



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

Monday, March 29, 2021

4:30 pm

Video Conference

	Pages
1. Adoption of Minutes	14 - 23
Mover Councillor M. Shoemaker Seconder Councillor P. Christian Resolved that the Minutes of the Regular Council meeting of March 8, 2021 be approved.	
2. Questions and Information Arising Out of the Minutes and not Otherwise on the Agenda	
3. Declaration of Pecuniary Interest	
3.1. <i>Councillor D. Hilsinger - 2021 Cultural Financial Assistance Grants</i>	
Employed by Algoma Arts Festival Association	
3.2. <i>Councillor S. Hollingsworth - A-5-21-Z.OP and 57T-21-502 163 Foxborough Trail and 907 Third Line East (Fox Run Developments (Sault) Inc. c/o Sam Biasucci)</i>	
Applicant is a client.	
4. Approve Agenda as Presented	
Mover Councillor M. Shoemaker Seconder Councillor S. Hollingsworth Resolved that the Agenda for March 29, 2021 City Council meeting as presented be approved.	
5. Proclamations/Delegations	

5.1.	Autism Awareness Day	24 - 24
6.	Communications and Routine Reports of City Departments, Boards and Committees – Consent Agenda	
	Mover Councillor D. Hilsinger Secondar Councillor P. Christian Resolved that all the items listed under date March 29, 2021 – Agenda item 6 – Consent Agenda be approved as recommended.	
6.1.	Federal Economic Development Initiative for Northern Ontario (FedNor)	25 - 30
	Correspondence from the Northern Ontario Large Urban Mayors (Mayor Christian Provenzano, City of Sault Ste. Marie; Mayor Al McDonald, City of North Bay; Mayor Brian Bigger, City of Sudbury; Mayor George Pirie, City of Timmins; and Mayor Bill Mauro, City of Thunder Bay) to the Right Honourable Justin Trudeau, Prime Minister; and the Right Honourable Mélanie Joly, Minister of Economic Development and Official Languages is attached for the information of Council.	
6.2.	Ontario's Public Health Modernization Plan	31 - 32
	Correspondence from the Northern Ontario Large Urban Mayors (Mayor Christian Provenzano, City of Sault Ste. Marie; Mayor Al McDonald, City of North Bay; Mayor Brian Bigger, City of Sudbury; Mayor George Pirie, City of Timmins; and Mayor Bill Mauro, City of Thunder Bay) to the Honourable Doug Ford, Premier of Ontario is attached for the consideration of Council.	
6.3.	Delegation of Authority – Certain Federal and Provincial Funding Agreements	33 - 34
	A report of the Chief Administrative Officer is attached for the consideration of Council. The relevant By-law 2021-64 is listed under item 11 of the Agenda and will be read with all by-laws under that item.	
6.4.	Property Tax Appeals	35 - 36
	A report of the Manager of Taxation is attached for the consideration of Council. Mover Councillor M. Shoemaker Secondar Councillor S. Hollingsworth Resolved that the report of the Manager of Taxation dated March 29, 2021 concerning Property Tax Appeals be received and that the tax records be amended pursuant to sections 354 and 357 of the <i>Municipal Act</i> .	
6.5.	2020 Investment Report	37 - 50
	A report of the Chief Financial Officer and Treasurer is attached for the	

information of Council.

Mover Councillor M. Shoemaker

Seconder Councillor P. Christian

Resolved that the report of the Chief Financial Officer and Treasurer dated March 29, 2021 concerning the 2020 Investment Report be received as information.

6.6. 2020 Honoraria and Expenses 51 - 54

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

Mover Councillor M. Shoemaker

Seconder Councillor P. Christian

Resolved that the report of the Chief Financial Officer and Treasurer dated March 29, 2021 concerning 2020 Honoraria and Expenses be received as information.

6.7. 2021 Queenstown Board of Management Budget and 2020 Audit Report 55 - 73

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

Mover Councillor M. Shoemaker

Seconder Councillor P. Christian

Resolved that the report of the Chief Financial Officer and Treasurer dated March 29, 2021 concerning the Queenstown Board of Management Audited Financial Statements for the year 2020 be received and that the Downtown Association Budget for the year 2021 be approved.

6.8. Posting Expenses to Website 74 - 78

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

Mover Councillor M. Shoemaker

Seconder Councillor P. Christian

Resolved that the report of the City Clerk dated March 29, 2021 concerning posting expenses to website be received as information and that:

- Quarterly budget vs. actual reports be posted to a page on the City's website;
- Summaries of employee travel expenses be reported annually along with the summary of Council/committee members' remuneration and expenses; and that both reports be posted to a page on the City's website.

6.9. Accessibility Advisory Committee 79 - 80

A report of the City Clerk and Planning Director is attached for the information of Council.

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the City Clerk and Planning Director dated March 29, 2021 concerning the Accessibility Advisory Committee be received as information and that the existing reporting and organizational structure be maintained.

6.10. Voter Engagement 81 - 84

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

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the Deputy City Clerk dated March 29, 2021 concerning Voter Engagement be received and that Council authorize staff to pursue a community engagement initiative regarding vote-counting equipment, alternative voting methods, and voting locations.

6.11. Sault Ste. Marie Airport Development Corporation – EDF Withdrawal 85 - 86

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

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated March 29, 2021 concerning the Sault Ste. Marie Airport Development Corporation Economic Development Fund project be received and that staff be authorized to release the commitment of \$200,000 earmarked for the Sault Ste. Marie Airport Development Corporation expansion project back to the Community Development Fund.

6.12. Homemaker and Nursing Services Program 87 - 88

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

The relevant By-law 2021-63 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.13. Investing in Canada Infrastructure Program 2022-2026 89 - 114

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

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Director of Community Services dated March 29, 2021 concerning application to the Investing in Canada Infrastructure Program for 2022-2026 be received and that staff be authorized to submit the five year plan to the Investing in Canada Infrastructure Program Transit Stream.

Staff will bring the Transfer Payment Agreement(s) back to Council for approval when available. Staff will also be required to submit a yearly budget request as part of the annual budget process for Council review and approval.

6.14. Pointe des Chenes Transit

115 - 119

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

Mover Councillor M. Shoemaker

Seconder Councillor P. Christian

Resolved that the report of the Director of Community Services dated March 29, 2021 concerning Pointe des Chenes Transit be received and that staff be authorized to:

1. Commence a one (1) year pilot for weekend and statutory holiday service for the summer of 2021 beginning Saturday June 26, 2021 and ending on Labour Day Monday September 6, 2021;
2. Utilize the 2021 Operating budget supported through Phase two (2) of the Safe Restart Program for COVID relief to facilitate the pilot;
3. Advise Local Immigration Partnership, Social Services and the Algoma Leadership Table to promote the opportunity.

6.15. 2021 Cultural Financial Assistance Grants

120 - 126

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

Correspondence received from Sault Symphony Orchestra and Mayor Provenzano's reply are also attached.

Councillor D. Hilsinger declared a conflict on this item. (Employed by Algoma Arts Festival Association)

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Manager of Recreation and Culture dated March 29, 2021 concerning 2021 Cultural Financial Assistance Grants be received and that the recommendation of the Cultural Advisory Board to allocate \$94,400 in the following amounts:

1. Northern Ontario Latin-Hispanic Association – \$5,000
2. Algoma Arts Festival Association – \$7,500.00
3. Algoma Conservatory of Music – \$20,000.00

4. Living History Algoma (Algoma 1812) – \$12,000.00
5. 4/4 Collective – \$535.00
6. Sault Symphony Association – \$3,764.00
7. Sault Theatre Workshop – \$5,000.00
8. Strawberry Moon Collective (Ode Imin Geezis) – \$7,072.00
9. The ArtSpeaks Project – \$11,750.00
10. The Sault Community Theatre Centre – \$4,000.00
11. Sault Film Festival – \$13,819.00
12. Thinking Rock Community Arts – \$3,960.00

be approved.

6.16. Arts and Culture Funding Update 127 - 150

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

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the Manager of Recreation and Culture dated March 29, 2021 concerning Arts and Culture Funding Update be received and that:

1. \$40,000 of the approved Arts and Culture Funding be allocated to public art installations; and
2. Revisions to the Arts and Culture Assistance Program Guidelines be approved.

6.17. St. Marys River Heritage Walk Committee Update 151 - 153

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

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that the report of the Manager of Recreation and Culture dated March 29, 2021 concerning the St. Marys River Heritage Walk Committee Update be received as information.

6.18. Proposed Zoning Amendment for Outdoor Patios 154 - 155

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

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

Resolved that the report of the Director of Planning and Enterprise Services dated March 29, 2021 concerning proposed Zoning By-law amendments for outdoor patios be received and that staff be directed to give the required public notice to eliminate parking requirements for seasonal outdoor patios.

6.19. Millworks Lease Agreement 156 - 158

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

The relevant By-law 2021-62 is listed under item 11 of the Agenda and will be read with all by-laws under that item. The agreement will appear on an Addendum to the Agenda.

6.20. Black Road Ditching – Agreement with Ministry of Transportation 159 - 160

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

The relevant By-law 2021-59 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.21. Asset Management Plan Phase I 161 - 162

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

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that the report of the Land Development and Environmental Engineer dated March 29, 2021 concerning asset management be received and that staff be authorized to proceed with a Request for Proposal.

6.22. Property Declared Surplus – 0000 Third Line West 163 - 166

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

The relevant By-law 2021-58 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

7. Reports of City Departments, Boards and Committees

7.1. Administration

7.2. Corporate Services

7.3. Community Development and Enterprise Services

7.4. Public Works and Engineering Services

7.5. Fire Services

7.6. Legal

7.7. Planning

7.7.1. A-5-21-Z.OP and 57T-21-502 163 Foxborough Trail and 907 Third Line East (Fox Run Developments (Sault) Inc. c/o Sam Biasucci) 167 - 201

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

Councillor S. Hollingsworth declared a conflict on this item. (Applicant is a client.)

Mover Councillor M. Shoemaker

Seconder Councillor P. Christian

Resolved that the report of the Senior Planner dated 2021 03 29 concerning A-5-21-Z.OP and 57T-21-502 be received and that Council approve the application in the following manner:

1. That Council approve Official Plan Amendment 231 by way of a notwithstanding clause to Policy HO.6, to waive the requirement that at least 30% of all dwelling units be affordable;
2. That Council rezone 163 Foxborough Trail by amending Special Exception 306 in the following manner:
 1. That in Block 2, single detached dwellings be added as a permitted use, in addition to the uses permitted in the R4 Zone.
 2. That Clause 5, which requires the resulting lots and buildings on Block 1 to be oriented in a manner such that rear yards are adjacent to 817 Third Line East be repealed.
3. That City Council approves an amended Draft Plan of Subdivision by replacing the Draft Plan dated June 17, 2011 with the amended Draft Plan dated February 12, 2021, subject to the conditions to Draft Approval attached as Appendix A.

And that the Legal Department be requested to prepare the necessary by-law(s) to effect the same.

7.7.1.1. Additional Correspondence 202 - 205

7.8. Boards and Committees

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

8.1. Patio Fees

Mover Councillor L. Vezeau-Allen

Seconder Councillor L. Dufour

Whereas COVID-19 has affected many businesses both locally and globally; and

Whereas the restaurant and hospitality industry has been plagued by restrictions during this pandemic; and

Whereas the City of Sault Ste Marie Planning Division in 2020 streamlined the process for patios, particularly in our downtown area; and

Whereas a Restaurants Canada survey estimated that one in ten restaurants may have to close permanently; and

Whereas the job losses in that same survey are estimated to be 300,000 Ontario-wide; and

Whereas municipal patio fees were waived for 2020;

Now Therefore Be It Resolved that municipal patio fees and fees for patio use of parking spaces continue to be waived for the 2021 season and that Planning continue to streamline the patio process as it is safer for our community to be outdoors, and we want to encourage our community to support our restaurants safely.

8.2. Development and Implementation of a Plan to Phase Out Gas-Fired Electricity Generation

Mover Councillor C. Gardi

Seconder Councillor M. Scott

Whereas the Government of Ontario is planning to increase reliance on gas-fired electricity generation from Ontario's gas-fired power plants, which is anticipated to increase greenhouse gas (GHG) pollution by more than 300% by 2025 and by more than 400% by 2040; and

Whereas Canada's temperature is rising more than double the rate of the rest of the world (which is in alignment with climate models and projections impacting northern climates most significantly); and

Whereas the City of Sault Ste. Marie participated in 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; and

Whereas, 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); and

Whereas Sault Ste. Marie City Council has approved a plan to get the municipality's greenhouse gas emissions to net zero by 2050; and

Whereas the Province of Ontario will adversely impact more than a third of the

greenhouse gas reductions it achieved by phasing-out its dirty coal-fired power plants, due to a power plant built around ramping up gas-fired generation to replace the output of the Pickering Nuclear Station (scheduled to close in 2024); and

Whereas alternative options are available to reversing short-sighted cuts to energy efficiency programs and stop under-investing in this quick to deploy and low-cost resource, which include maximizing our energy efficiency efforts by paying up to the same price per kilowatt-hour (kWh) for energy efficiency measures as we are currently paying for power from nuclear plants (e.g., up to 9.5 cents per kWh); and

Whereas the Province of Ontario should continue to support renewable energy projects that have costs that are below what we are paying for nuclear power and work with communities to make the most of these economic opportunities; and

Whereas the Province of Ontario has alternative options to increasing gas-fired electricity generation, such as the Province of Quebec's offer to receive low-cost 24/7 power from its water powered reservoir system as a possible alternative;

Now Therefore Be It Resolved that Mayor Provenzano on behalf of City Council and the City of Sault Ste. Marie request the Government of Ontario to place an interim cap of 2.5 mega tonnes per year on our gas plant and greenhouse gas pollution and develop and implement a plan to phase-out all gas-fired electricity generation by 2030 to ensure that Ontario meets its climate targets; and that a copy of this resolution be sent to the Premier of Ontario and to Ross Romano, MPP for Sault Ste. Marie.

8.3. 2022 Municipal Election

Mover Councillor M. Shoemaker

Seconder Councillor D. Hilsinger

Whereas COVID-19 has caused formerly routine activities to require fundamental changes; and

Whereas voting has historically been done by congregating in enclosed spaces locations, which is known to present a significant risk of spreading COVID-19; and

Whereas elections that have taken place during the pandemic have seen a high percentage of voter turnout, including in the British Columbia provincial election in 2020, in the United States presidential election in 2020; and

Whereas other elections held during the pandemic have been fraught by delays due to rising COVID case numbers, such as the 2021 Newfoundland and Labrador provincial election; and

Whereas, though vaccines are set to be administered to all Canadians who want them in 2020, it is unknown if the coronavirus will re-occur seasonally or if it will be eradicated by vaccines; and

Whereas it is prudent for the City of Sault Ste. Marie to properly plan for foreseeable challenges to its electoral process;

Now Therefore Be It Resolved that the City Clerk's department be requested to investigate and report to Council on options for the City of Sault Ste. Marie to mail ballots to all registered voters in the City for the 2022 municipal election, and determine the safest method to have those ballots returned to the city, both with regard to the health and safety of the community, and the security of the ballot.

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 M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that all By-laws under item 11 of the Agenda under date March 29, 2021 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 2021-58 (Property) Declare 0000 Third Line West Surplus

206 - 207

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

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that By-law 2021-58 being a by-law to declare the City owned property legally described as PIN 31611-0196 (LT) PT SEC 28 KORAH AS IN T903 (SECONDLY) EXCEPT T213583 & T347798; SAULT STE. MARIE being civic 0000 Third Line West, as surplus to the City's needs and to authorize the disposition of the said property be passed in open Council this 29th day of March, 2021.

11.1.2. By-law 2021-59 (Agreement) Black Road Ditching (MTO)

208 - 212

A report from the Manager of Design and Transportation Engineering is on the Agenda.

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that By-law 2021-59 being a by-law to authorize the execution of the Licence Agreement between the City and Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for

the Province of Ontario for a drainage ditch located on MTO property on Black Road be passed in open Council this 29th day of March, 2021.

11.1.3. By-law 2021-60 (Property Surplus and Sale) 148 Dacey Road 213 - 214

Council report was passed by Council resolution on January 25, 2021.

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that By-law 2021-60 being a by-law to declare the City owned property legally described as PIN 31485-0105 (LT) PT LT 37 RCP H708 RANKIN LOCATION AS IN T306423; SAULT STE. MARIE, being civic 148 Dacey Road, as surplus to the City's needs and to authorize the disposition of the said property to the Sault Ste. Marie Housing Corporation or as otherwise directed be passed in open Council this 29th day of March, 2021.

11.1.4. By-law 2021-61 (Property Surplus and Sale) 23 Blake Avenue 215 - 216

Council report was passed by Council resolution on January 25, 2021.

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that By-law 2021-61 being a by-law to declare the City owned property legally described as PIN 31550-0284 (LT) LT 84 PL 9110 ST. MARY'S; SAULT STE. MARIE, being civic 23 Blake Avenue, as surplus to the City's needs and to authorize the disposition of the said property to the Sault Ste. Marie Housing Corporation or as otherwise directed be passed in open Council this 29th day of March, 2021.

11.1.5. By-law 2021-62 (Agreement) Millworks Lease

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

11.1.5.1. Agreement (Millworks) 217 - 237

11.1.6. By-law 2021-63 (Agreement) DSSAB Homemaker and Nursing Services Program 238 - 244

A report from the Deputy CAO, Community Development and Enterprise Services is on the Agenda.

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that By-law 2021-63 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 Homemaker and Nursing Services Program be passed in open Council this 29th day of March, 2021.

11.1.7. By-law 2021-64 (Delegation to the CAO) Funding Agreements

245 - 245

A report from the Chief Administrative Officer is on the Agenda.

Mover Councillor M. Shoemaker

Seconder Councillor S. Hollingsworth

Resolved that By-law 2021-64 being a by-law to authorize the Chief Administrative Officer to execute and bind the Corporation to Funding Agreements between the City and The Province, and its various Ministries, and the Federal Government and its various Ministries when the agreement requires that an executed copy be provided back to the Provincial or Federal government in such a short time frame that it results in the agreement not being able to be brought before Council for approval be passed in open Council this 29th day of March 2021. The delegation would ensure no loss of a funding opportunity for the City. The CAO would execute the time sensitive agreements after they have been reviewed by the Legal and Finance Departments.

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

Mover Councillor D. Hilsinger

Seconder Councillor S. Hollingsworth

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

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.

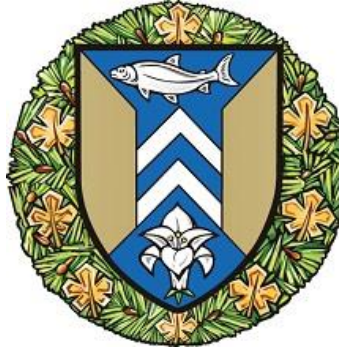
Municipal Act R.S.O. 2002 – section 239 2 (c) a proposed or pending disposition of land by the municipality and 239 2 (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

14. Adjournment

Mover Councillor D. Hilsinger

Seconder Councillor P. Christian

Resolved that this Council now adjourn.



REGULAR MEETING OF CITY COUNCIL MINUTES

Monday, March 8, 2021
4:30 pm
Video Conference

Present: Mayor C. Provenzano, Councillor P. Christian, 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

Absent: Councillor S. Hollingsworth

Officials: M. White, R. Tyczinski, T. Vair, K. Fields, S. Schell, P. Johnson, D. Elliott, S. Hamilton Beach, B. Lamming, F. Coccimiglio, T. Vecchio, M. Zuppa, M. Borowicz-Sibenik

1. Adoption of Minutes

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

Resolved that the Minutes of the Regular Council meeting of February 22, 2021 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 – 22 MacDonald Avenue – Local Planning Appeal Tribunal Order

Developer is a client of law firm.

4. Approve Agenda as Presented

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that the Agenda for March 8, 2021 City Council meeting as presented be approved.

Carried

5. Proclamations/Delegations

5.1 International Women's Day

5.2 World Water Day 2021

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

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Resolved that all the items listed under date March 8, 2021 – Agenda item 6 – Consent Agenda be approved as recommended.

Carried

6.1 Universal Broadband Fund

Correspondence from Bell

6.2 Ombudsman of Ontario

Correspondence from Paul Dubé, Ombudsman of Ontario regarding a closed meeting complaint (July 13, 2020)

6.3 Audit and Accountability Funding – Phase 2

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

The relevant By-law 2021-57 is listed under item 11 of the Minutes.

6.4 RFP – Architectural/Engineering Services – Civic Centre Upgrades

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

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Resolved that the report of the Manager of Purchasing dated March 8, 2021 be received and the contract for provision of architectural, engineering and interior design services associated with improvements to the exterior entrance and interior portions of the Civic Centre be

awarded to Tulloch Engineering Inc. of Sault Ste. Marie, ON; in accordance with their proposal as submitted.

A by-law authorizing execution of an agreement will appear on a future Council Agenda.

Carried

6.5 Quotation for Intelligent Transportation System – Automated Vehicle Location Solution

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

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that the report of the Manager of Purchasing dated March 8, 2021 be received and that the provision of an Intelligent Transportation System as required by the Transit and Parking Division of Community Development and Enterprise Services be awarded to Consat Canada Inc. in accordance with their quoted price schedule.

Carried

6.6 Microsoft Enterprise Licensing Agreement

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

The relevant By-law 2021-52 is listed under item 11 of the Minutes.

6.7 RFP – Third Party Transit Transportation Services – Wheelchair Accessible and Ambulatory Service Vehicles

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

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Resolved that the report of the Manager of Purchasing dated March 8, 2021 be received and that the proposal submitted by 1972699 Ontario Inc. o/a UCAB to provide Third Party Transit Transportation Services, as required by the Transit and Parking Division of Community Development and Enterprise Services be approved. The contract will commence March 1, 2021 and continue for a period of three (3) years with the option to extend for two (2) additional years by mutual consent.

A by-law authorizing execution of an agreement will appear on a future Council Agenda.

Carried

6.8 Phase 2 Safe Restart Agreement Funding for Public Transit

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

The relevant By-law 2021-55 is listed under item 11 of the Minutes.

6.9 Reconnect Festival Grant – Transfer Payment Agreement

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

The relevant By-law 2021-54 is listed under item 11 of the Minutes.

6.10 New Horizons Seniors Program Grant 2021 – Agreement

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

The relevant By-law 2021-56 is listed under item 11 of the Minutes.

6.10.1 Delegated Authority

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

The relevant By-law 2021-56 is listed under item 11 of the Minutes.

6.11 Municipal Law Enforcement Officers

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

The relevant By-law 2021-51 is listed under item 11 of the Minutes.

6.12 22 MacDonald Avenue – Local Planning Appeal Tribunal Order

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

The report of the Assistant City Solicitor/Senior Litigation Counsel was received by Council.

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that the report of the Assistant City Solicitor/Senior Litigation Counsel dated March 8, 2021 concerning 22 MacDonald Avenue – Local Planning Appeal Tribunal Order be received as information.

Carried

7. Reports of City Departments, Boards and Committees

7.1 Administration

7.2 Corporate Services

7.3 Community Development and Enterprise Services

7.4 Public Works and Engineering Services

7.5 Fire Services

7.6 Legal

7.7 Planning

7.8 Boards and Committees

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

8.1 Contracted Legal Counsel

Moved by: Councillor L. Dufour

Seconded by: Councillor P. Christian

Whereas City Council has identified Building and By-Law as a pivotal area of focus to improve the approach in dealing with derelict and vacant buildings; and

Whereas City Council has established a Task Force to effect those needed improvements in our system; and

Whereas the Building and By-Law Task Force has identified, among other suggestions, the amendment to the City's Property Standards By-law 2012-9, to improve Part 7 of the By-law dealing with Vacant or Damaged Buildings; and

Whereas these amendments would allow for increased enforcement as a tool that would help to curb the spread of derelict buildings; and

Whereas the Building department writes orders for compliance, and where compliance is not achieved the Legal Department is responsible for the required court proceedings; and

Whereas the implementation of the Integrated Municipal Enforcement Team (IMET) has added to court proceedings being conducted by the Legal Department; and

Whereas the capacity of the Legal Department has been a pinch point for prosecuting charges and drafting the amended Vacant Building section of the Property Standards By-Law; and

Whereas the Legal Department had presented information showing that costs are saved when keeping legal work "in-house" rather than seeking assistance from contracted outside counsel;

Now Therefore Be It Resolved that the Legal Department be asked to prepare a report outlining how an additional lawyer could be funded from a corresponding decrease in the Contracted Legal Counsel budget in 2021, with adjustments for 2022 made as necessary during budget deliberations.

	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	10	0	1

Carried

8.2 By-law Enforcement

Moved by: Councillor L. Dufour

Seconded by: Councillor P. Christian

Whereas City Council has identified Building and By-Law as an area of focus/improvement, having established a Task Force to effect needed improvements in our system; and

Whereas the Building and By-Law Task Force has identified an additional part-time by-law officer to liaise directly with Sault Ste. Marie Police Service to focus exclusively on buildings with additional criminal elements;

Now Therefore Be It Resolved that relevant staff report back to Council on a method of funding the part time by-law officer position for 2021, potentially from a vacant buildings registration fee, administration fees from contracted services for compliance, and additional adjustments being made during the 2022 Budget.

	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	10	0	1

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 D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that all By-laws under item 11 of the Agenda under date March 8, 2021 be approved.

Carried

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

11.1.1 By-law 2021-50 (Zoning) 510 Second Line E (Trimount Construction Group – Berto)

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2021-50 being a by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 510 Second Line East (Trimount Construction Group Inc.— Berto) be passed in open Council this 8th day of March, 2021.

Carried

11.1.2 By-law 2021-51 (Parking) Municipal By-law Enforcement Officers

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2021-51 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 8th day of March, 2021.

Carried

11.1.3 By-law 2021-52 (Agreement) Microsoft Enterprise Software Licensing

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2021-52 being a by-law to authorize the execution of the Agreement between the City and Microsoft Canada, Inc. for the supply and delivery of Microsoft Enterprise Software Licensing required by the City's Information Technology Division be passed in open Council this 8th day of March, 2021.

Carried

11.1.4 By-law 2021-53 (Interim Taxes) 2021-2 Amendment

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2021-53 being a by-law to amend Interim Tax By-law 2021-2 be passed in open Council this 8th day of March, 2021.

Carried

11.1.5 By-law 2021-54 (Agreement) Reconnect Festival Grant

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2021-54 being a by-law for the Reconnect Festival and Event Program grant be passed in open Council this 8th day of March, 2021.

Carried

11.1.6 By-law 2021-55 (Agreement) SRA Phase 2 Funding

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2021-55 being a by-law to authorize the execution of the Agreement between the City and Her Majesty the Queen in right of Ontario as represented by the Minister of Transportation for the Province of Ontario for confirming the City of Sault Ste. Marie's interest in participation in SRA Phase 2 funding be passed in open Council this 8th day of March, 2021.

Carried

11.1.7 By-law 2021-56 – Delegated Authority – New Horizons Seniors Program Grant 2021

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2021-56 being a by-law to authorize the Director of Community Services to enter into an Agreement between the City and Her Majesty the Queen in right of Canada, as represented by The Minister of Employment and Social Development for funding in the amount of Twenty Thousand Nine Hundred Twenty-Eight (\$20,928.00) Dollars to support seniors activity programming be passed in open Council this 8th day of March, 2021.

Carried

11.1.8 By-law 2021-57 (Agreement) Audit and Accountability Fund Transfer Payment

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2021-57 being a by-law to authorize the execution of the Agreement between the City and Her Majesty the Queen in right of Ontario as represented by the Minister of Municipal Affairs and Housing for the Audit and Accountability Fund Transfer Payment be passed in open Council this 8th day of March, 2021.

Carried

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

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

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

13. Closed Session

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that this Council move into closed session to discuss one item concerning the disposition of land

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

Carried

14. Adjournment

Moved by: Councillor D. Hilsinger

Seconded by: Councillor M. Shoemaker

Resolved that this Council now adjourn.

Carried

Mayor

City Clerk



OFFICE OF THE MAYOR

PROCLAMATION

-
- WHEREAS** World Autism Awareness Day will be recognized on April 2nd, 2021, in Canada as a result of Senator Jim Munson's Bill S-206, *An Act Respecting World Autism Awareness Day*; and
- WHEREAS** Autism Spectrum Disorder (ASD) affects more than 135,000 Ontarians and ASD is now recognized as the most common neurological disorder, affecting 1 in every 66 children, as well as their friends, family and community; and
- WHEREAS** ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each individual as well. A child with ASD will become an adult with ASD; and
- WHEREAS** Autism Ontario (formerly Autism Society Ontario) is the leading source of information and referral on autism and one of the largest collective voices representing the autism community. Since 1973, Autism Ontario has been providing support, information and opportunities for thousands of families across the province; and
- WHEREAS** Autism Ontario is dedicated to increasing public awareness about autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its chapters share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community:

NOW THEREFORE, I, Christian Provenzano, as Mayor of the City of Sault Ste. Marie, do hereby proclaim **April 2nd, 2021** as "**WORLD AUTISM AWARENESS DAY**" in Sault Ste. Marie.

Signed,

Christian Provenzano
MAYOR

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

March 23, 2021

The Right Honourable Justin Trudeau, Prime Minister
Office of the Prime Minister
80 Wellington Street
Ottawa, ON
K1A 0A2

The Right Honourable Melanie Joly
Minister of Economic Development and Official Languages
House of Commons
Ottawa, ON
K1A 0A6

Dear Prime Minister Trudeau and Minister Joly:

We want to begin by recognizing the important and very significant role the Government of Canada has played in supporting and protecting businesses, communities and Canadians across our country during this pandemic.

All three levels of government must keep working together to protect Canadians as the pandemic continues and to recover from it as we near its end. We are writing to you in that spirit and specifically with respect to the Federal Economic Development Initiative for Northern Ontario (FedNor).

Northern Ontario faces its share of historic economic challenges such as outmigration, an aging labour force and over-reliance on resource-dependent industries. As you are aware, FedNor is the Government of Canada's principal economic development program for Northern Ontario and as such it has a critical role to play as we focus on recovering from the devastating impacts of COVID 19. However, FedNor's ability to support our post-pandemic recovery is constrained by several challenges at both the policy and operational levels.

To put it simply, FedNor lacks the fiscal and human resources afforded to other regional economic development organizations. We appreciate and recognize that Northern Ontario is less populous than other regions with federal economic development agencies, but the discrepancies are pronounced even on a proportionate or per capita basis.

Unlike many of its peers in the Federal Government's regional economic development sphere, FedNor is not a standalone agency but simply a program.

P.O. Box 580, 99 Foster Drive ~ Sault Ste. Marie, Ontario ~ P6A 5N1
705-759-5344 ~ mayor.provenzano@cityssm.on.ca

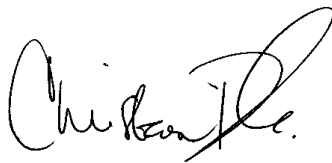
We believe this limits FedNor's ability to develop or influence policy by itself and leaves it without the necessary independence to adopt strategic directions of its own choosing or to commit to long-term collaborative undertakings. More autonomy for FedNor would also enable it to spend monies more effectively and adjust its funding criteria to keep pace with developments in Northern Ontario.

We believe that with the proper resources and autonomy, FedNor can be a vital contributor to building lasting economic prosperity for Northern Ontario. The effects of the pandemic necessitate the need for prompt action, and we are requesting that the Government of Canada take the necessary measures to make FedNor a stand-alone agency.

We attached hereto a position paper developed by NOLUM in 2016 which was provided to the Northern Ontario caucus and the Minister responsible for FedNor at that time. The paper outlines our suggested adjustments to both FedNor's autonomy and its budget. We confirm that we continue to support these changes.

We appreciate your consideration of this matter and we would welcome the opportunity to canvass this matter with Minister Joly's office. We will make ourselves available, accordingly, as her office's schedule permits.

Sincerely,



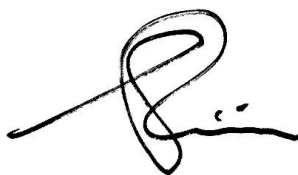
Mayor Christian Provenzano
City of Sault Ste. Marie



Mayor Al McDonald
City of North Bay



Mayor Brian Bigger
City of Greater Sudbury



Mayor George Pirie
City of Timmins



Mayor Bill Mauro
City of Thunder Bay

CC The Honourable Anthony Rota, Speaker of the House of Commons and
Nipissing-Timiskaming MP
The Honourable Patty Hajdu, Minister of Health and Thunder Bay-Superior North
MP
MP Marcus Powlowski, Thunder Bay-Rainy River
MP Terry Sheehan, Sault Ste. Marie
MP Paul Lefebvre, Sudbury
MP Marc Serré, Nickel Belt
MP Charlie Angus, Timmins-James Bay

NOLUM Position Paper on FedNor

Background:

The Federal Economic Development Initiative for Northern Ontario (FedNor hereafter) is a program of Innovation, Science and Economic Development Canada, formerly Industry Canada. The mandate of FedNor is to assist with the economic development and diversification in Northern Ontario.

FedNor can trace its origins to 1987 and while its scope of activities, relative funding levels and service area boundaries have changed during the intervening years, its core mission to assist with job creation and economic diversification in Northern Ontario has remained mostly unchanged.

At present, FedNor delivers on its mandate through three main program areas: the Northern Ontario Development Program, the Community Futures Program, and the Economic Development Initiative.

As the Federal Government's main delivery agent for economic development programming in Northern Ontario, FedNor has the potential to be an important catalyst for progressive regional development. Unfortunately, the program's efficacy has been constrained by several structural issues, which will be detailed further on. It should be noted that in the main these issues are not within the control or ability of FedNor staff to change or influence. Rectifying them will require the exertion of political and organizational will at the levels of government responsible for oversight of the program.

Issue #1: FedNor's efficacy has been limited by budgetary reductions

One of the material limitations FedNor faces at the present time is the reality that the program simply doesn't have the fiscal resources available to it that it once did. Beginning in 2011-2012, appropriations to FedNor declined dramatically. Despite the emphasis on infrastructure investment and economic development in the 2016 Federal Budget, the lost funding amounts have not been restored. Compounding the problem, there have been years where the program has failed to disburse its full budget and returned substantial sums to the federal treasury.

In 2002-2003, FedNor's total appropriations were \$67.8 million. By 2012-2013, total appropriations had declined to \$42.6 million. This was a 38 per cent decline in absolute terms, one that becomes even greater in relative terms when inflation is taken into account.

Had FedNor's funding envelope kept pace with inflation since 2003, the program would be expected to receive approximately \$85.4 million³ in appropriations for 2016, more than double its actual budget of \$41.2 million for the 2015-2016 fiscal year⁴. Given the decrease in FedNor's "purchasing power" over the last seven-to-eight years, it seems only reasonable to conclude that FedNor's ability to support development in Northern Ontario has decreased accordingly.

Issue #2: FedNor is under-resourced relative to peer agencies

A quick parsing of government documents makes it clear that FedNor lacks the fiscal and human resources afforded to other regional economic development organizations. Some of this can be explained in part by Northern Ontario being less populous than other regions with federal economic development agencies. However, the discrepancies are still pronounced even on a proportionate basis in some instances.

The Atlantic Canada Opportunities Agency (ACOA) provides a reasonable basis of comparison. When combined, the four Atlantic Provinces are of similar size to Northern Ontario and the core socio-economic issues -aging populations, youth outmigration and resource-dependent economies-are the same in both regions.

Certainly, Atlantic Canada has a larger population than Northern Ontario. However, on a per capita basis the disparity in resources granted to ACOA relative to FedNor becomes striking. Although Atlantic Canada has a little more than three times the population of Northern Ontario, in 2015-2016 ACOA receives more than seven times the funding that FedNor did and had seven times as many staff.

Figure 1- Comparison of FedNor to Atlantic Canada Opportunities Agency (ACOA)

Agency/Program	Population Served	Area Served	2015-2016 Budget	Spending per 1000 population
ACOA	2,300,000	503,000 km	\$298,584,9895	\$129,820
FedNor	733,000	802,000 km	\$41,180,0006	\$56,180

FedNor also has by far the fewest human resources of all the regional economic development agencies and programs provided by the federal government:

Figure 2- Comparison of FedNor staffing levels to peer agencies

Agency / Program	2015-2016 Full Time Equivalent (FTE) Count
ACOA	5987
CEO- Regions of Quebec	3168
Western Diversification	2879
FedDev- Southern Ontario	23210
FedNor	8311

It is also worth noting that FedNor's staffing complement has declined substantially since 2010, when it had a complement of 120 FTEs -a drop of approximately 31 per cent.

Though it may be unreasonable to expect FedNor to attain proportional funding and staffing to the likes of ACOA in the near-term, a gradual and sustained ramp- up in how the program is resourced would improve on its ability to deliver programming in Northern Ontario.

Issue #3: FedNor is hampered by its lack of agency status and limited autonomy

Unlike many of its peers in the Federal Government's regional economic development sphere, FedNor is not a standalone agency. Rather, it exists as a program of Innovation, Science and Economic Development Canada. This subordination to the Ministry limits FedNor's ability to create or influence policy by itself and leaves it without the necessary independence to adopt strategic directions of its own choosing or to commit to long-term collaborative undertakings.

FedNor has also encountered difficulty-disbursing funds in recent years. In 2003 there were \$0 unspent. In 2014, FedNor returned \$8.6 million to the treasury of a total budget of \$45.5 million - approximately 20 per cent of total voted appropriations for contribution program funding. This inability to disburse planned spending suggests several possibilities. There could be administrative bottlenecks in FedNor's approval streams, there could be insufficient emphasis being placed on supporting higher-value projects, FedNor could be being subjected to political pressure not to spend all of its appropriations or there could be some combination of these and other factors at work.

More autonomy for FedNor would enable it to spend monies more effectively and adjust its funding criteria to keep pace with developments in Northern Ontario. As Charles Conteh notes in his paper, *Fed Nor: It's just got to be free* (Northern Policy Institute - 2015) a FedNor that is vested with more discretion and autonomy would be more responsive and be better placed to collaborate and enter into partnerships with both local governments and provincial initiatives such as the Northern Ontario Heritage Fund Corporation (NOHFC). As an independent agency, FedNor would also be able to work directly with the Treasury Board Secretariat, enabling it greater flexibility and discretion for making budgetary requests.

NOLUM Requests:

1) That the Government of Canada and Innovation, Science and Economic Development Canada increase FedNor's budget to \$100 million annually. This would bring FedNor up to parity with the Northern Ontario Heritage Fund Corporation and would enable the organization to undertake a more aggressive approach to delivering its programming.

2) That the Government of Canada initiate a process whereby FedNor is granted full agency status and discretionary powers equivalent to its regional economic development peers, such as ACOA, CED, FedDev, and Western Diversification.

3) That FedNor and Innovation, Science and Economic Development Canada review FedNor's current policies and procedures with the intention of streamlining the funding approval process. A faster and more predictable turnaround time on decision-making will benefit all future applicants to FedNor programs.

Summary

We are optimistic that strengthened and independent FedNor can play a central role in enhancing the economic prosperity of Northern Ontario. We feel that there are greater partnership opportunities to be had amongst FedNor, NOHFC and the municipalities of Northern Ontario -ours amongst them. We are eager to work alongside side a renewed and strengthened FedNor for the betterment of our communities and our region.

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

March 24, 2021

Honourable Doug Ford, Premier of Ontario
Legislative Building, Queen's Park
Room 281
Toronto, Ontario
M7A 1A1

Premier Ford:

We want to begin by recognizing the work of your government during the COVID 19 pandemic. It was critical that all three levels of government work together to keep our citizens and communities safe and it is critical that we continue. Thank you for your efforts during these very challenging times.

We are writing with respect to Ontario's Public Health Modernization plan, initiated by your government in the fall of 2019 prior to the onset of the pandemic. Circumstances are obviously much different now and while strong and properly funded public health organizations have always been important, their importance is much more clearly demonstrable.

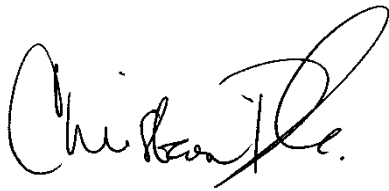
We are concerned that a reduction or amalgamation of Public Health Units (PHUs) from 34 to 10 will immediately and dramatically reduce our province's public health capacity. As it stands, throughout the pandemic we have seen our PHUs capacity stretched to beyond their respective limits. Reducing that capacity further risks a significant deterioration of their ability to effectively serve their regions during normal times, much less another health care crisis.

We are also concerned by the proposed shift in the funding model from the province to the municipal levy. Health care is squarely a matter of provincial responsibility and jurisdiction. Our municipal levies and funding mechanisms have a difficult time affording the essential services they were designed and are required to provide: streets, parks, refuse removal, policing, fire services, planning services and public works amongst many other responsibilities. If the province continues to shift costs into the municipal tax base, it will put additional pressures on commercial, industrial and residential realty taxes that we are already struggling to maintain at reasonable levels. We respectfully suggest that public health costs should be carried by the province and that any adjustment to the funding formula should see a reduction to the amount levied through municipalities. At the very least, we ask that the funding model stay the way it was structured pre-pandemic.

In this context, we specifically ask that your government abandon the amalgamation of the public health units and commit to the historic funding model whereby the province pays the same share of public health costs that it did prior to its modernization framework.

We appreciate your consideration of these matters and will make ourselves available to canvass them further with whoever you determine most appropriate.

Sincerely,

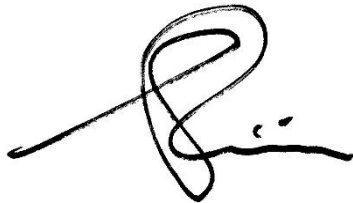


Mayor Christian Provenzano
City of Sault Ste. Marie



Mayor Al McDonald
City of North Bay

Mayor Brian Bigger
City of Greater Sudbury

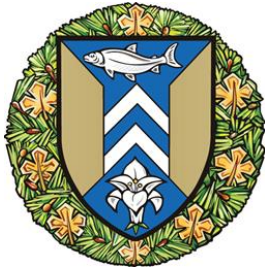


Mayor George Pirie
City of Timmins



Mayor Bill Mauro
City of Thunder Bay

Cc: The Honourable Christine Elliott, Minister of Health and Deputy Premier
The Honourable Ross Romano, Minister of Colleges and Universities, MPP Sault Ste. Marie
Michael Gravelle, MPP Thunder Bay
Jamie West, MPP Sudbury
The Honourable Vic Fedeli, Minister of Economic Development, Job Creation and Trade, MPP Nipissing
Gilles Bisson, MPP Timmins



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Malcolm White, CAO
DEPARTMENT: Chief Administrative Officer
RE: Delegation of Authority – Certain Federal and Provincial
Funding Agreements

Purpose

To seek Council approval to authorize the Chief Administrative Officer to execute and bind the Corporation for certain Federal and Provincial funding agreements.

Background

From time to time, the City receives funding from the two senior levels of government that require funding agreements to be executed in a short time frame, prior to the next regularly scheduled Council meeting. The agreements often include sections restricting sharing details of the funding to the public until the senior level of government has announced it.

Analysis

Staff are currently preparing a comprehensive delegation of authority by-law which will address these issues, which will be brought to Council in Q2 of this year. In the interim, to address current funding opportunities, staff are recommending a delegation of authority to the CAO to execute and bind the Corporation for Federal and Provincial funding agreements which require a compressed timeframe for completion and are have a municipal funding component of \$75,000 or less, to be consistent with CAO spending approvals under the purchasing by-law. This would ensure these funding opportunities are not lost to the City.

Financial Implications

As outlined above, the delegated authority is restricted to funding agreements that include a municipal funding share (cash or service in kind) of \$75,000 or less.

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 relevant by-law 2021-64 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 'M. White', with a stylized flourish at the end.

Malcolm White

CAO

705.759.5347

cao.white@cityssm.on.ca



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: **Lisa Petrocco, CPA, CGA Manager of Taxation**
DEPARTMENT: Corporate Services
RE: Property Tax Appeals

Purpose

Staff is seeking Council approval of property tax appeals as required pursuant to Sections 354 and 357 of the Municipal Act.

Background

A listing of applications received for adjustment of realty taxes pursuant to Sections 354 and 357 of the Municipal Act is attached to this report.

Analysis

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

Financial Implications

There is an annual budget allocation for tax write-offs. The decreased revenue of \$16,865.72 can be accommodated within the existing budget allocation.

Strategic Plan / Policy Impact

Not applicable.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Taxation dated 2021 03 29 concerning Property Tax Appeals be received and the recommendation that the tax records be amended pursuant to Sections 354 and 357 of the Municipal Act be approved.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Petrocco".

Lisa Petrocco, CPA, CGA
Manager of Taxation
705.541.7065
l.petrocco@cityssm.on.ca

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

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

DATE: 2021 03 29
PAGE: 1 of 1

ROLL #	PROPERTY ADDRESS	PERSON ASSESSED	TAX CLASS	REASON	APPEAL NO.	TAXES	INTEREST	TOTAL
2020								
010-048-011-00	00067 Eastern Ave	1927527 Ontario Inc	CT	D(i)	20-029	(544.77)	-	(544.77)
010-058-055-00	00215 River Rd	Southern Fortress Holdings Inc	IT>IX	D(i)	20-030	(991.16)	-	(991.16)
010-058-056-00	00225 River Rd	Southern Fortress Holdings Inc	IT>IX	D(i)	20-031	(7,773.00)	-	(7,773.00)
010-090-040-00	00664 Frontenac St	Pino, Mario	RT	E	20-032	Confirmed - No change in assessment		
020-030-062-00	00047 Salisbury Ave	Steeves, Paulette Faith	RT	D(i)	20-033	(5.44)	-	(5.44)
020-042-219-00	00526 Bay St	Sault Ste Marie City	CT	C	20-034	(1,408.69)	(12.11)	(1,420.80)
020-042-219-00	00526 Bay St	Sault Ste Marie City	E	D(i)	20-035	-	-	-
020-042-220-00	00516 Bay St	Sault Ste Marie City	CT/CX	C	20-036	(679.79)	(6.67)	(686.46)
030-001-036-00	00196 Farquhar St	Jalbert, Gerard George	RT	D(i)	20-037	(35.89)	-	(35.89)
040-006-022-00	00208 Bloor St W	Durette, Kevin Marc	RT	D(i)	20-038	(244.29)	-	(244.29)
040-015-013-00	00449 Charles St	Cimino, Natale	RT	A	20-039	Confirmed - No change in assessment		
040-034-004-00	00089 Hudson St	Sault Ste Marie City	CX	C	20-040	(530.69)	(1.57)	(532.26)
040-034-004-50	00000 Hudson St	Sault Ste Marie City	CX	C	20-041	(565.49)	(1.71)	(567.20)
060-005-045-00	00879 Bonney St	Moran, Tyler Kenneth	RT	B	20-042	(344.43)	(2.38)	(346.81)
060-013-039-00	00033 Nichol Ave	Canadian Khalsa Darbar	CT	C	20-043	(3,538.63)	(78.76)	(3,617.39)
060-070-004-00	00013 Gagnon Rd S	9588795 Canada Inc	CT/RT	D(i)	20-044	(99.94)	(0.31)	(100.25)
REPORT TOTAL						\$ (16,762.21)	\$ (103.51)	\$ (16,865.72)

- A. CEASES TO BE LIABLE FOR TAX AT RATE IT WAS TAXED
- B. BECAME VACANT OR EXCESS LAND
- C. BECAME EXEMPT
- D. SICKNESS OR EXTREME POVERTY

- D(i). RAZED BY FIRE, DEMOLITION OR OTHERWISE
- D(ii). DAMAGED AND SUBSTANTIALLY UNUSABLE
- E. MOBILE UNIT REMOVED
- F. GROSS OR MANIFEST CLERICAL/FACTUAL ERROR
- G. REPAIRS/RENO'S PREVENTING NORMAL USE (MIN 3 MONTHS)



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council

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

DEPARTMENT: Corporate Services

RE: 2020 Investment Report

Purpose

The purpose of this report is to provide Council the annual report of investments made by the municipality.

Background

Regulation 438/97 of the Municipal Act, 2001 requires the Treasurer to provide an annual report of investments made by the municipality.

Analysis

The Investment Policy recommends a reasonable diversification of the portfolio to provide a more acceptable level of risk exposure. As well investments are to be structured to be concurrent with anticipated cash demands. In 2020 staff implemented short term investments (between 12-18 months) to diversify the investment portfolio and to potentially increase returns.

The investment returns by portfolio include:

- Bank interest on the main general account of \$957,450 – rate of return 1.27% (2019 – 2.29%)
- Short Term Investments: Canaccord Genuity investment growth \$186,776.93 – Weighted Average Yield 1.35% (Appendix A)
- Care & Maintenance Funds: RBC Dominion Securities Inc. net investment return \$86,551.53 – Rate of Return 2.08% (Appendix B)

Financial Implications

Investment income provides a non-tax revenue source to the City and assists in providing funding for capital and operations.

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:

Resolved that the report of the Chief Financial Officer & Treasurer dated March 29, 2021 regarding the 2020 Investment Report be received as information.

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

Client Statement

Current Statement
Period Ending: Dec 31, 2020

Previous Statement
Period Ending: Sep 30, 2020

CORPORATION OF THE CITY OF SAULT
STE MARIE
99 FOSTER DR
SAULT STE. MARIE ON P6A 5X6

Your Advisory Team

Investment Advisor	Andrew Johns
Phone	(604) 643-0101 ajohns@cgf.com

P.O. Box 10337
609 Granville St. Suite 2200
Vancouver, BC V7Y 1H2

This statement belongs to:
CORPORATION OF THE C

Important Message

Consider switching to electronic documentation. This eco-friendly solution provides online access to your investment details & documentation through our client portal. Talk to your Investment Advisor for details.

Investment Summary

Account Type	Account Number	Account Allocation (%)	Previous Statement Value (\$)	Market Value (\$)
Cash Account (CAD)	20M-N12A-1	100.0	25,101,708.43	25,186,776.93
Total		100.0	25,101,708.43	25,186,776.93

Activity Summary

(\$)	Current Statement	Year to Date
Opening Statement Assets	25,101,708.43	0.00
Deposits / Transfers-in	0.00	25,000,000.00
Withdrawals / Transfers-out	0.00	0.00
Net Contributions	0.00	25,000,000.00
Income From Interest & Dividends	0.00	0.00
Investment Growth / Loss	85,068.50	186,776.93
TOTAL STATEMENT ASSETS	25,186,776.93	25,186,776.93

For more information please
contact your Investment Advisor or
visit us at
www.canaccord.com.

