

AGENDA

THE FORTY-SIXTH MEETING OF THE ONE HUNDRED AND TWENTY-FIFTH COUNCIL OF THE CORPORATION OF THE CITY OF ST. THOMAS

COUNCIL CHAMBERS 5:00 P.M. CLOSED SESSION
CITY HALL 7:00 P.M. REGULAR SESSION NOVEMBER 21ST, 2005

ROUTINE PROCEEDINGS AND GENERAL ORDERS OF THE DAY

OPENING PRAYER

DISCLOSURES OF INTEREST

MINUTES

DEPUTATIONS

COMMITTEE OF THE WHOLE

REPORTS OF COMMITTEES

PETITIONS AND COMMUNICATIONS

UNFINISHED BUSINESS

NEW BUSINESS

BY-LAWS

PUBLIC NOTICE

NOTICES OF MOTION

ADJOURNMENT

CLOSING PRAYER

THE LORD'S PRAYER

Alderman B. Aarts

DISCLOSURES OF INTEREST

MINUTES

Confirmation of the minutes of the meeting held on November 14th, 2005.

DEPUTATIONS

COMMITTEE OF THE WHOLE

Council will resolve itself into Committee of the Whole to deal with the following business.

PLANNING AND DEVELOPMENT COMMITTEE - Chairman H. Chapman

UNFINISHED BUSINESS

NEW BUSINESS

BUSINESS CONCLUDED

ENVIRONMENTAL SERVICES COMMITTEE - Chairman M. Turvey

UNFINISHED BUSINESSEast Side Area Services**NEW BUSINESS****BUSINESS CONCLUDED****PERSONNEL AND LABOUR RELATIONS COMMITTEE** - Chairman D. Warden**UNFINISHED BUSINESS****NEW BUSINESS****BUSINESS CONCLUDED****FINANCE AND ADMINISTRATION COMMITTEE** - Chairman C. Barwick**UNFINISHED BUSINESS****NEW BUSINESS**Federal Gas Tax Revenues - Municipal Funding AgreementReport TR 48-05 of the Director of Finance and City Treasurer. **Page** 6St. Thomas-Elgin Public Art Centre - 2006 Grant RequestA letter has been received from Debra Seabrook-Page, Executive Director/Curator, St. Thomas-Elgin Public Art Centre, requesting a grant of \$70,000.00 for the 2006 year. **Page** 7Parking Revenue - Request for DonationA letter has been received from Jennie Christian, District Manager, Huron Oxford, Perth & Elgin Counties, Easter Seal Society, requesting that the City donate its parking revenues for December 2nd, 2005 to the Easter Seal Society. **Page** 8**BUSINESS CONCLUDED****COMMUNITY AND SOCIAL SERVICES COMMITTEE** - Chairman B. Aarts**UNFINISHED BUSINESS****NEW BUSINESS**Ontario Works Report for the months of August, September and October 2005Report CR-05-16 of the Director Ontario Works. **Pages** 9 to 14**BUSINESS CONCLUDED****PROTECTIVE SERVICES AND TRANSPORTATION COMMITTEE** - Chairman T. Shackelton**UNFINISHED BUSINESS**Elmina Street and Oak Street Intersection**NEW BUSINESS**Police Services Report

Update to Parking Lot Permit Policy

Report ES104-05 of the Supervisor of Roads and Transportation. **Pages** 15 to 22

Revision to Overnight Parking Permit Policy

Report ES103-05 of the Supervisor of Roads and Transportation. **Pages** 23 to 26

BUSINESS CONCLUDED

REPORTS PENDING

AMENDMENT TO BY-LAW 44-2000(REGULATION OF WATER SUPPLY IN THE CITY OF ST. THOMAS) - MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ST. THOMAS AND ST. THOMAS ENERGY INC. (PROVISION OF WATER METER READING/BILLING AND COLLECTION SERVICES) - J. Dewancker

ESDA SERVICING MASTER PLAN AND CLASS ENVIRONMENTAL ASSESSMENT - J. Dewancker

ENVIRONMENTALLY SENSITIVE LAND USE - P. Keenan

DRIVEWAY RECONSTRUCTION - MAPLE STREET - J. Dewancker

REVIEW OF CITY BUS ROUTES - J. Dewancker

FUTURE USE OF VALLEYVIEW PROPERTY - ELYSIAN STREET - E. Sebestyen

COMMUNITY SAFETY ZONE REVIEW - D White

DENNIS ROAD INFRASTRUCTURE COSTS - J. Dewancker

COUNCIL

Council will reconvene into regular session.

REPORT OF COMMITTEE OF THE WHOLE

Planning and Development Committee – Chairman H. Chapman

Environmental Services Committee – Chairman M. Turvey

Personnel and Labour Relations Committee – Chairman D. Warden

Finance and Administration Committee – Chairman C. Barwick

Community and Social Services Committee - Chairman B. Aarts

Protective Services and Transportation Committee - Chairman T. Shackelton

A resolution stating that the recommendations, directions and actions of Council in Committee of the Whole as recorded in the minutes of this date be confirmed, ratified and adopted will be presented.

REPORTS OF COMMITTEES

PETITIONS AND COMMUNICATONS

UNFINISHED BUSINESS

Recognition of John Street - 2005 Year of the Veteran

NEW BUSINESS

BY-LAWS

First, Second and Third Reading

1. A by-law to confirm the proceedings of the Council meeting held on the 21st day of November, 2005.
2. A by-law to authorize the Mayor and Clerk to execute and affix the seal of the Corporation to a certain contract between the Corporation of the City of St. Thomas and 1123491 Ontario Inc. o/a United Contracting (London). (Sunset Drive, Chester Street to Elm Street Road Settlement Repair - \$101,155.66)
3. A by-law to amend By-Law 50-88, being the Zoning By-Law for the City of St. Thomas. (Removal of Holding Zone Provision - Block 63, Plan 11M-125, Block 35, 37 & 38, Plan 11M-146 and Part Block 32, Plan 11M-110 - Springwater Developments)
4. A by-law to amend By-Law 50-88, being the Zoning By-Law for the City of St. Thomas. (Pet Grooming Shop - 17 Manitoba Street)
5. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and The Association of Municipalities of Ontario. (Municipal Funding Agreement - Transfer of Federal Gas Tax Revenues)
6. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and the Municipality of Central Elgin. (inter-municipal boundary issues)
7. A by-law to authorize a boundary adjustment between the Corporation of the City of St. Thomas, the Municipality of Central Elgin, and the County of Elgin.
8. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and Dr. Kellie Dawn Scott. (family medicine practice)
9. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain contract between the Corporation of the City of St. Thomas and Graceview Enterprises. (Captain Dennis A. Redman No. 2 Fire Station - \$1,608,000.00 plus g.s.t.)

