Request for Proposal was sent to engineering consultants that are on the City's current Vendor of Record list for the Linear Municipal Infrastructure category. The City received proposals from the following firms:

- WSP
- AECOM
- Tulloch Engineering
- Kresin Engineering Corporation
- Cenlo Enterprises
- R.V. Anderson Associates Limited

All proposals were reviewed by engineering staff, which followed a detailed scoring system that considered consulting team, detailed methodology, schedule and fees.

Based on staff's review, it is recommended that this work be awarded to WSP. Should the reconstruction of Angelina Avenue not be included in 2021, the design will be put on the shelf to be included in a future road construction program. The

contract administration portion of this assignment may have to be revisited at that time.

FINANCIAL IMPLICATIONS

WSP's fee estimate included in their proposal submission is \$268,850 excluding HST. Based on the contents of their proposal, the Engineering Division will work with WSP to develop an engineering agreement that will be brought to Council at a later meeting.

As part of the 2020 budget process, \$200,000 was approved for engineering work related to the 2021 Capital road projects. WSP's 2020 work can be accommodated within the \$200,000 previously approved. The remainder of the engineering work will not commence until such time that council approves the project if funding becomes available.

STRATEGIC PLAN / POLICY IMPACT

This report is linked to the new infrastructure focus area of the strategic plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Design and Transportation Engineering dated 2020 12 14, concerning the Angelina Avenue reconstruction consultant selection, be received and that Council authorize entering into an agreement for engineering services with WSP.

An individual engineering agreement with an estimate of engineering fees will be brought to Council for approval at a later date.

Respectfully submitted,

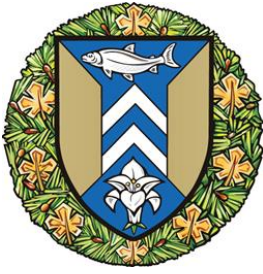


Carl Rumiel, P. Eng.

Manager of Design and Transportation Engineering

705.759.5379

c.rumiel@cityssm.on.ca



The Corporation of the
City of Sault Ste. Marie

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Carl Rumiel, Manager, Design and Transportation Engineering
DEPARTMENT: Public Works and Engineering Services
RE: Reduced Speed School Zones

PURPOSE

The purpose of this report is to address the Council resolution from September 23, 2019, which reads:

Whereas the City of Sault Ste. Marie has 24 elementary schools; and

Whereas there are only ten officially designated “school zones” with reduced speed limits within Sault Ste. Marie; and

Whereas the safety of our community’s children is of critical importance to the residents of Sault Ste. Marie; and

Whereas some communities in the province have reduced-speed school zone policies to supplement standard provincial guidelines;

Now Therefore Be It Resolved that staff be requested to bring a policy to Council that clearly establishes conditions for reduced-speed school zones within the City of Sault Ste. Marie.

BACKGROUND

This resolution is a result of numerous requests for a reduction in the posted speed limit near schools.

In the City’s Traffic By-Law 77-200, Schedule Y contains a list of ten (10) designated school zones where posted speed is reduced to 40 km/h. Most of these reduced speed zones are effective during school hours with the speed reverting back to 50 km/h outside of these hours.

There are currently twenty (20) Algoma District School Board, eight (8) Huron-Superior Catholic District School Board and two (2) French Public schools within the City limits.

ANALYSIS

In reviewing the current schools in the City, staff has found that in most cases there is very little difference with respect to road geometry and neighbourhood demographics between those listed in Schedule Y and those that are not on that list.

Further, staff has completed a review of other Northern Ontario communities and found that it is reasonable practice to reduce posted speed to 40km/h within school areas.

Staff are proposing that the City implement reduced speed zones at both secondary and elementary schools if the following two criteria are met:

- That the school zone is located on a local residential street or residential collector street.
- That the maximum current posted speed of the road is 50 km/h.

The attached list shows all the secondary and elementary schools that fall within the City Limits. Of these listed, Superior Heights, St. Mary's College and White Pines do not meet the criteria for designation as a school zone as they are located on major arterial roads with higher posted speeds.

In order to be consistent across the City, staff are recommending that reduced speed school zones be designated 40km/h on a fulltime basis, not just during school hours. Further, existing school zones on Schedule Y will also change to the fulltime-reduced speed zones and the by-law will be amended as such. School zones will be posted at approximately 150m upstream of school properties in all directions.

The criteria laid out in this report will define a revised Schedule Y in the traffic by-law, which will include all schools meeting the criteria. Staff will also review the list from time to time adding new schools that may open and eliminating schools that have closed.

Due to the time of year, Public Works and Engineering staff will not make these changes to signage until spring/summer of 2021. Staff will ensure that the traffic by-law is amended and signage in place prior to the 2021/2022 school year.

FINANCIAL IMPLICATIONS

The financial implications to this recommendation are minimal; the cost of changing the signage. It is anticipated that the signage and installation costs will be approximately \$15,000 and can be accommodated in the 2021 traffic operations budget. In order to maintain these signs going forward, Public Works may require an increase to their operating budget to be considered in the future.

STRATEGIC PLAN / POLICY IMPACT

Traffic safety is related to the infrastructure focus area of the strategic plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Design and Transportation Engineering dated 2020 12 14 concerning Reduced Speed School Zones be received and that all schools within the City limits be designated as reduced speed school zones provided that the school zones are located on a local residential or residential collector street and that the maximum current posted speed of the road is 50 km/h.

An amendment to the Traffic By-law will appear on a future Council Agenda.

Respectfully submitted,



Carl Rumiel, P. Eng.
Manager, Design & Transportation
Engineering
705.759.5379
c.rumiel@cityssm.on.ca

attach.

Sault Ste. Marie School Zones

** Existing reduced speed school zones on Schedule Y

ADSB - PUBLIC AND FRENCH	ADDRESS	HSCDSB- ENGLISH AND FRENCH CATHOLIC	ADDRESS	FRENCH SCHOOL BOARD	ADDRESS
Anna McCrea (JK-8) Public School	250 Mark Street	Holy Cross Catholic School (JK-8)	16 Texas Avenue	École-Notre- Dame- Du- Sault	600 North Street
Ben R. McMullin (JK-8) Public School	24 Paradise Ave.	Holy Family Catholic School (JK-8)	42 Rushmere Drive	École publique Écho-des-Rapides	145 Hugill Street
Boréal French Immersion (JK-8) Public School	232 Northern Ave E	Our Lady of Lourdes Catholic School (JK-8)	319 Prentice Avenue		
East View (JK-8) Public School	75 Arizona Ave	St. Basil Catholic School (JK-8)	250 St. Georges Avenue East		
F.H. Clergue French Immersion (JK-8) Public School	80 Weldon Ave	St. Francis French Immersion Catholic School (JK-8)	147 Brookfield Avenue		
Grand View (JK-8) Public School	161 Denwood Dr	St. Mary's French Immersion Catholic School (JK-8)	124 Gibbs Street		
Greenwood (JK-8) Public School	8 Fourth Line W	St. Paul Catholic School (JK-8)	78 Dablon Street		
H.M. Robbins (JK-8) Public School	83 E Balfour St	St. Mary's College (7-12)	868 Second Line E.		
Isabel Fletcher (JK-8) Public School	599 Third Line W				
Kiwedin (JK-6) Public School	735 North St				
Northern Heights (JK-8) Public School	210 Grand Blvd				
Parkland (JK-8) Public School	54 Amber St				
Pinewood (JK-8) Public School	3924 Queen St E				
Queen Elizabeth (JK-8) Public School	139 Elizabeth St				
River View (JK-8) Public School	51 Wireless Ave				
R.M. Moore (JK-8) Public School	1272 Base Line				
Tarentorus (JK-8) Public School	96 Northwood St				
Korah (7-12) Collegiate & Vocational School	636 Goulais Ave				
Superior Heights (7-12) Collegiate & Vocational	750 North St				
White Pines (7-12) Collegiate & Vocational	1007 Trunk Rd				



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Maggie McAuley, Municipal Services Engineer
DEPARTMENT: Public Works and Engineering Services
RE: 2020 Biennial Bridge and Aqueduct Inspection –
Engineering Fees

PURPOSE

The purpose of this report is to request Council approval to increase the fee limit in the engineering agreement with Tulloch Engineering for engineering services for additional investigation related to the Biennial Bridge and Aqueduct Inspection.

BACKGROUND

At the 2020 04 27 meeting of Council, the City entered into an agreement with Tulloch Engineering to complete the biennial inspection of bridges, aqueducts and other structures. Tulloch Engineering inspected the structures in accordance with the Ontario Structural Inspection Manual. The results of the inspection prompted a request for an additional condition survey of the concrete substructure of Municipal Bridge #2, the Great Northern Road railway overpass, north of Fourth Line. The condition survey will involve a detailed measurement and documentation of the areas of defects and deterioration that were found during the original inspection.

ANALYSIS

The original fee estimate in the agreement with Tulloch Engineering was \$69,410. The fee for the additional condition survey for Municipal Bridge #2 is \$16,700 excluding HST. Staff recommends this be added to the fee limit for a new project engineering fee total of \$86,110.

The City's procurement by-law requires any in-scope change in excess of a 10% cumulative tolerance level and/or greater than the CAO's approval limit to be approved by Council.

FINANCIAL IMPLICATIONS

The \$16,700 in additional engineering fees can be covered by the unallocated funds in the 2020 miscellaneous construction budget.

STRATEGIC PLAN / POLICY IMPACT

Biennial structural inspections are linked to the infrastructure component of the strategic plan.

RECOMMENDATION

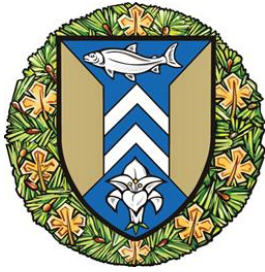
It is therefore recommended that Council take the following action:

Resolved that the report of the Municipal Services Engineer dated 2020 12 14 concerning additional engineering fees for the 2020 Biennial Bridge and Aqueduct Inspection be received, and that the engineering fee limit for the 2020 Biennial Bridge and Aqueduct Inspection be raised by \$16,700 to \$86,110.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M. McAuley', with a stylized flourish at the end.

Maggie McAuley
Municipal Services Engineer
705.759.5385
m.mcauley@cityssm.on.ca



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Peter Johnson, Fire Chief
DEPARTMENT: Fire Services
RE: Second Tiered Medical Response Agreement

PURPOSE

Fire Services is seeking Council approval to renew the Tiered Medical Response Agreement. The agreement defines the emergency response relationship between the City of Sault Ste. Marie and the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB). The agreement and accompanying by-law are found elsewhere on the agenda.

BACKGROUND

A report from the Fire Chief dated December 2, 2019 brought forward an agreement and accompanying by law (2019-241) which was approved by Council. The agreement and by-law detail the tiered medical responses that Fire Services will respond to. The agreement continues to be reviewed to ensure the tiered response criteria is met

ANALYSIS

Due to the pandemic, Fire Services and EMS have not seen consistent statistics to provide an accurate review of the terms set out in the main agreement. A renewal of one (1) year to the agreement will provide further review of the criteria as outlined.

If both parties are satisfied with the results, a long-term agreement will be brought back for council approval.

By-law 2020-226 will authorize the execution of the Second Tiered Medical Response Agreement between the City of Sault Ste. Marie and the District of Sault Ste. Marie Social Services Administration Board.

FINANCIAL IMPLICATIONS

There is no financial impact.

STRATEGIC PLAN / POLICY IMPACT

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

RECOMMENDATION

It is therefore recommended that Council take the following action:

The agreement and relevant By-law 2020-226 is listed elsewhere on the Agenda and is recommended for approval.

Respectfully submitted,

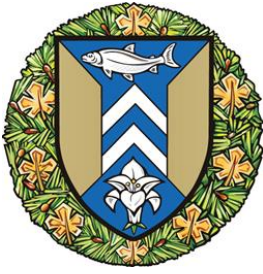
A handwritten signature in black ink, appearing to read 'Peter Johnson', with a stylized flourish at the end.

Peter Johnson

Fire Chief

705.949.3333

p.johnson@cityssm.on.ca



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

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

DEPARTMENT: Legal Department

RE: Property Declared Surplus – 193 James Street

PURPOSE

The purpose of this report is to recommend to Council that the property described as PIN 31578-0049 (LT) PT LT 6 S/S CATHCART ST PL TOWN PLOT OF ST. MARY'S AS IN T434356; T/W T434356; SAULT STE. MARIE, being civic 193 James Street be declared as surplus and offered for sale by the City in accordance with the City's policy for the disposition of land.

ATTACHMENT

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

BACKGROUND

The Legal Department received a request on May 3, 2019 from Alan Spadoni to ascertain if 193 James Street could be declared surplus. The request was circulated to various City Departments and the Sault Ste. Marie Region Conservation Authority for comment ("SSMRCA").

No objections or concerns were raised by any City Department regarding this request. The SSMRCA advised that the Subject Property is not located within an area under the jurisdiction of the Conservation Authority, with regard to O. Reg. 176-06 for Development, Interference with Wetlands and Alterations to Shoreline and Watercourses. SSMRCA also does not object to the request to declare the Subject Property surplus.

ANALYSIS

If Council declares the property surplus, the property will be advertised once in the Sault Star and also appear on the City's web page with the notation that it will be sold to the abutting property owner.

Property Declared Surplus – 193 James Street

2020 12 14

Page 2.

FINANCIAL IMPLICATIONS

If the City decides to dispose of the Subject Property, it would be consistent with the City's plan to dispose of surplus property. As this property is presently City owned the City does not receive any revenues from taxes. Upon sale of the property it may be assessable depending upon its ultimate use.

STRATEGIC PLAN / POLICY IMPACT

Not applicable.

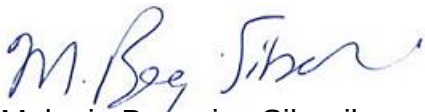
RECOMMENDATION

It is therefore recommended that Council take the following action:

Authorize that the City owned property described as PIN 31578-0049 (LT) PT LT 6 S/S CATHCART ST PL TOWN PLOT OF ST. MARY'S AS IN T434356; T/W T434356; SAULT STE. MARIE, being civic 193 James Street, be declared surplus to the City's needs and authorize the disposition of the said property in accordance with the City's policy for the disposition of land, to the abutting owner.

By-law 2020-223 authorizing same appears elsewhere on the Agenda and is recommended for approval.

Respectfully submitted,

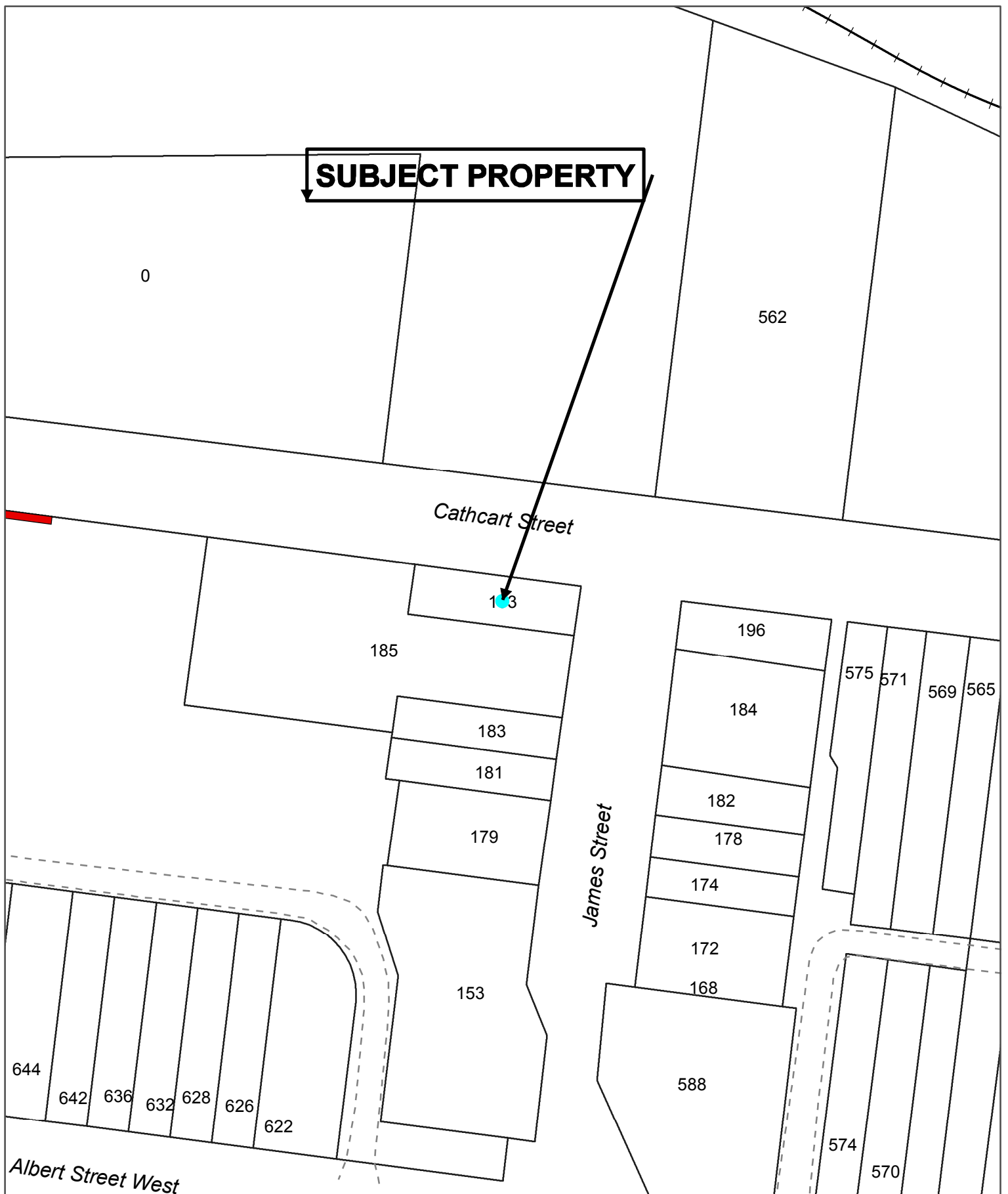


Melanie Borowicz-Sibenik

Assistant City Solicitor/ Senior Litigation Counsel

MBS/tj

Enclosure





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

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

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Jeffrey King, Solicitor/Prosecutor
DEPARTMENT: Legal Department
RE: 143 Sixth Line W - Amending Agreement

PURPOSE

The purpose of this report is to request Council's approval to amend an agreement dated January 26th, 1998, between the City and the previous owner of 143 Sixth Line W. (the "Lands") to remove a square footage limitation for structures registered on title in order to allow for a storage shed to be constructed by the new owners (Mr. Nathan Chevalier & Ms. Genevieve Chevalier).

BACKGROUND

On January 28, 1998, City Council agreed to allow the previous owner to maintain a cabin upon the Lands for recreation use as a personal ski chalet. It was agreed that any structures on the Lands shall not exceed 600sq/ft. The new owners of the Lands are producing maple syrup. As a result of this use, the new owners would require more on site storage to enable feasible production.

ANALYSIS

Legal has reviewed the agreement entered into in 1998. Insurance coverage benefiting the City and indemnity language was stipulated. The insurance language was updated as part of the amending agreement. In addition, the Lands are treated as unprotected property by the insurance industry and therefore concerns regarding emergency response is contemplated by the insurance industry and borne by the new owners. The limitation on the square footage for structures being lifted does not create any greater liability or exposure to the City and would allow the new owners to effectively move the maple syrup between each stage of production and obtain the required building permit.

FINANCIAL IMPLICATIONS

There are no financial implications as the new owner is contractually obligated to pay all costs to register the amending agreement.

STRATEGIC PLAN / POLICY IMPACT

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

RECOMMENDATION

It is therefore recommended that Council take the following action:

143 Sixth Line W - Amending Agreement

2020-12-14

Page 2.

By-law 2020-222 authorizing the execution of the amending agreement between the City and the new owners appears elsewhere on the Agenda and is recommended for approval.

Respectfully submitted,



Jeffrey King
Solicitor/Prosecutor

JK/lv

MAP 503\\citydata\\Legal\\Dept\\Legal\\Staff\\COUNCIL\\REPORTS\\2020\\143 Sixth Line W - Amending Agreement.docx



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Stephen Turco, RPP, Senior Planner
DEPARTMENT: Community Development and Enterprise Services
RE: Downtown Wayfinding – Next Steps

PURPOSE

The purpose of this report is recommend a series of next steps to begin the implementation of vehicular wayfinding throughout the Downtown. These action items are consistent with the City's Downtown Strategy.

BACKGROUND

At the August 10, 2020 meeting, City Council endorsed proceeding on a number of public realm improvement projects in support of the City's Downtown Strategy. These projects included: a Farmers' Market Preliminary Design study, procuring Modular Retail Units, and implementing a Pedestrian Scale Wayfinding Strategy. Funding for these priority projects is sourced from previously approved City funding coupled with funding from NOHFC, OMAFRA and the Downtown Association.

The Farmers' Market design study has commenced, and a report on Modular Retail Units is found elsewhere on Council's agenda. This report recommends next steps to begin the implementation of wayfinding signage.

ANALYSIS

On the August 10, 2020 Council agenda, staff's report recommended using NOHFC funding towards pedestrian wayfinding signage.

At this time, staff is recommending a slight alteration to the expenditure of the NOHFC funding so that it will be used for vehicular wayfinding in the downtown. There are a number of reasons for this approach. First, the design and mapping for the vehicular wayfinding has been completed. And given the more advanced state of the vehicular wayfinding plan, staff can utilize the NOHFC funds to implement vehicular signage in the downtown and meet the deadline for expenditure of these funds. These signs can be installed fairly easily within existing boulevards and using overhead signage.

A procurement process was undertaken to implement wayfinding signage throughout the community. The first step was the implementation of welcome signage which was partially funded by Destination Northern Ontario.

The second phase was planned to be downtown vehicular wayfinding. Staff has received a cost estimate of approximately \$160,000 (inclusive of the non-rebatable portion of HST) to fabricate and install the downtown vehicular signage. A future report from the Manager of Purchasing will be forthcoming in the new year.

FINANCIAL IMPLICATIONS

The budget allocation for public realm improvements is \$704,493, of which \$155,000 has been spent. All funding for these projects has already been approved by City Council, and is supported by funding contributions from NOHFC, OMAFRA and the Downtown Association.

Of the approximately \$550,000 remaining for public realm improvements, \$51,000 (including non-rebatable HST) has been allocated towards the Farmers' Market Design study, while \$235,000 (including non-rebatable HST) is being allocated to the procurement of Modular Retail units. This leaves approximately \$264,000 (including non-rebatable HST) available for the fabrication and installation of wayfinding signage throughout the Downtown.

STRATEGIC PLAN / POLICY IMPACT

Implementing vehicular and pedestrian wayfinding 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. Wayfinding specifically was identified as an action item in the City's Downtown Strategy, approved by Council in November 2016.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Senior Planner dated 2020 12 14 concerning Downtown Wayfinding – Next Steps be received and that staff be authorized to allocate \$160,000 from the Downtown Strategy project funding to implement vehicular wayfinding in the downtown.

Respectfully submitted,



Stephen Turco, RPP
Senior Planner
705.759-5279

Downtown Wayfinding – Next Steps

2020 12 14

Page 3.

s.turco@cityssm.on.ca



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Stephen Turco, RPP, Senior Planner
DEPARTMENT: Community Development and Enterprise Services
RE: Modular Retail Units for Downtown

PURPOSE

The purpose of this report is to provide information on a modular retail units program that staff are recommending as part of a series of public realm improvement projects for the Downtown.

BACKGROUND

At the August 10, 2020 Council meeting, staff presented a report recommending a number of Downtown public realm improvement projects using funding from the City's current funding agreement with NOHFC. The funding agreement with NOHFC expires at the end of September 2021.

Staff's recommended projects consisted of Downtown Pedestrian Wayfinding, Farmers Market Preliminary Design, Modular (Pop-up) Retail Units, and potentially other beautification elements.

At that meeting, there was considerable discussion amongst Council regarding the idea of modular retail units. Following that discussion, staff are now pleased to present additional information regarding this project. However, given that this is a new initiative, staff will approach the initial year as a pilot, working with stakeholders to refine the approach.

ANALYSIS

In an effort to activate various public spaces throughout the Downtown, staff are recommending the purchase of a number of modular retail units that can be used for various 'pop-up' retail activities.

Typically, these units are converted shipping containers, and markets created using converted shipping containers have been or are being established in many Canadian municipalities including Toronto, Montreal, Cornwall and Petawawa. Although retrofitted shipping containers are the typical application, staff will explore alternative options, including the possible fabrication of custom-made modular units.

The following are two examples of modular retail markets:



Market 707 in Toronto (Scadding Court Community Centre)



Summer boutiques at Old Port of Montreal (Canada Lands Company)

The main goals of this modular retail units program would be to:

- Attract people to Downtown by activating various public spaces with vibrant and diverse shopping.
- Give a stronger feel of permanency than market stalls, while still being flexible and movable.
- Provide a potential business incubation opportunity, both for new entrepreneurs to experience running a business and for established businesses to expand their reach.

Number and mix

As a starting point, staff plan to procure six modular retail units: three for food and beverage serving vendors, and three for general retail vendors. Some of the units could have the option to be divided into two pods which may expand the retail offerings, depending on demand and business requirements.

Staff plan to have a number of units clustered together at any given location in order to provide a critical mass of vendors that will be interesting to Saultites and visitors. This grouping of units would essentially form a roving '**Pop-Up Market**' in the Downtown. Vendors would be selected based on factors such as their ability to bring foot traffic to the Downtown and their alignment with the City's tourism goals, with a preference to support local businesses.

Sizes and general features

Based on staff's research, there are generally two options for procuring these units. The first option would be to utilize retrofitted shipping containers that are converted for retail purposes, including for food and beverage serving vendors and general merchandise vendors. Common features of these units include electrical systems, light fixtures, serving counters, awnings and ventilation systems necessary for food preparation. In addition, all suppliers are able to customize the containers for individual clients' needs. These containers come in a variety of sizes, although based on consultation with Public Works, staff are recommending either 10'x8' or 20'x8' containers, so they can be moved with existing equipment.

Alternatively, there are custom-made modular units that are designed and specified for use for outdoor retail and promotions. Examples of these include kiosks typically used at outdoor trade shows or fairs, and other standalone pop-up shops. Staff will ensure that the procurement process is open to potential suppliers both within Sault Ste. Marie as well as outside the region.

The following are some examples of retrofitted shipping containers:



The following are some examples of custom-made modular units:



Locations

Subject to logistical and servicing requirements, staff anticipate that a Pop-Up Market could be established at various points of interest in the Downtown:

- The Port of Sault Ste. Marie (Roberta Bondar Park)
- The Downtown Civic Plaza
- The Ermatinger Clergue National Historic Site
- The Clergue Park Skating Trail
- During festivals and community events on Queen Street or at the GFL Memorial Gardens

Days and times

In order to maintain a critical mass for this Pop-Up Market, interested vendors will ideally commit to be operational for an entire season (i.e. summer, winter) as well as a minimum number of hours during those weeks. Staff will develop a seasonal schedule after discussions with potential vendors. Depending on demand, staff may consider rotating vendors on a shorter duration, to provide more flexible leasing options.

Programming and leasing

As mentioned above, staff's preference is to activate these modular retail units with local vendors, including established businesses and new entrepreneurs.

Therefore, staff plan to partner with business support organizations on this program, such as the Millworks Centre for Entrepreneurship, the Sault Ste. Marie Chamber of Commerce and the Downtown Association, as well as newcomer support organizations like the Sault Community Career Centre and the Local Immigration Partnership.

A call for vendors with interest in utilizing the pop-up market will take place in advance of each season. Applications will be reviewed by a staff committee and selections made based upon criteria such as vendors' ability to bring foot traffic to the Downtown and their alignment with the City's tourism goals. The preference will be to support and incubate local businesses. However, there may also be instances where these units can be made available to brand promotions on a limited, case-by-case basis. Staff will be mindful of competitive concerns among existing local businesses.

With regards to leasing rates, staff plan to make these units available for a nominal rent to recover operational costs associated with set-up and utilities. Initially, leases will be on a seasonal basis; however, longer leases may be considered depending on vendor interest.

Branding and Appearance

The naming of this program would be generic in order to build up Saultites' familiarity and also for ease of tourism promotion – for example, names such as “Pop-Up Market @ Port of Sault Ste. Marie” or “Pop-Up Market @ Clergue Park” could be used.

Ideally, the individual modular retail units will reinforce the City of Sault Ste. Marie brand in terms of colouring, although staff will work with individual vendors to incorporate their specific branding utilizing awnings, signage or other flexible fixtures. Options may be considered to work with FutureSSM and local artists to provide unique platforms for showcasing public art.

The following are examples of creative individual branding:



Logistics and permits

Planning staff have already initiated conversations with multiple City departments, including Building, Legal, Community Services, Tourism and Community Development (FutureSSM) and Public Works, regarding cross-department coordination on this program. In particular, Planning will work closely with Public Works throughout the implementation of this program to ensure successful rollout, troubleshooting and storage.

Furthermore, staff will work with regulatory agencies including Algoma Public Health and the Alcohol and Gaming Commission of Ontario to ensure compliance with health, safety and licensing requirements, as well as Ontario Building Code requirements.

FINANCIAL IMPLICATIONS

The budget allocation for Downtown public realm improvements is \$704,493, of which \$155,000 has been spent. All funding for these projects has already been approved by City Council, and is supported by funding contributions from NOHFC, OMAFRA and the Downtown Association.

Of the approximately \$550,000 remaining for public realm improvements, \$51,000 (including non-rebatable HST) has been allocated towards the Farmers' Market Design study, while \$264,000 (including non-rebatable HST) is available for the fabrication and installation of wayfinding signage. This leaves approximately \$235,000 (including non-rebatable HST) available for the procurement of Modular Retail Units.

STRATEGIC PLAN / POLICY IMPACT

Approval of this program 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

In summary, this initiative will increase vibrancy in the Downtown by:

- Supporting local businesses and new entrepreneurs.
- Creating dynamic pop-up events that increase foot traffic and serve tourists.
- Supporting events, activities and tourist services in the Downtown.

RECOMMENDATION

It is therefore recommended that Council take the following action:

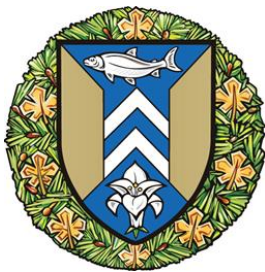
Resolved that the report of the Senior Planner dated 2020 12 14 concerning Modular Retail Units for Downtown be received, and that Council authorize staff to proceed with a Request For Proposals to implement this program, and report back to Council for final approval.

Modular Retail Units for Downtown
2020 12 14
Page 7.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Stephen Turco". The signature is stylized with a large initial "S" and a long horizontal stroke.

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



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Emily Cormier, Climate Change Coordinator

DEPARTMENT: Community Development and Enterprise Services

RE: Sault Ste. Marie Community Greenhouse Gas Reduction Plan 2020 - 2030

PURPOSE

The purpose of this report is to seek Council approval to adopt the Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan 2020 – 2030 and to direct staff to work to achieve the objectives and actions outlined in the report.

BACKGROUND

The Corporation of the City of Sault Ste. Marie (the City) received funding in March 2019 from the Federation of Canadian Municipalities (FCM) to increase climate change capacity. This included the development of a community greenhouse gas (GHG) emissions inventory and Reduction Plan. The Sault Ste. Marie Community GHG Reduction Plan 2020 – 2030 (GHG Reduction Plan), found in Attachment A, is a document that sets out actions required to reduce GHG Emissions in Sault Ste. Marie.

In September 2019, the City joined the Canadian Partners for Climate Protection (PCP) program which uses a 5-milestone framework that is intended to guide the municipality towards the development of a Climate Action Plan. The 5-milestones include:

1. Creating a baseline emissions inventory and forecast;
2. Setting emissions reduction targets;
3. Developing a local action plan;
4. Implementing the local action plan, and;
5. Monitoring progress and reporting results;

The City completed Milestone 1 in February 2020 with the creation of the Community GHG emissions inventory. This report, if approved by council will accomplish Milestones 2 and 3 and lays the groundwork for Milestones 4 and 5.

ANALYSIS

The United Nations has declared that “climate change is the defining issue of our time” and that “we must limit global warming to 1.5°C above pre-industrial levels within the next [10] years or face irreversible economic, environmental and social impacts”¹. Municipalities have a significant role to play when it comes to combating climate change, as they account for more than 70% of global GHG emissions². The City has demonstrated leadership by developing a community GHG emissions inventory and Reduction Plan, which are the first steps in working towards measuring emissions reduction progress.

Plan Overview

The Sault Ste. Marie Community GHG Reduction Plan 2020 – 2030 (GHG Reduction Plan) is a document that sets out the actions required on a short, medium and long-term basis in order to reduce GHG Emissions in Sault Ste. Marie.

The recommended GHG reduction actions are broken down into seven key sectors with associated objectives, timelines, task leads and partners. Each section of the action plan is followed by insights pertaining to municipal, provincial and federal policy and legislation alignment as well as financing and funding opportunities. The seven sectors are:

1. Buildings & Energy – Community
2. Buildings & Energy – Corporate
3. Transportation
4. Waste
5. Green Space
6. Economic Development
7. Municipal Leadership

The goal for GHG reduction in Sault Ste. Marie is net zero by 2050³. The City intends to take a staged approach to achieve this goal, and will focus on a GHG reduction target of 10% corporate and 5% community between 2020 – 2030, with an increasing scale of reduction target between 2030 and 2050. The first 10-year target aligns with the individual targets for corporate and community GHG reductions as recommended by the FCM. This is also comparable to targets from other Northern Ontario Cities, such as Sudbury (net zero by 2050) and Timmins (10% corporate and 5% community reduction in 10 years). The corporate portion of the 10-year target is predominantly based on implementing a series of outstanding energy efficiency retrofits. It also allows for further reduction opportunities beyond the current target. The plan should be viewed as a living document to compensate for regulatory reporting requirements and new technology. A 10-year window also allows the City sufficient time to plan, develop,

¹ Intergovernmental on Climate Change (IPCC). (2018). *Global Warming of 1.5°C. An IPCC Special Report on the impacts of global warming of 1.5°C above pre-industrial levels and related global greenhouse gas emission pathways, in the context of strengthening the global response to the threat of climate change, sustainable development, and efforts to eradicate poverty*. Retrieved from: <https://www.ipcc.ch/sr15/>

² C40 Cities. (n.d.). A Global Opportunity for Cities to Lead. Retrieved from: https://www.c40.org/why_cities

³ Carbon neutrality (or net zero), is defined as counterbalancing the emission of carbon dioxide (CO₂) through carbon reduction and offsets (Merriam-Webster. (2020). *Definition: Carbon-neutral*. Retrieved from: <https://www.merriam-webster.com/dictionary/carbon-neutral>).

implement, and then measure the results of their GHG reduction efforts in preparation for carbon neutrality by 2050. This aligns with the 2015 *Paris Agreement*⁴ and the 2020 Canadian Federal Government Speech from the Throne, which plans to legislate net-zero emissions by 2050⁵. In order to meet this ambitious goal, the City will need to embed GHG emissions reduction efforts across corporate business and operations.

Implementation

The GHG Reduction Plan is a roadmap that assigns responsibilities and timelines to GHG actions to both the City and the greater community. It also identifies internal and external funding and financing opportunities, as well as action alignment to policy and legislation. With regards to implementation, the City's Municipal Environmental Initiatives (Green Committee) was recently revised as the Environmental Sustainability Committee. The revised committee will act as the overseeing body to assist in the review and implementation of the GHG reduction plan. The committee will also continue to consult with local industrial facilities to understand their current and planned energy efficiency and GHG reduction efforts. It is also recommended that the City consider establishing and/or assigning a staff position to oversee City environmental sustainability commitments and to champion the creation of a culture of sustainability within the organization.

Next Steps

To be successful in reaching its planned and future GHG reduction objectives, the City will need to embed GHG reduction efforts across all operations and departments. This combined with other community efforts, will further the City's position as a leader in climate change mitigation.

FINANCIAL IMPLICATIONS

Should the City adopt the GHG Reduction Plan, there will be financial implications to implementing recommendations, in particular as they relate to energy efficiency retrofits and transitioning the City's fleet and equipment to zero emission models. That being said, these types of projects have the potential to reduce the City's operating and maintenance costs. For example, the City's 2019 *Third Party Service Review* recommends the pursuit and implementation of energy efficiency projects as they have the potential of reducing the City's energy consumption up to \$100,000 annually and will encourage more environmentally friendly best practices⁶. In addition, Public Safety Canada estimates that every dollar invested in GHG mitigation saves \$3 to \$5 in recovery costs⁷. As such, the City should

⁴ The Paris Agreement is a global landmark accord to combat climate change and calls for carbon neutrality by 2050. (United Nations. (2015). *Paris Agreement*. Retrieved from:

https://unfccc.int/files/essential_background/convention/application/pdf/english_paris_agreement.pdf)

⁵ Government of Canada. (2020). 2020 Speech from the Throne. Retrieved from: <https://www.canada.ca/en/privy-council/campaigns/speech-throne/2020/stronger-resilient-canada.html>

⁶ KPMG. (2019). City of Sault Ste. Marie Third Party Service Review Draft Summary Report (Version 2). Retrieved from: https://saultstemarie.ca/Cityweb/media/City-Clerk/City-of-SSM-Service-Review_1.pdf

⁷ Office of the Auditor General of Canada. (2016). 2016 Spring Reports of the Commissioner of the Environment and Sustainable Development. Retrieved from: www.oag-bvg.gc.ca/internet/English/parl_cesd_201605_02_e_41381.html

prioritize leveraging climate investment and funding opportunities to offset the capital costs of emissions reduction.