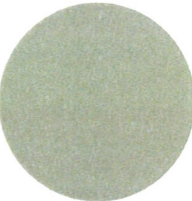
CIPF
Canadian Investor Protection Fund
MEMBER

Member of all Canadian exchanges

 **IIROC**

Regulated by
Investment Industry Regulatory
Organization of Canada

Asset Allocation

Asset Class	Allocation (%)	Previous Statement (%)	Market Value (\$)	
Cash & Equivalents	0.0	0.0	0.00	 - Cash & Equivalents - Fixed Income / Preferred... - Equity - Balanced - Other
Fixed Income / Preferred Shares	100.0	0.0	25,186,776.93	
Equity	0.0	0.0	0.00	
Balanced	0.0	0.0	0.00	
Other	0.0	0.0	0.00	
Total	100.0	0.0	25,186,776.93	

Income Summary

Account / Activity Type	Account Number	Current Statement (\$)	Year to Date (\$)
No Activity			

Account Activity - Cash Account (CAD) - 20M-N12A-1

Date	Type	Description	Quantity	Price (\$)	Amount (\$)
No Activity					

Account Holdings - Cash Account (CAD) - 20M-N12A-1

	Quantity	Adjusted Average Cost (\$)	Current Price (\$)	Book Value (\$)	Accrued Interest / Income (\$)	Yield (%)	Market Value (\$)	% of Assets
FIXED INCOME / PREFERRED SHARES								
AFFINI GIC 1.55% 10JUN22CA								
seg	5,000,000.00	100.000	100.000	5,000,000.00	42,890.41	1.6%	5,042,890.41	20.0%
DUCA FN CU GIC 1% 14JUN21E								
seg	5,000,000.00	100.000	100.000	5,000,000.00	27,670.48	1.0%	5,027,670.48	20.0%
DUCA FN CU GIC 1.3% 14JUN21E								
seg	5,000,000.00	100.000	100.000	5,000,000.00	35,971.63	1.3%	5,035,971.63	20.0%
DUCA FN CU GIC 1.4% 14JUN21E								
seg	5,000,000.00	100.000	100.000	5,000,000.00	38,738.68	1.4%	5,038,738.68	20.0%
DUCA FN CU GIC 1.5% 14JUN21E								
seg	5,000,000.00	100.000	100.000	5,000,000.00	41,505.73	1.5%	5,041,505.73	20.0%
Subtotal				25,000,000.00			25,186,776.93	
Total				25,000,000.00			25,186,776.93	

Important Information about Your Statement

Company Information

• Canaccord Genuity Wealth Management ("CGWM") and Canaccord Genuity are divisions of Canaccord Genuity Corp. ("CGC"). CGC and Canaccord Genuity Wealth and Estate Planning Services Ltd. ("CGWEPSL") are both wholly-owned subsidiaries of Canaccord Genuity Group Inc. ("CGGI"). CGC is an investment dealer registered with IIROC. CGWEPSL offers insurance and estate planning services. While CGC and CGWEPSL are separate entities, they share office premises in certain locations.

• CGC is a wholly-owned subsidiary of CGGI and therefore all shares of CGGI shown on this statement were issued by a related party of CGC. CGGI is the only related party of our firm.

• CGC Statement of Financial Condition as of our most recent financial year-end and a list of our Directors and Senior Officers are available upon request. Information about commissions and fees that we charge, and about any administrative proceedings that may relate to the firm or our staff, is available upon request.

Statement Accuracy

• This is a statement of your account according to our records. If you have any questions or if any information on this statement is not in accordance with your understanding please notify your Investment Advisor or CGWM's head office immediately. Unless notified within 30 days from this date, we shall assume this statement to be correct. Please refer to your account number on all correspondence.

Material Changes

• Clients are reminded that their Client Account Agreement requires them to advise the firm of any material changes on a timely basis. Material changes include change of name, address, marital status, employment, financial situation, investment objectives, and status as an insider or control person of any public company. Clients are also required to notify the firm about material changes with respect to any party with authority over the client's account, especially their status as an insider or control person of a public company. Signed, written notification should be sent to either your Investment Advisor or to CGWM's head office.

Investor Protection

• Client accounts at CGWM are protected by the Canadian Investor Protection Fund within specified limits. A brochure describing the nature and limits of coverage is available upon request or at www.cipf.ca.

Use of Leverage

• The use of leverage may not be suitable for all investors. Using borrowed money to finance the purchase of securities involves greater risk than using cash resources only. If you borrow money to purchase securities, your responsibility to repay the loan and pay interest as required by its terms remains the same even if the value of the securities purchased declines.

Settlement

• Stock Exchange regulations require settlement of cash or securities owed by you on transactions by the "Settlement Date" specified on the confirmation you have received.

• Cheques and securities in settlement of your account may be delivered in person to our office nearest you or may be mailed to CGWM's head office at the address shown on this statement. For your protection, we suggest you use registered mail when mailing negotiable securities.

Credit Balances

• Free credit balances represent funds due to you which are payable on demand. Non-registered account balances, although properly recorded in our books, are not segregated and may be used in the course of our business.

Trustee Information

• Registered accounts are held in trust by Computershare Trust Company of Canada. Cash balances in registered accounts are held in trust by the trustee. Account holdings or transactions in negotiable securities certificates registered in your name are referenced as SFK and Safe Custody on your statement. Account holdings or transactions in negotiable securities certificates that are held in trust for you by CGWM are denoted as segregated (seg) on your statement. Transactions in insurance products, including segregated funds, are made on your behalf by CGWEPSL.

Other Disclosures

• Securities transactions, as shown on this statement are disclosed to Canada Revenue Agency (CRA) on a yearly basis. The income or capital gain from these transactions must be reported on your annual income tax return. It is suggested that you retain this statement to refer to the activity section if needed for income tax purposes.

• Your Investment Advisor may be responsible for additional charges based on the number of transactions in your account.

• Clients of our Montreal branch only: In compliance with applicable regulatory rules, please be advised that telephone conversations with your Investment Advisor are recorded.

• The following notation may be associated with transactions in the activity section of your statement.

¹ The issuer of these securities is a connected issuer to Canaccord Genuity Corp.

Premium Distribution Program™

• Eligible investors holding eligible issuers' securities will be automatically enrolled in a Premium Distribution™ Program unless you advise us otherwise. The program enables the investor to receive up to 2% over and above their regular cash distributions. A complete list of eligible issuers is available upon request and further information is on issuers' websites. Plan participants should consult their tax advisors regarding the tax consequences of these plans.

How to Read Your Statement

Activity Summary

• If you have accounts in more than one currency, all consolidated values on your statement are shown in Canadian dollars. If you have accounts in a single currency, all consolidated values on your statement will be shown in that currency. CGWM reserves the right to select a conversion rate from the range of rates available in wholesale currency markets for the conversion of funds as required by client transactions or accounts and to levy any applicable adjustments. As a result, the conversion rate will vary from the exchange rates on your statement transactions, and CGWM may earn revenue in addition to the commission applicable to any trade. Furthermore, the rate in effect on the processing date may differ from the rate in effect on the transaction date.

• The "Investment Growth / Loss" outlined in the Activity Summary of your statement represents an unrealized gain / loss and includes the fees and commissions charged for services.

Account Activity

• References to Safe Custody represent transactions in negotiable securities certificates registered in your name.

Account Holdings

• Book Value refers to the total amount paid for the purchase of the security, including any transaction charges related to the purchase, adjusted for reinvested distributions, returns of capital and corporate reorganizations. For short positions the Book Value is the total amount received for the security, net of any transaction charges related to the sale, adjusted for any distributions (other than dividends), returns of capital and corporate reorganizations. Adjusted Average Cost is the Book Value on a per unit or share basis.

• The Book Value shown in this statement may not be suitable for income tax purposes, as it may not reflect all required adjustments. It is important for you to keep records of all of your investment transactions and consult your income tax advisor to properly determine your gains and losses for income tax purposes.

• Warrants issued as part of a unit in combination with common shares where the full cost of the unit has been allocated to the shares, are considered to be of zero cost.

• References to SFK represent account holdings in negotiable securities certificates registered in your name.

• The following notations may be associated with cost information in the holdings section of your statement:

i This notation indicates some transactions contributing to this position do not have an associated cost. To better reflect changes in value of this position, market value has been used to estimate part or all of the Book Value. For example, if Book Value was not available for positions transferred to CGWM then market value as of the date of the transfer was used in lieu of Book Value.

ii This notation indicates the Book Value for some or all transactions contributing to this position was not determinable. To better reflect changes in value of this position, where Book Value was unavailable, market value may have been used to estimate part of the Book Value. Where market value was not determinable, a Book Value of zero was used.

• Market value on statements is an approximate value only, calculated from public information believed to be reliable and assuming a ready market at the value quoted. CGWM provides this information on a best efforts basis, but the accuracy and completeness of the information is not guaranteed. For securities with a date restriction we derive the market value from the underlying freely tradable common shares; however date restricted securities are not freely tradable until the restriction has been removed or expires. The market value of freely tradable rights and warrants is derived from public market information. Non-transferable rights and warrants are not freely tradable; we report their market value as not determinable.

• Securities that are delisted are indicated in your holdings by including an asterisk (*) after the security name.

• Abbreviations indicating trading restrictions may be appended to the security name:

Non-Voting Share: N/VTG or NON VTG

Restricted Share: RS or RSTD

Restricted Voting Share: R/VTG or RES VTG

Subordinate Voting Share: S/VTG or SUB VTG

• The following notations may be associated with market values and price information in the holding section of your statement:

iii This notation indicates that the market value of this position was estimated.

iv This notation indicates that the market value of this position was not determinable because there was no active market for this security. For performance reporting a zero value is used for all positions where the market value is not determinable.

• For mutual fund holdings, an acronym may appear at the end of the security's name. The meaning of each acronym is explained below. For more information, please contact your Investment Advisor.

DSC: Deferred Sales Charge. The position may be subject to additional sales charges as described in the Fund Facts documents or prospectus.

LL, LL2, LL3, LL4, LL5, LL6, LL7, LL8 and LSC: Low Load or Low Sales Charge. These notations identify positions with a lower deferred sales charge. This position may be subject to additional sales charges as described in the Fund Facts document or prospectus.

FE, ISC, and SC: Front-end, Initial Sales Charge and Sales Charge. These notations identify positions where sales charges were paid at the time of purchase.

NL: No Load. There is no front-end or deferred sales charge for this type of mutual fund.

NA: Not Applicable. This mutual fund can be purchased in a fee-based account only.



Wealth Management
Dominion Securities

RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

Appendix B

DEC. 31
2020

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CITY OF SAULT STE MARIE CARE
AND MAINTENANCE FUND
99 FOSTER DRIVE
SAULT STE MARIE ON P6A 5N1

Date of Last Statement: NOV. 30, 2020

ADVISORY TEAM

Investment Advisor(s):

Anthony Pucci
705-759-6826

Team Member(s):

Tina Vernelli
Emily Kinzie
Anita Maniaccio

Branch Address:

432 Great Northern Road
Suite 300
Sault Ste Marie, On P6B 4Z9
Local: 759-7090
Toll free : 1-800-557-2396

Branch Manager:

Michael Kawa
705-523-8999

ASSET SUMMARY

	MARKET VALUE AT DEC. 31	PERCENTAGE OF MARKET VALUE
Cash	\$65,873.46	1.55 %
Fixed Income	\$4,179,331.62	98.45 %
Preferred Shares	\$0.00	0.00 %
Common Shares	\$0.00	0.00 %
Mutual Funds **	\$49.27	0.00 %
Foreign Securities	\$0.00	0.00 %
Managed Assets	\$0.00	0.00 %
Other	\$0.00	0.00 %
Total Value	\$4,245,254.35	100.00 %

INCOME SUMMARY

	THIS MONTH	YEAR-TO-DATE
Dividends	\$0.00	\$0.00
Interest	\$3,369.03	\$67,000.68
Other	\$0.00	\$0.00
Total Income	\$3,369.03	\$67,000.68

CASH BALANCE

ACCOUNT TYPE	OPENING BALANCE AT NOV. 30	CLOSING BALANCE AT DEC. 31
Cash	\$99,456.00	\$65,873.46



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RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

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ASSET REVIEW

(Exchange rate 1USD = 1.27265 CAD as of DEC. 31, 2020)

SECURITY SYMBOL	QUANTITY/ SEGREGATED	MKT. PRICE	BOOK COST	MARKET VALUE
FIXED INCOME				
ONTARIO SAVINGS BOND	98,400	101.000	99,521.76	\$101,361.17 ¹
10YR FIXD RATE SER 2011 ANNUAL	98,400			
DUE 06/21/2021 3.800%				
ROYAL BANK OF CANADA	250,000	100.000	250,000.00	\$253,287.67 ¹
GIC - ANNUAL	250,000			
DUE 06/22/2021 2.500%				
ROYAL BANK OF CANADA	378,687	106.109	378,687.00	\$401,822.50
GIC - ANNUAL COMPOUND	378,687			
DUE 06/28/2021 1.700%				
CITY OF TORONTO	90,000	103.639	113,981.36	\$95,924.31 ¹
DUE 07/26/2021 6.800% JJ 26	90,000			
BANK OF MONTREAL	134,200	102.902	134,200.00	\$138,095.42
GIC - ANNUAL COMPOUND	134,200			
DUE 10/25/2021 2.430%				
BANK OF MONTREAL	96,000	100.000	96,000.00	\$96,296.81 ¹
GIC - ANNUAL	96,000			
DUE 11/01/2021 1.850%				
MANULIFE BANK CDA	10,000	100.000	9,903.60	\$10,210.82 ¹
GIC - ANNUAL	10,000			
DUE 01/24/2022 2.250%				
BANK OF MONTREAL	56,000	100.000	56,000.00	\$56,765.90 ¹
GIC - ANNUAL	56,000			
DUE 06/22/2022 2.600%				
LAURENTIAN BANK	97,000	100.000	97,000.00	\$98,479.71 ¹
GIC - ANNUAL	97,000			
DUE 06/22/2022 2.900%				
LBC TRUST	97,000	100.000	97,000.00	\$98,479.71 ¹
GIC - ANNUAL	97,000			
DUE 06/22/2022 2.900%				
RBC MORTGAGE CORP	564,719	106.660	564,719.00	\$602,334.37
GIC - ANNUAL COMPOUND	564,719			
DUE 06/27/2022 1.850%				
PROVINCE OF ONTARIO	85,000	107.409	96,330.50	\$91,588.84 ¹
4.3% SEMIANNL PACKAGE	85,000			
DUE 12/02/2022 4.300% JD 02				
ONTARIO SAVINGS BOND	722,200	101.000	725,055.65	\$737,632.32 ¹
5 YR STEP-UP RATE BD ANN INT	722,200			
1.50%,1.80%,2.15%,2.30%,2.55%				
DUE 06/21/2023 2.150%				
MANULIFE BANK CDA	97,000	100.000	97,000.00	\$98,530.74 ¹
GIC - ANNUAL	97,000			
DUE 06/22/2023 3.000%				

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RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

DEC. 31
2020

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ASSET REVIEW

(Exchange rate 1USD = 1.27265 CAD as of DEC. 31, 2020)

SECURITY SYMBOL	QUANTITY/ SEGREGATED	MKT. PRICE	BOOK COST	MARKET VALUE
MANULIFE TRUST CO. GIC - ANNUAL DUE 06/22/2023 3.000%	97,000 97,000	100.000	97,000.00	\$98,530.74 ¹
RBC MORTGAGE CORP GIC - ANNUAL DUE 06/26/2023 2.750%	61,192 61,192	100.000	61,192.00	\$62,063.36 ¹
BANK OF NOVA SCOTIA GIC - ANNUAL COMPOUND DUE 12/06/2023 3.350%	231,182 231,182	107.063	231,182.00	\$247,510.85
NAT'L BANK OF CANADA GIC - ANNUAL DUE 06/28/2024 2.300%	97,500 97,500	100.000	97,500.00	\$98,642.75 ¹
ROYAL BANK OF CANADA GIC - ANNUAL COMPOUND DUE 07/11/2024 2.500%	141,431 141,431	103.713	141,431.00	\$146,683.32
CDN WESTERN BANK GIC - ANNUAL COMPOUND DUE 03/19/2025 2.170%	60,000 60,000	101.706	61,528.80	\$61,023.78
CDN WESTERN BANK GIC - ANNUAL DUE 09/17/2025 1.720%	35,000 35,000	100.000	35,000.00	\$35,173.18 ¹
CPN HALTON ONT REGL MUNC GENERIC INT DUE 10/06/2025 YTM AT PURCHASE DATE 2.420%	100,000 100,000	94.208	86,112.95	\$94,208.00
ONTARIO SAVINGS BOND 10YR FIXED RATE SR 2016 ANNUAL DUE 06/21/2026 2.200% JD 21	447,700 447,700	101.500	468,531.50	\$454,685.35 ¹
Total Value of Fixed Income			4,094,877.12	\$4,179,331.62

MUTUAL FUNDS

RBC INVESTMENT SAVINGS ACCOUNT SR A (2010)	RBF2010	4.927 4.927	10.000	49.27	\$49.27
Total Value of Mutual Funds **				49.27	\$49.27

Total Value of All Securities 4,094,926.39 \$4,179,380.89

ACCOUNT ACTIVITY

DATE	ACTIVITY	DESCRIPTION	QUANTITY	PRICE /RATE	DEBIT	CREDIT
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RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

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ACCOUNT ACTIVITY

DATE	ACTIVITY	DESCRIPTION	QUANTITY	PRICE /RATE	DEBIT	CREDIT
		Opening Balance (NOV. 30, 2020)				\$99,456.00
DEC. 01	INTEREST	RBC INVESTMENT SAVINGS ACCOUNT SR A (2010) AS OF 11/30/20 REINVEST @ \$10.00	0.002			
DEC. 02	INTEREST	PROVINCE OF ONTARIO 4.3% SEMIANNL PACKAGE DUE 12/02/2022 INT 4.300% REG INT ON 85000 BND REC 12/01/20 PAY 12/02/20		4.30		1,827.50
DEC. 09	BOUGHT	ONTARIO SAVINGS BOND 10YR FIXD RATE SER 2011 ANNUAL DUE 06/21/2021 03.800% JUN 21 1.61% YIELD/RENDEMENT 39887194	98,400	101.14 ACCR. INT.	99,521.76 1,751.79	
DEC. 21	REDEEMED	BMO MORTGAGE CORP GIC - ANNUAL DUE 12/21/2020 INT 2.390% 2.390 DUE 12/21/20 MATURED	64,322-			64,322.00
DEC. 21	INTEREST	BMO MORTGAGE CORP GIC - ANNUAL DUE 12/21/2020 INT 2.390% CPN INT ON 64322 BND REC 12/18/20 PAY 12/20/20 IFM 12/20/19 F/C 12/20/20		2.39		1,541.51
		Closing Balance (DEC. 31, 2020)				\$65,873.46

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RBC Dominion Securities Inc. CANADIAN DOLLAR ACCOUNT STATEMENT

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Head Office Address:

RBC Dominion Securities Inc.
P.O. BOX 50
Royal Bank Plaza
Toronto, Ontario
Canada M5J 2W7
GST/HST Registration # 889767471

If you have a service request or a question about your statement or a service charge, please phone your Investment Advisor at the phone number listed on the front of this statement. Unresolved problems or complaints should be forwarded in writing to:

Telephone: (416) 363-1019
Internet: www.rbcds.com
QST Registration # 889767471

RBC DOMINION SECURITIES
Compliance Department
P.O. BOX 50, Royal Bank Plaza
Toronto, Ontario
M5J 2W7

- We may make recommendations and facilitate trades in securities of related issuers and connected issuers of the firm in your account. For a list of such related issuers and connected issuers, refer to the following website: www.rbc.com/issuers-disclosures or contact your Investment Advisor.
- If you have a managed account, additional information regarding trades processed through your account is available upon request.
- Please be advised that if you have set-up a pre-authorized mutual fund purchase plan ("PAC Plan") to purchase one or more mutual funds, you will not receive a copy of the respective Fund Facts for subsequent purchases of the applicable Fund under the PAC. You may at any time request to receive, at no cost, the most recently filed Fund Facts by contacting your Investment Advisor or by sending a secure message through the online investing site's Message Centre or by calling or writing to us at the coordinates provided on this page. The most recently filed Fund Facts may also be found by visiting either www.sedar.com or the website of the applicable Mutual Fund Manager.
- In certain cases in relation to securities in your portfolio, the current market value for the security is not available and/or no market currently exists for the security. In such cases, we may provide no market value or provide a market value based on either the last available market value/net asset value for the security, the book cost for the security or a value determined by receivership or other legal proceedings, as applicable. Such market values may not reflect the current value of the security. Market prices and book costs shown are obtained from sources that we believe are reliable but we do not guarantee their accuracy.
- In cases where securities in your portfolio display a Market Price of 'UNPRICED', the current market value is not determinable.
- Segregated Funds are contracts of life insurance and are not securities. All insurance products are offered through RBC Wealth Management Financial Services Inc. by licensed insurance representatives, except in Quebec, where insurance products are offered by licensed Financial Security Advisors.
- Unless otherwise advised, the Book Cost means: In the case of a long security position, the total amount paid for the security, including any transaction charges related to the purchase, adjusted for reinvested distributions, returns of capital and corporate actions; or In the case of a short security position, the total amount received for the security, net of any transaction charges related to the sale, adjusted for any distributions (other than dividends), returns of capital and corporate actions. Where a book cost is not available on a security position; market value will be used to calculate the book cost.
- Fully paid securities are segregated on the records of RBC Dominion Securities Inc. and cannot be used in the normal course of our business. Any free credit balance for non-registered accounts represents funds payable on demand which, although recorded in our books, are not segregated and may be used in the conduct of our business.
- A copy of our most recent financial statements, a list of directors and senior officers and information about commissions, fees and administrative proceedings that may relate to RBC Dominion Securities or to its employees are available to you upon written request directed to our Head Office address listed above.
- Customers accounts are protected by the Canadian Investor Protection Fund within specified limits. A brochure describing the nature and limits of the coverage is available upon request.
- Please contact your local branch or the Head Office address listed above for a copy of the brochure.
- All income reported in the "Income Summary" of your account statement is for information purposes only and should not be used for tax reporting purposes. Where applicable, any income that is taxable will be reported on the appropriate tax slips.
- We act as principal on foreign currency conversions and fixed income transactions and apply discretionary currency conversion rates. The foreign currency conversion rate shown on the confirmation statement includes our spread-based revenues for performing this function. Spread means the difference between the rate we obtain and the rate you receive.
- Please note the following security description abbreviations may appear on your statement : NON VTG for non-voting shares; RES VTG for restricted voting shares; SUB VTG for subordinate voting shares; DSC for securities which may be subject to a deferred sales charge; LL; LL2, LL3 or LL4 for securities which may be subject to a low load deferred sales charge.
- RBC Dominion Securities Inc.* and Royal Bank of Canada are separate corporate entities which are affiliated. *Member-Canadian Investor Protection Fund. RBC Dominion Securities Inc. is a member company of RBC Wealth Management, a business segment of Royal Bank of Canada. ®Registered trademarks of Royal Bank of Canada. Used under licence. © 2018 Royal Bank of Canada. All rights reserved.

FOOTNOTES

- * - Indicates fully paid for securities registered in your name and held by us on your behalf.
- # - Part or all of the Book Cost on this security position has been provided by a source other than RBC Dominion Securities. As such, RBC Dominion Securities is not responsible for the completeness or accuracy of the information provided.
- 1 - Includes accrued interest.
- 2 - Part of or all of the Book Cost on this security position is unknown resulting in the use of market value. The market value applied was September 30, 2015 or later, depending on the transaction activity for this security position. Please contact your Investment Advisor to update the statement records.
- 3 - The Book Cost of this security is temporarily unavailable due to a pending corporate action event. Please contact your Investment Advisor for additional information.
- ° - Market value of non-prospectus qualified investment funds (each a "Fund"), disclosed on this statement, is calculated by the fund manager in arrears and may not reflect the actual net asset value from the previous calendar quarter. This market value is an estimate and excludes any unrealized gain / loss on the underlying positions of the Funds for the current calendar quarter.
- ¤ - The Book Cost of this security cannot be determined. Please contact your Investment Advisor for additional information.
- ** - Segregated Funds are included in the Total Value of Mutual Funds.
- *** - Converted U.S. dollar contributions or withdrawals are included in your plan summary.
- 4 - This security may be subject to a deferred sales charge at the time that it is sold.
- ¤ - There is no active market for this security so its market value has been estimated.

0038245 -DSC40



RBC Dominion Securities Inc. CANADIAN DOLLAR ACCOUNT STATEMENT

Statement for October 1 to December 31, 2020

Page 1 of 1

PORTFOLIO REVIEW

INVESTMENT RETURN	Current Quarter (Oct. 1, 2020 - Dec. 31, 2020)	Year-to-Date (Jan. 1, 2020 - Dec. 31, 2020)	5 Year (Jan. 1, 2016 - Dec. 31, 2020)
Interest	6,825.47	67,000.68	398,394.66
Dividends	0.00	0.00	0.00
Managed Fund Distributions	0.00	0.00	17.33
Other Distributions	0.00	0.00	0.00
Change in Market Value	4,242.61	19,555.91	263.09
Total Investment Return	11,068.08	86,556.59	398,675.08

CAPITAL REVIEW	Current Quarter (Oct. 1, 2020 - Dec. 31, 2020)	Year-to-Date (Jan. 1, 2020 - Dec. 31, 2020)	5 Year (Jan. 1, 2016 - Dec. 31, 2020)
Beginning Portfolio Value	4,234,186.27	4,158,697.76	3,846,579.27
Deposits/Transfer Ins	0.00	0.00	0.00
Withdrawals/Transfer Outs	0.00	0.00	0.00
Total Investment Return	11,068.08	86,556.59	398,675.08
Ending Portfolio Value	4,245,254.35	4,245,254.35	4,245,254.35

For the current quarter:

Your Beginning Portfolio Value includes accrued interest of 20,132.93.

Your Ending Portfolio Value includes accrued interest of 26,167.13.

This statement should not be used for income tax reporting purposes.

(over)

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UNDERSTANDING YOUR PORTFOLIO REVIEW

Your Portfolio Review provides a summary of the activity within your portfolio over various time periods. The definitions of the various terms included in this statement are listed below.

INVESTMENT RETURN

This section summarizes the Total Investment Return of your portfolio, in dollar terms, over various time periods. The components of your Total Investment Return include:

Interest - Includes interest payments paid to you from investments such as bonds, debentures, guaranteed investment certificates, term deposits, and cash balances in accounts. Interest income earned on discounted securities, such as strip bonds, treasury bills, bankers acceptances and commercial paper, are not included in this category. Interest income that accrues from such discounted securities is reflected in the category listed below titled, "Change in Market Value".

Dividends - Includes dividends paid to you from common and preferred shares.

Managed Fund Distributions - Includes distributions paid to you from investments such as mutual funds, pooled funds and segregated funds of life insurance companies.

Other Distributions - Includes distributions paid to you from any other investment not covered in the previous categories such as Real Estate Investment Trusts, Royalty Trusts and Income Trusts.

Change in Market Value - Includes the change in market value of all the securities, including cash balances, within your portfolio between the end of the previous period and the end of the current period.

Total Investment Return - The Total Investment Return on your portfolio. This value is calculated after all management fees and commissions.

CAPITAL REVIEW

This section summarizes the change in value of your portfolio over various time periods. The components that contribute to your change in portfolio value include:

Beginning Portfolio Value - Market value of your portfolio, including accrued interest, at the end of the previous period. The value of accrued dividends are not included in this value.

Deposits/Transfer Ins - The value of all cash and/or securities deposited to your portfolio, including currency transfers and cash and/or securities transferred in from other RBCDS accounts.

Withdrawals/Transfer Outs - The value of all cash and/or securities withdrawn from your portfolio, including currency transfers and cash and/or securities transferred out to other RBCDS accounts.

Withholding Tax - Various sources of income earned in portfolios may be subject to withholding taxes. These include withdrawals from registered accounts such as Registered Retirement Savings Plans (RRSPs) and Registered Retirement Income Funds (RRIFs) and income received from foreign investments.

Total Investment Return - The Total Investment Return on your portfolio. This value is calculated after all management fees and commissions. This value is calculated in the "Investment Return" section of this Portfolio Review.

Ending Portfolio Value - Market value of your portfolio, including accrued interest, at the end of the current period. The value of accrued dividends are not included in this value.

Definition of Time Periods:

Current Quarter:	Refers to the 3-month period ending as of the indicated reporting date.
Year-to-Date:	Refers to the period between January 1st of the current year and the indicated reporting date.
5 Year:	Refers to the 60-month period ending as of the indicated reporting date.
Since:	Refers to the period between the date on which your account was funded and the indicated reporting date.

Should you have any questions, regarding this statement, please contact your Investment Advisor.



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council

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

DEPARTMENT: Corporate Services

RE: 2020 Honoraria and Expenses

Purpose

The purpose of this report is to provide a summary of 2020 Honoraria and Expenses.

Background

In accordance with Section 284(1) of The Municipal Act, the Treasurer shall in each year on or before March 31 provide to council an itemized statement on remuneration and expenses paid in the previous year to:

- Mayor and Council, and
- Board and Committee Members

Analysis

Not applicable.

Financial Implications

Honoraria and expenses are provided for in the approved operating budget.

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:

Resolved that the report of the Chief Financial Officer and Treasurer dated March 29, 2021 regarding 2020 Honoraria and Expenses be received as information.

Respectfully submitted,

A handwritten signature in cursive script, reading "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
Finance Department

**Summary of Honoraria and Expenses paid during 2020
for Mayor & Council, Board and Committee Members**

Mayor			
C. Provenzano	- Honorarium	75,124.37	
	- Car Allowance	4,913.02	
		<u>80,037.39</u>	
	- Training/Travel - ROMA Conference	1,609.74	
	- AMO Conference	610.56	
		<u>2,220.30</u>	82,257.69
Councillors			
M. Bruni	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	26,870.43
P. Christian	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	26,870.43
S. Hollingsworth	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	
		<u>26,870.43</u>	
	- Training/Travel - ROMA Conference	1,937.50	
	- AMO Conference	788.62	
		<u>2,726.12</u>	29,596.55
R. Niro	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	26,870.43
M. Shoemaker	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	26,870.43
D. Hilsinger	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	26,870.43
L. Dufour	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	26,870.43
C. Gardi	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	
		<u>26,870.43</u>	
	-Training/Travel - AMO Conference	<u>610.56</u>	27,480.99

**Summary of Honoraria and Expenses paid during 2020
for Mayor & Council, Board and Committee Members**

L. Vezeau-Allen	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	
		<u>26,870.43</u>	
	- Training/Travel - AMO Conference	<u>610.56</u>	27,480.99
M. Scott	- Honorarium	24,141.84	
	- Car Allowance	<u>2,728.59</u>	
		<u>26,870.43</u>	
	- Training/Travel - AMO Conference	<u>610.56</u>	27,480.99
Committee of Adjustment			
A. Gualazzi	- Honorarium		1,235.00
S. Meades	- Honorarium		989.04
A. Rossi	- Honorarium		989.04
M. McGregor	- Honorarium		989.04
J. Greco	- Honorarium		989.04
Committee of Revision			
N. Bailey	- Honorarium		0.00
E. Filice	- Honorarium		0.00
J. Young	- Honorarium		0.00
M. McGregor	- Honorarium		0.00
Fence Viewers Committee			
E. Filice	- Honorarium		0.00
L. Robibaro	- Honorarium		0.00
S. Scott	- Honorarium		0.00
S. Tyczinski	- Honorarium		0.00
Police Services Board			
C. Provenzano	- Honorarium		0.00
J.A. Bruno	- Honorarium		1,784.12
I. MacKenzie	- Honorarium		1,784.12
R. Webb	- Honorarium		1,784.12
S. Miles	- Honorarium		3,567.98
L. Vezeau-Allen	- Honorarium		0.00
Property Standards Committee			
E. Filice	- Honorarium		41.20

**Summary of Honoraria and Expenses paid during 2020
for Mayor & Council, Board and Committee Members**

M. Poirier	- Honorarium	34.14
M. Szczepaniak	- Honorarium	34.14



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council

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

DEPARTMENT: Corporate Services

RE: 2021 Queenstown Board of Management (O/A The
Downtown Association) Budget and 2020 Audit Report

PURPOSE

The Queenstown Board of Management (O/A The Downtown Association) Budget for 2021 is included for the approval of Council. The Audited Financial Statements of the Queenstown Board of Management for 2020 are provided for information.

BACKGROUND

The Downtown Association Board of directors approved their 2021 operating budget at their March 19, 2021 Annual General Meeting. As per the Municipal Act, Section 205(2), the budget is to be submitted to the municipality who may approve it in whole or in part but may not add expenditures to it.

ANALYSIS

Not applicable.

FINANCIAL IMPLICATIONS

The 2021 budget estimates of the Downtown Association are not part of the City budget estimates and are only added to the tax bills as a special levy to properties within the Downtown Association's boundaries for collection purposes

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:

Resolved that the report of the Chief Financial Officer and Treasurer dated 2021 03 29 concerning the Queenstown Board of Management (O/A The Downtown Association) Audited Financial Statements for the year 2020 be received and the recommendation that the Downtown Association Budget for the year 2021 be approved.

Respectfully submitted,

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

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

March 22, 2021

City of Sault Ste Marie
99 Foster Dr.
Sault Ste. Marie, ON P6A 5X6

Dear Mayor and Members of Council,

The Downtown Association has conducted it's Annual General Meeting inviting the membership to attend and approve our budget as attached for the current year.

We wanted to make note of our budget increase from the previous year. Before 2020 our budget had been approved at approximately \$188,000. Last year, due to the pandemic, the Board requested the levy be cut approximately in half to \$115,00.00, to assist the membership with Covid 19 hardships. These savings were found by delaying the hiring of an Executive Director and having the event season cancelled for the year, as well as pulling from our Accumulated Surplus

This year the Association seeks to go back to its normal operations and has hired myself as the Executive Director and planned out a season of events to take place during the year. This requires us to ask to return to our traditional budgeting with an increase to \$192,700 to assist us with additional costs of events, promotions, and office equipment upgrades. This request was presented and approved at the Annual General Meeting by the membership on March 19th.

We hope this information assists Council in understanding the disparity between our 2020 and 2021 figures.

Regards,

Salvatore Marchese
Executive Director Downtown Association

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE
CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Financial Activities and Accumulated Surplus
2021 Budget, Year ended December 31, 2020

	2020 BUDGET	2020 ACTUAL	2021 BUDGET
Revenue:			
Assessments	\$ 115,000	\$ 115,000	\$ 192,700
Grants & Other	28,010.00	41,186.00	6,500.00
Events	25,093.00	2,065.00	11,075.00
Rental Income	2,100.00	-	1,750.00
Interest	-	582.00	-
TOTAL REVENUE	\$ 170,203	\$ 158,833	\$ 212,025
Expenses:			
Wages & Benefits	132,622	103,524	121,581
Consulting & Tourism Research	-	6,000	-
Rent	19,050	19,049	19,050
Assment/Written-off/Rebates	20,000	11,224	17,328
Events & Activities	38,750	2,815	13,304
On Street Costs	10,650	6,218	8,250
Professional Fees	7,750	7,142	7,651
Promotion & Marketing	4,200	125	5,650
Office	6,850	8,495	7,850
Telephone & Internet	1,500	2,266	1,751
Insurance	2,715	2,686	2,710
Meetings & Seminars	2,575	16	2,525
Amortization of Tangible Capital Assets	3,701	3,701	3,700
Miscellaneous	175	217	675
TOTAL EXPENSES	250,538	173,478	212,025
Annual (deficit) Surplus	(\$80,335)	(14,645.00)	-
Accumulated Surplus, Beginning of Year	134,991	134,991	120,346
Accumulated Surplus, End of Year	\$ 54,656	\$ 120,346	\$ 120,346

Audit prepared by KPMG LLP in accordance with Canadian generally accepted auditing standards. This is a draft financial statement. Final statements will be available from the Downtown Association.

Please Note: Figures in the 2021 column are not calculated by KPMG but represent the anticipated budget for the coming year and are subject to change when the audit is completed at the end of 2021

Financial Statements of

**BOARD OF MANAGEMENT OF QUEENSTOWN,
THE SAULT STE. MARIE CENTRAL BUSINESS
DISTRICT IMPROVEMENT AREA**

Year ended December 31, 2020



KPMG LLP
111 Elgin Street, Suite 200
Sault Ste. Marie ON P6A 6L6
Canada
Telephone (705) 949-5811
Fax (705) 949-0911

INDEPENDENT AUDITORS' REPORT

To the Members of Board of Management of Queenstown, The Sault Ste. Marie Central Business District Improvement Area and Members of Council, Inhabitants and Ratepayers of The Corporation of the City of Sault Ste. Marie.

Opinion

We have audited the financial statements of Board of Management of Queenstown, The Sault Ste. Marie Central Business District Improvement Area (the "Board"), which comprise:

- the statement of financial position as at December 31, 2020
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Board as at December 31, 2020, and its results of operations, changes in net assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.

We are independent of the Board in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.

Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



Page 3

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusion is based on the audit evidence obtained up to the date of our auditors report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink that reads 'KPMG LLP' with a long horizontal line underneath.

Chartered Professional Accountants, Licensed Public Accountants

Sault Ste. Marie, Canada

March 17, 2021

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Financial Position

December 31, 2020, with comparative information for 2019

	2020	2019
Financial assets		
Cash	\$ 56,478	\$ 50,593
Term deposit	41,292	40,711
Accounts receivable	30,661	11,548
Due from the City of Sault Ste. Marie	-	29,225
Total financial assets	128,431	132,077
Financial liabilities		
Accounts payable and accrued liabilities	10,156	11,340
Deferred revenue	12,000	3,527
Total financial liabilities	22,156	14,867
	106,275	117,210
Non-financial assets		
Tangible capital assets (note 2)	13,895	17,596
Prepaid expenses	176	185
Total non-financial assets	14,071	17,781
Accumulated surplus (note 6)	\$ 120,346	\$ 134,991

The accompanying notes are an integral part of the financial statements.

On behalf of the Board:

Director

Director

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Operations and Accumulated Surplus

Year ended December 31, 2020, with comparative information for 2019

	Budget (note 5)	2020	2019
Revenue:			
Assessments	\$ 115,000	\$ 115,000	\$ 184,959
Grants and other (note 3)	28,010	41,186	39,509
Events	25,093	2,065	76,961
Rental income	2,100	-	2,100
Interest	-	582	559
Total revenue	170,203	158,833	304,088
Expenses:			
Wages and benefits (note 4)	132,622	103,524	148,839
Consulting and tourism projects	-	6,000	6,000
Rent	19,050	19,049	18,691
Assessments written-off and rebates	20,000	11,224	12,261
Events and activities	38,750	2,815	67,710
On street costs	10,650	6,218	9,307
Professional fees	7,750	7,142	7,591
Promotion and marketing	4,200	125	9,413
Office	6,850	8,495	3,764
Telephone and internet	1,500	2,266	1,751
Insurance	2,715	2,686	2,703
Meetings and seminars	2,575	16	2,641
Amortization of tangible capital assets	3,701	3,701	3,916
Miscellaneous	175	217	298
Total expenses	250,538	173,478	294,885
Annual surplus (deficit)	(80,335)	(14,645)	9,203
Accumulated surplus, beginning of year	134,991	134,991	125,788
Accumulated surplus, end of year	\$ 54,656	\$ 120,346	\$ 134,991

The accompanying notes are an integral part of the financial statements.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Changes in Net Financial Assets

Year ended December 31, 2020, with comparative information for 2019

	Budget (note 5)	2020	2019
Annual surplus (deficit)	\$ (80,335)	\$ (14,645)	\$ 9,203
Acquisition of tangible capital assets	-	-	-
Amortization of tangible capital assets		3,701	3,916
	(80,335)	(10,944)	13,119
Change in prepaid expenses	-	9	-
Change in net financial assets	(80,335)	(10,935)	13,119
Net financial assets, beginning of year	117,210	117,210	104,091
Net financial assets, end of year	\$ 36,875	\$ 106,275	\$ 117,210

The accompanying notes are an integral part of the financial statements.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operations:		
Annual surplus (deficit)	\$ (14,645)	\$ 9,203
Items not involving cash:		
Amortization of capital assets	3,701	3,916
	(10,944)	13,119
Changes in non-cash operating working capital:		
Decrease (increase) in accounts receivable	(19,113)	415
Decrease in prepaid expenses	9	-
Increase in deferred revenue	8,473	3,527
Increase (decrease) in accounts payable and accrued liabilities	(1,184)	3,849
Decrease (increase) in due from the City of Sault Ste. Marie	29,225	(29,225)
	6,466	(8,315)
Investing activities:		
Decrease (increase) in term deposit	(581)	39,643
Net change in cash	5,885	31,328
Cash, beginning of year	50,593	19,265
Cash, end of year	\$ 56,478	\$ 50,593

The accompanying notes are an integral part of the financial statements.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements

Year ended December 31, 2020

The Board of Management of Queenstown, The Sault Ste. Marie Central Business District Improvement Area (the "Board") was established on September 28, 1976 to foster and enhance commercial interests in the downtown business improvement area of Sault Ste. Marie, Ontario.

1. Significant accounting policies:

The financial statements of the Board are the representation of management prepared in accordance with Canadian generally accepted accounting principles for government organizations, as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Board are as follows:

(a) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(b) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value of the tangible capital assets is amortized on the following annual rates and methods:

Asset	Method used	Rate
Furniture and equipment	Declining-balance	20%
Computer equipment	Declining-balance	30%
Signage	Straight-line	5 years
Leasehold improvements	Straight-line	10 years

(c) Use of estimates:

The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenue and expenses during the reporting periods. Actual results could differ from those estimates.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements

Year ended December 31, 2020

1. Significant accounting policies (continued):

(d) Revenue recognition:

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Assessments are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Events and rent revenues are recognized when the services are performed, collection of the relevant receivable is probable, persuasive evidence of an arrangement exists and fees are fixed or determinable. Amounts received for future services are deferred until the service is provided.

2. Tangible capital assets:

Cost	December 31, 2019	Additions	Disposals	December 31, 2020
Furniture and equipment	\$ 6,365	\$ –	\$ –	\$ 6,365
Computer equipment	9,524	–	–	9,524
Signage	15,078	–	–	15,078
Leasehold improvements	12,581	–	–	12,581
Work in process	9,967	–	–	9,967
Total	\$ 53,515	\$ –	\$ –	\$ 53,515

Accumulated Amortization	December 31, 2019	Disposals	Amortization expense	December 31, 2020
Furniture and equipment	\$ 4,164	\$ –	\$ 440	\$ 4,604
Computer equipment	8,708	–	246	8,954
Signage	10,466	–	3,015	13,481
Leasehold improvements	12,581	–	–	12,581
Total	\$ 35,919	\$ –	\$ 3,701	\$ 39,620
Net book value	\$ 17,596			\$ 13,895

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements

Year ended December 31, 2020

3. Grants and other:

	2020	2019
Municipal grant	\$ 6,614	\$ 6,000
Wage subsidies	34,572	33,590
	<u>\$ 41,186</u>	<u>\$ 39,509</u>

4. Wages and benefits:

	2020	2019
Regular wages and benefits	\$ 49,942	\$ 85,046
Subsidized wages and benefits	53,582	63,793
	<u>\$ 103,524</u>	<u>\$ 148,839</u>

5. Budget figures:

The operating budget approved by the Board for 2020 was prepared for the purpose of establishing the estimated revenues and expenses for fiscal 2020. The budget established does not include a budget for the amortization of tangible capital assets. The Board also does not budget activity within reserves.

The budget figures presented in the Statement of Operations and Accumulated Surplus and the Statement of Changes in Net Financial Assets have been restated to be comparable with the Public Sector Accounting Standards. A reconciliation of the Board approved budget and the budget presented in these financial statements is presented below:

Adopted budget for the year:	\$ (76,634)
Adjustments to adopted budget:	
Amortization of tangible capital assets	(3,701)
Restated budgeted deficit for the year	<u>\$ (80,335)</u>

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements

Year ended December 31, 2020

6. Accumulated surplus:

Accumulated surplus is comprised of:

	2020	2019
Invested in tangible capital assets	\$ 13,895	\$ 17,596
Operating fund surplus	106,451	117,395
	\$ 120,346	\$ 134,991

7. Segmented reporting:

The Chartered Professional Accountants of Canada Public Sector Accounting Handbook Section PS2700 – Segmented Disclosures establishes standards on defining and disclosing segments in a government's financial statements. Government organizations that apply these standards are encouraged to provide the disclosures established by this section when their operations are diverse enough to warrant such disclosures. The Board has only one identifiable segment, considered to be fostering and enhancing commercial interests in the downtown business improvement area of Sault Ste. Marie, Ontario as presented in these financial statements.

8. Effects of COVID-19:

In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization and has had a significant global impact with respect to financial markets. This has resulted in governments worldwide enacting emergency measures to combat the spread of the virus. Several measures were put in place which include the implementation of travel bans, lockdowns, self-imposed quarantine periods and social distancing. These measures have caused material disruption to individuals, businesses, and organizations globally which has resulted in an economic slowdown. Governments have reacted with significant monetary and fiscal interventions designed to stabilize economic conditions. However, the success of these interventions is not currently determinable.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements

Year ended December 31, 2020

8. Effects of COVID-19 (continued):

At the time of approval of these financial statements, the Board has experienced the following financial implications and undertaken the following activities in relation to the COVID-19 pandemic:

- Approved a reduced levy for 2020 due to the impact of COVID-19 on downtown businesses.
- Cancellation or postponement of certain events resulting in a decrease in revenue and related event expenditures.

The ultimate duration and magnitude of the COVID-19 pandemic's impact on the Board's operations and financial position is not known at this time. These impacts could include a decline in future cash flows and changes to operating results of the Board.

An estimate of the financial effect of the pandemic on the Board is not practicable at this time.

9. Comparative information:

Certain 2019 comparative information has been reclassified to conform to the financial statement presentation adopted for 2020. The changes made do not have an impact on the statement of operations.

March 22, 2021

City of Sault Ste Marie
99 Foster Dr.
Sault Ste. Marie, ON P6A 5X6

Dear Mayor and Members of Council,

The Downtown Association has conducted it's Annual General Meeting inviting the membership to attend and approve our budget as attached for the current year.

We wanted to make note of our budget increase from the previous year. Before 2020 our budget had been approved at approximately \$188,000. Last year, due to the pandemic, the Board requested the levy be cut approximately in half to \$115,00.00, to assist the membership with Covid 19 hardships. These savings were found by delaying the hiring of an Executive Director and having the event season cancelled for the year, as well as pulling from our Accumulated Surplus

This year the Association seeks to go back to its normal operations and has hired myself as the Executive Director and planned out a season of events to take place during the year. This requires us to ask to return to our traditional budgeting with an increase to \$192,700 to assist us with additional costs of events, promotions, and office equipment upgrades. This request was presented and approved at the Annual General Meeting by the membership on March 19th.

We hope this information assists Council in understanding the disparity between our 2020 and 2021 figures.

Regards,

Salvatore Marchese
Executive Director Downtown Association

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE
CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Financial Activities and Accumulated Surplus
2021 Budget, Year ended December 31, 2020

	2020 BUDGET	2020 ACTUAL	2021 BUDGET
Revenue:			
Assessments	\$ 115,000	\$ 115,000	\$ 192,700
Grants & Other	28,010.00	41,186.00	6,500.00
Events	25,093.00	2,065.00	11,075.00
Rental Income	2,100.00	-	1,750.00
Interest	-	582.00	-
TOTAL REVENUE	\$ 170,203	\$ 158,833	\$ 212,025
Expenses:			
Wages & Benefits	132,622	103,524	121,581
Consulting & Tourism Research	-	6,000	-
Rent	19,050	19,049	19,050
Assment/Written-off/Rebates	20,000	11,224	17,328
Events & Activities	38,750	2,815	13,304
On Street Costs	10,650	6,218	8,250
Professional Fees	7,750	7,142	7,651
Promotion & Marketing	4,200	125	5,650
Office	6,850	8,495	7,850
Telephone & Internet	1,500	2,266	1,751
Insurance	2,715	2,686	2,710
Meetings & Seminars	2,575	16	2,525
Amortization of Tangible Capital Assets	3,701	3,701	3,700
Miscellaneous	175	217	675
TOTAL EXPENSES	250,538	173,478	212,025
Annual (deficit) Surplus	(\$80,335)	(14,645.00)	-
Accumulated Surplus, Beginning of Year	134,991	134,991	120,346
Accumulated Surplus, End of Year	\$ 54,656	\$ 120,346	\$ 120,346

Audit prepared by KPMG LLP in accordance with Canadian generally accepted auditing standards. This is a draft financial statement. Final statements will be available from the Downtown Association.

Please Note: Figures in the 2021 column are not calculated by KPMG but represent the anticipated budget for the coming year and are subject to change when the audit is completed at the end of 2021



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Rachel Tyczinski, City Clerk
DEPARTMENT: Corporate Services
RE: Posting Expenses to Website

Purpose

The purpose of this report is to respond to a Council resolution concerning the posting of staff expenses to the municipal website.

Background

The following resolution was passed on January 23, 2017:

Moved by: Councillor M. Shoemaker

Seconded by: Councillor S. Hollingsworth

Whereas the City website provides the opportunity to give additional information to the City residents in a quick and accessible way; and

Whereas many residents have an interest in how the City is spending its money; and

Whereas the City is committed to being open and transparent with taxpayers about the expenses it incurs;

Now Therefore Be It Resolved that staff review and report back to Council on the practicality of posting departmental budgets in an easily accessible place on the City website or in any other convenient format recommended by staff; as well as staff travel expenses and travel reports and all City credit card statements with all necessary security information redacted.

Twenty-eight similar-sized municipalities were surveyed as to practices regarding posting of staff expenses to their websites. Sixteen municipalities responded. Two of these post staff travel expenses to their websites. The City of Greater Sudbury posts detailed travel expenses, including the name of the employee, the event attended, location, dates and total expense (Appendix "A"). The City of London reports annually (through a standing committee) a summary of travel and business expenses of senior staff (Appendix "B").

The City of London also reports "business expenses" of senior staff (hosting of events, in-town meals, committee meetings, working meetings, etc.) Sault Ste. Marie employees would require special permission to incur such expenses.

Analysis

Council and Committee Members' Expenses

Section 284(1) of the *Municipal Act* requires that the Treasurer annually provide to Council an itemized statement of remuneration and expenses paid to Mayor and Council and board and committee members in the previous year. The City of Sault Ste. Marie publishes this statement with the Council Agenda (usually in March).

Departmental Budgets

Currently Sault Ste. Marie's capital and operating budgets are posted to the municipal website on the "Budget and Financial Statements" web page. Budget documents are broken down by department. Finance staff reports quarterly regarding budget vs. actual (broken down by department and by major expense area, including travel and training). While these reports are available for public access as part of the Council Agenda, they could be separately posted to the website for greater transparency.

Staff Travel Expenses and Travel Reports

By-law 2015-147 authorizes payment of membership fees, registration fees and travel expenses incurred by members of Council and employees while travelling on the business of the Corporation. Travel reports are required to be filed within ten days of completing travel. Staff have concerns about the personal safety and security of both members of Council and employees if specific details of events attended are disclosed publicly (event(s), dates, locations).

Corporate Purchasing Cards

None of the municipalities surveyed post corporate credit card statements publicly. The City's use of corporate purchasing cards is governed by policy, managed by and accountable to department heads. Corporate purchasing cards have been issued to 51 employees. These cards are used as a method of payment for a variety of expenses. It should be noted that the purchasing cards are subject to restrictions (i.e. some are limited to fuel purchases only, alcohol purchases are not permitted, etc.). The posting of over 50 purchasing card statements, as well as individual travel reports, to the website would result in an administrative burden both in redacting sensitive information and creating accessible documents. The Legal Department has also expressed concerns regarding security from an information technology perspective. The goals of accountability and transparency would not necessarily be achieved by posting corporate purchasing card statements to the website, as disclosure would show only a partial picture of operational spending. Purchasing card statements include expenses in addition to travel expenses. Similarly, travel expenses may be paid by means other than a corporate purchasing card.

Recommended Reporting

Staff recommends that quarterly budget vs. actual reports be published to the "Budget and Financial Statements" page on the City's website.

Staff does not recommend the posting of corporate credit card statements to the City's website. The quarterly reports noted above will provide a clearer snapshot of operational spending than credit card statements.