PUBLIC NOTICE

NOTICES OF MOTION

CLOSED SESSION

A resolution to close the meeting will be presented to deal with a labour relations matter and a personal matter about an identifiable individual.

OPEN SESSION

ADJOURNMENT

CLOSING PRAYER



Corporation of the

City of St. Thomas

Report No.

TR 48-05

File No.

Directed to: Chairman Cliff Barwick and Members of the Finance & Administration Committee

Date

November 15, 2005

Department: Treasury

Attachment:

Prepared By: William J. Day, City Treasurer

Subject: Federal Gas Tax Revenues – Municipal Funding Agreement

Recommendation:

It is recommended that Council adopt a by-law authorizing the Mayor and Clerk to execute a Municipal Funding Agreement with the Association of Municipalities of Ontario for the transfer of Federal gas tax revenues to the City.

Report:

Background

Earlier this year the Federal Government announced that over the next five years, \$5 billion would be provided to municipalities to support environmentally sustainable infrastructure projects. \$1.87 billion of gas tax funding is planned to be transferred to Ontario municipalities over the next five years.

On June 17, 2005, the Government of Canada, Province of Ontario, Association of Municipalities of Ontario (AMO) and the City of Toronto signed an agreement under the Government of Canada's New Deal for Cities and Communities that flows federal gas tax revenue directly to municipalities in Ontario. AMO will be administering the fund.

Comments

Projected transfers to the City under the Federal Gas Tax distribution program are:

Year	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010
Amount	\$648,000	\$648,000	\$864,000	\$1,080,000	\$2,160,000

As a condition of the program the revenue must result in increased investment in environmentally sustainable municipal infrastructure equal to the revenue received. Environmentally sustainable municipal infrastructure projects include public transit, water, wastewater, solid waste, local roads and bridges. As noted, municipalities must also clearly demonstrate that the funding used for a project is incremental, i.e. the funding either enabled a project to be implemented, enhanced its scope or accelerated its timing.

Municipalities will be required to submit to AMO an annual report and audit statement accounting for the receipt and expenditure of the Federal gas tax funds. In addition, over the life of the agreement municipalities will have to demonstrate through an Outcomes Report the progress towards clean air, clean water, reduced greenhouse gas emissions achieved through the investments in environmentally sustainable municipal infrastructure.

In order to initiate the flow of Federal gas tax funds to the City, we are required to enter into a Municipal Funding Agreement with AMO. Accordingly we will require the execution of a by-law authorizing the Mayor and Clerk to enter into such an agreement.

We expect that our first instalment of funding will be received within the next several months. It is planned that the revenues will be utilized to enhance Part 2 of the 2006 Capital budget, which will be brought forward to Council in March 2006.

Respectfully submitted,

W. J. Day
Director of Finance and City Treasurer

November 8, 2005

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Mayor Kohler, & Members of City Council
PO Box 520, City Hall
St. Thomas, ON
N5P 3V7

RE: ANNUAL GRANT REQUEST for 2006

Dear Mayor Kohler & Members of City Council;

On behalf of the St. Thomas-Elgin Public Art Centre, I am submitting our annual budget request for the upcoming year of 2006.

The Art Centre would like to thank Council for including us in the municipal budget, for providing us with capital funds to replace our leaky roof and for all your past support.

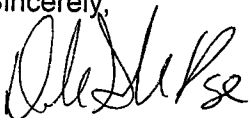
For 2006, the Art Centre is submitting a grant request to Community Services for a minimum of **\$70,000 (which is only 40% of the Art Centre's projected annual budget)** to be used for the purposes of general operations. The Art centre had a very successful year in 2005. Exhibitions and Public Programming generated an 80% increase in visitor statistics for school groups to date; illustrating a strong demand from our educational community for art exhibitions and art based programming. By continuing your support through a grant of \$70,000, the Art Centre will be able to continue to develop new programming and exhibitions to promote community involvement with the arts.

As a compliment to this funding, the Art Centre has prepared an operating budget designed to meet our fiscal demands; cutting operating costs where possible and increasing fundraising endeavours. We are confident that this combination will be successful in producing a balanced 2006 budget, enabling us to develop a debt elimination campaign for the upcoming years.

As I am sure you are aware, the Art Centre provides excellent and valued services to this community through its variety of art education & exhibition programs, as well as through the collection and preservation of our community's art history for future generations to appreciate and enjoy.

I thank you for your time and consideration with regards to our annual grant request, and I look forward to hearing from you in the near future.

Sincerely,



Debra Seabrook - Page
Executive Director/ Curator

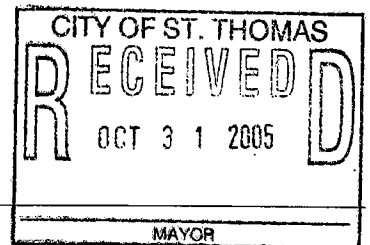
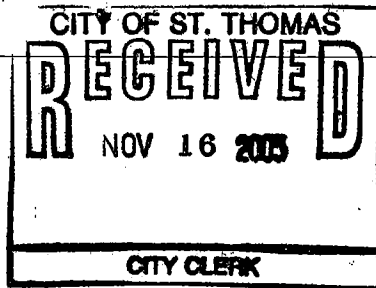
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HELPING KIDS WITH PHYSICAL DISABILITIES SUCCEED

October 25, 2005

Mayor Jeff Kohler
P.O Box 520
545 Talbot Street
St. Thomas, ON
N5P 3V7



Dear Mayor Kohler,

The Easter Seal Society of Ontario would like St. Thomas to be involved in the International Day of Disabled Persons on December 3, 2005. The United Nations declared the annual celebration and observance of this day in 1992, to raise awareness of issues facing disabled persons and to increase equal participation of people with disabilities in all aspects of political, social, economic and cultural life.