The City should also consider adding criteria to capital and operating budget requests that would review requests based on their impact to environmental sustainability (e.g. GHG emissions diverted).

STRATEGIC PLAN / POLICY IMPACT

The City of Sault Ste. Marie Corporate Strategic Plan outlines environmental stewardship as a value to ensure that we use resources wisely to maintain and create a sustainable city for future generations. The plan also identifies infrastructure and quality of life as strategic focus areas.

The GHG Reduction Plan implementation also aligns with the goals of the Environmental Sustainability Committee, which will recommend project priorities and assist in the review and implementation of the community and corporate GHG Reduction Plan, including reporting on progress annually.

The FutureSSM community development strategy includes Environmental Sustainability as one of the four pillars of community development.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of Emily Cormier, Climate Change Coordinator dated 2020 12 14 be received, and,

Further that Council approve the adoption of the Sault Ste. Marie GHG Reduction Plan, and,

Further that council approve the City's goal for GHG reduction plans of net zero emissions by 2050 and support that the City will take a staged approach to achieve this goal, and will focus on GHG reduction target of 10% corporate and 5% community between 2020 – 2030, with an increasing scale of reduction target between 2030 and 2050, and,

Further, that staff be directed to work to achieve the goals and actions outlined in the Plan, with any municipal monetary requests referred to future budgets.

Respectfully Submitted,

Emily Cormier
Climate Change Coordinator – FutureSSM
Community Development & Enterprise Services
705-971-3366
e.cormier2@cityssm.on.ca

Sault Ste. Marie Community Greenhouse Gas Reduction Plan
2020 - 2030

Prepared by: FutureSSM

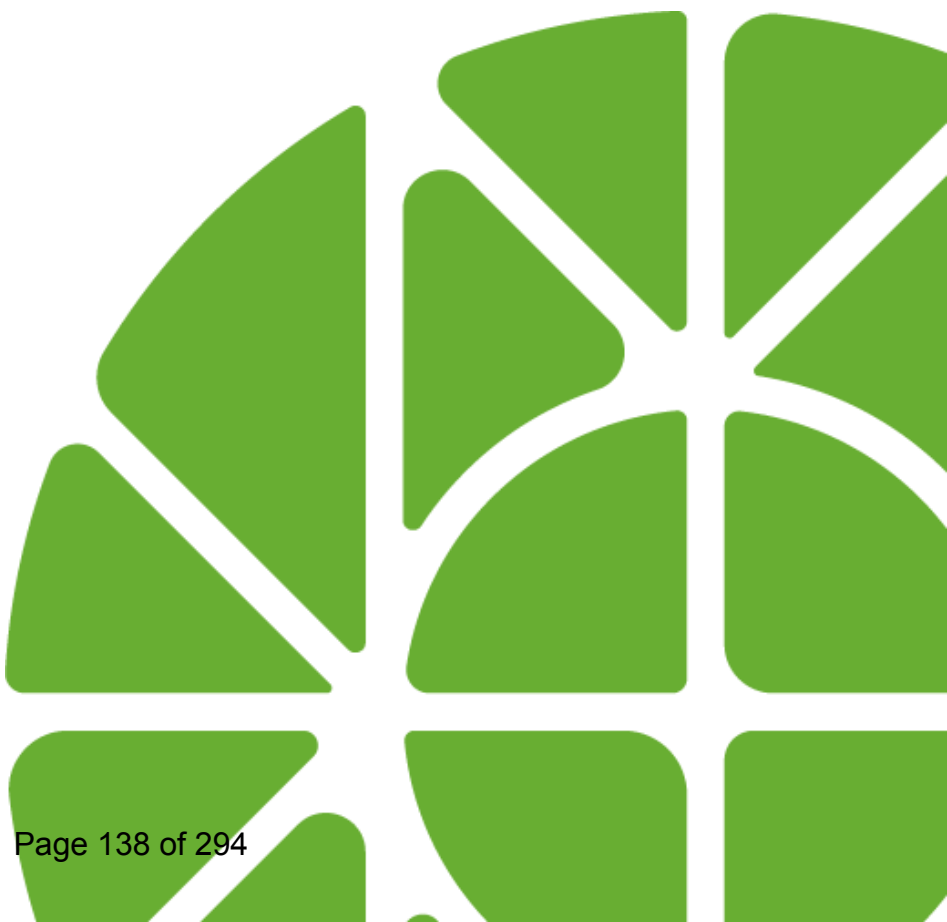


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Land Acknowledgment

The City of Sault Ste. Marie (the City) acknowledges, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe; home of Garden River First Nation, Batchewana First Nation and the Metis Nation. The City also acknowledges that this area is historically known as Bawating. The City recognizes the importance of our relationship with the Indigenous community, as we move forward together in Reconciliation, and the importance of meaningful consultation with the Indigenous community, who have a commitment to environmental stewardship.

Acknowledgements

Numerous staff members from various City of Sault Ste. Marie (City) departments, as well as external organizations provided invaluable assistance to the GHG emissions inventory and reduction plan project. Their time and information are much appreciated. The list below acknowledges those who contributed to the development of this document:

City of Sault Ste. Marie

- Adam Shier, Risk Manager
- Ashley Caputo, Financial Analyst - Budget
- Brent Lamming, Director Community Services
- Catherine Taddo, Land and Environmental Engineer
- Christina Periard, Accounting Coordinator
- Dan Crozier, Assistant Fire Chief
- Don Elliott, Director of Engineering
- Don McConnel, Director of Planning
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- Frank Cocchimiglio, Manager, Information Technology
- Jacob Bruzas, Manager of Audits & Capital Planning
- Jason Mihailiuk, Maintenance and Operations Manager
- Jeffrey King, Solicitor/Prosecutor
- Jordan Allard, Digital Media Coordinator
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- Larry Girardi, Deputy CAO, Public works and Engineering Services
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- Lisa Petrocco, Manager of Taxation
- Madison Zuppa, Deputy City Clerk
- Michael Vanderloo, Maintenance Supervisor
- Mike Blanchard, Manager – Waste Management
- Nicole Maione, Manager, Transit and Parking
- Paul White, Manager – Equipment and Building Maintenance
- Robin Miners, Office Supervisor
- Roger Nenomen, Manager – Cemeteries
- Shelley Schell, Chief Financial Officer & Treasurer

- Spencer Laverne, Supervisor, Waste Management
- Susan Hamilton Beach, Director Public Works
- Tessa Vecchio, Corporate Communications Officer
- Tom Vair, Deputy CAO, Community Development and Enterprise Services
- Travis Anderson, Director Tourism & Community Development

Climate Risk Institute

- Paul Cobbs, Project Manager

Enbridge

- Gerald Laforest, Advisor, Energy Solutions, Ontario Northeast Districts
- Vitha Krishnamurthy, Lead – Business Intelligence
- Xi Wang, Advisor Business Intelligence

PUC Services Inc

- Mark Britton, Conservation Officer

Local Governments for Sustainability (ICLEI)

- Sarah Shenstone-Harris, Climate and Energy Planner

Sault Ste. Marie District Social Services

- Susi Ford, Executive Assistant

Sault Ste. Marie Innovation Centre

- David Thompson, RAIN Research Project Coordinator
- Paul Beach, Manager, Acorn Information Solutions (Geomatics Division)
- Travis Favretto, Municipal/Utilities GIS Technician, Acorn Information Solutions

Sault Ste. Marie Police Service

- Gary Mancuso, Fleet & Building Services Technician

Message from the Mayor

On behalf of Municipal Council, I am pleased to introduce the Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan (2020 – 2030) to the community. It is an action-oriented document aimed at lowering community GHG emissions. Implementing the Sault Ste. Marie GHG Reduction Plan is an important objective as it aligns with the City's Strategic Plan, which encourages environmental sustainability. The recommendations will be implemented over time and will be assessed regularly to ensure compliance to future governmental reporting requirements. Thank you to the Federation of Canadian Municipalities for supporting this initiative.

Thank you to our stakeholders who contributed to the development of this plan. Implementation will require communal efforts from both the City and our partners.

The plan represents a significant milestone, but is also the beginning as we now look to community members to support and help us realize our sustainability goals.

Sincerely,

Mayor Christian Provenzano

List of Acronyms

AC – Community Adjustment Committee

ADSB – Algoma District School Board

BAU – Business as usual

CO₂ – Carbon dioxide

CFCs - Chlorofluorocarbons

CDES – Community Development
Enterprise Services

CDF – Community Development Fund

CRI – Climate Risk Institute

CSPA – Canadian Steel Producers
Association

CSPGNO - Conseil scolaire public du Grand
Nord de l'Ontario

EV – Electric Vehicle

FCM – Federation of Canadian
Municipalities

GHG – Greenhouse Gas

GMF – Green Municipal Fund

HSC – Housing Services Corporation

HSCDSB – Huron-Superior Catholic District
School Board

ICLEI – Local Governments for
Sustainability

IESO – Independent Electricity System
Operator

IPCC – Intergovernmental Panel on Climate
Change

IT – Information Technology

LCA – Life-Cycle Analysis

LED – Light Emitting Diode

LIC – Local Improvement Charge

MCIP – Municipal Climate Innovation
Program

MNRF – Ministry of Natural Resources and
Forestry

MW – Megawatts

NCCN – Northern Climate Change Network

OLG – Ontario Lottery and Gaming
Corporation

OP – Official Plan

PACE - Property Assessed Clean Energy

PCP – Partners for Climate Protection

R&D – Research and Development

RAIN – Rural Agri-Innovation Network

RFP – Request for Proposal

SSM – Sault Ste. Marie

SSMIC – Sault Ste. Marie Innovation Centre

STAC – Sault Trails Advocacy Committee

tCO₂e – tonnes of carbon dioxide equivalent

USA – United States of America

Executive Summary

The Corporation of the City of Sault Ste. Marie (the City) received funding in 2019 from the Federation of Canadian Municipalities (FCM) to increase community and corporate climate change capacity. This included the development of a greenhouse gas (GHG) emissions inventory and reduction plan. The Sault Ste. Marie Community GHG Reduction Plan 2020 – 2030 (GHG reduction plan) is a document that sets out the actions required on a short, medium and long-term basis in order to reduce GHG Emissions in Sault Ste. Marie.

The recommended GHG reduction actions are broken down into seven key sectors with associated objectives, timelines, task leads and partners. Each section of the action plan is followed by insights pertaining to municipal, provincial and federal policy and legislation alignment as well as financing and funding opportunities. The seven sectors are:

1. Buildings & Energy – Community
2. Buildings & Energy – Corporate
3. Transportation
4. Waste
5. Green Space
6. Economic Development
7. Municipal Leadership

The goal for GHG reduction in Sault Ste. Marie is net zero by 2050. The City intends to take a staged approach to achieve this goal, and will focus on a GHG reduction target of 10% corporate and 5% community between 2020 – 2030, with an increasing scale of reduction target between 2030 and 2050. The first 10-year target aligns with the individual targets for corporate and community GHG reductions as recommended by the FCM. The corporate portion of the 10-year target is predominantly based on implementing a series of outstanding energy efficiency retrofits. It also allows for further reduction opportunities beyond the current target. The plan should be viewed as a living document to compensate for regulatory reporting requirements and new technology. A 10-year window also allows the City sufficient time to plan, develop, implement, and then measure the results of their GHG reduction efforts in preparation for carbon neutrality by 2050. This aligns with the 2015 *Paris Agreement* and the 2020 Canadian Federal Government Speech from the Throne which plans to legislate net-zero emissions by 2050 (Government of Canada, 2020). In order to meet this ambitious goal, the City will need to embed GHG emissions reduction efforts across corporate operations.

The GHG reduction plan is a roadmap that assigns responsibilities and timelines to GHG actions to both the City and the greater community. Financing alternatives are included that focus on both internal and external opportunities, as well as action alignment to municipal, provincial and Federal legislation. With regards to implementation, it is recommended that the newly established Environmental Sustainability Committee act as the overseeing body to assist in the review and implementation of the GHG reduction plan. It is also recommended that the City assign and/or establish a staff position to oversee City environmental sustainability commitments. To ensure project momentum, the plan also recommends ten priority tasks to be completed in year one. This will form a baseline for more complex projects in the future.

To be successful in reaching its planned and future GHG reduction objectives, the City will need to take a holistic approach to climate change action. By embedding GHG reduction efforts across all operations and departments, combined with other community efforts, the City will serve as an example and leader in climate change mitigation. The City must also continue to adapt to climate change by adopting projects and strategies that will lessen both the physical and economic impact on assets and residents. By understanding and limiting GHG emissions, the City will improve its commitment to environmental sustainability.

1. Introduction

Climate change is one of the most significant issues of our time. To combat it, society needs to aggressively reduce GHG emissions as they have, and will continue to result in, implications to the natural and built environment, economies and people. Aggressive action must be taken to limit the creation of further GHGs and their future impacts.

Governments around the world are doing their part by developing GHG reduction plans to reduce community emissions as well as build climate change resiliency. Municipalities have a significant role to play when it comes to combating climate change by acting as the sustainability leaders within their communities. The City has demonstrated leadership by developing a community GHG emissions inventory and reduction plan, which is the first step in working towards measuring emissions reduction progress.

The GHG Reduction Plan sets the course for short and long-term climate action, with regards to the major sources and drivers of emissions in the areas of buildings and energy, transportation, and solid waste. It also addresses GHG reduction opportunities associated to green space, economic development and municipal leadership.

The plan builds on and provides direction for existing City policies and plans that consider environmental sustainability. It also recognizes the shared responsibility for making emissions reductions by both corporate and community operations. The plan reinforces the need for an integrated municipal sustainability agenda that addresses long term economic, social and environmental priorities as part of building a healthier and more climate change resilient community.

The GHG Reduction Plan was developed using a three-phase approach including:

- Phase 1: GHG Emissions Inventory (Completed February 2020)
- Phase 2: Stakeholder Engagement (Completed May 2020)
- Phase 3: Plan Development (Draft Completed September 2020)

In Phase 1 of the project, a community GHG emissions inventory was developed to understand where community GHG emissions come from. This also included an update to the Corporate GHG emission inventory, which had not been revised since 2009. Data for the community GHG emissions inventory was sourced from utility consumption metrics (PUC and Enbridge), City staff engagement, reports, and publicly available data. Both community and corporate GHG emission inventories also included a business-as-usual (BAU) forecast, which projected emissions if no reduction action was taken to reduce them. The inventories can now be used as a tool to measure community progress towards GHG emissions reduction by reviewing them on a regular basis. See Appendix 1 for the Community GHG Emissions Inventory Methodology Report.

Phase 2 of the project involved engaging with the public and key stakeholders to obtain their perspectives and input on actions to be included in the plan. The majority of stakeholder consultations took place over the course of four months from February to May 2020. Four types of consultations were conducted, including: Youth, In-Person, Online and Direct Outreach. Primary stakeholders were identified as key players with regards to energy consumption and climate change including: energy suppliers, large energy users, the City, health / public services, business owners, community groups, and academic institutions. They were consulted with on an individual basis either by phone or with an online questionnaire. Online outreach was

conducted through a survey where citizens could provide insight regarding opportunities, barriers and priorities with regards to the GHG reduction plan. The consultation team received 25 responses from the Youth Awareness survey, had over 200 attendees at a series of five in-person consultations, received 167 responses to the online survey and received feedback from 17 key stakeholders that were part of a direct outreach initiative. Consultations also occurred with the City's Municipal Environmental Initiatives Committee (Green Committee) to discuss GHG reduction target selection. See Appendix 2 for a more in-depth summary of the outreach and results of the Stakeholder Consultation phase.

Stage 3 of the plan incorporated reviewing insights from Stages 1 and 2 to develop an action plan and prioritize the recommended activities. The plan provides recommendations on how to reduce community GHG emissions, as well as save money, increase energy efficiency, improve community health, create jobs and improve the corporate image and community relations by taking climate action.

The following section of this report will provide background information and context on Sault Ste. Marie and the project methodology used to develop the GHG Reduction Plan.

2. Background

2.1 Sault Ste. Marie Context and GHG Reduction Motivators

Sault Ste. Marie (the Sault) is a medium sized single tier municipality located in Northern Ontario with a population of 73,368 people (Statistics Canada, 2017). It is located along the St. Mary's River and borders the northern part of the state of Michigan in the United States of America (USA). Major industry and business sectors include steel manufacturing and fabrication, forestry, lottery and gaming, Information Technology (IT); and Tourism (Invest Sault Ste. Marie, n.d.). The Sault is home to a multi-modal transportation hub, with access to the TransCanada Highway, rail, a seaway shipping port and a regional airport with regular flights to Toronto, Ontario (Invest Sault Ste. Marie, n.d.). Regional emissions were not within the scope of this project; however, it is important to consider the emissions associated to being a transportation hub, as it opens opportunities for exploring regional emission reduction initiatives.

According to recent population projections, Sault Ste. Marie's population is expected to increase by 14% by 2037 (Metro Economics, 2019). This population growth will require around 4,000 new homes and also increase energy demand for goods and services for residents and commercial businesses (Shape the Sault, 2020). Sault Ste. Marie's growth will increase demand for energy and associated GHG emissions. Proactive planning and a combination of both behavioral and technological change can encourage economic growth while also lowering GHG emissions. The GHG Reduction Plan can contribute to other community goals and aspirations, including economic development, transit, equity, energy management, land-use planning as well as asset management. In particular, with regards to economic development, increasing uptake in energy efficiency projects (e.g. retrofits, energy storage), can result in job growth while reducing emissions. This opens up avenues to grow Sault Ste. Marie's clean technology sector, furthering on the City's previous declaration as the 'Alternative Energy Capital of North America'¹.

¹ O'Neill, K. (2017). *SSM as the Alternative Energy Capital of North America*. Retrieved from: https://irp-cdn.multiscreensite.com/8a9a3aa5/files/uploaded/alternative_energy_capital_of_north_america.pdf

On a corporate level, the development of the GHG Reduction Plan supports a number of existing plans at the City. These plans are highlighted in the graphic below.

Figure 1: City of Sault Ste. Marie Corporate Climate Action to Date

1. Energy Conservation and Demand Management Plan (2019)	2. Strategic Asset Management Policy (2019)	3. Transportation Master Plan (2015)	4. Stormwater Master Plan & Intensity-Duration-Frequency (IDF) curve update (2015)	5. Corporate Strategic Plan (2015)
6. Parks and Recreation Master Plan (2015)	7. Asset Management Plan (2013) (updated in 2020)	8. Sault Ste. Marie Smart Energy Strategy (2012)	9. Green Fleet Plan (2011)	10. Sustainable Site Plan Guidelines (2011)
	11. Corporate GHG Emissions Inventory (2009)	12. Cycling Master Plan (2007)	13. Municipal Environmental Initiatives Committee (Green Committee) (2007)	

These plans and initiatives support sustainability through the means of asset management such as energy efficiency and land use planning. In addition, the City's Official Plan (OP) is in the process of being updated and will incorporate climate change and GHG reduction policies and strategies. Though the above plans address sustainability; other than the 2009 Corporate GHG Emissions Inventory, none specifically relate to community GHG emissions reduction, further strengthening the motivation for this report.

2.1.1. Northern Climate Change Network

In addition to the above plans, the City also participated in a two-year (2018 - 2020) project called the Northern Climate Change Network (NCCN) led by the Climate Risk Institute (CRI) which worked with five northern Ontario municipalities to advance their climate change adaptation planning and risk assessment efforts. The CRI in partnership with the City held two workshops (one in September 2019 and one in January 2020) to identify and assess risks in Sault Ste. Marie associated to climate change. As an end product of the risk assessment process, the CRI presented the City with the *Sault Ste. Marie Community Climate Change Risk Assessment* report, which was completed in February 2020. A variety of climate risks emerged as a high priority, in particular those associated with infrastructure damage (e.g. road washouts, loss of utility services and flooding) (Climate Risk Institute, 2020).

It is recommended that this document be viewed as the initial stage of developing a climate change adaptation plan. Risks identified in the report are recommended to be used to prioritize climate change vulnerabilities within the City and assist in the development of adaptation strategies. Climate change adaptation is a sound investment, as the 2019 Global Commission on Adaptation Report shows that investing US \$1.8 trillion in climate adaptation can generate US \$7.1 trillion in total benefits (Global Commission on Adaptation, 2019). Adaptation includes early warning systems, climate-resilient infrastructure and housing and investments in water resources.

Summary

Many of the above-mentioned plans and projects helped inform the GHG Reduction Plan, as they support the development of goals and objectives for Sault Ste. Marie's environmental and sustainability performance. It is recommended that the GHG Reduction Plan implementation be coordinated with existing City plans and strategies that govern land use, transportation, housing, waste and energy.

The following section of this report discusses the methodology used for the creation of the GHG Reduction Plan.

2.2. Partners for Climate Protection Program.

In February of 2019, the City received funding from the Federation of Canadian Municipalities (FCM) Municipal Climate Innovation Program (MCIP) to increase capacity to reduce community GHG emissions. This funding aligns with the community development pillar of Environmental Sustainability, which was identified as one of four strategic priorities in the Community Adjustment Committee (AC) report *A Common Cause and New Direction for Sault Ste. Marie* (Community Adjustment Committee, 2017). FutureSSM was tasked with implementing and building on recommendations in the AC report, including creating a community GHG emissions inventory to help plan and implement municipal climate change priorities.

To support municipalities in creating GHG emissions inventories, the FCM and ICLEI – Local Governments for Sustainability (ICLEI Canada) created the Partners for Climate Protection (PCP) Program to provide a forum for municipal governments on how to reduce GHG emissions. Participation in the program includes the completion of a 5-milestone framework which is intended to guide the municipality towards the development of a Climate Action Plan. The program is free to join and allows member cities to gain access to tools, resources, a community of practice and an online tool that assists in the development of GHG emissions inventories.

In September 2019, City Council passed a resolution to join the PCP. In doing so, the City committed to joining over 400 municipalities across Canada that are working to reduce community GHG emissions. The PCP is a five-milestone framework, which includes:

1. Creating a baseline emissions inventory and forecast;
2. Setting emission reduction targets;
3. Developing a local action plan;
4. Implementing the local action plan, and
5. Monitoring progress and reporting results.

As a first step in meeting their commitment, the City has met Milestone 1 by completing the corporate and community GHG inventory and forecast in February 2020. The inventories adhere to the PCP Protocol (Canadian Supplement to the International Emissions Analysis Protocol, Federation of Canadian Municipalities & ICLEI).

2.3 Understanding Climate Change

Feedback from both community consultations as well as members of the City's Green Committee included a need for public education about climate change and GHG reduction. The

following section of this report outlines key aspects related to climate change and its correlation to GHGs.

The energy we use to heat, cool and power our homes and workplaces, as well as to transport ourselves and the goods and services we consume generate GHG emissions. GHGs also occur through a phenomenon called the greenhouse effect which occurs when GHGs (specifically, carbon dioxide, methane, nitrous oxide and other gases known as chlorofluorocarbons (CFCs) that occur naturally, are “released into the atmosphere by heat from the sun and become trapped” (Government of Canada, 2018). The release of GHGs into the atmosphere; however, has been intensified by human activities, resulting in an increase in anthropogenic (human caused) emissions from the burning of fossil fuels, which are the primary cause of climate change. The effects of climate change are “impacting both human and natural systems as we see an increase in temperatures, shifts in precipitation patterns, as well as more frequent and intense heat waves” (Government of Canada, 2018).

The Government of Canada defines climate change as: “a long-term shift in weather conditions measured by changes in temperature, precipitation, wind, snow cover and other indications” (Government of Canada, 2015). Globally, temperatures have been increasing steadily due to Climate change. In particular, in Canada, “between 1948 and 2016, average temperatures have already increased by 1.7°C” (Government of Canada, 2019). Governments and policy makers from around the world have established targets and plans on reducing GHG emissions. Of particular importance, is the 2015 *Paris Agreement*, which aims to “limit temperature increase to 1.5°C above pre-industrial levels” and outlines actions “to undertake ambitious efforts to combat climate change and attempt to its effects” (United Nations Framework on Climate Change, 2020). The international agreement targets carbon neutrality by 2050; and will be assessed every five years to monitor progress. Carbon neutrality is defined as counterbalancing the emission of carbon dioxide (CO₂) through carbon reduction and offsets (Merriam-Webster, 2020).

In 2018, the Intergovernmental Panel on Climate Change (IPCC) provided an update on global efforts regarding climate change. In their report, an assessment of around “6,000 peer-reviewed publications confirmed that climate change is already affecting people, ecosystems and livelihoods all around the world. It also reiterated that urgent mitigation ambition in the coming years is required as current trends indicate that global warming will surpass 1.5°C in the following decades” (Intergovernmental Panel on Climate Change, 2018). Specifically, the report stated that limiting warming to 1.5°C requires reaching net zero carbon dioxide (CO₂) emissions globally around 2050 (Intergovernmental Panel on Climate Change, 2018). Inaction will lead to environmental and social implications, as well as economic impacts. In fact, according to the *National Round Table on the Environment and the Economy*, inaction “could cost Canada between \$21 billion and \$43 billion per year by the 2050s” (Government of Canada, 2011). Alternatively, mitigation efforts can actually save money. “Public Safety Canada estimates that every dollar invested in mitigation saves \$3 to \$5 in recovery costs” (Office of the Auditor General of Canada, 2016).

Governments have leveraged international protocols such as the 2015 *Paris Agreement* to develop their own plans with regards to addressing climate change. In Canada, the Federal Government developed the 2016 *Pan-Canadian Framework on Clean Growth and Climate Change*, which outlines Canada’s plan for reducing emissions as well as fostering economic growth. The framework supports the Canadian provinces and territories in their efforts on enabling clean growth across Canada. It also outlines Canada’s carbon-pricing plan. Canada’s

2020 Speech from the Throne also reiterates the Canadian government's commitment to climate action by committing to taking action on climate change (Government of Canada, 2020). In Ontario, the *Made-In-Ontario Environment Plan* created in 2018, outlines specific actions with regards to mitigating and adaptation to climate change while building provincial resilience (Government of Ontario, 2018).

In addition to the efforts of the federal and provincial governments, it is important to note that municipalities also have a role to play with regards to climate change. In fact, municipalities account for more than 70% of global GHG emissions. (C40, n.d.). The City recently completed a community GHG emissions inventory to fully understand local emissions from energy in buildings, transportation and waste. This inventory has been used to refine targets and will help track progress towards the goal of reducing local emissions. Updating this inventory on a regular basis will be a key step in monitoring GHG reduction efforts by both the City and the community.

The following section of this report reviews the GHG emissions inventory particulars, as well as the GHG emissions forecast.

3. Community Greenhouse Gas Emissions Inventory

The Sault Ste. Marie's community GHG emissions inventory refers to an estimate of aggregate emissions within the municipal boundary. Community emission metrics were broken down by sector and source to obtain an understanding of where community emissions come from. Prior to highlight the results of the community and corporate inventories, the next section of this report will review which emissions were omitted and why.

3.1 Excluded Emissions Data

The PCP program outlines optional reporting for several sources of emissions, including: off-road transportation, rail, waterborne navigation, aviation, incineration and open burning, agriculture, forestry and other land uses, and industrial processes and product use (IPPU). These emission sources are optional as they are often difficult to obtain with a level of accuracy and are beyond the control of a municipality. The community inventory in this report also excludes emissions from wood as it is considered biogenic in the PCP protocol, meaning that it assumes that carbon released during combustion is equal to carbon removed during the growth of the tree and it can be assumed that it is carbon neutral (ICLEI and FCM, 2014, p.10). The protocol does state that methane (CH₄) and nitrous oxide (N₂O) can be reported from wood combustion; however, this data is not readily available and figures for wood heat would be an estimate at best.

Industry Processes and Product Use Emissions

Industrial emissions from industrial processes and product use (IPPU) were not included in the City's community inventory; however, it is being shared in this section for transparency purposes as it discusses an additional source of emissions. As mentioned above, emissions from IPPU are not a required reporting attribute of the community greenhouse gas (GHG) emissions inventory under the PCP protocol. The reasoning for this is that there is an emissions threshold for industry that regulates them to report to provincial and federal governing bodies, which is not controlled by the municipalities in which they operate. Should a municipality decide to include IPPU in their inventory, a starting point is to submit a request to the industries that operate in their municipal boundary, and obtain both their energy consumption information as well as process emissions

information. Large emitters in Canada are required to report their GHG emissions under the Environment and Climate Change Canada (ECCC) Greenhouse Gas Reporting Program (GHGRP). This data is available publicly online. The GHGRP “has collected data from industrial facilities every year since 2004” and information is collected under section 46 of the *Canadian Environmental Protection Act*” (Environment and Climate Change Canada, 2019a).

The GHGRP uses a threshold which identifies reporting emitters. Of note:

“2017 marked the first year of the expansion of the GHGRP where the reporting threshold was lowered to 10 kilotonnes (kt) of CO₂e, meaning that all facilities that emit 10 kt or more of GHGs in CO₂e per year are required to submit a report. The GHGs reported include: carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF₆)” (*Environment and Climate Change Canada, 2019a*).

In Sault Ste. Marie in 2017, there were three facilities that were required to report to the GHGRP. The facilities were:

1. Essar Power Canada Ltd.
2. Essar Steel Algoma Inc.²
3. Tenaris Algoma Tubes

The following table includes emissions data for the above three facilities reported under the GHGRP for 2017.

Table 1: Sault Ste. Marie IPPU GHG Emissions³

Line No.	Facility Name	NAICS Code	CH ₄ (tonnes CO ₂ e / tonnes éq. CO ₂)	N ₂ O (tonnes CO ₂ e / tonnes éq. CO ₂)	CO ₂ (tonnes CO ₂ e / tonnes éq. CO ₂)
1	Essar Power Canada Ltd.	Other Electric Power Generation (221119)	12,578.50	3,456.80	1,415,052.45
2	Essar Steel Algoma Inc.	Iron & Steel Mills & Ferro-Alloy Mfg. (331110)	20,287.50	8,695.64	2,530,388.36
3	Tenaris Algoma Tubes	Iron & Steel Pipes & Tubes Mfg.(331210)	35.40	376.08	71,852.00
TOTAL					4,017,292.81

This information is for reference purposes only and is publicly available online as reported by the emitting facilities. The total tonnes of CO₂e for local facilities that emit 10 kt of CO₂e was not input into the community GHG inventory. Stationary energy emissions from industrial natural gas was obtained from Enbridge and input into the inventory, which is further explained below. It can be assumed that the industrial natural gas metrics which were included in the Enbridge data pull are also accounted in the IPPU emissions, which would also have resulted in a double count of this emissions metric. The next section of this report provides an overview on the reported community and corporate GHG emissions.

² Essar Steel Algoma Inc. is now known as ‘Algoma Steel Inc.’ due to company name change and restructuring.

³ Government of Canada. (2019)

3.2 Community GHG Emissions Inventory Results

The community GHG emissions inventory provides an overview of all GHGs produced within the community of Sault Ste. Marie, for the baseline year of 2017, both by residents in their homes and by local businesses and institutions as they carry out their operations. Six key sectors were included in the community inventory including residential, commercial and institutional, and industrial stationary energy emissions (natural gas and electricity), solid waste, rail, non-specified sector energy emissions (propane and fuel oil), and on-road transportation.

In 2017, the community produced approximately 1,502,142 tonnes of carbon dioxide equivalent (tCO₂e). Figure 2 and Table 2 provide a summary of GHG emissions produced by each sector.

Figure 2: City of Sault Ste. Marie Community GHG Emissions by Sector

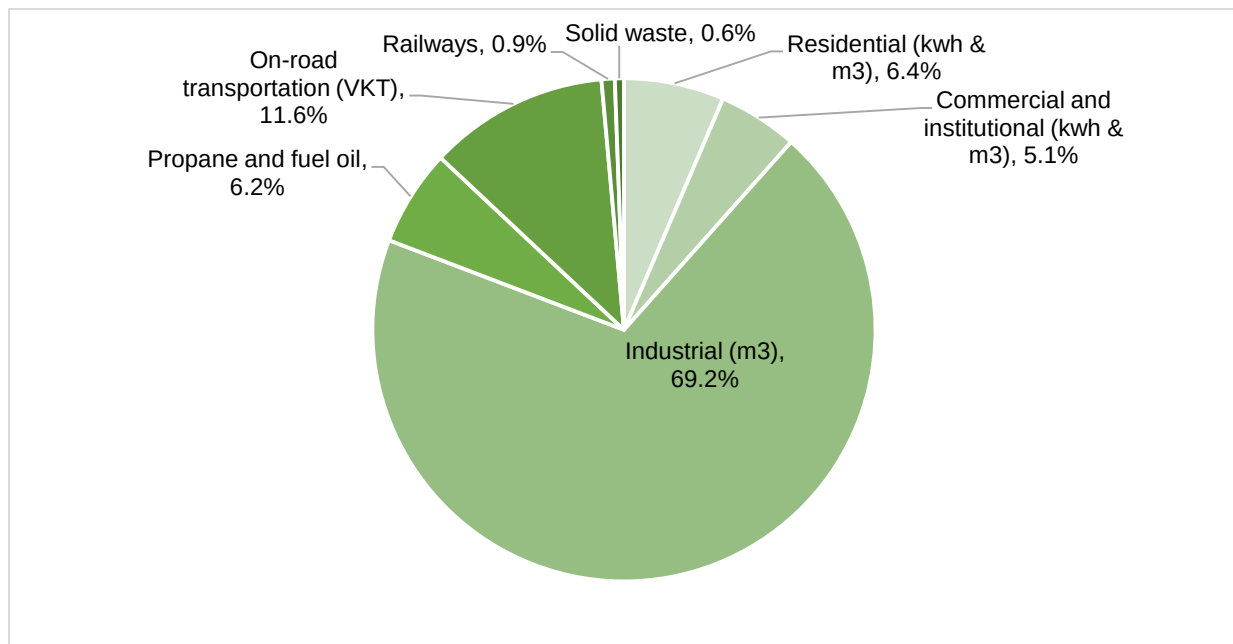


Table 2: City of Sault Ste. Marie Community Inventory and Energy Emissions by Sector

Category	Sector	Emissions (tCO ₂ e)	Data Scope
Energy	Residential	96,807	Electricity (kWh) and natural gas (m3)
	Commercial and institutional	77,078	Electricity (kwh) and natural gas (m3)
	Industrial	1,039,794	Natural gas (m3)
	Propane and fuel oil	93,080	Estimate of propane (l) and fuel oil (l)
Transportation	On-road transportation	173,847	Vehicle Kilometres Travelled (VKT)

	Railways	12,771	Estimate of emissions / km of rail track
Waste	Solid waste	8,764	Annual landfill gas (LFG) collected
	Total GHG Emissions	1,502,142	

The community GHG emissions inventory indicates that energy used in buildings is the largest source of GHGs. When you break down energy emissions by sector, the industrial sector emits the most emissions due to its consumption of natural gas. The residential sector use of natural gas and electricity contributes to the second highest amount of energy GHGs, followed by community estimates on propane and fuel oil use. It is important to note that in Ontario, electricity generation is cleaner than natural gas, therefore the emissions from the residential sector are considerably lower. Natural gas emissions from the industrial sector created the largest portion of GHG emissions in the community. This is reasonable as manufacturing is significantly more energy intensive than other sector operating within the City. The second largest source of emissions comes from transportation accounting for 12% of community emissions. The least amount of emissions are produced from the solid waste sector accounting for just 0.6% of community emissions. Emissions are further reviewed by their fuel source in the following section.

3.2.1 Community Energy Use and Emissions by Source

Breaking emissions down by source provides a deeper understanding regarding what produces the most GHGs. Table 3 provides a summary of community emissions produced by energy source.

Table 3: Community Energy Use and GHG Emissions by Source (tonnes)

Source	Emissions (tCO ₂ e)	Energy (GJ)	GHG (%)
Electricity	12,568	2,615,710	1%
Natural gas	1,201,110	24,302,305	91%
Diesel	12,770	163,981	1%
Fuel oil	76,515	76,515	5.8%
Propane	16,565	270,882	1.3%
TOTAL	1,319,528		100%

As can be seen in Table 3, natural gas is the primary cause of greenhouse gas emissions in Sault Ste. Marie. Natural gas is responsible for 91% of energy emissions, which minimizes electricity at 1%, the other significant energy source in buildings. The next largest emitter comes from fuel oil and propane emissions at 6.2%.

The concentration of industrial activity in Sault Ste. Marie is a significant contributor to the use of natural gas in the city. Industrial processes and heating of large industrial facilities use a large amount of natural gas and therefore creates a considerable source of emissions. The next section of this report reviews the results of the update to the corporate emissions inventory.

3.3 Corporate GHG Emissions Inventory Results

The City's corporate GHG emissions inventory was not part of the original scope of this project; however, it was decided that an update from the latest inventory (2007) would provide a more current baseline. As well, it is important to note that the City has already implemented many initiatives that save money and reduce GHG emissions over the years. This section of the report contains high-level insights of the emissions and cost data collected internally. For a more thorough overview of corporate emissions by sector, please refer to Appendix G in Appendix 1 of this report.

The City of Sault Ste. Marie's corporate GHG emissions inventory refers to emissions from municipal operations in 2017. Corporate emission sources include municipal buildings, fleet and equipment, streetlights, and energy used for wastewater. It is important to note that due to the recently completed community GHG inventory having included emissions from community waste, it will not be included in the corporate inventory. In 2017, the City produced approximately 10,857 tCO₂e and cost the City approximately \$8,394,614 in energy and fuel costs. The following table illustrates the tCO₂e by sector.