Staff is of the opinion that posting specific conferences or events attended by members of Council or staff could pose a potential threat to personal security of the individual. It is recommended that reports of travel expenses cite the total amount spent but not the specific event(s) attended (both for members of Council and for staff). Reports summarizing staff travel expenses could be included as part of the annual reporting of Council and committee members' expenses required by statute.

Financial Implications

There are no significant financial implications to adopting the above recommendations.

Strategic Plan / Policy Impact

Posting budget vs. actual information to a dedicated web page on a quarterly basis, and reporting annually the travel expenses of employees contributes to the corporate value of accountability and transparency.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the City Clerk dated March 29, 2021 concerning posting expenses to website be received as information and that:

- Quarterly budget vs. actual reports be posted to a page on the City's website;
- Summaries of employee travel expenses be reported annually along with the summary of Council/committee members' remuneration and expenses; and that both reports be posted to a page on the City's website.

Respectfully submitted,



Rachel Tyczinski

City Clerk

705.759.5391

r.tyczinski@cityssm.on.ca

Travel - October 1 to December 31, 2019

Employee Name	Title	Department and division	Purpose of Travel	Start Date	End Date	Location of Travel	Total Expenses	Amount Paid by Third Party	Name of Third Party	Net Cost to CGS
Archer, Ed	CAO	Office of the CAO	MBNCAN Executive Leadership Program	16-Oct-19	17-Oct-19	Halton, ON	\$ 1,330.94			\$ 1,330.94
Archer, Ed	CAO	Office of the CAO	Executive Leadership Program	24-Nov-19	26-Nov-19	Halton, ON	\$ 1,105.24			\$ 1,105.24
Archibald, Aaron	Director of North Eastern Centre of Excellence Senior Health	Community Development / Long Term Care - Senior Services	Meeting with Assistant Deputy Minister B. Pollard	13-Dec-19	13-Dec-19	Toronto, ON	\$ 775.14			\$ 775.14
Armstrong, Meredith	Director of Economic Development	Economic Development	Northern Ontario Tourism Summit	18-Nov-19	19-Nov-19	Timmins, ON	\$ 416.26			\$ 416.26
Armstrong, Meredith	Director of Economic Development	Economic Development	Indigenous Tourism Ontario AGM	17-Oct-19	17-Oct-19	Little Current, ON	\$ 272.00			\$ 272.00
Balakrishnan, Vasu	Audit Project Manager	Auditor General	MIAA Fall 2019	6-Nov-19	8-Nov-19	Niagara Falls, ON	\$ 863.50			\$ 863.50
Balakrishnan, Vasu	Audit Project Manager	Auditor General	ISACA Cybersecurity	18-Dec-19	19-Dec-19	Kitchener, ON	\$ 684.10			\$ 684.10
Battistion, Jim	Chief Mechanical Officer	Community Safety / Fire Services	Post-construction inspection of fire tankers	27-Nov-19	27-Nov-19	Toronto, ON	\$ 175.10			\$ 175.10
Bell, Kyla	Manager of Taxation	Corporate Services / Finance, Assets & Fleet	Northern Service Alliance Meeting	7-Nov-19	7-Nov-19	North Bay, ON	\$ 156.00			\$ 156.00
Bertrand, Kari	Chief Procurement Officer	Corporate Services / Finance, Assets & Fleet	Bids & Tenders Fest	24-Oct-19	25-Oct-19	Newmarket, ON	\$ 453.84			\$ 453.84
Blackwell, Rob	Corporate Project Management Coordinator	Corporate Services	Bridging the Digital Divide	12-Nov-19	13-Nov-19	North Bay, ON	\$ 930.53			\$ 930.53
Boulet, Scott	Senior Support Technician	Corporate Services / Information Technology	MISA Ontario Infosec 2019	21-Oct-19	23-Oct-19	Orillia, ON	\$ 1,015.24			\$ 1,015.24
Briscoe, Cindi	Manager of Housing	Community Development/ Housing Services	Ontario Non Profit Housing Association Conference	1-Nov-19	2-Nov-19	Toronto, ON	\$ 1,528.22			\$ 1,528.22
Briscoe, Cindi	Manager of Housing	Community Development/ Housing Services	HSC All Service Manager meeting	7-Nov-19	8-Nov-19	Toronto, ON	\$ 640.95			\$ 640.95
Brownlee, Renée	Manager of Collection & Recycling	Growth & Infrastructure / Environmental Services	AMO / CIF 2019 Fall Blue Box Program Update	6-Nov-19	6-Nov-19	North Bay, ON	\$ 62.52			\$ 62.52
Burke, Dawn	Prosecutor	Corporate Services / Legal and Clerks Services	Development for Municipal Courts	13-Nov-19	14-Nov-19	Toronto, ON	\$ 684.34	\$ 630.34	Ministry of the Attorney General	\$ 54.00
Campbell, Tyler	Director of Children & Social Services	Community Development/ Children & Social Services	Working with Senior Network from AMO, Re: Life Stabilization	22-Oct-19	22-Oct-19	Toronto, ON	\$ 363.50			\$ 363.50
Campbell, Tyler	Director of Children & Social Services	Community Development/ Children & Social Services	National Conference on Ending Homelessness 2019	4-Nov-19	6-Nov-19	Edmonton, AB	\$ 2,356.58			\$ 2,356.58
Cecutti, Tony	General Manager, Growth & Infrastructure	Growth & Infrastructure	Ontario/Compliance Professional Engineers Committee	20-Nov-19	21-Nov-19	Toronto, ON	\$ 714.95	\$ 714.95	Professional Engineers Ontario	\$ -
Cirillo, Teresa	Social Services Program Manager	Community Development/ Social Services	DARG 2019 Annual General Meeting	21-Nov-19	21-Nov-19	Toronto, ON	\$ 488.23			\$ 488.23
Clark, Jonathan	Subdivision/Site Plan Control Engineer	Growth & Infrastructure / Planning Services	MEA Workshop and AGM	26-Nov-19	29-Nov-19	Collingwood, ON	\$ 1,113.77			\$ 1,113.77
Clouthier, Rick	Manager of Citizen Service Centres	Strategic Initiatives, Communications, Citizen Engagement / Citizen Services	AMCTO Training and Fall Zone Workshop	2-Oct-19	4-Oct-19	North Bay, ON	\$ 902.14			\$ 902.14
Dempsey, Christina	Coordinator of Accounting Business Development Officer	Corporate Services / Finance, Assets & Fleet	MBNCAN Municipal Leads' Committee Fall Planning & Strategy Meeting	21-Oct-19	23-Oct-19	Barrie, ON	\$ 717.08			\$ 717.08
Despatie, Lynn	Business Development Officer	Economic Development	Forum Provincial Immigration Francophone	5-Nov-19	7-Nov-19	Hamilton, ON	\$ 74.48			\$ 74.48
Despatie, Lynn	Business Development Officer	Economic Development	Destination Canada	12-Nov-19	20-Nov-19	Paris, France and Belgium	\$ 4,489.99			\$ 4,489.99
Dubois, Barbara	Director of Housing Operations	Community Development/ Housing Operations	ONPHA Conference	1-Nov-19	2-Nov-19	Toronto, ON	\$ 1,112.57			\$ 1,112.57

Appendix "D"
2020
STATEMENT OF OUT-OF-TOWN TRAVEL AND EXPENSES FOR
SENIOR ADMINISTRATIVE OFFICIALS
CITY OF LONDON

	Position	Total \$
M. Hayward	City Manager	\$0.00
L. Livingstone	City Manager	\$979.26
B. Coxhead	Managing Director Corporate Services & Chief Human Resource Officer	\$0.00
B. Card	Managing Director Corporate Services & City Solicitor	\$0.00
A. Barbon	Managing Director Corporate Services & City Treasurer, Chief Financial Officer	\$373.97
G. Kotsifas	Managing Director Development & Compliance Services, Chief Building Official	\$1,452.50
K. Scherr	Managing Director Environmental & Engineering Services, City Engineer	\$620.14
S. Datars-Bere	Managing Director Housing, Social Services & Deerness Home	\$2,418.63
K. Dickins	Managing Director Housing, Social Services & Deerness Home (Acting)	\$1,032.79
C. Smith	Managing Director Neighbourhood, Children & Fire Services	\$90.06
S. Stafford	Managing Director Parks & Recreation	\$0.00
L. Hamer	Fire Chief	\$2,023.33
A. Hunt	Deputy Fire Chief, Communications & Operations	\$1,254.73
R. Hayes	Deputy Fire Chief, Operations	\$50.88
M. Hepditch	Deputy Fire Chief, Prevention and Public Education	\$50.88

Note: Based on position title as of December 31, 2020, consistent with Public Sector Salary Disclosure reporting.



The Corporation of the
City of Sault Ste. Marie

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Rachel Tyczinski, City Clerk
Donald B. McConnell MCIP RPP, Planning Director

DEPARTMENT: Corporate Services

RE: Accessibility Advisory Committee

Purpose

The purpose of this report is to provide a recommendation on the possible shift of responsibility for the Accessibility Advisory Committee from Planning to the City Clerk's office.

Background

The *Ontarians with Disabilities Act and the Accessibility for Ontarians with Disabilities Act* requires the City to maintain an Accessibility Advisory Committee that is comprised of a majority of persons with disabilities or who have an interest in issues related to persons with disabilities.

On January 6, 2020, City Council received a report from KPMG, which identified a number of potential actions the municipality could consider that may result in cost savings or enhanced decision-making and service delivery.

This report noted that it is a common practice in other municipalities for the Accessibility Advisory Committee to be part of the City Clerk's Office given that the Committee interacts with a number of different city departments.

Analysis

In 2017, responsibility for the Accessibility Advisory Committee (AAC) and the City's Accessibility Coordinator was transferred to the Planning Office.

Although the AAC deals with other departments on a regular basis, commenting on site plan approvals under Section 41 of the Planning Act is a statutory requirement for the Committee.

Planning's practice has been to consult with the AAC and Accessibility Coordinator on all major development approvals including official plan amendments, rezonings and plans of subdivision. In addition, the Accessibility Advisory Committee has worked closely with Planning staff on a number of other

initiatives including the StopGap barrier free entrance project, development of various multiuse accessible pathways, and revised barrier free parking requirements.

All parties agree that the existing organizational arrangement is working well and should be maintained.

Staff completed a survey of 24 other Ontario municipalities and determined that the Accessibility Advisory Committee is part of the Clerk's office in nine municipalities. Responsibility in the other 15 municipalities varies greatly among planning, human resources, community services and other departments.

Financial Implications

Funding for the activities of the Accessibility Advisory Committee is approved as part of the City's annual budget each year.

There would be no cost savings resulting from a reassignment of responsibilities for the Accessibility Advisory Committee and Accessibility Coordinator to another department.

Strategic Plan / Policy Impact

The activities of the Accessibility Advisory Committee support the Service Delivery and Quality of Life focus areas of the City's Corporate Strategic Plan.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the City Clerk and Planning Director dated March 29, 2021 concerning the Accessibility Advisory Committee be received as information and that the existing reporting and organizational structure be maintained.

Respectfully submitted,



Rachel Tyczinski
City Clerk
705.759.5391
r.tyczinski@cityssm.on.ca



Donald B. McConnell, MCIP RPP
Director of Planning
705.759.5375
d.mcconnell@cityssm.on.ca



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Madison Zuppa, Deputy City Clerk
DEPARTMENT: Corporate Services
RE: Voter Engagement

Purpose

The purpose of this report is to request Council approval to conduct a community engagement initiative related to vote-counting equipment, alternative voting methods, and voting locations.

Background

The following resolution was passed on December 10, 2018:

Moved by: Councillor M. Shoemaker
Seconded by: Councillor D. Hilsinger

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

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

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

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

Voter turnout in Sault Ste. Marie was 40.3% in the 2018 municipal election. This turnout is consistent with the provincial average that has ranged from 40-45% between 1988 and 2014.¹ Provincial data for the 2018 municipal election is not available at this time.

The next municipal election will be held on Monday, October 24, 2022.

¹ Association of Municipalities of Ontario. 2018 Municipal Election - Fast Facts.
<https://elections.amo.on.ca/web/en/stats>.

Section 42 (1) of the *Municipal Elections Act* provides that:

The council of a local municipality may pass by-laws,

- (a) authorizing the use of voting and vote-counting equipment such as voting machines, voting recorders or optical scanning vote tabulators;
- (b) authorizing electors to use an alternative voting method, such as voting by mail or by telephone, that does not require electors to attend at a voting place in order to vote. 1996, c. 32, Sched., s. 42 (1).

The *Municipal Elections Act* requires municipalities to decide on the use of vote-counting equipment and/or alternative voting methods by May 1 in the year of the election. Staff would like to provide a recommendation to Council in 2021 to ensure procurement options (if required) are available to the City.

There are several ways in which votes can be made and counted, and a brief summary is provided below:

In-person manual count – Eligible voters physically attend a specified voting location to cast their ballot. Once the ballot is given to the voter, their name is struck off the voters list. Once the ballot is cast, it is placed into a secure box for manual counting once voting is closed.

In-person tabulator count – Eligible voters physically attend a specified voting location to cast their ballot. Once the ballot is given to the voter, their name is struck off the voters list. Once the ballot is marked the voter feeds the ballot into a tabulator. The tabulator scans and interprets the ballot, and the vote is cast. The ballot is deposited into a secure ballot box. The tabulator provides a cumulative total of all votes cast once voting is closed.

Vote by Mail – Eligible voters receive a ballot package in the mail that includes instructions, voter declaration card, a ballot, secrecy folder, and a postage pre-paid return envelope. Once returned, the voter's name is struck off the voters list, and the secrecy envelope containing the ballot is placed in a secure ballot box until Voting Day. Votes may be counted manually or by use of tabulators once voting is closed.

Vote Online – Eligible voters cast their vote on a specified website. Voters receive voting credentials (e.g. identification number and PIN) and use them to receive an electronic ballot. The voter makes their selection(s) and casts their ballot over the Internet. Once the ballot is cast, the voter's name is struck off the voters list. Once voting is closed the results are generated and provided to the Clerk.

Vote by Phone – Eligible voters cast their vote by calling a designated telephone number. Voters receive a PIN and may be required to answer a security question. Once validated, an audio version of the ballot is presented to the voter. Once the selection(s) is made and confirmed the vote is cast and the voter's name is struck off the list. Once voting is closed the results are generated and provided to the Clerk.

The City of Sault Ste. Marie has historically used paper ballot/manual count. In the 2018 election the City also provided a home visit program, where eligible voters could register to have a ballot box brought to their home. It was a very successful program that provided greater accessibility for voters. In 2018, 66 voters participated in the Vote from Home program.

Analysis

Staff would like to pursue a community engagement initiative in order to gauge public feedback on vote-counting equipment, alternative voting methods, and voting locations. This would include an invitation to the public to complete a survey and to participate in a virtual forum/open house. Voting locations will be included in the scope of the project given that suitable voting locations are becoming increasingly scarce.

The City Clerk's office will review demographic and geographic information related to voter turnout during the 2018 election locally, and reach out to communities with higher voter turnout to research any best practices that could be applied locally. This information will be combined with survey results to assist staff in developing a strategy to engage more voters to participate.

In light of the current pandemic and the uncertainty of impacts to the 2022 election, remote voting options are also being considered. There are a number of reasons eligible voters may not be able to cast their ballot in person, including but not limited to, health concerns, mobility limitations or being out of town.

Evaluating the use of vote-counting equipment and alternative voting methods for the 2022 election will include accessibility considerations, community feedback, estimated costs, ability to administer, *Municipal Elections Act* principles, and election trends.

Financial Implications

There are no anticipated costs to complete the community engagement initiative. Any financial implications that are recommended as a result of the initiative will be brought back to Council for consideration.

Strategic Plan / Policy Impact

This report is linked to the Commitment to Citizens and Community Corporate Value.

Recommendation

It is therefore recommended that Council take the following action:

Voter Engagement

March 29, 2021

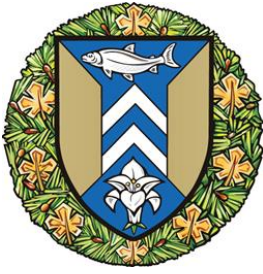
Page 4.

Resolved that the report of the Deputy City Clerk dated March 29, 2021 concerning Voter Engagement be received and that Council authorize staff to pursue a community engagement initiative regarding vote-counting equipment, alternative voting methods, and voting locations.

Respectfully submitted,

A handwritten signature in black ink that reads "Madison Zuppa". The signature is written in a cursive, flowing style.

Madison Zuppa
Deputy City Clerk
705.759.5392
m.zuppa@cityssm.on.ca



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

COUNCIL REPORT

March 29, 2021

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: Sault Ste. Marie Airport Development Corporation - EDF Withdrawal

Purpose

The purpose of this report is to inform Council that the Sault Ste. Marie Airport Development Corporation (SSMADC) has withdrawn their request for EDF funding previously approved by City Council.

Background

At their meeting on October 22nd 2019, City Council passed the following resolution:

“Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2019 10 22 concerning the Economic Development Fund application from the Sault Ste. Marie Airport October 22, 2019 Council Minutes 7 Development Corporation for its expansion project be approved in the amount of \$100,000 for the years 2019 and 2020 respectively for a total of \$200,000 over two years.”

The \$5.3 million expansion project included enhancements to existing infrastructure, further expansion of current tenants, as well as attraction of new tenants (accommodation/housing development).

As Council is aware the aviation industry has been heavily impacted by Covid-19 and the project was previously deferred. At the meeting on November 30th, 2020 Council passed the following resolution:

“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).”

Analysis

Due to the ongoing challenges presented by Covid-19, the SSMADC has made the decision to defer the project for at least three years. SSMADC notified City staff of this decision and their desire to withdraw the EDF request at this time. The SSMADC is aware that a new application for any future project will be required.

The project was previously approved under the EDF criteria, since that time the City has updated the criteria and established the new Community Development Fund.

Financial Implications

No funds have been remitted to the SSMADC under this project. Therefore, the full commitment of \$200,000 (\$100,000 for 2022 and 2023 each) will be released to the Community Development Fund (CDF) Economic Development stream.

Strategic Plan / Policy Impact

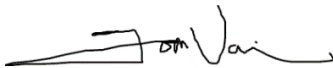
This is an operational matter not articulated in the Strategic Plan.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated March 29, 2021 concerning the SSMADC EDF project be received and that staff be authorized to release the commitment of \$200,000 earmarked for the SSMADC expansion project back to the Community Development Fund.

Respectfully submitted,

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

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

COUNCIL REPORT

March 29, 2021

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: Homemaker and Nursing Services Program

Purpose

The purpose of this agreement is to seek Council approval to enter into an agreement with the District of Sault Ste. Marie Social Services Administration Board (Social Services) for the Homemaker and Nursing Services Program.

Background

On December 14, 2020 City Council received a report regarding the transfer of the Homemaker and Nursing Services Program and authorized staff to negotiate a funding agreement with Social Services to become the administrator of the Homemaker and Nursing Services Program.

Analysis

The City previously provided \$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).

Social Services is willing to take over the administration of this program and residents receiving services will continue to benefit from this program. Social Services looks to continue the relationship with MOD and the VON as well as Community Living Algoma to provide continuity and excellent customer service.

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:

The relevant By-law #2021-63 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 'Tom Vair', with a stylized flourish at the end.

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

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

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Brent Lamming, Director of Community Services

DEPARTMENT: Community Development and Enterprise Services

RE: Investing in Canada Infrastructure Program 2022-2026

PURPOSE

To seek Council approval to submit the application for the next intake of the Investing in Canada Infrastructure Program Transit Stream for the timeframe covering 2022 to 2026.

BACKGROUND

On March 14, 2018, Ontario signed an Integrated Bilateral Agreement (IBA) with the federal government for \$11.8 billion in federal funding under the Investing in Canada Infrastructure Program (ICIP) across four streams:

- Public Transit \$8.3 Billion
- Green Infrastructure \$2.8 Billion
- Community Culture and Recreation \$407 Million
- Rural and Northern \$250 Million

For the Public Transit stream, the IBA includes \$8.3 billion of federal and \$7.3 billion of provincial funding that could support transit projects in Ontario for up to 96 municipalities and Metrolinx.

Under the agreement, the Public Transit stream funding is allocated based on ridership to every municipality that receives Provincial Gas Tax funding and has reported ridership data to the Canadian Urban Transit Association for 2015, and Metrolinx.

Phase 1 known as the Provincial Transit Infrastructure Fund (PTIF) had up to 50% for multi-level grant funding. Under ICIP, the federal government will contribute up to 40% to most projects with the Province contributing up to 33.33% and municipalities contributing up to 26.67%. For rehabilitation projects, the federal government will contribute up to 50% with the Province contributing up to 33.33% and municipalities and other organizations contributing up to 16.67%.

The City of Sault Ste. Marie has been approved for \$43,354,392 over eight (8) years (2019-2026) with the City share being \$11,610,622. This presents the City with an opportunity to reinvest into Transit Infrastructure where the City has one of the oldest fleets averaging 11.8 years when comparing to Canadian average of 8.5 years and Ontario at 7.8 years.

At the Council meeting dated January 25, 2021 by-law 2020-13 was passed:
Resolved that By-law 2020-13 being a by-law to authorize the execution of the agreement between the City and Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario for the Investing in Canada Infrastructure Program- Public Transit Stream be passed in open Council this 25th day of January, 2021.

Furthermore, on February 10, 2021 Ottawa announced permanent \$3-billion-a-year transit transfer to cities, starting in 2026. Prime Minister Justin Trudeau announced plans today for the federal government to spend \$14.9 billion over the next eight years on public transportation projects across the country.

<https://www.cbc.ca/news/politics/trudeau-transit-fund-1.5908346>

At a Council meeting dated February 22, 2021 the following resolution was passed regarding the Cost Analysis of Purchasing Electric Vehicles.

Resolved that the report of Emily Cormier, Climate Change Coordinator dated February 8, 2021 titled Cost Analysis of Purchasing Electric Vehicles Report be received, and that Council direct staff to acquire Battery Electric Vehicle for any new light class unit vehicles that are acquired for the City fleet on a go-forward basis with continuing monitoring of options for electrification of other classes of vehicles, including the transit and public works fleet.

ANALYSIS

The first intake under ICIP covered the period from 2019 to 2021. The City's share representing \$3,457,118 over the three (3) years was supported through the annual budget process in each of the corresponding years.

Staff has developed a detailed plan for expenditures covering the remaining five (5) years from 2022 to 2026 (Appendix A). This is a 'fluid' plan as there is still much we are learning in regards to Battery Electric Vehicle (BEV) buses and infrastructure. The plan includes electrification of approximately half of the bus fleet by the year 2026 (units ordered). It also introduces BEV Para Buses, BEV Community Buses and BEV Vans with supporting charging infrastructure.¹

¹ <https://www.sootoday.com/local-news/unprecedented-investments-driving-the-change-to-a-greener-auto-sector-in-ontario-3419542>

BEV's can be used to reduce GHG emissions in fleets, and are being adopted by municipalities to replace both light class vehicles and buses. City staff are working closely with the PUC on EV charging infrastructure needs to support conversion to an EV Fleet. This entails suitable sizing of charging unit(s), ideal charging location(s) in the overnight storage bay and ongoing installation plan for BEV charging infrastructure. Through site visits, charging infrastructure is recommended to be located in the bus bay at 111 Huron St. to make use of the existing facility for overnight charging where they are currently stored at the end of shift.

- Battery electric vehicles (BEVs) are powered by electric motors that draw electricity from on-board storage batteries and are charged by plugging the vehicle into a plug-in to charge. For year one (1) it is proposed to purchase a 150kw charging system. This unit can charge at least two BEVs (up to four buses staggered) and would accommodate the first two (2) years of the plan as opposed to purchasing multiple 75kw units which overall would cost more and be lower in efficiency in terms of charge time. With the 150kw unit it can charge a 40 foot conventional bus in three (3) to four (4) hours or approximately four (4) to six (6) hours for two (2) buses simultaneously. The approximate cost of a 150kw charging unit is \$150,000 and supporting EV tools are approximately \$10,000 for the first EV bus.

At the recommendation of the PUC, it is suggested an RFP be issued in 2022 for an overall design to integrate charging requirements given the long-term expenditures over the next five (5) years of approximately \$18.7 million. This will entail requirements for charging both individual and multi bus units. The design will detail required upgrades to internal electrical infrastructure and potential external power generation infrastructure. The report would also encompass considerations for tying into the grid for power generation from solar panels from the roof of the facility. At this point net metering is recommended as an efficient approach. Net metering would involve power creation from solar panels being created, collected, stored and then sold back to the grid. The PUC will then in turn credit back the City as an offset on future PUC billing requirements. If this is not deemed as an eligible expense under ICIP with funding at 73.33%, it is recommended that the City conduct a fleet electrification study to assess BEV performance and infrastructure requirements in more detail. Funding for studies is available from the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) and covers up to 50% of eligible costs to a maximum of \$175,000.

How the Electric Bus works

As indicated in the report to Council dated February 22, 2021 propulsion is generated by an electric traction drive system. The main difference is different types of electric motors and engine power sources, battery pack sizes, battery management systems (BMS) and vehicle designs that integrate light-weighting and aerodynamic optimization. All use batteries and capacitors as their sole

source of stored energy. Banks of batteries and capacitors supply energy to the powertrain which typically comprises a converted and/or inverted with an electric motor coupled to the bus axis (CUTRIC, 2020).

Advantages of BEV (Appendix B details further info. on BEV and Hydrogen)

- For an electric drive motor on a bus, there is no expected electric motor repair or maintenance needed other than a potential bearing replacement during the typical useful life of a bus.
- The range of zero-emission buses is improving with better battery technology.
- Presently, hydrogen costs are at a significant premium over diesel or gasoline used by conventional ICEV and the electricity used by pure electric buses.
- Currently BEV's are more widely adopted by municipalities through partnerships with local utilities
- Electric buses are more popular currently than hydrogen buses because the infrastructure is more easily implemented

Costs

- Bus: BEV's typically cost between \$1 million to \$1.2 million per bus for 200 kWh to 450 kWh in onboard energy capacity, compared with diesel equivalents that cost between \$500,000 and \$600,000 per bus (CUTRIC, 2020).
- Infrastructure: a typical high-powered opportunity charging system with up to 450 kW of delivery capacity costs approximately \$1 million, while lower-powered depot chargers cost anywhere between \$50,000 and \$500,000 per system depending upon the sophistication of the unit(s), the volume of units procured at one time and the complexity of the installation process (CUTRIC, 2020).

In addition to BEV purchases in the plan are key acquisitions including a Solar Panel Project where the City would utilize net metering back to the grid to reduce overall utility costs.

City staff will also monitor the potential introduction of hydrogen fuel cell electric vehicles (FCEV). FCEV use a fuel cell to create on-board electricity, generally using compressed hydrogen and oxygen from the air to power the vehicle. This is contingent on Hydrogen availability in the local market place.

Diesel Fuel Analysis Conventional Bus

Diesel Fuel Consumption per day for Conventional Bus			
	CUTA 2017	CUTA 2018	CUTA 2019
Total Vehicle KM Per Year	1,710,087	1,882,078	1,991,915
Total Vehicle Hours	79,800	79,957	83,282
Fuel/Energy for Vehicles	\$ 947,782.00	\$ 1,116,401.00	\$ 1,150,575
Diesel Consumption (Litres)	\$ 971,001	\$ 984,413	1,067,082.00
Ave Cost Per Litre of Diesel	0.976087563	1.134077872	1.078244221
Conventional Units	26	26	26
Cost Per Unit	\$ 36,453.15	\$ 42,938.50	\$ 44,252.88
Days per year of service	357	357	357
Cost Per Day in Diesel Per Bus Approx	\$ 102.11	\$ 120.28	\$ 123.96

Research shows that BEV is approximately 21 cents per mile or 33.81 cents per km (1 mile = 1.61km). Utilizing 1.9 million kilometres travelled for 2019 would equate to an estimated \$642,390. Diesel fuel spent in 2019 was \$1.15 million. There is an opportunity to save approximately \$507,610 per year once full conversion is complete. Source pictured here.

Proterra ZX5® Electric Vehicles Achieve Up To 25 MPGe

Proterra's focus on advancing electric vehicle technology to deliver the world's best performing transit vehicles has led to the development of a number of impressive features. Chief among these is a drivetrain and propulsion system that enable fuel economies of up to 25 MPGe®. This results in a substantial improvement over conventional combustion engines. Combined with the inherently lower volatility of electricity prices over the life of the bus vs. CNG and diesel fuels, Proterra® vehicles offer best-in-class efficiency, reduced operating costs and refined budgeting accuracy.

CNG	DIESEL	HYBRID	PROTERRA
2.8	3.6	5.1	25.1
MPG	MPG	MPG	MPGe
83¢	91¢	63¢	21¢
PER MILE	PER MILE	PER MILE	PER MILE

In addition, replacing diesel consumption represents a significant opportunity to reduce the City's carbon emissions.

Staff continue to liaise with the Ministry of Transportation (MTO) as well as the Ontario Provincial Transit Association (OPTA) on the funding process. For projects to be eligible, they must meet at least one of the following outcomes, including:

- improved capacity of public transit infrastructure,
- improved quality and/or safety of existing or future transit systems, and
- improved access to a public transit system.

Council approval will also be required when the municipality and the province enter into a transfer payment agreement (TPA). This will happen after the project(s) have been submitted and approved by both Ontario and Canada.

Provincial assessment will be conducted using an outcomes-based approach and will consider:

1. Technical merit
2. Alignment with provincial transit priorities, provincial growth & land-use policies
3. Financial review

City staff recommend that the City take advantage of the available funding and will seek Council's approval when the Transfer Payment Agreement is available. The plan calls for a City investment of approximately of \$1.28 million annually. This in itself still leaves \$6 million in Federal and Provincial funding not utilized. To fully utilize ICIP funding would require an additional City share of investment of \$1.63 million annually over the next five (5) years or approximately \$347,000 higher annually than presently budgeted.

There are change orders allowed throughout the process which does increase flexibility and permit some change along the way. The plan is a living document and it is anticipated there will be changes when and where the business case supports and new technology emerges.

FINANCIAL IMPLICATIONS

Staff's continued goal is to maximize the \$43,354,392 (\$11,610,622 City Share 26.67%) in available grant funding to the City subject to annual budget approval. For the years 2019 to 2021, the City approved \$13,525,000 in expenditures of which the City Share was \$3,457,118.

For the years 2022-2026, the City will be requesting \$24,052,785 through ICIP which the City will be responsible for \$6,414,878. This equates to approximately \$1,280,000 on an annual basis for budgetary purposes.

The projected annual City spend of \$1.28 million, or \$1.6 million if remaining available funds are fully maximized, is not included in the present tax levy and will result in an increased obligation for tax payers if approved at budget. To date, the

contributions to the ICIP program have come from the annual capital allocation. Staff are also reviewing alternative financing options such as the Canadian Infrastructure Bank (CIB) and weighing the pros and cons with financing versus outright buyout options from a payback perspective.

<https://cib-bic.ca/en/partner-with-us/growth-plan/public-transit/>

Staff will bring annual funding requests through the Capital Budgeting prioritization process consistent with the first intake of ICIP for the years 2019 to 2021.

The MTO has confirmed change orders are part of the process and this provides the Municipality with some flexibility should budget requirements need to be changed or shifted during the course of the agreement. The process for project change will be communicated to staff by the MTO at a future date.

A financial incentive is currently available in Canada for acquiring a ZEV. The Zero-Emission Vehicles (iZEV) Program offers incentives up to \$5,000 for acquiring battery electric, hydrogen fuel cell, and longer-range plug-in hybrid vehicles. Shorter range plug-in hybrid electric vehicles are also eligible for an incentive of \$2,500. Alternatively, businesses that seek to purchase a ZEV, are eligible for 100-per-cent tax write-off.²

STRATEGIC PLAN / POLICY IMPACT

The project links directly to the Infrastructure Focus Area of the Corporate Strategic Plan – “New infrastructure is essential to the City’s growth, economic development, citizen safety and quality of life.”

Further the project ties in to the Service Delivery Focus Area – “Providing outstanding service to citizens benefits the resilience of our community and our collective future as a society.”

Finally, the project aligns with the Quality of Life Focus Area – “The City of Sault Ste. Marie is distinctly poised to provide and promote a superior quality of life.”

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Director of Community Services dated March 29, 2021 concerning application to the Infrastructure Canada Investment Program for 2022-2026 be received and staff be authorized to submit the five year plan to the ICIP Transit Stream.

² Transport Canada. (2020). *Zero-emissions vehicles*. Retrieved from: <https://www.tc.gc.ca/en/services/road/innovative-technologies/zero-emission-vehicles.html>

Furthermore, that staff will bring the Transfer Payment Agreement(s) back to Council for approval when available. Staff will also be required to submit a yearly budget request as part of the annual budget process for Council review and approval.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'B. Lamming', with a long horizontal stroke extending to the right.

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Appendix A - 2nd Submission to ICIP 2022-2026					
Revised 2022	No.	Cost per unit	Total Cost	City's Share	City Annual Total
Electric Bus 40 foot to replace 40'	1	\$ 1,150,000	\$ 1,150,000	\$ 306,705	
Replace 40' bus with 35' bus	1	\$ 565,000	\$ 565,000	\$ 150,686	
Passenger Accessible (Vans) for On-Demand (include AVL & Cam	6	\$ 120,000	\$ 720,000	\$ 192,024	
Replace Para Bus with Low Floor Unit	1	\$ 150,000	\$ 150,000	\$ 40,005	
Replace Bus Wash	1	\$ 450,000	\$ 450,000	\$ 120,015	
Add new hoist for garage (to support EV Bus)	3	\$ 100,000	\$ 300,000	\$ 80,010	
New coin sorting and wrapping Machine	2	\$ 30,000	\$ 60,000	\$ 16,002	
New Transit vehicle (larger full size unit)	1	\$ 75,000	\$ 75,000	\$ 20,003	
New Trackless with attachments or Suitable Replacement	1	\$ 200,000	\$ 200,000	\$ 53,340	
Transit Shelters installed	0	\$ 10,500	\$ -	\$ -	
Fueling Station	1	\$ 500,000	\$ 500,000	\$ 133,350	
Building and Equipment Renovations-AM	1	\$ 150,000	\$ 150,000	\$ 40,005	
EV Charging Station	1	\$ 150,000	\$ 150,000	\$ 40,005	
EV Electrical Infrastructure 111 Huron St	1	\$ 25,000	\$ 25,000	\$ 6,668	
EV Bus Tools	1	\$ 10,000	\$ 10,000	\$ 2,667	
Security Cameras	6	\$ 2,000	\$ 12,000	\$ 3,200	
Replace Fencing at 111 Huron St.	1	\$ 100,000	\$ 100,000	\$ 26,670	
EV Charging Engineering Design	1	\$ 75,000	\$ 75,000	\$ 20,003	
					\$ 1,251,356
Revised 2023	No.	Cost per unit	Total Cost	City's Share	
Electric Bus 40 foot to replace 40'	1	\$ 1,173,000	\$ 1,173,000	\$ 312,839	
Replace 40' or 35' Bus	1	\$ 576,300	\$ 576,300	\$ 153,699	
Replace one Para Bus with Low Floor Unit	1	\$ 153,000	\$ 153,000	\$ 40,805	
Passenger Accessible (Vans) for On-Demand	2	\$ 122,400	\$ 244,800	\$ 65,288	
Add new hoist for garage (to support EV Bus)	2	\$ 100,000	\$ 200,000	\$ 53,340	
Add Transit Shelters installed	5	\$ 15,000	\$ 75,000	\$ 20,003	
Solar Panel Project For Roof 111 Huron	1	\$ 1,650,000	\$ 1,650,000	\$ 440,055	
Building and Equipment Renovations-AM	1	\$ 450,000	\$ 450,000	\$ 120,015	
EV Bus Tools	1	\$ 10,200	\$ 10,200	\$ 2,720	
Camera Wifi System (loads instantaneously vs download)	1	\$ 50,000	\$ 50,000	\$ 13,335	
					\$ 1,222,099
Revised 2024	No.	Cost per unit	Total Cost	City's Share	
Electric/Fuel Cell Bus 40 foot to replace 40' or 35'	3	\$ 1,196,460	\$ 3,589,380	\$ 957,288	
Replace 40' buses with 35' buses (electric)	0	\$ 1,000,000	\$ -	\$ -	
Replace Para Bus with Electric Low Floor Unit	1	\$ 325,000	\$ 325,000	\$ 86,678	
EV Charging Station-Parabus Unit	1	\$ 50,000	\$ 50,000	\$ 13,335	
Passenger Accessible (Electric Vans) for On-Demand	2	\$ 250,000	\$ 500,000	\$ 133,350	
EV Charging Station-Vans	1	\$ 50,000	\$ 50,000	\$ 13,335	
Add Transit Shelters installed	0	\$ 15,300	\$ -	\$ -	
Building and Equipment Renovations	1	\$ 500,000	\$ 500,000	\$ 133,350	
EV Charging Station-MultiCharge 500kw Unit	1	\$ 350,000	\$ 350,000	\$ 93,345	
EV Bus Tools	1	\$ 10,404	\$ 10,404	\$ 2,775	
Replace Transit Vehicle	1	\$ 76,500	\$ 76,500	\$ 20,403	
					\$ 1,453,857
Revised 2025	No.	Cost per unit	Total Cost	City's Share	
Electric/Fuel Cell Bus 40 foot to replace 40' or 35'	3	\$ 1,220,389	\$ 3,661,168	\$ 976,433	
Replace 40' buses with 35' buses (electric)	0	\$ 1,020,000	\$ -	\$ -	
Replace Para Bus with Electric Low Floor Unit	3	\$ 331,500	\$ 994,500	\$ 265,233	
Electric Community Buses	1	\$ 414,375	\$ 414,375	\$ 110,514	
Add Transit Shelters installed	5	\$ 15,606	\$ 78,030	\$ 20,811	
Building and Equipment Renovations	1	\$ 75,000	\$ 75,000	\$ 20,003	
EV Charging Station-MultiCharge Unit	0	\$ 150,000	\$ -	\$ -	
EV Bus Tools	1	\$ 10,612	\$ 10,612	\$ 2,830	
					\$ 1,395,824
Revised 2026	No.	Cost per unit	Total Cost	City's Share	
Electric/Fuel Cell Bus 40 foot to replace 40' or 35'	2	\$ 1,244,797	\$ 2,489,594	\$ 663,975	
Passenger Accessible (Vans) for On-Demand	1	\$ 255,000	\$ 255,000	\$ 68,009	
Replace Para Bus with Electric Low Floor Unit	2	\$ 338,130	\$ 676,260	\$ 180,359	
Electric Community Buses	1	\$ 422,663	\$ 422,663	\$ 112,724	
Add new hoist for garage (to support EV Bus)	2	\$ 100,000	\$ 200,000	\$ 53,340	
Add Transit Shelters installed	0	\$ 15,000	\$ -	\$ -	
Building and Equipment Renovations	1	\$ 50,000	\$ 50,000	\$ 13,335	
Expanded Electric or Fuel Cell Hydrogen Fleet	0	\$ 3,000,000	\$ -	\$ -	
					\$ 1,091,741
Total Cost 2022-2026			\$ 24,052,785		
Total Projected City Spend 2022-2026					\$ 6,414,878
Total Capital Expenditures over 8 years 2019-2026			\$ 37,577,785	\$ 9,871,995	
Investing in Canada Infrastructure Program: Public Transit		Federal	Provincial	Municipal	Total
Sault Ste Marie Allocation		\$ 17,413,757	\$ 14,510,013	\$ 11,610,622	\$ 43,534,392
		40.00%	33.33%	26.67%	100.00%
City at 26.67%			\$ 43,534,392	\$ 11,610,622	
Left to Spend-Not utilized			\$ 5,956,607	\$ 1,738,627	

Appendix B - Alternative Energy Comparison for Bus Types

Prepared by Emily Cormier, Climate Change Coordinator

Additional Research Points

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Acronyms

BEB – battery electric bus

BMS – battery management systems

CNG – compressed natural gas

CO₂ – carbon dioxide

CTE – center for transportation and the environment

CURTIC – Canadian Urban Transit Research & Innovation Consortium

FCEB – fuel cell electric bus

FCEV – fuel cell electric vehicle

HFC – hydrogen fuel cell

ICE – internal combustion engine

ICEV – internal combustion engine vehicle

IEA – international energy agency

kW – kilowatt

kWh – kilowatt hour

ZEB – zero emission bus

ZEV – zero emission vehicle

Executive Summary

This document outlines research regarding some of the benefits and drawbacks for battery electric buses (BEBs) and fuel cell electric buses (FCEBs). Both drastically reduce fleet emissions; however, equipment and infrastructure costs are higher than traditional diesel buses. Both vary in range, with FCEBs offering more range than BEBs. **As well, currently BEBs are more widely adopted by municipalities than FCEBs.** That being said, Canada is in the process of creating a *National Hydrogen Strategy* which may outline creative financing as well as partnership opportunities to encourage adoption and therefore reduce startup costs. In addition, it must be noted that effective 2023, the Federal Government has a mandate that all federally financed bus purchases will be zero emissions (Office of the Prime Minister, 2019). Therefore, it is important for the City of Sault Ste. Marie (the City) to consider what type of zero-emission fleet purchases they will pursue when this legislation comes into effect. The following points are a few key takeaways from the research:

- Vehicle and infrastructure costs for BEBs are less than FCEBs (most likely due to the fact that the technology is more widely adopted).
- Hydrogen buses tend to offer better range than electric buses, in particular in colder climates.
- Refueling of FCEBs is faster than BEBs (vary on the type of charging infrastructure, but still take longer).
- Both electric and hydrogen buses are around the same cost to maintain, which is significantly less than diesel buses.
- Hydrogen must come from a green source and you must consider the transportation costs of the fuel to ensure that it is truly low to zero-emissions.

Recommendation: Every fleet is different; therefore, it is recommended that the City consider conducting a fleet electrification study to assess BEB and FCEB performance and infrastructure requirements in more detail. Funding for studies is available from the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) and covers up to 50% of eligible costs to a maximum of \$175,000.

The following report outlines in more detail some of the key characteristics associated to both BEBs and FCEBs, as well as their benefits and drawbacks. It also provides examples of both fleet types.

Alternative Energy Comparison for Bus Types

Electric Bus:

How it works

Propulsion generated by an electric traction drive system. Main differences is different types of electric motors and engine power sources, battery pack sizes, battery management systems (BMS) and vehicle designs that integrate light-weighting and aerodynamic optimization. All use batteries and capacitors as their sole source of stored energy. Bank of batteries and capacitors supplies energy to the powertrain which typically comprises a converted and/or inverted with an electric motor coupled to the bus axis (CURTIC, 2020).

Costs:

- Bus: BEBs typically cost between \$1 million to \$1.2 million per bus for 200 kWh to 450 kWh in onboard energy capacity, compared with diesel equivalents that cost between \$500,000 and \$600,000 per bus (CURTIC, 2020).
- Infrastructure: a typical high-powered opportunity charging system with up to 450 kW of delivery capacity costs approximately \$1 million, while lower-powered depot chargers cost anywhere between \$50,000 and \$500,000 per system depending upon the sophistication of the unit(s), the volume of units procured at one time and the complexity of the installation process (CURTIC, 2020).

Hydrogen Bus:

How it works:

Require a hydrogen fuel cell (HFC) to charge an onboard battery, which then powers an onboard electric motor. They carry an onboard electricity generator in the form of a hydrogen fuel cell stack, which operates as a range extender enabling constant battery recharging from hydrogen fuel cell stack opposed to BEBs that require plug-in episodes that conduct power directly from the electrical grid system to the battery. FCEBs use fuel cells that convert energy stored in hydrogen molecular bonds into electrical energy through a chemical reaction, which is then stored in onboard batteries (CURTIC, 2020).

Costs:

- Bus: FCEB typically costs between \$1.2 million to \$1.7 million per bus versus \$1 million to \$1.2 million per BEB and \$500,000 to \$600,000 for a diesel or CNG equivalent (CURTIC, 2020).
- Infrastructure: specifically, a new electrolysis-based fueling system installation and local supply chain development effort can easily range into the tens of millions of dollars including the electrolyzer and installation costs. By one account, local electrolyzers that produce hydrogen using grid-based electricity can cost approximately \$3 million to \$4 million per unit, not including installation costs (CURTIC, 2020).
- Infrastructure: high-output hydrogen-generating fuel station that supports a medium-to-large FCEB fleet is estimated to cost over \$20 million. For transit agencies, there are many factors to consider when assessing the value and costs of installing a hydrogen fueling solution, including capital costs for generation or storage, available space for generation, fueling and storage, and permit requirements. Garage infrastructure would also need to be upgraded to stock hydrogen buses with pressurized reservoirs (i.e., hydrogen proofing) (CURTIC, 2020).