We are requesting your help in marking this important occasion by donating the parking revenues collected in your municipality on Saturday, December 3rd to Easter Seals (or December 2nd if you do not charge for parking on Saturdays). The support from your community will help kids with physical disabilities in many essential ways. Money raised will go towards financial assistance for equipment such as walkers, wheelchairs, and communication devices, providing summer camping experiences at Easter Seals camps, and funding of Recreational Choices such as swimming lessons and art classes.

Recent Statistics Canada data stated that unemployment and poverty among people with disabilities have increased in the last decade and less than half of disabled persons are able to access services to support daily living. December 3rd presents a great opportunity to foster changes in attitudes towards persons with disabilities and to eliminate barriers to their full participation in all aspects of life.

We would be grateful if you would join us in observing the International Day of Disabled Persons. The donation of your parking revenues would be a significant contribution to The Easter Seal Society of Ontario. We hope local Easter Seals children will have the honour of thanking you in person. I will contact your office shortly to discuss this opportunity; however should you have any questions, please contact me at the number below. I would be more than happy to address the city council at your next meeting regarding this request.

Sincerely,

Jennie Christian

District Manager

Huron, Oxford, Perth & Elgin Counties

The Easter Seal Society, Ontario

519-432-9669 ext. 225

jchristian@easterseals.org

REFERRED TO	
W. DAY	<i>mk</i>
T. JOHNSON	
J. DEWANCKER	
FOR	
DIRECTION	<input type="checkbox"/>
REPORT OR COMMENT	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
FROM	M. KONEFAL



Corporation of the
City of St. Thomas

Report No.

CR-05-16

File No.

OW-05-16

Directed to:

Chairman Bill Aarts and Members of the Committee of the Whole (Community & Social Services)

Date

November 15, 2005

Department:

St. Thomas-Elgin Ontario Works

Attachments

Prepared By:

Chester Hinatsu, Director

(3)

Subject:

Quarterly Report for the months of August, September & October 2005

Recommendation:

That the report for the months of August, September and October 2005 be received and filed as information.

Report:

The department continued to be extremely busy in the last three months in all of the divisions. The new initiatives announced in the spring of this year has required staff to re-evaluate the organization and develop new strategies to accomplish the work created by the new Provincial initiatives.

The following is a summary of activities in each division:

Income Maintenance

The summer months are usually slower periods in this division as caseloads and expenditures declined slightly and employment opportunities are available for our participants. Due to the movement of Income Maintenance staff to the Employment division hiring and training has been an ongoing process. This has required the redistribution of caseloads and staff to ensure service to clients is maintained. Ongoing in-house training has been important for the department and in the past few months all caseworker staff have participated in Women Abuse Issues training and speakers were brought in to discuss services available to women and their children.

Employment

The activities in this division have been hampered by the loss of one staff through retirement and another staff who resigned to take other employment. This left us short staffed and the filling of these positions required internal movement of staff from other divisions who required training. In the last report to Council it was noted that the Addictions Initiative was put on hold by the Province and our Service Plan for Addictions would not be implemented. However, the Province has allowed municipalities to submit proposals as a demonstration site if we are ready to implement the program. Staff have again submitted a business plan and are awaiting approval to go ahead. The new funding formula for employment also continues to move ahead and training will be taking place shortly. The impacts of the new funding formula are difficult to assess at this time as new data will be required and a full analysis must be completed.

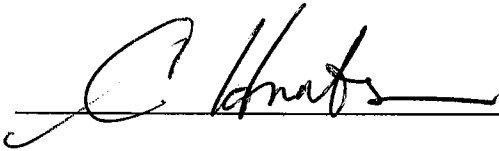
Child Care

The Best Start initiative continues to consume enormous amounts of staff time and effort. The Executive Committee for Best Start was established involving St. Thomas, Oxford County and London/Middlesex and has been meeting on a regular basis to approve the Terms of Reference which were submitted to the Province by the deadline of September 30. At the same time the Implementation Committee was established locally and has been meeting every other week to discuss issues and gather information for the Transition Plan. The Transition Plan and the Child Care Service Plan were prepared and submitted by the October 31 deadline. At this point the Implementation Committee are planning a number of activities including community consultations, parent focus groups and site visits to area schools in preparation for the Implementation Plan which is due by December 31 2005.

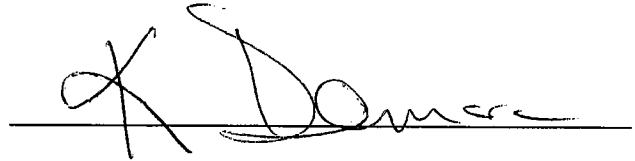
Social Housing

Staff are continuing work on the new Affordable Housing Program and are exploring various options for potential uses for the Valleyview site. There appears to be interest for the construction of new housing under the Affordable Housing Program and a consultant, Neil Watson, has been engaged to assist in the delivery of the program. The work with provider groups is also continuing with further reviews.