Table 4: City of Sault Ste. Marie Corporate 2017 GHG Emissions

Sector	Emissions (tCO ₂ e)	Energy (GJ)	Cost
Building	3,652	122,903	\$3,027,157
Fleet and Equipment	6,076	86,327	\$2,610,905
Streetlights	48	9,955	\$932,934
Water & Sewage	1,080	53,741	\$1,818,410
Total	10,857		\$8,394,614

The majority of 2017 corporate GHG emissions came from fleet, followed by buildings, then wastewater and streetlights.

Due to the fact that the City completed a corporate GHG emissions inventory in 2007, an overall comparison for corporate emissions and costs between 2007 and 2017 was conducted. Results are shown in Table 5 below.

Table 5: Corporate Inventory Comparison Figures

	2007	2017	Change (Δ) Summary
Emissions (tCO ₂ e)	18,243	10,857	↓40%
Cost (\$)	\$6,832,99	\$8,389,40	↑23%

The decrease in corporate emissions compared with an increase in costs, may be due to different sources of data being used for the benchmarking information than for the original baseline inventory and should be taken lightly. It may also be due in part to measures implemented by the corporation such as LED outdoor lighting upgrades and building upgrades and retrofits.

Table 6 shows the comparison between 2007 and 2017 across the various categories of the corporate GHG emissions inventory as well as the increase (or decrease) in both emissions and cost values.

Table 6: Comparison of Corporate Inventories for 2007 and 2017

Sector	2007		2017		Change (Δ) Summary	
	Costs	tCO ₂ e	Costs	tCO ₂ e	Costs	tCO ₂ e
Buildings	\$2,393,598	6,694	\$3,027,156.71	3,652.33	↑26%	↓45%
Vehicle Fleet and Equipment	\$2,510,310	7,295	\$2,616,113	6,076	↑4%	↓17%
Outdoor Lighting	\$889,975	1,779	\$932,933.58	47.83	↑5%	↓97%
Wastewater	\$1,034,142	2,414	\$1,818,408.66	1,080.29	↑76%	↓55%
Refuse	\$4,965	60	N/A	N/A	N/A	N/A
Total	\$6,832,990	18,243	\$8,394,614	10,857	↑23%	↓40%

It is important to note that due to different sources of data for the 2007 inventory and the 2017 corporate GHG inventories, the categories may not be comparing exactly the same type or number of activities, buildings, etc. In particular, corporate waste was no longer being measured at the time that this report was developed, therefore it is not included at all. As well, corporate fuel consumption by vehicle is not regularly recorded by department; therefore, estimates were created based on the average retail price of fuel (both gasoline and diesel) in 2017. In addition, as of 2014, Ontario no longer used coal to create electricity under the *Ending Coal for Cleaner Air Act* (2015) which greatly contributed to lower emissions for all electricity use.

Lastly, it is also important to recognize that the cost of electricity has increased despite reductions on the part of the municipality. Please see Appendix F in Appendix 1 for a comparison overview of electricity rates between 2007 and 2017 from the Ontario Energy Board (OEB).

The 2017 community and corporate GHG inventories provide a baseline for which GHG reduction can be measured in the future. The next section of this reports looks at emissions projections for both the community and the corporate GHG inventories if no action is taken over the next 20 years.

3.4 Business-as-usual Emissions Projection

A business-as-usual (BAU) emissions forecast is used to estimate future GHG emission levels in the absence of local government action on climate change based on projected population growth. Based on Sault Ste. Marie population projections, which estimate population growth to increase 14% in the next 20 years, BAU emissions were extrapolated based on a 0.7 percent average annual population growth rate (Metro Economics, 2019). This assumes emissions will increase at the same rate as population growth. The following table and figure show the BAU forecast over 20 years for the community of Sault Ste. Marie and the City (corporate emissions).

Table 7: Total Community Current and BAU Emissions

Category	Year	tCO ₂ e	tCO ₂ e Increase
Baseline Emissions	2017	1,502,142	↑ 224,890 (or 14%)
BAU Emissions	2037	1,727,032	

If Sault Ste. Marie does not make any changes, community emissions are estimated to increase 14% (or 224,890 tCO₂e) in the next 20 years.

Figure 3: Community BAU GHG Emissions Forecast

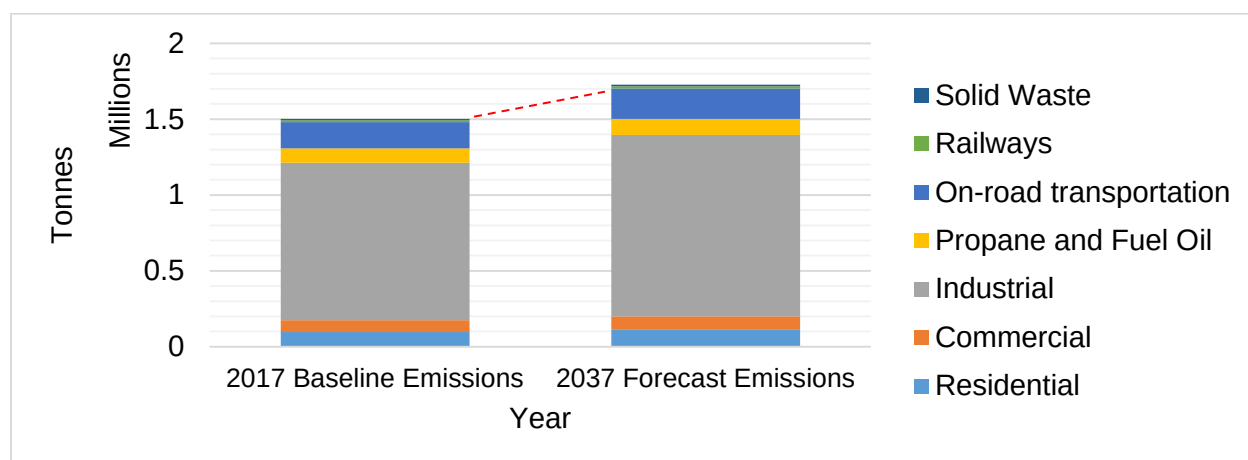
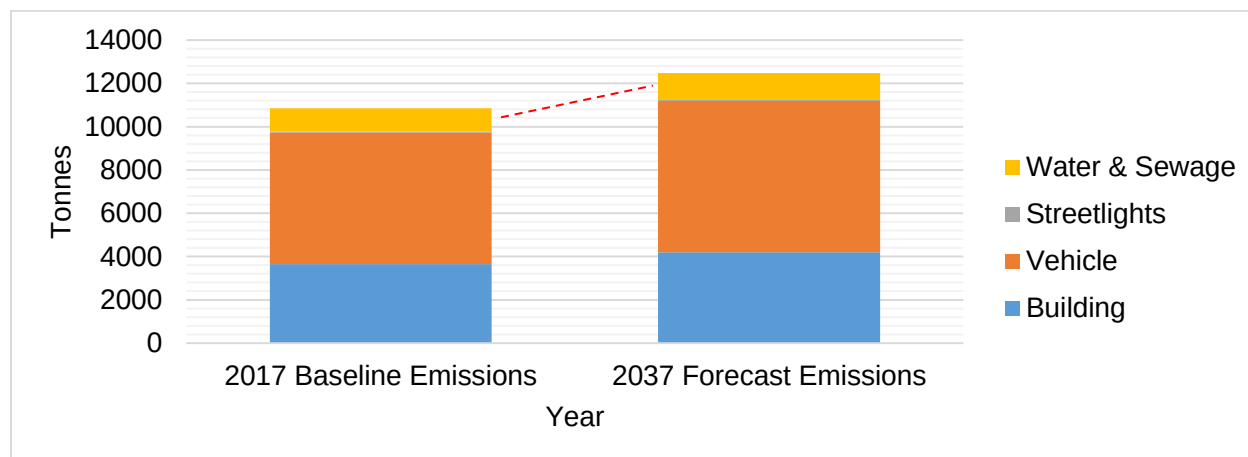


Table 8: Corporate BAU GHG Emissions Forecast

Category	Year	tCO ₂ e	tCO ₂ e Increase
Baseline Emissions	2017	10,856	↑ 1,626 (or 14%)
BAU Emissions	2037	12,482	

Figure 4: Corporate BAU GHG Emissions Forecast



If Sault Ste. Marie does not make any changes, corporate emissions are estimated to increase 14% (or 1,626 tCO₂e) in the next 20 years.

The BAU emissions for both the community and the City indicate what emissions will look like in twenty years if no action or changes are made. This sets the stage for action to create an action plan to reduce GHG emissions.

The next section of this report discusses the recommended GHG reduction targets that the City should try to meet in the short term (10 years as recommended by the FCM PCP) and long term (30 years).

4. GHG Reduction Target

A GHG reduction target provides a municipality with a goal to strive towards in pursuing GHG emissions reduction. Under the PCP program, municipalities are encouraged to participate in target setting. It is important to note that this practice is voluntary and can be established and updated at any time. Different targets can be established for both the community and local government sectors. Often times a more aggressive target is selected for local governments as these emissions are under the direct influence of the municipality and are easier to control. Figure 5 highlights the spheres of influence of different government authorities over the major activities responsible for GHG emissions in communities.

Figure 5: Spheres of Government Influence⁴



Many governments, international organizations, corporations and businesses around the world have set climate change mitigation goals, as part of their strategy to reduce GHGs. In particular:

- International: The United Nation's Intergovernmental Panel on Climate Change (IPCC) has committed to a 45% reduction below 2010 levels by 2030 and net zero by 2050 (International Panel on Climate Change, 2018).

⁴ Federation of Canadian Municipalities (FCM) & Local Governments for Sustainability (ICLEI). (n.d.). *Reaching Milestone 2: How to set emissions reduction targets*. Retrieved from: <https://fcm.ca/sites/default/files/documents/resources/guide/how-to-set-emission-reduction-targets-pcp.pdf>

- Canada: The Federal government has pledged to reduce emissions by 30% below 2005 levels by 2030 and be net zero by 2050 (Government of Canada, 2017).
- Ontario: The Provincial government has committed to reducing emissions by 30% below 2005 by 2030 (Government of Ontario, 2018).

Municipalities play a crucial part in achieving emission reduction objectives and many have already set their own targets. The following table contains some examples of targets set by other local governments under the PCP program.

Table 9: Emission Reduction Targets Adopted by Other Local Governments

Local Government	Baseline	Target Year	Reduction Goal
City of Peterborough	2011	2031	30% corporate and community (City of Peterborough, n.d.)
City of Thunder Bay	2016	2050	Net zero ⁵
City of Timmins	2017	2027	10% Corporate and 5% Community (City of Timmins, 2019)
City of Greater Sudbury	2016	2050	Net zero (City of Greater Sudbury, 2019)
City of Hamilton	2005 Corporate; 2006 Community	2030 / 2050	Corporate and Community: 50% reduction of 2005 GHG levels by 2030 and an 80% reduction of 2005 GHG levels by 2050 (City of Hamilton, n.d.)
City of Windsor	2014	2030 / 2041	Corporate and Community 20% reduction by 2030 and 40% by 2041 (City of Windsor, 2017)

The PCP reduction targets are the annual quantity of GHGs that a jurisdiction commits to reducing from their community and local government operations by a given year. They are expressed as a percentage reduction in emissions in the target year, relative to the baseline emissions. In Sault Ste. Marie's case, it is a percentage reduction from the 2017 baseline emissions by the target year of 2027. By establishing an emission reduction target, and officially adopting this target through a council resolution, a local government fulfills Milestone 2 of the PCP program.

The PCP program, recommends a target of 10% reduction for local government operations and 5% for the community within 10 years of joining the program. The City should be aware that targets should be seen as an interim policy development tool that can and should be refined and increased over time. The target that the City adopts following this report should be seen as the first step in that direction. This report should be viewed as a living document and it is recommended that it be reviewed regularly to acknowledge emissions reduction

⁵ S.Stevenson (A/Sustainability Coordinator, EarthCare, City of Thunder Bay), personal communication, July 27, 2020.

accomplishments, as well as assess new technologies and governmental requirements as mandated by both the Provincial and Federal Government.

4.1 Sault Ste. Marie Community and Corporate GHG Target Selection

Both the community and members of the City's Green Committee were invited to provide feedback on GHG reduction targets. They were provided with insight on international, federal, provincial targets; PCP suggestions as well as examples of what other municipalities have committed to as far as GHG reduction targets are concerned. Members of the Green Committee were presented with a series of strategic alternatives to choose from, and asked to select their preferred GHG reduction target. Target alternatives were substantiated with insights regarding opportunities for reduction based on planned corporate energy efficiency retrofits, as well as community GHG reduction projects. Estimates tied to outstanding retrofits identified in the City's 2019 Energy Conservation and Demand Management Plan, the 2010 IB Story facility audits, 2020 planned retrofits and potential future retrofits, show a possibility of energy efficiency GHG reduction savings of 9%. This equates to approximately 987.48 tCO₂e and energy savings valued at approximately \$619,689.06. Please see Appendix 3 for more details on specific outstanding energy retrofits. The majority of responses from the Green Committee selected a GHG reduction target of 10% corporate reduction and 5% community reduction in 10 years. Please see Appendix E in Appendix 2 of this report for more details. Outreach to the community, as well as more aggressive targets adopted by other municipal governments, indicated interest in seeking target alignment with the Federal Government target of net zero emissions by 2050 which has also been considered in the recommended target of this plan.

Target Selection:

The City's goal for GHG reduction is net zero by 2050. The City will take a staged approach to achieve this goal, and will focus on GHG reduction target of 10% corporate and 5% community between 2020 – 2030, with an increasing scale of reduction target between 2030 and 2050.

The City's GHG reduction target is two tiered. Firstly, the City's planned energy efficiency retrofits and confirmed community GHG project commitments align with the Green Committee's selection of a 10% corporate and 5% community GHG reduction target in 10 years. This also aligns with the individual targets for Corporate and Community GHG reductions as recommended by the FCM. For the City, this will require an approximately 1% reduction in corporate emissions every year. For the community to reduce emissions by 5%, GHGs will need to be reduced by 7,510.71 tCO₂e per year. To put this into perspective, this is the equivalent to:

- GHG emissions from 1,623 passenger vehicles driven for one year, or,
- Emissions avoided by 1.6 wind turbines running for a year; or,
- Carbon sequestered by 124,191 tree seedlings grown for 10 years⁶.

This target approach will recognize current energy efficiency plans, and also allows for further reduction opportunities above and beyond the target as the plan will be framed as a living document. A 10-year window also allows the City sufficient time to plan, develop and implement and then measure the results of their GHG reduction efforts.

⁶ United States Environmental Protection Agency. 2018. *Energy and the Environment. Greenhouse Gas Equivalencies Calculator*. Retrieved from: <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

The second tier of the GHG reduction target is more ambitious, which aims for net zero emission by 2050. This aligns with the *Paris Agreement*, and the recent 2020 Speech from the Throne by the Canadian Federal Government which plans to legislate net-zero emissions by 2050 (Government of Canada, 2020). A target of net zero would require a minimum reduction/offset of emissions by approximately 3.3% (or 49,570.69 tCO₂e per year) across the community every year over the next 30 years, or 33.3% every decade. To put this in perspective, this is the equivalent to:

- GHG emissions from 10,709 passenger vehicles driven for one year, or,
- Emissions avoided by 10.7 wind turbines running for a year; or,
- Carbon sequestered by 819,662 tree seedlings grown for 10 years⁷.

Summary

The community GHG emissions inventory and reduction plan are important steps towards the City's goal of becoming a net-zero community by 2050. The GHG reduction plan outlines efforts for the next 10 years and must be revised in at least the next 5 years to come up with a more detailed cost and emissions reduction modeling plan until 2050.

To move forward with this ambitious target, implementation will have to be achieved by community-based collaboration, regular tracking and reporting of target reduction achievements and adopting a climate lens to all decision making. This in particular will be instrumental as it will need to take into consideration the GHG emissions impacts of all planned and future investments. Other options that should be considered are GHG reduction opportunities related to the COVID-19 recovery, such as creating a work from home policy which will lower vehicle emissions. If the City wishes to commit to carbon neutrality it will require a series of changes both to its governance approach, as well as the adoption of technological and behavioral changes.

The next section of this report details the GHG reduction plan. It is important to note that this plan should be revised in a minimum of 5 years to undertake more specifics about the costs and GHG savings in order to reach the carbon neutrality objective by 2050.

⁷ United States Environmental Protection Agency. 2018. *Energy and the Environment. Greenhouse Gas Equivalencies Calculator*. Retrieved from: <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

5. GHG Reduction Plan

5.1 Overview of Recommended Actions

The Sault Ste. Marie GHG reduction plan focuses on actions to be completed within a 10-year timeframe: 2020 to 2030. It also lays some of the preliminary groundwork for net-zero emissions by 2050.

The following vision will guide the GHG Reduction Plan:

Vision

The City of Sault Ste. Marie (the City) will reduce GHG emissions from the energy and building, transportation, and waste sectors, and pursue green space, municipal leadership and economic development opportunities. The City will work in partnership with residents, businesses, industry, non-profit organizations, and other community to achieve emissions reduction in Sault Ste. Marie.

The plan recommends 60 actions (14 of which are already in progress) and is broken down into seven key sectors, predominantly based on emission sources and reduction action opportunities. Actions are based on both community and corporate efforts. The sectors are as follows:

1. Buildings & Energy – Community
2. Buildings & Energy - Corporate
3. Transportation
4. Waste
5. Green Space
6. Economic Development
7. Municipal Leadership

A context and GHG reduction opportunity overview for each sector of the action plan is furthered below.

Buildings & Energy – Community

The building and energy section of this report accounts for emissions generated through the use of electricity, natural gas, propane, and heating oil. Emissions are created in the process of generating, delivering, and consuming forms of energy. Energy use is primarily consumed for space heating, cooling, appliances and lighting. In Sault Ste. Marie, when you break building emissions down by subsector (residential, commercial and institutional, and industrial), the largest emitter is the industrial sector based on their consumption of natural gas. This high level of GHG emissions from the industrial sector is reasonable as manufacturing and industry are more energy intensive than other industrial sectors, such as mining. As such, industry has its own objective and associated actions in the GHG reduction plan. Industrial emissions are regulated by the Provincial and Federal governments and corporations have their own specific plans and targets. For example, net zero by 2050 is the aspirational target of the Canadian Steel Producers Association (CSPA), of which local steel manufacturer and major employer, Algoma Steel Inc. is

an active member. Their emissions strategy will be aligned with the CSPA and federal and provincial governments.

When it comes to community actions, a focus on energy efficiency projects is encouraged. Other action areas in the GHG reduction plan include exploring the possibility of diversifying the energy supply (e.g. increasing renewable energy use on municipal buildings and in the community).

Buildings & Energy Corporate

Currently, corporate operations result in approximately 1% of community-wide emissions. While this number may seem low, the Municipality has a responsibility to lead and demonstrate practices that will encourage broader emission reduction within the community to achieve climate targets and positively impact sustainable economic development. The corporate GHG emissions inventory indicates an opportunity to achieve emission reductions by focusing on fleet and equipment as well as the corporate building stock. When it comes to corporate actions, similar to the community, a focus on energy efficiency projects is encouraged. This aligns with the recently completed *Third party service review of municipal operations* which was presented to Council on January 6, 2020, which recommends pursuing and implementing energy efficiency projects. According to KPMG this has potential cost savings of up to \$100,000 annually (KPMG, 2019).

Transportation

In the Sault Ste. Marie community GHG emissions inventory, the transportation sector includes emissions from the mobile combustion of gasoline and diesel and was broken down by on-road transportation and railway diesel. The majority of transportation emissions come from on-road transportation which is often one of the highest emitting sectors in Ontario due to the heavy reliance on personal vehicles with combustion engines. As well, according to the *Canadian Municipal Backgrounder* (an annual survey of mayors and councillors in more than 400 municipalities across Canada, 90% of Sault Ste. Marie residents commute to work by car, 5% walk, 4% use transit and 1% bike (Canadian Municipal Barometer, n.d.). This presents ample opportunity to improve upon active transportation in Sault Ste. Marie.

Waste

It is important for the City to continue, as well as increase their efforts to divert waste from the municipal landfill to reduce community emissions associated to solid waste. One such way would be exploring the possibility of expanding landfill gas capture. This will be included as part of the landfill expansion plans, and should also consider the use of the gas as a form of energy generation. Organics curbside collection is another initiative that is encouraged and aligns with the shift of the Province of Ontario to a circular economy as outlined in their 2017 *Strategy for a Waste-Free Ontario: Building the Circular Economy*. In addition, *Ontario's Food and Organic Waste Policy Statement* requires Northern Ontario municipalities with populations greater than 50,000 to recover 50 percent of food waste generated by single-family dwellings by 2025. As well, the Government of Ontario has proposed a new Blue Box regulation which will see recycling responsibilities handed off to producers and increase the list of materials accepted, including "paper and plastic cups, wraps, foils, trays, and bags and other single use items such as stir sticks, straws, cutlery and plates" (Government of Ontario, 2020). Legislation and implementation timelines are being developed by the Province with the details for compliance by the City at its initial stages.

Green Space

Trees and other forms of natural vegetation are an important part of a sustainable City and contribute to the well-being of residents. The *Ontario Municipal Act* advises municipalities to adopt and maintain policies with respect to protecting and enhancing the tree canopy and natural vegetation in the canopy (Government of Ontario, 2001). This relates to GHG reduction as trees have the ability to offer a myriad of environmental benefits and mitigate climate change, including counteracting heat islands by providing shade as well as absorbing carbon dioxide and offsetting emissions. It is important to note that as trees get old or diseased, they must be managed or possibly removed to make way for younger trees that store more carbon at a faster rate than older ones. A combination of good forest management and planting pest and disease tolerant species will achieve optimal urban forest benefits as well as carbon sequestration for the community.

Economic Development

The City has, and continues to work on diversifying their economy for the benefits of their residents. This includes working on ensuring it can welcome businesses to the community to help create quality jobs that bring newcomers and discourage youth outmigration. One avenue that the City has pursued is growing its 'green economy' through alternative and renewable energy projects within and around Sault Ste. Marie. There is ample opportunity to grow this sector, in particular when it comes to energy efficiency projects. In fact, the *Pan-Canadian Framework on Clean Growth and Climate Change* states that Canada's GDP is expected to see a net increase of \$356 billion due to energy efficiency projects. This comes from energy savings, reduced cost of living and local spending (Environment and Climate Change Canada, 2019). By creating and fostering an environment that is conducive to clean-technology businesses, the Sault can also work on being part of the solution towards climate change mitigation.

Municipal Leadership

Corporately, the City has an opportunity to impact both their operations and be a leader in the community to reduce GHG emissions. Within the community, many organizations acknowledge the importance of sustainability and climate change action; however, they do not have a specific mandate and/or plan to address it. The City can lead the way for climate action across the community by leveraging climate investment opportunities, increasing community awareness, and improving operations. Partnerships will be a very important component of the community implementation strategy. Seeking funding from provincial and federal governmental institutions, improving efficiency with commercial organizations and engaging with citizens through local environmental and community groups will be critical.

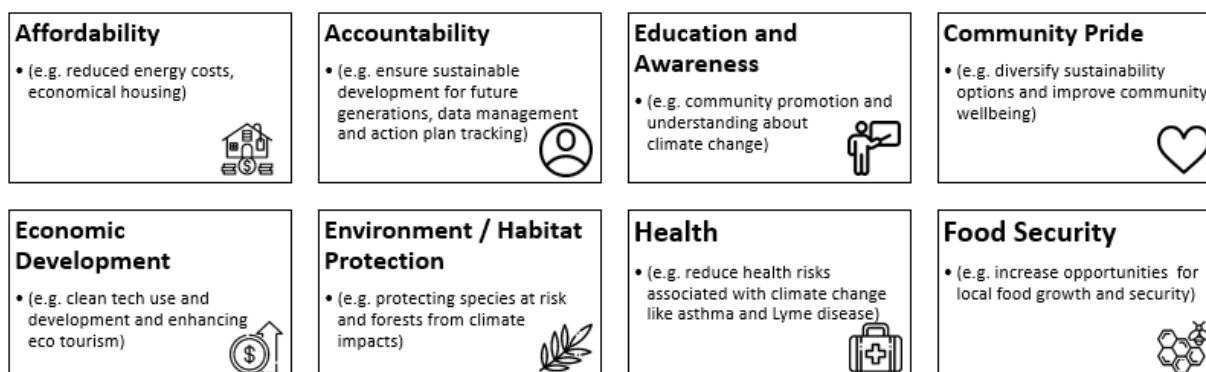
GHG Reduction Plan Breakdown

The recommended actions under each section of the plan integrate both initiatives that are already underway (e.g. energy efficiency), and new recommendations to advance GHG emission reduction from corporate operations and the greater community. Each of the actions highlights potential task leads, timelines, alignment to existing plans and performance measures. Insight regarding existing policy and legislation as well as funding is highlighted as the end of each section. It must be noted; however, that a more thorough and detailed technical and financial analysis will be required to refine energy and emission reduction potential and the financial costs.

Guiding Principles

In addition to the seven sectors identified in the plan, a series of eight guiding principles that align with emissions mitigation actions were extrapolated from the community consultations. They highlight a series of reoccurring opportunities that integrate with climate change action. The following eight principles with an associated example are highlighted below.

Figure 6: GHG Reduction Plan Guiding Principles



These underlying principles are directly related to reducing GHGs and should be incorporated into the recommended action plan to further progress towards community emissions reduction.

A core recommendation identified by stakeholders was a need for increased education and awareness about climate change. Therefore, education is infused as an objective across many of the sectors of the GHG reduction plan. Each goal is divided into two to four objectives and associated action items, leads/partners, a timeframe and alignment and performance indicators to measure implementation success. Occasional infographics are included in the performance indicators section with community facts, ideas and insights that can contribute to furthering the recommendation action.

Timelines for Action

Actions within the plan have been broken down into separate timeframes, in particular due to resource constraints and other barriers to implementation. The timing and length of actions can be adapted to respond to changes in policy, technology and funding. The following legend illustrates the different times for each action:

Immediate: action to begin right away	
Short Term (1-2 Years)	
Medium Term (3-5 Years)	
Long Term (5+ Years)	
Ongoing: action has been initiated and will continue throughout the life of the plan	

These actions were developed with guidance from input from both community and municipal staff and Council stakeholders. Actions should be viewed as a starting point and are expected to change over time. They are divided into corporate and community actions. Corporate actions strongly align with the City's 2019 Energy Conservation and Demand Management Plan and highlight both energy and GHG reduction savings. The following section of this report is the GHG Reduction Action Plan.

5.2 GHG Reduction Plan

Buildings and Energy – Community

BUILDING AND ENERGY - COMMUNITY	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	a. EDUCATION	a. Increase education and awareness regarding the relationship between energy use and GHG emissions.	Lead - City (CD&ES) Partners - Environmental Sustainability Committee - Algoma University - Sault College - Schools (e.g. Algoma District School Board (ADSB), Huron-Superior Catholic District School Board, Conseil Scolaire catholique du Nouvel-Ontario, and Conseil scolaire public du Grand Nord de l'Ontario) - Non-profits	⚡	- Develop a webpage on the City's website as a source of information about the GHG reduction plan and energy efficiency saving opportunities. - Create a local 'Student Energy' Chapter. Chapter (at either Algoma University of Sault College). This will allow students to leverage the global brand and organizational knowledge to take action on energy in their communities by facilitating energy debates, executing energy projects, or hosting regional summits. https://studentenergy.org/chapters/. - Number of schools enrolled in Eco-Schools Canada. For more information visit https://ecoschools.ca. 💡 Create a series of public forums (in-person and virtual) to engage community member and business participation in GHG-reduction activities.
		b. Increase the number of local schools enrolled in Eco Schools Canada (eco-certification program for K-12).			
	b. REDUCE ENERGY CONSUMPTION AND OPTIMIZE ENERGY EFFICIENCY	a. Increase uptake in residential and commercial energy efficiency retrofits that reduce the use of fossil fuels.	Lead - The City (CD&ES) Partners - IESO - Utilities (PUC & Enbridge)	⚡	Number of completed commercial and residential retrofits 💡 Average energy savings for natural gas home renovation under the Enbridge Home Energy Rebate Program is 17%. Only 11% of 34,485 single-family homes have participated in the program in the Sault. (Carolyn Suter, Advisor, Municipal Energy Solutions Group, Enbridge)

BUILDINGS & ENERGY - COMMUNITY	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	2. REDUCE ENERGY CONSUMPTION AND OPTIMIZE ENERGY EFFICIENCY	b. Increase the number of new homes and business builds to incorporate energy efficient equipment (e.g. new furnaces, weather stripping, efficient lighting, etc.).	Lead - The City (Planning Department), Engineering Partner - Sault Ste. Marie Construction Association		Number of new energy efficient homes built that go above the Ontario Building Code.
		c. Research policies for efficient new builds that go above the Ontario Building Code.	Lead The City (CD&ES, Engineering, Planning)		Develop a Green Building Policy.
		d. Develop a community energy efficiency retrofits program (either for energy efficiency retrofits or renewable energy).	Lead - The City (CD&ES) Partners - PUC - Enbridge - Heliene		- A GHG Reduction Plan that recommends residential home energy efficiency with council approval. - Application to the FCM Community Efficiency Financing (CEF) Initiative (Application launches early 2021).
		e. Encourage the use of energy reduction devices such as thermal imaging heat devices.	Lead - The City (CD&ES) Partners - Sault Ste. Marie Public Library - PUC		- Purchase of thermal imaging camera and develop a rental program in partnership with the Public Library (\$200 - \$500) - Number of rentals of the device  84% of residents surveyed said they would conduct a free do-it yourself home energy consumption audit to help understand their energy consumption and implement energy saving strategies at home.
	3. INDUSTRIAL / COMMUNITY ENERGY EFFICIENCY	a. Continue to consult with local industrial facilities to understand their current and planned energy efficiency and GHG reduction efforts.	Lead - Local Industry Partners - The City - Enbridge, IESO		 Algoma Steel has 3 GHG reduction projects anticipated to reduce annual GHG emissions by approximately 79,000 tonnes are either complete or underway at Algoma. (5% community GHG reduction potential).

BUILDING AND ENERGY - COMMUNITY	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	3. INDUSTRIAL / COMMUNITY ENERGY EFFICIENCY	b. Foster an environment that encourages new community energy projects to increase sustainable energy opportunities.	Lead - PUC / The City (EDC) Partners - Private Sector - Natural Resources Canada		Number of energy innovation projects  The PUC Distribution's Smart Grid Project has a target of being operational in 2022 with an estimated potential to save energy savings worth 2,804 tonnes of CO₂ annually. (PUC, 2019)
	4. ALTERNATIVE ENERGY GENERATION	a. Explore opportunities for increasing the use of solar photovoltaic (PV) electric net metering in Sault Ste. Marie.	Lead - The City (CD&ES) Partners - PUC - Heliene		Number of renewable energy projects implemented in Sault Ste. Marie  Rooftop Solar Potential of 69,300 tCO₂e per year (based on 88% rooftops covered in solar) (Google Environmental Insights Explorer, 2020).
		b. Investigate the use of energy storage integration to move forward with balancing clean energy projects.	Lead The City (CD&ES) / PUC		Number of energy storage projects

Resources	
Supporting Programs and Policies/Legislation	Financial Resources Available / Required
Municipal - The <i>Municipal Act</i> provides municipalities with the ability to pass a by-law respective to the economic, social and environmental wellbeing of the municipality, including climate change. - The <i>Ontario Planning Act</i> provides municipalities with authority to mandate sustainable urban design through site plan approvals. - A site Control By-law can be used to ensure that any new developments meet certain standards and regulations (e.g. energy efficiency).	FCM Community Efficiency Initiative (CEF) A \$300 million fund that was created to support municipalities and partner organizations to accelerate home energy projects (open for applications in Winter 2020/2021). Save on Energy https://www.saveonenergy.ca/en - Home Assistance Program - Small Business Lighting (\$2,000 incentives towards eligible energy efficient lighting upgrades) - Retrofit Program (Prescriptive and custom incentives to reduce electricity consumption for commercial and industrial organizations)

Provincial • IESO 2021-2024 Conservation and Demand Management Framework • <i>Made-in-Ontario Environment Plan (2018)</i> • <i>Ontario Building Code (2017)</i> Federal • <i>Pan-Canadian Framework on Clean Growth and Climate Change (2016)</i> • <i>National Energy Code (2015)</i>	3. Enbridge Save Money & Energy Programs https://www.uniongas.com/business/save-money-and-energy • Residential i. Home Efficiency Rebate ii. Home Winterproofing Program iii. ENERGY STAR® for New Homes • Commercial a. Equipment Incentive Program a. Custom Engineering Incentive Program b. Commercial Savings By Design 4. Federation of Canadian Municipalities Green Municipal Fund <i>Projects that Reduce fossil fuel use in fleets:</i> a. <u>Capital Projects</u> • The project should reduce GHG emissions by 20% compared to an existing or modeled baseline measurement. • Receive a low-interest loan of up to \$5 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs. • High-ranking project loans and grants: These qualify for a low-interest loan of up to \$10 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs. b. <u>Pilot Projects</u> • Grant: Up to \$350,000 to cover up to 50% of eligible costs c. <u>Studies</u> • Grant: Up to 50% of eligible costs to a maximum of \$175,000 5. Canadian Infrastructure Bank \$10 billion Growth Plan \$2.5 billion for Building Energy Efficiency Retrofits https://cib-bic.ca/en/growth-plan/
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Buildings and Energy – Corporate

BUILDING AND ENERGY - CORPORATE	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	1. GREEN FINANCING	a. Develop a local improvement charge (LIC) by-law to allow clean energy improvement financing for new buildings/or upgrades, including green standards in Sault Ste. Marie.	Lead - The City (Planning Department), Engineering, Community Services Partner - FutureSSM - PUC	»	- By-law resolution - Number of LIC applications - Number of completed updates to buildings
		b. Review and streamline the Municipal Environmental Initiatives (Green) Committee to oversee applications to the Green Initiatives Program under the Community Development Fund (CDF), and act as the overseeing body for the GHG reduction plan implementation.	Lead - The City (CD&ES) Potential Members - Utilities, Council, Business, Health, Science or Natural Resources, Non-profit or environmental group and Industry	↻	- Establish a new term of reference - Create a by-law accepting new terms of reference by Council - Elect Committee members - Number of meetings held per year
	2. ENERGY EFFICIENCY	a. Continue implementing energy efficiency retrofit projects identified in the IB Story Audits of 2010 and the 2019 Energy Conservation and Demand Management Plan (see Appendix 3 for a list of City retrofits).	Lead The City (Facility Managers)	↻	Number of energy efficiency retrofits completed per year.

BUILDING AND ENERGY - CORPORATE	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	2. ENERGY EFFICIENCY	b. Take a portfolio approach to energy efficiency by establishing an implementation plan specifically for retrofits of existing buildings (if plans are dated or nonexistent, a revision of the audit should be done.	Lead - The City (facility managers) - Asset Management Committee	⚡	- Development of an implementation plan for existing retrofits. - Number of audits / studies conducted for high energy consumption facilities.
		c. Include wording in all request for proposals (RFP) for capital projects to include applying for Ontario energy incentives.			Number of corporate tenders with energy efficiency and/or sustainability wording included in the final tendering document.
		d. Ensure zero-emission technology is incorporated in regulations and public tenders.		➡➡➡	Carbon neutrality requirements included in tendering documents.
	3. ENERGY MANAGEMENT	a. Integrate sustainable energy technology and energy management practices across the municipality.	Lead The City (Finance / Asset Management, Engineering and Purchasing)	➡➡	Number of tenders that include energy efficiency and/or sustainability wording 💡 Incorporate Life-Cycle Analysis (LCA) into the procurement process
		b. Integrate energy and climate considerations into the Asset Management Process.		⚡	Create a section on Climate Change mitigation and adaption in the revised asset management plan.
		c. Improve energy data tracking and use (e.g. utility meters and databases).	Lead The City (CD&ES)	⚡	Provide increased funding to staff for facility operations and empowering facility staff to act on identified energy saving opportunities.

BUILDING AND ENERGY -- CORPORATE	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	4. ALTERNATIVE ENERGY	a. Commission a study to evaluate the business case for the deployment of hydrogen fuel cell applications as part of establishing a role for a low-carbon economy and community energy strategy.	Lead - The City Partners - Industry (e.g. Algoma Inc.)	>	Consult with external stakeholders (e.g. Industry, Public and Private Sector) to encourage a consortium approach for hydrogen use.
		b. Explore the feasibility of renewable energy procurement. (Note: the business case must be evaluated based on current renewable energy cost and effectiveness)	Lead - The City Partners - Enbridge - PUC	>>	Feasibility studies that incorporate renewable energy into municipal facilities.
		c. Increase the amount of solar power generation within municipal buildings and parking lots.	Lead - The City Partners - Heliene	>>	Number of solar power installation implemented  Rooftop solar installation planned for Transit Building in 2023.