Comparison: Electric Buses vs. Hydrogen Buses

Electric Buses	Hydrogen Buses - Fuel Cell Electric Buses (FCEB)
Pros	
• For an electric drive motor on a bus, there is no expected electric motor repair or maintenance needed other than a potential bearing replacement during the typical useful life of a bus • The Range of zero-emission buses is improving with better battery technology – • At the moment, hydrogen costs are at a significant premium over diesel or gasoline used by conventional ICEV and the electricity used by pure electric buses. • Currently, more widely adopted by municipalities through partnerships with local utilities • Electric buses are more popular currently than hydrogen buses because the infrastructure is more easily implemented • PUC willingness to partner in the long term project • Roof at 111 Huron St. Designed to support Solar Electric Power generation • Flexible recharge options at roadside or using overnight charges or in depot overnight • Good examples of Municipalities moving forward with a bus electrification conversion, which are detailed further below in addition to significant commitments from the TTC in Toronto, Ottawa, Edmonton and Sudbury. The City of Edmonton is now home to 21 battery-electric buses. Toronto: 150,000 tCO₂e saved per bus per year and annual fuel fleet savings of \$50 - \$70 million! Buying and installing them represented \$70M. About half of the cost of purchasing Toronto's first 60 electric buses. The \$140 million was funded by ICIP. Ottawa purchasing 4 BEV. Greater Sudbury's long-term plan will see an all-electric fleet of vehicles, including city buses. https://northernontario.ctvnews.ca/mobile/greater-sudbury-s-long-term-plan-will-see-an-all-electric-fleet-of-vehicles-including-city-buses-1.5225917	• Canada is developing a national hydrogen strategy (currently under development by Natural Resources Canada). • Can decarbonize a range of sectors - including long haul transport, chemicals, iron and steel (a consortium / community approach to emissions reduction). • Globally at least 11 companies currently manufacture fuel cell electric buses (see Exhibit 2 for Canadian companies). • Long range mean there is no need to recharge during the day. • Fuel cell electric buses share 90% of the parts of battery electric buses. • Batteries for FCEBs are smaller and lighter for a longer operating range (no compromise on passenger load). • It takes 7-10 minutes to fuel FCEBs. • Hydrogen can be generated off site from different sources including renewables; it can be produced on site from electricity and water using an electrolyser or natural gas using a reformer. • FCEBs are one-for-one replacement for conventional buses. • Equivalent operating cost per mile compared with diesel and CNG. • No adjustments in routes are required: same driver, same refueling times. • Today fuel cell buses offer an attractive business case and a lower total cost of ownership compared to other low and zero-emission options and fuel cost parity with diesel buses. • Hydrogen filling stations at transit depots are built to be scalable. The equipment is similar to a CNG station, and a station can simply and cost-effectively increase its capacity from 10 to 100 buses by upgrading the

	compression and storage equipment and adding dispensers. • Cost to produce fuel is seen to fall up to 80% by 2030. • If a temperature drops from 10 to 15°C to 0 to 5°C, the range of battery-electric bus loss is up to 37.8% and for the hydrogen-powered buses only by 23.1%. • FCEBs offer the performance benefits of long range, fast refueling and full route flexibility, consistent with the internal combustion engine vehicle experience that transit operators are familiar with. • Hydrogen stores twice the energy of a standard bus battery at a fraction of the weight. • Once a hydrogen fueling station is installed, it can fuel an entire fleet or sub-fleet of vehicles and offer scale-up opportunities to support municipal-wide or regional heavy-duty fleet vehicles and trucks. This type of solution would, however, require building out regional “green” energy strategies focused on transportation fuel supplies over the next 10 years to achieve low-carbon fuel solutions from well-to-wheel for hydrogen-propelled transit and trucking by 2030. Currently, no such strategy exists federally or provincially today other than B.C.’s “Hydrogen Study,” published in 2019. (CURTIC, 2020).
Examples	
Examples 1. Newmarket-Aurora • Investment of nearly \$957,000 for Newmarket-Tay Power Distribution Ltd. to demonstrate a fully interoperable, high-power overhead, on-route charger in Newmarket, which will help the York Region Transit Corporation phase out diesel buses and significantly reduce greenhouse gas emissions and air pollution. • The funding from Natural Resources Canada’s Green Infrastructure Program will help Newmarket-Tay procure, install, operate and maintain one 450kW overhead bus-	Example 1. Champaign-Urbana Mass Transit District (MTD), Illinois • Range from electric buses was a concern – liked that hydrogen range is equivalent to a diesel bus and it’s a one-for-one replacement • Operationally there are no alterations to their system • Cost of acquiring 2 new hydrogen buses, a fueling station and fuel storage equipment will cost \$3.5 million, of which \$1.5 million will be covered by federal grants (USA)

charging station. This initiative also contributes to the Canadian Urban Transit Research and Innovation Consortium (CUTRIC)'s Pan-Canadian Electric Bus Network that aims to cut pollution and energy costs while paving the way for a zero-emission transportation sector. • Siemens, a global company focused on the areas of electrification, automation and digitalization, will provide the on-route charger, which will demonstrate the performance of the overhead electric bus charging system and enable future mass deployments. 2. Brampton • Federal investment of \$7.6 million from the Low Carbon Economy Fund toward the largest global deployment to date of fully interoperable battery electric buses and high-powered, overhead, on-route chargers in Brampton, which will displace the city's diesel buses and significantly reduce greenhouse gases and air pollution. • \$3.5-million investment from Natural Resources Canada's Green Infrastructure Program to help the city procure, install, operate and maintain four 450kW overhead bus-charging stations and eight battery electric buses. 3. St. Albert, Alberta • Fleet of 68 buses – 7 of which are electric • Route costs of BEBs compared to diesel: \$16 for an electric bus; \$84 for diesel • generates 0.65 kg of co2/km as compared to a diesel bus generating 1.28 kg of CO2/km • With no internal combustion engine or transmission, potential maintenance savings over the life of the electric bus were estimated to be \$86,000 • potential of \$356,500 in fuel savings over 18 years, as compared to conventional diesel bus	• MTD plans to produce the hydrogen itself. It could use solar power, wind turbines, or if need be, gas from the local landfill to separate the hydrogen from oxygen in water molecules • Plans to add 12 HFCB by 2023 (1/10 of its fleet) – by that time the rest will be diesel electric hybrids https://www.govtech.com/products/Batteries-or-Hydrogen-Cities-Weigh-the-Best-Way-for-Buses-to-Go-Electric.html 2. City of Halifax Hydrogen Fuel Cell Study Outreach by the City of Sault Ste. Marie to the City of Halifax research on Hydrogen Fuel Cell resulted in a summary of drawbacks and benefits from their commissioned hydrogen fuel cell study. They are also in the process of obtaining permission to share their Executive Summary of the report that would provide high-level information about Hydrogen Fuel Cell buses as well as other bus technologies. <i>Summary of Drawbacks:</i> 1) Past issues with hydrogen fuel cell included availability of hydrogen, it had to be trucked in and therefore cancelled-out the emission benefits as it generated a lot of upstream CO2 2) The cost of hydrogen buses is greater than electric buses by quite a lot currently (almost double), the industry aims for a comparable cost in the future but would be a huge burden to many transit agencies 3) Facility upgrades are required and are comparable to what electric buses would need 4) It is less mature technology and therefore would have lower reliability 5) Safety training of all stakeholders, increased safety systems and higher need for PPE, hydrogen is very high energy 6) Cost of fuel is comparable to diesel, this is a drawback because with the
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	cost of the bus being so high, you will not see any savings in this area whereby electric buses see a large majority of savings for fuel 7) Tailpipe emissions are the same as electric buses (zero), but higher CAC's (air contaminants) and CO2 emissions due to upstream emissions (production and transportation of hydrogen) <i>Noted benefits:</i> 1) Range is expected to be better than electric because hydrogen has a greater energy density than batteries 2) The refueling time is comparable to diesel buses about 10 to 15 min whereas a depot charger for electric buses can take 4 hours to charge a bus unless you get really high-powered chargers which are a high capital investment and can degrade batteries at a higher range 3) No need for contingency generators whereas electric buses we have to account for power outages (especially if you have a secured, local source for hydrogen) 4) With a higher range, we do not need to monitor the state of the battery on different routes 5) Slightly higher passenger capacity with a higher distance range 6) Less costly to maintain than diesel but comparable to electric buses
Cons	
• Per charge driving ranger – require system wide planning to ensure adequate on –route and in-depot charging time • Insufficient national and collaborative provincial funding to offset high up front systems wide capital costs • New technology requires understanding, patience and support, as well as third party hardware and software integrations • Training maintenance staff and operations • Parts support from manufacturer • Battery and propulsion system performance and warranty's require extending.	• Currently, there are zero FCEBs on roads in Canada despite leading in the design and development of hydrogen fuel cell stacks and electrolyzers • Hydrogen value chain is currently, to complex - need for a domestic hydrogen fuel economy will require deliberate effort by industry and governments working together • Producing hydrogen from low-carbon energy is costly at the moment. IEA analysis finds that the cost of

• Seasonal and daily scheduling adjustments to match the electric buses range • Additional electric buses give rise to increased electrical infrastructure costs • According to a study carried on by the Center for Transportation and the Environment (CTE), the range of e-buses is reduced by up to 37.8% at 0 to -5°C. • Battery buses require expensive batteries that aren't recyclable • While some BEBs procured for cold climate conditions integrate diesel-fueled heaters on board as an auxiliary system, most BEBs procured across North America today are full ZEBs	producing hydrogen from renewable electricity could fall 30% by 2030 as a result of declining costs and the scaling up of hydrogen production • Development of hydrogen infrastructure is slow. Planning and coordination that brings together national and local governments, industry and investors. • Hydrogen is almost entirely supplied from natural gas and coal today - harnessing this existing scale on the way to a clean energy future requires both the capture of CO₂ from hydrogen production from fossil fuels and greater supplies of hydrogen from clean electricity • The total cost of ownership is highly sensitive to local conditions such as costs of electricity or hydrogen fuel, available infrastructure for refueling, range required, and mileage. • Supply chain infancy • Higher up front capital costs than BEBs – both bus and fueling systems are more expensive • A high output hydrogen generating fuel station that supports a medium to large FCEB fleet is estimated to cost over \$20 million • A new electrolysis based fueling system installation and local supply chain development effort can easily range into the tens of millions of dollars • If hydrogen is generated from fossil fuels, there would be no advantage of switching from ICE unless the carbon emissions can be isolated indefinitely either as an inert chemical or in a geological repository • Although commercial hydrogen vehicles exist, future development is dependent upon the widespread fueling infrastructure to enable sales of hydrogen vehicles
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Considerations / Next Steps

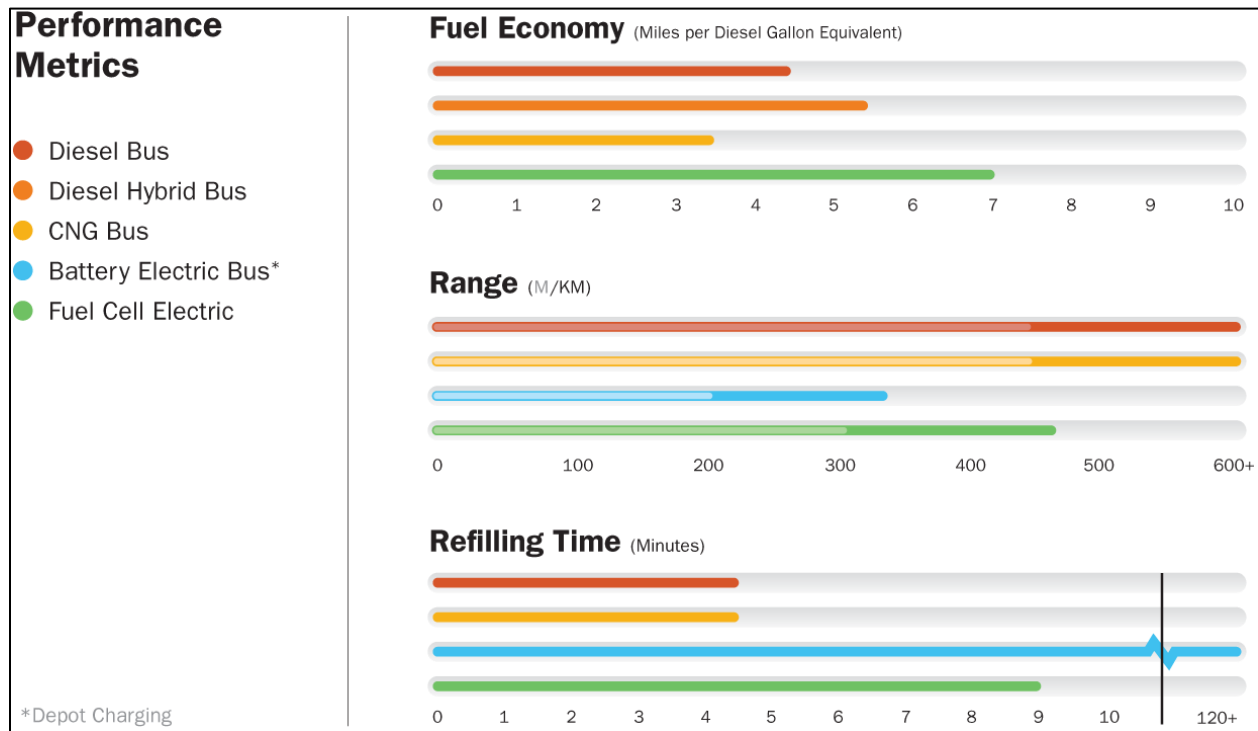
- Consider exploring a fleet electrification study to assess BEB and FCEB performance and infrastructure requirements

- According to the CURTIC 2020 report – low cost feasibility studies before procurement cost between \$50,000 to \$500,000 for the full fleet analysis and simulation of ZEB technologies in the local system, depending on the size of the fleet and the total number of ZEB makes and models and charging equipment simulated (CURTIC, 2020).
- The City could consider purchasing either an electric bus and/or a hydrogen bus for a minimum of 1 year to gain understanding of electric bus operations as well as the impacts of seasonality specifically on battery operation.
- Pilot tests should be run on at least two routes that could have significantly different battery requirements based on battery size and recharging time alternatives
- If the municipality sets Climate Change oriented policies, including issuing emissions reduction targets – this will motivate electric bus procurements across the province
- When considering hydrogen as a low emission fuel, a multifaceted usage function increases project viability (e.g. using it as a feedstock for industry and also a fuel for transportation)¹. As competition and infrastructure availability increase, FCEVs are another ZEV segment opportunity that can be considered in City fleet replacement.

¹ Council of Australian Governments (COAG). 2019. Australia's National Hydrogen Strategy. Retrieved from: <https://www.industry.gov.au/sites/default/files/2019-11/australias-national-hydrogen-strategy.pdf>

Exhibits

Exhibit 1: Performance Metric Comparison for Diesel, Hybrid, CNG, Battery and Fuel Cell Buses



Source: <http://zeroemissionbus.org/>

Exhibit 2: Canadian Fuel Cell Technology Bus Leaders

CANADIAN INDUSTRY LEADERS		
Hydrogen Production	Air Liquide Canada	Montreal, QC
	Air Products Canada	Edmonton, AB
	Enbridge Gas Distribution	Calgary, AB
	Hydrogenics	Mississauga, ON
	Next Hydrogen	Mississauga, ON
	Quadrogen Power Systems	Burnaby, BC
	Proton Technologies	Calgary, AB
Hydrogen Storage	Agility Fuel Solutions	Kelowna, BC
	Luxfer Canada Ltd.	Calgary, AB
Hydrogen Refueling Infrastructure	Hydrogen TeChnology and Energy Corporation (HTEC)	Vancouver, BC
	Powertech Labs Inc.	Surrey, BC
Hydrogen Fuel Cell Manufacturing	Ballard Power Systems	Burnaby, BC
	Loop Energy	Burnaby, BC
Electric Bus Manufacturing	New Flyer Industries	Winnipeg, MB
	Nova Bus	Saint-Eustache, QC
	Lion Electric Company	Saint-Jérôme, QC
	GreenPower Motor Company	Vancouver, BC
This is just a sample of industry participants. For more, visit the Canadian Hydrogen and Fuel Cell Association member directory .		

Source: Ballard. (May 2020). *Fuel Cell Electric Buses: An attractive value proposition for zero emission transit in Canada*. Retrieved from:
https://info.ballard.com/hubfs/Premium%20Content/An%20Attractive%20Value%20Proposition%20for%20Fuel%20Cell%20Buses%20in%20Canada/WP%20Ballard%20Fuel%20Cell%20Buses%20for%20Canada.pdf?utm_campaign=Bus&utm_medium=email&hsenc=p2ANqtz-8EVUVfHgVoKyLi-P0Y5BFxOtOsDReCBvNCRk3h--yRwfz0D-POcjdquo50gkdsG9w7Xrcu91xUYm1kOexkX_d9Gp2TNg&hsmi=88519834&utm_content=88519834&utm_source=hs_automation&hsCtaTracking=c8eabdc9-4d77-4227-919d-d16cfa41a8a%7C523749ac-c393-4f3a-8568-c7d309aa9638

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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Brent Lamming, Director of Community Services

DEPARTMENT: Community Development and Enterprise Services

RE: Pointe des Chenes Transit

PURPOSE

To provide an update on the Pointe des Chenes Transit resolution and to seek Council approval to begin a one (1) year pilot for the summer of 2021.

BACKGROUND

At a Council meeting dated February 22, 2021 the following resolution was passed.

Whereas Pointe des Chenes beach is the only public beach in the Sault Ste. Marie City limits; and

Whereas for years families have gathered at Pointe des Chenes beach as a community gathering place; and

Whereas it is important that City services in all corners of the City be accessible to the entire community; and

Whereas in the summer months, some in the community may not be able to access the Pointe des Chenes beach due to its distance from the City's core and lack of services to get to the beach;

Now Therefore Be It Resolved that staff be requested to report to Council on options for an additional bus route that would run on weekends in the summer (from late June to Labour Day) to bring residents from one or both of the transit transfer hubs to the Pointe des Chenes beach.

ANALYSIS

Transit Services has reviewed the request and has provided an option for service in alignment with the motion.

Weekend service would commence Saturday June 26, 2021 and end on Labour Day Monday September 6, 2021 including statutory holidays.

A worst, mid and best-case scenario was completed. Utilizing the mid case scenario would result in an additional \$13,000 in operating funding being required. This would provide for three (3) return trips daily originating at the Downtown Terminal, servicing the Northern Transfer Point as well as points along the way (Appendix A).

Pointe des Chenes Transit Weekend Pilot (June 26 to Labour Day) including Statutory Holidays							
Projected User Fee Revenue							
		Departure User Fee	Return Fee	Total	Worst	Mid	Best
User Fee		\$ 3.00	\$ 3.00	\$ 6.00			
Projected Number of Riders					10	35	60
Projected Daily User Fee Revenue					\$ 60.00	\$ 210.00	\$ 360.00
Days for Pilot over Weekend					23	23	23
Estimated Pilot Revenue					\$ 1,380.00	\$ 4,830.00	\$ 8,280.00
Projected Cost Utilizing a 2 hour run							
Depart Terminal	Depart NTP	Arrive	Return (depart PDC)		Per Day Cost	Per Day Cost	Per Day Cost
9:15AM	9:35AM	10:05AM	10:15AM				
Hours Required					2	2	2
12:15PM	12:35PM	1:05PM	1:15PM				
Hours Required					2	2	2
4:15PM	4:35PM	5:05PM	5:15PM				
Hours Required					2	2	2
Total Hours Required					6	6	6
Rate Per Hour Of Service All In					\$ 116.04	\$ 116.04	\$ 116.04
Projected Cost Per Day					\$ 696.24	\$ 696.24	\$ 696.24
Days for Pilot over Weekend					25	25	25
Projected Cost of Pilot					\$17,406.02	\$17,406.02	\$17,406.02
Project Net Cost of Pilot					\$16,026.02	\$12,576.02	\$ 9,126.02
Notes:							
To start Saturday June 26, 2021 and run through including Labour Day Monday September 6, 2021							
Service to run 3 times a day from Downtown Terminal Connecting with Northern Transfer Point and then to Pointe des Chenes							
Assumption of hours supports individuals enjoying the sun at the beach for either a morning, afternoon or full day.							

The Local Immigration Partnership (LIP) and Social Service have both been contacted and have been notified of the initiative. They are very supportive of the opportunity and will promote with their clients and agencies they work with. The City would also inform the Algoma Leadership Table (ALT) to ensure additional stakeholders are aware so they can promote accordingly.

Staff are recommending implementing the pilot, which will provide additional service to provide access to the greater Community to enjoy the Point des Chenes day park. The day park provides an additional accessible outdoor opportunity in alignment with outdoor COVID-19 guidelines.

FINANCIAL IMPLICATIONS

The cost for service of approximately \$17,000 will be submitted as a COVID relief expenditure through the Operating 2021 budget under phase 2 of the Safe

Restart program. Phase two (2) funding is \$1,530,408 and over the three (3) phases totals \$3,922,376.

- Phase 1 \$1,215,737
- Phase 2 \$1,530,408
- Phase 3 \$1,176,131

The request to provide Transit to Pointe Des Chenes beach is an increase to the service level established within the 2021 Operating budget as approved by Council. The request to fund this new level of service would be provided to Council for their approval as part of the 2022 Operating Budget. Staff is recommending that a temporary COVID-19 service level change be provided to allow families more opportunity to safely enjoy the community during 2021. The results of the temporary service change would be evaluated and brought back to Council with the 2022 operating budget for approval of a permanent service level adjustment and associated funding requirements.

STRATEGIC PLAN / POLICY IMPACT

The recommendation supports the focus area of the Corporate Strategic Plan for 2020-2023 in a number of ways.

- Within the Service Delivery focus area, it continues to assist in delivering excellent customer service to citizens.
- Under Quality of Life area, the action promotes Quality of Life Advantages.
- Community Development & Partnerships, it creates Social and Economic Activity.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Director of Community Services dated March 29, 2021 be received, and the recommendation that, Transit Services be authorized to:

1. Commence a one (1) year pilot for weekend and statutory service for the summer of 2021 beginning Saturday June 26, 2021 and ending on Labour Day Monday September 6, 2021.
2. Utilize the 2021 Operating budget supported through Phase two (2) of the Safe Restart Program for COVID relief to facilitate the pilot.
3. Advise LIP, Social Services and the ALT to promote the opportunity.

Respectfully submitted,

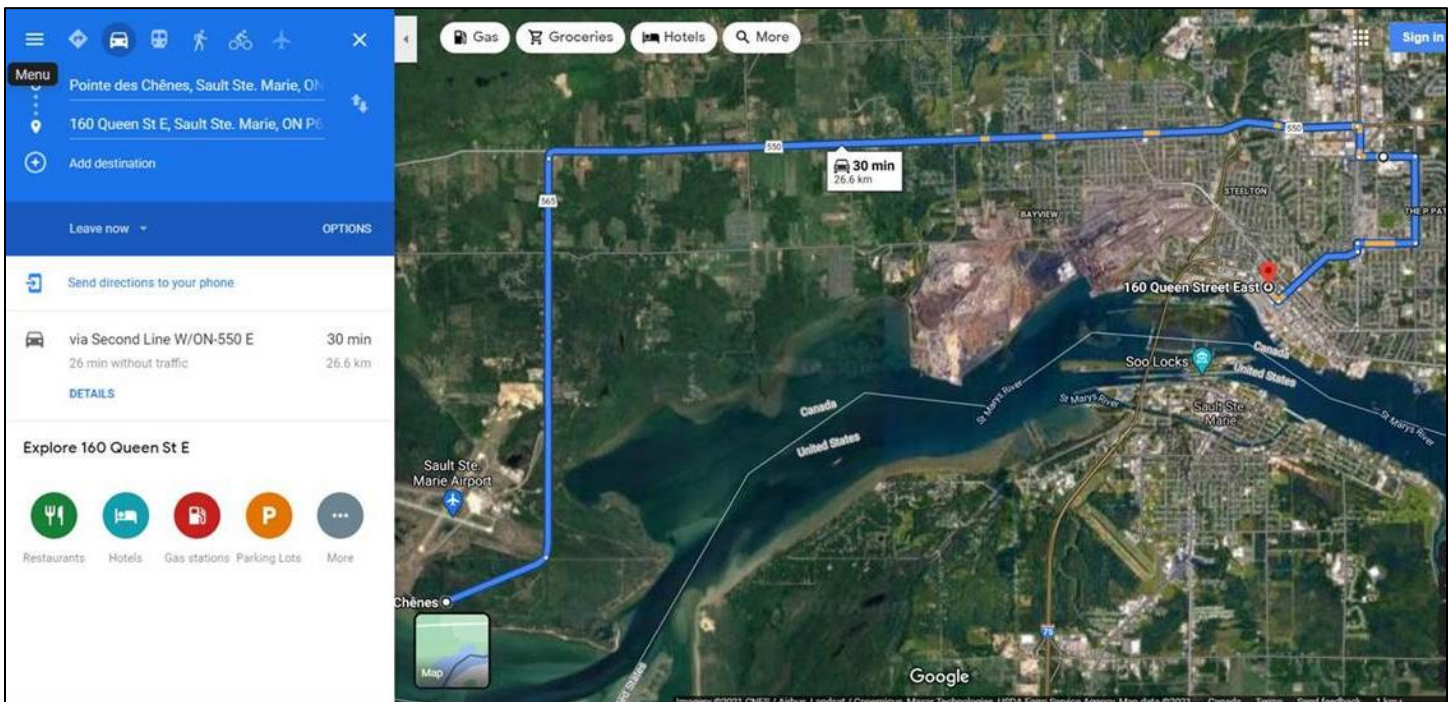
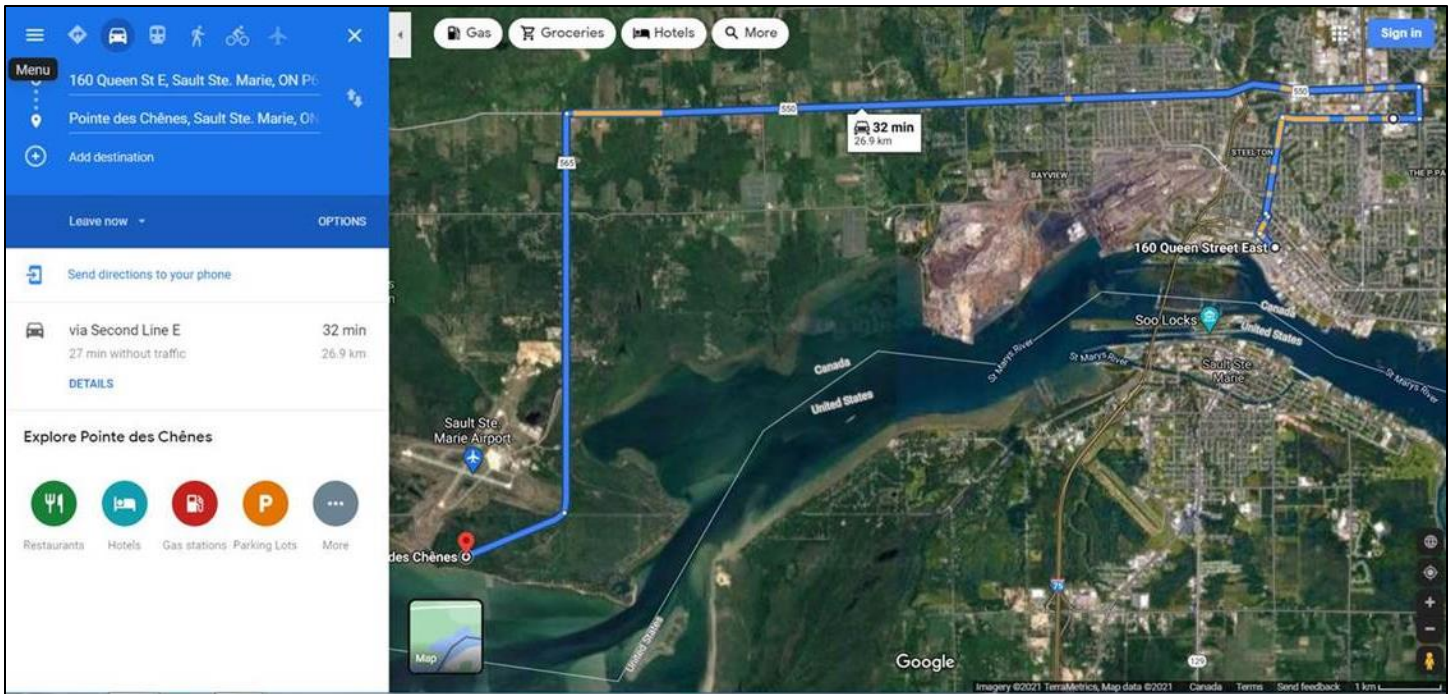


Brent Lamming, PFP, CPA, CMA
Director, Community Services

Pointe des Chenes Transit
2020 03 29
Page 4.

Community Development & Enterprise Services
(705)759-5314
b.lamming@cityssm.on.ca

Appendix A - Pointe des Chenes Proposed Weekend Route





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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Virginia McLeod, Manager of Recreation and Culture
DEPARTMENT: Community Development and Enterprise Services
RE: 2021 Cultural Financial Assistance Grants

Purpose

This report provides recommendations to City Council from the Cultural Vitality Committee for the distribution of the Cultural Financial Assistance Grants for 2021.

Background

The Cultural Vitality Committee on behalf of City Council evaluates the applications for the Cultural Financial Assistance grants utilizing the criteria in the City's Cultural Financial Assistance Policy. The Community Development Fund report appeared on the November 30, 2020 City Council agenda and was approved. The report outlined the new guidelines for Arts and Culture Assistance Program. The new guidelines provide funding support, in line with the priorities identified in the Community Culture Plan 2019-2024 to foster growth and development of the local arts and culture sector.

The Cultural Vitality Committee held two (2) meetings to review the applications. The following resolution was passed at the January 26, 2021 meeting:

Moved by: H. Bot

Seconded by: A. Pinheiro

"Resolved that the application from the Arts Council of Sault Ste. Marie and Districts be removed from consideration as the application is incomplete."

CARRIED

At the February 11, 2021 meeting, the Cultural Vitality Committee finished the review process and passed the following resolution:

Moved by: J. Javanovic

Seconded by: A. Pinheiro

"Resolved that the Cultural Vitality Committee approve the organizations as follows for grants under the Cultural Financial Assistance Program

2021 Cultural Financial Assistance Grants

March 29, 2021

Page 2.

Organization Name:	Requested Funding:	Recommended Funding
Cultural Funding		
ArtSpeaks	\$11,750.00	\$11,750.00
Thinking Rock Community Arts	\$3,960.00	\$3,960.00
Living History Algoma	\$12,000.00	\$12,000.00
Sault Symphony Association	\$3,764.12	\$3,764.00
Algoma Conservatory of Music	\$20,000.00	\$20,000.00
Sault Theatre Workshop	\$5,000.00	\$5,000.00
4-4 Collective	\$1,070.00	\$535.00
Sault Community Theatre Centre	\$4,000.00	\$4,000.00
Strawberry Moon Collective (Ode Imin Geezis)	\$7,500.00	\$7,072.00
Category Total		\$68,081.00
Festival and Events		
Algoma Arts Festival Assoc.	\$7,500.00	\$7,500.00
Northern Ontario Latin-Hispanic Association	\$5,000.00	\$5,000.00
Sault Film Festival	\$13,819.00	\$13,819.00
Category Total		\$26,319.00
Pending ACAP Guidelines Update		
SSM Downtown Assoc.	\$10,000.00	\$10,000.00
Not approved		
Insights & Outrights	\$5,000.00	\$0.00
Arts Council Of Algoma	\$35,000.00	\$0.00
SSM Insectarium (Entomica)	\$5,000.00	\$0.00
Total	\$150,363.12	\$104,400

and that a report be submitted to City Council for consideration and approval.”

CARRIED

Subsequent to this motion being passed, staff became aware that while the Downtown Association funding request did not meet the criteria in the (previous) Cultural Financial Assistance Policy, it would meet the new criteria. This application will appear on a future Council Agenda for approval under the Community Development Fund arts and culture stream. Therefore the total amount being requested for approval at this time is \$94,400.

Analysis

The amount of funding available for Cultural Financial Assistance grants has increased from \$53,900 in 2019 to \$104,500 in 2021. The funding is divided into two categories: \$75,000 for Cultural Funding and \$29,500 dedicated to applications focused on Festival and Events. The 2021 Cultural Financial Assistance applications were released, prior to the Community Development Fund report, which included the new Arts and Culture Assistance Program (ACAP) Guidelines, which was approved by City Council on November 30, 2020. As a result, 2021 is a transitional year and the shift from the previous Cultural Financial Assistance criteria to the new ACAP funding is underway.

In 2021, the Cultural Vitality Committee (CVC) received sixteen (16) applications totalling \$150,363.12. During the review process, the CVC. determined that two applications did not meet the definition of culture or criteria outlined in the Cultural Financial Assistance Policy. In addition, one application was incomplete and therefore ineligible for funding.

Following the review process, it was noted that there was an error in the previously approved Arts and Culture Assistance Program Criteria, submission timelines and CVC composition. A report “Arts and Culture Funding Update” appears elsewhere on the agenda for Council approval. The report outlines recommendations on how the Arts and Culture Funding will be utilized as well as the revisions to the Arts and Culture Assistance Program guidelines and a recommendation that the new ACAP Guidelines come into effect March 31, 2021. Approval of the application from the Downtown Association is delayed as a result of this date change.

City staff will be contacting the applicants to provide feedback on how to strengthen their applications in the future. In addition, City staff will conduct workshops on the new application process and scoring criteria this year to prepare applicants for the 2022 funding allocations.

Financial Implications

An amount of \$104,500 is included in the City’s operating budget for the purpose of financial assistance as per the City’s Cultural Policy on providing arms-length funding of culture.

Strategic Plan / Policy Impact

This item supports the Corporate Strategic Plans Focus Area: Quality of Life – Promote and Support Arts and Culture

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Recreation and Culture dated March 29, 2021 concerning the 2021 Cultural Financial Assistance Grants be received and that the recommendation of the Cultural Advisory Board to allocate \$94,400 in the following amounts:

1. Northern Ontario Latin-Hispanic Association – \$5,000
2. Algoma Arts Festival Association – \$7,500.00
3. Algoma Conservatory of Music – \$20,000.00
4. Living History Algoma (Algoma 1812) – \$12,000.00
5. 4/4 Collective – \$535.00
6. Sault Symphony Association – \$3764.00
7. Sault Theatre Workshop – \$5,000.00
8. Strawberry Moon Collective (Ode Imin Geezis) – \$7,072.00
9. The ArtSpeaks Project – \$11,750.00
10. The Sault Community Theatre Centre – \$4,000.00
11. Sault Film Festival – \$13,819.00
12. Thinking Rock Community Arts – \$3,960.00

be approved.”

Respectfully submitted,



Virginia McLeod
Manager of Recreation and Culture
705.759-5311
v.mcleod@cityssm.on.ca



22 February 2021

To the honourable Mayor Provenzano and members of the Sault Ste. Marie City Council,

I am writing in regard to Sault Ste. Marie's flagship symphonic ensemble, the Sault Ste. Marie Symphony Orchestra, a symbol of this region's cultural sophistication and its collective belief in the power of music to transform and inspire the citizens of our twin cities. This ensemble has existed for more than four decades and is a source of pride in our region. My purpose is to ask you to contemplate the level of support made to the orchestra by the City of Sault Ste. Marie.

I have had the pleasure to perform with Sault Ste. Marie Symphony in 1989, 2001 and 2016. This 32-year perspective has given me a unique window into how the ensemble has operated at various stages in its long history. In 2001, the experience of playing with the ensemble was not unlike that of a performance with an ensemble in a much larger city of 400,000 or 500,000, as the budget for the ensemble was higher at that time, and therefore, overall quality was higher. Not only could the ensemble pay to have professional musicians anchoring each section as principal players, but there was also enough budget to bring in additional professionals from surrounding regions in Ontario and Michigan to fortify the orchestra so that on concert nights, the community hears nothing but the strongest regional orchestra possible, playing at a level well beyond what one would expect from a town of 75,000. It was truly breathtaking, and on par with those orchestras in Kitchener, Halifax or London. This was fitting and just, as Sault Ste. Marie has long been known as a city that pulls way beyond its weight in music, with a long, strong choral and symphonic tradition, and a Conservatory that is 2nd highest in involvement among all similar operations in the province. We are musically strong in the Sault. Because of that, I believe the city ought to calibrate music funding accordingly.

I have always been fascinated by how various cities support the arts. I note many cities in which many arts, including symphonic music, dance, art and theater, receive substantial, often equal support, as is the case in Toronto, Montreal, Vancouver, Ottawa, Calgary, Edmonton, Quebec City and Halifax. But substantial municipal support for symphonic music-making is not limited to the biggest cities in Canada. Orchestras in mid-sized cities also receive impressive support, as you can see from this short list: Kitchener –\$739,665, or \$3.05 per city resident; Thunder Bay – \$249,325, or \$2.26 per city resident; Red Deer-\$153,000 or \$1.48 per city resident; and Drummondville –\$145,000 or \$2.11 per city resident. These four mid-sized Canadian cities contribute, on a per residence basis, approximately the cost of a large cup of Tim Hortons coffee to maintain their orchestras. What if one takes the average of the above dollar figures (\$2.22), and the City of Sault Ste. Marie were to establish it a basis for supporting its Symphony during the 2021 / 2022 season, just as the ensemble exits the pandemic? That would be 74,000 citizens, times \$2.22, equals \$164,280.

Symphonic music-making is an essential element for any vibrant city. A great many professionals who may relocate to the Sault in the coming years will consider an active symphonic organization to

be a key attribute of the city's cultural fabric. All one needs to do is look at what some leaders have said about music in order to appreciate the cultural dividends that result. Paul Allen, billionaire co-founder of Microsoft said "Music reinforces and confirms your ability to create. Something in music pushes you to look beyond what currently exists and express it in a new way." Former World Bank president James Wolfensohn said "Music functions as a hidden language, one that balances the ability to connect disparate or even contradictory ideas. It has helped me to understand the culture of peoples as distinct from their balance sheets." Roger McNamee, whose Elevation Partners is best known for its early investment in Facebook argues that "Musicians and other top professionals share the almost desperate need to dive deep. This capacity to obsess seems to unite top performers in music and other fields" Finally, and perhaps most impressively, the great inventor Albert Einstein linked science and music: "The greatest scientists in the world are artists as well. My discovery of relativity occurred by intuition, and music was a driving force behind that intuition. My discovery was the result of musical perception."

Sault Ste. Marie needs a symphony orchestra for our children and our children's children, those future individuals who will be transformed by hearing a large music ensemble, either in the context of a season concert, or, when symphony musicians visit their schools. I have played more than 750 concerts on multiple continents, including at Carnegie Hall. None of that would have happened if my senior public school, Bliss Carmen hadn't teamed with the Scarborough School Board and the Borough of Scarborough to bus us downtown to take in symphony rehearsal techniques and final concerts. Several of my colleagues from those years are also professional musicians. All of us credit those early symphonic experiences as a key to our present successes. We need a vibrant symphony in the Sault so that the next generation of young musicians can be inspired in a similar manner. No child should have to go without having an opportunity to hear live symphonic music. Please seriously consider increasing the city's level of support for our long-standing symphony orchestra. I ask that the city scale its support in a manner similar to other Northern Ontario cities, so that we are competitive among Northern Ontario cities when it comes to how our city supports its flagship symphonic large ensemble.

Thank you for reading this letter, and for your consideration in this matter.

Edward Turgeon, DMA
Professor, Director of Music, Musician-in-Residence
Algoma University, 1520 Queen Street East, Sault Ste. Marie, Ontario. P6A 2G4

President: World Piano Teachers Association; Canadian Territory
Member: Board of Artistic Advisors, San Francisco International Music Festival
Board of Artistic Advisors, Murray Dranoff Two Piano Competition and Foundation
Canadian Music Festival Adjudicators Association
Ontario registered Music Teachers Association
Steinway & Sons International Artist Roster
Board, Sault Ste. Marie Symphony Orchestra

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

March 24, 2021

Edward Turgeon, DMA
Professor, Director of Music, Musician-in-Residence
Algoma University
1520 Queen Street East
Sault Ste. Marie, Ontario
P6A 2G4

Dear Mr. Turgeon:

Thank you for your letter of February 22, 2021.

I have provided it to City Council along with this response.

I appreciate the time you took to write to us and I recognize the merit of your position.

I am generally supportive of arts funding and acknowledge the importance and quality of the Sault Symphony Orchestra. I thank you for your work and your effort in supporting the organization, for sharing your talent and for giving other people in our community the opportunity to share theirs.

I have referred your correspondence and funding request to staff for its review, and I have asked that the matter be referred to our 2022 budget deliberations.

I expect you will hear from city staff if they require further information for its assessment but please reach out to me if you have any further questions.

Sincerely,

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

Attachment

Cc: City Council



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Virginia McLeod, Manager of Recreation and Culture
DEPARTMENT: Community Development and Enterprise Services
RE: Arts and Culture Funding Update

Purpose

The purpose of this report is seek Council's approval for revisions to the Arts and Culture Assistance Program Guidelines and to approve the increase in cultural funding received in 2021 and how reserves will be utilized.

Background

On November 30, 2020, City Council approved the Community Development Fund Report which outlined the five programs included in the fund. The report included the details of the Arts and Culture Assistance Program. There are a few revisions required to clarify the application timelines, Cultural Vitality Committee composition and the evaluation criteria.

Furthermore, during the 2021 budget deliberations City Council approved an additional \$40,000 in Arts and Culture funding, which supports the recommendations of the Community Culture Plan 2019-2024.

Analysis

The objective of the Community Culture Plan is to foster investment and economic development in Arts, Culture and Heritage, and strengthen partnerships to promote cultural vitality in the community and strengthen connectivity amongst those in the creative sectors locally. Global communities with strong links between community culture and engagement in the arts, are resilient, healthy communities. Such creative, vibrant and resilient places are attractive to investors in industry, business, and tourism and thus create employment opportunities, expand the tax-base, and generally add real wealth to the community.

Arts and Culture Funding Allocation

During the 2021 budget deliberations, City Council approved an additional \$40,000 of annual funding for Arts and Culture for a total of \$144,500. Currently, \$104,500 is allocated to the Arts and Culture Assistance Program to be distributed to non-profit organizations, non-incorporated collectives or groups, or individual artists that meet the criteria outlined in the ACAP guidelines. It should

be noted that within the program funding of \$104,500, \$29,500 is dedicated to Festivals & Events. This leaves \$75,000 for other ACAP applications.

Community Development and Enterprise Services is recommending that the additional \$40,000 be allocated to public art installations either large or small scale. City Staff and members of Cultural Vitality Committee are currently working on developing a public art policy, which will be brought to City Council for approval.

Arts and Culture Assistance Program Guideline Revisions

Staff have identified some revisions to the Arts and Culture Assistance Program Guidelines. The revisions are detailed in the attached document (Appendix A) and the updated Arts and Culture Assistance Program Guidelines is attached (Appendix B). The recommendations include:

- Improvements to the evaluation criteria to ensure that the various types of applicants identified and the rubrics for evaluation of each is appropriate.
- Updating the Cultural Vitality Committee (CVC) composition to reflect the structure outlined in the CVC Terms of Reference.
- Establishing that the new ACAP Guidelines come into affect March 31, 2021.

Financial Implications

The additional \$40,000 in funding for Arts and Culture was approved during the 2021 budget process. This report sets out how these funds are to be allocated and there are no additional financial implications.

Strategic Plan / Policy Impact

This matter is addressed in the Corporate Strategic Plan Focus Area: Quality of Life (Promote and Support Arts and Culture).

Recommendation

It is therefore recommended that Council take the following action:

“Resolved that the report of the Manager of Recreation and Culture dated March 29, 2021 concerning the Arts and Culture Funding Update be received and that following recommendations:

1. \$40,000 of the approved Arts and Culture Funding be allocated to public art installations; and
2. Revisions to the Arts and Culture Assistance Program Guidelines as presented.

be approved.”

Arts and Culture Funding Update

March 29, 2021

Page 3.

Respectfully submitted,

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

Virginia McLeod

Manager of Recreation and Culture

705.759-5311

v.mcleod@cityssm.on.ca

Summary of Revisions to The Arts & Culture Assistance Program (ACAP)

Additions or changes are highlighted in yellow

Page 2 - General Notes to Applicants

Current

Total Funds available for all Grant types in the ACAP Program: \$104,400

Proposed

Total Funds available for all Grant types in the ACAP Program: \$104,500

Addition of:

- 1) Not all applicants are eligible for all funding streams please check guidelines carefully and contact City Staff to ensure eligibility prior to applying.
- 2) First time applicants are encouraged to contact City Staff prior to submitting an application.

Page 2 - Submission Dates

Current

Applications for ACAP will be accepted in two intervals: Early Intake and Late Intake. These intakes are designed to better support applicants who have varying fiscal year commencements, along with projects and/or festivals or events that occur early in the year.

Proposed

A transition from the previous Cultural Financial Assistance criteria to the new ACAP funding will take place beginning March 31, 2021. Applications for ACAP will be accepted in two intervals: Early Intake and Late Intake. These intakes are designed to better support applicants who have varying fiscal year commencements, along with projects and/or festivals or events that occur early in the year.

Page 4 - Project Grants

Current

The Project Grants support small to large scale, one-time public and community arts, culture and heritage projects produced by Sault Ste. Marie based incorporated not-for-profit (NFP) arts, culture and heritage organizations, unincorporated arts, culture and heritage organizations/collectives.

Proposed

The Project Grants support small to large scale, one-time public and community arts, culture and heritage projects produced by Sault Ste. Marie based incorporated not-for-profit (NFP) arts, culture and heritage organizations, unincorporated arts, culture and heritage organizations/collectives and individual cultural producers/practitioners.

Page 5 - 1.) Small Project Grants

(modifications to 3 bullet points)

Current

The Applicant must:

- Be an incorporated not-for-profit arts/culture organization or an unincorporated arts/culture organization/collective that is based in Sault Ste. Marie. If an organization is based outside of the city, funding may still be granted, provided there's a demonstrated substantial local benefit or involvement.
- Maintain a clear distinction in programs and budgets between the organization's ongoing activities and its arts/culture project.
- Have a stable volunteer/staff base in place to carry out activities. For instance, the organization must have a governance structure and identifiable partners.

Proposed

The Applicant must:

- Be an incorporated not-for-profit arts/culture organization, unincorporated arts/culture organization/collective **or individual cultural producer/practitioner** that is based in Sault Ste. Marie. If an organization/collective/**individual** is based outside of the city, funding may still be granted, provided there's a demonstrated substantial local benefit or involvement.
- Maintain a clear distinction in programs and budgets between the organization's ongoing activities and its arts/culture project **where applicable**.
- Have a stable volunteer/staff base in place to carry out activities **where applicable**. For instance, the organization must have a governance structure and identifiable partners.

Page 11 - Cultural Diversity Grants

Current

Incorporated not-for-profit (NFP) arts, culture and heritage organizations and unincorporated arts, culture and heritage organizations/collectives who fall within and/or service these groups are eligible to apply.

Proposed

Incorporated not-for-profit (NFP) arts, culture and heritage organizations, unincorporated arts, culture and heritage organizations/collectives **or individual cultural producers/practitioners** who fall within and/or service these groups are eligible to apply.

Page 12 - Assessment Criteria

Current

1.) Organizational and Financial Health:

- There is a clear mandate, competent administration, demonstrated use of consistent board governance practices and effective governance structure.
- There is an available market for the programs or events being offered.
- There is financial stability and accountability and the budget for the request for funding is reasonable and realistic, with revenue streams showing stable growth with contingency or deficit reduction plans for shortfalls.
- The applicant demonstrates a willingness to cooperate with related groups in the community with a clear relationship between and among the partners.
- The applicant demonstrates initiative and success in generating revenue other than public funding.
- There is a demonstrated need for financial assistance from the City of Sault Ste. Marie and the current proposal is well planned and achievable.

Appendix A

- There is a rationale provided for reserves and surpluses.
- Board succession plans are in place (where applicable).

Proposed

1.) Project Viability & Organizational/Financial Health:

- There is a clear and relevant past history of project and budget management related to the current project and indicates a high probability of success.
- The work plan is coherent and realistic and includes all major activities required and has sufficient time and resources dedicated to the project/activity to be undertaken.
- There is a clear, robust and realistic plan for raising sufficient funds to realize the project, including in-kind donations where relevant, an appropriate mix of revenue sources and a strong contingency plan is in place.
- Projections of fees and other expenses reflect appropriate compensation of artists and refers to established professional fee schedules (i.e. CARFAC).
- There is an available market for the programs or activities being offered.
- The applicant demonstrates a willingness to cooperate with related groups in the community with a clear relationship between and among the partners.
- The applicant demonstrates initiative and success in generating revenue other than public funding.
- There is a demonstrated need for financial assistance from the City of Sault Ste. Marie and the current proposal is well planned and achievable.

In addition to the above the following criteria will also be considered for incorporated organizations:

- There is a clear mandate, competent administration, demonstrated use of consistent board governance practices and effective governance structure.
- There is financial stability and accountability and the budget for the request for funding is reasonable and realistic, with revenue streams showing stable growth with contingency or deficit reduction plans for shortfalls.
- There is a rationale provided for reserves and surpluses.
- Board succession plans are in place (where applicable).

3) Community Impact:

(Only one bullet point modified)

Current

- The applicant has a strong volunteer program and encourages membership in its organization.

Proposed

- The applicant has well-chosen and highly appropriate collaborators, volunteers and/or community partnerships. If an incorporated non-profit the applicant has a strong volunteer program and encourages membership in its organization.

Page 14 - Evaluation Rubrics

Current

In the grant assessment process, the Cultural Vitality Committee uses a rubric as a guide in rating applications. The following rubric is for all grants categories and uses the three assessment criteria described in the guidelines

- Organizational & Financial Health
- Artistic and/or Cultural Merit

- Community Impact.

The rubric is used as applicable, based on the context and/or priorities of each grant program, as described in the ACAP guidelines. Each of the three assessment criteria will count for a third (1/3) of the applicants overall rating. Applicants will be scored on a rating scale from 1 (poor) to 5 (excellent) in each of the assessment criteria for a maximum rating of 15.

Proposed

In the grant assessment process, the Cultural Vitality Committee uses rubrics as a guide in rating applications. The following rubrics are used for relevant grant categories and use the assessment criteria described in the guidelines:

- ACAP - Evaluation Rubric - Incorporated Non-Profit
- ACAP - Evaluation Rubric - Unincorporated Collective/Individual

The rubrics are used as applicable, based on the context and/or priorities of each grant program, as described in the ACAP guidelines. Each of the three assessment criteria, for each appropriate applicant type, will count for a third (1/3) of the applicants overall rating. Applicants will be scored on a rating scale from 1 (poor) to 5 (excellent) in each of the assessment criteria for a maximum rating of 15.

Page 15 - Review and Recommendations

Current

ACAP applications are reviewed by a twelve (12) member Cultural Vitality Committee, which is comprised of:

- Mayor - Ex Officio;
- One (1) City Councillor;
- One (1) member of the Mayors Youth Advisory Council (MYAC);
- Three (3) City Staff from the City's Community Development and Enterprise Services Department, including: One (1) member of the Recreation and Culture Division Management Team; One (1) member of the Sault Ste. Marie Tourism Department or Tourism Development Board; City Cultural Coordinator;
- Minimum of six members of the community, based on their knowledge, interest and involvement in culture as defined by the Cultural Policy.

Proposed

(Note: the proposed structure is to ensure ACAP guidelines are consistent with the Cultural Vitality Committee Terms of Reference)

ACAP applications are reviewed by the Cultural Vitality Committee, which is comprised of:

- Mayor - Ex Officio;
- One (1) City Councilor;
- One (1) member of the Mayors Youth Advisory Council (MYAC);
- Minimum of six (6) members of the community based on their knowledge, interest and involvement in culture as defined in the Cultural Policy.



CDF - Arts & Culture Assistance Program (ACAP)

Introduction

Support for the local arts and culture sector is an investment in a community's quality of life, economic growth and diversity, and sustainability. To this end, the City of Sault Ste. Marie developed its first-ever *Community Cultural Plan 2019-2024* to create a vision statement, guiding principles, goals and recommendations to foster growth and development of the local arts and culture sector. To learn more, visit <https://futuressm.com/projects/community-cultural-plan/>.

The Sault Ste. Marie Arts & Culture Assistance Program (ACAP) is a key tool in delivering the *Community Cultural Plan 2019-2024*. The City's Community Development and Enterprise Services Department is coordinating the grant application process. The following sections highlight the application guidelines and review procedures.

Program Priorities

The goal of ACAP is to provide funding support, in line with the priorities identified in the *Community Cultural Plan 2019-2024*, to foster the growth and development of the local arts and culture sector. Priority will be given to funding applications that demonstrate the following:

- Compliments and supports existing City initiatives, plans and projects while contributing effectively to the development of arts, culture and heritage in Sault Ste. Marie.
- Contributes to the community's economic diversity through the development of arts, and culture products and tourism.
- Provides mentorship and participatory opportunities for youth and historically-underrepresented groups in the community.
- Increases organizational capacity and sustainability of local arts organizations, collectives and artists.
- Provides professional development opportunities for emerging and professional arts and culture practitioners.
- Fosters community connections, partnerships and networks.
- Provides opportunities for volunteerism.
- Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie.



Applications should support and align with these program objectives. When developing grant proposals, applicants should also consider how their projects align with the goals and outcomes of the *Community Cultural Plan 2019-2024*.

General Notes to Applicants

- Total Funds available for all Grant types in the ACAP Program: \$104,500
- Only one request per applicant can be considered per fiscal year.
- Not all applicants are eligible for all funding streams please check guidelines carefully and contact City Staff to ensure eligibility prior to applying.
- First time applicants are encouraged to contact City Staff prior to submitting an application.
- All programs, projects and undertakings must be included in the application request.
- Granting of assistance in any one year or over several years is not to be interpreted as a commitment to future years' funding.
- Grants are not automatically awarded based on previous years' applications.
- Decisions regarding ACAP funding are recommended by the Cultural Vitality Committee and approved City Council.
- Some exemptions to the eligibility criteria may apply and are at the discretion of the Cultural Vitality Committee. For questions and clarification, please contact City staff.
- Successful applicants will be required to submit progress and/or final reports.
- Successful applicants must acknowledge the support of the City of Sault Ste. Marie in any media communications – local or otherwise – and may be asked to provide general feedback on the grant.
- The Applicant must extend services to the general public and must not exclude anyone by reason of sex, age, race, religion or ethnic background.

Submission Dates

A transition from the previous Cultural Financial Assistance criteria to the new ACAP funding will take place beginning March 31, 2021.

Applications for ACAP will be accepted in two intervals: Early Intake and Late Intake. These intakes are designed to better support applicants who have varying fiscal year commencements, along with projects and/or festivals or events that occur early in the year.

Completed ACAP applications shall be accepted by the City of Sault Ste. Marie no later than the posted intake deadlines. Requests for financial assistance received after the intake deadlines will not be considered.

Early Intake

Grant Submission Deadline: Last Friday in October of each calendar year.

Review period and approvals Nov-Dec of each calendar year. The Early Intake grants are scheduled to be disbursed to successful applicants by late-January 2022.

Applications will be accepted from mid-September, 2021 to the last Friday in October, 2021 for all ACAP funding categories that have activities and/or whose fiscal year commences between January 1 and June 30.

EARLY INTAKE TIMELINE:



Late Intake

Grant Submission Deadline: Last Friday in March of each calendar year.

Review Period and approvals Apr-May of each calendar year. The Late Intake grants are scheduled to be disbursed to successful applicants by early-June 2021.

Applications will be accepted from mid Feb to Last Friday in March for all ACAP funding categories that have activities and/or whose fiscal year commences between July 1 and December 31.

LATE INTAKE TIMELINE:



Notes to Applicants:

- 
- 75% of the total funds available for the program will be granted in the early intake, with 25% granted in the late intake.
 - If grant allocations are not fully utilized in the early intake they may be re-allocated to the late intake. Grant allocations not fully utilized in the late intake may be distributed to approved applications from the early intake.

Grant Types and Eligibility

Grants for the ACAP Program fall within four streams:

- Project
- Operational
- Festival/Event
- Cultural Diversity

Project Grants

The Project Grants support small to large scale, one-time public and community arts, culture and heritage projects produced by Sault Ste. Marie based incorporated not-for-profit (NFP) arts, culture and heritage organizations, unincorporated arts, culture and heritage organizations/collectives and individual cultural producers/practitioners. Projects should contribute to the discourse, practice or art form; should engage community; and must be a one-time, single creative project or a time-limited series and be completed within the fiscal year of funding approval.

This program has been designed to develop, support, promote and increase awareness of public and other community arts, culture and heritage projects that add beauty, vitality and character throughout the city.

Program Objectives:

- Enhance Sault Ste. Marie's public spaces.
- Engage and vitalize Sault Ste. Marie's neighborhoods through physical enhancements.
- Showcase local artists and mentor emerging talent.
- Celebrate the City of Sault Ste. Marie and foster a greater sense of belonging in the City and among community members.
- To encourage the creation of publicly accessible, permanent or temporary artworks demonstrating artistic merit and community benefit.
- To encourage collaborative partnerships between artists, arts organizations, communities, and local non-profits societies.
- To strengthen artistic and community outcomes of community-led public art projects.
- To foster community pride through the creation and appreciation of artistic works.



Funding may be used for (but not limited to): Performances, Installations, Sculptures, Murals, Monuments, Street furniture, or other creative endeavors supporting arts, culture and heritage sector development.

Project Grants are divided into two sub-categories: Small Project Grants and Large Project Grants.

1.) Small Project Grants

Amounts requested under \$2,999, to a maximum of 100% of the Project budget

The Applicant must:

- Be an incorporated not-for-profit arts/culture organization, unincorporated arts/culture organization/collective or individual cultural producer/practitioner that is based in Sault Ste. Marie. If an organization/collective/individual is based outside of the city, funding may still be granted, provided there's a demonstrated substantial local benefit or involvement.
- Maintain a clear distinction in programs and budgets between the organization's ongoing activities and its arts/culture project where applicable.
- Have a stable volunteer/staff base in place to carry out activities where applicable. For instance, the organization must have a governance structure and identifiable partners.
- Requests from organizations whose primary mandate is not arts and culture may be considered if the project demonstrates a significant arts/culture component that enhances community access or promotes the development of the arts and culture sector in Sault Ste. Marie.