Respectfully,



C. Hinatsu, Director
St. Thomas-Elgin Ontario Works



K. Demare
Program Manager

Reviewed By: _____

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Income Maintenance	August-05	CR-05-16		OW-05-16			
	12-Sep-05	06-Oct-05	14-Nov-05				
	August Current Month	September Current Month	October Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
OW Allowances	486,323.81	439,076.24	423,373.77	4,679,386.71	5,800,000.00	1,120,613.29	80.68%
ODSP Allowances	268,594.73	255,553.01	261,561.21	2,578,097.69	3,200,000.00	621,902.31	80.57%
Tara Hall	20,485.24	19,408.98	21,538.81	192,625.18	257,884.00	65,258.82	74.69%
Mandatory Benefits	3,235.32	7,006.36	2,362.74	47,093.64	77,000.00	29,906.36	61.16%
Discretionary Benefits	2,027.57	1,749.77	2,801.03	73,923.48	82,000.00	8,076.52	90.15%
Homemakers	1,857.42	1,265.59	1,092.60	10,135.70	8,000.00	-2,135.70	126.70%
ODSP Benefits	84,707.68	78,199.31	75,782.07	792,169.96	950,000.00	157,830.04	83.39%
OW Administration	93,143.31	96,638.26	148,573.18	1,017,677.84	1,331,768.00	314,090.16	76.42%
ODSP Administration	55,581.99	55,534.86	55,526.83	555,440.97	705,000.00	149,559.03	78.79%
Direct Operating Expenses	11,976.23	12,353.53	17,262.33	129,386.29	254,868.00	125,481.71	50.77%
Intake Screening Unit/ Intake Transition	722.03		27,559.00	32,168.78	45,000.00	12,831.22	71.49%
Homelessness/Energy Bank	6,987.04	6,245.55	4,854.16	50,737.22	71,027.00	20,289.78	71.43%
N.C.B.S.	18,144.56	17,140.34	17,109.66	180,270.60	230,000.00	49,729.40	78.38%
City Administration Overhead	8,613.50	8,613.50	8,613.50	86,135.00	103,362.00	17,227.00	83.33%
Total Income Maintenance:	1,062,400.43	998,785.30	1,068,010.89	10,425,249.06	13,115,909.00	2,690,659.94	79.49%
Less Recoveries:	26,183.14	19,589.57	37,309.98	257,729.26	250,000.00	-7,729.26	103.09%
Net Income Maintenance:	1,036,217.29	979,195.73	1,030,700.91	10,167,519.80	12,865,909.00	2,698,389.20	79.03%
	1,036,217.29	979,189.03	1,030,700.91	10,167,519.80			

Employment	August Current Month	September Current Month	October Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
Employment Supports Expenses	4,667.30	7,286.33	3,717.38	73,816.96	126,700.00	52,883.04	58.26%
Empoyment Addiction Services	202.00	305.00	320.00	7,833.91	55,791.00	47,957.09	14.04%
Community Participation Expenses	1,174.30	1,347.28	1,562.36	13,798.54	28,300.00	14,501.46	48.76%
L.E.A.P.		985.29	456.00	4,752.44	8,900.00	4,147.56	53.40%
Administration	43,084.30	43,418.41	57,211.55	440,420.72	487,729.00	47,308.28	90.30%
Direct Operating Expenses	6,890.45	5,701.17	5,185.74	62,834.86	94,155.00	31,320.14	66.74%
CP Innovation	2,817.51	2,996.13	2,697.26	28,882.60	38,166.00	9,283.40	75.68%
CP Bonus ERW Contract				12,462.70	57,083.00	44,620.30	21.83%
City Administration Overhead	2,856.67	2,856.67	2,856.67	28,566.70	34,280.00	5,713.30	83.33%
Total Employment:	61,692.53	64,896.28	74,006.96	673,369.43	931,104.00	257,734.57	72.32%

STATS Number of Participants	Quarterly Average - 2nd QTR		Quarterly Average - 3rd QTR	Year to Date Average
Level One - Job Ready Employment Search	343		348	347
Level Two - Employment Placement, Community Placement < 30 hours and Basic Education	187		190	197
Level Three - Employment Placement with Incentives, Community Placement > 30 hours and Self Employment,	138		145	147