Resources	
Supporting Policies/Legislation	Financial Resources Available / Required
Municipal - City Asset Management Plan Update (2020) - The <i>Municipal Act</i> provides that a municipality may make bylaws imposing, fixing and providing methods of enforcing payment for charges of local improvements (local improvement charges (LIC)). - The <i>Municipal Act</i> (2001) gives municipalities the ability to pass a by-law that is respective of the economic, social and environmental wellbeing of the municipality, including climate change. - The <i>Ontario Planning Act</i> (1990) provides municipalities with authority to mandate sustainable urban design through site plan approvals.	Save on Energy https://www.saveonenergy.ca/en Retrofit Program Enbridge Save Money & Energy Programs https://www.uniongas.com/business/save-money-and-energy Commercial - Equipment Incentive Program - Custom Engineering Incentive Program - Commercial Savings By Design Federation of Canadian Municipalities Green Municipal Fund

Provincial • IESO 2021-2024 Conservation and Demand Management Framework • <i>Made-in-Ontario Environment Plan (2018)</i> Federal • <i>Pan-Canadian Framework on Clean Growth and Climate Change (2016)</i> • <i>Canadian National Hydrogen Strategy (in progress)</i>	3. City of Sault Ste. Marie Community Development Fund Environmental Sustainability stream has \$50,000 that can be used towards community environmental sustainability projects. • Canadian Infrastructure Bank \$10 billion Growth Plan \$2.5 billion for Building Energy Efficiency Retrofits https://cib-bic.ca/en/growth-plan/
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Transportation

	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
TRANSPORTATION	1. ACTIVE TRANSPORTATION	a. Increase education and awareness about the environmental, economic and health benefits related to active transportation.	Lead • Algoma Public Health Partners • Sault Cycling Club		• Include information on webpage for active transportation  Encourage employers to provide a bicycle for employees to travel to local meetings.
		b. Develop and maintain bike friendly infrastructure (e.g. bike lanes, trails and racks make cycling a safer, more attractive option for travel and commuting.	Lead • The City (Planning Department) Partners • Sault Cycling Club / Sault Trails Advocacy Committee (STAC) • Tourism SSM		• Number of bike lanes, trails and bike racks installed in the community  Sault Ste. Marie currently has 50 kilometers of bike infrastructure as of October 2020.
		c. Initiate a commuter challenge (e.g. annual bike to work week or car-free day).	Lead • The City (CDE&ES) Partners • Sault Cycling Club		• Number of participants in bike-to-work day  Convert to kilometres saved which can be applied to tonnes of carbon dioxide

TRANSPORTATION	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	1. ACTIVE TRANSPORTATION	d. Encourage local companies to reward cyclists (e.g. develop reward program for those who are bike friendly, such as a parking spot by the door covered from the rain.	Lead - Large local Employers (e.g. The City, ADSB, Algoma Inc, Ontario Public Service, OLG) Partners - Sault Cycling Club - Local Bicycle Companies (e.g. Vélorution, Algoma Bicycle Company, Duke of Windsor)	>	Number of companies who develop specific bicycle parking 💡 The City could encourage incorporation cycling infrastructure for new builds.
		e. Create an inventory of bike trails, including shortcut trails.	Lead - Sault Cycling Club Partners - Sault Ste. Marie innovation Centre (SSMIC)	>	- Number of trail submissions - Development of a trail map 💡 Encourage submissions online from community members as part of the trail inventory development
	2. INCREASE TRANSIT RIDERSHIP	a. Improve transit options and non-motorized accessibility to major centers.	Lead - The City Partners - Service Providers	>>	Transit ridership
		b. Create incentives for public transit use as a strategy to increase ridership.	Lead - The City (Transit) Partners - Sault College - Algoma University - Schools (e.g. ADSB)	>	💡 Explore offering public transit passes at discounted prices to encourage high school, college and university students to use public transit.
		c. Seek input from key bus users (e.g. seniors, students, commuters, etc.)			Ensure bus route information online is correct/up-to-date 💡 Promote the on-demand transit app via social media (e.g. Instagram)

TRANSPORTATION	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	2. INCREASE TRANSIT RIDERSHIP	d. Educate the public on how to use bus routes (they will be more inclined to use them if they know how).	Lead • The City (Transit)	➤	Number of education sessions 💡 Work with Corporate Communications to develop a series of 'How To' videos for the transit website
	3. ZERO-EMISSIONS TRANSPORTATION	a. Support transportation electrification infrastructure opportunities (e.g. electric vehicles charging stations).	Lead - The City (CD&ES) Partners - PUC - Local Builders	⚡	Number of charging stations installed
		b. Transition to purchasing only vehicles that are highly efficient and run on zero-carbon and renewable energy fuels.	Lead The City (Transit, Public Works)	➤➤	Number of zero emission vehicles purchased 💡 In 2020, Public Works engaged a consultant to conduct a Fleet Services Review. The study will assess the integration of zero emission vehicles into their fleet. Insights could be leveraged to other departments.
		c. Support transportation electrification opportunities (e.g. electric vehicles, alternative energy vehicles, buses, etc.		➤➤	Number of electric vehicles purchased 💡 The Canadian Federal Government has a mandate that all federally financed bus purchases will be zero emissions in 2023. (Office of the Prime Minister, 2019)
		d. Develop and/or commission a community zero-emission vehicle strategy	Lead - City (CD&ES, Transit, Public Works) Partners - Car dealerships - PUC	⚡	Number of charging stations and electric vehicles purchased.

TRANSPORTATION	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	3. ZERO-EMISSIONS TRANSPORTATION	e. Update Green Fleet Plan	Lead • City		The Green Fleet Plan was completed in 2011. A review of costs and new technology is encouraged.
	4. PLANNING	a. Review potential actions that align with existing City Plans (e.g. Transportation Master Plan (2015), Green Fleet Plan (2011), and Cycling Master Plan (2007)). b. Encourage land use planning that reduces the distance people have to travel by car.	Lead • The City (Planning Department) Lead • The City (Planning Department)	 	- Number of active and low emission transportation actions implemented in associated plans. - New developments proximity to active transportation routes.

Resources	
Supporting Policies/Legislation	Financial Resources Available / Required
Municipal - Transportation Master Plan (2015) - Green Fleet Plan (2011) - Cycling Master Plan (2007) Provincial - Made-in-Ontario Environment Plan (2018) Federal - Pan-Canadian Framework on Clean Growth and Climate Change - Canadian National Hydrogen Strategy (in progress)	Natural Resources Canada Zero Emission Vehicle Infrastructure Program https://www.nrcan.gc.ca/energy-efficiency/energy-efficiency-transportation/zero-emission-vehicle-infrastructure-program/21876 Federation of Canadian Municipalities Green Municipal Fund <i>Projects that Reduce fossil fuel use in fleets:</i> <u>Capital Projects</u> - The project should reduce GHG emissions by 20% compared to an existing or modeled baseline measurement.

	• Receive a low-interest loan of up to \$5 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs. • High-ranking project loans and grants: These qualify for a low-interest loan of up to \$10 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs. <u>Pilot Projects</u> • Grant: Up to \$350,000 to cover up to 50% of eligible costs <u>Studies</u> • Grant: Up to 50% of eligible costs to a maximum of \$175,000 3. Federal Government COVID-19 Resilience Funding • \$3.3. Billion is available for projects at a larger cost share - 80% for municipalities. • Project's eligible costs must be under \$10 million, construction must start no later than September 30, 2021, and it must be completed by the end of 2021. • Funding for active transportation infrastructure, including parks, trails, foot bridges, bike lanes and multi-use paths 4. Canadian Infrastructure Bank \$10 billion Growth Plan \$1.5 billion for zero emission buses https://cib-bic.ca/en/growth-plan/
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Waste

	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
WASTE	1. EDUCATION	a. Educate and engage residents and business about waste diversion.	Lead • The City (Public Works – Waste Management) Partners • Clean North		• Number of education outreach initiatives conducted per year.

	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
WASTE	2. WASTE DIVERSION	a. Review strategies and policies that support ways to divert waste to extend the life of the landfill.	Lead - The City (Public Works – Waste Management) Partners - Clean North	➤	Study for landfill life extension
		b. Encourage businesses and residents to reduce waste put into the landfill by using recyclables and reusable products.			Number of businesses that have a recycling station and/or program at their establishment
		c. Reduce the environmental impacts of City operations to demonstrate commitment and spur innovation (e.g. reducing or eliminating single use plastic products at facilities and events).			100% elimination of single use plastics at all municipal facilities and events.  The City has started overseeing the waste collection from various departments across the municipality again. Education and measurement of weights of waste will help understand and reduce corporate emissions.
		d. Explore organic waste diversion from the landfill.		⚡	Conduct composting feasibility study  Ontario's Food and Organic Waste Policy Statement requires Northern Ontario municipalities with populations greater than 50,000 to recover 50 percent of food waste generated by single-family dwellings by 2025 (Government of Ontario, 2019).
	3. WASTE TO ENERGY	a. Expand landfill gas capture as part of landfill expansion plans and review feasibility of using the gas as a form of energy generation.	Lead The City (Public Works – Waste Management)	➤	Use of gas as a form of energy  Develop incentives for landfill gas capture systems and power generation

Resources	
<i>Supporting Policies/Legislation</i>	<i>Financial Resources Available / Required</i>
Municipal - Sault Ste. Marie Solid Waste Management Environmental Assessment Draft Provincial 2018 Made-in-Ontario Environment Plan - Strategy for a Waste-Free Ontario: Building the Circular Economy 2018 Ontario Food and Organic Waste Policy Statement Federal - Pan-Canadian Framework on Clean Growth and Climate Change	1. Federation of Canadian Municipalities Green Municipal Fund <i>Energy Recovery or district energy, Waste Diversion, Waste Stream Management</i> A. <u>Capital Projects</u> - The project should reduce GHG emissions by 20% compared to an existing or modeled baseline measurement. - Receive a low-interest loan of up to \$5 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs. - High-ranking project loans and grants: These qualify for a low-interest loan of up to \$10 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs. B. <u>Pilot Projects</u> - Grant: Up to \$350,000 to cover up to 50% of eligible costs C. <u>Studies</u> - Grant: Up to 50% of eligible costs to a maximum of \$175,000

Green Space

	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
GREEN SPACE	1. FOREST MANAGEMENT	a. Manage City woodlands and street trees for the purpose of carbon offsetting, heat sinks and aesthetics.	Lead The City (Parks)		Review City forestry management lands and forestry practices.
		b. Encourage the planting of native, and non-invasive tree species that are resilient to climate change and provide high levels are carbon sequestration.	Lead - The City Partners - Ministry of Natural Resource (MNRF) - Schools		Number of trees planted per year

GREEN SPACE	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	2. PLANNING	a. Develop an Urban Forest Management Plan, including an inventory of the tree canopy to understand Sault Ste. Marie's carbon sequestration potential.	Lead - The City (Public Works – Parks and Planning) Partners - Private Sector - SSMIC	➤	Inventory of tree canopy and carbon sequestered.
	3. ENVIRONMENTAL STEWARDSHIP	a. Partner with local school boards (e.g. ADSB) to participate in an Environmental Stewardship activity with a focus on nature preservation (e.g. building a butterfly garden or hosting a community tree plant).	Lead - ADSB - Algoma University Partners - The City (CD&ES)	➤	Completion of an Environmental stewardship activity (consider holding it on an ongoing basis). 💡 76% of Youth surveyed said they would be interested in participating in an Environmental Stewardship activity, in particular nature preservation (e.g. building a butterfly garden or hosting a community tree plant).
		b. Encourage tree planting and preservation of natural areas a priority as part of community sustainability efforts	Lead - The City (Public Works – Parks) Partner - Clean North	➤	Tree planting initiative

Resources	
Supporting Policies/Legislation	Financial Resources Available / Required
Provincial The <i>Ontario Municipal Act</i> (2001) allows single tier municipalities to prohibit and regulate the destruction or injuring of trees both inside and outside of woodlands (e.g. Tree By-Law).	1. Federal Government COVID-19 Resilience Funding \$3.3. Billion is available for projects at a larger cost share - 80% for municipalities. Project's eligible costs must be under \$10 million, construction must start no later than September 30, 2021, and it must be completed by the end of 2021. Funding for disaster mitigation and adaptation projects, including natural infrastructure, flood and fire mitigation, and tree planting and related infrastructure.
	2. Tree Canada - Community Tree Grants https://treecanada.ca/greening-communities/community-tree-grants/

Federal <i>Pan-Canadian Framework on Clean Growth and Climate Change (2016)</i>	3. Great Lakes Guardian Fund (grants up to \$25,000) http://www.grants.gov.on.ca/GrantsPortal/en/OntarioGrants/GrantOpportunities/PRDR016022 Project goals must include: a. Protect water quality for human and ecological health b. Improve wetlands, beaches and coastal areas c. Protect habitats and species 4. Habitat Stewardship Program for Species and Risk \$25,000 to \$100,00 per project 5. TD Friends of the Environment Foundation Grant \$2,000 to \$8,000 https://www.td.com/corporate-responsibility/fef-grant.jsp
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Economic Development

	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
ECONOMIC DEVELOPMENT	1. SUSTAINABILITY	a. Encourage local businesses to embrace sustainability (e.g. investigate creating a sustainable business membership program such as Green Economy North https://www.greeneconomynorth.ca/	Lead - The City (Economic Development) Partners - Sault Ste. Marie Chamber of Commerce - Clean North - Sault Ste. Marie Innovation Centre (SSMIC) - Community Development Corporation	➤	Number of businesses committed to sustainability in their operations 💡 88% of youth surveyed showed an interest in frequenting a sustainably minded establishment
	2. LOCAL FOOD PRODUCTION	a. Support local food production and consumption to reduce transportation emissions and costs of importing food to the community.	Lead - Rural Agri-Innovation Network (RAIN) Partners - The City (CD&ES) - Mill Market SSM	🔄	Number of agribusiness endeavors launched.

	OBJECTIVE	ACTIONS	RESPONSIBILITY	WHEN	PERFORMANCE MEASURES
	2. LOCAL FOOD PRODUCTION	b. Expand opportunities and markets for Sault Ste. Marie locally grown products.	Lead RAIN		Number of local producers that are selling goods outside of Sault Ste. Marie.
	3. CLEAN MARKET GROWTH	a. Encourage the development of a low-carbon economy in Sault Ste. Marie (e.g. develop a Smart Park that encourages energy efficiency, LEED building standards) to encourage clean-tech companies to relocate and/or expand in Sault Ste. Marie. Continue to work with local partners (private sector, indigenous groups and non-profits) to encourage clean growth opportunities.	Lead - The City (Economic Development) Partners - Sault Ste. Marie Construction Association - Sault Ste. Marie Chamber of Commerce - SSMIC	  Clean innovation feeds a fast-growing global market for environmental solutions that will be worth \$2.5 trillion by 2022 (Smart Prosperity, 2019)	- Number of clean-tech businesses in Sault Ste. Marie. - Number of people employed in the clean-tech / low carbon economy jobs.

Resources	
<i>Supporting Policies/Legislation</i>	<i>Financial Resources Available / Required</i>
Provincial <i>Made-in-Ontario Environment Plan (2018)</i> Federal <i>Pan-Canadian Framework on Clean Growth and Climate Change (2017)</i>	Rural Agri-Innovation Network - Sustainable New Agri-Food Products & Productivity (SNAPP) Program – COVID 19 Response - SNAPP Sustainable New Agri-Food Products & Productivity Program

Municipal Leadership

These actions are all associated to the City as the lead, therefore the 'responsibility' column has been omitted.

MUNICIPAL LEADERSHIP	OBJECTIVE	ACTIONS	WHEN	PERFORMANCE MEASURES
	1. HUMAN RESOURCES	a. Assign and/or establish a position at the City to manage energy and sustainability initiatives, ensuring integration in all aspects of City operations and to act as a key municipal liaison towards community climate action.		Hiring of one (1) human resource to focus on energy and sustainability projects and GHG reduction plan implementation and/or revision of an existing job description.
		b. Assign the newly established Environmental Sustainability Committee to oversee the implementation of the Sault Ste. Marie GHG Reduction Plan and climate change action across the community.		Bylaw for accepting the Terms of Reference for the Environmental Sustainability Committee.
	2. FINANCING	c. Leverage climate investment opportunities from all levels of government and private sector to encourage research and development (R&D) opportunities for the community to be a test site for GHG reduction strategies.		Number of climate investment opportunities applied for and successfully approved per year.
	3. OPERATIONS / LEGISLATION	a. Introduce a 'Climate Lens' policy (evaluate and consider the climate impacts of all major City decisions, including financial decisions), to ensure City investments, policies and programs are supporting climate change goals.		Creation of a Climate Lens Policy  A Climate Lens can incent behavioral change and incorporate climate impacts while furthering growth of a low-carbon economy. (Infrastructure Canada, 2019)

MUNICIPAL LEADERSHIP	OBJECTIVE	ACTIONS	WHEN	PERFORMANCE MEASURES
	3. OPERATIONS / LEGISLATION	b. Draft bylaws and design infrastructure that encourage GHG mitigation at the citizen-level (e.g. discounted parking for electric vehicles)	➤	Number of by-laws created that address GHG mitigation
		c. Embed the GHG reduction plan into the Municipal and Community Planning Process.	⚡	- Incorporate tasks into City policies and job descriptions and including them into the budgeting process. - Monitor implementation - Report regularly to council - Integrate GHG reduction plan objectives into policies and regulations (e.g. Official Plan, Zoning By-Law, Site Control By-law, Municipal Policy Manual).

Resources	
<i>Supporting Policies/Legislation</i>	<i>Financial Resources Available / Required</i>
Provincial <i>Made-in-Ontario Environment Plan (2018)</i> Federal <i>Pan-Canadian Framework on Clean Growth and Climate Change (2016)</i>	Federation of Canadian Municipalities Green Municipal Fund A. <u>Capital Projects</u> - The project should reduce GHG emissions by 20% compared to an existing or modeled baseline measurement. - Receive a low-interest loan of up to \$5 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs. - High-ranking project loans and grants: These qualify for a low-interest loan of up to \$10 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs. B. <u>Pilot Projects</u> - Grant: Up to \$350,000 to cover up to 50% of eligible costs C. <u>Studies</u> - Grant: Up to 50% of eligible costs to a maximum of \$175,000

6. Implementation

The development of the GHG reduction plan is a positive step for the City in reducing GHG emissions. In order for the plan to move forward, the City must follow through on implementation, and monitor GHG reduction results. This aligns with Milestones 4 and 5 in the FCM PCP Program. Accomplishing this in 10 years will complete the City's participation in this voluntary national climate change action program, and is encouraged.

Implementing and overseeing the action plan will require staff time from several of the City's departments. The departments who have participated in the creation of the plan should continue to play an active role in the monitoring and implementation of the plan. In addition, tracking and reporting of relevant data will be necessary to produce annual reports and plan updates. It is recommended that these departments work to identify opportunities to implement the plan and include this in their annual work programs and budgets.

The GHG Reduction Plan creation utilized a comprehensive approach to ensure that action items identified were created with direct feedback from the City, residents and businesses. Upon completion of the plan, a review of different alternatives was conducted to identify potential champions for leading implementation. These strategies are preliminary and will require further discussion pertaining to staff availability and budget requirements. The following table outlines the proposed implementation alternatives.

Table 10: Sault Ste. Marie GHG Reduction Plan Implementation Alternatives

Scenario	Benefits	Limitations
a. Assign and/or establish a staff position to oversee the GHG mitigation project implementation and environmental sustainability tasks and commitments (e.g. support the efforts of the Environmental Sustainability Committee, embed a culture of climate action in the City and submit annual City O.Reg. 507/18 reporting).	Ensure task completion accountability by assigning responsibility to a specific human resource. Key tasks can include embedding the GHG reduction plan into plans, policies and other aspects of Corporate operations. Wages could be subsidized by energy savings from retrofit projects.	Require assignment of operational funds and supervision from an existing department.
b. Distribute specific GHG mitigation projects and tasks to existing staff.	No additional human resource cost.	Existing staff have high workloads and may not prioritize actions.
c. Assign responsibility for monitoring implementation to Environmental Sustainability Committee (Committee of Council).	No cost for volunteer committee. As it is a committee of council it will ensure that it can monitor GHG reduction plan implementation by reporting to Council.	Limited accountability as committee is volunteer

Recommendation

FutureSSM recommends Scenario C: 'Assign responsibility for monitoring implementation to the revised Green Committee (a committee of council) which will be assigned to assist in the review and implementation of the GHG reduction plan'. To add to this, it is also recommended that a staff resource be assigned and/or established to support the committee in implementing the GHG Reduction Plan. FutureSSM has led the development of this plan through a funded position made possible by the FCM MCIP Staff Grant. It is recommended that other funding sources be explored to ensure the longevity of this position. Reviewing the possibility of using savings from energy efficiency retrofits to fund this position is also another possibility. Assigning a resource within the City is one of the best ways to maintain continuity with this project, to implement actions and make sure that regular GHG emissions inventories are completed and kept up to date. This resource could ensure that a culture of climate action is embedded within the organization. Alternatively, collaboration with other entities within the community such as the PUC is encouraged to implement priority action items, in particular with regards to vehicle electrification and energy efficiency and the synergies associated to increasing electricity use as a source of GHG mitigation.

The GHG Reduction Plan guides the implementation of actions over the next 10 years. Certain recommendations can be accomplished fairly quickly. Other recommendations will need to be spaced out over time such as land-use planning strategies. In order to maintain buy-in and momentum on the project, a list of priority action items is detailed below to help move forward with project implementation for the first year.

6.1 Corporate Priority Action Items

The Sault Ste. Marie GHG reduction plan contains 60 actions that are recommended to be implemented at a variety of different timeframes. The champion around implementing these actions should be the City as well as the Environmental Sustainability Committee. In addition, partnerships with other community groups will facilitate task completion.

On a corporate level, there are five specific actions that the City should focus their implementation efforts to meet and quite likely exceed their preliminary 10-year target of reducing emissions by 10% from the 2017 baseline. These projects fall under the energy and buildings, transportation, green space and municipal leadership sectors of the action plan. A high-level overview of the insight and estimate reduction potential behind these savings and specifics pertaining to the action is listed below:

Energy & Buildings

1. **Insight:** GHG reduction savings potential from energy efficiency and renewable energy projects is summarized in Appendix 3 and Appendix 4 of this report. These projects have the potential to reduce corporate emissions by 987.48 tCO₂e (or approximately 10%) from the 2017 baseline.

Action: Continue to prioritize the implementation of energy efficiency retrofits, in particular those that reduce the use of natural gas, identified in the 2019 Energy Conservation and Demand Management Plan as well as others identified by FutureSSM.

2. Insight: The Transit Building Solar System Installation estimates annual GHG savings of 3.23 tCO₂e (AECOM., 2011).

Action: Complete the Transit building solar system installation by 2023.

Transportation

3. Insight: An electric vehicle (EV) produces approximately 94% fewer emissions than an internal combustion engine (ICE) vehicle. As well, converting 2 existing diesel City buses to electric buses has the potential to reduce corporate baseline emissions by approximately 2%. Though EVs tend to be more expensive than ICE vehicles, there are a variety of existing incentives for both vehicles and infrastructure (e.g. Natural Resources Canada Zero Emission Vehicle Infrastructure Program) that can help municipalities with the capital costs of EV conversion.

Action: Continue to explore the possibility of incorporating low-emission and zero-emission vehicles for corporate fleets.

Green Spaces.

4. Insight: The US Environmental Protection Agency (EPA) states that a “medium growth coniferous or deciduous tree, planted in an urban setting and allowed to grow for 10 years, sequesters [an average of 30.6 tonnes of] carbon, respectively” (United States Environmental Protection Agency, 2020). If the City planted 10 trees in 1 specific year (e.g. 2021), in 10 years (2031) those trees could reduce baseline corporate emission by approximately 3%.

Action: Increase the number of trees planted per year, in addition to conducting an urban tree canopy study to understand offsets from the City’s tree canopy.

Municipal Leadership

5. Insight: A Climate Lens can encourage behavioral change and incorporate climate impacts while furthering growth of a low-carbon economy. (Infrastructure Canada, 2019).

Action: Introduce a ‘Climate Lens’ policy (evaluate and consider the climate impacts of all major City decisions, including financial decisions), to ensure City investments, policies and programs are supporting climate change goals.

In addition to the above five specific projects, a series of ten priority tasks has been identified for implementation by the City in the next twelve months. Some of these tasks are already underway and will lay the foundation and encourage project momentum for more time-consuming tasks in the future. The following table outlines priority tasks, their description, timeline and potential leads/partners required.

6.2 Priority Action Items – Year 1

Priority Task	Task Overview	Stat Date	Lead / Partners
1. Review and revise the Green Committee Terms of Reference to incorporate a community approach to GHG reduction in Sault Ste. Marie.	The Green Committee was recently transitioned to become the 'Environmental Sustainability Committee' which will take a more community approach to environmental projects. It is a committee of council and will ensure accountability and buy in for GHG reduction.	Fall 2020 (COMPLETE)	- Community Development & Enterprise Services - Future SSM Staff Support
2. Determine Budget Requirements for Year One; Explore capital funding requirements / appoint staff resources.	Review projects for 2020/2021 and apply for funding. Leverage climate investment opportunities from all levels of government and private sector to encourage research and development (R&D) opportunities for the community to be a test site for GHG reduction strategies.	Fall 2020	Future SSM Staff Support
3. Create a webpage on the City website to act as a 'one-stop-shop' for community Climate Change information, funding and projects'	Work with the City's Corporate Communications Department to develop a community resource hub on energy and climate information.	Fall 2020	FutureSSM Staff to work with Corporate Communications to design and create web page

Priority Task	Task Overview	Timeline	Lead / Partners
4. Prioritize corporate energy efficiency retrofits to be completed in 2020/2021 (see Appendix 3 for the list).	Work with Facility Managers to submit retrofits to the IESO and Enbridge Rebate programs to ensure that incentive opportunities are maximized.	Fall 2020/ Winter 2021	• Future SSM Staff Support • Finance Department • Asset Management Committee
5. Create a supplemental municipal climate action summary for each City Department.	Review GHG Reduction Plan with all City department heads to ensure all actions (planned and future) are accounted for. A summary will be provided to the City which will encapsulate all actions and allow for easy identification.	Winter 2021	• FutureSSM Staff support
6. Ensure the city's policies and programs align with supporting the GHG Reduction Plan Objectives and Targets.	Assist in formulating and recommending environmental and sustainability policies, plans and practices.	Fall 2020 / Winter 2021	• City of Sault Ste. Marie Clerks Department • Future SSM Staff Support • Environmental Sustainability Committee
7. Undertake youth led Environmental Stewardship activity to encourage sustainability.	Partner with local school boards to participate in an Environmental Stewardship activity with a focus on nature preservation (e.g. building a pollinator garden or hosting a community tree plant).	Spring 2021	• Future SSM Staff Support • Schools (e.g. ADSB)
8. Develop a community retrofit program (apply to the FCM Efficiency Financing Initiative)	The funding program requires a community Climate Change Plan that recommends residential home energy efficiency with council approval.	Winter 2020/2021	• Future SSM • Staff Support • PUC

Priority Task	Task Overview	Timeline	Lead / Partners
9. Increase local uptake of Eco Schools Canada Registration in schools in Sault Ste. Marie.	Reach out to local school boards and assist with Eco Schools Canada Registration.	Fall 2020 / Winter 2021	• Future SSM Staff Support • ADSB
10. Streamline City Broader Public Sector Energy Reporting (O.Reg. 507/18)	Explore energy tracking software and data management programs and costs for use by the City (e.g. Energy Star Portfolio Manager, RETScreen and Association of Municipalities of Ontario Energy Software (ECT) Program).	Fall 2020 / Winter 2021	• Future SSM Staff Support

The next section of this document highlights internal and external financing and funding opportunities to assist with task implementation.

7. Financing the GHG Reduction Plan

Cities, like other governmental organizations can access and utilize various financing options for emission reduction projects. The following section of this report highlights internal capital as well as external funding and grant options researched and available as of the end of October 2020.

Internal Financing Opportunities

Climate change mitigation strategies, like other projects come with a cost. This can impact staff interest and resource availability to see mitigation projects come to fruition. Using a climate lens to all capital projects could encourage mitigation efforts and project implementation. There are several options for financing the activities of the GHG Reduction Plan. The following options relate to allocating internal funds to reducing GHG emissions.

i. Federal Gas Tax Fund

The Federal Gas tax program can be used to fund municipal sustainability projects. The City receives over \$4,000,000 annually from the Canada Gas Tax Fund and estimates indicate it will receive the following funds over the next three years⁸:

- 2020: \$4,451,418
- 2021: \$4,653,755
- 2022: \$4,653,755

Funds could be allocated to infrastructure projects, community energy systems, public transit, studies and training to improve capacity as well as waste diversion projects. The City could consider using expected increase from Gas Tax Funds (\$202,337 from 2020 to 2021) to fund GHG reduction projects. Any revenue or savings could be directed to a new reserve fund for eligible projects rather than levy reduction, as set out in the *Reserve and Reserve Fund Policy* to set up new reserves.

ii. Internal Revolving Energy Fund

Cities can establish a permanent revolving fund to finance energy efficiency and greening programs that reduce GHGs or conserve energy. A revolving fund uses the energy savings from any retrofits, such as LED upgrades, and invests them into a capital reserve fund specifically dedicated to energy and emissions reduction projects. The revolving fund could be recapitalized using either the actual savings of future projects, the estimated savings of the projects, or a balance transfer from the general fund of unspent energy dollars⁹.

⁸ AMO. Estimated AMO Allocations of the Federal Gas Tax Fund 2019 – 2023. Retrieved from: https://www.amo.on.ca/AMO-PDFs/Gas_Tax/Agreements_and_Allocations_GTF/2019-2023-Allocations.aspx

⁹ Green Fund Program. (2020). Retrieved from: <https://carleton.ca/fmp/energy-and-sustainability/get-involved/green-revolving-fund/>

For example, the planned solar project at the new transit building has an anticipated annual revenue of \$133,000, which could be another source of revenue for the fund¹⁰. As well projected savings from pending retrofits is estimated at \$ \$677,584.32 in energy costs (see Appendix 3 and 4 for a breakdown of estimated energy savings from City retrofits and planned and potential renewable energy projects). By establishing a revolving fund for environmental programs, the City can further sustainability project completion with the savings as well as allocations from the capital budget process.

iii. Community Development Fund – Green Initiatives Program

Earlier in 2020, \$50,000 from the Municipal Environmental Initiatives (Green) Committee was allocated to the Community Development Fund for their Green Initiatives Program. Funding from this program will be for projects that support the City's environmental plans and practices, in particular the reduction of GHG emissions, water quality/rehabilitation or increase energy efficiency. Non-profits and City departments can apply for these funds to further priority actions identified in the GHG reduction plan. A funding application process for community organizations to access this fund is in the process of being established.

iv. Local Improvement Charges (LIC)

A local improvement charge (LIC) is a low interest loan that is provided to property owners by the municipality. The province of Ontario amended the *Ontario Municipal Act* in 2012 to allow LICs to be used for energy efficient upgrades.

An example of a similar program is the Solar City Program in Halifax, where property owners can incorporate solar energy projects through a program financed with the municipality. The City places a LIC on the property after the solar project is installed. A charge is applied to the property and not the individual and is a separate charge from the property owners tax bill¹¹.

Recommendation

As indicated above, there are multiple internal financing opportunities that can be leveraged to allocate budget funding for sustainability initiatives, including the GHG reduction plan. These suggested financing opportunities should be reviewed in more detail. In the interim, this could be assigned to the Community Development & Enterprise Services Department (CD&ES) as they were the overseeing department of the GHG Reduction Plan.

External Funding Opportunities

In addition to utilizing internal funding mechanisms, Cities have access to various financing options that help with emission reduction projects. Some of the financing mechanism include grants. That being said, the City will also need to explore using their own resources to a certain degree if they wish to accomplish further GHG emissions reduction actions. The following section outlines federal, provincial and private sector funding that is available as either a loan or a grant to fund sustainability projects.

¹⁰ AECOM. (2011). *The Corporation of the City of Sault Ste. Marie Rooftop Solar Photovoltaic System at Transit Services and Public Works and Transportation – Feasibility Study*.

¹¹ Halifax Regional Municipality. (2020). *About Solar City*. Retrieved from: <https://www.halifax.ca/home-property/solar-projects/about-solar-city-halifax>

i. Canadian Infrastructure Bank \$10 billion Growth Plan

On October 1, 2020, the Canadian Federal Government released a spending package of \$10 billion to be administered by the Canadian Infrastructure Bank (CIB) called the Growth Plan. The Growth Plan targets new investments in five priority pillars. Three pillars of relevance to the Sault Ste. Marie GHG Reduction plan are:

1. **\$1.5 billion for zero emission buses:** To expand and accelerate the adoption of zero emission buses which will modernize bus fleets, reduce GHGs and reduce operating costs over the long-term. This supports the government's goal of 5,000 new zero emission buses.
2. **\$2.5 billion for energy efficient building retrofits:** To improve energy efficiency of existing buildings and help larger real estate owners modernize their assets. Improved energy efficiency will reduce GHGs and operating expenses.
3. **\$2.5 billion for clean power:** To facilitate interprovincial electricity transmission or interties, clean power and storage. This step will support clean power, reduce greenhouse gas emissions and help Canada in its 2030 and 2050 emissions reduction targets.

The program is designed to fund the capital expenditures through the CIB financing with the project energy savings over a period time to act as the repayment. For more information, please visit: <https://cib-bic.ca/en/growth-plan/>

ii. Federal Government COVID-19 Resilience Funding

\$3.3. Billion is currently available from Infrastructure Canada for GHG mitigation projects at a larger cost share, with 80% for municipalities.

To be eligible for funding under the COVID-19 Resilience Stream, the project's eligible costs must be under \$10 million, construction must start no later than September 30, 2021, and it must be completed by the end of 2021.

It will fund the following types of projects:

- Retrofits, repairs and upgrades for provincial, territorial, municipal and Indigenous buildings; health infrastructure; and schools;
- COVID-19 response infrastructure, including measures to support physical distancing;
- Active transportation infrastructure, including parks, trails, foot bridges, bike lanes and multi-use paths; and
- Disaster mitigation and adaptation projects, including natural infrastructure, flood and fire mitigation, and tree planting and related infrastructure.

For more information about this program please visit:

<https://www.infrastructure.gc.ca/plan/covid-19-resilience-eng.html>

iii. *Enbridge Residential and Commercial Energy Efficiency Funding Programs*

Enbridge Gas Inc. offers both residential and commercial customer's incentives for energy efficiency measures that reduce consumption of natural gas. For the commercial sector programs include energy management and monitoring, financial incentives as well as retrofits.

For more information on this program, please view the following link:

<https://enbridgesmartsavings.com/business-energy-management/programs-and-campaigns/commercial-custom-retrofit-program>

Residential customers are eligible for a rebate of up to \$5,000 towards home renovations for those who own a gas furnace. For more information about this program, please view the following link: <https://enbridgesmartsavings.com/home-efficiency-rebate>

iv. *Independent Electricity System Operations (IESO) Energy Conservation Programs*

The IESO 2021 – 2024 Energy Conservation Programs for Commercial, Industrial and Institutional Consumers will offer incentives valued at \$457 million to support energy planning and conservation. Incentives vary based on program type. The following is a list of all the programs currently available (note some of these programs may change as of January 4, 2021).

- a. Aboriginal Community Energy Plan (ACEP) Program
- b. Education and Capacity Building Program
- c. Save on Energy – Energy Managers
- d. Save on Energy – Performance Program Incentives for Multi-Site Businesses
- e. Save on Energy – Home Assistance Program for Residents
- f. Save on Energy – Process and Systems
- g. Save on Energy Retrofit Program
- h. Save on Energy – Small Business Lighting Program
- i. Save on Energy – Training & Support Initiatives

For more information on the programs, please visit www.ieso.ca.

As well, a new residential Energy Affordability Program (2021 – 2024) is being launched in January 2021. This program will provide energy saving measures to eligible households and will help them reduce their home energy costs and improve home comfort. This will be offered by the IESO. As more details are available, they will be shared with the community.

v. *Green Municipal Fund*

The Green Municipal Fund (GMF), is a funding program administered by the Federation of Canadian Municipalities (FCM). It provides municipalities with financial support for all stages of 'green' projects, including, planning, feasibility studies, pilot projects and capital projects. Funding specifics include:

Capital Projects

- The project should reduce GHG emissions by 20% compared to an existing or modeled baseline measurement.
- Receive a low-interest loan of up to \$5 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs.

- High-ranking project loans and grants: These qualify for a low-interest loan of up to \$10 million and a grant worth up to 15% of the loan; cover up to 80% of your eligible costs.

Pilot Projects

- Grant: Up to \$350,000 to cover up to 50% of eligible costs

Studies

- Grant: Up to 50% of eligible costs to a maximum of \$175,000

For more information on GFM funding, visit: <https://fcm.ca/en/funding>

vi. FCM Community Efficiency Financing Initiative

In 2020, the FCM launched the Community Efficiency Financing (CEF) Initiative, which is a \$300 million fund to support municipalities and partner organizations to accelerate home energy projects. Property Assessed Clean Energy (PACE), Local Improvement Charge (LIC) financing and utility on-bill financing are just some examples of financing models used by municipalities delivering residential energy programming. The program launched in the Spring of 2020 and the next intake round for the Winter of 2020/2021 stream will require a community Climate Change Plan that recommends residential home energy efficiency with council approval. This aligns with recommendations outlined in the Buildings & Energy – Community section of the GHG reduction plan.