2.) Large Project Grants

Amounts requested between \$3,000 up to \$20,000, to a maximum of 75% of the Project budget

The Applicant must:

- Be an incorporated not-for-profit arts/culture organization that is based in Sault Ste. Marie. If an organization is based outside of the city, funding may still be granted, provided there's a demonstrated substantial local benefit or involvement.
- Maintain a clear distinction in programs and budgets between the organization's ongoing activities and its arts and culture project.
- Have a stable volunteer/staff base in place to carry out activities. For instance, the organization must have a governance structure and identifiable partners.
- Have an independent and volunteer board of directors that meets regularly and does not receive financial remuneration for this project.
- Submit financial statements for the applying organization that are in line with generally accepted accounting procedures (GAAP).
- Requests from organizations whose primary mandate is not arts and culture may be considered if the project demonstrates a significant arts/culture component that enhances community access or promotes the development of the arts and culture sector in Sault Ste. Marie.

Regardless of the amount requested, the project must:

- Have a distinct start and end date within the year that the grant is provided.
- Have specific deliverables based on the project.
- Benefit the residents of Sault Ste. Marie.

- Fit within a realistic budget and have sources of funding other than the City of Sault Ste. Marie. To inquire about what a realistic request levels and expenses are, please contact City staff (see Contact section below).
- Demonstrate a willingness to cooperate with related groups and partners in the community.

Operating Grants

Operating Grants are divided into two sub-categories: Operational Assistance and Seed Funding. Grants are subject to a new application process each year. *Operating Assistance Grants may not exceed a maximum of 25% of applicants' projected operating budget.*

1.) Operational Assistance

Operational Assistance Grants support organizations that have an ongoing presence within the City of Sault Ste. Marie and an established track record of successfully providing quality programming and/or services. Grants provide financial assistance to organizations working within the local arts and culture sector. This program aids in the fulfillment of mandates, artistic vision and artistic/professional development. It also fosters artistic excellence and enables local audiences to experience art, culture and heritage in a variety of forms.

Program Objectives:

- Support the creation, production, presentation, exhibition, and dissemination of arts, and culture within Sault Ste. Marie's culturally diverse community.
- Support the educational, training and service organizations that foster the development of local arts and culture.
- Support service organizations that foster the development of local professional artists, cultural producers and practitioners working in all disciplines and from all backgrounds.
- Support community-based artistic activities that engage audiences, build community and develop local arts and culture.

Funding may be used for (but not limited to):

- Fees related to operations such as marketing, legal and accounting.
- Non-capital program and office equipment and supplies necessary for the ongoing operation and development of the organization. Program equipment and supplies could include costumes, props, art supplies and equipment.
- Employee compensation and development related to the proposed activities.
- The space where the organization operates and related expenses – such as rent, insurance, utilities and maintenance – that are related to the proposed activities.
- Defray a portion of operating expenses or a portion of program costs for established cultural applicants that also receive substantial revenue from other sources, including ticket or membership sales, donations from the private sector and support from other levels of government.
- Special/one-time activities, including exhibits, performances or specific aspects of festival participation such as website development and ticketing systems.
- Training and development for skills upgrading within the organization for the benefit of the community. This is commonly referred to as "capacity building." Examples may



include board training in governance or financial literacy, volunteer programs or development opportunities for staff.

- Acquisition of equipment necessary for the ongoing development of the organization, such as a point-of-sale system. The equipment can't be for one-time use. Applicants must demonstrate how the equipment fits with the following criteria to be considered eligible:
 - Is vital to the success of a larger project or program that aligns with the assessment criteria
 - Is of reasonable cost and specification for the use described
 - The organization has the training and capacity in place to use the equipment properly
 - The organization will retain the equipment as a long-term resource and/or must be portable

The Applicant must:

- Be an established and incorporated not-for-profit organization, with arts and culture as its primary mandate, based in Sault Ste. Marie. If an organization is based outside of the city, funding may still be granted, provided there's a demonstrated substantial local benefit or involvement.
- Have been in existence for at least two years providing regularly scheduled artistic/cultural programming in the community.
- Outline its services with specific deliverables that benefit the residents of Sault Ste. Marie, as laid out in the *Community Cultural Plan 2019-2024*.
- Demonstrate a willingness to cooperate with related groups in the community.
- Maintain a clear distinction in programs and budgets between the organization's ongoing activities and its arts and culture projects.
- Have a stable staff/volunteer base in place to carry out activities. They must demonstrate governance structure and partners.
- Requests from organizations whose primary mandate is not arts and culture may be considered if the project demonstrates a significant arts and culture component that enhances community access or promotes the development of the arts and culture sector.
- If requested, the applicant must prove responsible management through detailed budgets, properly prepared financial statements and provide activity reports and other supporting data.
- The applicant must have an independent volunteer board of directors that will assume full responsibility for the administration of the funds, or an agent acceptable to City Council.
- Demonstrate the need for the requested funding and provide evidence that funds are confirmed/projected from a variety of other sources that are clearly stated in the application, including donations, sponsorships, user fees other government sources.
- There must be a rationale to support the proposal.

Seed Funding

Seed or "start-up" assistance may be considered for applicants who require funds to start a worthwhile operation that will see a benefit to the local arts and culture sector if the following conditions are met:

- The project should be innovative.
- The project should serve a special need not being served in some other way or by another organization.
- The applicant can demonstrate good organizational, financial and project management.

Eligible Expenses for Operating Grants

The costs incurred to deliver the organization's programs and services, including:

- Employee compensation and development related to the proposed activities.
- The space where the organization operates – along with related expenses such as rent, insurance, utilities and maintenance, if the expenses are related to the proposed activities.
- Fees related to operations, including marketing, legal and accounting.
- Non-capital program and office equipment/supplies necessary for the ongoing operation and development of the organization. Program equipment may include costumes, props, art supplies and other equipment.

Notes to Applicants:

- Operating Assistance Grants are subject to a new application process each year.
- Only one application annually per organization will be considered for Operational Assistance.
- Operating Assistance Grants may not exceed a maximum of 25% of applicants' projected operating budget.
- Please contact City staff prior to submitting a Seed Funding application to ensure that your start-up fits the above criteria and aligns with City and *Community Culture Plan 2019-2024* objectives.
- Seed Funding may only be applied for once by an organization. Start-ups seeking further operational funding, in subsequent years, may apply for funding through the Operational Assistance stream.

Festival and Event Grants

Festival and Event Grants are divided into two sub-categories: Community Events and Major Cultural Celebrations. Festival & Event Grants seek to sustain and encourage growth in existing events and to support the development of new events that foster community connections while contributing to residents' quality of life and sense of identity.

Community Event Grants (Under \$5,000):

Grants are available to support community events that provide opportunities for diverse populations to come together. Community events are typically (but not exclusively) single-day events.

Program Objectives:

- Encourage congregation or convening.
- Evoke a sense of celebration.
- Express the diversity and uniqueness of the residents of Sault Ste. Marie.
- Foster community connectivity.
- Inclusive, welcoming and entertaining.

- Provide opportunities for local talent.

Funding may be used for (but not limited to):

- Street parties
- Film screenings
- Organized performances
- Food festivals
- Farmers/art markets
- Fandom gatherings
- Other creative festivals and events that support the development of the arts and culture sector, along with the objectives of the Arts & Culture Assistance Program

The Applicant must:

- Be an incorporated not-for-profit arts/culture organization that is based in Sault Ste. Marie. If an organization is based outside of the city, funding may still be granted, provided there's a demonstrated substantial local benefit or involvement and the event takes place in Sault Ste. Marie.
- Maintain a clear distinction in programs and budgets between the organization's ongoing activities and its arts and culture projects.
- Have a stable volunteer/staff base in place to carry out activities. For instance, the organization must have a governance structure and identifiable partners.
- Requests from organizations whose primary mandate is not arts and culture may be considered if the project demonstrates a significant arts and culture component that enhances community access or promotes the development of the arts and culture sector.
- If requested, the applicant must prove responsible management through detailed budgets, properly prepared financial statements, and provide activity reports and other supporting data.
- Incorporated not-for-profit applicants must have an independent volunteer board of directors that assumes full responsibility for the administration of the funds, or an agent acceptable to City Council.
- There must be a rationale to support the proposal.

Major Cultural Celebrations (\$5,000 - \$10,000):

Grants are available to support large-scale, multi-day cultural celebrations or components of such an event.

Program Objectives:

- To support major local arts and culture festivals that attract both local and non-local audiences and that celebrate the artistic and creative expression of Sault Ste. Marie's artistic, heritage and cultural communities.
- To enhance the quality of life in Sault Ste. Marie by providing opportunities for community participation, social interaction and cultural involvement.
- To build the capacity and increase the sustainability of the local arts, heritage and cultural sector.
- To present a significant program of cultural activities and entertainment.

- To mix artistic programming with cultural attractions, entertainment, demonstrations and other activities to create a full event or festival program.
- To encourage congregation and celebrate community connectivity.
- To express the diversity and uniqueness of the residents of Sault Ste. Marie.

Funding may be used for (but not limited to):

- Arts festivals
- Food festivals
- Music festivals
- Comedy festivals
- Film/theatre festivals
- Seasonal festivals (winter, summer, spring or fall)
- Other creative festivals and events that support the development of the arts and culture sector, along with the objectives of the Arts & Culture Assistance Program

The Applicant must:

- Be an incorporated not-for-profit arts/culture organization that is based in Sault Ste. Marie. If an organization is based outside of the city, funding may still be granted, provided there's a demonstrated substantial local benefit or involvement and the event takes place in Sault Ste. Marie.
- Have been in existence for at least four years providing regularly scheduled artistic/cultural programming in the community.
- Outline its services with specific deliverables that benefit the residents of Sault Ste. Marie, as laid out in the *Community Cultural Plan 2019-2024*.
- Demonstrate a willingness to cooperate with related groups in the community.
- Maintain a clear distinction in programs and budgets between the organization's ongoing activities and its arts and culture projects.
- Have a stable volunteer/staff base in place to carry out activities. For instance, the organization must have a governance structure and identifiable partners.
- Requests from organizations whose primary mandate is not arts and culture may be considered if the project demonstrates a significant arts and culture component that enhances community access or promotes the development of the arts and culture sector.
- If requested, the applicant must prove responsible management through detailed budgets, properly prepared financial statements, and provide activity reports and other supporting data.
- Incorporated not-for-profit applicants must have an independent volunteer board of directors that assumes full responsibility for the administration of the funds, or an agent acceptable to City Council.
- Demonstrate the need for the requested funding and provide evidence that funds are confirmed/projected from a variety of other sources that are clearly stated in the application, including donations, sponsorships, user fees or other government sources.
- Provide evidence of past large-scale, multi-day festival/event production and management experience/success.

All applicants in the Major Cultural Celebrations category should have a demonstrated capacity to run large events. Applicants must also demonstrate that they have an established audience,



or be able to show clear potential for significant audience development. As well, that should be delivering a relatively unique experience not currently offered by other organizations.

Notes to Applicants:

- Only one application annually per organization will be considered for Festival & Events Grants.
- Festival & Event Grants may not exceed a maximum of 75% of total project costs.
- Community Event Grants may not exceed a maximum value of \$5,000.
- Major Cultural Celebration Grants are for requests of funding between \$5,000 and \$10,000.
- Festivals and events must have specific deliverables based on the project.
- Festivals and events must provide tracking and metrics for the project – including attendance numbers, ticket sales and audience development – in the post-project report.
- Festivals and events must benefit the residents of Sault Ste. Marie, as laid out in the *Community Cultural Plan 2019-2024*.
- All such community events and celebrations (free or ticketed) must be open to the public, publicized citywide and be offered within the boundaries of the City of Sault Ste. Marie.
- Festivals and events must fit within a realistic budget and have sources of funding other than the City of Sault Ste. Marie. To inquire about what a realistic request levels and expenses are, please contact City staff (see Contact section below).
- There must be a demonstrate willingness to cooperate with related groups in the community.
- Festivals and events with budgets of more than \$10,000 may also apply to the Sault Ste. Marie Tourism Development Fund (TDF) - Festivals and Special Events Stream.

Cultural Diversity Grants

Cultural Diversity Grants support small to large scale, public and community arts, culture and heritage projects produced by Sault Ste. Marie and area based Priority Groups including Indigenous, New Canadian, LGBTQ2++, and other under represented cultural groups in SSM.

Incorporated not-for-profit (NFP) arts, culture and heritage organizations, unincorporated arts, culture and heritage organizations/collectives or individual cultural producers/practitioners who fall within and/or service these groups are eligible to apply.

Projects should benefit traditionally under represented groups within the community and develop, support, promote and increase awareness, acceptance and knowledge of the diversity of arts, culture and heritage within the City and region, contributing to the cultural uniqueness and sustainability of the city.

Program Objectives:

- Enhance and create more meaningful arts, culture and heritage collaborations through cross-cultural exchanges and knowledge sharing in the community.
- Improve relationships between Indigenous and other under-represented priority groups and Non-Indigenous peoples within the City.

- Celebrate diversity through inclusivity and access to shared cultural activity

Funding may be used for (but not limited to): Performances, Installations, Workshops, Festivals/Events, Exhibitions or other creative endeavors supporting diversity in the arts, culture and heritage sector in the community.

Ineligible Expenses for all Grant Streams

- Capital costs, such as expenses incurred on the purchase of land, buildings and construction.
- Deficit funding (i.e. funds intended to be used to cover the organization's deficit position).
- Equipment or expenses for personal use (e.g.: uniforms, instruments, travel, etc.).

Exclusions for all Grant Streams

An application may be considered ineligible if:

- The applicant has submitted another application to the ACAP program that same year. While there may be individuals associated with multiple applications – such as board members, contact persons and participating artists – there must also be a significant difference in decision-making authorities from one organization to another.
- The organization receives 80% or more of its funding from other government sources.
- The organization acts in the capacity of a funding body for, or makes grants to, any other group or organization that is/will also be funded by the City of Sault Ste. Marie. An example would be an organization whose core mandate is fundraising.
- The funding is not intended to support organizations that are primarily training or educational institutions.
- Its proposed activities duplicate support directly provided by the City of Sault Ste. Marie.
- The request includes capital or deficit funding.
- The applicant is in default to the Municipality due to failure to report satisfactorily for previous grants, failure to refund grant overpayments or due to unpaid accounts.
- “Stacking” of ACAP funding may be allowed with the Sault Ste. Marie Tourism Development Fund (TDF). However, the other municipal funding must not be used for the same expenses as ACAP funding. Budgets must explicitly indicate how all municipal funding will be used.

Assessment Criteria

Applicants to all of the ACAP streams will be scored based on their ability to meet the following criteria:

1.) Project Viability & Organizational/Financial Health:

- There is a clear and relevant past history of project and budget management related to the current project and indicates a high probability of success.
- The work plan is coherent and realistic and includes all major activities required and has sufficient time and resources dedicated to the project/activity to be undertaken.

- There is a clear, robust and realistic plan for raising sufficient funds to realize the project, including in-kind donations where relevant, an appropriate mix of revenue sources and a strong contingency plan is in place.
- Projections of fees and other expenses reflect appropriate compensation of artists and refers to established professional fee schedules (i.e. CARFAC).
- There is an available market for the programs or activities being offered.
- The applicant demonstrates a willingness to cooperate with related groups in the community with a clear relationship between and among the partners.
- The applicant demonstrates initiative and success in generating revenue other than public funding.
- There is a demonstrated need for financial assistance from the City of Sault Ste. Marie and the current proposal is well planned and achievable.

In addition to the above the following criteria will also be considered for incorporated organizations:

- There is a clear mandate, competent administration, demonstrated use of consistent board governance practices and effective governance structure.
- There is financial stability and accountability and the budget for the request for funding is reasonable and realistic, with revenue streams showing stable growth with contingency or deficit reduction plans for shortfalls.
- There is a rationale provided for reserves and surpluses.
- Board succession plans are in place (where applicable).

2.) Artistic and/or Cultural Merit:

- The activities demonstrate a high degree of artistic achievement and excellence in the cultural life of the community.
- The Applicant has demonstrated standards of artistic/cultural achievement and excellence in past activities.
- The applicant demonstrates innovation and creativity in its programming and activities from one year to the next.
- The proposed project/activity is distinct and innovative in the context of comparable activities in the City of Sault Ste. Marie, and there is a demonstrated need.
- The project/activity encourages and provides unique opportunities for artists, other arts and cultural organizations, and the public.
- The artistic or cultural activities have an impact on group or individual artistic or cultural development in the community through factors such as the promotion of local talent and its expression, the introduction of all ages to arts and culture, the efforts and effects in encouraging an arts or cultural career, and accessibility of arts and cultural activities.
- Members of the arts and culture community are included in the planning of the project.
- There is a level of engagement with local arts organizations, artists and community groups.
- The project/activity meets the objectives of the Sault Ste. Marie Community Culture Plan.

3.) Community Impact:

- The applicant's activities are directed at improving the quality of life in Sault Ste. Marie.
- Public access to the work is a priority including access to the City's diverse communities.

- There is a demonstrable positive impact in the arts and culture community stimulating economic development and cultural tourism opportunities.
- The Applicant has the appropriate marketing and publicity plan in place for its activities or work, reaching out to community audiences.
- There is substantial and/or growing public interest and attendance for the activities or work, stimulating wider appreciation of the community's arts and cultural heritage.
- The applicant has well-chosen and highly appropriate collaborators, volunteers and/or community partnerships. If an incorporated non-profit is there a strong volunteer program and encourages membership in its organization.
- Value to the community can be demonstrated by the impact of its particular activities on artistic or cultural development in Sault Ste. Marie, through factors such as:
 - The promotion of local talent and its expression
 - The introduction of all ages to the arts or community culture
 - The efforts and effects in encouraging an arts or community cultural career
 - Raising the profile of the local arts, culture and heritage community

Evaluation Rubrics

In the grant assessment process, the Cultural Vitality Committee uses rubrics as a guide in rating applications. The following rubrics are used for relevant grant categories and use the assessment criteria described in the guidelines:

- ACAP - Evaluation Rubric - Incorporated Non-Profit
- ACAP - Evaluation Rubric - Unincorporated Collective/Individual

The rubrics are used as applicable, based on the context and/or priorities of each grant program, as described in the ACAP guidelines. Each of the three assessment criteria, for each appropriate applicant type, will count for a third (1/3) of the applicants overall rating. Applicants will be scored on a rating scale from 1 (poor) to 5 (excellent) in each of the assessment criteria for a maximum rating of 15.

Application Process

Applicants must complete the application form (link below) and attach all required documentation. If you are a first-time applicant, you must speak to City staff to ensure that you are eligible for this program and to discuss the application process. The primary contact for the ACAP Program is Virginia McLeod, Manager of Recreation and Culture, at 705-759-5311 or v.mcleod@cityssm.on.ca.

Sault Ste. Marie Arts & Culture Assistance Program (ACAP) Application Form is available on the City Website or can be obtained from City Staff listed below.

Check to make sure the application is accurate, complete and submitted with the proper formatting/naming of electronic files. Electronic files should be formatted/named as follows:

Project Name - Subject of File (budget, project overview, financial statement, promo materials, etc.) - ACAP 2021 (Funding Program and Date) followed by file extension type (.doc, .docx, .xls, pdf, etc.). Note: all files must be PC/Microsoft compatible. For example:

- ABC Arts-Project Overview-ACAP 2021.docx

- 
- ABC Arts-Project Budget-ACAP 2021.xls
 - ABC Arts-Financial Statements-ACAP 2021.pdf

The grant application must be complete to be considered. And it must be submitted on time.

A Post-Project Report, outlining previous year's funding, where applicable, must be submitted if you or your organization received funding from the ACAP Program in the previous year.

All grant recipients must provide yearly financial statements, where applicable, in accordance with the requirements for each grant stream outlined above. The applicant must submit any further pertinent information as may be required by the Cultural Vitality Committee and/or by the City of Sault Ste. Marie.

Supporting Material

Supporting material is a significant part of your proposal and has a substantial impact on the assessment of the project's artistic and cultural quality. It can help explain or support the application. Attach only materials that directly relate to the activities proposed in your application. Attach any relevant supporting materials – such as concept drawings, final artwork, brochures, posters and programs – as electronic attachments formatted as prescribed in the guidelines of the ACAP Program. If these materials can be found on the applicant's website or social media platforms, a list of links to the materials is acceptable.

Applicant Information Sessions

Grant information sessions may be hosted prior to the grant deadline. All applicants are encouraged to participate in order to clarify any questions pertaining to the application documents and/or processes.

Grant Review Process

Intake

An announcement to solicit applications for the ACAP Program will be shared with local media, posted on the City website and linked to other partner websites/outlets as appropriate. Late or incomplete applications will not be considered for review.

Staff Initial Review

Staff from the City's Community Development and Enterprise Services Department will review the applications to ensure completeness and, adhering to principles of due diligence, will prepare material for the Cultural Vitality Committee. Post-Project Reports (year-end) (where applicable) and/or interim reports are reviewed at the same time as current year's applications. Staff provide administrative support and prepare the required review documentation for the Cultural Vitality Committee.

Review and Recommendations

ACAP applications are reviewed by the Cultural Vitality Committee, which is comprised of:

- Mayor - Ex Officio;

- One (1) City Councilor;
- One (1) member of the Mayors Youth Advisory Council (MYAC);
- Minimum of six (6) members of the community based on their knowledge, interest and involvement in culture as defined in the Cultural Policy.

All members of the Cultural Vitality Committee review every application. Recommendations are brought forward to City Council for final approval. An Applicant's success in obtaining funding depends upon the Committee's final assessment and the funding available within the program. All funding is subject to the approval of the annual Municipal budget by City Council.

Conflict of Interest

Members of the Cultural Vitality Committee may have relationships with one or more applicants that could lead to a conflict of interest. Under City's guidelines, actual or potential conflicts must be declared by those members at their earliest possible opportunity and prior to any discussions of application assessment. Prior to application reviews, the Committee Chair will ask members to declare any and all pecuniary and/or conflicts of interest. In a case where a conflict is declared, the member in conflict abstains from any discussion related to the application in question.

Situations of potential conflict may occur if an Cultural Vitality Committee member:

- Has direct financial interest in the success or failure of an applicant's project.
- Has an interest based on the fact that an applicant's project involves a spouse/partner or an immediate family member.
- Has a personal interest in specific applications other than what is normally expected of interested members of the cultural community.
- For any other reason is unable to objectively assess an application.

Confidentiality of Information

Information provided in the application, or as support material, may be made available to City of Sault Ste. Marie or Cultural Vitality Committee members. Personal information contained herein shall be dealt with on a confidential basis pursuant to the Municipal Freedom of Information and Protection of Privacy Act. Committee members are required to treat both the contents of applications and the deliberations of the committee as confidential.

At the end of the funding cycle, a summary of funding results is posted on the City website listing the names of all funding recipients. Until this list is posted, the names of successful applicants will not be revealed. The identity of unsuccessful applicants remains confidential.

Please be advised that application information may be shared with other City of Sault Ste. Marie staff as it relates to other funding programs, such as the Tourism Development Fund (TDF), or other relevant departments and/or programs. Applicants and applications will be reviewed to ensure they are in good standing and not in arrears in any way with the City of Sault Ste. Marie.

Finding Out About a Grant Decision

Applicants will be informed electronically as to whether or not they have received a grant. Upon approval by City Council applicants will be informed of decisions. If there is a change in contact



person for your organization/project, you are responsible for providing timely notification to City staff.

If you are awarded funding

Release of funds: The electronic confirmation you receive will confirm the amount awarded. An electronic payment transfer of funds from the City of Sault Ste. Marie will follow. Successful applicants are encouraged to contact the Community Development and Enterprise Services Department for feedback and/or questions.

Use of funds: Funds shall be used only for the purposes outlined in the original application. Any changes to the project scale or activities, including changes in budget, organizational structure and programming, must be reported as soon as possible and must receive approval from the Community Development and Enterprise Services Department.

Reporting: All funding recipients are required to submit a Post-Project Report detailing how they used the awarded funds. This report must be submitted to the City's Community Development and Enterprise Services Department by the deadline for the upcoming year's grant. Where activities have not yet been completed by the reporting deadline, applicants must provide an interim report by the deadline, and a final report at a date agreed upon with City staff. If you do not submit a satisfactory report by that date, the City of Sault Ste. Marie may require you to repay the grant, and you may be ineligible for subsequent City funding.

Acknowledgment of support: Funding recipients are required to acknowledge the support of the City of Sault Ste. Marie by displaying the City logo on print/web materials and/or by making a public verbal announcement. Full requirements are outlined in the electronic confirmation provided upon notification of funding.

If you are not awarded funding

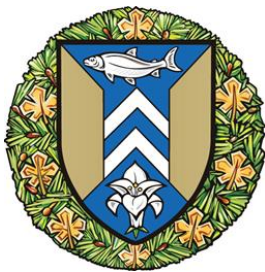
Try again next funding intake! If you do not receive funding, you are encouraged to contact staff from the City's Community Development and Enterprise Services Department. If you have met the eligibility criteria, you are invited to reapply at the next funding intake.

The ACAP Program's limited envelope cannot fund all applicants, regardless of their merit. All results are final. There is no appeal of the Cultural Vitality Committee on its recommendations regarding funding allocations. The ACAP Program allows for reconsideration, but only in cases where a review of the application and the Committee deliberations reveals evidence that the original application was not assessed according to the publicly-announced procedures and assessment criteria.

Contact Information

For questions regarding the ACAP Program, please contact:

Virginia McLeod
Manager of Recreation and Culture
City of Sault Ste. Marie
705-759-5311
v.mcleod@cityssm.on.ca



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Virginia McLeod, Manager of Recreation and Culture
DEPARTMENT: Community Development and Enterprise Services
RE: St. Marys River Heritage Walk Committee Update

Purpose

The purpose of this report is to provide an update in response to the August 12, 2019 City Council resolution related to the establishment of St. Marys River Heritage Walk.

Background

At the August 12, 2019 City Council meeting the following resolution was passed;

Whereas the St. Marys River has been a key part of life and work in the place known as Bawating and Sault Ste. Marie for thousands of years; and

Whereas local industry, whether it is whitefish harvesting, commercial shipping, steel manufacturing, paper production, aviation, tourism or others, has always had an intimate connection to the St. Marys River; and

Whereas the St. Marys River has and continues to provide excellent opportunities for leisure and recreational activities both on land and on water year-round; and

Whereas the St. Marys River valley is formed from rock that is at least 2.5 billion years old, and provides significant habitat for many diverse species; and

Whereas the St. Marys River is intimately tied to the culture and heritage of Indigenous people of the region; and

Whereas the St. Marys River was designated in the year 2000 to the Canadian Heritage Rivers System in recognition of its outstanding cultural, recreational and natural heritage values; and

Whereas the existing heritage information plaques located on the City's waterfront boardwalk were first installed almost 30 years ago;

Now Therefore Be It Resolved that Council establish a Committee to study opportunities along the City's waterfront for a St. Marys River Heritage Walk to celebrate and raise awareness among residents and visitors; and Be It Further Resolved that Council appoint Councillors P. Christian, M. Shoemaker and Councillor C. Gardi with appropriate municipal staff as resource to this Committee; and

Be It Further Resolved that this Committee, as part of its mandate, engage and work with the Municipal Heritage Committee, the Indigenous community as well as other relevant stakeholders on this initiative.

An initial meeting was held with Councillor P. Christian, Councillor M. Shoemaker and Councillor C. Gardi on September 30, 2019 to identify key stakeholders to invite to participate on the committee.

The first meeting of the St. Marys River Heritage Walk Committee (SMRHWC) was held on November 26, 2019. At the first meeting, the committee reviewed an inventory of the current waterfront signage and heritage walking tours brochures.

A list of key topics, which celebrate our heritage and share our rich history with visitors and the community, was developed. During this time, Sault Ste. Marie Tourism, the Downtown Association and Sault Ste. Marie Museum were working with a company "On This Spot". The "On This Spot" app takes people on guided walking tours through the history that surrounds them. In June of 2020, four walking tours were launched:

1. The Sault Rapids
2. Downtown Sault's Murals
3. A Stroll Down Queen Street
4. Tourist Attractions

Over the past several months, the committee met four more times to refine the list. The topics selected will share our history and stories while complementing the existing tours.

Analysis

The topics/themes selected highlight landmarks that visitors or community members see as they walk the waterfront and tell our story. In addition, they are designed to complement the other tours developed through the "On This Spot" app. The committee membership includes representatives from our Indigenous communities and the committee will continue to collaborate with Indigenous communities moving forward on this project.

The tour is planned as a 3.5 km loop, which will take visitors and community members along the waterfront and newly developed Bay Street. The tour will follow the Johns Rowswell Hub Trail along the waterfront to the James L. McIntyre Centennial Library and down Bay Street to St. Marys River Drive. The St. Marys River Heritage Walk Committee would like to move forward with two components:

1. Remove and update the existing interpretive panels on the waterfront and update incorporate the new City branding. Furthermore, the content of the existing panels is under review and revisions to the panels will incorporate new content and imagery. Additional interpretive panels will also be developed and added along the Waterfront/Bay Street loop.
2. Using the App, "On This Spot" develop a tour consisting of 10 locations to compliment the existing tours.

Next Steps:

The Committee will be working on a detailed map which will plot the location of each interpretive panel as well as, the "On This Spot" tour stops. Work will continue on developing the content and selecting imagery for each of the interpretive panels. A budget request will be included as part of the 2022 budget deliberations.

Financial Implications

There are no immediate financial implications. A capital request will be included as part of the 2022 budget deliberations.

Strategic Plan / Policy Impact

This item relates to the Focus Area – Quality of Life: Promotion of our City's arts, culture, historic and heritage sites is an essential component in achieving economic health.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Recreation and Culture dated March 29, 2021 concerning the St. Marys River Heritage Walk Committee Update be received as information."

Respectfully submitted,



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



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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Donald B. McConnell MCIP RPP, Director of Planning
DEPARTMENT: Community Development and Enterprise Services
RE: Proposed Zoning Amendment for Outdoor Patios

PURPOSE

The purpose of this report is to recommend zoning changes to required parking associated with outdoor patios.

BACKGROUND

On June 8, 2020, City Council received a report summarizing the City's existing outdoor patio regulations and recommending modifications to ensure consistency with provincial Covid-19 guidelines. Council accepted the report and a number of local restaurants, both in the downtown and elsewhere in the community established patios last summer.

In the downtown, many restaurants use City sidewalks in the absence of other options. City requirements are unchanged from last year.

It should be noted that the City's current Downtown grant program provides up to 50% of the cost of establishing an outdoor patio on private property in the downtown area to a maximum of \$5,000.

Outside of the downtown, patios are generally located in parking areas associated with the restaurant. To accommodate this, Council agreed with a staff recommendation that seasonal patios may occupy up to 25% of the total required parking spaces in any yard that does not abut a residentially zoned lot for a maximum of six consecutive months.

ANALYSIS

Last year, numerous businesses operated outdoor patios without any significant impact on neighbouring properties.

Based on this experience, staff are proposing the following three changes to the Zoning By-law to clarify and make permanent the parking requirements for outdoor patios.

1. Seasonal outdoor patios are defined as not intended for year-round operation and which operate less than 200 days each year.
2. Seasonal outdoor patios do not require any additional parking.
3. Up to 25% of other required parking may be used for a seasonal outdoor patio provided that it does not abut a residentially zoned property.

Should Council agree with the recommendations of this report, staff will give public notice in accordance with the requirements of the Planning Act to implement the required zoning amendments.

FINANCIAL IMPLICATIONS

The City charges \$250 to review an application for a patio on public property in the downtown. Last year, City Council agreed to waive the application fee along with the \$220 fee for using an on-street parking space as part of a patio.

STRATEGIC PLAN / POLICY IMPACT

Approval of the recommendations of this report are consistent with the Service Delivery, Quality of Life and Community Development and Partnerships focus areas of the City's Corporate Strategic Plan.

RECOMMENDATION

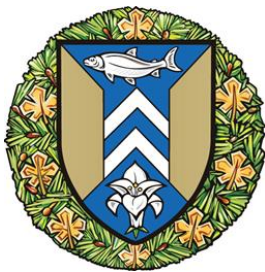
It is therefore recommended that Council take the following action:

Resolved that the report of the Director of Planning and Enterprise Services dated March 29, 2021 concerning proposed Zoning By-law amendments be received and that Council direct staff to give the required public notice to eliminate parking requirements for seasonal outdoor patios.

Respectfully submitted,



Donald B. McConnell, MCIP, RPP
Director of Planning
705.759.5375
d.mcconnell@citysimm.on.ca



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

COUNCIL REPORT

March 29, 2021

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: Millworks Lease Agreement

Purpose

The purpose of this report is to seek council approval to sign a lease agreement for the Millworks – Centre for Entrepreneurship (Millworks) facility located at 83 Huron Street with Ontario 1188004.

Background

On December 2, 2019, City Council approved the implementation of a new model for economic development and tourism. Effective January 1, 2020, SSMEDC staff migrated to become city employees within Community Development and Enterprise Services. This transition included the small business entrepreneurship centre staff placed at the Millworks business incubator facility located at 83 Huron Street.

Established in May 2016 by the SSMEDC, Millworks – Centre for Entrepreneurship provides local entrepreneurs with access to business training and counselling, one-on-one coaching, mentoring and connections to industry professionals, networking events, and capital in the form of micro-grant programs. Located at 83 Huron Street (Unit 2), the Millworks occupies the south-east corner on the first floor of the Machine Shop within Mill Square. Through this location within the historic former site of St Mary's Paper, the Millworks provides a trendy and urbane home for new and up-and-coming businesses and enables Millworks to be a state-of-the art business incubator facility that provides clients the opportunity to rent office space and get access to shared office services including meeting rooms, internet, and printing services while accessing on-site business advisement and support.

Millworks is also one of 46 Small Business Entrepreneurship Centres in Ontario funded partially by the Provincial government. As a Centre of this network, Millworks receives funding to deliver basic business counselling services and

micro-grant programs, Summer Company and Starter Company Plus, that provide training and grants to eligible area entrepreneurs to run successful businesses. The network of Centres also meets regularly to share best practices and knowledge, align the services regionally, and identify emerging trends for small businesses.

Analysis

Over past 4 years of operations, Millworks staff have assisted more than 10 companies to graduate from the incubator and the extension of services through this facility will enable City staff to continue helping businesses grow and develop within the confines of an entrepreneur-rich environment, with the supports and developmental opportunities provided through the City economic development network, and within a program that allows participants to focus on their businesses while retaining some financial flexibility.

This facility will act as an entrepreneurship hub in the City and the Millworks programs and services will continue helping new or recently started small businesses through their most vulnerable developmental stages.

Financial Implications

A 3-year lease for the Millworks location that is held by Ontario 1188004 has been negotiated by City staff at a rate of \$16.00/sq. ft. for year 1, \$16.50/sq. ft. for year 2, and \$17.00/sq ft for year 3. Millworks facility occupies 5,000 square feet which equals annual lease rates of \$80,000, \$82,500 and \$85,000 for 2021, 2022 and 2023 respectively.

The lease costs for 2021 are included within the 2021 budget approved by City Council. It is anticipated the future lease increases will be offset by incubator and advertising revenue.

Strategic Plan / Policy Impact

Entering into this lease 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:

Resolved that the report of the Manager, Enterprise Services & Millworks, Community Development & Enterprise Services dated 2021 03 19 be approved, and that the By-law 2021-62 authorizing the execution of the Millworks lease agreement appears elsewhere on the agenda and is recommended for approval.

Millworks Lease Agreement
March 29, 2021
Page 3.

Respectfully submitted,

Harleen Puaar
Manager, Enterprise Services and
Millworks
705.251.3500 ext. 1
h.puaar@cityssm.on.ca



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

COUNCIL REPORT

March 29, 2021

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: Black Road Ditching – Agreement with Ministry of
Transportation

Purpose

The purpose of this report is to seek Council's approval to enter into an agreement with the Ministry of Transportation (MTO) for a drainage ditch located on MTO property on Black Road.

Background

At the 2015 03 23 meeting of Council, the City entered into an agreement with the MTO to construct a drainage ditch and berm on MTO lands on 567 Black Road. This ditch was required to alleviate overland flooding of neighbouring properties until such time that work on the reconstruction of Black Road is complete and may provide an alternate solution.

Analysis

Work on Black Road was completed in 2020 and in spite of design efforts made to find a better solution, the ditch is still required. The previous agreement with the MTO expired on March 15, 2020. This agreement is a renewal of the previous agreement.

Financial Implications

The renewal cost for this agreement will be \$1,500 and can be accommodated in the allowance for ditching in the Public Works 2021 Operations Budget.

Strategic Plan / Policy Impact

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

Recommendation

It is therefore recommended that Council take the following action:

By-Law 2021-59 is listed elsewhere on the Agenda and is recommended for approval.

Black Road Ditching – Agreement with Ministry of Transportation

March 29, 2021

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Respectfully submitted,

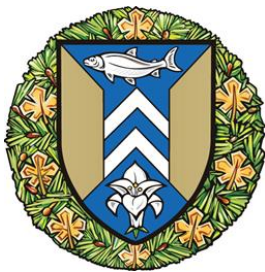
A handwritten signature in blue ink, appearing to read 'Carl Rumiel', with a stylized flourish at the end.

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

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Land Development and Environmental Engineer
DEPARTMENT: Public Works and Engineering Services
RE: Asset Management Plan Phase I

Purpose

The purpose of this report is to obtain approval to proceed with a Request for Proposal for Phase I of the asset management requirements under Ontario Regulation 588/17, and associated work.

Background

Municipalities in Ontario are required to prepare an asset management policy and plan in accordance with Ontario Regulation 588/17 (as amended by Ontario Regulation 192/21) under the Infrastructure for Jobs and Prosperity Act. The regulation has four key milestones related to the asset management planning process. The City's strategic asset management policy was finalized in June 3, 2019, which addressed the first milestone. The remaining milestones are summarized generally as follows:

1. July 1, 2022 - Asset management plan related to core municipal infrastructure including inventory of assets, current levels of service, and costs to maintain levels of service;
2. July 1, 2024 - Asset management plan related to all other municipal infrastructure, and;
3. July 1, 2025 - Asset management plan related to all infrastructure including proposed levels of service, lifecycle management strategy and financial strategy.

The next phase will include development of the asset management plan related to the City's core infrastructure and related ancillary asset management work. It is anticipated that the requirements of the subsequent milestones will be implemented in a phased approach.

Analysis

Subject to the approval of Council, staff intends to issue a Request for Proposal to develop an asset management plan related to the core municipal infrastructure

under Phase I of the asset management legislative requirements. The associated costs to prepare the plan will depend largely on the proposed level of effort and associated methodology necessary to meet Ontario Regulation 588/17, while also meeting the City's asset management needs based on our local circumstances. It is recommended that the Request for Proposal include a background information review and gap analysis as part of the scope of work. A provisional cost estimate will be requested, related to work that may be deemed essential to the success of the project, and may not be readily identifiable prior to the analysis being completed. Any provisional costs will require further review and approval from City staff, prior to proceeding.

As it relates to the financial strategy, it is important to note that the City works in a coordinated approach with the Sault Ste. Marie Regional Conservation Authority to manage stormwater assets associated with each of our specific mandates. Therefore, it is understood that updates to existing reports and/or plans maintained by the Conservation Authority may be required, to ensure that appropriate data is incorporated into the asset management plan. Any financial requests related to this portion of the strategy will be presented to Council where appropriate.

Financial Implications

The budget allocation for the first phase of work, has been set at \$350,000, which is subject to review following the receipt and analysis of the proposals and the associated work plans. It is recommended that the estimated allocation attributable to sanitary works of \$65,000 be sourced from the 2021 miscellaneous sanitary capital budget, whereas, the remainder, estimated at \$285,000, be sourced from miscellaneous resurfacing budget. Should the City be successful in obtaining the COVID resilience funding of \$429,000 for improvements to the Civic Centre, it is recommended that the resurfacing funds be reallocated.

Strategic Plan / Policy Impact

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

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Land Development and Environmental Engineer dated March 29, 2021 concerning asset management be received, and that authorization to proceed with a Request for Proposal be approved.

Respectfully submitted,



Land Development and Environmental Engineer

705.759.5380

c.taddo@cityssm.on.ca



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

COUNCIL REPORT

March 29, 2021

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 – 0000 Third Line West

Purpose

The purpose of this report is to recommend to Council that the property described as PIN 31611-0196 (LT) PT SEC 28 KORAH AS IN T903 (SECONDLY) EXCEPT T213583 & T347798; SAULT STE. MARIE, being civic 0000 Third Line West 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

This property located at 0000 Third Line West originally was one of seven pieces of property that went through the Tax Sale process in 2019 and 2020. This property became vested in the name of the City on November 29, 2019 as a result of unpaid taxes. The request to ascertain if the property would be declared surplus was circulated to various City Departments, the District of Sault Ste. Marie Social Services Administration Board ("DSSMSSAB"), and the Sault Ste. Marie Conservation Authority ("SSMRCA") for comment.

The Public Works & Engineering Services Department has reviewed the request and notes that this property does provide access to the creek in the area should it ever be required. They are open to declaring the property surplus provided that the City secure rights to access the creek via a legal agreement or other means.

The Engineering Department noted that the property is crossed twice by Bennet Creek. They support Public Works' request to maintain access rights for maintenance.

The Planning Department has advised they have no concerns or comments with this request other than to note that the property forms part of a ravine and is zoned Environmental Management. Given the small size of the property, and that it is part

of a larger ravine, the property is not believed to have development potential and selling to an abutting neighbour should be considered.

The Building Department also has no objection to the sale.

The Community Development & Enterprise Services Department has no issue with declaring this property surplus.

The SSMRCA advised that the Subject Property is located within an area under the jurisdiction of the Conservation Authority. Any development on the property will require a permit by SSMRCA. The subject property in its entirety is within the flood plain of the Bennett Creek.

The DSSMSSAB has no comment.

The tax sale properties were chosen as they were most recently acquired by the City, have been reviewed by the various departments and PINS were already pulled and paid for during this process. It makes sense to declare them surplus and sell them rather than to add them to inventory to be disposed of at a later date.

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.

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.

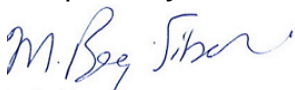
Recommendation

It is therefore recommended that Council take the following action:

Authorize that the City owned property described as PIN 31611-0196 (LT) PT SEC 28 KORAH AS IN T903 (SECONDLY) EXCEPT T213583 & T347798; SAULT STE. MARIE, being civic 0000 Third Line West, 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.

By-law 2021-58 authorizing same appears elsewhere on the Agenda and is recommended for approval.

Respectfully submitted,



Melanie Borowicz-Sibenik

Assistant City Solicitor/Senior Litigation Counsel

Property Declared Surplus – 0000 Third Line West

March 29, 2021

Page 3.

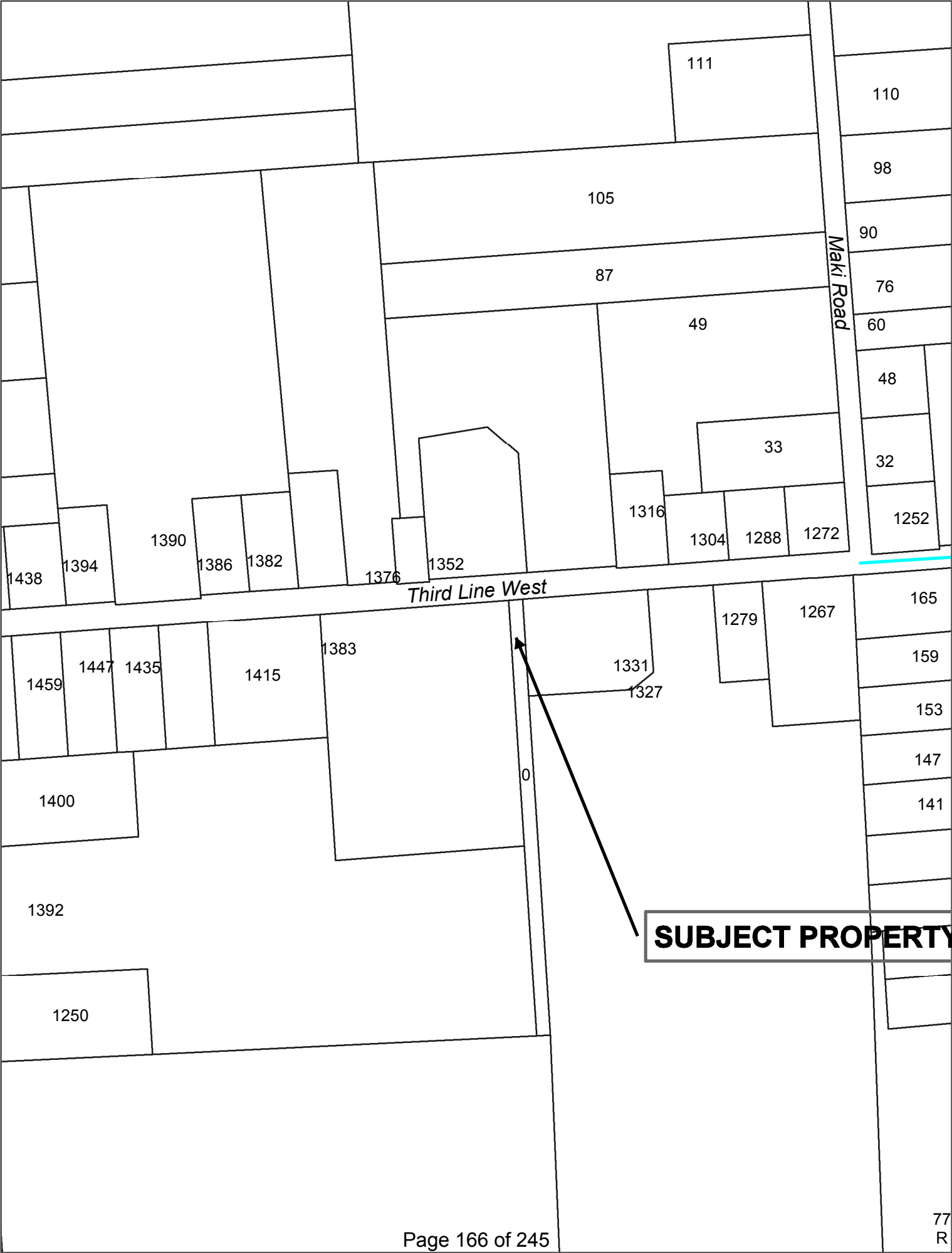
705.759.5403

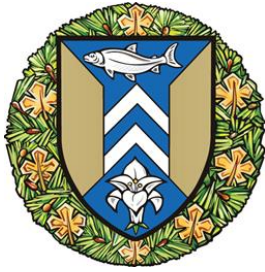
m.borowiczsibenik@cityssm.on.ca

MBS/tj

Enclosure

\\citydata\LegalDept\Legal\Staff\COUNCIL\REPORTS\2021\0000 Third Line West Declare Surplus OPEN.docx





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

COUNCIL REPORT

March 29, 2021

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Peter Tonazzo, RPP, Senior Planner

DEPARTMENT: Community Development and Enterprise Services

RE: A-5-21-Z.OP and 57T-21-502 163 Foxborough Trail and
907 Third Line East (Fox Run Developments (Sault) Inc.
c/o Sam Biasucci)

PURPOSE

The applicant, Fox Run Development (Sault) Inc. c/o Sam Biasucci, wishes to amend the existing draft plan of subdivision, amend the Zoning By-law and amend the Official Plan to facilitate the creation of 26 semi-detached dwelling lots (52 dwelling units) upon a portion of 907 Third Line East and 57 single detached dwelling lots west of Foxborough Trail, on the property known as 163 Foxborough Trail.

PROPOSED CHANGE

The applicant is seeking Council's approval to:

1. 907 Third Line East (East of Foxborough Trail)
 - a. To amend the existing draft plan of subdivision approvals to facilitate the creation of 26 semi-detached lots to accommodate a total of 52 dwelling units.
 - b. To amend the Official Plan by way of a notwithstanding clause to Housing Policy HO.6 to waive the requirement that at least 30% of the units be affordable.
2. 163 Foxborough Trail (West of Foxborough Trail)
 - a. To amend the existing draft plan of subdivision approvals to facilitate the creation of 57 single detached lots
 - b. To amend the Official Plan by way of a notwithstanding clause to Housing Policy HO.6 to waive the requirement that at least 30% of the units be affordable.
 - c. To rezone the subject property from Low Density Residential Zone with special exception 306 (R3.S306) and Medium Density

Residential Zone with special exception 306 (R4.S306) by amending special exception 306 to add single detached dwellings as an additional permitted use, and to remove the requirement that buildings and lots be oriented in a manner such that the rear yards are adjacent to the abutting property at 817 Third Line East.

Subject Properties:

1. 907 Third Line East (East of Foxborough Trail)

- Location: Located on the south side of Third Line East, approximately 36m east of its intersection with Foxborough Trail
- Approximate Size: The 'L' shaped parcel has approximately 174m frontage along Third Line East, by 380m depth, totalling 14ha.
 - a. The portion of the subject property where draft plan approval amendment and official plan amendment approvals are requested has approximately 174m frontage along Third Line East, by 287m depth totalling 4.9ha.
- Present Use: Vacant
- Owner: Fox Run Development (Sault) Inc.

2. 163 Foxborough Trail (West of Foxborough Trail)

- Location: Located at the southwest corner of Third Line East and Foxborough Trail.
- Approximate Size: The irregularly shaped parcel has approximately 23m frontage on Foxborough Trail and 203m frontage along Third Line East, totalling 7.74ha.
- Present Use: Vacant
- Owner: Fox Run Development (Sault) Inc.

BACKGROUND

Copies of the original Draft Plan approved in 2007 and the amended Draft Plan approved in 2011 are attached for reference.

In 2007 Council approved a rezoning, Official Plan Amendment and Draft Plan of Subdivision to facilitate the development of a serviced, 193-lot subdivision (Fox Run) consisting of a mixture of housing types and a mixed-use institutional/apartment component on the southwestern portion of 163 Foxborough Trail.

In 2011, Council approved a rezoning and an amendment to the Draft Plan of Subdivision which had the effect of significantly expanding the mixed-use, institutional/apartment component to include the majority of 163 Foxborough

Trail, excluding the portions of the property that abut Windsor Farms subdivision to the south and 807 Third Line to the northwest. The Draft Plan of Subdivision amendment had the effect of removing the draft approved lots on a portion of 907 Third Line East, as at that time, the developer did not know whether he would be proceeding with singles, semi's or multiple attached dwellings.

ANALYSIS

Conformity with Official Plan

The subject properties are designated 'Residential' on Land Use Schedule 'C' of the Official Plan. The applicant's proposal adheres to the Residential Policies of the Official Plan, which generally aim to provide mixed residential neighbourhoods, which is the case with Fox Run Subdivision, currently consisting of semi's and townhouses along Foxborough Trail, semi detached dwellings proposed on Tuscany Square, and single detached dwellings proposed for Madison Avenue. The current and proposed zoning for the subdivision will continue to permit a variety of housing types.

Policy HO.6 specifically requires that at least 30% of units in all developments greater than 50 units be affordable. The applicant is seeking relief from this requirement, by way of a notwithstanding clause so that none of the proposed dwellings are required to be affordable.