12-Sep-05 06-Oct-05 14-Nov-05

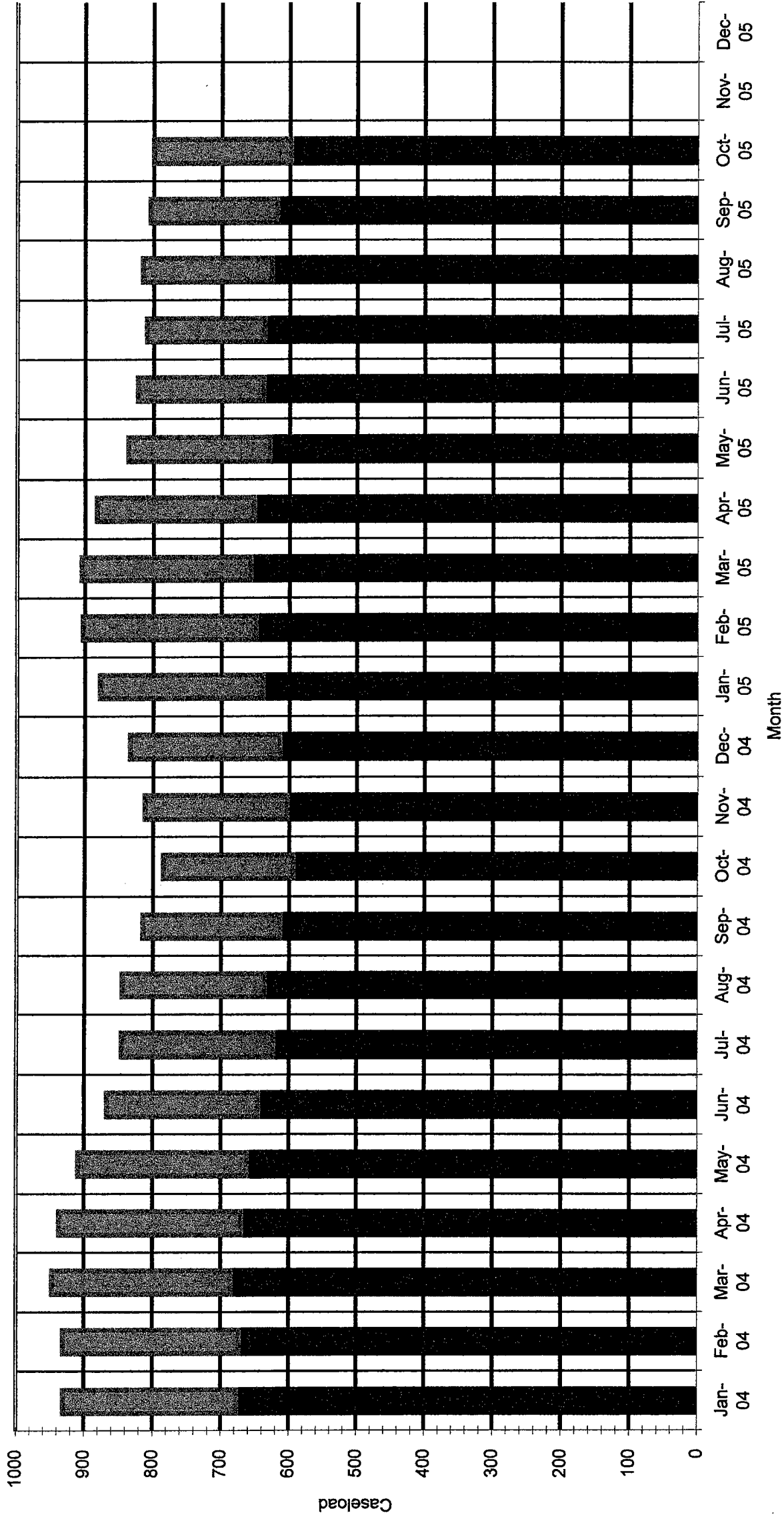
Childcare	August Current Month	September Current Month	October Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
Wage Subsidy	71,056.43	71,055.93	71,056.43	705,369.38	853,000.00	147,630.62	82.69%
Special Needs Resourcing	21,182.56	37,705.00	21,182.56	235,158.32	281,039.00	45,880.68	83.67%
Resource Centres	2,620.00	2,620.00	2,620.00	26,200.00	31,440.00	5,240.00	83.33%
Fee Subsidy	110,759.87	58,772.41	49,596.59	735,678.95	985,446.00	249,767.05	74.65%
Ontario Works	14,532.93	16,754.22	22,693.49	141,275.12	243,625.00	102,349.88	57.99%
Pay Equity		44,851.50		44,851.50	59,805.00	14,953.50	75.00%
ELCC Initiatives Stabilization Wage Subsidy		12,012.00	6,006.00	42,018.00	81,802.00	39,784.00	51.37%
ELCC Initiatives Stabilization Special Needs Subsidy				10,001.00	97,500.00	87,499.00	10.26%
ELCC Initiatives Stabilization Fee Subsidy	4,182.30	4,408.20	5,476.20	35,968.97		-35,968.97	#DIV/0!
ELCC Initiatives Administration				25,206.00	58,750.00	33,544.00	42.90%
ELCC Initiatives H & S Minor Capital				10,534.11	10,535.00	0.89	99.99%
ELCC Initiatives Preschool Wage Subsidy	2,667.00	10,668.00	5,332.00	85,336.00	45,750.00	-39,586.00	186.53%
ELCC Initiatives Preschool Special Needs Subsidy				30,000.00	37,500.00	7,500.00	80.00%
ELCC Preschool Fee Subsidy	11,208.51	10,128.70	8,593.10	96,045.50	128,821.00	32,775.50	74.56%
Administration	15,697.70	15,756.36	18,869.63	138,643.81	204,831.00	66,187.19	67.69%
Direct Operating Expenses	837.54	800.98	654.09	8,534.89	14,769.00	6,234.11	57.79%
City Administration Overhead	1,052.42	1,052.42	1,052.42	10,524.20	12,629.00	2,104.80	83.33%
Total Childcare	255,797.26	286,585.72	213,132.51	2,381,345.75	3,147,242.00	765,896.25	75.66%

Social Housing	August Current Month	September Current Month	October Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
Direct Operating Expense	1,247.28	7,046.46	739.95	21,083.91	17,900.00	-3,183.91	117.79%
Administration	8,930.25	6,749.06	14,036.95	98,964.42	133,339.00	34,374.58	74.22%
Non Profit Housing Subsidy Paid	230,879.08	231,903.00	237,638.00	2,399,648.00	3,009,880.00	610,232.00	79.73%
Federal Non Profit Housing Subsidy Paid	17,724.89	13,545.97	13,229.78	139,125.02	166,533.00	27,407.98	83.54%
Elgin St Thomas Housing Corp Subsidy Paid		123,460.00	222,455.24	782,689.00	1,317,698.00	535,009.00	59.40%
Rent Supplement Subsidy OCHAP	3,244.00	3,338.00	3,620.00	39,932.00	43,200.00	3,268.00	92.44%
Rent Supplement Subsidy Strong Communities	14,917.40	15,014.50	13,666.50	121,383.90	203,678.00	82,294.10	59.60%
Rent Bank Initiative	1,065.00	1,255.00	1,748.00	27,317.96	70,050.00	42,732.04	39.00%
City Administration Overhead Allocation	3,365.92	3,365.92	3,365.92	33,659.20	40,391.00	6,731.80	83.33%
Total Social Housing	281,373.82	405,677.91	510,500.34	3,663,803.41	5,002,669.00	1,338,865.59	73.24%

All Programs	August Current Month	September Current Month	October Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
Grand Total	1,635,080.90	1,736,355.64	1,828,340.72	16,886,038.39	21,946,924.00	5,060,885.61	76.94%

OW				Ontario Works
ODSP				Ontario Disability Support Program
PNA				Personal Needs Allowance
NCBS				National Child Benefit Supplement
LEAP				Learning, Earning and Parenting
ELCC				Early Learning Child Care Initiatives
SDMT				Service Delivery Model Technology
SHC				Social Housing Corporation

Ontario Works Caseload Trend 2004 - 2005



County
City

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month	Caseload	City	County	Proof	Annual Caseload	Annual Avg Caseload	% Prior year
Jan-04	931	677	254	0			
Feb-04	931	673	258	0			
Mar-04	947	685	262	0			
Apr-04	937	670	267	0			
May-04	909	662	247	0			
Jun-04	867	645	222	0			
Jul-04	846	623	223	0			
Aug-04	845	636	209	0			
Sep-04	815	613	202	0			
Oct-04	785	594	191	0			
Nov-04	812	603	209	0			
Dec-04	834	614	220	0	10459	872	93.69%
Jan-05	878	639	239	0			
Feb-05	903	649	254	0			
Mar-05	905	657	248	0			
Apr-05	883	652	231	0			
May-05	837	629	208	0			
Jun-05	823	638	185	0	1007		
Jul-05	810	637	173	0			
Aug-05	816	626	190	0			
Sep-05	805	618	187	0			
Oct-05	800	598	202	0			
Nov-05							
Dec-05					8460	1410	161.77%
	8460		CY Avg				
	10		# Months				
	846		YTD Avg 2005				
	872		YTD Avg 2004				
	930		YTD Avg 2003				
	1052		YTD Avg 2002				
	93.69%		Percentage Of previous caseload				
	6.31		Percentage Increase				
	10536		Projected 2005				



Corporation of the

City of St. Thomas

Report No.