For more information on the program, please visit:

<https://data.fcm.ca/documents/funding/gmf/cef-application-guide-gmf.pdf>

vii. Housing Services Corporations (HSC) Social Housing Funding

The HSC is a non-profit organization in Ontario that focuses on the long-term health and sustainability of Ontario's social housing. They offer social housing organizations energy services, utility management and building asset management programs. By operating social housing more efficiently, energy and GHG savings are a result. Key programs that they offer are listed below:

- a. Housing Services Corporation's Utility Management Program
- b. Housing Services Corporation's Community Champion Program
- c. Housing Services Corporation and Infrastructure Ontario's Green Loan Program
- d. Housing Services quarterly Energy Services newsletter "Energy matters"
- e. Sustainable Housing Asset Resource Exchange SHARE

For more information about the programs, housing providers can visit:

<https://www.hscorp.ca/our-programs-and-services/energy-services/>

The following section of this report highlights opportunities to monitor project implementation progress.

8. GHG Reduction Plan Monitoring and Evaluation

The GHG Reduction Plan includes multiple actions that vary from being implemented, in short, medium and long-term intervals. Focusing on the short-term actions help facilitate small wins

and maintain project buy in. As such, an annual review is recommended to ensure that tasks are accomplished within their specific time frames.

Milestone 5 of the PCP is “Monitoring”. It is important to monitor at the early stage of implementation to measure progress and emissions reduction metrics. The tasks and deliverables are outlined in the plan with key performance indicators to ensure proper monitoring. Action plan tasks also outline leads and project partners. The implementation strategy also furthers accountability through using both a committee of council and also the assigning and/or establishment of a human resource to ensure plan implementation. Specific monitoring and evaluation actions include:

- Monitoring and Updating the GHG Emissions Inventory:
With a community GHG emissions inventory and corporate update now complete, the City now has a methodology to monitor whether actions are reducing emissions within the community (see Appendix 1). ICLEI recommends that GHG emissions inventories be completed every 5 years to assess if growth projections were correct and if emissions targets should be reassessed and/or updated.
- Action Item Review:
Information about the measures that have been implemented should be documented for reporting and monitoring purposes. This can be helpful when it comes to reporting project progress as well as applying for future project funding. Measure metrics such as cost, time of implementation, sources involved and energy and GHG savings can be measured.

In addition to the overall monitoring requirements, each section of the GHG Reduction Plan includes performance indicators that can help with ensuring implementation. These measures are summarized by plan section below.

Buildings & Energy – Community

- Development of a community climate change and energy information webpage on the corporate website.
- Number of completed retrofits.
- Number of new homes built above the Ontario Building Code.
- Development of a Green Building Policy.
- Development of a home energy efficiency retrofits program.
- Megawatts (MW) of installed renewable energy.

Buildings & Energy – Corporate

- Energy consumption per square foot of buildings.
- Environmental Sustainability Committee meetings and actions.
- Number of retrofits completed per year.
- MW of renewable energy installed.

Transportation

- Transit ridership numbers.
- Active transportation infrastructure installed.
- EV charging infrastructure installed.
- Number of zero emission vehicles purchased.

Waste

- Waste emissions.
- Reduction programs created and implemented.
- Elimination of single use plastic at all municipal facilities.

Green Space

- Number of trees planted per year.
- Inventory of the community tree canopy.

Economic Development

- Number of businesses with an active commitment to sustainability.
- Number of new clean tech businesses in Sault Ste. Marie and people employed in clean-tech / low carbon economy jobs.

Municipal Leadership

- Assigning and/or establishing a human resource dedicated to energy and sustainability tasks.
- Number of climate investment opportunities and projects completed per year.
- Incorporation of GHG reduction action into existing staff job descriptions and policies.

The above recommendations are a preliminary outline of the actions required to progress on GHG mitigation actions in Sault Ste. Marie. An overseeing staff resource and/or committee should continue to work to establish annual priorities.

9. Conclusion

The GHG Reduction Plan includes a series of emissions reduction objectives and actions for both the community (residents and businesses) and the City. It is a progressive step, and encourages a commitment to become more sustainable on an environmental, social and economic level. It builds on the City's participation in previous energy efficiency projects and their efforts to lower GHG emissions. These include the City's plans for installing solar panels at the transit station, as well as completing energy efficiency projects such as the GFL Memorial Gardens LED Lighting retrofit which was completed in the autumn of 2020. Implementing the plan will help further and support objectives from strategic plans such as the 2019 Energy Conservation and Demand Management Plan. Communication and increased community education and awareness is an integral part of the strategy that is included across all seven sectors. Moving forward towards implementation not only has an impact on GHG emission targets, but also opens up opportunities for the City from a reputational standpoint, and their goal of encouraging people and business to relocate to Sault Ste. Marie, as people want to live and work in green municipalities. For example, Vancouver's 'Green Brand' is valued at \$31 billion, outperforming San Francisco, Singapore, Sydney, Shanghai and Hong Kong on perceptions of sustainability" (Ryan, 2016).

The report provides an initial overview of the objectives and actions as well as the indicators required to monitor progress on community GHG reduction. In order to be successful, emissions reduction efforts must become part of the operational culture of the City. In addition, Council must understand that both human and financial capital will be required. It is also recommended that monies saved from energy conservation projects be set aside in a rotating sustainability fund dedicated to implementing the plan and other community environmental projects. The plan acknowledges that there are municipal constraints and recommends funding (both

governmental and private sector) that can further help with implementation. The breakdown of actions in ongoing, immediate, short, medium and long term helps with a more phased implementation approach. It must be noted however; that this plan should be viewed as a living document and will evolve over time as technologies, funding and regulation regarding climate change mitigation change.

As noted earlier in the context of the plan, governmental legislation such as the 2015 *Paris Climate Accords*, the *Pan- Canadian Framework on Clean Growth and Climate Change* and the 2018 *Made-in-Ontario Environment Plan* indicate that that climate change action cannot be ignored. The 2020 Federal Government Speech from the Throne's plan to legislate net zero emissions by 2050 also reiterates the importance of community GHG emissions reduction. The City must stay up to date on legislation as well as climate action funding programs as climate change will and already has impacted municipal operations, with a considerable cost. The municipality should continue to work towards mitigating climate change by lowering their operational emissions; however, it must also prepare for adapting to climate change. The City's *Climate Change Risk Assessment* (2020) is an excellent starting point for this and can be further utilized to prioritize adaptation strategies.

The GHG Reduction plan, and in particular the emissions inventory, lays the baseline for the City's commitment to emissions reduction. As the effects of climate change continue to become more and more regular (e.g. flooding, extended and more regular heat waves, droughts, etc.), cities must embrace both behavioral and technological change as a form of emissions reduction. The City must take a holistic approach to its efforts and embrace partnerships with community organizations to create a culture of sustainability that is expressed in its operations and business proceedings.

Appendix 1: GHG Emissions Inventory and Methodology Report

[Click here](#) to view the Sault Ste. Marie Community GHG Emissions Inventory Methodology Report.

Appendix 2: GHG Reduction Plan Stakeholder Engagement Summary

[Click here](#) to view the Sault Ste. Marie Community GHG Reduction Plan stakeholder engagement summary report.

Appendix 3: City Energy Efficiency Retrofits

The following series of appendices highlight outstanding, yet-to-be-confirmed and planned/potential energy efficiency retrofits at the City. The City's 2019 Energy Conservation and Demand Management (ECDM) Plan, outlines outstanding energy efficiency retrofits from the Asset Management Plan (2013) and the results of 10 facility energy audits conducted by IB Story from 2010.

Summary of Retrofits and Renewable Energy Projects and associated tCO2e savings

Plan	tCO2e
Asset Management Plan Outstanding Retrofit Measures	86.15
IB Story Audits	881.58
New Retrofits Identified by FutureSSM	14.57
Solar Panel Projects	5.18
Total	987.48*

Outstanding, and yet-to-be-confirmed retrofits represent a GHG savings potential of approximately 10% of corporate emissions.

The following appendices summarize outstanding energy efficiency measures in more detail.

Appendix 3.1. Retrofit Summary from IB Story 2010 Audits

The list of retrofit measures in this appendix was sourced from the City's 2019 Energy Conservation and Demand Management Plan and insights on whether retrofits were complete or incomplete were confirmed by facility managers through email or telephone correspondence with FutureSSM.

Outstanding projects (and those that have yet to be confirmed) from the 2010 IB Story audits have the potential to reduce corporate GHG emissions by approximately by **881.58 tCO₂e (or 8%)** and save \$233,027 in energy costs. This is based on 2010 data and may change due to technological changes. Also some recommendations recommend fuel switching to natural gas for cost saving purposes. It is recommended that these be re-evaluated to evaluate alternatives with cleaner fuels and avoided costs (e.g. Federal Carbon Tax). It is important to note that this does not account for retrofits that have been completed. Prioritization of retrofit projects with highest payback, cost savings and GHG reduction, such as LED Lighting and Natural Gas reduction projects offer highest GHG reduction opportunities (Typically eligible for rebates from the IESO and Enbridge).

Summary

- 46 Incomplete
- 3 Partially Complete
- 17 Waiting on Confirmation

GHG Emissions: 881.51 tCO₂e (8% of corporate emissions)

- Energy Savings: \$233,027
- Estimated Cost: \$2,253,274
- Average Total Payback: 10 years (estimate)

Retrofits - Not Complete

Fire Station No 1					
Measure No.		tCO ₂ e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
R2	Adjust Boiler Room Space Temperature Set Point	1	\$100	NA	0
R4	Boiler Loop OAT Reset	2	\$300	\$1,000	3.3
R6	Vending Miser	0	\$100	\$200	2
R7	Improve Existing Boiler OAT Lockout Control	0	\$40	\$200	5
AG1	Replace Pneumatic Controls with Centralized DDC Control System	3	\$600	\$45,000	75
Total		6	\$1,140	\$46,400	

Fire Station No. 2					
Measure No.		tCO ₂ e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
R3	Vending Miser	0	\$50	\$200	4

AD1	Natural Gas Boiler for DHW and Supplementing Heat Pump	0	\$1,000	\$12,000	12
AD2	High-Efficiency Condensing Natural Gas Unit Heaters ⁸	1	\$200	\$10,000	50
Total		2	\$2,120	\$26,600	

John Rhodes Community Centre					
Measure No.		tCO ₂ e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
R1	Optimize Floodwater Temperature	9	\$1,900	\$250	0.1
R1	Low-Flow Push Button Shower Faucets	71	\$14,800	\$37,500	2.5
R3	Dectron Unit For Aquatics Zone Dehumidification	216	\$33,500	\$140,000	4.2
R4	Low-e Ceiling for Each Arena	23	\$10,200	\$75,000	7.4
AD1	Floodwater Treatment System	11	\$2,300	\$35,000	15.2
AD2	Optimize Aquatics Zone Condition	36	\$16,000	\$2,500	0.2
AD3	VFD for Throttled Pool Pumps	17	\$7,400	\$35,000	4.7
AD6	Halogen Pot Lights to LED	7	\$3,600	\$7,500	2.1
AD7	Retrofit Arena MH Fixtures with High-Output T5 Fluorescent Fixtures	12	\$6,100	\$85,000	13.9
AD8	Retrofit Aquatics MH Fixtures with High-Output T5 Fluorescent Fixtures	7	\$3,700	\$38,000	10.3
AD9	Atmospheric to Condensing Boilers for Arena DHW and Floodwater	17	\$3,600	\$30,000	8.3
AG2	Turbidity Meter for Pool Filtration	0	\$10,000	\$50,000	5
AG4	Full Plant Heat Recovery	206	\$43,000	\$302,000	7
AG5	Building A/C via Refrigeration Plant	17	\$7,400	\$175,000	23.6
Total		668	\$172,800	\$1,060,750	

PWT Admin					
Measure No.		tCO ₂ e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
4	Controls: Occupancy Sensor Control for Lighting in Record Room	0	\$ 30	\$100	3.4
11	HVAC: Solar Domestic Hot Water System	2	\$547	\$18,000	32.9

12	HVAC: Solar Wall for Pre-heating Ventilation Air	2	\$561	\$22,000	39.2
13	HVAC: Install Dedicated Condensing Boiler for Perimeter Heating	9	\$2,337	\$45,000	19.3
14	Controls: Demand Control Ventilation	4	\$1,168	\$25,000	21.4
Total		55	\$14,903	\$487,200	

PWT Main					
Measure No.		tCO ₂ e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
3	Controls: Install Light Switches for HID Lighting Control	0	\$2,312	\$2,600	1.1
5	HVAC: Radiant Heaters Above Garage Doors	8	\$1,954	\$34,000	17.4
6	HVAC: Natural Gas Fired Make-up Air Unit	-2	\$932	\$ 8,000	19.3
10	HVAC: Solar Wall for Pre-heating Ventilation Air	61	\$15,399	\$240,000	15.6
11	Lighting: Skylights for Vehicle Bays with Daylight Harvesting	0	\$1,709	\$107,500	62.3
Total		67	\$22,306	\$402,100	

PWT Carpentry Shop					
Measure No.		tCO ₂ e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
1	Building Envelope: Replace / Install Exterior Door Seals	2	\$ 383	\$383	1.8
2	Building Envelope: Window Replacement	1	\$337	\$337	22.3
3	Controls: Programmable Thermostats	2	\$411	\$411	0.4
4	Controls: Occupancy Sensor Control for Lighting	0	-\$122	\$95	4.8
5	Lighting: T12 Fluorescent Fixtures to T8 with Electronic Ballasts	0	-\$150	\$188	6.9
6	HVAC: Electric Resistance Heating to Gas Fired Heating	0	\$304	\$316	19
Total		5	\$859	\$1,414	

PWT Test Lab					
Measure No.		tCO ₂ e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
1	Building Envelope: Replace / Install Exterior Door Seals	1	\$320	\$300	0.9

2	Building Envelope: Building Envelope Sealing	0	\$104	\$400	3.8
3	Controls: Programmable Thermostats	1	\$380	\$150	0.4
4	Lighting: T12 Fluorescent Fixtures to T8 with Electronic Ballasts	0	\$94	\$700	7.4
Total		2	\$898	\$1,550	

PWT North Storage Garage					
Measure No.		tCO2e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
1	Building Envelope: Replace / Install Exterior Door Seals	38	\$9,637	\$6,000	0.6
3	Building Envelope: Insulation Upgrade	23	\$5,772	\$34,000	5.9
4	HVAC: Radiant Heaters Above Garage Doors	17	\$4,435	\$42,000	9.5
7	Lighting: Skylights for Vehicle Bays with Daylight Harvesting	0	\$476	\$45,000	94.5
Total		78	\$20,320	\$127,000	

Retrofits - Partially Complete

PWT Main					
Measure No.		tCO2e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
1	Building Envelope: Replace / Install Exterior Door Seals	8	\$1,921	\$3,200	1.7
2	Building Envelope: Insulation Upgrade	15	\$3,804	\$75,000	19.7
Total		23	\$5,725	\$78,200	

PWT North Storage Garage					
Measure No.		tCO2e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
2	Building Envelope: Overhead Door Replacement	56	\$14,264	\$120,000	8.4

Retrofits - Waiting for confirmation on status

Canteen Bellevue Park					
Measure No.		tCO2e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
R1	Lighting Retrofit - T12 to T8	0.2	\$70	\$1,050	15
R2	Lighting Retrofit - Incandescent to CFL	0	\$20	\$25	1.3

R3	Lighting Retrofit - Exterior HPS and MH Lighting to LED	1	\$460	\$5,500	12
R4	Convert Domestic Hot Water Heating to Natural Gas	0	\$170	\$1,050	6.2
R5	Convert Canteen Heating to Natural Gas	0.1	\$1,410	\$4,500	3.2
R6	Convert Canteen Fryer to Natural Gas	-0.1	\$120	\$ 800	6.7
Total		1.2	\$2,250	\$12,925	

Greenhouse Bellevue Park					
Measure No.		tCO2e	Energy Savings	Estimated Cost	Estimated Payback (yrs)
R1	Lighting Retrofit - T12 to T8	0.1	\$25	\$130	5.2
R2	Lighting Retrofit - Incandescent to CFL	0.1	\$60	\$65	1.1
R3	Lighting Retrofit - Exterior HPS and MH Lighting to LED	0.4	\$ 365	\$2,090	5.7
R4	Convert Domestic Hot Water Heating to Natural Gas	3.2	\$360	\$1,400	3.9
R5	Overnight Temperature Setback in Greenhouse Potting Room	6.1	\$600	\$2,500	4.2
R6	Insulate Greenhouse Knee Wall	0.2	\$110	\$4,000	3.6
AD1	Lighting Retrofit - Propagating Greenhouse MH to Induction Grow Lighting	7.7	\$110	\$1,600	14.5
AD2	Greenhouse Night Curtain	21	\$1,400	\$17,800	12.7
AG1	Solar Thermal Space Heating	4	\$3,940	\$173,600	44.1
AG2	Geothermal Heat Pump	39.9	\$3,000	\$213,000	71
AG3	Greenhouse Glass Replacement	0.9	\$170	\$12,000	70.6
Total		83.6	\$10,140	\$428,185	

Appendix 3.2. Outstanding Retrofit Projects identified in the Asset Management Plan

List of retrofits sourced from the 2013 Asset Management Plan listed in the 2019 Energy Conservation and Demand Management Plan (note the Asset Management Plan has since been updated in 2020).

Estimates indicate approximate GHG savings of 86.15 tCO₂e, which equates to approximately 1% of corporate emissions.

Outstanding Retrofits in Asset Management Plan						
Building	Line #	ID	Location / Type	Description & History	Recommendation	Assumption and Calculations
01 Main Library	9	B2010 Exterior Walls - Metal Siding		The top of the building is clad with horizontal metal siding including soffits. The finish of this siding has weathered, some panels have warped and many perimeter base pieces were missing.	Replacement at end of life is recommended. Remaining life extended due to condition and repairs timed to coincide with window replacement.	We have assumed an existing wall U-value of 0.405 based siding with foam insulation. New U- value of 0.203 with additional 2" of insulation. Saving is 0.75-1.0% of heating energy consumption
01 Main Library	10	B2010 Exterior Windows		The windows are prefinished aluminum with fixed sealed double-glazed panes. The date stamps of the sealed glazing units were varied including many stamped as 1965, 1979 and 1993. The frame finishes are faded, but there were no complaints about drafts or water penetration except from window (Invoicing room) near the	Windows have reached the end of their service life.	We have assumed an existing U-value of 0.55 based on aluminum windows and a new U-value of 0.48 for double panel low e and thermally broken windows. Saving is 1.5 - 3.0% of heating energy consumption.

				loading room. Spray foam was noted at the window exterior mullion indicating a patch repair in attempts to stop the water penetration. Many glazing panes had failed with severe fogging noted within the glazing panes of the back study room floor to ceiling windows.		
01 Main Library	29	0304008 Air Handling Units	Boiler Room	AC #1 uses chilled water to cool offices and rooms in the basement.	Replace AC#1 at the end of its service life. If AC#1 fails in service the areas of the building it serves will be without air conditioning	We assume the unit has on/off control only, and no VFD, and that a new unit would include a VFO. A correctly programmed VFO can reduce energy consumption by 10%.
01 Main Library	30	0304008 Air Handling Units	Boiler Room	The main library air handling unit conditions the air for all public areas of the building.	Maintain the unit by replacing fans and heating and cooling coils as required. If the air handling unit fails in service the majority of the library will be without air conditioning.	We assume the unit has on/off control only, and no VFD, and that a new unit would include a VFO. A correctly programmed VFO can reduce energy consumption by 10%

01 Main Library	31	310304008 Air Handling Units	Penthouse mechanical room	The return air fans for the main library air handling unit are two inline axial fans.	Replace the fans at the end of their service life. If the return air fans fail in service the heating and air conditioning system that serves the library will operate at greatly reduced capacity.	We assume the unit has on/off control only, and no VFO, and that a new unit would include a VFO. A correctly programmed VFO can reduce energy consumption by 10%
01 Main Library	34	D304008 Air Handling Units	Penthouse mechanical room	A Trane air handling unit supplies conditioned air to the lobby area. The unit is long past its expected service life	Replace the air handling unit at the end of its service life. If the air handling unit fails then heating and cooling to a large part of the library will be lost.	We assume the unit has on/off control only, and no VFD, and that a new unit would include a VFD. A correctly programmed VFD can reduce energy consumption by 10%.
01 Main Library	33	D303002 Direct Expansion Systems	Main floor mechanical room	A Carrier air conditioning unit cools part of the main floor. The unit rejects heat to a water cooled condenser. The unit is long past its expected service life.	Replace the air conditioning unit at the end of its service life. If the unit fails then cooling to that part of the building will be lost.	We assume the system operates at approximately 1.25kW/ton, and a new system with new rooftop cooling unit could operate at 0.9 KW/ton. This could result in up to 28% savings on electricity used for cooling with this unit.

01 Main Library	50/51	D502002 Lighting Equipment	Throughout	Lighting on the lower floor consists mainly of older fixtures using TS lamps.	Replace the fixtures at the end of their service life. Install motion detectors on the lighting systems on the lower floor.	Using LED T8s with occupancy sensors and assuming a schedule of 10 hours per week day and 6 hours on Saturday, a 52% savings on lighting electricity consumption is possible
08 PW Admin	28	D304008 Air Handling Units	Rooftop	There are two packaged Carrier rooftop units that supply forced air heating and cooling for the second level only. The units appear to each have a 4 ton cooling capacity and a 92,000Btu heating capacity.	Replace rooftop units at end of service life to maintain reliability.	We assume the system operates cooling at approximately 1.25kW/ton, and heating at 80% efficiency. A new unit could operate at 0.9 KW/ton cooling and 85% efficiency heating. This could result in up to 28% savings on electricity used for cooling with this unit, and a 5% savings in natural gas used for heating.

09 PW Garage A	8	B2010 Exterior Walls - Metal Siding	North and West Side	The exterior walls of the building are clad entirely with corrugated metal cladding with exposed mineral fibre insulation with vinyl vapor barrier at the interior, except the lowest 10 feet where there is a galvanized steel liner panel. At numerous locations on the east and south elevations, there is corrosion and mechanical damage throughout. At some locations, missing cladding has been replaced with plywood.	The appearance and condition of the metal cladding is such that we recommend complete replacement with insulated metal panels, consisting of two skins of metal with foam insulation in between. The consequence of not doing this would be continuously higher space heating costs, uncomfortable drafts, and ongoing water penetration.	We have assumed an existing wall U-value of 0.405 based two layers of metal panel with foam insulation in between. New U-value of 0.203 with additional 2" of insulation. Saving is 0.75-1.0% of heating energy consumption.
03 Seniors Drop In	15	B3010 Roof Coverings BUR	Upper	Built-up asphalt and gravel roof with prefinished metal flashings, and area drains. Some UV deterioration at upturns to mechanical units. No leakage reported.	Complete localized repairs at a cost below report threshold. Replace roofing at end of lifespan. Service life extended due to good condition.	We have assumed an existing U-value of 0.514 based on built-up asphalt and gravel roof with concrete deck. New U value of 0.25 with additional 2" of insulation. Saving is 0.5-1.0% of heating energy consumption.
12 Fire #1	25	D3030 Cooling Generating Systems	Low roof	A Carrier 50TJ-005---501QE rooftop unit heats and cools the dormitory with direct expansion	Replace at end of lifespan.	Converting to natural gas could save approximately

				cooling and electric heating. Cooling capacity appears to be approximately 5 tons.		60% off the cost to heat domestic water.
12 Fire #1	41	D502002 Lighting Equipment	Site & Exterior	There are five single- and double-head bollards at the parking lot and wall-packs above the bay doors. Staff reported lights are problematic.	Investigate the system for faults. Unless the investigation shows localized repairs will be sufficient, plan to replace to coincide with pavement replacement. This work requires excavation within the parking lot, and should be completed with pavement replacement to reduce costs. If not completed at this time, the system could fail completely within the next few years, causing safety hazards and costing substantially more to replace.	Electricity usage for lighting can be reduced by approximately 44% based on the following wattage reductions (existing to new LED): 75 to 31; 150 to 70
13 Fire #2	16	D302004 Fuel-fired Unit Heaters	Garage	The garage is heated by two Duomatic Olsen gas-fired heaters rated at 160 MBH maximum input.	Replace both heaters at end of lifespan	We assume the existing system heats with 80% efficiency and a new system would be 85% efficient. This would result in a 6% reduction in gas consumption for this unit.

14 Fire #3	16	D302004 Fuel-fired Unit Heaters	Garage	The garage is heated by two Duomatic Olsen gas-fired heaters rated at 160 MBH maximum input.	Replace both heaters at end of lifespan	We assume the existing system heats with 80% efficiency and a new system would be 85% efficient. This would result in a 6% reduction in gas consumption for this unit.
14 Fire #3	28	D502002 Lighting Equipment	Exterior	Exterior lighting includes high-power sodium discharge wall packs, sconces at doors, and one pole-mounted light at the parking lot.	Replace at end of lifespan. Timing is discretionary.	Electricity usage for exterior lighting can be reduced by approximately 60% based on the following wattage reductions (existing to new LED): 100 to 22; 150 to 70.
15 Fire #4	67	D3050 Terminal & Package Units		There is one Temprite make-up air unit with indirect gas-fired heater, Model GTDM25-CAW , rated at 243,750 max Btu/hr. The exposed rooftop gas lines show surface corrosion. Age estimated	Repaint gas piping as part of roof replacement above. Replace unit at end of lifespan. This unit supplies fresh air to the building, and is required for ventilation.	We assume the existing system heats with 80% efficiency and a new system would be 85% efficient. This would result in a 6% reduction in gas consumption for this unit.

18 Police HQ	10	82020 Exterior Windows	Original Building	The windows are prefinished aluminum with casement operating and fixed sealed double-glazed panes. Glass block glazed units were noted at the west and north elevation of the walkout basement and ground floor levels. There are many complaints about drafts or water penetration through the window frames. The casement operating portion of the windows are sealed closed. Water penetration was noted at various window perimeters. Most of the damages was at the stained adjacent ceiling tiles and sill interior finishes. Two glazing panels were shattered at the south west corner of the building near the roof access stairwell.	Windows have reached the end of their service life.	We have assumed an existing U-value of 0.55 based on aluminum windows and a new Uvalue of 0.48 for double panel low e and thermally broken windows. Saving is 1.0 - 1.5% of heating energy consumption.
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21 John Rhodes	39	D304008 Air Handling Units	Roof, Pad 2	AC-8 is a Carrier rooftop unit that provides 26 tons of direct expansion cooling and has a maximum heating gas input of 360 MBH. AC-8 serves the Gym.	Replace AC-8 at the end of its service life.	We assume the system operates cooling at approximately 1 kW/ton, and heating at 80% efficiency. A new unit could operate at 0.8 KW/ton cooling and 85% efficiency heating. This could result in up to 20% savings on electricity used for cooling with this unit, and a 6% savings in natural gas used for heating.
21 John Rhodes	58	F104005 Ice Rinks	Compressor room	Chilled glycol for ice making is generated in three Frick ammonia chillers. Two chillers are equipped with 100 hp compressors and one is equipped with a 60 hp compressor. The equipment is controlled by a Cimco control panel.	Replace the chillers at the end of their service life. Ice making capability will be lost if the chillers fail.	We assume the existing units operate at approximately 1kW/ton, and new units could operate at 0.8 KW/ton cooling. This would allow a 20% reduction in electricity use for ice making equipment.

Appendix 3.3. New Retrofits Identified by FutureSSM

Since June 2019, FutureSSM has been working with City staff on identifying energy efficiency opportunities beyond the existing City plans and sourcing funding through either the IESO Save on Energy Program or the Enbridge Commercial Retrofit Program. Estimates indicate a total of 14.57 tCO₂e (or 0.13%) saved from these projects. The following are a list of pending and in-progress projects not identified in the 2010 IB Story Audits or the 2019 Energy Conservation and Demand Management Plan.

<u>City of Sault Ste. Marie Retrofit List with Save on Energy</u>					
<u>Possible Projects</u>					
Line No.	Project Name	Estimated kWh Savings	Estimated GHG	Estimated Incentive	Install Year
1	John Rhodes Community Centre (JRCC) LED Lighting	273,054	4.72	\$39,988	2021
2	John Rhodes Variable Frequency Drive (VFD)	TBD		\$3,220	TBD
3	Bondar Road Signs				2021
4	JRCC Energy Performance	TBD			TBD
5	Bondar Waterfront - Pavilion Peak Lighting	37,467	1.11	\$1,873	2021
6	Northern Community Centre - LED Lighting 44	TBD		\$6,000.00	
7	Fire Hall 2 and 3 electric furnace replacement and AC	TBD			
<u>Projects Submitted to IESO for Pre-Approval</u>					
Line No.	Project Name	Estimated kWh	Estimated Incentive	GHG Savings (tCO₂e)	Install Year
1	Seniors Centre - 619 Bay St	20,569.84	\$1,932.00	0.61	2020
<u>Projects submitted to IESO for Post-Approval</u>					
Line No.	Project Name	Estimated kWh	Estimated Incentive	GHG Savings (tCO₂e)	Install Year
1	Transit Garage	123,903.43	\$14,711.00	3.66	2020
2	GFL Memorial Gardens	151,409.75	\$12,240.00	4.47	2020

Appendix 4: City of Sault Ste. Marie Renewable Energy Projects¹²

In 2011, the City of Sault Ste. Marie retained AECOM to complete a structural assessment and feasibility study of installing solar voltaic panels on roof areas at the Transit Building and the Public Works and Transportation Building. Below is a summary of the estimated costs, generation capacity and annual revenue for both properties is below.

Table 11: Transit Building Solar System Installation

System Cost	\$1,165,000
Annual Energy Generation	187,000 kWh
Annual Revenue	\$133,000
Annual GHG Savings	3.23 tCO ₂ e
Payback (not including interest costs)	12.4 years

This project is planned for 2023.

Table 12: Public Works and Transportation Building Solar System Installation

System Cost	\$842,000
Annual Energy Generation	66,000 kWh
Annual Revenue	\$47,000
Annual GHG Savings	1.95 tCO ₂ e
Payback (not including interest costs)	17.9 years

This project is currently not planned.

¹² AECOM. (2011). *The Corporation of the City of Sault Ste. Marie Rooftop Solar Photovoltaic System at Transit Services and Public Works and Transportation – Feasibility Study*.

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November 18, 2020

To FutureSSM and the City of Sault Ste. Marie,

I am writing to express our support for the Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan project. Algoma Steel was pleased to be part of the stakeholder consultation process that contributed to the Sault Ste. Marie Community GHG Reduction Plan. We have appreciated the transparency and regular communication with FutureSSM throughout the duration of this community project.

Steel manufacturing is energy-intensive and for integrated producers, the majority of process emissions are fixed. While this can be a challenge, Algoma Steel continues to find opportunities to reduce greenhouse gas emissions from our manufacturing process. In 2019, Algoma Steel earmarked nearly \$47 million for projects targeted to achieve a 79,000 tonne reduction in GHGs from our operation, with the last project currently in the final stages of installation.

As a member of the Canadian Steel Producers Association Climate Change Working Group, we continue to explore technological advancements from across the globe that will deliver the next step-change improvement in GHG emissions for the steel industry. We are committed to continuous improvement on this front.

Seeing the City take the initiative to develop a Community GHG Reduction Plan is encouraging, as it highlights the City's commitment to environmental sustainability and mitigating climate change.

The GHG Reduction Plan highlights opportunities for community environmental sustainability action. We look forward to witnessing and contributing to the GHG reduction plan implementation.

Sincerely,



Michael A. McQuade
President & Chief Executive Officer



Attn. Emily Cormier, FutureSSM
The Corporation of the City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie, ON P6A 5X6
Canada

November 16, 2020

To FutureSSM and the City of Sault Ste. Marie,

I am writing to express our organizational support for the strategic direction of the Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan project.

As a company, PUC values innovation and the adoption of new technologies that will lead to more energy efficiencies within the community. As we look to the future, we ourselves are committed to taking action that will contribute to a lower carbon economy.

This has been reflected in our recent efforts on the Save on Energy Program that assisted businesses in the community achieve savings of 1.1 million kWh in 2019, and the AffordAbility Fund program that helped over 5,000 local customers improve energy efficiencies in their homes by providing free energy-saving upgrades that lower home energy use and electricity bills. In addition, PUC purchased two electric vehicles in 2019 with the goal of reducing our overall greenhouse gas emissions in the community.

PUC greatly appreciated the opportunity to be a part of the stakeholder consultation process that contributed to the Sault Ste. Marie Community GHG Reduction Plan, and have valued the regular communication and transparency of FutureSSM in their work to improve environmental sustainability in our community.

Seeing the City take the initiative to develop a Community GHG Reduction Plan is encouraging to PUC, as it highlights the City's commitment to providing opportunities for community environmental sustainability action.

We look forward to witnessing and contributing to the GHG reduction plan implementation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert Brewer', with a stylized, cursive script.

Robert Brewer
President, CEO
PUC Services Inc.

PUC Services Inc., 500 Second Line
East, P.O. Box 9000,
Sault Ste. Marie, Ontario P6A 6P2

P: 705-759-6522
F: 705-759-6510

ssmpuc.com
customer.care@ssmpuc.com



November 20, 2020

City of Sault Ste. Marie
99 Foster Drive,
Sault Ste. Marie, ON P6A 5X6

Subject: Support Letter - FutureSSM and the City of Sault Ste. Marie

To Whom It May Concern,

Garden River First Nation is writing this letter of support to express our organizational support for the strategic direction of the Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan project. Garden River First Nation was pleased to see that we were contacted to be part of the stakeholder consultation process that contributed to the Sault Ste. Marie Community GHG Reduction Plan. We have appreciated the communication with FutureSSM in their work to improve environmental sustainability in the community.

Garden River is presently updating The Indigenous Community Energy Plan (ICEP) while implementing measures to become an eco-friendly community. The energy, environmental and economic benefits of community energy planning include:

- Fewer greenhouse gas emissions;
- increased education and awareness activities within the community to ensure and engage the understanding of all energy forms and environmental impacts;
- Less strain on energy and delivering new efficient builds;
- Job creation and investment in the local economy; and
- Energy retrofits

Future energy service needs can be met in the most cost effective, efficient, and socially beneficial manner while also considering environmental impacts and providing policy development to shape the future energy demands and environmental sustainability.

With the initiative we see the City taking to develop a Community GHG Reduction Plan is encouraging as it highlights the City's commitment to environmental sustainability and mitigating climate change.

The GHG Reduction Plan highlights opportunities for community providing a baseline on progression to reduce GHG emissions.

We look forward to witnessing and the possibility of contributing to the community GHG reduction plan implementation.

Sincerely,

Chief Andy Rickard

November 13, 2020

To Future SSM and the City of Sault Ste. Marie,

Re: Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan project.

I am writing to express our organizational support for the Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan project. Our organization was pleased to see that we were contacted to be part of the stakeholder consultation process that contributed to the Sault Ste. Marie Community GHG Reduction Plan. We have appreciated the transparency and regular communication with FutureSSM in their work to improve environmental sustainability in our community.

Algoma Public Health (APH) is the public health agency committed to improving health and reducing social inequities in health across the Algoma District through evidence-informed practice. APH works with our community and partners to be leaders in protecting and promoting health and well-being.

In accordance with 2018 Ontario Public Health Standards, APH has prioritized work on healthy environments to promote the development of healthy built and natural environments that support health and mitigate existing and emerging risks, including the impacts of a changing climate. APH will continue to work with the public and community partners to increase awareness of the impacts and health risks associated with climate change and address climate change through mitigation and adaptation efforts.

Seeing the City take the initiative to develop an evidence-informed Community GHG Reduction Plan is encouraging, as it highlights the City's commitment to environmental sustainability and mitigating climate change. In addition, the GHG Reduction Plan will highlight opportunities for community environmental sustainability action.

We look forward to witnessing and contributing to the GHG reduction plan implementation.

Sincerely,



Marlene Spruyt
 Medical Officer of Health/CEO



Clean North

736-A Queen Street East, Sault Ste. Marie ON P6A 2A9 • (705)945-1573
info@cleannorth.org • cleannorth.org • social media: @cleannorthsault

Greening
the Sault
since 1989

November 13, 2020

Dear FutureSSM and the City of Sault Ste. Marie,

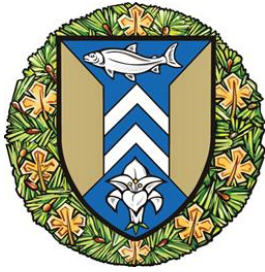
I am writing to express our organizational support for the Sault Ste. Marie Community Greenhouse Gas (GHG) Reduction Plan project. Clean North was pleased to see that we were contacted to be part of the stakeholder consultation process that contributed to the Sault Ste. Marie Community GHG Reduction Plan. We also thank FutureSSM for speaking at our Clean North Annual General Meetings (AGM) in 2019 and 2020 to discuss the project and opportunities with us. We have appreciated the transparency and regular communication with FutureSSM in their work to improve environmental sustainability in our community.

Since 1989, Clean North has been the premiere citizens' environmental group in Sault Ste. Marie and Algoma District. Our goal is to promote environmental protection through reduction, reuse, and recycling of residential and industrial waste in Sault Ste. Marie and the Algoma District, which we do through initiatives such as Christmas tree collection/chipping into mulch, tree planting, litter cleanups, support to community gardens, educating the public about local environmental issues, and much more. For example, we encouraged the City to provide curbside recycling, and for many years we organized a large-scale computer recycling program which we called Bring Out Your Dead. Usually between 2 and 3 tractor trailer loads were collected and shipped to recyclers in Southern Ontario. We also encouraged the City to establish a hazardous waste depot. We are concerned about climate change and many of our activities directly lead to reductions in atmospheric carbon. We feel that the linkages between waste reduction and climate change are strong and make us a natural partner in this initiative.