The city's OP was approved in 1996 and policy HO.6 is the result of the relatively short lived *Comprehensive Set of Policy Statements*, which were in effect at the time and later repealed. While many of the policies contained within the *Comprehensive Set of Policy Statements* were carried forward in subsequent *Provincial Policy Statements*, the following requirement was not: *'opportunities will be provided for no less than 30% of new dwelling units created through development, and intensification to be affordable housing'*.

The applicant anticipates that some semi detached units will be marketed in the \$400,000 range and the average sale price of singles will be in the \$500,000 range.

The Provincially defined affordable sale price for dwellings in Sault Ste. Marie is \$206,193, which is 10% below average resale price (\$229,103). The 2018 median resale house price was \$208,928, and according to the Ministry of Municipal Affairs and Housing, about 51% of all homes for purchase in SSM are considered to be affordable. Although the Provincial Policy Statement and the current OP do not communicate a specific affordability target, 30% is widely utilized, and will be proposed in the new OP as an appropriate local affordability target. With this in mind, from a home ownership standpoint, Sault Ste. Marie is relatively affordable.

It is also important to recognize that most affordable homes for purchase do not consist of brand new, greenfield builds, rather, affordably priced homes generally come from the resale market. From a home ownership standpoint, it is not feasible

to expect a 'new build' subdivision to provide at least 30% of all dwelling units to be sold at an affordable price, without significant subsidies.

In some respects, Policy HO.6, is counterproductive and would have the effect of reducing residential development, thereby lowering supply and driving up dwelling prices.

There exist more effective methods to achieving affordable housing options that are currently implemented or contemplated as part of a proposed Official Plan Amendment to repeal Policy HO.6. In the very near future, Planning Staff will be bringing a report to Council to replace HO.6 with a more effective affordable housing approach. Examples include:

- Permitting Second Units
- Supporting residential intensification, mixed residential neighbourhoods and residential conversions.
- The existing rental housing Community Improvement Plan (CIP), as well as additional CIP incentives.
- An affordability strategy, including affordability targets

It is Planning Staff's opinion that the proposed amendment to draft plan approvals and rezoning adhere to the policies contained within the Official Plan. Furthermore, it is staff's opinion that the proposed Official Plan Amendment to waive Policy HO.6 is appropriate.

Conformity with Provincial Policy Statement 2020 (PPS)

In general, the PPS seeks to build healthy, safe, livable communities by promoting the majority of residential development to locate within the Urban Settlement Area where it can be serviced with public water and sewer services.

In this case, the subject properties are within the urban settlement area and will be fully serviced. The existing draft approved subdivision is a mixed residential neighbourhood, with existing semi's and townhouses along Foxborough Trail and zoning to permit multiple-attached semi-detached and single detached dwellings east of Foxborough Trail, and semi-detached, multiple attached and apartments west of Foxborough Trail. Foxborough Trail has also been designed to accommodate a future public transit route.

The PPS defines affordable housing, as discussed above, and requires Municipalities to set affordability targets. Although the PPS does not set a specific target, 30% has been determined as an appropriate local target. Based upon local affordability statistics obtained from the Ministry of Municipal Affairs and Housing, about 51% homes in Sault Ste. Marie are affordable for purchase, well above the proposed 30% target.

It is therefore staff's opinion that this application is consistent with the Provincial Policy Statement 2020.

Conformity with Growth Plan for Northern Ontario 2011

This application does not conflict with the policies contained with the Growth Plan for Northern Ontario. Sault Ste. Marie is an 'economic and service hub' and as such, is intended to accommodate a significant portion of future population and employment growth in Northern Ontario. In order to accommodate this growth, sufficient housing must be available.

COMMENTS

The applicant is seeking the following approvals:

1. Northwestern portion of 907 Third Line East (East of Foxborough Trail)
 - a. To amend the existing draft plan of subdivision approvals to facilitate the creation of 26 semi-detached lots to accommodate a total of 52 dwelling units.
 - b. To amend the Official Plan by way of a notwithstanding clause to Housing Policy HO.6 to waive the requirement that at least 30% of the units be affordable.

In 2007, the applicant amended draft plan of subdivision approvals to among other things, slightly alter the road pattern and remove all of the draft approved lots on the northern portion of 907 3rd L. E. The existing Low Density Residential Zoning permits single detached, semi-detached and multiple attached dwellings, each with their own specific lot frontage and area requirements. The applicant has now decided that he wishes to proceed with draft approval for 26 semi-detached lots, to accommodate a total of 52 dwelling units. The existing approvals anticipated a maximum build-out of approximately 85 multiple attached dwellings, (7 dwelling units/acre) upon the northwestern portion of 907 Third Line East. The proposed draft approval amendments will result in 52 semi-detached dwellings and a density of 4.3 dwelling units/acre.

2. 163 Foxborough Trail (West of Foxborough Trail)
 - a. To amend the existing draft plan of subdivision approvals to facilitate the creation of 57 single detached lots
 - b. To amend the Official Plan by way of a notwithstanding clause to Housing Policy HO.6 to waive the requirement that at least 30% of the units be affordable.
 - c. To rezone the subject property from Low Density Residential Zone with special exception 306 (R3.S306) and Medium Density Residential Zone with special exception 306 (R4.S306) by amending special exception 306 to add single detached dwellings as an additional permitted use, and to remove the requirement that buildings and lots be oriented in a manner such that the rear yards are adjacent to the abutting property at 817 Third Line East.

Current Draft Plan approvals have the lands west of Foxborough Trail (163 Foxborough Trail) as one block of land, the majority of which is zoned Medium Density Residential (R4), with the northwestern and southern edges zoned Low Density Residential (R3). The entire property is subject to Special Exception 306 (attached), which permits a number of additional institutional uses including but not limited to medical centres, place of worship, nursing homes and a fitness facility, in addition to the uses permitted in the R3 and R4 Zones.

The maximum anticipated build-out of the existing draft approved block was estimated to be 380 dwelling units with an overall density of 20 dwelling units/acre. The proposed amendment to draft approval would result in the creation of 57 new single detached dwelling units and a density of about 3 units per acre.

Relative to previous plans and approvals for the lands west of Foxborough Trail, the overall effect of this application could significantly decrease the total number of dwelling units and overall development density of the subject property. Having said this, the applicant has indicated that he wishes to maintain the existing zoning as is, and simply add single detached dwellings as an additional permitted use, thereby maintaining development flexibility going forward.

The applicant also wishes to remove the requirement that buildings and lots be oriented in a manner such that the rear yards are adjacent to the abutting property at 817 Third Line East, which abuts the subject property to the northwest. This particular zoning restriction was negotiated in 2017 between the applicant and owners of 817 Third Line East and proposed to staff as a mutually agreeable solution to the significant density increases that were contemplated at that time. The applicant has discussed with the abutting land owners who have indicated no concerns with removing this clause, which will facilitate the proposed access road onto Third Line.

Previous draft approvals required a pedestrian link to the Hub Trail to the west. Block 100 is proposed as this pedestrian link, as well as a storm sewer outlet that will accommodate water from an existing stormwater management pond associated with the hospital and Davey Home properties to the west. This water will be accommodated within the Madison Avenue stormsewer system and eventually piped to the existing stormwater management pond located at Block 27. As discussed below, it is recommended that Block 100 be 'straightened' to facilitate maintenance access.

Block 102 is proposed to accommodate underground storm, water and sanitary facilities. It is noted that the current configuration results in 2 small 'lost triangles of land'. It is recommended that Block 102 be reconfigured to include these two triangles.

Blocks 101, 107 and 108 are undevelopable ravine lands which play an important stormwater management role, adjacent to Third Line. Block 107 has already been deeded to the Municipality as part of the Foxborough Trail phase, and

Blocks 101 and 108 will be deeded, which will also facilitate planned upgrades to Third Line East.

Blocks 103 and 104 are proposed as underground services, however it is appropriate to also require these Blocks to accommodate a pedestrian link between Tuscany Square and Madison Avenue.

Block 105 and 106, which do not technically relate to this particular application, are set aside as parkspace, open space and stormwater management areas.

CONSULTATION

Public notices were mailed to all neighbouring properties within 120m (400') of the subject property on March 4, 2021. 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 March 6, 2021.

Public Comments

Up to the drafting of this report, 2 letters have been received and are attached.

Mr. McLarty notes the following 2 concerns:

1. Drainage/potential flooding issues

Mr. McLarty notes that the subject properties accept surface drainage from all properties to the west, including the Hospital, Davey Home and a portion of Cedar Heights. Given that the soils in the area are clay and susceptible to erosion, Mr. McLarty is concerned that climate change and the potential for increased flooding, may result in costly repairs in the future.

The applicant's Engineering Consultant has provided a response (dated March 15th), which is attached. Tulloch confirms that based upon their preliminary assessments, drainage systems will be designed to meet or exceed municipal standards and ensure protection of both upstream and downstream properties and infrastructure. Tulloch has also confirmed that the existing stormwater management pond at Foxborough Trail and Madison Avenue has been designed to accommodate flows from the western portion of Fox Run Subdivision (163 Foxborough Trail) as well as existing flows from the Hospital and Davey Home properties, which presently traverse the site. Finally, the proposed decreased density for 163 Foxborough Trail will result in less impervious surfaces and a reduction in runoff.

2. Affordable Housing

Mr. McLarty also notes concerns related to affordability. As previously discussed in this report, about 50% of ownership homes in Sault Ste. Marie meet the Provincial definition of affordable. The Provincial Policy

Statement does not have a specific affordability target, however going forward, an affordability target of 30% is proposed.

As previously noted, from an ownership standpoint, affordable units are those on the resale market. It is recognized that there are construction methods that might result in 'new-build' affordable units, but these will generally be of an infill nature, in established areas, as opposed to greenfield, new subdivision development.

A second letter of concern, from Jan Poulin-Zurawinski, notes the following concerns:

1. Increase in Traffic

As previously discussed, this current application actually represents a decrease in density and the total number of residential dwelling units. Furthermore, the reconfigured Madison Avenue will create a second access onto Third Line, alleviating some local residential traffic from utilizing Foxborough Trail. Suffice to say, existing approvals, which have been in place since 2011, prior to when the dwellings along Foxborough Trail were constructed, would result in higher traffic counts along Foxborough than what is currently proposed.

On December 10, 2018, a report from the Manager of Design and Transportation Engineering was on Council's Agenda, which was in response to a petition from residents of Foxborough Trail to consider installing some form of traffic calming (speed tables), all-way stops or a posted speed reduction on the street. The petition had approximately 50 signatures and was found to be insufficient because not all registered owners signed. Engineering did however acquire traffic data to consider this road for traffic calming. Weekday traffic counts were approximately 1200 vehicles per day, with the 85th percentile speed of 57km/h. Approximately 30% of daily vehicles were measured to be 'cut-through' traffic. Council approved Engineering's recommendation to reduce the posted speed limit from 50km/h to 40km/hr and the full extent of Foxborough Trail was designated as a reduced speed school zone. According to Engineering Staff, new signage will be posted along Foxborough Trail this spring.

Very recently, another petition from neighbours has been submitted to staff, requesting traffic calming measures along Foxborough Trail. Based upon conversations with the Manager of Design and Transportation Engineering, on a preliminary basis, in the near future, Engineering Division may be recommending that Council proceed with traffic calming measures, such as 'speed tables' along Foxborough Trail.

2. Drainage

In discussions with the applicant's Consultant, there is an existing deep ditch that runs behind the lots on the west side of Foxborough Trail. This ditch will be removed and replaced with a shallower swale that will run along the common rear lot lines of the parcels on the west side of Foxborough Trail and the east side of Madison Ave. As Madison Avenue develops west of Foxborough Trail, stormwater currently flowing east to the ditch will be accommodated within the underground storm sewers and directed towards the stormwater management pond. As per the Engineering Consultant, the swale will only be required to accommodate rear yard drainage from the dwellings on Foxborough and Madison.

3. Loss of Green Space and Environmental Impact

In terms of greenspace, it is noted that draft plan approvals exist for the entire area to be developed. Blocks 106, 107, 108 and 101 will remain undeveloped greenspace. Parkspace is proposed to be located in the eastern portion of the subdivision, which is not part of this particular application. Staff is satisfied that the existing proposed parkspace is adequate.

4. Not all Residents Along Foxborough Trail received public notice

The Planning Act and associated regulations (O.reg545/06) specify that public notice must be provided in the following manner:

- a. By mail to all property owners within 120m of the subject properties and the posting of a clearly visible sign. OR
- b. By placing an ad in a newspaper (Sault Star)

An ad was posted in the Sault Star on March 6th and letters were mailed to property owners within 120m of the subject properties on March 4th. The Sault Star ad represents the required statutory notice. After further review, Planning Staff has confirmed that 6 parcels (3 on Foxborough Trail and 3 on Madison Ave.) did not receive a mailed notice because the current MPAC assessment table does not return valid roll numbers for these properties.

Section 5(5) of O.reg 545/06 states:

'For the purposes of clause (4) (a), the owner of land is deemed to be the person shown on the last revised assessment roll of the municipality or on the current provincial land tax roll at the address shown on the roll, but if the land is in a municipality and the clerk of the municipality has received written notice of a change of ownership, the notice shall be given to the new owner instead, at the address set out in the notice of change of ownership. O. Reg. 545/06, s. 5 (5).'

Notwithstanding the fact that the Sault Star ad represents the minimum required notice, as per Section 5(5) above, mailing labels were generated

from the 'last revised assessment roll' which contains errors and did not 'return valid rolls numbers' for the aforementioned 6 parcels. Staff is therefore of the opinion that notice requirements have been met.

Mr. Powell and Ms. Best, who own 817 Third Line East, which abuts 163 Foxborough Trail to the northwest, have reached the following mutual agreement with the applicant:

1. The developer will install a 1.8m (6') fence surrounding the south and east side of 817 Third Line E., and plant 1.8m (6') cedar trees 0.91m (3') apart along and within the fence line, to conceal the fence from 817 Third Line E.
 - a. It is noted that when Madison Avenue is developed, 817 Third Line East will become a 'corner lot' with an exterior side yard adjacent to the street. The current Rural Area (RA) zoning upon 817 Third Line East requires a 5m setback from both an interior and exterior side yard, and the existing dwelling is setback +/-22m from the east lot line, so there will be no setback impacts.
 - b. Section 7.2 of Zoning By-law 2005-150 outlines fence regulations. There is no maximum height for a fence located adjacent to an exterior side yard or front yard in the Rural Area (RA) zone, however the sightline setbacks outlined in Section 7.3 must be adhered to. In this case, the fence can be no taller than 0.75m within 9m of the front lot line at the intersection of Madison Avenue and Third Line East.
 - c. It is noted that once constructed, the maintenance of the fence will be the responsibility of the owners of 817 Third Line E.
2. Where Madison Avenue abuts the subject property to the east, the sidewalk shall be provided on the east side of the road, with a 6.1 (20') green space on the west side of the road, adjacent to 817 Third Line E.
 - a. It is noted that current city policy requires a 5m (16.4') boulevard on both sides of the traveled portion of the roadway, therefore the east boulevard, which will include a sidewalk, will need to be a minimum of 5m, which might impact the ability to create a 6.1m. Therefore, it is recommended that the proposed 6.1m boulevard on the west side be amended to be a minimum of 5m. The owner of 817 Third Line E. is agreeable to this change. Furthermore, that is not to say that during the final design phase, the Roadway can't be 'off-centre' to achieve at 6.1m boulevard on the west side.
3. When preparing the drainage for the runoff ditch connected to 817 Third Line E., the developer will install a 20' long culvert, in an east/west direction, extending from the west side of Madison Avenue into 817 Third Line E, to allow access to the back of 817 Third Line E.

These matters will be added as conditions of Draft Approval.

Application Circulation

As part of the application review, this proposal was circulated to City divisions and external agencies for detailed technical review and comment. The following departments/agencies commented on this application: Sault Ste. Marie Region Conservation Authority (SSMRCA), Engineering Services, Transportation, Public Works.

Agency Comments

SSMRCA notes that both subject properties are located in an area under their jurisdiction and as such, a permit from SSMRCA will be required prior to any development or site alteration, including any site grading or earth works.

Engineering Services, reiterates comments and requirements from the original approvals in 2007 and subsequent amendments in 2011. In addition to those comments, the City will require corner roundings at the proposed intersection of Madison Avenue and Third Line.

The Manager, Design and Transportation notes that traffic impacts will be reasonable and easily accommodated by Third Line. This particular application represents a reduction in the total number of dwelling units currently permitted. Furthermore, this year City will be reconstructing Third Line from the Hospital entrance to Black Road. This reconstruction will include a 2.5m multi-use pathway on the south side, which will significantly improve pedestrian safety.

Correspondence from Public Works notes that phasing of the subdivision and snowplow turnarounds, where necessary, shall be to the satisfaction of the Public Works Deputy CAO or designate. Public Works also recommends that Block 100, which is intended to accommodate a stormwater management pond outlet from the abutting properties (Hospital and Davey Home) to the west, as well as a pedestrian link, should be relocated between Lots 104 and 105. The current configuration was designed to maintain maximum flexibility for future development of Lots 103 to 108, which could potentially be developed as apartments. However, the jogs in the current configuration will preclude access by service vehicles to maintain the infrastructure. In discussions with the applicants Consultant, Block 100 will be relocated. Such relocation will be a condition of draft approval.

Correspondence from Bell Canada reminds the applicant to contact Bell during the detailed design phase to confirm the provisioning of communication infrastructure needed to service the development. Furthermore, Bell notes that it is the responsibility of the Owner to provide entrance/services ducts form Bell Canada's existing network to service this development. In accordance with the Bell Canada Act, where not existing infrastructure exists, the owner may be required to pay for the extension of such infrastructure. Finally, Bell requests that the following as a condition of Draft Approval:

'The Owner agrees that should any conflict arise with existing Bell Canada facilities where current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost'

FINANCIAL IMPLICATIONS

Approval of this application will not result in any significant incremental changes to municipal finances.

STRATEGIC PLAN / POLICY IMPACT

Approval of this application is not linked to any specific policies within the Corporate Strategic Plan.

SUMMARY

In 2011, seeing a significant change in market demands, the applicant received a variety of approvals which had the effect of increasing the overall density of Fox Run Subdivision. Recently, market demand has shifted, and the applicant wishes to proceed with lower density dwellings, namely, single detached dwellings along Madison Avenue and Semi-detached dwellings on Tuscany Square. Essentially, this particular application represents a proposal to permit lower density development, while at the same time, maintaining some flexibility to respond to market demands going forward.

From a land use standpoint, the surrounding area is a significant activity hub, with large institutional uses (hospital, Davey Home) abutting to the west and the Great Northern Road corridor further west. Therefore, this subdivision is well placed to include a complete mixture of housing types.

The request to amend the Official Plan and waive the requirement that at least 30% of dwellings be affordable is appropriate, given that from a home ownership standpoint, Sault Ste. Marie is relatively affordable. Furthermore, the current policy is counterproductive and could actually result in driving up home prices. To this end, in the very near future, Planning Staff will be bringing a report to Council recommending an Official Plan Amendment to replace Housing Policy HO.6 with a more effective approach to affordable housing.

As with all new development, drainage concerns will need to be addressed to the satisfaction of the Public works and Engineering, who have reviewed this application and have no significant concerns. From a traffic standpoint, current residents along Foxborough Trail have very recently submitted a petition for traffic calming measures to be installed. It must however be recognized that Foxborough Trail was designed to accommodate traffic from Fox Run and Windsor Farms, which are already approved subdivisions that have not been fully developed. As these approved subdivisions continue to develop, traffic along Foxborough is anticipated to increase. Having said this, the current proposed amendments to Fox Run Subdivision will actually have the effect of reducing

traffic along Foxborough Trail, given the lower residential densities and additional proposed access onto Third Line, via Madison Avenue.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Senior Planner dated 2021 03 29 concerning A-5-21-Z.OP and 57T-21-502 be received and that Council approve the application in the following manner:

1. That Council approve Official Plan Amendment 231 by way of a notwithstanding clause to Policy HO.6, to waive the requirement, that at least 30% of all dwelling units be affordable.
2. That Council rezone 163 Foxborough Trail by amending Special Exception 306 in the following manner:
 - a. That in Block 2, single detached dwellings be added as a permitted use, in addition to the uses permitted in the R4 Zone.
 - b. That Clause #5, which requires the resulting lots and buildings on Block 1 to be oriented in a manner such that rear yards are adjacent to 817 Third Line East, be repealed.
3. That City Council approves an amended Draft Plan of Subdivision by replacing the Draft Plan dated June 17, 2011 with the amended Draft Plan dated February 12, 2021, subject to the conditions to Draft Approval attached as Appendix A.

And that the Legal Department be requested to prepare the necessary by-law(s) to effect the same.

Respectfully submitted,

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

Peter Tonazzo, RPP
Senior Planner
p.tonazzo@cityssm.on.ca
705-759-2780

APPENDIX A – Conditions of Draft Approval – Fox Run Subdivision

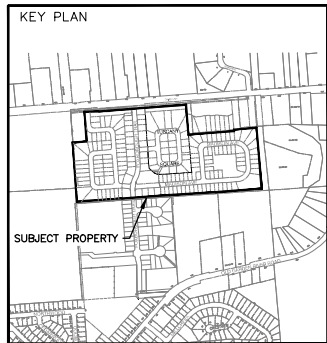
1. That prior to registration, the subdivider enter into a Subdivision Agreement with respect to, but not limited to streets, corner roundings, in-ground services, sidewalks, drainage, snowplow turnarounds etc., and that such infrastructure be designed and constructed to the satisfaction of the Deputy CAO of Public Works and Engineering or his designate.
2. That as part of the Subdivision Agreement, the developer informs potential purchasers of the lots affected by Sault Ste. Marie Region Conservation Authority regulated areas, noting that permits from the SSMRCA are required prior to any development or site alteration.
3. That as part of the finalization of the Subdivision Agreement, the developer be required to pay cash in-lieu of parkland for the deficiency in dedicated park space, which will be used to purchase playground equipment.
4. That prior to the finalization of the Subdivision Agreement, a per-lot fee, the amount to be determined by the Director of Engineering Services or designate, will be collected from the developer for tree plantings.
5. That as part of the finalization of the Subdivision Agreement, the following Blocks shown on the amended Plan dated Feb. 12, 2021 be dedicated to the Municipality for the following Purposes:

Block(s)	Purpose
100	Stormwater Management and a pedestrian walkway.
101, 107, 108	Stormwater Management and Open Space
27	Stormwater management pond and underground servicing
105	Stormwater management pond, underground servicing and parkspace
102	Stormwater management and underground servicing
103,104	Underground servicing and pedestrian walkway

106	Stormwater management and open space
-----	--------------------------------------

6. That prior to the finalization of the subdivision agreement, Block 100 be reconfigured and relocated to the north side of Lot 104, to the satisfaction of the Deputy CAO of Public Works and Engineering, or designate.
7. That prior to the finalization of the subdivision agreement, Block 102 be reconfigured to include the adjacent triangular shaped parcels to the south and east.
8. That a continuous sidewalk be provided along at least one side of all roadways. Such roadways are shown on the amended Draft Plan dated February 12, 2021.
9. That prior to the finalization of the Subdivision Agreement, a phasing plan be completed to the satisfaction of the Deputy CAO of Public Works and Engineering or designate, which outlines the phasing of the development with respect to lot creation and servicing.
10. That proposed off-road paths connecting between streets and sidewalks, and the connection to the Hub Trail, be designed to of a minimum width of 3.0 meters with an asphalt surface, as per the City's standard.
11. That prior to the finalization of the Subdivision Agreement, a plan be submitted, to the satisfaction of the Deputy CAO of Public Works and Engineering or designate, showing details of the park and open space areas, including walking/cycling paths, storm water management areas and landscaping features.
12. That prior to the finalization of the Subdivision Agreement, the applicant submit the information prescribed by the Engineering Department, as outlined in their letter dated February 12, 2021, (attached to this report), and that no work commence without the approval of the Deputy CAO of Public Works and Engineering or his designate, and that any work which requires approvals from the City and the Ministry of Environment Conservation and Parks, not commence until such approvals and agreements are endorsed.
13. That the developer determine if the proposed development will impact the downstream capacity within the existing trunk sanitary sewer system prior to the finalization of the subdivision agreement.
14. That all future servicing infrastructure be to current City standards.

15. That prior to the finalization of the Subdivision Agreement, the developer be required to carry out an engineering assessment and design of the water distribution system to ensure the provision of fire flows required to meet City requirements without compromising the existing distribution system.
16. That the developer be required to enter into a Subdivision Agreement with the PUC regarding underground electrical and water services.
17. That prior to the finalization of the Subdivision Agreement, the developer confirm any existing wells that are to be decommissioned, and if any, these well be decommissioned as per Provincial Guidelines.
18. With regards to 817 Third Line East, as part of the finalization of the Subdivision Agreement:
 - a. The developer shall install a 1.8m fence on or within the south and east lot line of 817 Third Line E., and plant 1.8m cedar trees 0.91m apart along the fence line within 817 Third Line E. Upon completion, the City will not be responsible for the maintenance of the fence or trees.
 - b. Where Madison Avenue abuts 817 Third Line East, the sidewalk shall be constructed on the east side of the road, with a minimum 5m landscaped boulevard on the west side of the road, adjacent to 817 Third Line E.
 - c. When preparing the drainage for the runoff ditch connected to 817 Third Line E., the developer will install a 20' long culvert, in an east/west direction, extending from the west side of Madison Avenue into 817 Third Line E, to allow access to the back of 817 Third Line E.



KEY PLAN SCALE 1:15000

Additional Information Required Under Section 51 (17) of the Planning Act:

- (a) Boundaries As Shown
- (b) Proposed Roads As Shown
- (c) Key Plan As Shown
- (d) Mixed Use, Mixed Density, Residential/Institutional
- (e) Adjoining Uses Are: Institutional, Rural, Residential
- (f) 177 Lots, 17.76 Ha
- (g) Roadways, 5.39 Ha
- (h) Open Space, 0.57 Ha
- (i) Storm Water Management, 1.51 Ha
- (j) Blocks 101,107,108, 0.73 Ha
- (k) Easement Blocks 100,102,103,104, 0.19 Ha
- (l) Total = 26.15 Ha
- (m) Rolling Terrain, Well Drained
- (n) Municipal Water Supply
- (o) Clay Till
- (p) Contours As Shown
- (q) Existing Sanitary Sewer & Existing Drainage Course
- (r) Restrictive Covenants & Easements
- (s) Block 100 Proposed (Unregistered)
- (t) Storm Easements (In Favour of City SSM)
- (u) Block 102 Proposed (Unregistered)
- (v) Storm and Sanitary Easement (In Favour of City SSM)
- (w) Blocks 103 & 104 Proposed (Unregistered)
- (x) Water Easements (In Favour of PUC Services Inc.)

CLIENT:

FOX RUN DEVELOPMENT (SAULT) INC

CONSULTANT:



DRAWING TITLE:

DRAFT PLAN OF SUBDIVISION AMENDMENT

1:1250

FEB 12, 2021

SCALE

DATE

19-1706

TP

JL

PROJECT NO.

DRAWN BY

CHECKED BY

OWNERS' AUTHORIZATION

I, FOX RUN DEVELOPMENT (SAULT) INC, REGISTERED OWNER OF THE ABOVE LANDS, AUTHORIZED TULLOCH TO PREPARE AND SUBMIT THIS PLAN OF SUBDIVISION FOR APPROVAL.

DATE

SALVATORE BIASUCCI
FOX RUN DEVELOPMENT (SAULT) INC.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE SHOWN ACCURATELY AND CORRECTLY.

DATE

D.S. URSO
ONTARIO LAND SURVEYOR

February 12, 2021
19-1706

The Corporation of the City of Sault Ste. Marie
Engineering Department
Level V – Civic Centre
99 Foster Drive
Sault Ste. Marie, Ontario P6A 5X6

Attention: Ms. Maggie McAuley, P.Eng., Municipal Services Engineer

**RE: Fox Run Subdivision
Draft Plan Amendment – Servicing Review**

Dear Ms:

TULLOCH Engineering Inc. has prepared this letter in support of the Draft Plan Amendment application for the above captioned subdivision. The two (2) areas affected are indicated on the 2011 Amended Draft Plan as Springwater Loop and the large Mixed Use block west of Foxborough Trail. The Springwater Loop block will now be referred to as Tuscany Square and consist of semi-detached units. The Mixed Use block will now be referred to as Madison Avenue West and consist of single detached units.

The proposed Tuscany Square block will be similar to the Springwater Loop block and therefore servicing requirements for this area should remain unchanged.

The proposed Madison Avenue West area will see a decrease in density with the proposed single detached layout versus the mixed use layout and therefore have less impact on existing Municipal infrastructure.

Based on the above, the Amended Draft Plan should result in a decrease to sanitary flows, stormwater flows, domestic water use, fire flows and electrical requirements.

We trust you will find the above adequate. Should you require additional information, please contact the undersigned.

Yours truly,
TULLOCH Engineering Inc.

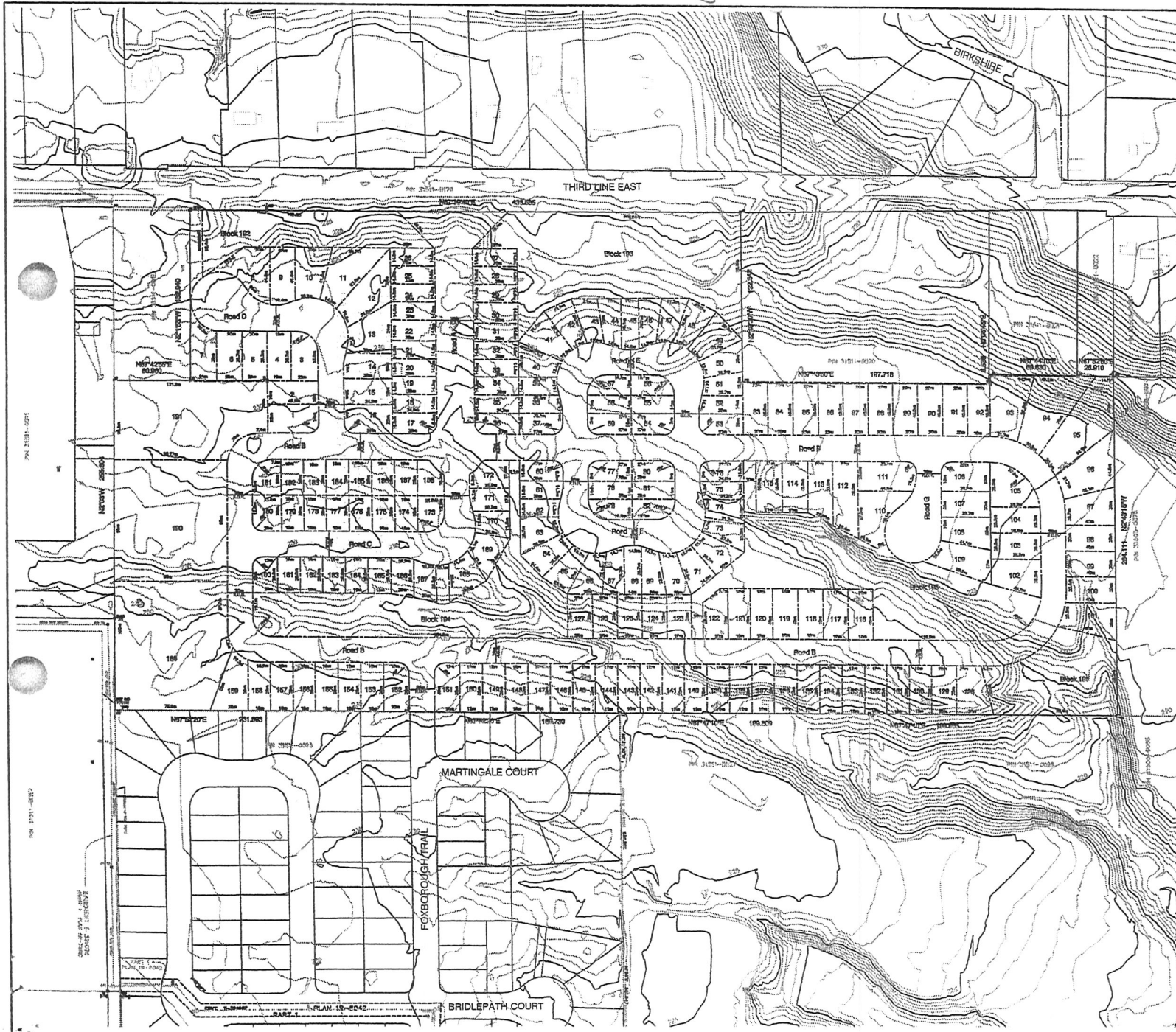


Josh Lelievre, P.Eng.
Project Manager

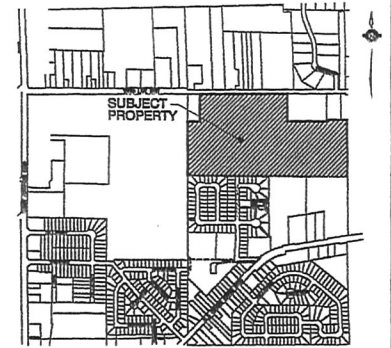
JL/bt

c.c. Sam Biasucci – Fox Run Developments Inc.

Original Draft Plan 2007



LEGEND:
 ■ DENOTES FOUND EVIDENCE
 □ DENOTES IRON BAR
 --- DENOTES PROPOSED LOT LINE
 --- DENOTES PROPOSED BOUNDARY
 --- DENOTES PROPOSED LOT LINE
 --- DENOTES PROPOSED BOUNDARY
 --- DENOTES PROPOSED LOT LINE
 --- DENOTES PROPOSED BOUNDARY



KEY PLAN SCALE -- 1:12,500

**DRAFT PLAN
 OF SUBDIVISION**
**FOX RUN
 DEVELOPMENT (SAULT)
 INC.**
 PIN 31511-0019

SCALE	1:1,500
JOB NUMBER	2007-22
DATE	JULY 13, 2007
DRAWN BY	BOOK
CHECKED BY	MR.
FILENAME	31511-0019.dwg



**Additional Information Required
 Under Section 51 (17) of the
 Planning Act:**
 (a) Boundaries As Shown
 (b) Proposed Roads As Shown
 (c) Key Plan As Shown
 (d) Mixed Use, Mixed Density, Residential/Institutional
 (e) Adjoining Uses Are: Institutional, Rural, Residential
 (f) 191 Lots 15.4 Ha.
 Roadways 6.6 Ha.
 Parks Open Space 4.4 Ha.
 Storm Water Management 4.4 Ha.
 (g) Rolling Terrain, Well Drained
 (h) Municipal Water Supply
 (i) Clay Till
 (j) Contours As Shown
 (k) Existing Sanitary Sewer & Existing Drainage
 Course
 (l) No Restrictions

OWNERS' AUTHORIZATION	SURVEYOR'S CERTIFICATE
I, FOX RUN DEVELOPMENT (SAULT) INC., HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONS TO THE ADJACENT LANDS ARE SHOWN ACCURATELY AND CORRECTLY.	I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONS TO THE ADJACENT LANDS ARE SHOWN ACCURATELY AND CORRECTLY.
DATE SAUNDERS BRIDGES FOX RUN DEVELOPMENT (SAULT) INC.	DATE D.S. BRIDGES, D.L.S.

Amended Draft Plan 2011

LEGEND: ■ DONOTES FOUND EVIDENCE □ DONOTES IRON BAR --- CONTIGUOUS LINE(METERS) TO INTERVAL --- DONOTES ORIGINAL PROPOSED LOT LINES --- DONOTES NEW LOT LINES	
KEY PLAN SCALE - 1:12,500	
DRAFT PLAN OF SUBDIVISION FOX RUN DEVELOPMENT (SAULT) INC. PIN 31511-0019	
SCALE: 1:1,500 JOB NUMBER: 2007.22 DATE: JUN 14, 2011 DRAWN BY: MS CHECKED BY: DSL FILENAME:	 100 East River Street, Suite 200, Sault Ste. Marie, Ontario T6N 6A6 TEL: 709-642-0000 FAX: 709-642-0001 www.genivar.com
Additional Information Required Under Section 51 (17) of the Planning Act: (a) Boundaries Are As Shown (b) Proposed Roads As Shown (c) Key Plan As Shown (d) Mixed Use, Mixed Density, Residential/Institutional (e) Adjoining Uses Are: Institutional, Rural, Residential (f) 94 Lots, Blocks 99, 100 & 108 21.2Ha Roadways 3.8Ha Open Space 1.7Ha Storm Water Management 1.5Ha Blocks 0.6Ha Total = 28.8Ha (g) Rolling Terrain, Well Drained (h) Municipal Water Supply (i) Clay Till (j) Contours As Shown (k) Existing Sanitary Sewer & Existing Drainage Course (l) No Restrictions	
OWNERS' AUTHORIZATION I, FOX RUN DEVELOPMENT (SAULT) INC., REGISTERED OWNER OF THE ABOVE LANDS, AUTHORIZE GENIVAR TO PREPARE AND SUBMIT THIS PLAN OF SUBDIVISION FOR APPROVAL. DATE: _____ SALVATORE BASILE FOX RUN DEVELOPMENT (SAULT) INC.	SURVEYOR'S CERTIFICATE I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE SHOWN ACCURATELY AND CORRECTLY. DATE: _____ G.S. URSO, G.L.S.

**AMENDMENT NO. 231
TO THE
SAULT STE. MARIE OFFICIAL PLAN**

PURPOSE

This Amendment is an amendment to the Text of the Official Plan as it relates to the Housing Policies of the Plan.

LOCATION

Part of Block 30 Plan 1M589 and Part of Lot 25 RCP H731, located on the south side of Third Line East, directly east and west of its intersection with Foxborough Trail, Civic no's, 907 Third Line East and 163 Foxborough Trail.

BASIS

This Amendment is necessary in view of a request to construct a 65-unit apartment building upon the subject property with no 'affordable units', whereas Housing Policy 6 (HO.6) requires at least 30% of the units to be affordable in this instance.

Council now considers it desirable to amend the Official Plan.

DETAILS OF THE ACTUAL AMENDMENT & POLICIES RELATED THERETO

The Official Plan for the City of Sault Ste. Marie is hereby amended by adding the following paragraph to the Special Exceptions Section:

"Special Exceptions"

153. Notwithstanding Housing Policy 6 (HO.6) of the Official Plan, the properties described as, Part of Block 30 Plan 1M589 and Part of Lot 25 RCP H731, located on the south side of Third Line East, directly east and west of its intersection with Foxborough Trail, Civic no's, 907 Third Line East and 163 Foxborough Trail, are not required to provide any affordable units within the proposed residential development.

INTERPRETATION

The provisions of the Official Plan as amended from time to time will be applied to this Amendment.

From: Marlene McKinnon
To: [Stephanie Perri](#)
Subject: SSMRCA Response - A-5-21-Z.OP and 57T-21-502 - 163 Foxborough Trail and 907 Third Line East
Date: Friday, March 12, 2021 11:25:55 AM
Importance: High

This email originated outside of the Corporation of the City of Sault Ste. Marie.
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March 12, 2021

Donald B. McConnell, MCIP, RPP,
Planning Director
City of Sault Ste. Marie
P.O. Box 580
Sault Ste. Marie, ON P6A 5N1

Conservation Authority Comments:

Application # A-5-21-Z.OP and 57T-21-502
Fox Run Development (Sault) Inc.
163 Foxborough Trail and 907 Third Line East
Sault Ste. Marie

The subject properties, 163 Foxborough Trail and 907 Third Line East are located in an area under the jurisdiction of the Conservation Authority with regard to the Ont. Reg.176/06 Development, Interference with Wetlands and Alterations to Shoreline and Watercourses.

Anjum Amin, P.Eng. as reviewed the zoning application and provided following comments:

1. The entire site is in a Regulation 176/06 regulated area associated with the streams and hazard lands (ravines) at the property. A permit from the SSMRCA will be required for all cut and fill work, stream work, storm water retention pond construction and slope stabilization work associated with the development.
2. The proposed development has deep ravines and need significant amount of cut and fill. Therefore, SSMRCA will require geotechnical engineer's design and slope stability analysis.
3. Prior to commencement of any earth moving operations, the developer needs to submit for approval an application with supporting information showing the extent and type of work proposed, if any, in these sensitive areas, in particular:
 - a. Amount and location of all cut and fill

- b. Grades to be maintained
- c. Proposed methods to maintain slope stability
- d. Protection of streams from sediment runoff
- e. Vegetation protection, proposed re-vegetation and erosion protection techniques.
- f. Design and construction of any retaining walls
- g. Details of any stream crossings including extent of fill and culvert sizing for the road crossing area at the south and east sides.

Any development on the subject property will require a permit by SSMRCA under Ont. Reg. 176/06.

SSMRCA requests a copy of the decision and to be included on the contact list for any appeals resulting from the decision of this application.

Sincerely,

M. A. McKinnon, CGS
GIS Specialist
Sault Ste. Marie Region Conservation Authority
1100 Fifth Line East
Sault Ste. Marie ON P6A 6J8
mmckinnon@ssmrca.ca
www.ssmrca.ca
Phone 705-946-8530
Fax 705-946-8533

Member of Canadian Institute of Geomatics



2021 02 12

MEMO TO: Don McConnell, RPP
Planning Director

RE: A-5-21-Z.OP & 57T-21-502
163 Foxborough Trail and 907 Third Line East
Fox Run Development (Sault) Inc.

The Engineering Division has reviewed the amendment to the above noted application. The comments from the original application still apply and are as follows:

- A sediment control plan and storm water management plan must be submitted to the satisfaction of the Director of Engineering or his designate, the Department of Fisheries and Oceans, and the Sault Ste. Marie Conservation Authority. Ministry of Environment guidelines shall be met for safety design objectives.
- Plans and specifications showing final presale grades should be reviewed and approved by the Commissioner of Engineering and Planning or his designate. Lot grading plans should show existing contours, and proposed grades for each lot. As constructed drawings should be modified to show only final grades.
- Soil tests are required in the road allowances, including a report on the road base design, considering the use of geotextile fabric and weeping tile and which determines the depth of the road base. A brief outlining the pavement design is also required.
- The Owner shall submit soil tests by an independent testing laboratory on the stability of the soil and its ability to sustain superimposed loads from building and filling operations and to furnish at no cost to the City certified copies of the results thereof for examination by the Director of Engineering or his designate.
- No work shall be commenced without the approval of the Director of Engineering or his designate and any work which requires approvals from the City and the Ministry of the Environment shall not commence until such approvals and agreements are endorsed.

In addition to the previous comments, we also provide the following:

- Corner roundings at the intersection with Third Line are to be provided as required.

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



**Public Works &
Engineering Services**

If you have any questions, please do not hesitate to contact the undersigned.

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

From: Carl Rumiel
Sent: Friday, March 12, 2021 9:00 AM
To: Peter Tonazzo <p.tonazzo@cityssm.on.ca>
Cc: Maggie McAuley <m.mcauley@cityssm.on.ca>; Don Elliott <d.elliott@cityssm.on.ca>; Catherine Taddo <c.Taddo@cityssm.on.ca>
Subject: RE: Request for Comment - A-5-21-Z.OP and 57T-21-502 163 Foxborough Trail and 907 Third Line East

Hi Steph:

Engineering's comments regarding traffic involve the new connection of Madison Avenue to Third Line. It is our opinion that the traffic impacts will be reasonable and easily accommodated from a capacity standpoint on Third Line. Further, the City will be reconstructing Third Line from the hospital entrance to Black Road in 2021 which will include a 2.5m multi-use pathway on the south side which will help with pedestrian traffic.
Best regards,

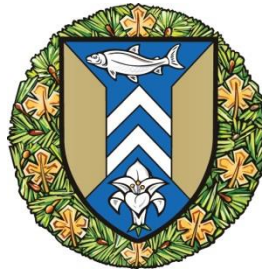
Carl Rumiel, P.Eng.
Manager, Design & Transportation Engineering
Public Works and Engineering Services
705.759.5379 c.rumiel@cityssm.on.ca

CITY OF SAULT STE. MARIE
99 Foster Drive, Sault Ste. Marie, ON P6A 5X6
saultstemarie.ca



Larry Girardi
Deputy CAO

Susan Hamilton Beach, P. Eng.
Director of Public Works



Public Works & Engineering Services

Daniel Perri, P. Eng.
Area Coordinator, Wastewater

March 9, 2021

Our File: C.2.7

Don McConnell, RPP
Director of Planning & Enterprise Services

**Subject: Application No. A-5-21-Z.OP and 57T-21-502
Request for an amendment to the Zoning By-law**

Applicant: Salvatore Biasucci (Fox Run Development)

Subject Property: 163 Foxborough Trail and 907 Third Line East

Please accept this correspondence in response to your request dated February 24, 2021.

Staff from Public Works has reviewed the application noted above and have the following comments:

- Block 100 should be relocated between Lots 104 and 105;
- Phasing shall be to the satisfaction of the PWES DCAO or his designate;
- Snow plow turnarounds, where necessary, shall be to the satisfaction of the PWES or his designate.

If you have any further questions, please contact me at 574-1086.

Yours very truly,

Daniel Perri, P. Eng.
Area Coordinator, Wastewater
d.perri@cityssm.on.ca

C: Susan Hamilton Beach, P.Eng.
Maggie McAuley, P. Eng.
Freddie Pozzebon, CBO

March 10, 2021

Mr. Peter Tonazzo
Planning Division
City SSM

Re: Application #A-5-21-Z.OP, (Fox Run Dev.)

I have two concerns with this zoning application:

1. Drainage/potential flooding issues

- The proposed subdivision is on lands which fall under Reg. 176-06. These lands accept surface drainage from all properties to the west including the Hospital, Davey Home and a portion of Cedar Heights.
- The soils are clay based and subject to erosion.
- As our climate continues to change we see more frequent “100-year events”.
- This past year the City spent \$227k to remediate an erosion problem which occurred on Millenium Court, a subdivision wich was constructed on a similar topography. At the time of this development 20 years ago flooding/erosion concerns were also raised.
- Flooding issues from this development will affect those properties down-stream along Old Garden River Road and Black Road.
- Drainage systems require management and access.
- Impervious surfaces should be minimized in the site plan controls.

2. Request to remove the “30% affordable” clause from the original subdivision agreement.

- The “30% affordable” clause is part of the Provincial Policy Statement.
- The “30% affordable” is also found in “ShapetheSault” documents which will help form our new OP.
- Many residents who work at the hospital (and seniors homes nearby) would love to find “affordable” housing within walking distance of their workplace.

Regards

Peter McLarty
Fifth Line
[REDACTED]

1.

March 15,2021

Peter Tonazzo
Senior Planner
Community Development & Enterprise Service
City of Sault Ste Marie ON

Mr. Tonazzo,

As a follow up to our meeting March 15, 2021 regarding the recent proposal by Fox Run Development to amend the existing draft and rezoning plan it was suggested that any concerns should be submitted in writing.

After having the proposed changes explained to us by yourself the following concerns were voiced by John Chomniak (97 Foxborough Trail) and Janice Poulin-Zurawinski (139 Foxborough Trail) who attended the meeting.

The concerns raised were :

1. The increase in traffic which is already a problem, as Foxborough Trail is the main thoroughfare for the existing and proposed development plan even though it is a residential street.
2. The already existing problem with water drainage especially in the spring on the West side of Foxborough Trail.
3. The loss of green space and environmental impact.
4. Some residents on Foxborough Trail did not receive a copy of the proposed amendment construction plans and are frustrated with the late time line to respond in a meaningful way and have their voices heard.

Thank you for your time and considerations of these concerns,

Regards
Jan Poulin-Zurawinski

March 15, 2021
19-1706

The Corporation of the City of Sault Ste. Marie
Department of Engineering and Planning
Level V – Civic Centre
99 Foster Drive, P.O. Box 580
Sault Ste. Marie, ON
P6A 5N1

**Attention: Mr. Peter Tonazzo, RPP
Senior Planner**

**Re: Application A-5-21-Z.OP and 57T-21-502
Fox Run Subdivision Draft Plan Amendment
Drainage Concerns**

Dear Sir:

We are writing this letter in response to the letter received from Peter McLarty dated March 10, 2021 regarding site drainage concerns for the above captioned development.

We have completed our preliminary review of the existing watershed conditions, its drainage characteristics and our preliminary hydrological runoff assessment as part of our drainage system design. We confirm that both the minor drainage system and major (overland) drainage system can be designed to meet or exceed municipal standards. We further note that sound engineering principals will be followed during detailed design and construction of all proposed drainage feature to ensure the protection of both upstream and downstream properties and infrastructure.

Secondly, we have confirmed that the existing stormwater management pond at the intersection of Foxborough Trail and Madison Avenue has been designed to include proposed flows from the developed western portion of Fox Run Subdivision, including existing flows from the Hospital and Davey Home properties which presently traverse the site. Further, the current rezoning application is for a decrease in density to allow construction of single family homes which will result in less impervious surfaces and a reduction in runoff compared to the current site zoning.

We trust the enclosed is adequate for your needs at this time. If there is anything further we can provide please contact us at your convenience.

Sincerely,
TULLOCH Engineering Inc



Josh Lelievre, P.Eng.
Project Manager

With regard to the request for rezoning as outlined below, I wish to make exception to the following request.

Proposed Change 2c.

To rezone the subject property from Low Density Residential Zone with special exception 306 (R3.S306) and Medium Density Residential Zone with special exemption 306 (R4.S306) by amending special exception 306 to add single detached dwellings as an additional permitted use, and to remove the requirement that buildings and lots be oriented in a manner such that the rear yards are adjacent to the abutting property at 817 Third Line East.

After a discussion with the developer, Sam Biasucci, we have agreed to waive the aforementioned condition requiring that building lots be oriented in a manner such that the rear yards are adjacent to the abutting property at 817 Third line East, based on the following conditions be met by the developer. Attached is the email confirming that agreement.

Sal-Dan will install a six foot fence surrounding the East and South side of the 817 Third Line East property, as well as planting 6 foot cedar trees 3 feet apart concealing said fence line.

A side walk would be installed on the East side of Madison Avenue and a 20 foot green space would be provided on the West side of Madison Avenue abutting 817 Third Line East property.

When preparing the drainage for the runoff ditch connected to 817 Third Line East a 20 foot long culvert would be installed and filled on the property of 817 Third Line East directly abutting the Madison Avenue property to allow access to the back property.

This site preparedness would need to be completed in a timely manner prior to construction being done adjacent to the property at 817 Third Line East.

Doug Powell, Vicky Best
817 Third Line East
Sault Ste Marie, Ont.
P6A 6J8



306 817A THIRD LINE EAST – FOX RUN SUBDIVISION

Despite the provisions of By-law 2005-150, the lands located at 817A Third Line East and marked “subject property” on the map attached may be utilized subject to the following special conditions:

1. The area shown as Block 2 may be used for the following uses only, in addition to those uses permitted in an R4 zone:
 - a. Accessory uses
 - b. Care facility
 - c. Fitness facility
 - d. Group home
 - e. Group residence
 - f. Recreational facilities – excluding animal pens and cages, bandstands and horse riding establishments
 - g. Medical centre
 - h. Nursing and residential care facility
 - i. Parks and playground
 - j. Place of worship
 - k. Hospice
2. The additional uses permitted on Block 2 shall adhere to the Institutional zone regulations set out in zoning by-law 2005-150.
3. The additional uses permitted on Block 2 shall not exceed 5-storeys in height.
4. The areas shown as Blocks 1 & 3 are limited to the following permitted uses only:
 - a. Single detached dwelling
 - b. Semi-detached dwelling
 - c. Duplex dwelling
 - d. Bed and breakfast
 - e. Home based businesses
 - f. Accessory uses
5. On Block 1, the resulting lots and buildings shall be oriented in a manner such that the rear yards are adjacent to 817 Third Line East, to the north and west.
6. On Block 3, the resulting blocks and buildings shall be oriented in a manner such that the rear yards are adjacent to the Windsor Farms Subdivision to the south.