ES104-05

File No.

05-014-07

Directed to:	Chairman Terry Shackelton and Members of the Transportation and Protective Services Committee	Date November 21, 2005
Department:	Environmental Services Department	Attachment Exhibit 1 - Parking Lot Permit Policy
Prepared By:	Dave White, Supervisor of Roads and Transportation	
Subject:	Environmental Services – Update to Parking Lot Permit Policy	

RECOMMENDATION

It is recommended that:

1. The update to the City of St. Thomas Parking Lot Permit Policy as outlined in report ES104-05 be approved.
2. All City of St-Thomas staff be required to follow the Parking Lot Permit Policy and assist Environmental Services with the proper issuance of the daily parking lot permits; and,
3. The policy remain effective with a full implementation by January 2, 2006.

Report:

Origin

There are a number of overall parking permit issues that have been raised, while specific to the Catherine Street Parking lot including;

1. The use of the stick on passes rather than passes hanging from the rear view mirror,
2. The requirement for staff to pay for a second parking pass,
3. The use of daily parking passes for more than one day,
4. The management of the program by Environmental Services and the by-law enforcement by the Clerks staff.

These issues have been answered by compiling all aspects of parking lot permits into one review and policy document (Exhibit 1 attached).

Analysis

1) The Use of Stick on Passes

A majority of employee parking passes are permanently installed in one vehicle, so it is not desirable to have anything hanging from the rear view mirror for a prolonged period of time. The stick on passes may not be as convenient, but they are a safer alternative and they will not be misplaced or lost as easily.

2) A Second Parking Pass

A second parking pass may be required by some staff who have more than one vehicle and don't want to remove the sticker from one vehicle and install it in the other. All staff are required to pay the additional nominal fee of \$10.00 for a second parking pass.

3) The Use of Daily Parking Passes

Daily parking passes are to be used by staff and public only for the issued day. Photocopying of the daily pass is not permitted, this reduces the effectiveness of enforcement and eliminates the possibility of managing each individual parking lot to its' capacity.

4) Management of Parking Lots

The Environmental Services Department manages the issuance of parking passes, maintains the parking lot surfaces (pavement and winter control) within the Roads and Transportation operating budget. The Clerks Department manages the enforcement of the parking lots. The parking lot revenue assists with the maintenance of the lots including streetlight maintenance and energy costs.

A summary of the available City of St. Thomas Parking Permits covered in the attached policy are:

1. Parking Lot Permits for Employees of the Corporation of the City of St. Thomas.
2. Parking Lot Permits for Members of the Public.
3. Daily Parking Lot Permits.
4. Overnight Parking Permits (on street parking) - valid November 15 to March 15.

Alternatives

None at this time.

Financial Implications:

There are no effects on the City of St. Thomas operating budgets.

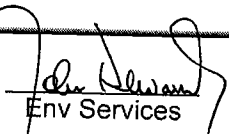
Respectfully submitted



for Dave White, Supervisor of Roads and Transportation
Environmental Services

Reviewed By:

Treasury


Env Services

Planning

City Clerk

HR

Other

The City of St. Thomas
Parking Lot Policy and Guidelines

(Effective January 1, 2006)

-17-
File No: 05-014-07

The guidelines and criteria for issuing of parking lot permits throughout the City of St. Thomas are stated below in order to establish consistency and clarification.

City of St. Thomas Parking Permits available are:

1. Parking Lot Permits for Employees of the Corporation of the City of St. Thomas.
2. Parking Lot Permits for Members of the Public.
3. Daily Parking Lot Permits for Members of the Public.
4. Overnight Parking Permits (on street parking) - valid November 15 to March 15.

1. Parking Lot Permits for Employees of the Corporation of the City of St. Thomas (originals displayed only)

The City of St. Thomas will provide one free parking lot permit to City employees. Each employee is entitled to one permit, which they can apply for by completing the "*staff parking application form*" (attached) and returning it to the Environmental Services Department by December 31, 2005. This permit does not need to be renewed each year and is valid for the duration of their employment with the City. The permit must be returned to Environmental Services upon leaving their employment with the City of St. Thomas.

Second permits are available for an alternate vehicle if required for a nominal charge of \$10.00.

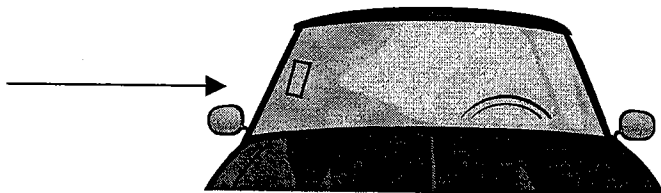
Permits commencing 2006 will incorporate a numbering system. The first number indicates which lot it is valid for as follows:

Permits starting with 1 are valid for White Street, 2 are valid for St. Catharines/Upper St. Catharines, and 3 Hepburn/Curtis.

If permits are **lost** your permit number will be voided and you will be issued a new permit with a new number.

If permits become **damaged or faded**, it should be returned to Environmental Services, and another permit will be issued.

Current permits are static cling, which must be positioned on the far passenger side of the front windshield half way down.



This permit must be positioned correctly and visible at all times. Failure to comply may result in the issuing of a parking ticket.

2. Parking Lot Permits for Members of the Public (originals displayed only)

The City of St. Thomas provides parking permits for various municipal lots throughout the downtown area. They are issued on a first come first served basis.