Seeing the City take the initiative to develop a Community GHG Reduction Plan helps to build our members' confidence in the City's commitment to addressing the greatest risk facing the health of our community, people, ecosystems, and economy — climate change. Reducing greenhouse gas emissions is essential to our city's climate resilience. The GHG Reduction Plan will make environmental sustainability action much easier and can be used to leverage funding for future community projects. We look forward to witnessing and contributing to the GHG reduction plan implementation.

Sincerely,

David Trowbridge, MASc., Vice Chair
Clean North



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Peter Tonazzo, RPP, Senior Planner
DEPARTMENT: Community Development and Enterprise Services
RE: A-14-20-Z 61 Great Northern Road (Sar-Gin
Developments (Sault) Ltd.)

PURPOSE

The applicant, Sar-Gin Developments (Sault) Ltd., wishes to rezone the property to permit the entire building to be occupied by offices engaged in providing medical and social services to the public. .

PROPOSED CHANGE

The applicant is seeking Council's approval to rezone the subject property from General Commercial Zone with special exception 268 (C4.S268) to General Commercial Zone (C4.S268 amended) to permit the entire existing building (844.2m²) to be occupied by office space that is specifically engaged in providing medical, social and support services to the public, whereas the current General Commercial zoning limits office space to a maximum of 300m²

Subject Property:

- Location: Located on the northwest corner of Great Northern Road and Champlain Street.
- Approximate Size: 85m (279') frontage along Great Northern Road, 67.1m (220') frontage on Champlain Street, 96.6m (317') frontage along Blake Avenue, totalling 0.61ha (1.5acres)
- Present Use: Vacant – former car dealership
- Owner: Sar-Gin Developments (Sault) Ltd.

BACKGROUND

There have been a number of rezoning applications filed for this property.

In 1985, 1991 and 2004 three separate applications were filed to facilitate the expansion of the automobile dealership onto former residential properties. Council approved each of these applications.

In 2005 an application was filed to rezone and redesignate the remaining lands occupied by the car dealership and to legalize the existing access point onto

Blake Avenue. This application was deferred and eventually withdrawn by the applicant.

In 2008 Council approved an application to reduce the landscaping requirements, eliminate fencing requirements and legalize the existing access point onto Blake Avenue.

ANALYSIS

Conformity with Official Plan (OP)

The subject property is designated 'Commercial' on Land Use Schedule C of the Official Plan. As per Section 2.3.2 of the OP, *'Commercial land use includes businesses engaged in: retail, finance and insurance, real estate, business, government, educational, health or social services; accommodation, entertainment, food and beverage or other personal or household service industries'*.

The applicant is proposing to relocate a number of uses generally operated by the Alzheimer Society. The offices at 341 Trunk Road, the Recreation Therapy Program which supports door-to-door home care and community services and the Day Away Program which currently operates from the Davey Home. The proposed uses are generally characterized as health and social services, which are permitted within the Commercial Land Use designation.

The applicant is also seeking zoning relief from the current cap of 300m² (3229ft²) for all office space outside of the defined downtown.

In part, Policy C.4 of the OP states: *The Downtown should be maintained as the primary administrative, business and cultural centre of the community... Construction of major office buildings outside of the Downtown area shall be discouraged and new office buildings shall be encouraged to locate in the Downtown core.*

In 2005, the comprehensive Zoning By-law implemented this policy and defined major office space as 300m² (3229ft²). The Zoning By-law does not discern between new office buildings or the adaptive reuse of existing buildings. Furthermore, the Zoning By-Law broadly defines office space to include a wide variety of administrative, professional, financial, health and social service oriented offices.

While it is still appropriate to maintain the downtown as the administrative centre of the community, 'service oriented offices' such as healthcare and social service providers, which often provide services to vulnerable populations, should be spread throughout the community in order to maximize accessibility.

Furthermore, such 'offices', which are often operated on a non-profit basis, are encouraged to co-locate, to maximize efficiencies from a service delivery standpoint. Co-location also helps to facilitate a 'one stop shop' for those seeking these services.

As it relates to this particular application, the bulk of the use is geared towards providing health and social services, rather than 'administration'. Therefore, permitting the entire existing building (845m²/9,090ft²) to be occupied by office space specifically engaged in providing medical, social and support services to the public is appropriate and in accordance with OP Policy C.4, which speaks to new office buildings engaged in 'administration'. Furthermore, the adaptive reuse of the former car dealership supports a stated goal within the OP 'to encourage the reuse, rehabilitation and redevelopment of the existing built environment'.

As part of Shape the Sault, the New Official Plan Project, a revised approach is recommended that would facilitate locating health and social services office space throughout the community, encourage co-location of a wide variety of such services into 'community hubs' and permit existing vacant buildings to be occupied by office space. It is also worth noting the overall vision for the Downtown, as communicated in the Downtown Strategy (2016) is to encourage a broad mix of downtown uses that enable a 'complete neighbourhood'.

Conformity with Provincial Policy Statement 2020 and the Growth Plan for Northern Ontario 2011

Approval of this application is consistent with Provincial Policies and does not conflict with the Growth Plan for Northern Ontario.

COMMENTS

Referring to the site plan attached, the applicant is proposing a new canopy along the front of the building, to facilitate dropoffs and pickups. Two fenced in areas are proposed at the rear of the building, to support the recreational therapy and day away programs. Additional landscaping is proposed along the front and rear walls of the building and along the Great Northern Road/Champlain Street frontages. At this point, the west portion of the property behind the existing building will remain largely unused, with the exception of a limited number of parking spaces and the two fenced in outdoor amenity areas. In discussions with the applicant's Consultant, minor amounts of additional paving are also being contemplated at the rear of the building, to ensure that all required parking spaces are located on a paved surface. From a stormwater management perspective, the additional paving can be offset by planting additional grass.

A total of 38 parking spaces are required in support of this proposal, 3 of which must be barrier free. The current site plan shows 38 spaces and 2 barrier free spaces. 4 spaces at the southwest corner of the building are not fully paved. Additional paving will be required in order to conform with current requirements. One of the barrier free parking spaces is proposed to be located under the canopy, which is also intended to be a pickup/drop off area. This space will need to be relocated in order to meet the Zoning By-law requirement of 3 dedicated barrier free parking spaces. Both of these matters can be addressed during the site plan control process.

The Great Northern Road access is proposed to be an entrance only, with one-way on-site traffic along the north and east portions of the property, which recognizes the relatively narrow space in these areas. Both Champlain Street and Blake Avenue will facilitate access and egress to the site. As previously mentioned, the existing access onto Blake Avenue was approved as part of a rezoning application in 2008 and is therefore legal.

The property is subject to Site Plan Control, however there is no site plan agreement in place. Prior to the issuance of exterior building permits, the owners will be required to enter into a site plan agreement.

CONSULTATION

Public notices were mailed to all neighbouring properties within 120m (400') of the subject property on November 20, 2020. The notice that was mailed to property owners is attached to this report. The notice was also advertised on the City website and in the Sault Star on November 21, 2020.

Public Comments

Up to the drafting of this Report there have been no concerns received from the public.

Attached correspondence from the Executive Director of the Sault Ste. Marie and Algoma Alzheimer Society notes that they have outgrown their current location. A larger, more accessible location will allow the Alzheimer Society to take on additional programs and support more people living with dementia.

Application Circulation

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

- No comments or objections: Public Works, Building Division, Community Development and Enterprise Services, Economic Development Corporation, PUC Services, Fire Services, Sault Ste. Marie Region Conservation Authority, Municipal Heritage Committee, Accessibility Advisory Committee.
- See attached comments from Engineering Services.

Engineering notes that changes to impervious area may necessitate the need for stormwater management. It is also noted that the existing lot line along Great Northern Road contains a number of 'jogs', which appear to be the result of previous road widenings that were only taken for portions of the property. Engineering is interested in obtaining the remainder of the road widenings in order to 'square up' the Great Northern Road lot line. This can be addressed through the site plan control process.

Legal Division has indicated there is an existing License of Occupation in place with the previous owner, to allow parking and landscaping to be located on City owned property adjacent to the three road frontages. The current site plan does not appear to require a license of occupation; however, this will need to be confirmed through the site plan control process. Furthermore, road widenings may also necessitate the need for an amended license of occupation.

FINANCIAL IMPLICATIONS

Approval of this application will not result in any incremental changes to Municipal finances.

STRATEGIC PLAN / POLICY IMPACT

Approval of this application will not

SUMMARY

The applicant is proposing to permit the entire building (844m²/9,090ft²) to be occupied by office space specifically engaged in providing medical, social and support services to the public. This is an appropriate re-use of the existing building and represents a less intensive use than the previous car dealership. Great Northern Road is a major commercial corridor and 'Gateway Area'. The increased landscaping and anticipated reduction in the intensity of the use will benefit adjacent residential areas and increase the overall aesthetics of the site.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Senior Planner, dated December 14, 2020 concerning Application A-14-20-Z be received and that Council approve the application and rezone the subject property from General Commercial Zone with special exception 268 (C4.S268) to General Commercial Zone (C4.S268 amended) with an amended special exception to permit, in addition to the uses currently permitted, the entire existing building (844.2m²) to be occupied by office space that is specifically engaged in providing medical, social and support services to the public.

And that Legal be instructed to prepare the necessary by-laws to effect the same.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'P. Tonazzo'.

Peter Tonazzo, RPP
Senior Planner

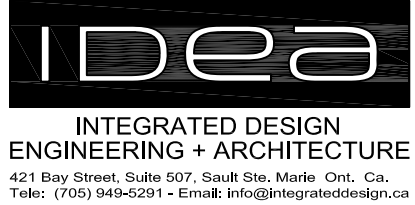
A-14-20-Z 61 Great Northern Road (Sar-Gin Developments (Sault) Ltd.)

2020 12 14

Page 6.

p.tonazzo@cityssm.on.ca

705.759.2780



**INTEGRATED DESIGN
ENGINEERING + ARCHITECTURE**
421 Bay Street, Suite 507, Sault Ste. Marie Ont. Ca.
Tele: (705) 949-5291 - Email: info@integrateddesign.ca

Not to be used for construction unless sealed
and signed by the Architect or Engineer

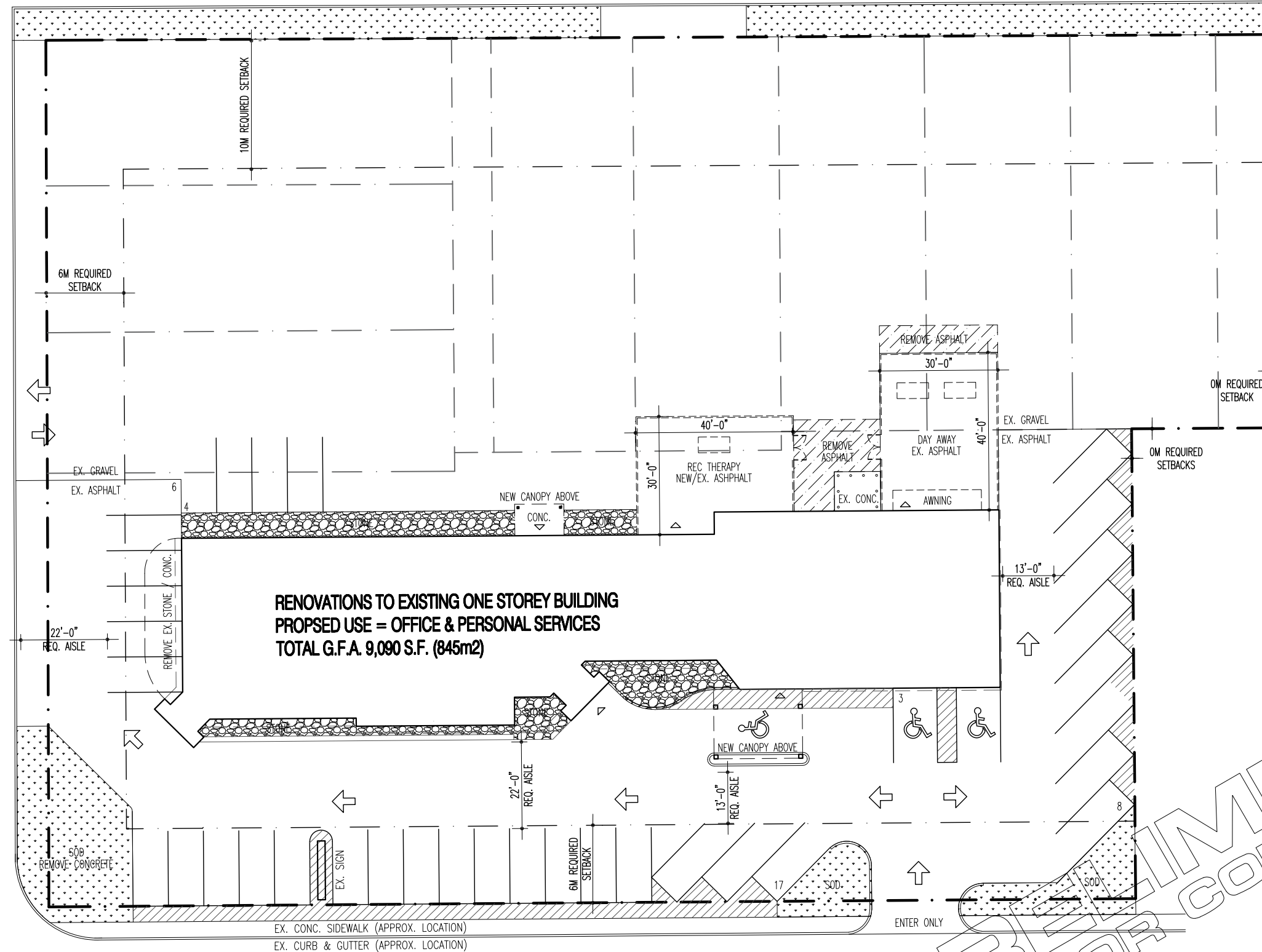
All measurements to be confirmed in field by Contractor. Errors & omissions to be reported to Architect or Engineer prior to proceeding with work. Responsibility for coordination of all work remains with General Contractor

Renovations & Tenant Fitout for Sar-Gin Developments 61 Great Northern Road Sault Ste. Marie, ON	Schematic Site Plan
Project Name:	Dwg. Name:

Date:	2020 11 27
Scale:	1" = 30'-0"
Checked by:	F Pastore
Drawn by:	C Berkenbosch

Project No.: 20034	Dwg. No.: sp1.00r2
------------------------------	------------------------------

CHAMPLAIN STREET (public travelled road)



STORM WATER:
REVISIONS TO PERMEABLE VS. IMPERMEABLE
SURFACES SHALL BE EQUAL OR BETTER THAN
EXISTING SITE. CALCULATIONS SHALL BE
PROVIDED TO CONFIRM.

Page 235 of 294

seal

Not to be used for construction unless sealed
and signed by the Architect or Engineer

All measurements to be confirmed in field by Contractor.
Errors & omissions to be reported to Architect or Engineer
prior to proceeding with work. Responsibility for
coordination of all work remains with General Contractor

revision

Renovations & Tenant Fitout
for Sar-Gin Developments
61 Great Northern Road
Sault Ste. Marie, ON

Schematic Floor Plan
New Construction & Elevation

Project Name:

Dwg. Name:

Date: 2020 09 22

Scale: 1/16" = 1'-0"

Checked by: F Pastore

Drawn by: C Berkenbosch

Project No.:

20034

Dwg. No.:

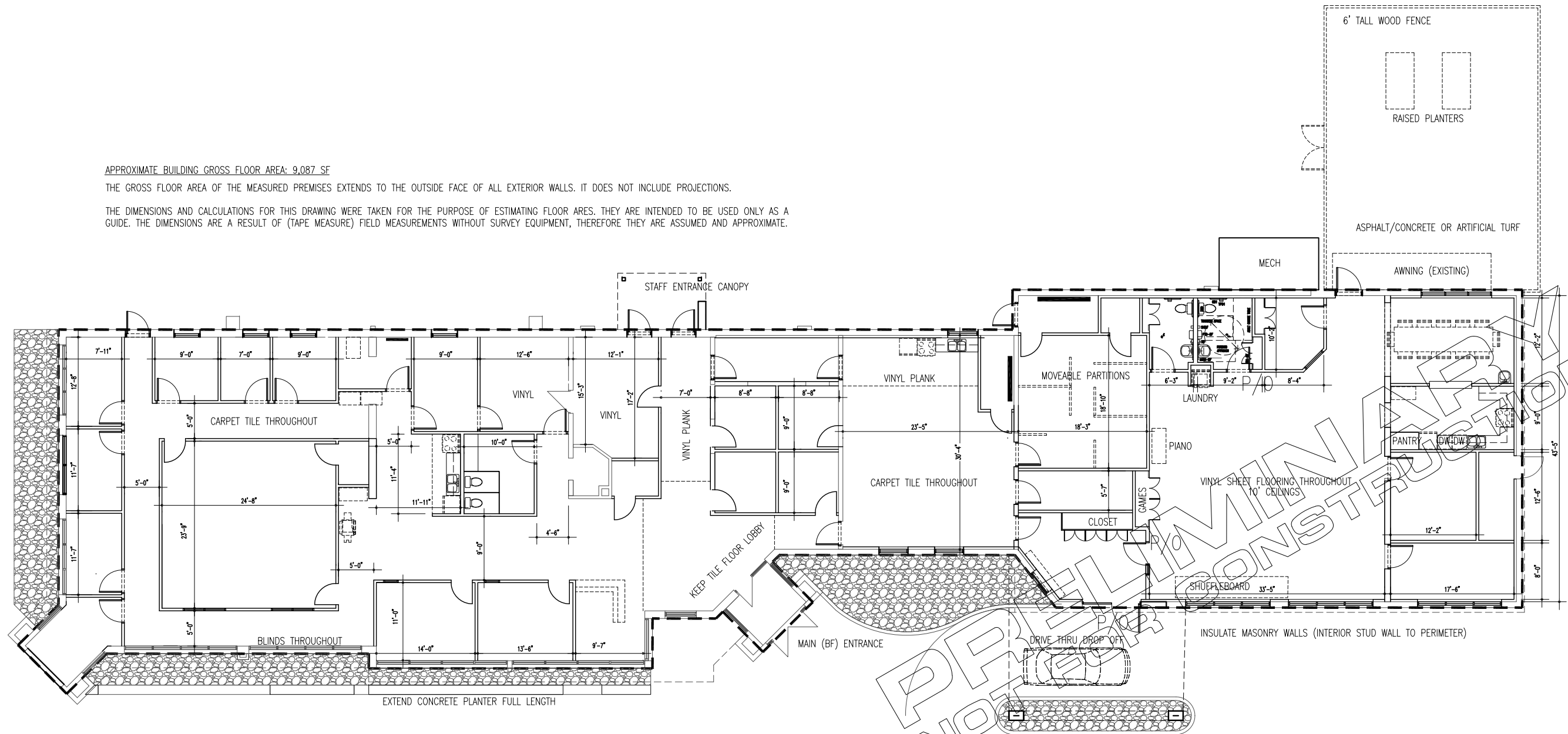
a 2.0



APPROXIMATE BUILDING GROSS FLOOR AREA: 9,087 SF

THE GROSS FLOOR AREA OF THE MEASURED PREMISES EXTENDS TO THE OUTSIDE FACE OF ALL EXTERIOR WALLS. IT DOES NOT INCLUDE PROJECTIONS.

THE DIMENSIONS AND CALCULATIONS FOR THIS DRAWING WERE TAKEN FOR THE PURPOSE OF ESTIMATING FLOOR AREAS. THEY ARE INTENDED TO BE USED ONLY AS A GUIDE. THE DIMENSIONS ARE A RESULT OF (TAPE MEASURE) FIELD MEASUREMENTS WITHOUT SURVEY EQUIPMENT, THEREFORE THEY ARE ASSUMED AND APPROXIMATE.



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



**Public Works &
Engineering Services**

2020 11 24

MEMO TO: Don McConnell, RPP
Planning Director

RE: A-14-20-Z
61 Great Northern Road
Sar-Gin Developments (Sault) Ltd.

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

- Should changes to impervious area be proposed, stormwater management may be required.
- The Engineering division is interested in a road widening along Great Northern Road in order to simplify the property line.
- It is understood that this property is subject to Site Plan Control. Any new changes should be submitted for site plan approval to ensure servicing and drainage is addressed to the satisfaction of the Director of Engineering or his designate.

If you have any questions, please do not hesitate to contact the undersigned.

A handwritten signature in black ink, appearing to read 'Maggie McAuley'.

Maggie McAuley, P. Eng.
Municipal Services Engineer
Public Works & Engineering Services
705.759.5385
m.mcauley@cityssm.on.ca

MM

cc. Susan Hamilton Beach, Public Works
Don Elliott, Engineering

**Subject
Property**



Document Path: G:\Applications (2017 - Present)\Rezoning\2020\A-14-20-Z 61 Great Northern Road (Sar-Gin)\GIS & Maps\A-14-20-Z 61 Great Northern Road Nov2020_8x11_V1.mxd

Application Map Series

- ☐ Subject Property ☐ Official Plan Landuse
☐ Existing Zoning ☒ Aerial Image
☐ Official Plan Amendment

Property Information

Civic Address: 61 Great Northern Road
 Roll No.: 030044053000000
 Map No.: 42/1-49
 Application No.: A-14-20-Z
 Date Created: November 10, 2020

Legal Department Reference

Legend

- Subject Property: 61 Great Northern Road
 Parcel Fabric

Page 238 of 294



**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

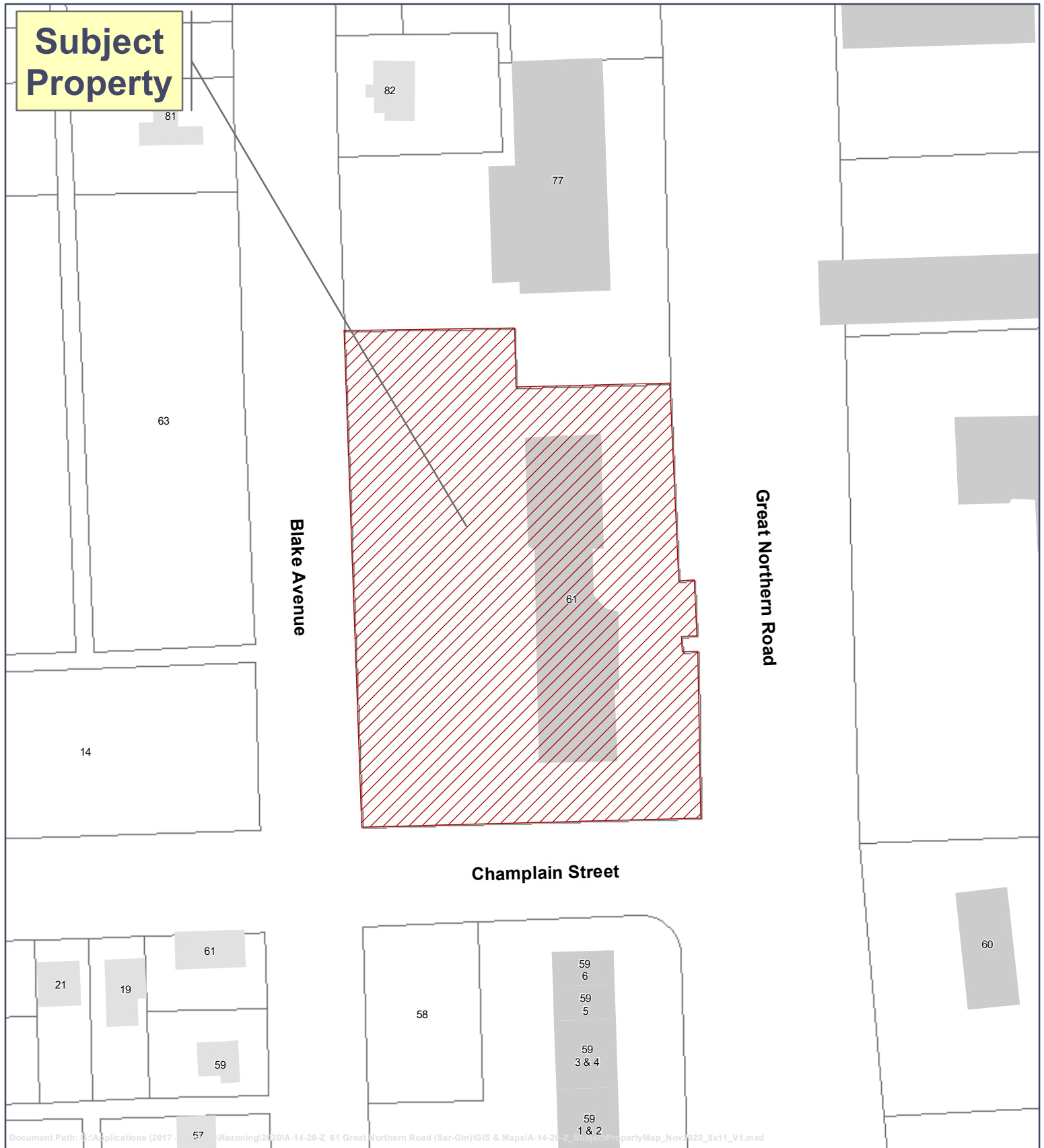
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 Orthophoto: 2016 20cm Colour*

Projection Details:

NAD 1983 UTM Zone 16N
 GCS North American 1983

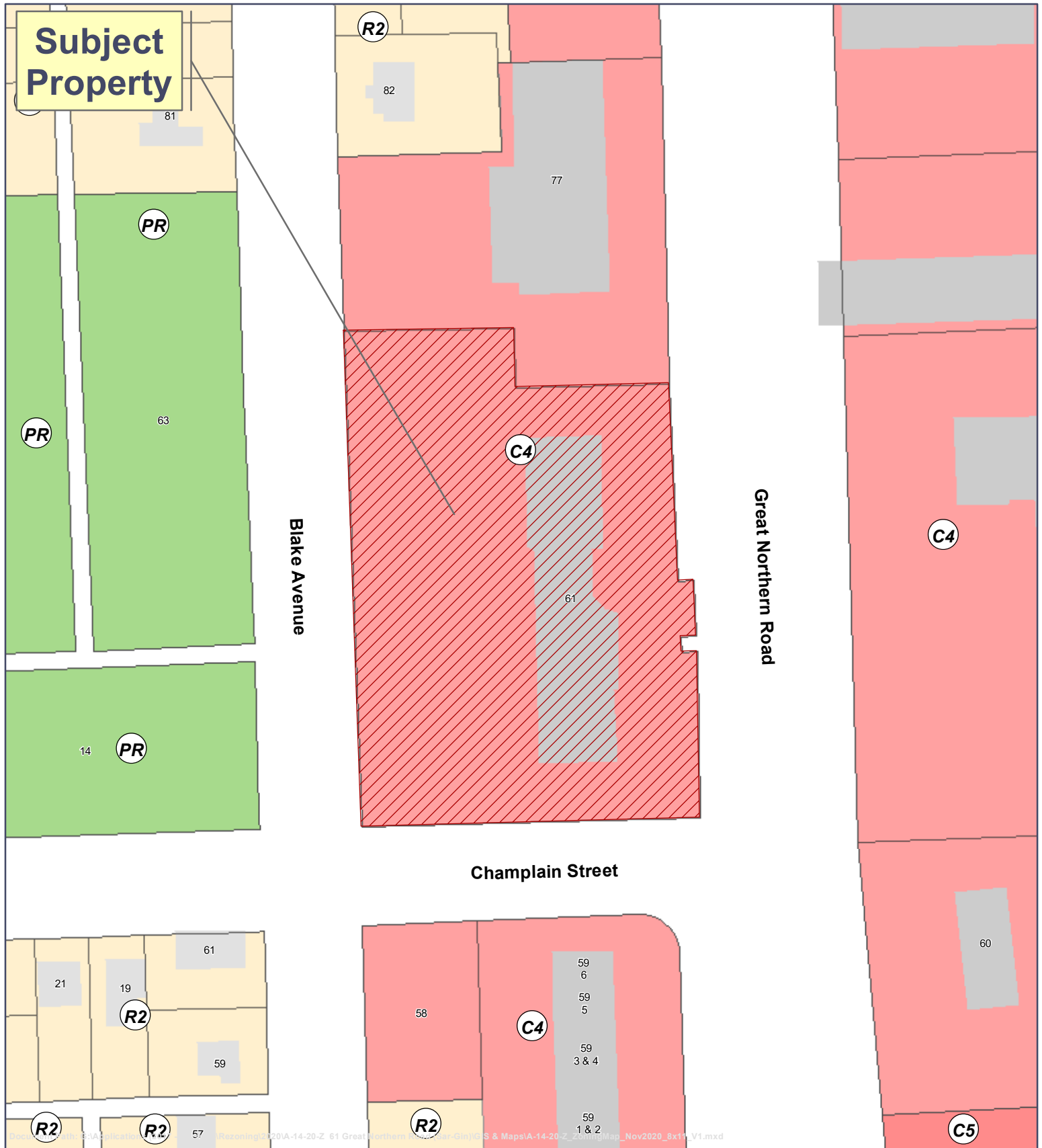
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Document Path: C:\Applications (2017 -)\Rezoning\2020A-14-20-Z 61 Great Northern Road (Sar-Gin)\GIS & Maps\A-14-20-Z_SubjectPropertyMap_Nov20_8x11_V1.mxd

Application Map Series ☒ Subject Property ☐ Official Plan Landuse ☐ Existing Zoning ☐ Aerial Image ☐ Official Plan Amendment	Legal Department Reference	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 <i>This map is for general reference only</i> Orthophoto: None Projection Details: NAD 1983 UTM Zone 16N GCS North American 1983 0 5 10 20 Meters 1:1,000
Property Information Civic Address: 61 Great Northern Road Roll No.: 030044053000000 Map No.: 42/1-49 Application No.: A-14-20-Z Date Created: November 10, 2020	Legend Subject Property: 61 Great Northern Road Parcel Fabric Page 239 of 294	



Application Map Series

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

Property Information

Civic Address: 61 Great Northern Road
Roll No.: 030044053000000
Map No.: 42/1-49
Application No.: A-14-20-Z
Date Created: November 10, 2020

Legend

C1 - Traditional Commercial Zone	R3 - Low Density Residential Zone
C2 - Central Commercial Zone	R4 - Medium Density Residential Zone
CT2 - Commercial Transitional Zone	R5 - High Density Residential Zone
C3 - Riverfront Zone; C3hp	R6 - Mobile Home Residential Zone
C4 - General Commercial Zone; C4hp	I - Institutional Zone
C5 - Shopping Centre Zone	EM - Environmental Management Zone
H2 - Highway Zone	PR - Parks and Recreation Zone
M1 - Light Industrial Zone	RA - Rural Area Zone
M2 - Medium Industrial Zone; M2hp	RP - Rural Precambrian Uplands Zone
M3 - Heavy Industrial Zone	REX - Rural Aggregate Extraction Zone
R1 - Estate Residential Zone	AIR - Airport Zone
R2 - Single Detached Residential Zone; R2hp	Named Use - Commercial Dock

SAULT STE. MARIE
Planning and Enterprise Services
 Community Development and Enterprise Services Department
 99 Foster Drive, Sault Ste Marie, ON P6A 5X6
 saultstемarie.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 5 10 20 Meters
1:1,000

Page 240 of 294



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

NOTICE OF APPLICATION & PUBLIC MEETING

61 Great Northern Road
Application No.: A-14-20-Z
Applicant: Sar-Gin Developments (Sault) Ltd.

Date: December 14, 2020
Time: 5:30 PM

Location: City of Sault Ste. Marie
Civic Centre, Council Chambers
99 Foster Drive

PURPOSE

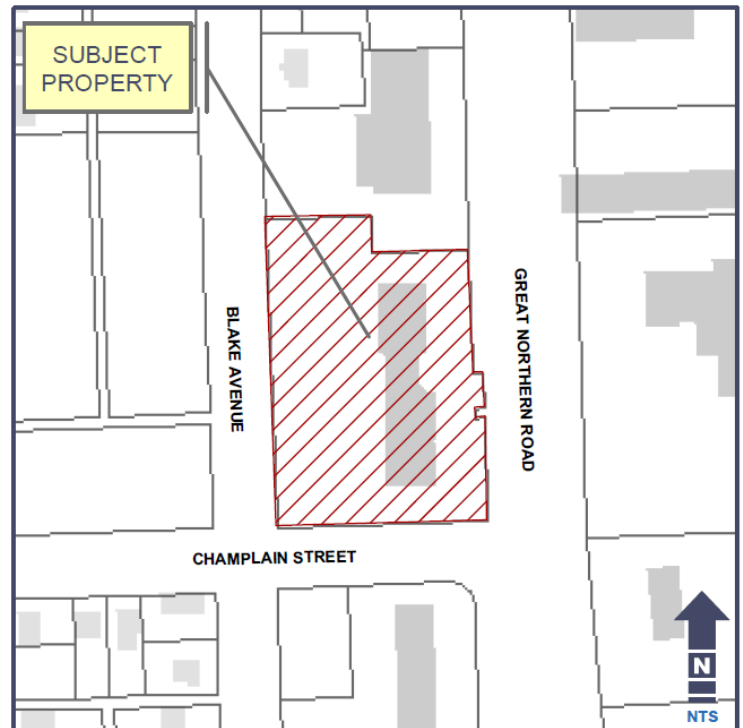
The Applicant, Sar-Gin Developments (Sault) Ltd., wishes to rezone the property to permit the entire building to be occupied by offices engaged in providing medical and social services to the public.

PROPOSED CHANGE

The applicant is seeking council's approval to rezone the subject property from General Commercial Zone with special exception 268 (C4.S268) to General Commercial Zone (C4.S268 amended) to permit the entire existing building (844.2sq.m). to be occupied by office space that is specifically engaged in providing medical, social and support services to the public, whereas the current General Commercial zoning limits office space to a maximum of 300sq.m.

HAVE YOUR SAY

Input on the proposed Zoning By-Law amendment is welcome and encouraged. You can provide input by making a written submission or by making a public presentation.



TAKE NOTICE THAT the Council of The Corporation of the City of Sault Ste. Marie will hold a Public Meeting on Monday, December 14, 2020 at 5:30 p.m. to consider a proposed amendment to Zoning By-Law No. 2005-150 under Section 34 of The Planning Act, Chap. P.13, R.S.O.1990, as amended. This meeting will be broadcast by Shaw Cable and may be viewed on Shaw Cable's Community Channel, Sootoday.com and on the City's YouTube Channel <https://www.youtube.com/saultstemarieca>

Any person wishing to present at the public meeting must contact the City Clerk at cityclerk@cityssm.on.ca or 705-759-5388 to register as a presenter. Any written submissions received in advance of the meeting will be included with Council's Agenda. Registered presenters will be provided with instructions as to how to join the meeting in advance. Only those individuals who wish to make a presentation need to register with the City Clerk.

MORE INFORMATION

The application may be reviewed upon request. The report of the Planning Division will be available on Friday, December 11, 2020 as part of City Council's Agenda. Please contact Peter Tonazzo at 705.759.2780 or p.tonazzo@cityssm.on.ca to request a digital copy. Please refer to the application file number.

WRITTEN SUBMISSION

To provide input in writing, or request notice if the proposed application is approved, please submit a letter to Peter Tonazzo, 99 Foster Drive, Sault Ste. Marie, ON P6A 5X6, or e-mail to p.tonazzo@cityssm.on.ca with your name, address and application file number on or before **Monday, December 14, 2020**.

If you wish to be notified of the Council of the City of Sault Ste. Marie decision to adopt or refuse the approval of an application, you must make a written request to the Planning Division at the address noted above.

LEGAL NOTICE CONCERNING YOUR RIGHT TO APPEAL

If a person or public body does not make oral submission at a public meeting or make written submission to the City of Sault Ste. Marie before the By-law is passed, the person or public body may not be entitled to appeal the decision of the Council of the City of Sault Ste. Marie to the Local Planning Appeal Tribunal.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the City of Sault Ste. Marie before the By-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

seal

Not to be used for construction unless sealed
and signed by the Architect or Engineer

All measurements to be confirmed in field by Contractor.
Errors & omissions to be reported to Architect or Engineer
prior to proceeding with work. Responsibility for
coordination of all work remains with General Contractor

revision

Renovations & Tenant Fitout
for Sar-Gin Developments
61 Great Northern Road
Sault Ste. Marie, ON

Schematic Site Plan

Project Name: Renovations & Tenant Fitout for Sar-Gin Developments
Dwg. Name: Schematic Site Plan

Date: 2020 11 09
Scale: 1" = 30'-0"
Checked by: F Pastore
Drawn by: C Berkenbosch

Project No.: 20034
Dwg. No.: sp1.00

BLAKE AVENUE
(public travelled road)

EX. CURB & GUTTER (APPROX. LOCATION)

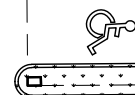
10M REQUIRED SETBACK

6M REQUIRED SETBACK

EX. GRAVEL
EX. ASPHALT

EX. GRAVEL
EX. ASPHALT

RENOVATIONS TO EXISTING ONE STOREY BUILDING
PROPOSED USE = OFFICE & PERSONAL SERVICES
TOTAL G.F.A. 9,090 S.F. (845m²)



6M REQUIRED SETBACK

EX. CONC. SIDEWALK (APPROX. LOCATION)
EX. CURB & GUTTER (APPROX. LOCATION)

GREAT NORTHERN ROAD
(public travelled road)

Alzheimer Society

SAULT STE. MARIE & ALGOMA DISTRICT

Mr. Peter Tonazzo
City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie, ON, P6A 5X6

Re: Application for Rezoning, Application N. A-14-20-Z (61 Great Northern Road)

December 2, 2020

Dear Mr. Tonazzo:

The Alzheimer Society Sault Ste. Marie & Algoma District is pleased to provide a letter of support for the above application for rezoning. The Alzheimer Society has entered into a long term lease agreement with Sar-Gin Developments (Sault) LTD commencing August 1, 2021.