Schedule 306 to By-law 2014-10



SUBJECT PROPERTIES



Document Path: G:\Applications (2017 - Present)\Planning Act Applications\2021\A-5-21-Z-OP 571-21-502 - 907 3rd Line East\GIS Maps\A-5-21-Z-OP_AerialMap_Feb2021_8x11_V1.mxd

Application Map Series

- ☐ Subject Property ☐ Official Plan Landuse
☐ Existing Zoning ☒ Aerial Image
☐ Official Plan Amendment

Property Information

Civic Address: 163 Foxborough Trail & 1023 Third Line East
 Roll No.: 030075002850000 & 030075001000000
 Map No.: 100/1-114
 Application No.: A-5-21-Z-OP
 Date Created: February 19, 2021

Legal Department Reference

Legend

- Draft Plan of Subdivision Amendment & Z-OP
 Draft Plan of Subdivision Amendment & OP
 No Changes
 Partial

Page 199 of 245



**SAULT
STE. MARIE**

Planning and Enterprise Services

Community Development and Enterprise
 Services Department

99 Foster Drive, Sault Ste Marie, ON P6A 5X6

saultstemarie.ca | 705-759-5368 | planning@cityssm.on.ca

This map is for general reference only

Orthophoto: 2016 20cm Colour

Projection Details:

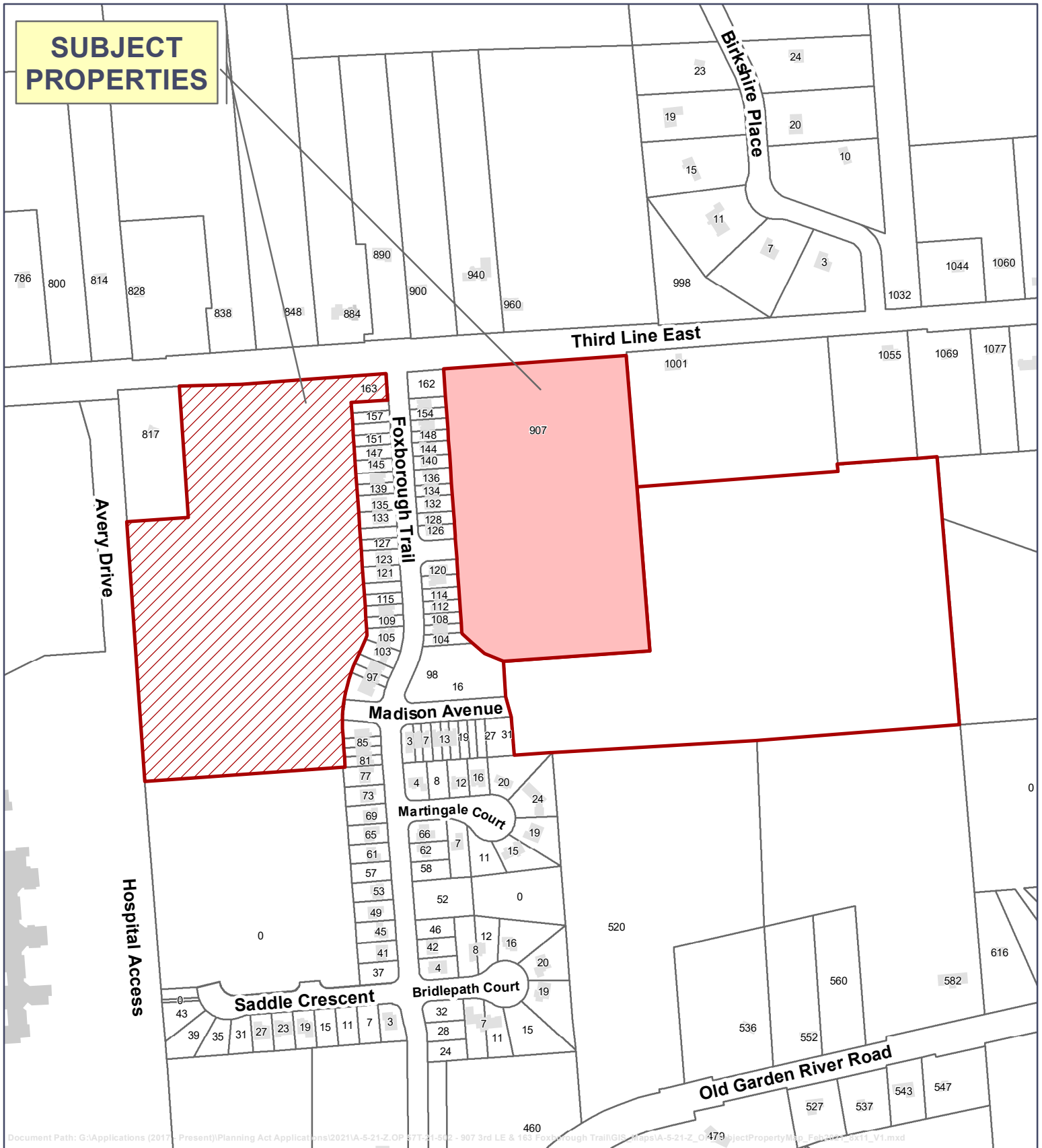
NAD 1983 UTM Zone 16N

GCS North American 1983

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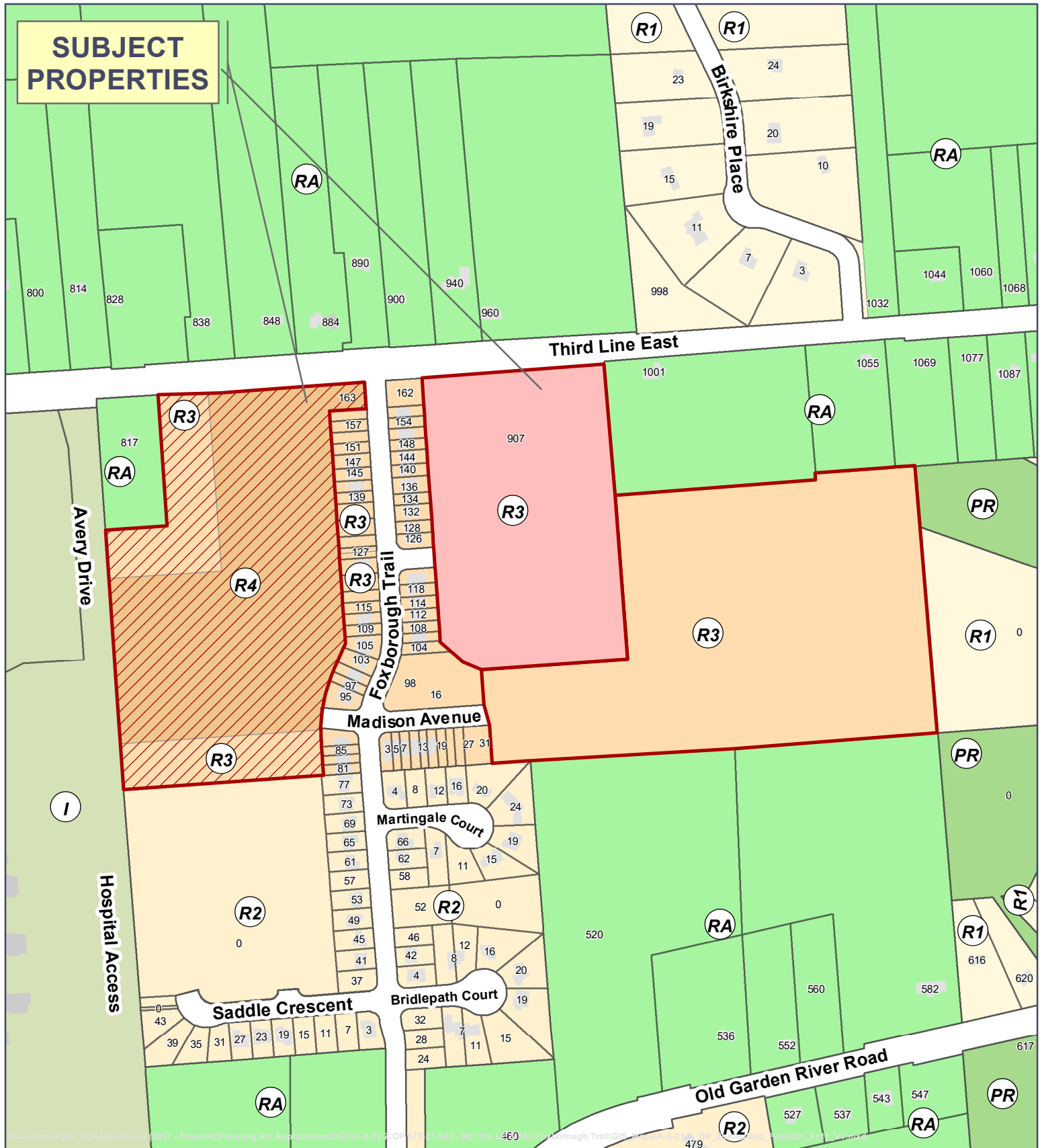
SUBJECT PROPERTIES



Document Path: G:\Applications (2017 - Present)\Planning Act Applications\2021\A-5-21-Z-OP 37T-21-502 - 907 3rd LE & 163 Foxborough Trail\GIS Maps\A-5-21-Z-OP Subject Property Map_Feb 2021_6x11_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 
Property Information Civic Address: 163 Foxborough Trail & 1023 Third Line East Roll No.: 030075002850000 & 030075001000000 Map No.: 100/1-114 Application No.: A-5-21-Z-OP Date Created: February 19, 2021	Legend  Draft Plan of Subdivision Amendment & Z-OP  Draft Plan of Subdivision Amendment & OP  No Changes  Parcel Boundary Page 200 of 245	

0 20 40 80 Meters 1:5,000



Application Map Series

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

Property Information

Civic Address: 163 Foxborough Trail & 1023 Third Line East
Roll No.: 030075002850000 & 030075001000000
Map No.: 100/1-114
Application No.: A-5-21-Z-OP
Date Created: February 19, 2021

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
HZ - 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	NU - Named Use - Commercial Dock

☒ Draft Plan of Subdivision Amendment & ZOP
☐ Draft Plan of Subdivision Amendment & OP

SAULT STE. MARIE

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

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

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Page 201 of 245

No changes

> Hello Matthew,

>

> Please find below five questions from residents in regard to the rezoning/development of the areas adjacent to Foxborough Trail, 163 Foxborough Trail and 907 Third Line East. Can you please provide me with an answer or present those questions during the council meeting on March 29th?

>

> Thank you,

> Simone

>

>

> 1) The Fox Run developments will generate traffic of heavy equipment, trucks and workers on Foxborough. How is the safety of the residents, including children and seniors ensured during the development of such areas? E.g. separate access or access to Foxborough only allowed at certain times of the day?

>

> 2) What are the definitions of low and medium density residential zones? Can you provide examples?

>

> 3) Are there any green public spaces, like parks for children and families designed in the two subject areas? If yes, where?

>

> 4) The two new development areas and the congested traffic on Great Northern road, will increase vehicles in the school and residential area of Foxborough Trail.

> Beside the possibility of traffic calming measures and a new 30 km/h speed limit what other plans have the city to ensure safety and prevent the degradation of our vibrant neighborhood? E.g. Road blockage? New roads built to prevent cut-through traffic?

>

> 5) How will the 3rd Line East traffic be handled with the proposed summer improvement project for the area from Black Road to the hospital? Will Foxborough Trail be a main diversion for traffic?

Rachel Tyczinski

Subject: FW: Waiver for affordable housing proposal

From: Marg Caruthers
Sent: Monday, March 29, 2021 9:48 AM
To: City Clerk <cityclerk@cityssm.on.ca>
Subject: Waiver for affordable housing proposal

This email originated outside of the Corporation of the City of Sault Ste. Marie.
Do not open attachments or click links unless you verify the sender and know the content is safe.

Regarding A-5-2-Z.OP and 907 Third Line East developing a waiver on affordable housing requirement, I strenuously object to this proposal. It is already difficult enough for people to find affordable housing in Sault Ste. Marie without proposals like these being given the go-ahead.

Margaret Carruthers
Sault Ste. Marie ON

Subject: Rezoning , application no A-5-21-Z. OP and 57T-21-502

March 23, 2021

Subject: Rezoning , application no A-5-21-Z. OP and 57T-21-502.

Re Fox Run Development
Attention Peter Tonazzo

To whom it concerns I'm responding to this notice in regards to rezoning change to the property west of our residence at 85 Foxborough Trail.

We live in a inside unit of a 4 plex involving units 81, 83, 85, and 87 Foxborough .
My concern is we have a 4 foot easement on our property which is a drainage ditch. At present time there is a alleyway west of us which I have use to access our back yard. West of the alley is a ditch which drains the property north of Saddle Crescent to the south of the property seeking rezoning.

I would assume that ditch would be disappear as a new lot would be tight to the back of our easement.

My request is that an aqueduct be installed through our easements and barried below ground and then level our properties with the existing contour of our properties.

If this easement on our properties isn't changed I can't access my property with a lawnmower or snowblower because of the depth of the ditch in the easement behind my yard.

We appreciate your time and consideration on this matter.

At the present time we have been renting for the past 3 1/2 years here, but we have purchased our unit and take ownership April 1, 2021.

Isabel and Ron Chapman
85 Foxborough Trail

Phone .. [REDACTED]

This email originated outside of the Corporation of the City of Sault Ste. Marie.
Do not open attachments or click links unless you verify the sender and know the content is safe.

Attn: Peter Tonazzo

Re: Foxborough/Third Line East Subdivision

Our concerns of the above mentioned subdivision are as follows

1. The proposed improvements for Third Line East roadway between Black Road to the Sault Area Hospital has not been completed let alone started. This subdivision and the number of proposed dwellings will only increase traffic in the area of Third Line E, Old Garden River Rd, Black Rd., causing increased congestion on an already extremely busy roadways.
2. Has a traffic study been done for this area?...
3. Has there been an environmental study done for the effect this will have for the surrounding area?

Tyler and Sherri Rathwell 814 Third Line East

Eric and Laura Collins 800 Third Line East

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2021-58

PROPERTY: A by-law to declare the City owned property legally described as PIN 31611-0196 (LT) PT SEC 28 KORAH AS IN T903 (SECONDLY) EXCEPT T213583 & T347798; SAULT STE. MARIE being civic 0000 Third Line West, 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.

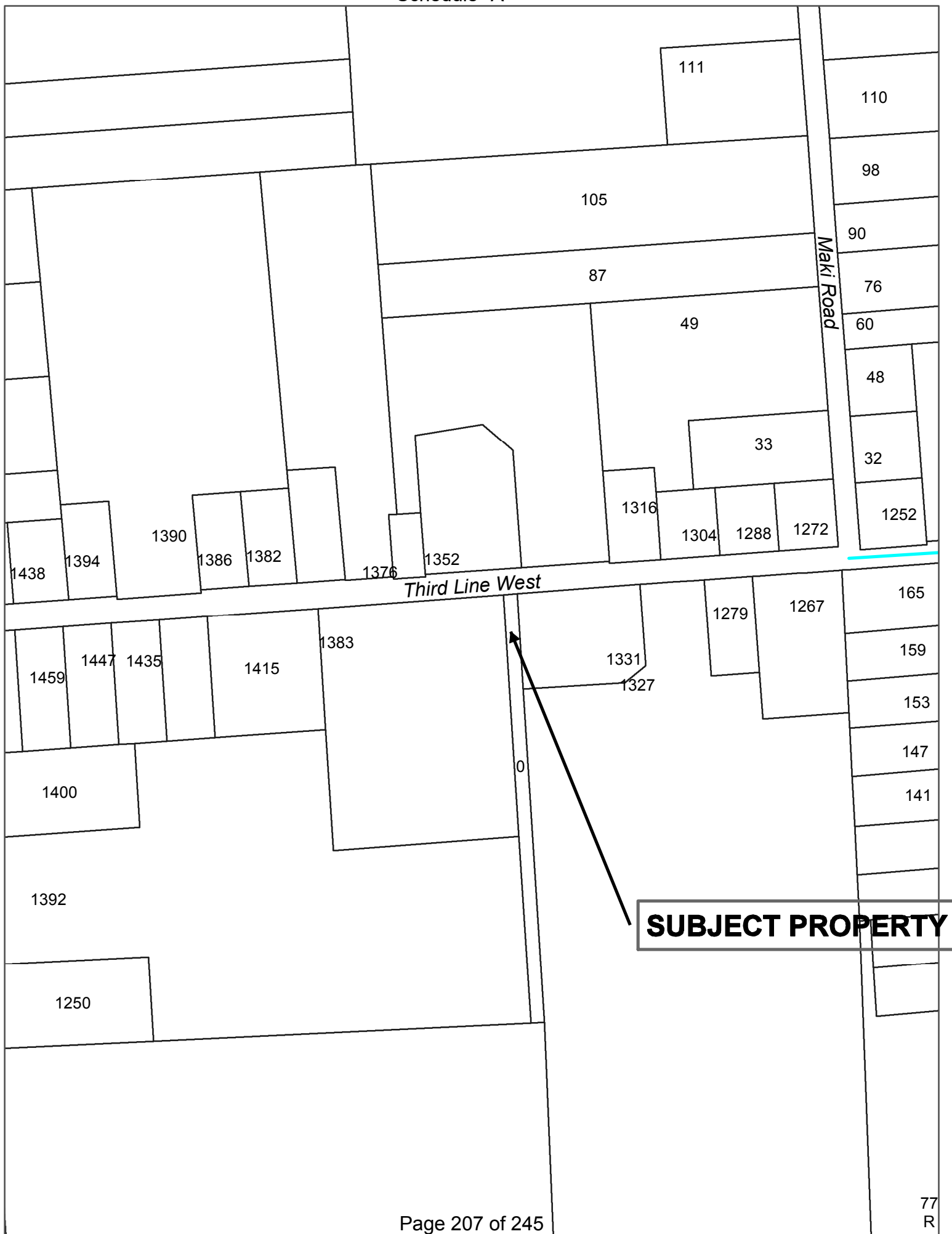
4. **EFFECTIVE DATE**

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

PASSED in open Council this 29th day of March, 2021.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2021-59

AGREEMENT: A by-law to authorize the execution of the Licence Agreement between the City and Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario for a drainage ditch located on MTO property on Black Road.

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 March 2, 2021 between the City and Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation, a copy of which is attached as Schedule "A" hereto. This Agreement is for a drainage ditch located on MTO property on Black Road.

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 29th day of March, 2021.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - RACHEL TYCZINSKI

Schedule "A"

Ministry of Transportation

Geomatics and Property
Management Office

Design and Engineering Branch
447 McKeown Avenue
North Bay ON P1B 9S9
Tel (705) 497-6813
Fax (705) 497-5509

Ministère des Transports

Bureau de la géomatique et gestion
des biens

Direction de conception et d'ingénierie
447 McKeown Avenue
North Bay ON P1B 9S9
Tél (705) 497-6813
Téléc (705) 497-5509



March 2, 2021

City of Sault Ste Marie
99 Foster Drive
Sault Ste. Marie, ON P6A 5X6

Attention: Carl Rumiel, Manager, Design & Transportation Engineering

Dear Mr. Rumiel:

**Re: Licence Agreement
Lot 10 RCP H-745
Designated as Part 1 on Plan 1R-10310
Township of Tarentorous, District of Algoma
Ditching and Berming on MTO lands**

The City of Sault Ste Marie ("City") has made it known to the Ministry of Transportation Ontario ("Ministry") that it wished to enter upon Ministry lands for the purposes of constructing a ditch and berm on Ministry lands in order to address drainage/flooding concerns in the area.

In 2015, the City entered into a Licence Agreement with the Ministry for the construction and maintenance of the berm and ditch which will end on March 15, 2021. The City has not yet found an alternative solution for the drainage/flooding concerns in the area and has request permission to leave the berm and ditch.

Further to your request and by this letter, the Ministry grants the City a licence to enter upon Ministry property for the purpose of monitoring and maintaining a ditch and berm, at the City's own expense, at the location shown in Schedule A attached to this Agreement, upon the following terms and conditions:

1. The Ministry grants to the City a licence for a one-time fee of ONE THOUSAND FIVE HUNDRED DOLLARS (\$1,500.00) plus H.S.T. to enter, or to have an agent of the City enter upon the Ministry lands located in the Township of Tarentorous, now City of Sault Ste Marie, District of Algoma, more particularly described as Lot 10, RCP H-745, Designated as Part 1 on Plan 1R-10310, a copy of which is attached hereto on Schedule A, which plan forms part of this Agreement, for the purpose of monitoring and maintaining a ditch and berm.
2. The City hereby acknowledges that it will be its responsibility to lay down, excavate, install, construct, maintain, open, inspect, add to, alter, repair and keep in good condition the ditch and berm to ensure property drainage at its own expense.
3. The City hereby acknowledges that the ditch and berm were constructed at the location shown on the City's plan dated February 2015, a copy of which is attached hereto as Schedule A, which plan forms part of this Agreement and at no other location.
4. The City further acknowledges that access to the Ministry lands to complete the subject works shall will be from 567 Black Road and that if a temporary entrance/culvert is required for access purposes, it will be the City's responsibility to install the temporary culvert/entrance and remove it upon completion and the lands shall be returned to its original condition.
5. The City agrees that it does not have any right to use the Ministry's lands, except in accordance with the terms and conditions of this licence as contained herein, and that it accepts this licence subject to such limitations as contained herein.
6. The term of this licence shall commence upon this Agreement being executed by a Ministry representative and shall terminate on March 15, 2026. Should the City wish to continue with the licence agreement after the termination date, the City must submit in writing nine months prior to the termination of this Licence Agreement a request for a renewal at which time the Ministry will review the request and the Ministry will also have

the right to increase the licence fee should approval be obtained for a renewal. Upon termination of this Agreement, the City shall remove the ditch and berm at its own cost and expense and shall restore the land to its prior condition. If the City fails to restore the Ministry's lands as required herein, the Ministry may do so at a City's expense and this obligation shall survive the termination of this Agreement.

7. It is understood and agreed that this Licence Agreement will be conveyed to the City, by this one document.
8. The City acknowledges that it will be its responsibility to ensure that the subject ditch and berm are monitored accordingly to ensure that they are kept in good condition and repair and clear of all brush, trees and other obstructions of any nature whatsoever, at its own expense.
9. This licence is restricted solely to the City and to no other subsequent party. The City shall not assign or alienate in whole or in part, the Licence Agreement. The City shall only use the property for the purpose noted above and for no other purposes.
10. The City shall not undertake any construction, improvements, enhancements, or changes to the Ministry's lands without first obtaining the approval of the Ministry. Furthermore, all construction, improvements, enhancements, or changes to the Ministry's lands that are approved by the Ministry shall be at the City's sole expense. The City shall restore the land to its prior condition before the City entered the lands.
11. All such work under this licence agreement shall be in accordance with all rules and regulations and any necessary permits required shall be the responsibility of the City and the City shall comply with all laws that may be applicable.
12. The City acknowledges and agrees that all costs incurred in conjunction with this licence shall be at its sole expense.
13. The City acknowledges and agrees that this licence does not in any way whatsoever diminish the rights of the Ministry or any public utility company and their respective agents from entering upon the subject lands for the purpose of constructing, repairing and maintaining or installing or replacing utilities thereon.
14. The Minister, his servants, agents and contractors may enter upon the Ministry lands at any time and place.
15. It will be the responsibility of the City to arrange for any utility locates on the Ministry lands prior to commencing any construction or maintenance. Further the City shall be responsible for any damages caused to the works by the City or its agents.
16. The City, further agrees at its sole cost and expense to:
 - i. provide the labour necessary for the proposed works on the Ministry lands.
 - ii. provide technical and expert assistance during the term of this agreement for the proposed works on the Ministry lands.
 - iii. minimize disruption to the Ministry lands during access and if necessary remedy any physical or environmental damage that would result from same, and will ensure that mature vegetation is preserved and that no plant material will be removed that would contribute to erosion.
 - iv. Not to perform any acts or carry on any practice which may damage the land.
 - v. Be responsible for any damage to the adjacent roadways or properties, caused as a result of access on Ministry lands and the subject works.
 - vi. Be responsible for all necessary environmental assessments.
 - vii. Not store any equipment, nor dispense any class of chemical or petroleum products on Ministry lands.
 - viii. Not to commit or suffer to be committed any waste upon, or damage to, or any nuisance, other act or thing, which disturbs or interferes with any person on, or adjacent to the Ministry lands.
 - ix. Not to do, or permit anything to be done in, upon or about the Ministry lands which would in any way conflict with any Federal, Provincial laws, ordinances statutes rules and regulations or Municipal by-laws.
 - x. Obtain and keep in force, [and to deliver evidence thereof, if requested by the "Ministry" or its agents or representatives], Public Liability Insurance in the amount of \$5,000,000.00. In all policies, the City agrees to name the Ministry of Transportation Ontario as an additional insured, ensure a cross liability clause, not to be cancelled or altered except to giving not less than 30 days written notice to the Ministry.

17. The City shall indemnify and save harmless the Ministry and its representatives from and against all costs or actions, including legal and witness costs, claims, demands, civil actions, prosecutions or administrative hearings, fines, judgments, awards, including awards of costs that may arise as a result of the condition or use by the City of the Ministry lands, any order issued in connection with the condition of the Ministry lands, or any loss, damage, or injury caused either directly or indirectly as a result of the condition or use by the City of the Ministry lands. This provision is absolute and final and applies whether damages arise out of negligence or otherwise and whether they result in economic loss, injury, or damage to the property and it shall survive the termination of this Agreement.
18. The City hereby agrees to forever discharge and release the Ministry, its employees, agents and servants from any claims or demands of any kind whatsoever, past, present and future, arising from or in connection with the use of Ministry lands. This provision shall survive the termination of this Agreement.
19. Any notice or documents (“notice”) required under this Agreement is sufficiently given if delivered personally or if sent by electronic mail, ordinary prepaid mail or prepaid courier or facsimile (“fax”) to the Ministry or to the City. The Ministry electronic mail address is: laurie.lebeau@ontario.ca.
20. The City’s equipment shall not interfere with or cause any interference with the operations of the Ministry that may exist on the property, unless prior approval is given by the Ministry and shall not interfere with the Ministry’s use of the balance of the Ministry owned land.
21. The City shall remove the ditch, berm and any entrances installed to access Ministry lands, at its own expense and shall restore the land to its prior condition, on the termination of this licence.
22. Either party may terminate this licence for any reason whatsoever upon giving the other party 90 days written notice of their intention to terminate the licence.

If you are satisfied with the terms and conditions of the Agreement, please sign both copies of the Agreement to indicate your acceptance of its terms and conditions of the licence for the use of the Ministry’s lands. Return both copies to this office so that the appropriate Ministry official can execute the Agreement on behalf of the Ministry. Once the Ministry has officially executed this Licence Agreement, you will be provided a signed copy for your records, whereupon you can enter upon the Ministry lands.

Yours truly,

Laurie Lebeau
Real Estate Officer

Signed at Sault Ste. Marie ON, this day of , 2021

THE CORPORATION OF THE CITY OF SAULT STE MARIE

_____ Name: Christian Provenzano Title: Mayor	_____ Name: Rachel Tyczinski Title: City Clerk
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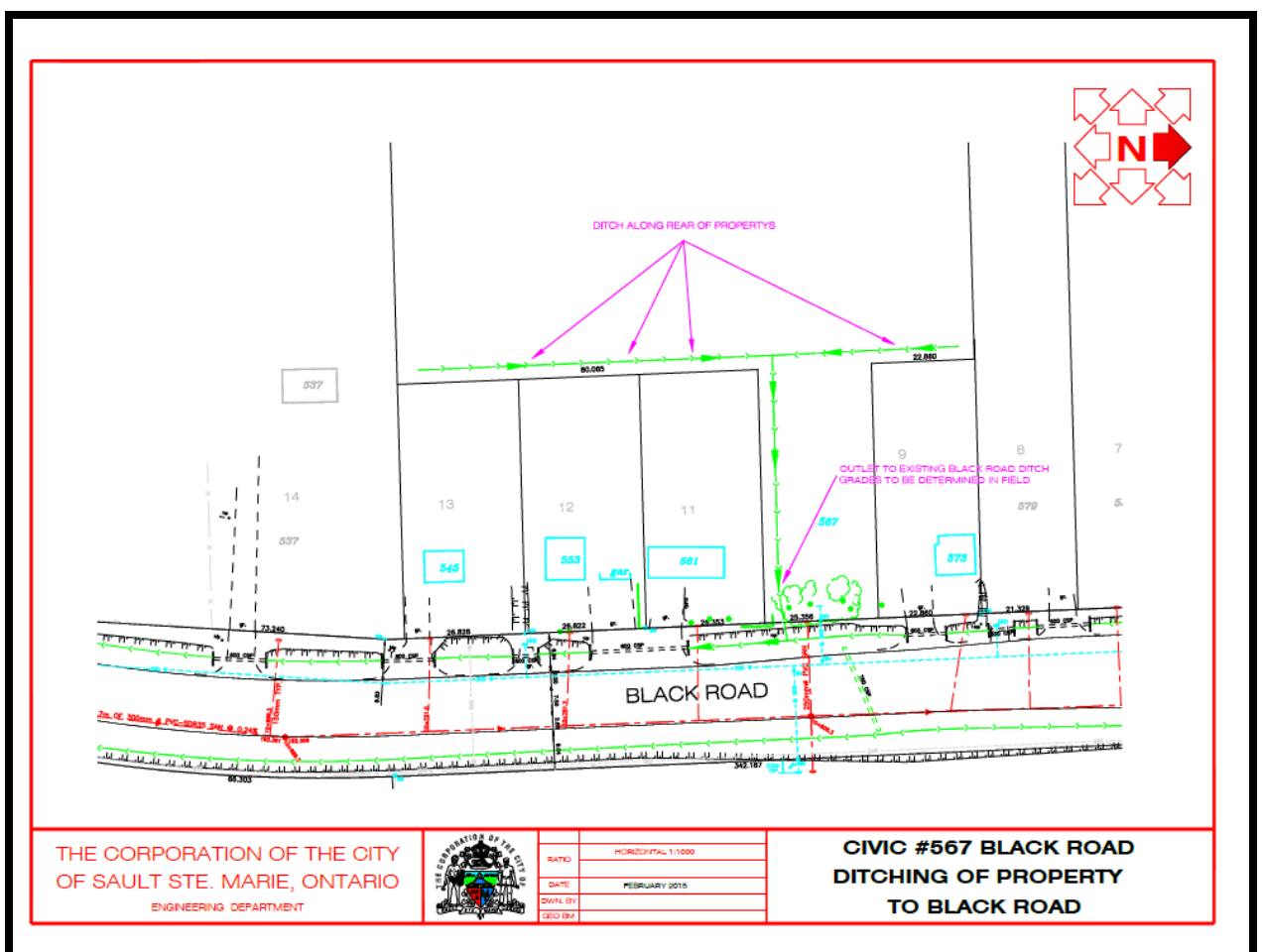
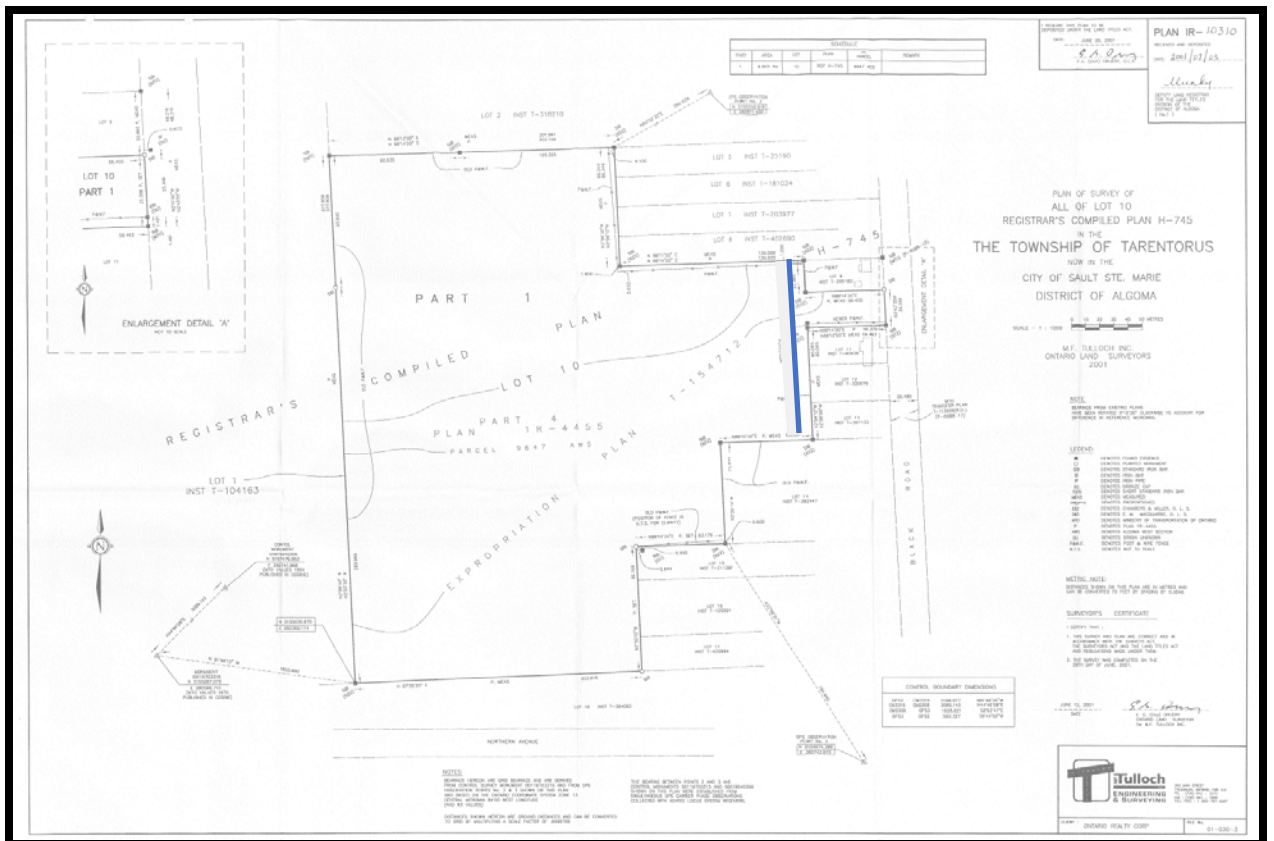
I/we have the authority to bind the corporation.

Signed at North Bay, ON , this day of , 2021

HER MAJESTY THE QUEEN in right of the
Province of Ontario, represented by the
Minister of Transportation for the Province of Ontario.

THE MINISTER OF TRANSPORTATION by delegation
to the Director of Design and Engineering Steven McInnis

SCHEDULE A



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2021-60

PROPERTY SALE: A by-law to declare the City owned property legally described as PIN 31485-0105 (LT) PT LT 37 RCP H708 RANKIN LOCATION AS IN T306423; SAULT STE. MARIE, being civic 148 Dacey Road, as surplus to the City's needs and to authorize the disposition of the said property to the Sault Ste. Marie Housing Corporation or as otherwise directed.

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 the attached Schedule "A" to the Sault Ste. Marie Housing Corporation or as otherwise directed at the consideration shown in Schedule "A".

3. **EXECUTION OF DOCUMENTS**

The City Solicitor is hereby authorized by By-law 2018-55 for and in the name of the Corporation to execute and to affix the seal of the Corporation to all documents required to complete the sale.

4. **SCHEDULE "A"**

Schedule "A" hereto forms a part of this by-law.

5. **EFFECTIVE DATE**

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

PASSED in open Council this 29th day of March, 2021.

MAYOR – CHRISTIAN PROVENZANO

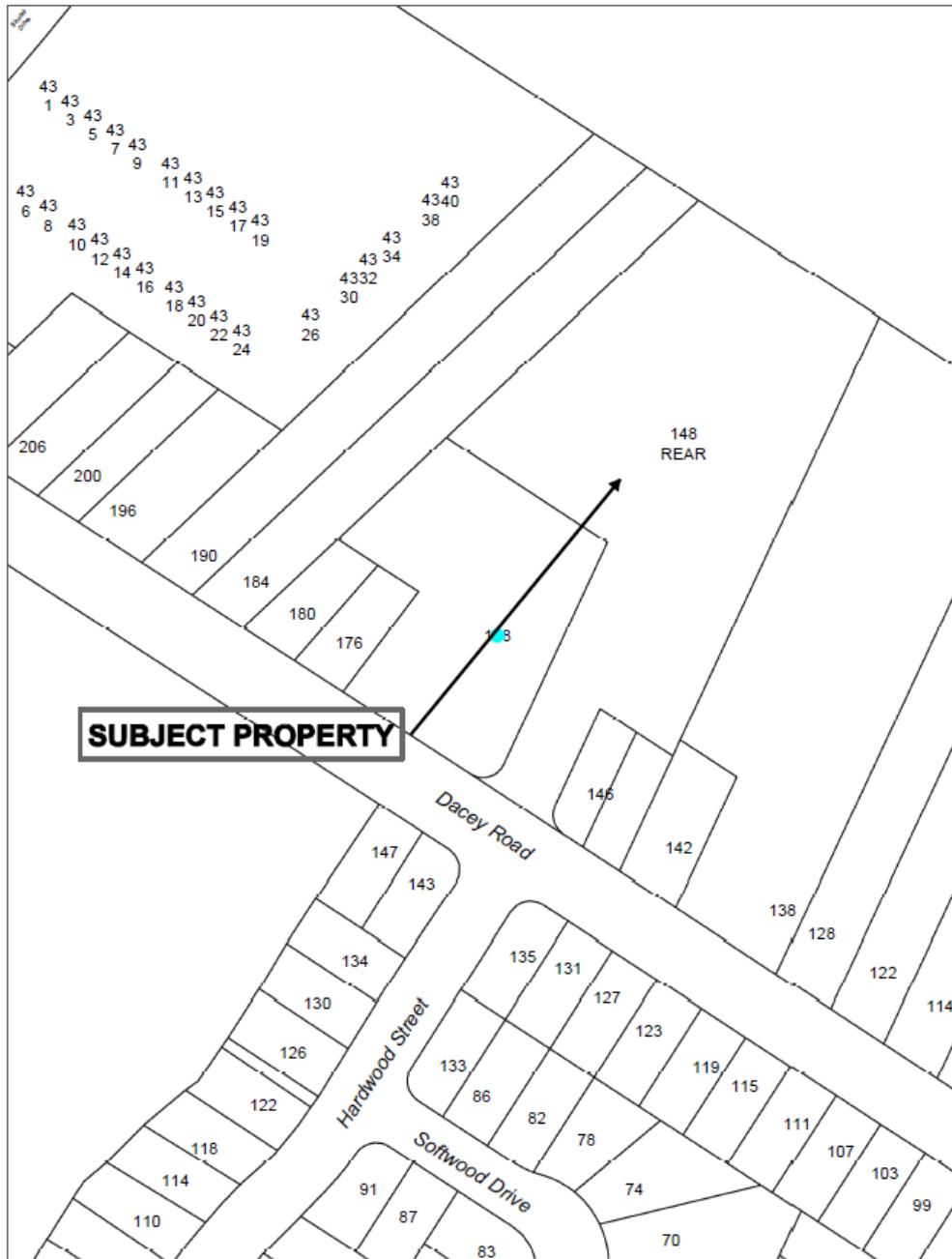
CITY CLERK – RACHEL TYCZINSKI

SCHEDULE "A" TO BY-LAW 2021-60

PURCHASER: Sault Ste. Marie Housing Corporation

LEGAL DESCRIPTION: PIN: 31485-0105 (LT)
PT LT 37 RCP H708 RANKIN LOCATION AS IN T306423; SAULT
STE. MARIE

CONSIDERATION: ONE (\$1.00) DOLLAR



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2021-61

PROPERTY SALE: A by-law to declare the City owned property legally described as PIN 31550-0284 (LT) LT 84 PL 9110 ST. MARY'S; SAULT STE. MARIE, being civic 23 Blake Avenue, as surplus to the City's needs and to authorize the disposition of the said property to the Sault Ste. Marie Housing Corporation or as otherwise directed.

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 the attached Schedule "A" to the Sault Ste. Marie Housing Corporation or as otherwise directed at the consideration shown in Schedule "A".

3. **EXECUTION OF DOCUMENTS**

The City Solicitor is hereby authorized by By-law 2018-55 for and in the name of the Corporation to execute and to affix the seal of the Corporation to all documents required to complete the sale.

4. **SCHEDULE "A"**

Schedule "A" hereto forms a part of this by-law.

5. **EFFECTIVE DATE**

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

PASSED in open Council this 29th day of March, 2021.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI

SCHEDULE "A" TO BY-LAW 2021-61

PURCHASER: Sault Ste. Marie Housing Corporation

LEGAL DESCRIPTION: PIN: 31550-0284 (LT)
LT 84 PL 9110 ST. MARY'S; SAULT STE. MARIE

CONSIDERATION: ONE (\$1.00) DOLLAR



**L E A S E
(COMMERCIAL)**

This Agreement made as of the 29th day of March, 2021.

BETWEEN

**1188004 ONTARIO INC., a Company incorporated
pursuant to the laws of the Province of Ontario,
Canada and having its office at 1231 Peoples Road,
Sault Ste. Marie, Ontario, P7C 3W7**

(hereinafter referred to as the "Landlord")

- and -

**THE CORPORATION OF THE CITY OF SAULT STE.
MARIE, 99 Foster Drive, Sault Ste. Marie, Ontario, P6A 5X6**

(hereinafter referred to as the "Tenant")

WHEREAS the Landlord is the owner of certain lands and premises being a multi-tenant building located at 83 Huron Street in the City of Sault Ste. Marie, ON known as the "Machine Shop", (hereinafter "the Lands") described in **Schedule "A"** hereto;

AND WHEREAS the Tenant wishes to lease a portion of the first floor and the intermediate floor known as the sandwich level) on the Lands for the use of a small business incubation project, together with ancillary office uses on the Lands hereto (hereinafter referred to as "the Leased Premises") as described in **Schedule "B"** hereto;

AND WHEREAS, for the purposes of this Agreement, The Tenant shall be fully responsible for all actions, inactions, omissions or wrongdoings of any business owner including its employees, contractors, agents and assigns who are granted permission to occupy the Leased Premises by the Tenant.

NOW WITNESSETH HEREIN THAT IN CONSIDERATION of the rents, covenants and obligations stipulated herein, the Landlord and the Tenant have agreed to enter into a Lease for the Leased Premises located at 83 Huron Street in the City of Sault Ste. Marie, Province of Ontario consisting of approximately 5,000 square feet, more or less, shown in **Schedule "B"** attached hereto.

1. RECITALS

1.1 The above preamble and recitals are true and correct and shall form part of this Lease.

2. GRANT OF LEASE

- 2.1 The Landlord leases the Leased Premises to the Tenant:
- (a) at the Rent set forth in **Section 3**;
 - (b) for the Term set forth in **Section 4**; and
 - (c) subject to the conditions and in accordance with the covenants, obligations and agreements herein.
- 2.2 The Landlord covenants that it has the right to grant the lease of the Leased Premises free from encumbrances except as disclosed on title.
- 2.3 The Landlord leases the Leased Premises to the Tenant along with right of access to all Common Areas. Common Areas" means the entrances and exits to and from the Lands and Leased Premises including the driveways and parking areas and all underground gas, water and electrical pipes, conduits and lines, heating and air conditioning equipment, and appurtenant equipment servicing the Building.

3. RENT

- 3.1 Rent means the amounts payable by the Tenant to the Landlord for the lease of the Leased Premises pursuant to this Section, *plus* Harmonized Sales Tax.

- 3.2 The Tenant covenants to pay to the Landlord, during the Term of this Lease rent as follows:

Rent

- (a) During the Term, the sum of SEVEN THOUSAND AND EIGHTY-THREE DOLLARS (\$7,083.00) per month, plus HST on a gross basis (except the cost of internet cable access and the cleaning services provided by the Landlord as stated herein), said rent to be paid on the first day of each and every month, commencing on the first day of the Term. Provided, however, that if the Date of Commencement of this Lease is not the FIRST day of a month, the Minimum Rent for such fractional month shall be payable in advance and shall be calculated at a rate per day of 1/365th of the yearly Minimum Rent.
 - (b) Lease Payments shall be payable as of the Commencement Date:
 - (c) The Tenant shall, in addition to the Rent, pay to the Landlord Two Hundred and Fifty Dollars (\$250.00) plus HST a month for the fibre wire (internet cable access) and the cost of cleaning the Tenant's premises (cleaning services); and
 - (d) For purposes of this Lease, the cost of the internet cable access and the cost of the cleaning services shall be deemed to be Rent under this Lease.
- 3.3 Save and except for the Rent and the cost of the internet cable access and applicable HST, the Landlord and Tenant agree that it is their mutual intention that this Lease shall be a gross Lease for the Tenant. The Landlord shall be responsible for all common area charges including municipal taxes, maintenance of the lands and building, snow removal, lawn and grounds maintenance and utilities (except the maintenance of the Leased Premises as set out in Section 8 of this Lease which shall be the responsibility of the Tenant), levies and surcharges of every nature and kind whatsoever save and except any charges or surcharges which may be levied upon the Tenant directly by any municipal or governmental authority or any charges or fees levied upon the Tenant as a consequence of operating their business.

- 3.4 All payments to be made by the Tenant pursuant to this Lease shall be delivered to the Landlord at the Landlord's address for service set out in Section 19 or to such other place as the Landlord may from time to time direct in writing.
- 3.5 The Tenant agrees to pay in advance to the Landlord at the commencement of the Term the first and last month's Rent (except the cost of the internet access and the cost of cleaning) under Section 3.2(a).
- 3.6 All Rent in arrears, including the cost of internet cable access, cleaning services and all sums paid by the Landlord for expenses incurred and which should have been paid by the Tenant shall bear interest from the date payment was due, or made, or expense incurred at a rate per annum equal to the prime commercial lending rate of the Landlord's bank plus two (2) percent.
- 3.7 The Tenant acknowledges and agrees that the payments of Rent provided for in this Lease shall be made without any deduction for any reason whatsoever unless expressly allowed by the terms of this Lease or agreed to by the Landlord in writing; and
- (a) no partial payment by the Tenant which is accepted by the Landlord shall be considered as other than a partial payment on account of Rent owing and shall not prejudice the Landlord's right to recover any Rent owing.
- 3.8 The Tenant will provide a cheque on a monthly basis on the first of each month to the Landlord.
- 3.9 If the Tenant fails to pay any Rent when the same is due and payable, such unpaid amount shall bear interest at the rate of eighteen per cent (18%) per annum (calculated monthly at the rate of one and one-half per cent (1.5%) and such interest shall be calculated from the time such Rent becomes due until paid by the Tenant.

4. TERM AND POSSESSION

- 4.1 The Tenant shall have possession of the Leased Premises for a period of three (3) years, commencing April 1, 2021 (the "Commencement Date") and ending on March 31, 2024, with no renewal options in the Lease.
- 4.2 The Landlord shall provide a minimum of 25 parking spaces ("Leased Parking Spaces") for the Tenant's exclusive use to be designated by the Landlord in consultation with the Tenant. The Tenant acknowledges and agrees that the Landlord shall have the right to use the Leased Parking Spaces on nights and weekends for use by patrons of the Train Station, Entertainment, Bar, Banquet and Restaurant venue located on the Lands. In addition, the Landlord shall provide the Tenant with use of the parking spaces, in common with others entitled thereto, in all common parking areas of the Lands.

5. ASSIGNMENT

- 5.1 (a) The Tenant shall not assign this Lease or sublet the whole or any part of the Leased

Premises unless it first obtains the consent of the Landlord in writing, which consent may be unreasonably withheld. The Landlord understands the Tenant's use of the Leased Premises. To that end, the Landlord acknowledges and agrees that the small business incubation project carried on by the Tenant, which involves, among other things, the use and occupation of portions of the Leased Premises by various business owners does not constitute an assignment or sublet of this Lease. Provided that the Tenant shall be fully responsible for any and all inactions, actions, omissions or wrongdoing of any such business owner who occupies a portion of the Leased Premises as well as their agents, employees, contractors or assigns.

(b) The Tenant hereby waives its right to the benefit of any present or future Act of the Legislature of Ontario which would allow the Tenant to assign this Lease or sublet the Leased Premises without the Landlord's consent.

- 5.2. The consent of the Landlord to any assignment or subletting shall not operate as a waiver of the necessity for consent to any subsequent assignment or subletting.
- 5.3 Any consent granted by the Landlord shall be conditional upon the assignee, sublessee or occupant executing a written agreement directly with the Landlord agreeing to be bound by all the terms of this Lease as if the assignee, sublessee or occupant had originally executed this Lease as Tenant.
- 5.4 Any consent given by the Landlord to any assignment or other disposition of the Tenant's interest in this Lease or in the Leased Premises shall not relieve the Tenant from its obligations under this Lease, including the obligation to pay Rent as provided for herein.

6. USE

- 6.1 During the Term of this Lease the Leased Premises shall not be used for any purpose other than offices for a small business incubation project, together with ancillary office uses and for no other purposes.
- 6.2 The Tenant shall not do or permit to be done at the Leased Premises anything which may:
 - (a) cause damage to the Premises or create a nuisance;
 - (b) make void or voidable any insurance upon the Leased Premises;
 - (c) constitute a breach or any by-law, statute, order or regulation of any municipal, provincial or other competent authority relating to the Leased Premises;
 - (d) Interfere in any manner with the other Tenants in the building where the Leased Premises are located on the Lands.

7. QUIET ENJOYMENT

- 7.1 The Tenant, on paying the Rent hereby reserved, and performing and observing the covenants and provisions herein required to be performed and observed on its part, shall peaceably enjoy the Premises for the Term. Notwithstanding the foregoing, the Tenant acknowledges and agrees that the Leased Premises are located on the Lands upon which is located a Train Station, The Machine Shop businesses, retail establishments, an Entertainment, Restaurant and Banquet Hall venue ("Machine Shop Businesses"), and that these may and will interfere with the Tenant's quiet enjoyment of the Leased Premises. As such the Tenant waives

its right to quiet possession of the Leased Premises when the operation of The Machine Shop Businesses located therein interfere with the Tenant's right of quiet possession.

8. REPAIR, MAINTENANCE AND CLEANING

8.1 The Tenant covenants that during the term of this Lease and any renewal thereof the Tenant shall keep in good condition the interior of the Leased Premises including all alterations and additions made thereto, and shall, with or without notice, promptly make all needed repairs and all necessary replacements as would a prudent owner. The Landlord shall be responsible for cleaning the Leased Premises and may make arrangement for a cleaning service to complete same at the Leased Premises at the Tenant's sole expense. The Landlord will ensure that the cost of the cleaning services are competitive. The Landlord shall bill the Tenant for the cost of these cleaning services on monthly basis. The cleaning services shall include all office areas and open areas as well as the two water closets located on level 1 and level 2 and the kitchen area.

However, the Tenant shall not be liable to effect repairs attributable to reasonable wear and tear, or to damage caused by fire, lightning or storm nor shall it be responsible for structural repairs, including HVAC, plumbing, electrical and any building elements which shall be the responsibility of the Landlord.

8.2 The Tenant shall permit the Landlord or a person authorized by the Landlord to enter the Leased Premises upon prior notice, to examine the condition thereof and view the state of repair at reasonable times:

- (a) and if upon such examination repairs are found to be necessary, written notice the repairs required shall be given to the Tenant by or on behalf of the Landlord and the Tenant shall make the necessary repairs within the time specified in the notice;
- (b) and if the Tenant refuses or neglects to keep the Leased Premises in good repair the Landlord may, but shall not be obliged to, make any necessary repairs, and shall be permitted to enter the Leased Premises upon prior notice, by its servants or agents, for the purpose of effecting the repairs without being liable to the Tenant for any loss, damage or inconvenience to the Tenant in connection with the Landlord's entry and repairs; and
- (c) if the Landlord makes repairs the Tenant shall pay the cost of them immediately as Additional Rent.

8.3 Upon the expiry of the Term or other determination of this Lease the Tenant agrees peaceably to surrender the Leased Premises, including any alterations or additions made thereto, to the Landlord in a state of good repair, reasonable wear and tear and damage by fire, lightning and storm only excepted.

8.4 The Tenant shall give reasonable written notice to the Landlord of any substantial damage that occurs to the Leased Premises from any cause.

8.5 The Landlord will provide the following assistance to the Tenant in respect of the Tenant's small business incubator pilot project to be located in the Leased Premises:

- a) Access to fibre wire (internet cable access) upon the payment as set out in Section 3.2(c);
- b) Secure access to the Tenant's office space, including:

- i) after hours access; and
- ii) a monitored security system for the Leased Premises provided that the Tenant shall be responsible to pay for the monitoring fees.

- 8.6 The Landlord shall have sole responsibility for the condition of and shall maintain, manage and operate the Common Areas, Lands and the Building located at 83 Huron Street to ensure same is in good working condition for their use by the Tenant. The Landlord shall also ensure the Leased Premises are properly maintained (except for the maintenance of the Leased Premises which is the responsibility of the Tenant) and shall promptly complete all necessary, maintenance and repairs of all services to the Leased Premises at the Landlord's cost and expense, including but not limited to plumbing, electrical, air conditioning and heating services. The Landlord shall also be responsible for the removal of snow and ice from the Leased Parking Spaces and all common parking areas of the Lands, and the driveways, entrance and exit ways, sidewalks and any other exterior area on the Lands. The Landlord shall further be responsible for all ongoing and regular cleaning, repair and maintenance of all Common Areas, the Land and the Building located at 83 Huron Street on the Lands.
- 8.7 The Landlord shall maintain the structure of the Building located at 83 Huron Street, including the roof, foundation and outside walls, in good order and condition and to make promptly all needed structural repairs and replacements to them at the Landlord's cost and expense provided that such repairs and replacements do not result from the negligence of the Tenant, its agents, servants or employees or other persons for whom it is responsible for in law.
- 8.8 The Landlord shall promptly pay to the appropriate utility supplies all charges for water, gas, electricity and any other utilities and services used or consumed in and any other charges levied or assessed on or in respect of or services supplied to the Lands, Common Areas, the Building located at 83 Huron Street and the Leased Premises.

9. ALTERATIONS AND ADDITIONS

- 9.1 If the Tenant, during the Term of this Lease or any renewal of it, desires to make any alterations or additions to the Leased Premises, including but not limited to: erecting partitions, attaching equipment, and installing necessary furnishings or additional equipment of the Tenant's business, the Tenant may do so at its own expense, at any time and from time to time, if the following conditions are met:
- (a) before undertaking any alteration or addition the Tenant shall submit to the Landlord a plan showing the proposed alterations or additions and the Tenant shall not proceed to make any alteration or addition unless the Landlord has approved the plan, and the Landlord shall not unreasonably or arbitrarily withhold its approval:
 - (i) and items included in the plan which are regarded by the Tenant as "Tenant Fixtures" shall be designated as such on the plan;
 - (b) any and all alterations or additions to the Leased Premises made by the Tenant must comply with all applicable building code standards and by-laws of the municipality in which the Leased Premises are located.
- 9.2 (a) The Tenant shall be responsible for and pay the cost of any alterations, additions,

installations or improvements on the Leased Premises after obtaining consent from the Landlord in accordance with the provisions of this Lease.

(b) The Tenant shall be required to obtain any and all approvals of all governmental regulations relating to any alterations, additions, installations or improvements made to the Leased Premises.

- 9.3 No sign, advertisement or notice shall be inscribed, painted or affixed by the Tenant, or any other person on the Tenant's behalf, on any part of the inside or outside of the building in which the Leased Premises are located, unless the sign, advertisement or notice has been approved in every respect by the Landlord, such consent not to be unreasonably or arbitrarily withheld. Notwithstanding anything to the contrary set out herein, the Landlord acknowledges that the Tenant facilitates various programming at the Leased Premises, including an Advertising Agreement whereby various businesses pay for the rights to "name" Meeting Room, Boardroom, Designated Stations, Hot Desk Sponsors and otherwise advertise pursuant to the Advertising Agreement at the Leased Premises ("Advertising Agreement Programming"). The Landlord acknowledges that the Tenant may proceed with such Advertising Agreement Programming and the prior written consent of the Landlord is not required for same. Provided that the Tenant shall not enter into any Advertising Agreement that has a term longer than the term of this Agreement.
- 9.4 All alterations and additions to the Leased Premises made by or on behalf of the Tenant, other than the Tenant's Fixtures, shall immediately become the property of the Landlord without compensation to the Tenant.
- 9.5 The Tenant agrees, at its own expense and by whatever means may be necessary, immediately to obtain the release or discharge of any encumbrance that may be registered against the Landlord's property in connection with any additions or alterations to the Leased Premises made by the Tenant or in connection with any other activity of the Tenant.
- 9.6 The Tenant shall, at its own expense, if requested by the Landlord at the end of the Term, remove any or all additions or improvements made by the Tenant to the Leased Premises or Tenant installed equipment during the Term and shall repair all damage caused by the installation or the removal or both.
- 9.7 The Tenant shall not bring onto the Leased Premises or any part of the Leased Premises any machinery, equipment or any other thing that might in the opinion of the Landlord, by reason of its weight, size or use, damage the Leased Premises or overload the floors of the Premises;
 - (a) and if the Leased Premises are damaged or overloaded the Tenant shall restore the Leased Premises immediately or pay to the Landlord the cost of restoring the Premises.

10. UTILITIES

- 10.1 *No Overloading:* The Tenant will not install any equipment which would exceed or overload the capacity of the utility facilities in the Leased Premises or the electrical wiring and service in the Lands, and agrees that if any equipment installed by the Tenant shall require additional utility facilities, such facilities shall be installed, if available, and subject to the Landlord's prior written approval thereof (which approval may not be unreasonably withheld), at the Tenant's sole cost and expense in accordance with plans and specifications to be approved in advance by the Landlord in writing.
- 10.2 The Landlord shall pay utilities except for the internet cable access as set out in Section 3.2(a)(ii) herein. The Tenant shall not be responsible for payment of any utilities during the Term. In no event shall the Landlord be liable for nor has the Landlord any obligation with respect to an interruption or cessation of or a failure in the supply of any utilities, services or systems in, to or serving the Lands or Leased Premises.

11. INSURANCE, RELEASES AND INDEMNITY

- 11.1 *Tenant's Insurance:* The Tenant shall obtain and maintain in force and effect, the following insurance:
- (a) fire and extended insurance coverage on all property of the Tenant, or for which the Tenant is legally liable, or which is installed by or on behalf of the Tenant, including, without limitation, stock-in-trade, furniture, equipment, partitions, trade fixtures and leasehold improvements, in an amount not less than the full replacement cost thereof from time to time;
 - (b) general liability and property damage insurance, including personal liability, contractual liability, tenants' legal liability, non-owned automobile liability, and owners' and contractors' protective insurance coverage with respect to the Leased Premises, which coverage shall include the business operations conducted by the Tenant and any other persons or business owners occupying the Leased Premises. Such policies shall be written on a comprehensive basis with coverage for any one occurrence or claim of not less than two (2) million dollars (\$2,000,000.00) or such higher limits as the Landlord may reasonably require from time to time;
 - (c) the liability insurance policy under paragraph (b) shall provide that the Landlord is added as an "Additional Insured" with respect to liability arising out of the operations of the Tenant or those using the Leased Premises being the "Named Insured" and shall be evidenced by a Certificate of Insurance. The Insurance Policy shall require that the Landlord be given 30 days written notice if the Insurance Policy is terminated for whatever reason or expires by its term;
 - (d) The Tenant acknowledges its obligations to insure and indemnify the Landlord shall extend beyond the Tenant's vacancy of the described Leased Premises when the damage is due to the Tenant's actions or negligence;

- (e) when applicable, broad form comprehensive boiler and machinery insurance on a blanket repair and replacement basis, with limits for each accident in an amount not less than the full replacement costs of the property, with respect to all boilers and machinery owned or operated by the Tenant or by others (other than the Landlord) on behalf of the Tenant in the Leased Premises or relating to or serving the Lands; and
- (f) such other forms of insurance as may be reasonably required by the Landlord and any mortgagee of the Lands from time to time.

The Tenant shall provide to the Landlord certificates or policies of insurance evidencing compliance with the foregoing requirements on an annual basis within ten (10) days of receipt of the insurance policy.

11.2 Further Release of Landlord: Without limiting any other provisions herein, the Landlord shall not be liable for any damage resulting from the interruption of the Tenant's business caused by fire or other hazards (whether insured or not) or interruption of utilities or for any indirect or consequential damages, whether or not attributable to the negligence of the Landlord, and the Tenant does hereby expressly release the Landlord of and from any and all liability for such damage.

11.3 Tenant's Indemnity: The Tenant shall indemnify the Landlord and save it harmless from any and all losses or claims, actions, demands, liabilities and expenses in connection with loss of life, personal injury and/or damage to or loss of property: (a) arising out of any occurrence in or about the Leased Premises; (b) occasioned or caused wholly or in part by any act or omission of the Tenant or anyone for whom it is in law responsible; (c) arising from any breach by the Tenant of any provision of this Lease; and (d) arising in any way from the Tenant's operation on the Leased Premises. To that end, the Tenant hereby acknowledges and agrees that the Landlord shall be under no liability for injury to any servant, agent, or employee of the Tenant or any sublessee, licensee or invitee of the Tenant or for loss of or damage to the property of the Tenant or of any of these persons that is sustained solely as a result of the interior of the Leased Premises unless such injury, loss or damage results from the negligence of the Landlord, its agents, servants or employees or other persons for whom it is responsible for in law. Throughout the Term of this Lease, the Tenant covenants and agrees to indemnify and save the Landlord harmless against any and all liabilities, claims, damages, interest, penalties, fines, monetary sanctions, losses, costs and expenses whatsoever arising from injury to property, death or injury to any person, firm partnership or corporation for which the Landlord may become liable by reason of any breach, violation or non-performance by the Tenant or its servants, employees, agents, sublessees or licensees or invitees on the Leased Premises of any covenant, term or provision of this Lease as it relates to the interior of the Leased Premises, unless such injury, loss or damage results from the negligence of the Landlord, its agents, servants or employees or other persons for whom it is responsible for in law.

11.4 Landlord's Indemnity. Pursuant to this Lease, the Landlord is responsible for the condition, operation, maintenance, management and repair of the Common Areas, the Lands, the Building located at 83 Huron Street on the Lands and further has certain responsibilities regarding the Leased Premises. To that end, the Landlord hereby acknowledges and agrees that the Tenant shall be under no liability for injury to any person, servant, agent, licensee or invitee to the Common Areas, the Lands, Building located at 83 Huron Street, except for the Leased Premises unless it relates to a matter that the Landlord is responsible for pursuant to this Lease, for any bodily or personal injury, loss, death or damage to property of such person, servant, agent, licensee or invitee that is sustained as a result of the negligence of the Landlord in carrying out its responsibilities under this Lease unless such injury, loss or damage results from the negligence of the Tenant, its agents, servants or employees or other persons for whom it is responsible for in law. Throughout the Term of this Lease, the Landlord covenants and agrees to indemnify and save the Tenant harmless against any and all liabilities, claims, damages, interest, penalties, fines, monetary sanctions, losses, costs and expenses whatsoever arising from injury to property, death or injury to any person, firm partnership or corporation for which the Tenant may become liable by reason of any breach, violation or non-performance by the Landlord or its servants, employees, agents, sublessees or licensees or invitees on the Lands, the Building located at 83 Huron Street, the Common Areas and the Leased Premises of any covenant, term or provision of this Lease as it relates to the Lands, the Building located at 83 Huron Street, the Common Areas and the Leased Premises, unless such injury, loss or damage results from the negligence of the Tenant, its agents, servants or employees or other persons for whom it is responsible for in law.

12. DAMAGE TO THE LEASED PREMISES

12.1 If the Leased Premises are damaged or destroyed, in whole or in part, by fire or other peril, then the following provisions shall apply:

- (a) if the damage or destruction renders the Leased Premises unfit for occupancy and impossible to repair or rebuild using reasonable diligence within 120 clear days

- from the happening of such damage or destruction, then the Term hereby granted shall cease from the date the damage or destruction occurred, and the Tenant shall immediately surrender the remainder of the Term and give possession of the Leased Premises to the Landlord, and the Rent from the time of the surrender shall abate:
- (b) if the Leased Premises can, with reasonable diligence, be repaired and rendered fit for occupancy within 120 days from the happening of the damage or destruction, but the damage renders the Leased Premises wholly unfit for occupancy, then the rent hereby reserved shall not accrue after the day that such damage occurred, or while the process of repair is going on, and the Landlord shall repair the Leased Premises with all reasonable speed, and the Tenant's obligation to pay Rent shall resume immediately after the necessary repairs have been completed;
 - (c) if the Leased Premises can be repaired within 120 days as aforesaid, but the damage is such that the Leased Premises are capable of being partially used, then until such damage has been repaired, the Tenant shall continue in possession and the Rent shall abate proportionately.

122 Any question as to the degree of damage or destruction or the period of time required to repair or rebuild shall be determined by an architect, jointly retained by the Tenant and Landlord.

123 There shall be no abatement from or reduction of the Rent payable by the Tenant, nor shall the Tenant be entitled to claim against the Landlord for any damages, general or special, caused by fire, water, sprinkler systems, partial or temporary failure or stoppage of services or utilities which the Landlord is obliged to provide according to this Lease, from any cause whatsoever.

13. ACTS OF DEFAULT AND LANDLORD'S REMEDIES

13.1 An Act of Default has occurred when:

- (a) the Tenant has failed to pay Rent for a period of thirty (30) consecutive days, regardless of whether demand for payment has been made or not;
- (b) the Tenant has materially breached its covenants or failed to perform any of its obligations under this Lease; and
 - (i) the Landlord has given notice specifying the nature of the default and the

- steps required to correct it; and
- (ii) the Tenant has failed to correct the default as required by the notice;
- (c) the Tenant has:
 - (i) become bankrupt or insolvent or made an assignment for the benefit of Creditors;
 - (ii) had its property seized or attached in satisfaction of a judgment;
 - (iii) had a receiver appointed;
- (d) taken action if the Tenant is a corporation, with a view to winding up, dissolution or liquidation;
- (e) the Tenant is no longer insured and does not have the financial wherewithal to cover or respond to claims;
- (f) the Leased Premises are used by any other person or persons, or for any other purpose than as provided for in this Lease without the written consent of the Landlord. Notwithstanding anything to the contrary set out herein, the Landlord understands the Tenant's use of the Leased Premises. To that end, the Landlord acknowledges and agrees that the small business incubation project carried on by the Tenant, which involves among other things, the use and occupation of portions of the Leased Premises by various business owners is a purpose for which the Tenant herein has entered this Lease and shall not constitute an Act of Default.

13.2 Landlord Remedies: If and whenever an Event of Default occurs, then, without prejudice to any other rights which it has pursuant to this Lease or at law, the Landlord shall have the following rights and remedies, which are cumulative and not alternative:

- (a) to terminate this Lease by notice to the Tenant or to re-enter the Leased Premises and repossess them and, in either case, enjoy them as of its former estate, and to remove all persons and property from the Lands and store such property at the expense and risk of the Tenant or sell or dispose of such property in such manner as the Landlord sees fit without notice to the Tenant;
- (b) to enter the Lands as agent of the Tenant to do any or all of the following: (i) relet the Leased Premises and equipment for whatever length and on such terms as the Landlord, in its discretion, may determine, and to receive the rent therefor; (ii) take possession of any property of the Tenant on the Leased Premises, store such property at the expense and risk of the Tenant, or sell or otherwise dispose of such property in such manner as the Landlord sees fit, without notice to the Tenant; (iii) make alterations to the Leased Premises to facilitate their reletting; and (iv) apply the proceeds of any such sale or reletting first, to the payment of any expenses incurred by the Landlord with respect to any such reletting or sale, second, to the payment of any indebtedness of the Tenant to the Landlord other than rent, and third, to the payment of rent in arrears, with the residue to be held by the Landlord and applied to payment of future rent as it becomes due and payable, provided that the Tenant shall remain liable for any deficiency to the Landlord;
- (c) to remedy or attempt to remedy any default of the Tenant under this Lease for the account of the Tenant and to enter upon the Leased Premises for such purposes. No notice of the Landlord's intention to remedy or attempt to remedy such default need be given to the Tenant unless expressly required by this Lease, and the Landlord shall not be liable to the Tenant for any loss, injury or damages caused by acts of the Landlord in remedying or attempting to remedy such default. The Tenant shall pay to the Landlord all expenses incurred by the Landlord in connection therewith;

- (d) to recover from the Tenant all damages, costs and expenses incurred by the Landlord as a result of any default by the Tenant including, if the Landlord terminates this Lease, any deficiency between those amounts which would have been payable by the Tenant for the portion of the Term following such termination and the net amounts actually received by the Landlord during such period of time with respect to the Lands; and
- (e) to recover from the Tenant the full amount of the rent due under the terms of the Lease.

14. COSTS

14.1 The Tenant shall pay to the Landlord all damages, costs and expenses (including, without limitation, all legal fees on a full indemnity basis) incurred by the Landlord in enforcing the terms of this Lease, or with respect to any matter or thing which is the obligation of the Tenant under this Lease, or in respect of which the Tenant has agreed to insure or to indemnify the Landlord.

15. TERMINATION UPON NOTICE AND AT END OF TERM

- 15.1 If the Landlord desires at any time to remodel or demolish the Leased Premises or any part thereof, to an extent that renders continued possession by the Tenant impracticable, the Tenant shall, upon receiving one hundred and eighty (180) clear days' written notice from the Landlord;
 - (a) surrender this Lease, including any unexpired remainder of the Term; and
 - (b) vacate the Leased Premises and give the Landlord possession.
- 15.2 If the Leased Premises are subject to an Agreement of Purchase and Sale or if the Leased Premises are expropriated or condemned by any competent authority:
 - (a) the Landlord shall have the right to terminate this Lease by giving ninety (90) clear days' notice in writing to the Tenant; or
 - (b) the Landlord may require the Tenant to vacate the Leased Premises within thirty (30) days from payment by the Landlord to the Tenant of a bonus equal to three (3) months' rent, but payment of the said bonus shall be accompanied or preceded by written notice from the Landlord to the Tenant advising of the Landlord's intent to exercise this option.
- 15.3 The Tenant agrees to permit the Landlord during the last three (3) months of the Term of this Lease to display "For Rent" or "For Sale" signs or both at the Leased Premises and to show the Leased Premises to prospective new tenants or purchasers and to permit anyone having written authority of the Landlord to view the Leased Premises at reasonable hours and upon prior notice.
- 15.4 If the Tenant remains in possession of the Leased Premises after termination of this Lease as aforesaid and if the Landlord then accepts rent for the Leased Premises from the Tenant, it is agreed that such overholding by the Tenant and acceptance of Rent by the Landlord shall create a monthly tenancy only but the tenancy shall remain subject to all the terms and conditions of this Lease except those regarding the Term.

16. ACKNOWLEDGMENT BY TENANT

16.1 The Tenant agrees that it will at any time or times during the Term, upon being given at least forty-eight (48) hours prior written notice, execute and deliver to the Landlord a statement in writing certifying:

- (a) that this Lease is unmodified and is in full force and effect (or if modified stating the modifications and confirming that the Lease is in full force and effect as modified);
- (b) the amount of Rent being paid;
- (c) the dates to which Rent has been paid;
- (d) other charges payable under this Lease which have been paid;
- (e) particulars of any prepayment of Rent or security deposits; and
- (f) particulars of subtenancies.

17. SUBORDINATION AND POSTPONEMENT

17.1 This Lease and all the rights of the Tenant under this Lease are subject and subordinate to any and all charges against the land, buildings or improvements of which the Leased Premises form part, whether the charge is in the nature of a mortgage, trust deed, lien or any other form of charge arising from the financing or re-financing, including extensions or renewals, of the Landlord's interest in the property.

17.2 Upon the request of the Landlord the Tenant will execute any reasonable form required to subordinate this Lease and the Tenant's rights to any such charge, and will, if required, attorn to the holder of the charge. In no event such subordination or attornment shall impose on Tenant any obligations greater than as set forth in this Lease.

17.3 No subordination by the Tenant shall have the effect of permitting the holder of any charge to disturb the occupation and possession of the Leased Premises by the Tenant as long as the Tenant performs its obligations under this Lease.

18. RENEWAL

18.1 There is no provision contained in this Lease for any renewal terms.

19. RULES AND REGULATIONS

19.1 The Tenant agrees on behalf of itself and all persons entering the Leased Premises with the Tenant's authority or permission to abide by such reasonable rules and regulations which are attached hereto as **Schedule "C"**.

20. NOTICE

20.1 Any notice required or permitted to be given by one party to the other pursuant to the terms of this Lease may be given

To the Landlord at:

1231 Peoples Road
Sault Ste. Marie, ON P6C 3W7
Attn: Mr. Tony Porco
E-mail: tony_sis@shaw.ca

To the Tenant at:

99 Foster Drive, Level 1
 Sault Ste. Marie, ON P6A 5X6
 Attn: Rick Van Staveren, Director Economic Development
 E-mail: r.vanstaveren@cityssm.on.ca

20.2 The above addresses may be changed at any time by giving ten (10) days written notice.

20.3 Any notice given by one party to the other in accordance with the provisions of this Lease shall be deemed conclusively to have been received on the date delivered if the notice is served personally or seventy-two (72) hours after mailing if the notice is mailed.

21. REGISTRATION

21.1 The Tenant shall not at any time register notice of or a copy of this Lease on title to the property of which the Premises form part without the written consent of the Landlord.

22. LEGAL COSTS

22.1 The Landlord and Tenant agree to share shall each bear their own costs of negotiation of this Lease.

23. INTERPRETATION

23.1 The words importing the singular number only shall include the plural, and vice versa, and words importing the masculine gender shall include the feminine gender, and words importing persons shall include firms and corporations and vice versa.

23.2 Unless the context otherwise requires, the word "Landlord" and the word "Tenant" wherever used herein shall be construed to include the executors, administrators, successors and assigns of the Landlord and Tenant respectively.

23.3 When there are two or more Tenants bound by the same covenants herein contained, their obligations shall be joint and several.

24. LAWS OF PROVINCE OF ONTARIO

24.1 This Lease shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada in force in the Province of Ontario.

25. WAIVER

25.1 No waiver by any party hereto of any breach by any other party of any of its covenants, agreements or obligations contained in this Lease shall be or be deemed to be a waiver of any subsequent breach thereof or the breach of any other covenants, agreements or obligations, nor shall any forbearance by any party hereto to seek a remedy for any breach by any other party be a waiver by the party so forbearing of its rights and remedies with respect to such breach or any subsequent breach. The subsequent acceptance of rent by the Landlord shall not be deemed to be a waiver of any preceding breach by the Tenant of any term, covenant or condition regardless of the Landlord's knowledge of such preceding breach at the time of the acceptance of such rent. All rent and other charges payable by the Tenant to the Landlord hereunder shall be paid without any deduction, set off or abatement whatsoever, and the Tenant hereby waives the benefit of any

statutory or other right in respect of abatement or set off in its favour at the time hereof or at any future time.

26. OVERHOLDING

26.1 If, at the expiration of the Term or any subsequent renewal or extension thereof, the Tenant shall continue to occupy the Lands without further written agreement, there shall be no tacit renewal of this Lease, and the tenancy of the Tenant thereafter shall be from month to month only, and may be terminated by either party on one (1) month's notice. Rent shall be payable in advance on the first day of each month equal to the sum of one hundred and fifty percent (150%) of the monthly installment of rent payable during the last year of the Term, and all terms and conditions of this Lease shall, so far as applicable, apply to such monthly tenancy.

27. DISPUTES

27.1 In the event of any disputes respecting this Lease, either Party may by notice in writing require that the dispute be arbitrated pursuant to the *Arbitrations Act* (Ontario) and any amendments thereto. Within fourteen (14) days of notice being given of a dispute to be arbitrated, the Parties shall agree on a single Arbitrator in Sault Ste. Marie. In the absence of agreement, each Party shall immediately nominate an Arbitrator. Those nominees will confer and select another member of the group to serve as the single Arbitrator for the dispute. Any Arbitrator must have a minimum of ten (10) years' experience as a solicitor or a Judge. The arbitration shall be held at the City of Sault Ste. Marie (or such other location as is agreed upon by the parties) and the procedure for the arbitration shall be as agreed between the Parties or, in the absence of agreement, as determined by the Arbitrator. The Parties agree, however, that they desire an efficient arbitration and that any discovery requests, either documentary or oral, should be consistent with this principle. The Parties agree that they will use best efforts to ensure that the arbitration hearing is to be conducted within ninety (90) days of the appointment of the Arbitrator. The final decision of the Arbitrator will be furnished to the Parties in writing and will constitute a conclusive determination of the issue in question and will be binding upon the Parties.

28. ENTIRE AGREEMENT

28.1 There are no covenants, representations, warranties, agreements or other conditions, express or implied, collateral or otherwise, forming part of or in any way affecting or relating to this Lease, save as expressly set out or incorporated by reference herein, and this Lease constitutes the entire agreement duly executed by the parties hereto, and no amendment, variation or change to this Lease shall be binding unless the same shall be in writing and signed by the parties hereto.

29. COUNTERPARTS AND ELECTRONIC SIGNATURES

This Agreement may be executed in several counterparts, each of which when so executed shall be deemed to be an original and such counterparts together shall constitute one and the same instrument and shall be effective as of the formal date hereof.

29.1 The parties hereto agree that the signatures and/or initials on this Agreement or its acceptance, rejection or modification, can be transmitted by FAX, or similar electronic transmission, and that communication by such means will be legal and binding on all parties as if this document was executed and delivered in the original.

IN WITNESS of the foregoing covenants the Landlord and the Tenant have executed this Lease, as of the day, month and year first above written.

1188004 ONTARIO INC.

Per:

Name: Tony Porco

Title: President

I have authority to bind the Corporation

LANDLORD

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

Per:

Name:

Title: **Mayor - Christian Provenzano**

Name:

Title: **City Clerk - Rachel Tyczinski**

I/We have authority to bind the Corporation

TENANT

SCHEDULE "A"

SCHEDULE - LEGAL DESCRIPTIONS

31577-0078

PART LAND & LAND COVERED WITH WATER, PART 26 1R13279; TOGETHER WITH AN EASEMENT OVER PART 35, 1R13279 AS IN AL181402; TOGETHER WITH AN EASEMENT OVER PART 13 & 14, 1R13279 AS IN AL181403; TOGETHER WITH AN EASEMENT OVER PART HUDSON BAYS COMPANY LANDS, SOUTH SIDE PORTAGE STREET, PART 27 & 28, 1R13279 AS IN AL181383; CITY OF SAULT STE. MARIE

31577-0075

PART LAND AND LAND COVERED WITH WATER SAULT STE. MARIE; PART OF ST. MARY'S ISLAND SAULT STE. MARIE; PART OF THE LAIRD AND HENDERSON MILL SITE, PART 75, 1R13279; TOGETHER WITH AN EASEMENT OVER PART 35, 1R13279 AS IN AL181402; TOGETHER WITH AN EASEMENT OVER PART 13 & 14, 1R13279 AS IN AL181403; TOGETHER WITH AN EASEMENT OVER PART OF HUDSON BAYS COMPANY LANDS, SOUTH SIDE PORTAGE STREET, PART 27 & 28, 1R13279 AS IN AL181383

31577-0071

PART THE LAIRD AND HENDERSON MILL SITE; PART OF HUDSON'S BAY COMPANY'S LANDS SOUTH SIDE OF PORTAGE STREET, TOWN PLOT OF SAULT STE. MARIE, PARTS 1-12, 15-18 AND 20-23 1R13279; SUBJECT TO RIGHT IN T218158; SUBJECT TO AN EASEMENT OVER PARTS 1-11, 21 & 22, 1R13279 AS IN T454942; SUBJECT TO AN EASEMENT OVER PARTS 3, 5, 6, 7, 12, 20, 1R132479 AS IN T126955; SUBJECT TO AN EASEMENT OVER PARTS 3, 5, 6, 7, 12, 20, 1R132479 AS IN AL145063; SUBJECT TO AN EASEMENT OVER PART 12, 1R13279 AS IN LT57299; TOGETHER WITH AN EASEMENT OVER PARTS 3 & 5, 1R12401 AS IN AL126955; SUBJECT TO AN EASEMENT OVER PARTS 1-11, 21 & 22, 1R13279 AS IN AL181405; SUBJECT TO AN EASEMENT OVER PARTS 1-11, 21 & 22, 1R13279 AS IN AL181438; TOGETHER WITH AN EASEMENT OVER PART 35, 1R13279 AS IN AL181402; TOGETHER WITH AN EASEMENT OVER PART LAND & PART COVERED IN WATER AT THE FOOT OF THE RAPIDS ON ST. MARY RIVER, PARTS 13 & 14, 1R13279 AS IN AL181403; TOGETHER WITH AN EASEMENT OVER PART 27 & 28, 1R13279 AS IN AL181383; CITY OF SAULT STE. MARIE

31577-0038

PART LAND & LAND COVERED WITH WATER SAULT STE. MARIE, PART 24 1R13279; TOGETHER WITH AN EASEMENT OVER PART 35, 1R13279 AS IN AL181402; TOGETHER WITH AN EASEMENT OVER PART 13 & 14, 1R13279 AS IN AL181403; TOGETHER WITH AN EASEMENT OVER PART OF HUDSON BAYS COMPANY LANDS, SOUTH SIDE PORTAGE STREET, PART 27 & 28, 1R13279 AS IN AL181383, CITY OF SAULT STE. MARIE

PT 31577-0068 -- TO BE SPLIT and new PIN Issued Parts 1 and 2 on 1R13414

PART LAND & LAND COVERED WITH WATER AT THE FOOT OF RAPIDS ON ST. MARY'S RIVER, PARTS 13, 14, 19 & 38 1R13279; SUBJECT TO AN EASEMENT OVER PARTS 14, 19 & 38, 1R13279 AS IN LT57299; SUBJECT TO AN EASEMENT OVER PARTS 13 & 14, 1R13279 AS IN AL181403; SUBJECT TO AN EASEMENT OVER PARTS 13 & 14, 1R13279 AS IN AL181401; TOGETHER WITH AN EASEMENT OVER PART OF HUDSON BAYS COMPANY LANDS SOUTH SIDE OF PORTAGE STREET, PARTS 27 & 28, 1R13279 AS IN AL181383; TOGETHER WITH AN EASEMENT OVER PART OF LAIRD AND HENDERSON MILL SITE & PART OF HUDSON BAYS COMPANY LAND SOUTH SIDE OF PORTAGE STREET PARTS 1-11, 21 & 22, 1R13279 AS IN AL181438; CITY OF SAULT STE. MARIE

6

SCHEDULE "A"

PT. 31577-0073 -- TO BE SPLIT and new PH issued - Part 3 on 11/13/14

PART LAND & LAND COVERED WITH WATER, PART 37 1R13279; TOGETHER WITH AN EASEMENT OVER PART LAND & LAND COVERED WITH WATER AT THE FOOT OF RAPIDS ON STREET, MARY'S RIVER, PART 35, 1R13279 AS IN AL181433; TOGETHER WITH AN EASEMENT OVER PART OF HUDSON BAY COMPANY'S LANDS SOUTH SIDE OF PORTAGE STREET, PARTS 27 & 28, 1R13279 AS IN AL181397; TOGETHER WITH AN EASEMENT OVER PART OF LAIRD AND HENDERSON STREET & PART OF HUDSON BAY COMPANY'S LANDS SOUTH SIDE OF PORTAGE STREET, PARTS 1-11, 21 & 22, 1R13279 AS IN AL181438; CITY OF SAULT STE. MARIE

PT. 31577-0376 -- TO BE SPLIT and new PH issued- Part 4 on 11/13/14

PART LAND & LAND COVERED WITH WATER, PART OF ST. MARY'S ISLAND, PARTS 39 & 40 1R13279, SUBJECT TO AN EASEMENT OVER PART 40, 1R13279 AS IN 1T57799; TOGETHER WITH AN EASEMENT OVER PART HUDSON BAYS COMPANY LANDS, SOUTH SIDE PORTAGE STREET, PARTS 27 & 28, 1R13279 AS IN AL181397; TOGETHER WITH AN EASEMENT OVER PART OF LAIRD AND HENDERSON MILL SITE & PART HUDSON BAYS COMPANY LANDS, SOUTH SIDE PORTAGE STREET, PARTS 1-11, 21 & 22, 1R13279 AS IN AL181438; CITY OF SAULT STE. MARIE

PROPERTY OWNED BY THE HOLDINGS INC. which Applicant has an interest in by way of easement, copies of which are attached

Pl. 31577-0069

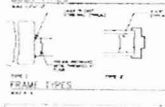
PART HUDSON'S BAY COMPANY'S LANDS SOUTH SIDE OF PORTAGE STREET, TOWN PLOT OF SAULT STE. MARIE, PARTS 27, 28, 1R13279; SUBJECT TO RIGHT IN 1218158; SUBJECT TO AN EASEMENT OVER PARTS 27 & 28, 1R13279 AS IN 1T54912; TOGETHER WITH AN EASEMENT OVER PARTS 3 & 5, 1R12401 AS IN AL126055; SUBJECT TO AN EASEMENT OVER PARTS 27 & 28, 1R13279 AS IN AL181397; SUBJECT TO AN EASEMENT OVER PARTS 27 & 28, 1R13279 AS IN AL181383; TOGETHER WITH AN EASEMENT OVER PARTS 1-11, 21 & 22, 1R13279 AS IN AL181405; CITY OF SAULT STE. MARIE

Pl. 31577-0067

PART OF LAND & LAND COVERED WITH WATER AT THE FOOT OF RAPIDS ON ST. MARY'S RIVER, PART 35 1R13279; SUBJECT TO AN EASEMENT OVER PARTS 34 & 35, 1R13279 AS IN 1T57799; SUBJECT TO AN EASEMENT OVER PART 35, 1R13279 AS IN AL181482; SUBJECT TO AN EASEMENT OVER PART 35, 1R13279 AS IN AL181433; TOGETHER WITH AN EASEMENT OVER PART OF LAIRD AND HENDERSON MILL SITE & PART OF HUDSON BAYS COMPANY LANDS SOUTH SIDE OF PORTAGE STREET, PARTS 1-11, 21 & 22, 1R13279 AS IN AL181405; CITY OF SAULT STE. MARIE

Architectural drawings of the first and second floors of a building. The first floor plan (top) shows a large central hall, a staircase, and various rooms with dimensions and annotations. The second floor plan (bottom) shows a similar layout with different room divisions and annotations. Both plans include a north arrow and a scale bar.

GROUP SCHEDULE									
GROUP	GROUP NO.	DATE			TIME			REMARKS	
		PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD		
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
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INTERIOR FINISH MATERIALS:

1. **WALL FINISHES:**
 - a. **PLASTER:** A mixture of cement, sand, and lime applied in layers to walls and ceilings.
 - b. **POP (Plaster of Paris):** A fast-drying plaster used for decorative wall finishes.
 - c. **PUTTY:** A thick paste used for filling holes and cracks in walls before painting.
2. **FLOOR FINISHES:**
 - a. **CONCRETE:** The base layer for most floors, made of cement, sand, and aggregate.
 - b. **MASS FINISH:** A layer of cement and sand applied over the concrete base.
 - c. **SMOOTH FINISH:** A thin layer of cement and sand applied over the mass finish.
 - d. **GRANITE FINISH:** A finish made of small stones or aggregates embedded in a cement matrix.
 - e. **WOOD FINISH:** A finish made of wood planks or tiles, often used in living areas.
 - f. **STONE FINISH:** A finish made of natural or artificial stone tiles.
 - g. **GLAZED TILE FINISH:** A finish made of glazed ceramic tiles.
 - h. **POLISHED FLOOR FINISH:** A finish made of polished concrete or stone.
3. **CEILING FINISHES:**
 - a. **PLASTER:** Similar to wall plaster, applied to the ceiling.
 - b. **POP:** Plaster of Paris used for decorative ceiling finishes.
 - c. **PUTTY:** Used for filling holes and cracks in the ceiling.
4. **PAINTS:**
 - a. **EMULSION PAINT:** A water-based paint used for interior walls and ceilings.
 - b. **ACRYLIC PAINT:** A synthetic resin-based paint used for interior walls and ceilings.
 - c. **ENAMEL PAINT:** A hard, glossy paint used for interior walls and ceilings.
 - d. **WALL PAPER:** A decorative covering for walls and ceilings.

- | INTERVIEW ASSISTANTS | |
|----------------------|--|
| (2) | 1. NAME: JAMES E. GILBERT
2. ADDRESS: 1000 N. 10TH ST., APT. 101
3. CITY: MINNEAPOLIS, MINN. 55403 |
| (3) | 1. NAME: JAMES E. GILBERT
2. ADDRESS: 1000 N. 10TH ST., APT. 101
3. CITY: MINNEAPOLIS, MINN. 55403 |
| (4) | 1. NAME: JAMES E. GILBERT
2. ADDRESS: 1000 N. 10TH ST., APT. 101
3. CITY: MINNEAPOLIS, MINN. 55403 |
| (5) | 1. NAME: JAMES E. GILBERT
2. ADDRESS: 1000 N. 10TH ST., APT. 101
3. CITY: MINNEAPOLIS, MINN. 55403 |
| (6) | 1. NAME: JAMES E. GILBERT
2. ADDRESS: 1000 N. 10TH ST., APT. 101
3. CITY: MINNEAPOLIS, MINN. 55403 |

- [illegible]

[illegible]

10. The Tenant shall, at its expense and at such reasonable intervals as the Landlord requires, exercise such pest control measures as directed by the Landlord using contractors designated by the Landlord, failing which the Landlord shall have the right, at its option, to exercise such pest control measures for the Premises, at the expense of the Tenant.

11. The Tenant shall not misuse or damage the Premises or any of the improvements or facilities therein, or unreasonably deface or mark any walls or other parts of the Premises.

12. The Tenant shall not: (a) install or use any device in the Premises which may in any manner constitute a disturbance or an annoyance to any other tenant in the Property; (b) install in the Premises or elsewhere in the Property any transmitting radio communications equipment without the Landlord's prior written consent; or (c) operate an electrical device from which may emanate electrical waves that may interfere with or impair radio or television broadcasting or reception from or in the Property. The Tenant shall not in any case erect or cause to be erected any aerial anywhere in the Property.

13. The Tenant shall not use or permit use of the Premises in such manner as to create any noises or odours objectionable or offensive to the Landlord or any other tenant of the Property or other nuisance or hazard or to breach the provisions of applicable laws or any requirement of the insurers of the Property.

14. If required by the Landlord, bicycles or other vehicles shall not be brought or left in or on any part of the Property except in such area or areas as are designated by the Landlord from time to time.

SCHEDULE "C"

RULES AND REGULATIONS

1. The Tenant shall not permit any cooking or food preparation in the Premises, other than light refreshments and beverages for staff, without the written consent of the Landlord.
2. The sidewalks, entries, passages and staircases shall not be obstructed or used by the Tenant, its agents, servants, contractors, invitees or employees for any purpose other than ingress to and egress from the Premises. The Landlord reserves entire control of all parts of the Property employed for the common benefit of the tenants and, without restricting the generality of the foregoing, the Landlord reserves entire control of the sidewalks, entries, corridors and passages not within the Premises, washrooms, air-conditioning closets, fan rooms, janitor's closets, electrical closets and other closets, stairs, flues, stacks, pipe shafts and ducts, and shall have the right to place such signs and appliances therein as it may deem advisable, provided that ingress to and egress from the Premises is not unduly impaired thereby.
3. The Tenant, its agents, servants, contractors, invitees, employees or others for whom the Tenant is in law responsible, shall not bring in or take out, position, construct, install or move any safe, machine or other heavy equipment without first obtaining the consent in writing of the Landlord.
4. The placing of any additional locks on any doors of the Premises by the Tenant shall be subject to any reasonable conditions imposed by the Landlord in order to satisfy insurance requirements for emergency access to the premises to preserve and protect the same from fire or other destruction or damage.
5. The washroom facilities shall not be used for any purpose other than those for which they were constructed, and no sweeping, rubbish, rages, ashes or other substances shall be thrown therein.
6. No one shall use the Premises for sleeping apartments or residential purposes, or for the storage of personal effects or articles other than those required for business purposes.
7. Canvassing, soliciting and peddling in the Property are prohibited.
8. Any hand trucks, carryalls, or similar appliances used in the Property shall be equipped with rubber tires, side guards and such other safeguards as the Landlord shall require.
9. No animals or birds shall be brought into the Property.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2021-63

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 (DSSAB) for the Homemaker and Nursing Services Program.

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 March 29, 2021 between the City and the District of Sault Ste. Marie Social Services Administration Board (DSSAB), a copy of which is attached as Schedule "A" hereto. This Agreement is for the Homemaker and Nursing Services Program.

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 29th day of March, 2021.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI

Schedule "A"

This Agreement made the 29th day of March, 2021.

B ETWEEN.

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

(hereinafter called "City")

--and --

**DISTRICT OF SAULT STE. MARIE SOCIAL SERVICES
ADMINISTRATION BOARD (DSSAB)**

(hereinafter called "Service Provider")

in consideration of the mutual covenants and agreements contained herein and subject to the terms and conditions hereinafter set out, the City and the Service Provider agree as follows:

1. Designated Program

The specific details of the Designated Program including the service or program, terms, and special conditions are fully set out in Schedule "A" hereto attached.

2. Engagement of Service Provider

The City will assist the Service Provider financially to deliver the Designated Program called "Homemaker and Nursing Services Program"

3. Term of Agreement

The initial annual term of this Agreement is from January 01 2021 to December 31 2021, and shall continue to renew annually thereafter for an annual term until either party hereto provides notice to the other in writing pursuant to section 4 or 5 hereunder.

4. Termination of Agreement

The City may terminate this Agreement without notice or without any liability in the event of:

- (a) serious misconduct by Service Provider, in the opinion of the City, or the neglect, failure or refusal to proceed promptly with the Agreement as proposed; or
- (b) failure to comply with any of the terms and conditions of this Agreement; or,

- (c) withdrawal of government funding for the Designated Program.

5. Termination with Notice

Either party may terminate this Agreement in whole or in part with respect to the provision of any particular service upon sixty (60) days written notice to the other party. If the Agreement is terminated in part, all obligations with respect to the provision of all other services continue in full force and effect.

6. City and Consultation

- (a) The Service Provider will permit the City staff to enter at reasonable times any premises used by the Service Provider in connection with the provision of service pursuant to this Agreement and under its control in order to observe and evaluate the services and inspect all records relating to the services provided pursuant to this Agreement.
- (b) The Service Provider agrees that the staff providing services pursuant to this contract will, upon reasonable request, be available for consultation with the City staff.

7. Financial Records and Reports

- (a) The Service Provider will maintain financial records and books of account in accordance with Generally Accepted Accounting Principles (GAAP) respecting services provided pursuant to this contract for each site where service is being provided and will allow the City staff or such other persons appointed by the City to inspect and audit such books and records at all reasonable times both during the term of this Agreement and subsequent to its expiration or termination.
- (b) The Service Provider will upon request submit to the City an audited financial statement and reconciliation report with respect to the services provided pursuant to this Agreement within four (4) months of the Service Provider's financial year-end.
- (c) The Service Provider will retain the records and books of account referred to in Clause 7 (a) for a period of seven (7) years.
- (d) The Service Provider will retain all relevant documentation supplied by and/or to applicants to support funding decisions and allocations.
- (e) The City may withhold payment pending the receipt of monthly expenditures and monthly progress/program statistics. The City agrees that it will not act unreasonably in exercising its right to withhold payment under this clause.

(f) The sum of \$50,000.00 has been approved by the City as the municipal contribution from January 01, 2021 to December 31, 2021, to be paid on a claims basis. This program is 20% funded by the City and 80% provincially. The City will only reimburse for eligible invoices that have been paid in full. The Service Provider is responsible for submitting claims to the Province.

8. Service Records

In the event the Service Provider ceases operation, it is agreed that the Service Provider will not dispose of any records related to the services provided for under this Agreement without the prior consent of the City, which may be given subject to such conditions as the City deems advisable.

9. Insurance

The Service Provider agrees to maintain at all times during the currency of this Agreement hereinbefore described, a minimum of Five Million (\$5,000,000.00) Dollars comprehensive general liability insurance in respect of personal injury, death, loss or damage of or to any person or property of third parties, with insurers licenced to conduct business in Ontario. The City shall be added as an Additional Insured to the required liability insurance policy or policies and no such policy shall be cancelled or allowed to lapse without at least thirty (30) days written notice having been given to the City. An Insurance Certificate, on the C.S.I.O. form and satisfactory to the City's Risk Manager, shall be provided to the City prior to the commencement of the Agreement Date.

10. Amendments

This Agreement may be amended by a written instrument duly signed by the parties to this Agreement.

11. Disposition

Where applicable, the Service Provider will not sell, change the use or otherwise dispose of any item, furnishing or equipment purchased with City funds pursuant to this Agreement without the prior written consent of the City, which may be given subject to such conditions as the City deems advisable. In the event the Service Provider ceases operation, all items, furnishings, or equipment purchased with City funds will be returned to the City.

12. Confidentiality

The parties and their directors, officers, employees, agents and volunteers will hold confidential and will not disclose or release to any person other than City staff at any time during or following the term of this Agreement, except where required by law, any information or document that tends to identify any individual in receipt of services without obtaining the written consent of the individual or the individual's parent or guardian prior to the release

or disclosure of such information or document. Where the Service Provider is an "institution" as defined in the Municipal Freedom of Information and Protection of Privacy Act, the provisions of such Act with respect to the disclosure or release of information may apply.

13. Conflict of Interest

The Service Provider, any of its sub-contractors and any of their respective advisors, partners, directors, officers, employees, agents and volunteers shall not engage in any activity or provide any services to City where such activity or the provision of such services creates a conflict of interest (actually or potentially in the sole opinion of the City) with the provision of services pursuant to the Agreement. The Service Provider acknowledges and agrees that it shall be a conflict of interest for it to use confidential information of the Corporation of the City of Sault Ste Marie and/or the District of Sault Ste Marie Social Services Administration Board relevant to the services where the Social Services Department has not specifically authorized such use.

14. Freedom of Information

Any information collected by the City pursuant to this Agreement is subject to the rights and safeguards provided for in the Municipal Freedom of Information and Protection of Privacy Act.

15. Indemnification

The Service Provider shall completely indemnify and save harmless the City, its employees, officers and agents from any and all claims, demands, actions, losses, expenses, costs or damages of every kind and nature whatsoever and howsoever caused that the Service Provider, its employees, officers or agents may sustain or suffer as a consequence of the actions, inactions or omissions of the Service Provider, its employees, agents or officers or as a result of the performance of this Agreement by the Service Provider, its employees, agents or officers or as a consequence of the negligent actions or inactions of the Service Provider, its employees, agents or officers whether or not the City is partially or wholly responsible for such claims, demands, actions, losses, expenses, costs or damages.

16. Non-Assignment

The Service Provider shall not assign this Agreement, or any part thereof, without the prior written approval of the City, which approval may be withheld by the City in its sole discretion or given subject to such conditions as the City may impose.

17. Schedules

This Agreement and the attached Schedules embody the entire Agreement and supersede any other understanding or agreement, collateral, oral or otherwise, existing between the parties at the date of execution and relating to the subject matter of this Agreement,

18. Laws

The Service Provider agrees that the Service Provider and its employees and representatives, if any, shall at all times comply with any and all applicable laws, ordinances, statutes, rules regulations and orders in respect of the performance of this Agreement.

19. Binding Upon Parties

This Agreement shall be binding upon the parties hereto and their respective successors and, where permitted, assigns.

IN WITNESS WHEREOF the parties hereto have affixed their hands and seals on the date written below.

DATED at Sault Ste Marie, Ontario this 29th day of March 2021.

SIGNED, SEALED AND DELIVERED

)

)

Per:

)

)

Mike Nadeau- CEO

)

(I have authority to bind the Corporation)

)

)

THE CORPORATION OF THE CITY

)

OF SAULT STE. MARIE

)

Per:

)

)

MAYOR – CHRISTIAN PROVENZANO

)

)

)

CLERK – RACHEL TYCZINSKI

SCHEDULE "A"

PURPOSE: Homemaker and Nursing Care Services

TERM: 1 Year (annually thereafter)

APPROVED AMOUNT: up to \$250,000.00 for the 2021 calendar year;
to be determined by actual expenses incurred
(\$50,000 City, \$200,000 Province)

DISBURSEMENT: Claims Basis

FUNDING ENVELOPE: Homemaker and Nursing Services Program

ELIGIBLE EXPENSES: Services listed under the Homemakers and
Nursing Services Act

CITY

CONTACT PERSON: Tom Vair
PHONE: 705.759.5264
EMAIL: t.vair@cityssm.on.ca
ADDRESS: 99 Foster Drive, Sault Ste. Marie ON
P6A 5N1

SERVICE PROVIDER

CONTACT PERSON Mike Nadeau
PHONE: 705.942.6297
FAX: 705.253.4357
EMAIL: M.Nadeau@socialservices-ssmd.ca
ADDRESS: 390 Bay Street
P.O. Box 227
Sault Ste. Marie, ON

REPORTING CRITERIA

Monthly expenditures and program statistics are to be sent to the City with claim submissions.

EVALUATION AND ASSEMENT

The services provided under this agreement will be evaluated and assessed monthly based on program statistics, financial expenditures, gaps filled and gaps identified in the area of jurisdiction.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2021-64

DELEGATION TO THE CHIEF ADMINISTRATIVE OFFICER (“CAO”): A by-law to authorize the Chief Administrative Officer to execute and bind the Corporation to Funding Agreements between the City and The Province, and its various Ministries, and the Federal Government and its various Ministries when the agreement requires that an executed copy be provided back to the Provincial or Federal government in such a short time frame that it results in the agreement not being able to be brought before Council for approval. The delegation would ensure no loss of a funding opportunity for the City. The CAO would execute the time sensitive agreements after they have been reviewed by the Legal and Finance Departments, and such agreements would not require a commitment from the City to match funds or in-kind commitments of over \$75,000.

WHEREAS Section 23.1(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, allows for City Council to delegate Council's powers under the Municipal Act, 2001 to officers and employees of the City;

NOW THEREFORE THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 23.1(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENT**

The powers delegated to the Chief Administrative Officer include the power to execute Funding Agreements that are time sensitive, and do not involve a commitment by the City to provide over \$75,000 to the project on behalf of The Corporation of the City of Sault Ste. Marie.

2. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing, and will cover any agreements from March 25, 2021 onward.

PASSED in open Council this 29th day of March, 2021.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – RACHEL TYCZINSKI