Parking is available at the following locations and priced as indicated:

Hepburn Street Lot				
		\$350/yr	\$35/mo	
1 month	3 months	6 months	1 year	
35.00	87.50	175.00	350.00	
gst 2.80	gst 7.00	gst 14.00	gst	28.00
pst 2.45	pst 6.13	pst 12.25	pst	24.50
total 40.25	total 100.63	total 201.25	total	402.50
City Central Lot, Curtis Street Lot , Hiawatha Street Lot , Midtown Street Lot, White Street Lot				
		\$300/yr	\$30/mo	
1 month	3 months	6 months	1 year	
30.00	75.00	150.00	300.00	
gst 2.40	gst 6.00	gst 12.00	gst	24.00
pst 2.10	pst 5.25	pst 10.50	pst	21.00
total 34.50	total 86.25	total 172.50	total	345.00
Upper St. Catharine Lot, Moore Street Lot, Elgin Street Lot, Horton Market Lot, Metcalfe Street Lot, Wellington/Ross Street Lots				
		\$250/yr	\$25/mo	
1 month	3 months	6 months	1 year	
25.00	62.50	125.00	250.00	
gst 2.00	gst 5.00	gst 10.00	gst	20.00
pst 1.75	pst 4.38	pst 8.75	pst	17.50
total 28.75	total 71.88	total 143.75	total	287.50

Existing annual parking lot permit holders can purchase the following year's permit at any time prior to the following year.

New requests to purchase annual parking lot permits can be made at the Environmental Services Department after January 2, of that year.

Permits must hang from the rear view mirror and visible at all times. Failure to comply may result in the issuing of a parking ticket.

3. Daily Parking Lot Permits (originals displayed only) - 19 -

In order to accommodate occasional parking needs, the City of St. Thomas has available a \$2.00 Daily Parking Lot Permit. Any persons requiring daily parking can pick up these permits at Environmental Services at any time between 8.30am and 4.30pm. (Requests for larger quantities of daily \$2.00 permits should be called in advance so as to expedite the process).

Any City department wishing to acquire daily passes in advance for staff, meetings, visitors etc., may submit their request either via email or telephone indicating the amount they require and for what date(s).

Daily Parking Lot Permits must have the date clearly written, and hung from the rear view mirror, with date facing the windshield, and visible at all times. Failure to comply may result in the issuing of a parking ticket.

4. Overnight Parking Permits (on street parking)

Overnight Parking Permits are available to residents during the period November 15 to March 15 subject to eligibility.

Cost for the Overnight Parking Permit is \$50.00 plus tax.

Please refer to the attached Overnight Parking Policy (October 20, 1997 as amended), for information regarding the application process and permit eligibility.

STAFF PARKING APPLICATION

Name: _____

Department: _____

Parking Lot: _____

Vehicle Licence 1 _____

Second permit available at a minimal charge of \$10.00 Yes No

Vehicle Licence 2 _____

PLEASE RETURN TO ENVIRONMENTAL SERVICES DEPARTMENT BY:

December 31, 2005

Authorized by: _____ (e.g., Dept Head/Supervisor etc)

OFFICE USE:

Date received: _____

Date permit issued: _____

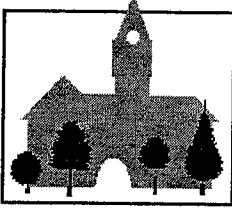
Permit 1 # _____

Permit 2 # _____

CITY OF ST. THOMAS PARKING PERMITS

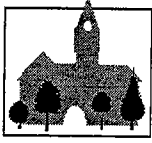
Parking Lot Permits for Employees
of the Corporation of the City of
St. Thomas

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THE CORPORATION OF THE CITY OF
ST. THOMAS

Parking Lot Permits for Members of the Public



THE CORPORATION OF THE CITY OF
ST. THOMAS

**City of St. Thomas
Monthly Parking Lot Permit**

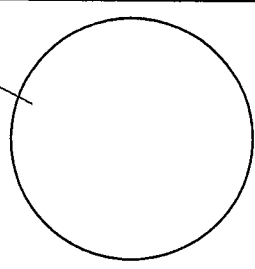
Parking Lot Location

Date issued

Authorized Signature

The City of St. Thomas is not responsible for lost or stolen permits. Permit is required to be displayed by hanging it from the rear view mirror and must be clearly visible to an officer viewing the permit from outside the vehicle.

-22-



City of St. Thomas
\$2
Parking Lot Permit

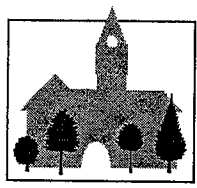
**VALID ONLY IN
CITY PARKING LOTS**

PLEASE HANG ON MIRROR WITH
DATE FACING WINDSHIELD

VALID DATE:

 / /

D D M M Y Y



THE CORPORATION OF THE CITY OF
ST. THOMAS

\$25.00 tickets will be issued
if date is not complete (all
six digits must be in ink and
legible).

The face of this permit must
be clearly visible to the
Officer with no irregularities.



Corporation of the

City of St. Thomas

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Report No.

ES103-05

File No.

05-014-00

Directed to:

Chairman Terry Shackelton and Members of the Transportation and Protective Services Committee

Date

November 21, 2005

Department:

Environmental Services Department

Prepared By:

Dave White, Supervisor of Roads and Transportation

Attachment

Overnight Parking Permits Policy

Subject:

Environmental Services – Revision to Overnight Parking Permit Policy

RECOMMENDATION

It is recommended that:

1. The recommended amendments to the City's Overnight Parking Permit Policy, as outlined in report ES103-05, be approved.
2. The amended policy be effective immediately.

Report:

Origin

The current policy on Overnight Parking Permits was last revised on October 20, 1997. In the past several years, the practice of issuing permits has evolved away from the policy for a number of reasons. During the assessment of the applicants for the 2005 / 2006 winter maintenance season, a number of issues and inconsistencies have come to our attention. Therefore a revision of the policy and approval from Council is required.

The number of complaints received in previous years with respect to winter maintenance can be directly linked to the fact that the approved Winter Maintenance Program and Quality Standards could not always be reached as a result of vehicles being parked on residential streets. This is a traffic and public safety issue (emergency vehicle access), which is being addressed solely by the Traffic and Parking By-law, Enforcement and approved Traffic Policies.

Also, to increase traffic and public safety on City of St-Thomas streets with an overall width of 9.9m or less, Environmental Services staff recently has been required to act on complaints and remove parking from one side of these streets to allow for emergency vehicle assess and in support of the approved Winter Maintenance Program and Quality Standards.