While our current location has provided us with great opportunities for increased exposure, our services have grown to the point that this location no longer meets our service demands.

Our motivation to seek another service centre is based on continual growth and identified needs in our community. A larger more accessible location will allow the Alzheimer Society to take on additional programs and support more people living with dementia and their care partners. It is most critical to continue to meet demands and growing needs in our community. Never more, has this been so evident than the reality of living through a pandemic. Our families have felt the devastating effects of programs that were paused due to either location or space size that did not allow for social distancing to safely open and operate programs.

The location at 61 Great Northern Road will allow for just that, we can operate programs such as Minds in Motion, for both the person living with dementia and their care partner. We will introduce an Adult Day Program back into community that will have the opportunity to continue to operate, and it can safely support at least 12 persons per day. The coordination of vital services will be much more effective if they are offered from one centrally located service centre. That's what this location will provide for us.

Our community is counting on us, as they have done for the past 35 years.

If you require any further information please do not hesitate to contact me directly at 705-942-2195, or by email at terrycaporossi@alzheimeralgoma.org.

Yours, truly,



Terry Caporossi
Executive Director

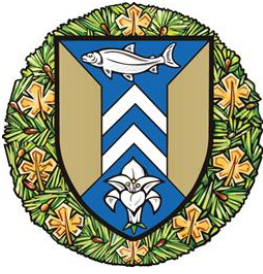


EAST ALGOMA OFFICE
ELLIOT LAKE OAKS CENTRE
9 OAKLAND BLVD.
ELLIOT LAKE, ON P5A 2T1
TEL: 705-848-8145 FAX: 705-848-9528

SAULT STE. MARIE OFFICE
341 TRUNK RD.
SAULT STE. MARIE, ON P6A 3S9
TEL: 705-942-2195 FAX: 705-256-6777

NORTH ALGOMA OFFICE
37 BROADWAY AVE., P.O. BOX 587
WAWA, ON POS 1K0
TEL: 705-856-0000

WEB: www.alzheimer.ca/algoma EMAIL: info@alzheimeralgoma.org
CHARITABLE REGISTRATION NUMBER: 10670 5403 RR0001



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

COUNCIL REPORT

December 14, 2020

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Donald B. McConnell MCIP RPP, Director of Planning and Enterprise Services
DEPARTMENT: Community Development and Enterprise Services
RE: Horizon Landings – Request for Minister's Zoning Order

PURPOSE

The purpose of this report is to provide additional information on a request for a City Council resolution in support of a Minister's Zoning Order to approve the proposed Horizon Landings project.

BACKGROUND

In 2013, City Council considered an application for an Official Plan amendment, rezoning, draft plan of subdivision approval and draft plan of condominium approval to develop a 91 lot single detached rural estate subdivision. The homes were to be developed with individual well and septic services with frontage on a municipally owned roadway. Each lot was designed to have direct water access to a proposed channel connected to the upper St. Mary's River. Approval of the application required closing a portion of Alagash Drive and the construction of a new access road onto Pointe Louise Drive.

This application contained extensive technical reports, including a market study, individual on-site water and sewage services analysis, a geotechnical review, a noise exposure forecast study for the airport, an evaluation of the wetland areas, water circulation for the proposed canal, archaeological assessment, and other matters. City Council denied the request.

At a subsequent Ontario Municipal Board hearing, the application was denied.

ANALYSIS

SalDan Developments Limited is now proposing to include the Pointe Estates property as part of a larger development that also includes a portion of the Airport Development Corporation property around Mary Ann Lake.

The former Pointe Estates property will be developed as a traditional plan of subdivision with a condominium plan for the common elements. The Mary Ann Lake property will be developed as a condominium.

SalDan is requesting that City Council pass a resolution requesting that the Minister of Municipal Affairs and Housing issue a Minister’s Zoning Order to approve the proposed development.

The Minister of Municipal Affairs and Housing can amend the zoning on a property as per Section 47 of the Planning Act. No public notice or hearing is required and there is no opportunity for public comment or for a member of the public to appeal the Minister’s decision.

However, approval of the plan of subdivision and condominium still rests with the municipality. The municipality is required to give notice and hold a public hearing as per the Planning Act.

Anyone who disagrees with City Council’s decisions on these matters has the right to appeal the decision to the Local Planning Appeals Tribunal (formerly the Ontario Municipal Board). City Council would also have to decide on the municipal road closure request.

At this time, SalDan is asking that City Council support a request to the Minister for the Zoning Order to establish the land use. The other matters related to subdivision approval, condominium approval and road closure will be dealt with at a later time.

In summary, the new proposal is for a total of 200 residential units comprised of:

Former Pointe Estates property:

- 85 lot single detached subdivision
- 25 townhomes
- 20 unit retirement home

Mary Ann Lake property:

- 10 lot single detached subdivision
- 20 townhomes
- Two 20 unit apartment buildings

The entire development is proposed to be serviced by a communal water and sanitary sewer system located on the airport property.

SalDan has provided the following materials in support of the request which are attached to this report:

- Letter from Sam Biasucci dated December 7, 2020
- Various drawings of the proposed development prepared by Tulloch Engineering
- Letter from the SSM Airport Development Corporation dated September 11, 2020

FINANCIAL IMPLICATIONS

SalDan estimates that the entire project will cost approximately \$70,000,000 which will result in significant new property tax revenue for the municipality.

STRATEGIC PLAN / POLICY IMPACT

SalDan as outlined numerous ways in which their proposal is consistent with and supports the City’s Corporate Strategic Plan in the letter dated December 7, 2020.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Planning Director dated 2020 12 14 concerning Horizon Landings be received as information.

Respectfully submitted,



Donald B. McConnell, MCIP RPP

Director of Planning

705.759.5375

d.mcconnell@cityssm.on.ca

<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:fb986326-3cfc-41a3-b48d-884fadab6cf4>



432 Great Northern Road, Sault Ste. Marie, Ontario P6B 4Z9

Telephone: 705-942-5540 • Facsimile: 705-942-1130

www.saldangroup.com

December 7, 2020

Mayor Christian Provenzano and Members of City Council

Office of the Mayor

C/O Civic Center

99 Foster Drive

Sault Ste. Marie, ON P6A5X6

Mayor Provenzano and Members of City Council

RE: Report for Ministerial Zoning Order City of Sault Ste. Marie

On behalf of Sal-Dan Developments Limited, I am writing to request your endorsement of a Ministerial Zoning Order with respect to the lands as per attached renderings located partially around Mary Anne's Lake on lands currently owned by the Sault Ste. Marie Airport Development Corporation and balance between Point Aux Pines Dr., Dagleish Dr., and Alagash Dr. connecting to the water front. The subject lands are in excess of 130 hectares in size (hereinafter "Horizon's Landing" or "the Subject Lands").

The request for the MZO will be submitted to the Minister of Municipal Affairs and Housing. As you know, the Minister will consider a request for such an order under Section 47 of the Planning Act if the request is supported by the local municipality within which the lands are located. For this reason, we are requesting the support of Council for the City of Sault Ste. Marie for this MZO and request Council to

correspond with the Minister of Municipal Affairs advising the Minister of that support by executing a resolution as set out at the end of the attached letter stating that there is no objection to the development of the Subject Lands.

Horizon's Landing is a modern, state of the art residential subdivision inclusive of affordable housing, houses designed to "age at home housing", and family homes. We believe Horizon's Landing achieves a number of strategic objectives set forth in the City of Sault Ste. Marie's Corporate Strategic Plan, and we will set out, herein, how the project is fit for these times.

The Corporate Strategic Plan seeks to:

"Promote, encourage, and lead economic and social growth within our own community through the effective provision of municipal services and the development of community partnerships."

Horizon's Landing is a community partnership between local small business, nonprofit entities and we are seeking to have the City of Sault Ste. Marie as a partner in delivering a one-of-a-kind experience for individuals to experience the best of what Sault Ste. Marie has to offer, all the while increasing the City's tax base, helping the Sault Ste. Marie airport with desperately needed revenue, and doing it all right away, at the time of greatest need.

Horizon's Landing also meets the City's stated goal of creating "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.

It is in everyone's interest to see a growing tax base and new development in the community. Only new assessment, or growing assessment in areas of declining growth will turn the tide on the declining assessment numbers in Sault Ste. Marie's budget.

With projected population growth of approximately 10K new residents (according to a municipally sanctioned study) and a need for up to 4,400 new dwelling units, this type of development is exactly what is needed to put the City in the place it needs to be to achieve the ambitious goals of City Council to reach their population growth targets.

The Strategic Plan's focus on New Infrastructure and maintaining existing infrastructure meet at Horizon's Landing. The Strategic Plan focus on New Infrastructure states that:

Planning for new infrastructure to replace deteriorating assets and create new public spaces will support competitiveness on a global scale. New infrastructure is essential to the City's growth, economic development, citizen safety and quality of life.

The Strategic Plan focus on Maintaining Existing Infrastructure states that:

Maintaining of existing infrastructure will ensure its longest possible life cycle and create cost savings to reinvest in the future. We manage existing infrastructure in a responsible and sustainable way. Preserving and improving the City's assets ensures we are on the leading edge of Ontario municipalities.

With both new infrastructure, and an optimization and improvement of existing infrastructure, Horizon's Landing satisfies major areas of focus in the City's corporate strategic plan. The City of Sault Ste. Marie already provides road maintenance services, waste collection and other services in the area of Horizon's Landing. Further, with aging road surfaces on various roads that will form part of Horizon's Landing, this is an opportunity not just to make the delivery of the municipal services to this area more efficient, it will also see the renewal of aging infrastructure that will save the City from having to upgrade these services for another generation.

Horizon's Landings request for support for a Minister's Order is a way to eliminate barriers to business and streamline processes, which is a goal of the corporate strategic plan.

The Corporate Strategic Plan has a focus on:

Streamlining processes improves relationships with individual and corporate citizens. Addressing barriers that may impede success and fostering a culture that encourages innovative solutions will result in enhanced service delivery.

As a result of the pandemic, economic activity and growth are needed not just for the benefit of the airport, which projects three years of revenue impact, or the city, which has managed its deficit well, but will require innovation going forward to continue doing so. The local construction industry will also see an immediate benefit from this project, be it in the supply of materials, the provision of labour, or the indirect benefits the employees of those businesses drive in the economy, like food services and entertainment.

This is a much-needed boost for local businesses that have seen their services forcibly closed for approximately 30% of the year. With the prospective injection of as much as \$70 million into the local economy, the economic impact is not just on increased tax revenue for the City. Further, as the traditional method of land planning can take up to 3-4 years from proposal to getting work started, Horizon's Landing is seeking that the City support the use of a Minister's Zoning Order to "encourage innovative solutions" and "address barriers that may impede success" as stated in their strategic plan.

All levels of government are investing billions in the economy to encourage this sort of private partnership to help our economy survive and rebound once the pandemic is under control.

We need action now and the Ministers Zoning Order will provide the expedited path needed.

If the city as a whole, would like to see this development get off the ground without any financial burden to the rate paying community and provide the Sault Ste. Marie Airport Corporation with much needed support then now is when we need strong leadership.

We look forward to a unanimous support to approve a resolution to forward this application for an MZO ("Ministers Zoning Order") on December 14th, 2020.

Let's together add a bright finish to an otherwise dim 2020

Proposed Resolution:

Whereas, Sault Ste Marie Mayor and Council received communication from Sal-Dan Developments Limited dated December 8, 2020 (attachment 1), to request the Minister of Municipal Affairs and Housing, the Honourable Steve Clarke, to enact a Ministers Zoning Order for the rezoning of the lands as per attached renderings, to be developed as a mixed use residential subdivision with affordable housing; and

Whereas, the proposed residential subdivision provides a strategic opportunity to achieve a modern low density development including affordable housing and “age at home” friendly living; and

Whereas, on May 2, 2019 Bill 108 the “More Homes, More Choices Act”, was introduced by the Minister of Municipal Affairs and Housing and received Royal consent on June 6, 2019. Bill 108 reflects the provinces desire to increase the supply of housing and make housing more affordable; and

Whereas, on July 8, 2020, the province released Bill 197 the COVID-19 Economic Recovery Act, providing policy direction to increase housing supply and stimulate the economy; and

Whereas, affordable housing, as per Provincial Policy Statement 2020 means housing for which the purchase price results in annual accommodation costs which do not exceed 30% of gross annual household income; for low- and moderate-income households; and

Whereas, the developer has committed to providing a minimum of 15% of total numbers of residential units as affordable housing units for the purposes of the Zoning Order; and

Whereas, the Developer will market the proposed development in the Greater Toronto Area, Detroit, Chicago, and points in between, with the intent to attract new residents, encourage the return of former residents, and attract new investment from outside of the community; and

Whereas, the Subject Lands, the function and extent of the woodland has been previously assessed by the owners through field investigations and technical reports by qualified professionals; and

Whereas, the Minister of Municipal Affairs and Housing has the power to enact and impose a Zoning Order on any land in Ontario, in accordance with Section 47 of the Planning Act and the Development of the Subject lands are of significant importance to the City of Sault Ste. Marie and the Province of Ontario as they will provide much needed new and affordable housing in the area; and

Whereas, in the absence of a Zoning Order, the ability to proceed with the development of the Subject Lands would be delayed well beyond the need for immediate economic recovery and the desire for families to relocate out of large urban cities during the effect of the current pandemic.

NOW THEREFORE BE IT RESOLVED:

1. That the Council of the City of Sault Ste. Marie supports and has no objection to the Minister of Municipal Affairs and Housing enacting a Ministers Zoning Order for the Subject Lands which would permit the lands to be developed for a community with the requirement that a minimum of 15% of all residential units represent affordable housing units; and
2. That this development be serviced with water supply and waste disposal available under servicing agreement from the Sault Ste. Marie Airport Corporation; and
3. That the developer enter into subdivision agreement pursuant to the Director of Planning and Engineering including compensation, as may be appropriate , and finalize the location of a park within Subject Lands and other amenities and permits as required, and all to the satisfaction of the City Planning Director; and
4. That the Council direct staff to work with the Developer and the Ministry of Municipal Affairs and Housing to prepare a Ministers Zoning Order with appropriate conditions that is consistent with these recommendations; and
5. That this resolution be forwarded to the Minister of Municipal Affairs and Housing as a statement of Councils direction and requests

BE IT FURTHER RESOLVED THAT this resolution be, forwarded to the Minister of Municipal Affairs and Housing as a Statement of Council direction and request; and copied to the Sault Ste. Marie Conservation Authority, the Ministry of Natural Resources and Forestry, Ministry of Fisheries and Oceans, and any other entities having jurisdiction.

Respectfully submitted, in the interest of a Greater Sault Ste. Marie,

Yours truly,

Sal Dan Developments Limited

Per:



Sam Biasucci

President

Cell: (705) 943-8877

E-mail: sambiasucci@saldan.net

For the record, copy hand delivered to each Councillor, Planning Director, and the office of the CAO.

tr

Attachments

Conceptual Renderings

2901-3 Navy Wharf Court, Toronto, ON M5V 3V1 ▪ Telephone (647) 282-6044 ▪ Facsimile (705) 942-1130
112 Sunrise Ridge, Sudbury, ON P3B 0A9 ▪ Telephone: (705) 673-5540 ▪ Facsimile: (705) 673-1136

2003 Northern Ontario Builder of the Year
Runner-up 1989, 1999, 2000, 2001, 2002, 2004, 2005



Ontario
Home Builders
Association



NORTHEASTERN ONTARIO
CONSTRUCTION ASSOCIATION



HOLMES
APPROVED HOMES



Sault Ste. Marie Airport Development Corporation

September 11, 2020

RE: Horizons Landings and Airport Development

To Whom It May Concern:

On behalf of the Sault Ste. Marie Airport Development Corporation (SSMADC), I am writing this letter to confirm that the Board of Directors of the SSMADC unanimously agrees in their support of this development project. The Corporation is looking forward to being a partner in this development.

This proposed project is compatible with the SSMADC Business and Land Use Master Plan. The SSMADC has 1,700 acres of property and a very large portion of this land is currently underdeveloped.

This undertaking will serve to reinforce the long standing SSMADC mission to diversify revenue streams in order to enhance survival of the airport. 2020 has been the most difficult year in our history for the corporation and it will be several years before a return to normal with passenger travel is achievable. The potential loss of our airport is unconscionable; it would devastate the city's economy.

During the 2020/2021 fiscal year the corporation is projecting a drop in operating revenue of \$1.9 million along with a drop in capital Airport Improvement Fee collected of \$1.4 million. This combined decrease in revenue of \$3.3 million will have a major long lasting negative impact on the airport. This revenue decrease along with the corresponding decrease in passenger levels projected to drop from roughly 214,000 passengers to under 65,000 passengers for this fiscal year has resulted in the closure of the ARFF department. As a result of this closure and other cutbacks the airport has reduced its staffing levels by 45% or 8.5 full time equivalent employees. A recovery in the aviation industry to 2019 levels is now not expected to 2024.

The Corporation believes that this development initiative, along with supporting financial investments, will stimulate Sault Ste. Marie with new business and increase utilization of the airport through increased passenger loads and service providers. As this development will be marketed to Southern Ontario, these enhanced growth opportunities could result in commuters from the south to the north, originating from Toronto and Southern Ontario region.

The Sault Ste. Marie Airport Development Corporation is pleased to support and be a partner in this development. Now is the time for this development to proceed and support the city with new tax revenue, as well as the airport and its efforts to increase air traffic, diversifying revenue streams, and compliment land use development in the SSMADC Master Plan.

Sincerely,



Terry Bos, AAE
President & CEO



Sault Ste. Marie Airport Development Corporation

September 11, 2020

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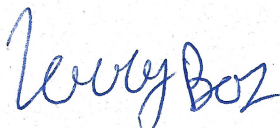
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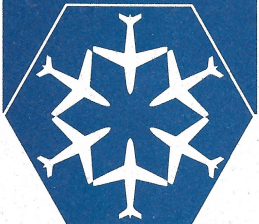
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Sincerely,



Terry Bos, AAE
President & CEO



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2020-216

FINANCING: A by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2021.

WHEREAS Section 407 of the *Municipal Act, 2001*, as amended, provides authority for a council by by-law to authorize the head of council or the treasurer or both of them to borrow from time to time, such sums as the council considers necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year; and

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the *Municipal Act, 2001*;

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

1. The head of council or the treasurer or both of them are hereby authorized to borrow from time to time during the fiscal year (hereinafter referred to as the current year) such sums as may be necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the current year.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be **Royal Bank of Canada** and such other lender(s) as may be determined from time to time by by-law of council.
3. The total amount which may be borrowed at any one time under this by-law plus any outstanding amounts of principal borrowed and accrued interest under Section 407 together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1 to September 30 of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and from October 1 to December 31 of the current year, 25

percent of the total of the estimated revenues of the Municipality as set out in the budget adopted for the current year or \$10,000,000.00, whichever is less.

4. The treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the *Municipal Act* that have not been repaid.
5.
 - a) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Municipality as set forth in the budget adopted for the previous year and the nature and amount of the revenues received for and on account of the current year.
 - b) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the limitation on borrowing set out in section 3 shall be calculated for the time being upon the estimated revenues of the Municipality as set forth in the budget adopted for the previous year less all revenues received for and on account of the current year.
6. For purposes of this by-law the estimated revenues referred to in section 3, 4, and 5 do not include revenues derivable or derived from, a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
7. The treasurer be and is hereby authorized and directed to apply in payment of all or, any sums borrowed under this by- law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
8. Evidences of indebtedness in respect of borrowings made under section 1 shall be signed by the head of the council or conform to the treasurer or both of them.

9. The Bank shall not be responsible for establishing the necessity of temporary borrowing under this by-law or the manner in which the borrowing is used.
10. This by-law shall take effect on the final day of passing.

PASSED in open Council this 14th day of December, 2020.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI

tjBorrowing By-laws Current & Capital Expenditures\\citydata\LegalDept\Legal\Staff\COUNCIL\BY-LAWS\2020\2020-216 Borrowing Current Expenditures.docx

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2020-219

AGREEMENT: A by-law to authorize the execution of the Agreement between the City and Business Advisory Centre Durham Inc. on behalf of Millworks - Centre for Entrepreneurship to deliver the Ontario Small Business COVID-19 Recovery Network program, a program funded by the Ontario Together Fund.

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 November 11, 2020 between the City and Business Advisory Centre Durham Inc., a copy of which is attached as Schedule "A" hereto. This Agreement is on behalf of Millworks-Centre for Entrepreneurship to deliver the Ontario Small Business COVID-19 Recovery Network program, a program funded by the Ontario Together Fund.

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 December, 2020.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - RACHEL TYCZINSKI

CONDITIONAL FLOW THROUGH GRANT AGREEMENT – SBEC

THIS AGREEMENT (referred to as the “SBEC Agreement”) is effective November 11, 2020

BETWEEN:

BUSINESS ADVISORY CENTRE DURHAM INC. with offices at 3000 Garden Street, Suite 200, Whitby, Ontario, L1R 2G6
(hereinafter referred to as the “**BACD**”)

AND

[City of Sault Ste. Marie] with offices at [99 Foster Drive, Sault Ste. Marie, ON P6A 5X6]
(hereinafter referred to as “**Recipient**” and “**Recipient Offices**” respectively)
(BACD and Recipient individually a Party or collectively the Parties)

RECITALS:

1. HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO as represented by the Minister of Economic Development, Job Creation and Trade (referred to as “**Ontario**”) has established the Ontario Together Fund (“**OTF**”) to support Ontario’s response to the COVID-19 pandemic.
2. Ontario has agreed to provide conditional funding to the BACD from the OTF through a Conditional Grant Agreement dated October 2, 2020 (the “**Ontario Agreement**”) so that BACD may provide the regional Ontario SBECs with monies or services so they are able to assist small businesses in responding to the COVID-19 pandemic for a limited term (until September 30, 2021).
- 2.1 Ontario requires that these flow through grants from BACD to the SBECs be set out in a SBEC Agreement.
- 2.2 BACD is flowing through a portion of the grant monies received from Ontario conditionally to the Recipient (the “Grant”) and Recipient is agreeing to only utilize those funds (or receive seconded personnel in lieu of the actual Grant monies) in strict accordance with provisions of this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the mutual promises and covenants contained in this Agreement, and other good and valuable consideration BACD and the Recipient agree as follows:

Article 1 – COOPERATION AND CONTACT AND TERM

- 1.1 Contact Person. Each party shall specify to the other an authorized contact person who is responsible for the administration of the provisions of this Agreement.

- 1.2 Term. This SBEC Agreement is effective from the date of signing of until September 30, 2021 (the “Term”) unless terminated earlier in accordance with the provisions of this SBEC Agreement or renewed by written agreement between the Parties which may include an exchange of emails addressing the issue.
- 1.3 Cooperation. The parties will cooperate in good faith to administer and carry out their respective rights and obligations under this SBEC Agreement.

Article 2 – CONFIDENTIALITY AND DATA PROTECTION

- 2.1 Confidentiality. A Party may disclose Confidential Information to other Party to facilitate work under this Agreement. Each Party agrees that such information will be safeguarded and only disclosed to persons with a need to know it within the receiving Party. All Parties will take such steps as a reasonably prudent commercial enterprise would take to protect such information from disclosure to third parties not bound by relevant nondisclosure agreements. The obligation to keep Confidential Information confidential will not apply to information which: a) is already known at the time of disclosure to the Party to whom it is disclosed and that Party can prove by written records that it is already known; b) is or becomes part of public domain without material breach of this Agreement by the Party seeking to rely on this exclusion ;c) is obtained from third parties which impose no related confidentiality obligations on the disclosing Party; d) is authorized for release by the disclosing Party; or e) is required to be disclosed by law or order of a court, governmental tribunal or governmental agency , but the Party subject to such requirement will promptly notify the disclosing Party and give the disclosing Party a reasonable opportunity to seek a confidentiality order or the like. These obligations of confidentiality and non-disclosure shall apply upon execution of this Agreement and continue for as long as confidential information remains confidential. Confidential Information includes “Confidential Information” means information belonging to BACD or the Recipient which is of value to such party and the disclosure of which could result in a competitive or other disadvantage to either party, including, without limitation, financial information, business practices and policies, know-how, trade secrets, market or sales information or plans, customer lists, business plans, employee and contractors, and all provisions of this SBEC Agreement.
- 2.2 Data Protection. Each Party shall handle and safeguard all personal data received from the other Party, including in connection with the utilization of any service providers, employees, contractors and subcontractors, in accordance with applicable Privacy Laws and the policies of BACD and of the Recipient, respectively. “Privacy Laws” means all national, federal, provincial, state, municipal or other applicable statutes, laws or regulations of any applicable jurisdiction governing the handling and/or processing of personal data or information about an identifiable individual.

ARTICLE 3 – CONDITIONAL FLOW THROUGH GRANT

- 3.1 Grant. Subject to and in accordance with the terms and conditions of this SBEC Agreement, and in reliance on the representations and warranties of Recipient set out in Article 7, BACD agrees to i) either provide the Grant to the Recipient to assist the Recipient to engage personnel for the Purpose (see 3.2 definition) by way of a cash transfer less any initial Holdback or ii) in lieu of payment of the Grant, engage service provider personnel on behalf of the Recipient (by further agreement of the parties with respect to secondment terms as set out in Schedule “A” attached), or iii) by reimbursement of payroll expenses of Recipient used for the Purpose.

Recipient elects for (one or the three options – insert X in relevant checkbox):

- ☒ the Grant by way of transfer from BACD (money transfer).
- ☐ BACD to pay for service provider personnel for the Recipient by way of secondment using the Grant and its discretion any Holdback. (Recipient never actually receives the Grant monies just the services of service provider personnel - secondment).
- ☐ BACD to pay for service provider personnel for the Recipient by way of reimbursement of payroll expenses in arrears monthly after receipt of payroll documentation and Recipient request for disbursement.

In the case of election to receive the Grant by way of money, the Recipient's bank account must reside in a Canadian financial institution and be in the name of the Recipient.

The Grant amount for Recipient under this Agreement, the total including the Holdback in the amount of \$3,200.00] is \$32,000.00]. The "Holdback" is the amount that BACD may withhold from the first disbursement and in its sole discretion, include in the second disbursement – set at 10% or such other percentage as BACD may in its sole discretion, determine.

If the Recipient elects for BACD to provide service provider personnel, then Schedule "A" Secondment of Personnel Provisions attached also applies to this SBEC Agreement.

If Recipient elects for money transfer of the Grant, it will provide BACD with wire transfer instructions on signing of this SBEC Agreement otherwise payment will be by cheque.

- 3.2 Use of Funds. All Grant funds, including any interest earned on such funds, shall be used by the Recipient or by BACD on behalf of Recipient in the case where the Recipient has elected for the provision of service provider personnel by BACD, **solely** to enable the engagement of a service advisor(s) who will provide support and provide advice to small businesses virtually or in person on dealing with the impacts of COVID-19 (the "**Purpose**") **AND FOR NO OTHER PURPOSES.**

Recipient shall ensure that in the engagement of any Non-Arms length service providers using the Grant monies, that the engagement will be on terms that are fair and reasonable to the Recipient and that are no less favorable to the Recipient than those that could be obtained in a comparable transaction from an Arm's Length service provider. "Arm's Length" has the meaning as set out in the Income Tax Act (Canada) and "Non-Arm's Length" shall have the opposite meaning for the purposes of this SBEC Agreement.

ARTICLE 4 - REPAYMENT OF GRANT PROCEEDS IN CERTAIN CIRCUMSTANCES

- 2.3 Repayment of disbursed Grant Proceeds. BACD may require the Recipient to repay some or all of the disbursed Grant (including any Holdback paid out) proceeds a) in the event of early termination under 10.3, to the extent such Event of Default resulted from Grant funds being utilized by Recipient in violation of this SBEC Agreement, b) in the event of a material breach of this SBEC Agreement

by the Recipient which has not been or is incapable of being remedied, c) in the event the Ontario Agreement between Her Majesty and BACD (which provides for the source of the funding monies for the Grant under this SBEC) is terminated and some or all of the grant monies BACD received under the Ontario Agreement have to be repaid by BACD, clause in the Ontario Agreement and some or all of the grant monies BACD received under the Ontario Agreement have to be repaid by BACD.

- 2.4 To the extent that the BACD exercises this option for repayment, BACD shall provide written notice to the Recipient stating the amount to be repaid, applicable interest calculated not to exceed five percent (5%) annually, and the schedule for such repayment. The Recipient may request that the BACD waive the interest, subject in all cases to BACD's sole discretion. In no event shall the Recipient retain Grant funds that have not been used by the Recipient for purposes for which the Grant was intended.

ARTICLE 5 - TERMS AND CONDITIONS OF DISBURSEMENT OF FLOW THROUGH GRANT

- 5.1 Disbursement of Grant. Subject to the provisions of the Agreement, the Grant is to be paid to the Recipient after execution of this SBEC Agreement by both parties and receipt by BACD of the items listed in section 5.2, less the Holdback total which shall be released upon satisfaction of the conditions contained in section 5.3 (and provided the holdback funds are received by BACD from Ontario under the Ontario Agreement) in BACD's sole discretion.
- 5.2 Disbursement Conditions. The following conditions precedent must be completed to the satisfaction of BACD prior to the disbursement of any amount of the Grant (with the release of the Holdback being subject to the additional requirements contained in section 5.3 below):
- (a) Initial Funding Received from Ontario by BACD. BACD shall have received all of the grant monies from Ontario pursuant to the Ontario Agreement less any initial holdback.
 - (b) Agreement Compliance. The Recipient shall provide confirmation in writing in a form satisfactory to BACD that is signed by a senior officer of the Recipient that such senior officer shall ensure compliance of the Recipient with respect to the use of the Grant for the "Purpose" and to all reporting requirements under this SBEC Agreement.
 - (c) Disbursement Request. The Recipient shall have provided a Disbursement Request in the form set out as a Schedule "B" to this SBEC Agreement together with any relevant documentation.
 - (d) GrowthWheel License. The Recipient shall be the licensee of the online advisor software known as GrowthWheel during the Term of this Agreement, for which BACD will cover the expense and facilitate signup.
- 5.3 Condition to Release of Holdback. BACD may, in its sole discretion, disburse to the Recipient an amount up to the Holdback upon the Recipient's completion of the conditions precedent set out below to the satisfaction of BACD:

- (a) The Recipient shall provide BACD with a Request for Disbursement certifying, that to the date of such request, i) the Grant has been used solely for the Purpose; and ii) the Recipient has a valid license to use Growth Wheel on behalf of its business available for the Term and is using such software; and
- (b) If the Recipient submits a Request for Disbursement and has incurred and paid to Non-Arm's Length service providers, the Recipient shall provide evidence that the payments were terms that are fair and reasonable to the Recipient and that are no less favorable to the Recipient than those that could be obtained in a comparable transaction from an Arm's Length service provider.
- (c) If applicable, the Recipient shall provide BACD with invoices from relevant service providers and proof of payment of same by way of payroll data (and copies of engagement contracts if requested) in the case where the Recipient has elected for reimbursement of expenses paid directly by Recipient to service provider personnel.
- (d) The Recipient shall have dutifully provided BACD with the monthly reports and other items required under Article 6.

5.4 Conditions to the Grant.

- (a) BACD has received funds from Ontario (less any holdback) under the Ontario Agreement. If BACD does not receive the necessary grant or subsequent holdback from Ontario, BACD shall not be obligated to make any such payment.
- (b) The total Grant received by the Recipient cannot exceed the amount of 32,000 Cdn. Which is the maximum amount of the Grant inclusive of any HST that may be payable (Recipient to advise if HST is payable).
- (c) Without restricting the applicability of other remedies or provisions of this Agreement, BACD shall be entitled, in its sole and unfettered discretion, to refuse to make any Disbursements or any further Disbursements, if:
 - (i) an Event of Default (Article 10) has occurred and is continuing.
 - (ii) the occurrence of an Event of Default reasonably appears to be imminent; or
 - (iii) the Disbursement will result in the occurrence of an Event of Default.

ARTICLE 6 - MONTHLY REPORTING AND MONITORING

- 6.1 Report on use of Grant.** The Recipient shall provide BACD with a Grant Report each month on the 10th day of each new calendar month for the previous calendar month. The Grant Report shall provide information with respect to the engagement of service provider personnel (name, contact information, nature of engagement, terms of engagement), number of inquiries, number of Businesses served, advisory hours, businesses retained, and jobs retained and other information shall be in the form of the attached Schedule "C" attached (with timelines) and such other information as may be reasonably requested by the BACD.

6.2 Review and Audit.

- (a) The Recipient shall permit persons designated by BACD or Ontario as the case may be, to visit and inspect the Recipient Office at BACD or Ontario's expense, to examine and copy the Recipient's books and financial records, and to discuss its affairs, finances and accounts as they relate to the use of Grant proceeds all at such reasonable times as may be requested by BACD or Ontario. BACD and Ontario's right of inspection includes the right to perform a full or partial audit at any time for purposes including confirming that Grant was used solely for Purpose and in accordance with the provisions of this Agreement;
- (b) Without limiting the generality of the foregoing, the Recipient shall at BACD's request meet with BACD or its duly authorized agent at least annually to review the Recipient's compliance with the terms and conditions of the Agreement. As may be requested by BACD, invoices from service provider, contact information for service providers, evidence of arm's length relationships and proof of engagement (copy of contracts), proof of payment to service provider personnel shall also be required.

ARTICLE 7 - REPRESENTATIONS AND WARRANTIES

7.1 Representations and Warranties. The Recipient represents and warrants to and in favor of BACD that:

- (a) The Recipient is a corporation incorporated under the laws of the Province of Ontario and has the corporate power and authority to carry on its business as presently carried on, to hold property, and to enter into the Agreement. The execution, delivery and performance of the Agreement have been or will be duly and validly authorized by all necessary corporate action of the Recipient, and when executed and delivered will constitute legal, valid and binding obligations of the Recipient enforceable in accordance with its respective terms.
- (b) The Recipient has established and shall maintain administrative practices and governance procedures to provide for the prudent and effective management of the flow through Grant in accordance with the terms of this Agreement to affect the Purpose.
- (c) The proceeds of the Grant will be used by the Recipient exclusively for the Purpose and for no other purpose.
- (d) There are no charges or criminal convictions under the *Criminal Code* (Canada) outstanding against the Recipient.
- (e) There are no actions, suits or proceedings pending or, to the knowledge of Recipient, threatened, which would reasonably be expected to affect the ability of the Recipient to perform its obligations under the Agreement.
- (f) There is no fact which the Recipient has not disclosed in writing to BACD which adversely affects or, so far as the Recipient can now reasonably foresee, will adversely affect the ability of the Recipient to perform its obligations under the Agreement, in any material respect.

- (g) No Event of Default has occurred and is continuing, nor has any event occurred which with the giving of notice, the passage of time, or both, will result in an Event of Default.

ARTICLE 8 – AFFIRMATIVE COVENANTS

- 8.1** Use of Proceeds. The Recipient will use the Grant solely for the Purpose.
- 8.2** Rights of Inspection and Inquiry. The Recipient shall keep and maintain all records, invoices and other documents relating to the Grant and the use of such proceeds in a manner consistent with GAAP, and keep them available for review by BACD and Ontario and its agents or authorized representatives, including the Auditor General of Ontario, during the Term and for a period of seven years thereafter.
- 8.3** Licensing of GrowthWheel. The Recipient shall obtain and maintain a license for GrowthWheel for its service provider personnel throughout the Term of this SBEC Agreement. (BACD to facilitate and pay for such costs of licensing.)
- 8.4** Compliance with Agreements. The Recipient will perform and satisfy all covenants and obligations to be performed by it under this SBEC Agreement.
- 8.5** Existence. The Recipient will preserve and maintain its existence, rights, powers, licences, privileges, and goodwill, and exercise any rights of renewal or extensions of any leases, licences, or any other rights which are necessary or material to the conduct of its business at the Recipient Offices.
- 8.6** Compliance with Laws. The Recipient shall comply with all laws which could affect Recipient's obligations under the Agreement.
- 8.7** Indemnity. The Recipient shall indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages and expenses (including without limitation, legal, expert and consultant fees and disbursements), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Grant or otherwise in connection with the SBEC Agreement, unless solely caused by the gross negligence or willful misconduct of the Indemnified Parties.
- “Indemnified Parties” means Her Majesty the Queen in right of Ontario, Her Ministers, agents, appointees and the Business Advisory Centre Durham, and its employees, directors, officers and independent contractors.
- 8.8** Notice to BACD. The Recipient shall provide prompt notice of any representation or warranty made by the Recipient in the Agreement or any certificate delivered to BACD pursuant that has become or is likely to become untrue in any respect.
- 8.9** Procurement. The Recipient shall ensure that all contracts and subcontracts, including consultant and service provider personnel contracts, for work and services and for the purchase of services related to the Grant are obtained pursuant to a process that ensures best value or money, and comply with the *Broader Public Sector Accountability Act, 2010* (Ontario), including any procurement directive issued thereunder, to the extent applicable.