Analysis

The 2005 / 2006 winter maintenance period is upon us. On November 7, 2005 Council approved the recommendations contained in report ES98-05 - Winter Maintenance Program and Quality Standards – 2005/2006 Season. The success of the program rests on the effectiveness of the Parking By-law, enforcement of the By-law and the supporting policy to keep all City of St. Thomas streets as clear as possible of vehicles during the winter maintenance period of November 15 to March 15 of each year.

Current By-law No. 45-89 – Regulating Traffic and the Parking of Motor Vehicles

The current by-law reads;

No person shall park a vehicle or allow to stand a vehicle upon any part of any street in the City of St. Thomas between the hours of 3:00 a.m. and 5:00 a.m. from November 15th to March 15th of the following year. It also covers the fact that a permit may be obtained and the current traffic policy would be implemented in determining eligibility.

Current Policy and Procedures

The current traffic policy on permit eligibility (1997) reads;

To be eligible for an overnight parking permit, the property in question must not have off street parking and must not have space to construct an off street parking space with the minimum width of 2.75 m and a minimum length of 5.50 m.

Only two permits may be issued to each eligible property.

The Original Intent of the By-law and Traffic Policies -24-

The original intent of the By-law and Traffic Policy was to keep the streets clear of vehicles and to only allow parking permits for those properties that didn't have any parking spaces on their property AND those properties that didn't have the potential for parking spaces within approved policies and By-laws.

Other Municipalities

The City of London has an overnight parking restriction for the entire year that does not allow for overnight parking permits. This restriction is strictly enforced.

Conclusion

The Suggested Overnight Parking Permit Policy - Revision

Each application for a permit will / has been assessed based on the attached policy with the following revisions;

- If the property had a permit last year, a permit for 2005 / 2006 may be issued with the condition that the property will be assessed based on the policy revision for all future years.
- If the property has two or more parking spaces (including garage(s)), a permit will not be issued for all future years.
- If the property has the potential for two parking spaces, a permit may be issued for one year only on the condition that the property owner will develop the second parking space while also complying with the City Zoning By-law and policies (50% of front yard used for parking & a minimum of 2.75m wide and 5.50m long parking space).

Subject to the approval by City Council of this amendment to the policy, a letter will be issued to those permit holders who will not be eligible for a permit next winter season.

Alternatives

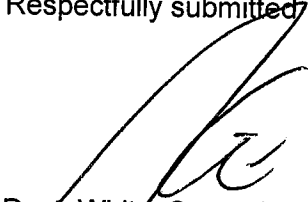
Should the policy not be revised, any property that has a parking space will need to have their permit revoked (not be issued a permit).

While there may be other alternatives, the most cost effective approach in support of the Winter Maintenance Program and Quality Standards is being recommended.

Financial Implications:

Approval of the amendment to the policy will not result in a financial implication to Roads and Transportation operating budget. Each vehicle parked on the street has the potential of increasing the cost and/or effectiveness of the Winter Maintenance Program and Quality Standards.

Respectfully submitted



Dave White, Supervisor of Roads and Transportation
Environmental Services

Reviewed By: Treasury Env Services Planning City Clerk HR Other



The Corporation of the
City of St. Thomas

Policy No:

Page: 1 of 2

TRAFFIC DIVISION
POLICY AND PROCEDURES
MANUAL

SECTION: Traffic

SUBJECT:
Overnight Parking Permits

Purpose - To outline the procedures for requesting and issuing overnight parking permits.

Policy Statement - Overnight on street parking will be allowed to those vehicles displaying an overnight parking permit issued in accordance with the following procedures:

PROCEDURE:

Applications - St. Thomas Residents who require overnight on street parking may make application in writing to the Director of Public Works and Engineering for an overnight parking permit.

Permit Eligibility - To be eligible for an overnight parking permit, the property in question must not have off street parking and must not have space to construct an off street parking space with the minimum width of 2.75 metres and a minimum length of 5.50 metres.

"The Zoning By-law permits 50% of the front yard to be used for parking".

Number of Permits - Only two (2) permits may be issued to each eligible property.

Non Issue of Permit - Permits will not be issued to properties where two or more parking spaces can be constructed.

Approvals - All applications will be reviewed by the Director of Public Works and Engineering and the Chief of Police or their designates. Applications which meet the established criteria will be approved.

Issue of Permit - Permits will be issued by the Engineer's Office upon receipt of an approved application and payment of all fees. Permits will not be issued for Talbot Street.

Effective
Date
Oct. 20,
1997

Supersedes
Nov. 15,
1995

Policy No:	
Page:	2 of 2
Section:	Traffic
Subject: Overnight Parking Permits	

- Applications - If an application is turned down, the applicant may ask the Director of Public Works and Engineering or Police Chief to review the application and explain in writing why they feel it should be approved. Applications for review should be submitted within 7 days of receiving notification of permit denial.
- Duties of Holder - The permit holder shall enter the licence plate Permit numbers of vehicles being used in the appropriate section on the permit. The permit shall be placed in the left rear window of the vehicle with the expiry date facing out. The permit is to be clearly visible to someone viewing the permit from outside the vehicle. If not affixed in compliance the vehicle is subject to receiving a parking violation.
- Transference - Permits may be transferred from one property owner to another property owner upon transferring property ownership, or from one tenant to another for the same property.
- Permit Costs - \$ 50.00 per season or prorated at \$0.50 per day for any portion thereof.
- Temporary Permits - Temporary permits will be issued to applicants who, because of driveway construction, City or utility construction, are prevented access to their driveway or to persons who require temporary overnight parking for guests.
- Temporary Student Permits - Temporary student permits will be issued to applicants who are returning home from school and have no place to park their vehicle at their parents residence.
- Number of Temporary Permits - All vehicles displaced due to construction shall be eligible for a temporary permit.
- Where a guest permit is requested, only 1 permit shall be issued per property.
- All student who do not have parking for their vehicles at their parents residence shall be eligible for a temporary permit.
- Temporary Permit Costs - \$2.00 per night per permit.
Permits not to be issued for more than 5 consecutive days.