8.10. Reports. The Recipient shall ensure that all reports, certificates and other documents required to be delivered to BACD pursuant to the Agreement are completed to the satisfaction of BACD.

ARTICLE 9 – LIMITATION OF LIABILITY AND INDEMNITIES:

- 9.1 **Limitation of Liability** Notwithstanding any other terms, BACD shall not be liable to SBEC for any Losses (defined below) arising out of or connected with any use of or reliance upon the services provided by the Seconded Advisor(s) to SBEC or on behalf of SBEC to a third party in connection with the secondment, or any deficiency in any services (including a failure to provide such services) provided by the Seconded Advisor(s) to SBEC or on behalf of SBEC to a third party in connection with the secondment; and BACD shall have no liability whatsoever to SBEC for any breach of any provision of this Agreement. For the avoidance of doubt and not so as to limit the operation of this paragraph, nothing herein shall be construed to create any employer liability or vicarious liability on behalf of BACD for the provision of the Seconded Advisor(s) to the Recipient.
- 9.2 **Indemnification.** SBEC shall indemnify and hold harmless BACD and its directors, officers, employees and contractors from and against any cost, expense, damage or liability (collectively, “Losses”) arising out of or in connection with (i) claims against the BACD by any Seconded Advisors (see Schedule “A” definition) that accrued during the term of this Agreement, (ii) claims by any third party in connection with the services provided by any Seconded Advisors during the term of this Agreement, or (iii) any Seconded Advisor’s alleged acts or omissions with respect to activities performed for SBEC or its affiliate entities under this Agreement during such Seconded Advisors period of secondment with Recipient.

In addition, SBEC shall indemnify and hold harmless BACD and its directors, officer, employees and contractors from and again any cost, expense, damage or liability (the Losses) arising out of in connection with claims against the BACD in relation to a breach of this SBEC Agreement by SBEC.

ARTICLE 10 - DEFAULT AND ENFORCEMENT

10.1 **Events of Default.** Each of the following is an Event of Default: __

- (a) failure by the Recipient to perform or comply with any covenant or other term of the Agreement required to be performed or complied with by the Recipient, including;
- (b) failure by the Recipient to repay any amount of the Grant within ten days after a request for repayment is made by BACD pursuant to Articles 4;
- (c) failure by the Recipient to make a Request for Disbursement in accordance with this Agreement.
- (d) if any representation or warranty made by the Recipient in the Agreement or any certificate delivered to BACD shall be or become materially untrue in any respect.
- (e) if the Recipient (i) is dissolved, liquidated or wound up or makes a proposal in writing to be dissolved; (ii) admits in writing its inability generally to pay its debts as they become due; (iii) makes a general assignment, arrangement or composition

with or for the benefit of its creditors; (iv) institutes a proceeding seeking a judgment of bankruptcy or a receiving order or an order adjudicating or declaring it to be bankrupt or insolvent or seeking liquidation, winding-up, reorganization, arrangement, adjustment, protection, relief or composition of it or its debt under any law including the *Companies' Creditors Arrangement Act* (Canada) or the *Bankruptcy and Insolvency Act* (Canada); (v) has a resolution passed for its winding-up, official management or liquidation; (vi) seeks or becomes subject to the appointment of an administrator, liquidator, receiver, receiver-manager, trustee or similar official for it or for all or substantially all its assets; (vii) has a secured party take possession of a substantial or material portion of its assets or has a distress, execution, attachment, sequestration or other legal process levied or enforced on or against a substantial or material part of its assets; (viii) ceases to carry on business; or (ix) takes any action in furtherance of, or indicating its consent to, approval of, or acquiescence in, any of the foregoing acts or events;

- (f) if any bankruptcy, reorganization, arrangement or insolvency proceedings for relief under any bankruptcy or similar laws for the relief of debtors, including, without limitation, any of the proceedings or petitions described in subparagraph (e) above are instituted against the Recipient and are consented to by the Recipient or, if contested by the Recipient, are not dismissed within 30 days;
- (g) default of any material obligations of the Recipient under the Agreement including a default of a term or condition, but for the giving of notice and/or the passage of time to remedy;
- (h) final judgment or decree for the payment of money due is obtained or entered against the Recipient, except in respect of a judgment which (i) was the subject of a *bona fide* dispute, (ii) is not material to the financial condition, business or operations of the Recipient (and without restricting the generality of the foregoing, a judgment of \$50,000 or more shall be deemed to be material), and (iii) is paid in full within 30 days after judgment;

10.2 BACD May Waive. BACD may, at any time, waive any Event of Default which may have occurred provided that no such waiver shall extend to, or be taken in any manner whatsoever to affect, any subsequent Event of Default or the right to remedies resulting therefrom, and that no such waiver shall be, or shall be deemed to constitute, a waiver of such Event of Default unless such waiver is explicit and in writing from BACD.

10.3 Remedies. In addition to any other rights which BACD may have under the Agreement, if any Event of Default shall occur and be continuing, BACD shall have the following rights and remedies provided that it has first given written notice of the Event of Default to the Recipient and the Recipient has failed for whatever reason, subject to Force Majeure, to remedy the Event of Default within 20 days of the receipt of such notice, or such longer period of time as BACD may consent to in writing:

- (a) BACD may, immediately, without further notice to the Recipient, without liability, penalty or costs to BACD, terminate the SBEC Agreement;

- (b) BACD shall be relieved of all obligations to make any Disbursements or any further Disbursements to the Recipient;
- (c) BACD shall be entitled to retain the Holdback;
- (d) BACD may avail itself of any of its legal remedies that are available to BACD at law or in equity and in its sole discretion, exercise any right or recourse and/or proceed by any action, suit, remedy, or proceeding against the Recipient authorized or permitted by law for the recovery of any and all amounts payable to BACD pursuant to the Agreement, and no such remedy for the enforcement of the rights of BACD shall be exclusive of, or dependent on, any other remedy, but any one or more of such remedies may from time to time be exercised independently or in combination, provided however, that subject to section 8.9, in no event shall the Recipient be required to pay to BACD any amount in excess of the Grant actually received by Recipient together with the costs of collection pursuant to section 10.4 and interest pursuant to section 10.5.

Notwithstanding the foregoing, BACD shall not be required to provide any notice or a remedy period under this section 10.3 for any Event of Default arising under section 10.1 (b), (d), (e) or (f).

10.4 Costs of Collection. All reasonable costs and expenses of collection, including legal fees and professional fees associated therewith, of BACD and its agents of all amounts owing hereunder shall be for the account of the Recipient and shall be immediately due and payable to BACD.

10.5 Interest after Default. Interest at the then current rate, charged by the Province of BACD on accounts receivable shall apply, from the date of any default notice to the

Recipient, to any and all amounts in the event that BACD exercises any of its remedies pursuant to this Article 10 until repayment in full. For greater certainty, during the course of any and all proceedings to collect such amounts such interest rate shall apply to and be exigible as additional damages in any award of damages made by a court of competent jurisdiction pursuant to any such action, all without the necessity of any further act or agreement or notification to the Recipient.

ARTICLE 11 GENERAL

11.1 No Conflict of Interest. The Recipient use of the Grant funds shall be without an actual, potential, or perceived conflict of interest. A conflict of interest includes any circumstances where: (a) the Recipient or (b) any Person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships, or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to use of the proceeds of the Grant. The Recipient will disclose to BACD, without delay (at the latest in the monthly Grant Report), any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest and comply with any terms and conditions that BACD may prescribe as a result of the disclosure.

11.2 Entire Agreement. The Agreement contains the entire agreement between the Recipient and BACD and supersedes all prior agreements, obligations, statements, representations,

understandings, warranties, communications and negotiations, whether oral or written, with respect to the subject matter of the Agreement.

- 11.3 Amendments.** The Agreement may be amended, altered or modified only by written documents signed by both BACD and the Recipient.
- 11.4 Survival.** Article 1.3 (Cooperation), Article 2 (Confidentiality and Data Protection) Article 4 (Repayment of Grant), sections 5.1, 5.2, and 5.3, section 5.4 (c), Article 6 (Reporting and Monitoring), Article 7 (Representations and Warranties), section 8.2 (Rights of Inspection and Inquiry), section 8.9 (Indemnity), section 8.10 (Reports), Article 10 (Default and Enforcement), section 11.2 (Entire Agreement), section 11.4 (Survival), section 11.6 (Materiality and Merger), section 11.11 (Non-Agent), section 11.12 (Governing Law), section 11.15 (Severability), section 11.17 (Disclosure of the Agreement to the Public and Third Parties), and section 11.20 (Rights and Remedies Cumulative) and all applicable cross-referenced provisions and Schedules shall survive any expiry, termination or cancellation of the Agreement. Without limiting the foregoing, all representations and warranties of the Recipient contained herein or in any certificate or other writing delivered in connection herewith will survive the transactions contemplated hereby and are material and have been or will be relied upon by BACD notwithstanding any investigation made by or on behalf of BACD. For the purpose of the foregoing, all statements contained in any certificate or other writing delivered by or on behalf of the Recipient in connection with the transactions contemplated hereby shall be deemed to be representations and warranties of the Recipient.
- 11.5 Waiver.** No provision of the Agreement shall be deemed to be waived, and no breach excused, unless such waiver or consent excusing the breach is explicit and in writing. A waiver of any provision of the Agreement, or of any breach of any provision of the Agreement, is not to be deemed or construed to be a waiver of any other provision of the Agreement, or of any other breach, whether of the same or of any other provision, nor shall any delay or omission on the part of any party to the Agreement to exercise or avail itself of any right it has or may have under the Agreement, operate as a waiver of any such breach or right, nor will any waiver or failure to enforce any of the provisions of the Agreement in any way affect the validity of the Agreement or any part of it.
- 11.6 Materiality and Merger.** All representations, warranties and covenants of the Recipient made in the Agreement or in any other document, certificate, expenditure statement, or writing delivered by or on behalf of the Recipient pursuant to the provisions of the Agreement, or otherwise with respect to the Project or the Agreement and the transactions contemplated in the Agreement, are material, are deemed to have been relied upon by BACD and survive the execution of the Agreement.
- 11.7 Time.** Time is of the essence of the Agreement.
- 11.8 Assignment.** The Agreement and all documents delivered pursuant to it enure to the benefit of BACD and the Recipient, their respective assigns and successors at law. The Agreement may not be assigned by the Recipient.
- 11.9 Further Assurances.** The Recipient agrees at any time and from time to time after the execution and delivery of the Agreement to perform and deliver such further acts and things as BACD

may reasonably request in order to fully effect the purpose of the Agreement and the transactions contemplated.

- 11.10** Notices. Any notice, request, demand, consent, approval, correspondence, report or other communication required pursuant to or permitted under the Agreement must be in writing and must be given by personal delivery, or transmitted by fax or e-mail, or be sent by postage prepaid mail, and addressed to the party to whom it is intended at its address as set out below or addressed as either party may later designate to the other in writing:

To BACD:

Business Advisory Centre Durham Inc.
3000 Garden Street - Suite 200
Whitby, ON L1R 2G6
Attention: Executive Director
Email: tshaver@bacd.ca

To the Recipient:

City of Sault Ste. Marie
99 Foster Drive, Sault Ste. Marie, ON P6A 5X6
Attention: Mayor and Council, City of Sault Ste. Marie
Harleen Puaar Shukla, Manager Enterprise Services and Millworks
Email: h.puaar@cityssm.on.ca

Any such notice shall be deemed to be received, if personally delivered or sent by fax or other electronic message on the day it is sent and if such notice is sent by postage prepaid mail it shall be deemed to have been received on the date that is five days after the date of mailing.

- 11.11** Non-Agent. The Recipient and BACD agree and declare that nothing in the Agreement shall be construed as creating a partnership, joint venture, or agency relationship between the Recipient and BACD.
- 11.12** Governing Law. The Agreement and the rights of the parties shall be governed in all respects by and construed in accordance with the laws of the Province of BACD and the laws of Canada applicable and each party irrevocably attorns to the exclusive jurisdiction of the courts of the Province of BACD for any dispute, action or proceeding arising out of or in connection with the Agreement.
- 11.13** Force Majeure. In the Agreement, "Force Majeure" includes civil commotions, acts of God, weather, fires, floods, explosions, natural catastrophes, pandemics, sabotages, accidents, failures of power, riots, invasion, insurrection and any additional peril or occurrence which is, in the opinion of BACD a Force Majeure. Upon the occurrence, if any, of an event which is a Force Majeure, the party whose performance is affected, whether BACD or the Recipient, shall to the extent reasonably possible, minimize its adverse impact. Neither BACD nor the

Recipient shall be in breach of the Agreement, if, upon the occurrence of a Force Majeure and after delay minimization, either BACD or the Recipient delays performance of its obligations hereunder for such reasonable period of time so as to enable the harmed party to overcome the effects of the Force Majeure.

11.14 Counterparts. The Agreement may be signed in counterparts, and/or by facsimile or e-mail (PDF or other image format), each of which shall constitute an original and all of which, when taken together, shall constitute an original Agreement.

11.15 Severability. Any provision of the Agreement prohibited by law or otherwise ineffective will be ineffective only to the extent of such prohibition or ineffectiveness and will be severable without invalidating or otherwise affecting the remaining provisions of the Agreement.

11.17 Disclosure of the Agreement to the Public and Third Parties.

(a) *Freedom of Information and Protection of Privacy Act.*

The Recipient acknowledges that BACD and Ontario is bound by the *Freedom of Information and Protection of Privacy Act* (BACD) and that BACD or Ontario may be required to disclose information contained in the Agreement or the entire Agreement itself pursuant to the provisions of that act.

(b) *Public Disclosure.* The Recipient irrevocably consents to BACD or Ontario making all or a portion of the Agreement available to the public in a form BACD or Ontario deems appropriate in BACD's sole discretion. BACD irrevocably consents to the Recipient making all or a portion of the Agreement available to the public in a form the Recipient deems appropriate in the Recipient's sole discretion. To that end, BACD acknowledges that the Recipient is a municipality and that this Agreement shall be brought forward to City Council of the Recipient in an open City Council meeting.

(c) *Municipal Freedom of Information and Protection of Privacy Act.* BACD acknowledges that the Recipient is bound by the Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA") and may be required to disclose information contained in the Agreement or the entire Agreement itself pursuant to the provisions of that Act

11.18 Publications, Press Releases, Media Events, Communiqués. The Recipient shall:

- (a) not make any announcement with respect to the Grant or the Agreement, except as may be required by law, without the prior written approval of BACD; and
- (b) if requested by BACD, participate in a public event announcing Ontario and BACD's funding to the Recipient as may be agreed between the parties.

Ontario and BACD may make such announcements with respect to the Grant and this Agreement as they shall see fit in their sole discretion

11.19 Economic Program. The Recipient acknowledges and agrees that the Grant provided under the Agreement is for the purpose of the administration of economic programs and/or the provision of direct or indirect support to members of the public in connection with economic policy, and as such section 16 of the *Limitations Act, 2002* (BACD) shall apply.

11.20 Third Party Beneficiary. The Parties acknowledge that Ontario (Her Majesty the Queen in Right of Ontario) is a third party beneficiary of this Agreement and that Ontario shall have the full right to sue upon and enforce this SBEC Agreement in accordance with its terms as if it were a signatory hereto.

11.21 Rights and Remedies Cumulative. The rights and remedies of BACD under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

The parties hereby execute the Agreement in the Province of Ontario.

[City of Sault Ste. Marie]

Per: _____

Date of Signature Name: Christian Provenzano
Title: Mayor

Per: _____

Name: Rachel Tyczinski
Title: City Clerk

I have the authority to bind the Recipient.:

BUSINESS ADVISORY CENTRE DURHAM INC.

Date of Signature _____

Name: Teresa Shaver
Title: Executive Director

Schedule “A” Secondment of Personnel Provisions

SCHEDULE “A” SECONDMENT OF PERSONNEL PROVISIONS

Grant Recipient	[Insert name of SBEC]
Recipient Offices	As per Notice Section.
Effective Date of Agreement	Date of Signing
Seconded Individual(s) Name(s) and Positions (Advisors)	[Insert name of relevant individuals]
Latest Completion Date	September 30, 2021
Maximum Amount of Grant	\$32,000.00 (including any relevant HST paid to Seconded Advisor)
Rate of Pay for Seconded Individual(s)	[inset pay rate Per hour for each Seconded Individual]

1. The parties must agree on the engagement of a particular service provider personnel (the “Seconded Advisor”) by BACD for SBEC and the rates and length of term in service may be limited by the amount of the Grant. (i.e. services may not be provided for the full Term).
2. BACD has the option of engaging the Seconded Advisor through an independent contractor agreement or individual employment agreement, at its option and in its sole discretion.
3. the Seconded Advisor shall be assigned by BACD to perform work for the Recipient, it being understood that the BACD shall procure any necessary consent or approval from Seconded Advisor before any such assignment.
4. Subject to the terms of any agreements between the BACD and the Seconded Advisor, it is understood that the Seconded Advisor will perform such services and have the duties and

responsibilities as SBEC shall reasonably request and in a manner consistent with the policies and standards of BACD, and to the extent applicable, SBEC.

5. Each Seconded Advisor shall devote all of his or her business time to the business of the Recipient. Seconded Advisors shall be instructed by BACD to comply with the instructions and directions of the governance bodies and management of the Recipient. In respect of such Recipient duties, no Seconded Advisor shall be represented as or allowed to represent himself or herself as an employee or contractor of BACD. Seconded Advisors will, in respect of their activities for or on behalf of SBEC, only hold themselves out in their respective Recipient capacities.
6. it is understood that the Seconded Advisors will perform such services and have the duties and responsibilities as the Recipient shall reasonably request and in a manner consistent with the policies and standards of the Recipient.
7. The service by Seconded Advisors as officers, authorized signatories, nominees, independent contractors, or in other similar individual capacities in the business of Recipient shall not give, or be deemed to give, BACD any responsibility or authority to supervise or control any Seconded Advisor and nothing shall make, or be deemed to make, BACD liable for the acts or omissions of any Seconded Advisor with respect to the activities to be performed for or on behalf of the Recipient. (No responsibility for vicarious liability).
8. The costs of replacing a Seconded Advisor at the request of the Recipient is be deducted from proceeds available through the Grant.
9. Recipient shall be responsible for all health and safety issues for Recipient Offices at the Seconded Advisor.
10. Renewal past Term – at the agreement of the parties at the end of term and with the consent of the Seconded Advisor.

**SCHEDULE “B”
REQUEST FOR DISBURSEMENT OF GRANT**

Date: •
Fiscal Year: •

To:

Business Advisory Centre Durham Inc.
3000 Garden Street - Suite 200
Whitby, ON L1R 2G6
Attention: Executive Director
Email: tshaver@bacd.ca
Attention: Teresa Shaver

From: [name of SBEC] ***** (the “**Recipient**”)

Re: **SBEC Agreement between BACD and the Recipient effective October ***, 2020**

Except as otherwise defined herein, all capitalized terms shall have the meanings given to them in the SBEC Agreement.

1. I, [*insert name and title of senior officer*] of the Recipient, on behalf of the Recipient, hereby certify without personal liability as follows:
 - (a) On and as of the date hereof, all representations and warranties contained in Article 7 of the SBEC Agreement are true and correct.
 - (b) On and as of the date of signing, no Event of Default, whether or not BACD has been given notice, has occurred and is continuing.
 - (c) The amounts disbursed from the Grant have not included any amounts paid to Non-Arm’s Length service providers. [*Note: In the event that there are expenditures paid to Non-Arm’s Length service providers include the certificate or invoices required by section 5.3(b)* of the Agreement.*]
 - (d) **[NTD: include the following for the second Disbursement – the Holdback]** I certify that all monies received from the Grant have been to date and will be (if all have not been spent) used solely for the Purpose and the amount of \$● as been paid to relevant service provider personnel from funds from the first Disbursement.
2. I certify that the Disbursement will be used strictly in accordance with the Agreement and only for the Purpose.

3. I certify that the information provided herein is accurate and is being relied upon to disburse funds in respect of the Grant.
4. The Recipient hereby requests a Disbursement of \$● the amount of the Grant (less Holdback) OR the Holdback OR reimbursement of payroll expenses for service provider personnel for the previous month (supporting documentation to be included).

The undersigned has signed this certificate on this ● day of ● 202●.

Per:

[insert name and title of senior officer]
I have authority to bind the organization.

[Name of SBEC Recipient]

SCHEDULE “C”
MONTHLY REPORTING AND ACTION REQUIREMENTS

Growth Wheel Training Completed	Mar 31, 2021

Monthly Grant Report information required:

# Marketing Outreach on the website portal by each SBEC. 3 email/promotions by each to SBEC clients	Sep 30, 2021 Submit update
50,000 small business reached through the web portal	Submit monthly with finals due Sep 30, 2021
25,000 small businesses utilized a search, attended webinar, or asked for experts etc. Data supplied by each centre advisor and web portal	Submit monthly with finals due Sep 30, 2021
#of outreach activities with industry partners	Submit monthly with finals due Sep 30, 2021
#of industry partners engage in the project	Submit monthly with finals due Sep 30, 2021
# of businesses served by Virtual Service Advisor	Submit monthly
# of advisory hours by Virtual Service Advisor	Submit monthly
# of jobs impacted by Virtual Service Advisor	Submit monthly
Business Industries	Submit monthly

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2020-220

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

WHEREAS Section 401 of the *Municipal Act, 2001* states a municipality may borrow money or incur a debt for municipal purposes and may issue debentures for the money borrowed or for the debt; and

WHEREAS the Council of The Corporation of the City of Sault Ste. Marie deems it necessary to borrow the sum of \$15,000,000 for short and long term purposes, the capital expenditures of the Corporation under its construction by-laws; and

WHEREAS the Public Utilities Commission of the City of Sault Ste. Marie deems it necessary to borrow the sum of \$6,200,000 for short and long term purposes;

WHEREAS the total amount of the estimated revenues of the Corporation for the year 2021 not including revenues derived or derivable from the sale of assets, borrowings or issues of debentures or from a surplus, including arrears of taxes and proceeds from the sale of assets is estimated to be in excess of \$183,000,000;

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

1. The Mayor and the Treasurer are hereby authorized on behalf of the Corporation to borrow from time to time by way of promissory note from the City's Banker or any person a sum or sums not exceeding \$15,000,000 for short and long term purposes to finance the capital expenditures of The Corporation of the City of Sault Ste. Marie under its construction by-laws, and to give on behalf of the Corporation to the Bank or lender a promissory note or notes sealed with the corporate seal and duly signed for the moneys so borrowed with interest which may be paid in advance or otherwise, with interest at the bank's prescribed lending rate or other persons' lending rate from time to time.

2. The Public Utilities Commission of the City of Sault Ste. Marie is hereby authorized to borrow from time to time by way of promissory note from the City's Banker of any person a sum or sums not exceeding \$6,200,000 for short and long term purposes to finance the capital expenditures of the Public Utilities Commission of the City of Sault Ste. Marie.
3. All sums borrowed pursuant to the authority of this by-law as well as all other sums borrowed by the Corporation in this year and in previous years from the said Bank or lender and remaining unpaid shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years as and when such revenues are received.
4. The Treasurer is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all of the moneys hereafter collected or received either on account or realized in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for such purpose.
5. Long term purposes is defined as a loan with a fixed rate and term.
6. **EFFECTIVE DATE**

This by-law is effective January 1st, 2021.

PASSED in open Council this 14th day of December, 2020.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2020-222

AGREEMENT: A by-law to authorize the execution of the Amending Agreement between the City and Nathan Chevalier and Genevieve Chevalier to allow for a storage shed to be constructed at 143 Sixth Line West.

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 Amending Agreement dated December 14, 2020 between the City and Nathan Chevalier and Genevieve Chevalier, a copy of which is attached as Schedule "A" hereto. This Amending Agreement is to allow for a storage shed to be constructed at 143 Sixth Line West.

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 December, 2020.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - RACHEL TYCZINSKI

**The Corporation of the City of Sault Ste. Marie
Amending Agreement – 143 Sixth Line West**

THIS AGREEMENT made as of the 14 day of December, 2020.

between

The Corporation of the City of Sault Ste. Marie

herein called the "City"

and

Nathan Chevalier & Genevieve Chevalier

herein called the "Owner"

WHEREAS the Owner of property legally described as PCL 1139 SEC AWS; PT SEC 12 KORAH AS IN LT13971 EXCEPT LT69680; SAULT STE. MARIE (being all of PIN Parcel Register 31599-0049 (LT)) (the "Lands");

AND WHEREAS the City entered into an Agreement putting in place a by-law to legitimize the construction of a private recreational ski chalet for use by the previous owner of the Lands on January 26th, 1998, subject to the conditions therein (hereinafter: the "Original Agreement");

AND WHEREAS the current Owner of the Lands wishes to use the Lands for the purposes of producing maple syrup and locating the required materials and facility's on the Lands to support this use;

AND WHEREAS the Original Agreement restricted the allotted square footage to be constructed to the original ski chalet constructed upon the Lands;

AND WHEREAS the Lands are not accessible by the City of Sault Ste. Marie's Fire Department or other forms of emergency services due to the location of the structure on the Lands and the lack of any maintained road to said structure on the Lands or connecting to the City's maintained road allowance;

AND WHEREAS the Owner acknowledges and has the ability in this present day to obtain unprotected insurance for the Lands and property thereon;

NOW THEREFORE to implement the foregoing, in consideration of the Lands and the covenants hereinafter set forth and such other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged by the parties, the parties mutually agree to the following amendment to the Original Agreement:

1. Paragraph 2 of the Original Agreement is hereby removed and replaced with the following:

The Owner agrees to maintain at all times during its ownership the Lands 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 date of execution of this agreement.

**The Corporation of the City of Sault Ste. Marie
Amending Agreement – 143 Sixth Line West**

2. Paragraph 5 of the Original Agreement is hereby removed and of no force and effect on the Lands, the Owner, the owners successors, or assigns.
3. This Amending Agreement and the Original Agreement comprise the whole of the understanding between the parties and is not subject to or in addition to any other agreements, representations or warranties, whether written, oral or implied.
4. The Amending Agreement and Original Agreement may be amended from time to time if made in writing and executed by both parties.
5. The Owner consents to the registration of this Amending Agreement on title to the Lands and the Owner will pay the registration costs.
6. For the convenience of the parties, this Amending Agreement may be executed in two or more counterparts, in the original or by facsimile or other electronic forms of transmission, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the parties have caused to be affixed their corporate seals under the hands of their authorized officers on their behalf.

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

Date: _____

Christian Provenzano, Mayor

Date: _____

Rachel Tyczinski, City Clerk

**I/We have the authority to
bind the Corporation**

**Owner of 143 Sixth Line West
(the Lands)**

Date: _____

Nathan Chevalier

Date: _____

Genevieve Chevalier

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2020-223

PROPERTY: (MAP 15) A by-law to declare the City owned property legally described as PIN 31578-0049 (LT) PT LT 6 S/S CATHCART ST PL TOWN PLOT OF ST. MARY'S AS IN T434356; T/W T434356; SAULT STE. MARIE, being civic 193 James Street, as surplus to the City's needs and to authorize the disposition of the said property.

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

1. **LANDS DECLARED SURPLUS**

The lands more particularly described in Schedule "A" to this by-law are surplus to the requirements of the municipality.

2. **SALE AUTHORIZED**

The Corporation of the City of Sault Ste. Marie shall sell the lands more particularly described in Schedule "A" hereto.

3. **SCHEDULE "A"**

Schedule "A" hereto forms part of this by-law.

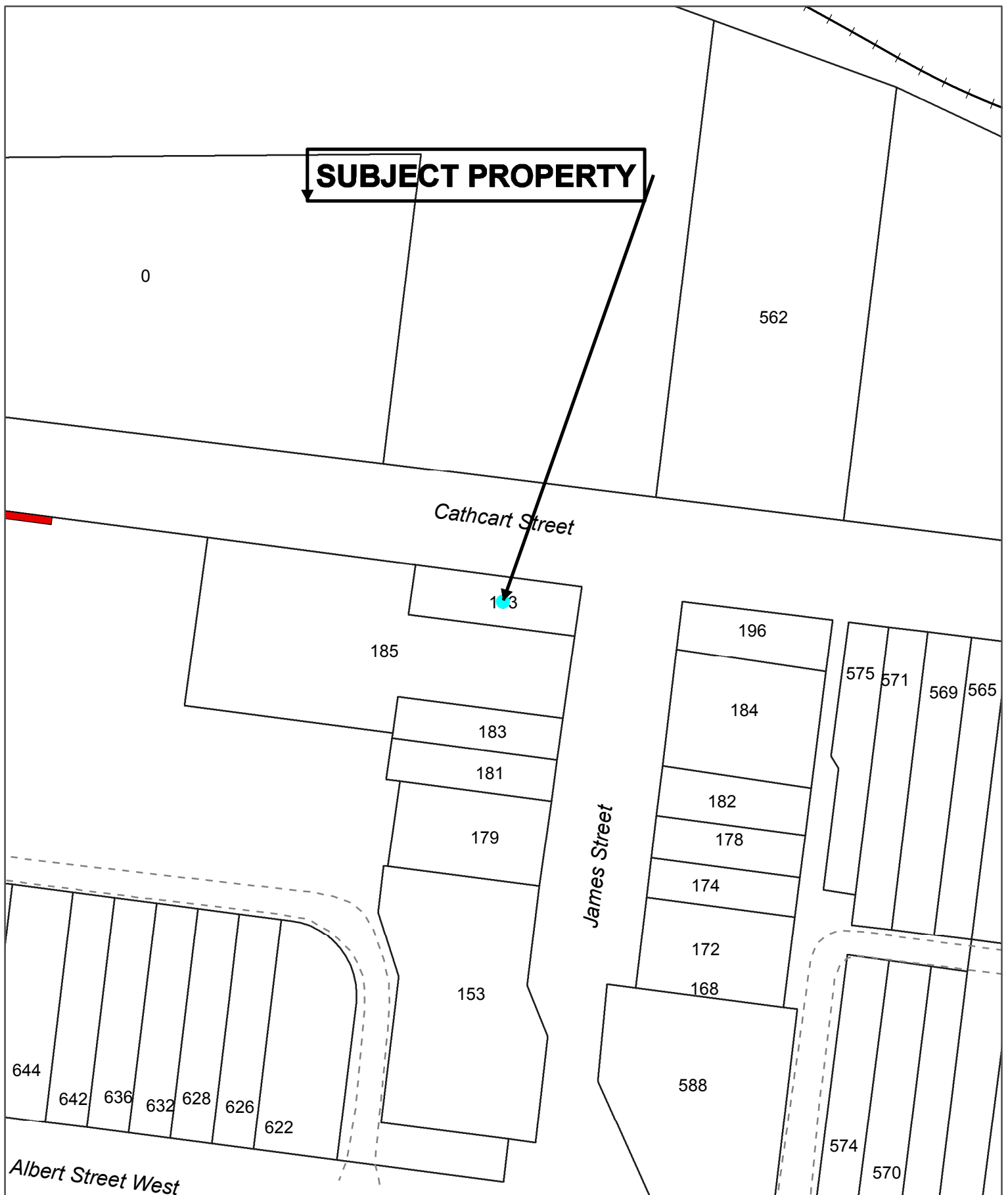
4. **EFFECTIVE DATE**

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

PASSED in open Council this 14th day of December, 2020.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2020-224

PARKING: (P7.4) A by-law to appoint by-law enforcement officers to enforce the by-laws of The Corporation of the City of Sault Ste. Marie.

WHEREAS from time to time persons have been appointed by-law enforcement officers;

THEREFORE THE COUNCIL of the Corporation of the City of Sault Ste. Marie pursuant to section 15 of the *Police Services Act*, R.S.O. 1990, chapter p. 15 and amendments thereto, **ENACTS** as follows:

1. **SCHEDULE “A” TO BY-LAW 93-165 REPEALED**

Schedule “A” to By-law 93-165 is hereby repealed and replaced with Schedule “A” attached to this by-law.

2. **EFFECTIVE DATE**

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

PASSED in open Council this 14th day of December, 2020

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI

SCHEDULE "A"

Alan Smith	81
Dave Devoe	84
Edward Pigeau	89
George Robinson	94
Bill Long	96
Edmund Badu	100
Jason Levesque	101
Brian Ford	104
David Hopkinson	105
Sean Miller	107
Timothy Moreland	108
Arian Finlayson	109
James Kemp	110

Brady Bishop	125
Orrette Robinson	126
Anthony Rocca	127
Chelsea Dokis	129
Ryan Vendramin	130
Ravi Kumar	131
Daniel Roussain	132
Aashmeen Thind	133
Cody Poirier	134
Jordan Gregorini	135
Michael Steinburg	136
Marc Flumian	137
Michael Heptbourne-Fletcher	138
Rajneesh Kumar	139
Anthony Gallagher	140

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2020-225

AGREEMENT: (P5) A by-law to authorize the execution of the Amending Agreement between the City and Ironside Consulting Services Inc. to provide Integrity Commissioner Services for the City of Sault Ste. Marie.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, **ENACTS** as follows:

1. **EXECUTION OF 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 Amending Agreement dated December 14, 2020 between the City and Ironside Consulting Services Inc., a copy of which is attached as Schedule "A" hereto. This Agreement is to provide Integrity Commissioner Services for the City of Sault Ste. Marie.

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 December, 2020.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI

This Amending Agreement is made effective the 14th day of December, 2020.

BETWEEN:

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

(hereinafter referred to as the "Municipality")

– and –

IRONSIDE CONSULTING SERVICES INC.

(hereinafter referred to as the "Integrity Commissioner")

WHEREAS the Municipality entered into an Agreement from May 1, 2018 to December 31, 2020 for the engagement of an Integrity Commissioner;

AND WHEREAS the agreement allows the Municipality the right to extend the Agreement upon mutual agreement of the parties and on completion of the Term as set out therein;

AND WHEREAS the parties agree to such an extension of the Agreement to March 31, 2023;

NOW THEREFORE the parties agree as follows:

1. That paragraph 1 of the Agreement be amended to read as follows:

"This Agreement ("the "Agreement") shall be extended from December 31, 2020 and end March 31, 2023 (the new "Term") provided that this Agreement is not previously cancelled or terminated by the City in accordance with this Agreement, by operation of law or otherwise, and further provided that the Integrity Commissioner has faithfully complied with and performed all of the covenants and conditions as set out in the original Agreement on its part to be performed during the new Term".

2. That paragraph 5 (1) of the Agreement be amended to read as follows:

"The Integrity Commissioner shall invoice the Municipality monthly for the Work performed for the Municipality at the rate of \$215 per hour plus HST and as otherwise outlined and in accordance with the terms outlined in the original Proposal."

3. The remaining paragraphs, Schedules, terms and conditions of the said Agreement remain in full force and effect.

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

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

Per:

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI

IRONSIDE CONSULTING SERVICES INC.

Per:

**ANTOINETTE BLUNT
PRESIDENT**

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-241

AGREEMENT: A by-law to authorize the execution of the Agreement between the City and the District of Sault Ste. Marie Social Services Administration Board for the Paramedic Service and Fire Services tiered response for specified medical emergencies.

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 December 14, 2020 between the City and the District of Sault Ste. Marie Social Services Administration Board, a copy of which is attached as Schedule "A" hereto. This Agreement is for the Paramedic Service and Fire Services tiered response for specified medical emergencies.

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 December, 2020.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI

SECOND TIERED-RESPONSE AGREEMENT

THIS AGREEMENT made in triplicate this 14th day of December, 2020,

B E T W E E N:

**DISTRICT OF SAULT STE. MARIE SOCIAL SERVICES ADMINISTRATION BOARD
(hereinafter referred to as the "Paramedic Service")**

-and-

**THE CORPORATION OF THE CITY OF SAULT STE. MARIE
(hereinafter referred to as "Fire Services")**

WHEREAS the Paramedic Service and Fire Services entered into a Tiered-Response Agreement dated December 2, 2019 ("Main Agreement") for the provision of a tiered response for specified medical emergencies;

AND WHEREAS the term of the Main Agreement commences on January 1, 2020 for a period of one (1) year ending December 31, 2020;

AND WHEREAS Section 11 of the Main Agreement provides the parties with the option to renew the Main Agreement on a year-to-year basis, subject to successful negotiations between Fire Services and the Paramedic Service on a renewal;

AND WHEREAS the parties consider it desirable to continue their participation in a tiered response agreement for specified medical emergencies on the same terms and conditions as set out in the Main Agreement for a further one (1) year term;

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

1. The Term of this Second Tiered-Response Agreement shall commence on January 1, 2021 and end on December 31, 2021 (the "Term"), provided that the Paramedic Service shall continue to have the option to renew the Main Agreement on a year-to-year basis, subject to successful negotiations between the Fire Services and the Paramedic Service on a renewal. The Paramedic Service shall provide the Fire Service with at least three (3) months' written notice to the Fire Service of its intent to renew and thereafter negotiations shall ensue. If the parties cannot agree to renewal terms for the next Term, the Main Agreement and Second Tiered-Response Agreement shall terminate at the end of the Term.

2. The parties acknowledge and agree that all other terms and conditions as set out in the Main Agreement shall apply to this Second Tiered-Response Agreement.

IN WITNESS WHEREOF the parties hereto have duly executed this Second Tiered-Response Agreement as of the date and year first above written.

SIGNED, SEALED AND DELIVERED
in the presence of:

**DISTRICT OF SAULT STE. MARIE
SOCIAL SERVICES ADMINISTRATION
BOARD**

M. NADEAU, CAO
I have authority to bind the Corporation

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

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI