

AGENDA

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

COUNCIL CHAMBERS 6:00 P.M. CLOSED SESSION
CITY HALL 7:00 P.M. REGULAR SESSION MARCH 13TH, 2006

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 H. Chapman

DISCLOSURES OF INTEREST

MINUTES

Confirmation of the minutes of the meeting held on March 6th, 2006.

DEPUTATIONS

Request for Sanitary Sewer Extension - Talbot Street, east of Manor Road to Centennial Avenue

Mr. Murray Watson will be in attendance to discuss sanitary sewers for the property owners along Talbot Street, east of Manor Road to Centennial Avenue.

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

Land Division Committee, County of Elgin - Notice of Application for Consent - 65 Coulter Avenue, Municipality of Central Elgin - Walter Hayhoe Enterprises Inc.

Notice was received from the Land Division Committee of the County of Elgin of an application made by Walter Hayhoe Enterprises Inc. to sever lands at 65 Coulter Avenue in the Municipality of Central Elgin to create one new lot for residential purposes.

BUSINESS CONCLUDED

ENVIRONMENTAL SERVICES COMMITTEE - Chairman M. Turvey

UNFINISHED BUSINESS

NEW BUSINESS

2005 Annual Report for the St. Thomas Water Distribution System
2005 Annual Report St. Thomas Area Secondary Water Supply System

Report ES28-06 of the Water Wastewater Supervisor. Page 6
2005 Annual Water Reports Attached

Water Works Operations - Procedures

Report ES29-06 of the Compliance Coordinator. Page 7
Standard Operating Procedures Attached

Request for a Sanitary Sewer Connection to 1212 Talbot Street

Report ES30-06 of the Director, Environmental Services. Pages 8 to 11 **Plan Attached**

Green Lane Community Trust Fund - 2006 City of St. Thomas Capital Project Partnership

Report ES31 -06 of the Director, Environmental Services. Pages 12 & 13

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

Corporate Credit Cards

South Block Development Charges

Downtown Development Board - 2006 Budget

NEW BUSINESS

2006 Special Olympics Canada National Summer Games - Grant Request

A letter has been received from Karen Whitcroft, Volunteer, Ontario Special Olympics Inc. St. Thomas & District, requesting a grant of \$3,600. to send three qualifying athletes to the 2006 Special Olympics Canada "National" Summer Games in Brandon Manitoba. Page 14

BUSINESS CONCLUDED**COMMUNITY AND SOCIAL SERVICES COMMITTEE** - Chairman B. Aarts**UNFINISHED BUSINESS**St. Thomas Junior B. Hockey Club - Business Plan**NEW BUSINESS**Ontario Works Quarterly Report for the period ending December 31, 2005

Report CR-06-01 of the Director, Ontario Works. Pages 15 to 19

Housing Allowance Agreement

Report CR-06-03 of the Housing Administrator. Pages 20 to 31

2006/07 Ice Facility Rates

Report TR-08-06 of the Manager of Culture and Recreation. Pages 32 to 34

BUSINESS CONCLUDED**PROTECTIVE SERVICES AND TRANSPORTATION COMMITTEE** - Chairman T. Shackelton**UNFINISHED BUSINESS**Elmina Street and Oak Street Intersection

Report ES25-06 of the Supervisor of Roads and Transportation. Pages 35 to 37

Captain Dennis A. Redman No.2 Fire StationRequest for "No Standing" Zone - Forest Park WalkwayIntersection of Redan Street and Woodworth Avenue**NEW BUSINESS****BUSINESS CONCLUDED****REPORTS PENDING**ESDA SERVICING MASTER PLAN AND CLASS ENVIRONMENTAL ASSESSMENT - J. DewanckerENVIRONMENTALLY SENSITIVE LAND USE - P. KeenanDRIVEWAY RECONSTRUCTION - MAPLE STREET - J. DewanckerREVIEW OF CITY BUS ROUTES - J. DewanckerFOREST AVENUE SIDEWALK - J. DewanckerNO PARKING SIGNAGE - MILLER STREET - J. DewanckerREDEVELOPMENT OF HORTON STREET MARKET - W. DayALMA COLLEGE - Management Board

SCHOOL AREA REVIEW PROCEDURES - FOR ELEMENTARY SCHOOL CHILDREN - D. White

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

The Second Report of the Site Plan Control Committee Pages

38 ε 39

PETITIONS AND COMMUNICATONS

Application for Permanent Extension of Liquor Licence - 31 Combat Engineer Regiment, 40 Wilson Avenue

A letter has been received from Major Keith A. Cameron, Deputy Commanding Officer, 31 Combat Engineer Regiment, notifying Council of an application made to the Alcohol and Gaming Commission of Ontario for a permanent extension to the Liquor Licence for the second floor of the Armoury, 40 Wilson Avenue.

Beta Sigma Phi - Flag Raising

A letter has been received from Janice Biro, Secretary, Beta Sigma Phi, requesting that the Beta Sigma Phi flag be flown at City Hall on April 27th, 2006.

St. Anne's Community Festival - June 7-10, 2006

A letter has been received from Rev. Rick Dales, St. Anne's Community Festival, requesting that Council approve the St. Anne's Community Festival being held on the parish grounds from June 7th to 10th, 2006 and declare the event as a Community Festival. Another letter has been received from Rev. Dales requesting a letter of authorization from the city stating that it has no objection to the festival taking place and no objection to the extension of the liquor licence. Page: 40

Royal Canadian Legion Lord Elgin Branch 41 - 80th Anniversary Celebration

A letter has been received from Marg Emery, Chair, 80th Anniversary Committee, requesting that Council proclaim the week of October 23rd to October 29th, 2006, as "Royal Canadian Legion, Lord Elgin Branch 41 80th Anniversary Week" and that the 80th Anniversary flag be flown at City Hall.

Ontario Municipal Employee Retirement System (OMERS)

A letter has been received from David Kingston, OMERS Board Chair, informing Council of the new OMERS Act. Page 41

St. Thomas-Elgin Tourist Association - Annual General Meeting

A notice has been received from Dave McAdams, President St. Thomas-Elgin Tourist Association, inviting Council to the Association's Annual General Meeting to be held at 7 p.m. on Tuesday April 18, 2006 at the St. Thomas-Elgin Public Art Centre. **Page**

UNFINISHED BUSINESS

"Solid Pension - Secure Future" - C.A.W. Local 1001

Request for Letter of Tolerance - Fence Encroachment onto Road Boulevard Area - 10 Pol Court

City of St. Thomas 125th Anniversary

NEW BUSINESS

Junior Clerk Position

Report TF-01-06 of the Mayor's Task Force. **Pages**

Alma College

Report CC-17-06 of the City Clerk. **Pages**

BY-LAWS

First, Second and Third Reading

1. A by-law to confirm the proceedings of the Council meeting held on the 13th day of March, 2006.

2. 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 Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing. (Housing Allowance)

PUBLIC NOTICE

2006 Budget

Council will deal with the 2006 Budget on March 28, 2006.

NOTICES OF MOTION

CLOSED SESSION

OPEN SESSION

ADJOURNMENT

CLOSING PRAYER



Corporation of the

City of St. Thomas

Report No.

ES28-06

File No.

06-084

Directed to:

Alderman Marie Turvey Chair, and Members of the
Environmental Services Committee

Date

March 13, 2006

Department:

Environmental Services

Attachment

Prepared By:

Chuck Fiddy, Water Wastewater Supervisor

2005 Annual Water Reports

Subject:

2005 Annual Report for the St. Thomas Water Distribution System
2005 Annual Report St. Thomas Area Secondary Water Supply System

Recommendation:

That the 2005 Annual Reports for;

- The Elgin Area Primary Water Supply System,
- The St. Thomas Water Distribution System and
- The St. Thomas Area Secondary Water Supply System

be received as information.

Origin:

The Safe Drinking Water Act, Regulation 170/03, requires that owners and administrators of drinking water systems submit annual reports to the Ministry of the Environment by February 28, following the reporting year.

Analysis:

As required by the Safe Drinking Water Act, the Water Compliance Coordinator for The Elgin Area Primary Water Supply System recently submitted the Annual Report for this system. This report is attached for Council's information. The report documents the quality of the water which is supplied to a number of area municipalities, including St. Thomas.

The City of St. Thomas owns and/or administers two drinking water systems that also require that Annual Reports be submitted to the Ministry of the Environment. Staff have completed these reports, which are also attached. The reports have been completed on standard forms provided by the Ministry and were submitted prior to the February 28 submission date. As well, as required by the regulations, arrangements have been made to post the reports on the City's web site and copies have been sent to the interconnected Municipality of Central Elgin and Township of Southwold. Copies of the reports will be made available upon request in the Environmental Services Department.

The St. Thomas Water Distribution System, directly supplies water to the residents of St. Thomas as well as portions of the interconnected Municipality of Central Elgin and the Township of Southwold. The water is purchased from the Elgin St. Thomas Primary Board and the St. Thomas Area Secondary Supply Board. The system complies with the Ontario Safe Drinking Water Act, Regulation 170/03 and with the terms and conditions of the applicable Certificates of Approval.

The St. Thomas Area Secondary Water Supply System, which includes a portion of the Elgin Middlesex Pumping Station, is administered by the City of St. Thomas on behalf of the owners, the St. Thomas Area Secondary Water Supply Board. This system transmits water to Southwold, Central Elgin and St. Thomas. American Water Services Canada Corp. operates the pumping station on behalf of the board and the transmission main is operated by the City of St. Thomas. The system complies with the Ontario Safe Drinking Water Act, Regulation 170/03, and with the terms and conditions of the applicable Certificates of Approval.

Previously, the St. Thomas Airport Drinking Water System included a well and a small distribution system that supplied water to the airport located in Central Elgin. In 2005, with Council approval, this well system was abandoned and the distribution system connected directly to the Aylmer Area Secondary Water Supply System. With changes to Regulation 170, this system now falls under Regulation 252 and does not require annual Ministry reporting.

Respectfully Submitted,

Chuck Fiddy, Water Wastewater Supervisor
Environmental Services

Reviewed By:

Treasury

Env Services

Planning

City Clerk

HR

Other



Corporation of the

City of St. Thomas

Report No.

ES29-06

File No.

06-003-00

Directed to:

**Chairman Marie Turvey and Members of the
Environmental Services Committee**

Date

March 7, 2006

Department:

Environmental Services

Attachment

Prepared By:

John Walker, Compliance Coordinator

Appendix A - SOP manual

Subject:

Water Works Operations – Procedures

Recommendation:

That the Standard Operating Procedures (SOP's) attached as an Appendix A to Report ES29-06, which form part of the Environmental Services Water Works Operations Manual be approved as updates to the current manual.

Origin:

Current water legislation states that an up-to-date Operations Manual is to be maintained at all times. The last time that SOP's were updated was May 6, 2002 as approved by report PW52-02.

Analysis:

The topic of this report is the submission for approval of updated Standard Operating Procedures to replace the procedures currently in place in the Water Works Operations Manual. The Standard Operating Procedures include detailed Procedures for a variety of water works functions specific to the operation of the City of St. Thomas Water Distribution System. Where applicable, these same Procedures will be adopted and used by the St. Thomas Area Secondary Water Supply System.

These procedures have been reviewed with the Environmental Services Operations Staff.

On an annual basis or as technical/legislative needs arise, the Procedures may be amended by the City Engineer.

Respectfully Submitted,

John Walker, CD, B.Sc., Compliance Coordinator
Environmental Services

Reviewed By:

Treasury

 Env Services

Planning

City Clerk

HR

Other



Corporation of the

City of St. Thomas

Report No.

ES30-06

File No.

1212 Talbot Street

Directed to:

Ald. Marie Turvey, Chair and Members of the Environmental Services Committee of Council

Date

March 7, 2006

Department:

Environmental Services

Attachment

Prepared By:

John Dewancker, Director

- Letter request of March 6, 2006 from Murray and Michele Watson, owners of the property at 1212 Talbot Street
- Plan showing Rosethorn Park and Sanitary Sewer Connection between Rosethorn Court and 1224 Talbot Street
- Property fabric in vicinity of 1212 Talbot Street

Subject:

Request for a Sanitary Sewer Connection to 1212 Talbot Street

Recommendation:

That the provision of a sanitary service to the property at 1212 Talbot Street be in compliance with the preferred servicing plan as outlined by the East Side Development Area Master Servicing Plan.

Origin

Attached request of March 6, 2006, by Murray and Michele Watson, owners of the property at 1212 Talbot Street, for a sanitary service connection between the rear lot line of their property to the existing sanitary sewer on Highview Drive and crossing the existing stormwater management facility adjacent to the Rosethorn Park.

Analysis

Upon review of this request by Environmental Services staff, while the construction of the subject sanitary private drain connection may be feasible, such installation of a rear yard private drain connection crossing an existing stormwater management facility would be highly unusual and create the potential need for additional maintenance in the future. Such installation would also create a precedent as other area property owners have in the past requested permission to create a sanitary private drain connection between their properties and the existing area sanitary sewers within the abutting Rosethorn subdivision development and such request has been denied.

However, it must be noted that, as part of the 1996 servicing of the Phase II Rosethorn Subdivision development, the installation of a sanitary private drain connection between Rosethorn Court and the rear yard of the property at 1224 Talbot Street was negotiated as part of the preparation of the subdivision agreement for this development. This sanitary service between Rosethorn Court and the rear yard of 1224 Talbot Street is located within the Rosethorn Park and along the walkway to Rosethorn Court. The original draft version of this subdivision agreement included a special condition A.35 which provided for the following:

A.35 The Developer agrees to provide the City with a covenant, satisfactory to the City Solicitor, which shall be registered on title of the property known municipality as 1224 Talbot Street, acknowledging that the owner of the said lot is responsible for the maintenance and repair of the sanitary private drain connection, including the restoration of any land affected by such works, which is to be installed from the rear property line of 1224 Talbot Street, across municipally owned park and walkway and connecting into the sanitary sewer on Rosethorn Crescent, as shown on Schedule "C", attached hereto and forming part of this agreement.

This condition was amended in the final subdivision agreement to reflect the following special clause:

1224 Talbot Street

A.35 that the Developer shall provide a survey for an easement to be granted by the City Corporation to the registered owner of the lands and premises known as 1224 Talbot Street, St. Thomas across that part of block 21 Plan 11M-67 designated by the Director.

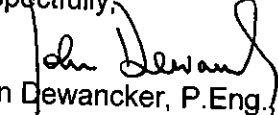
Upon review of the Rosethorn Phase II subdivision requirement file held by the form City Administrator, staff could not determine if the above noted covenant was developed or registered on the title of the property at 1224 Talbot Street. Also, since the sanitary sewer private drain connection is fully located on city owned property (park, walkway, road) there would be no need to locate this service within an easement to the City of St. Thomas.

During 2003, the City of St. Thomas and the Municipality of Central Elgin finalized a Master Servicing Plan for the East Side Development Area (ESDA). This Master Plan provides a preferred servicing scheme for all properties within the ESDA, including the existing development along Talbot Street between Manor

Road and Centennial Avenue (Hwy 3) Upon adoption by the City of this Master Servicing Plan, it is recommended that the city of St. Thomas adhere to this recommended plan which provides for the servicing of all the Talbot Street properties from Talbot Street.

In view of the above, it is recommended that the servicing of the property at 1212 Talbot Street be consistent with the preferred servicing plan as recommended by the ESDA Master Servicing Plan.

Respectfully,

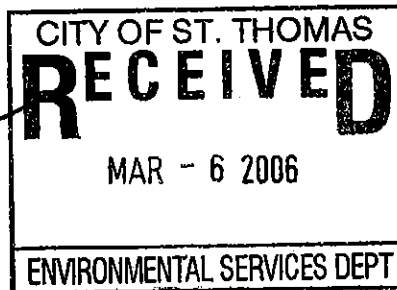

John Dewancker, P.Eng.

Director, Environmental Services

Reviewed By: Treasury Env Services Planning City Clerk HR Other

cc: Murray and Michelle Watson, 1212 Talbot Street

March 06, 2006



Mr. John Dewancker,
Director, Environmental Services
Corporation of the City of St. Thomas
P.O. Box 520
City Hall, 545 Talbot Street
St. Thomas, Ontario
N5P 3V7

Subject: 1212 Talbot Street Sanitary Sewer Connection

It has come to my attention that it will be a long, long time before we see sanitary sewers come down along Talbot Street East between Manor and Centennial. As we have discussed in previous telephone conversations with you, that our situation on our property can not wait for this to happen.

As a new proposal to your department, I am asking that you look into and approve an option that I have come up with. I am asking that you connect me with the existing sanitary sewers that run directly behind my property. We could be connected to this existing sewer, along the east side of the property known as 388 Highview Drive from the back of my property, 1212 Talbot Street. East of 388 Highview Drive is owned by the City of St. Thomas as park land. I believe there is enough room for sewer lines to be laid down before encroaching on the water drainage pond on this parkland. I know this is not a new process, because the municipal property known as 1224 Talbot Street has been done in a similar fashion.

I am asking for immediate approval and for action to be taken in this endeavor, as it is of the utmost importance to us. We have brought to your attention in previous conversations that our situation has become a serious health issue on our property.

Sincerely

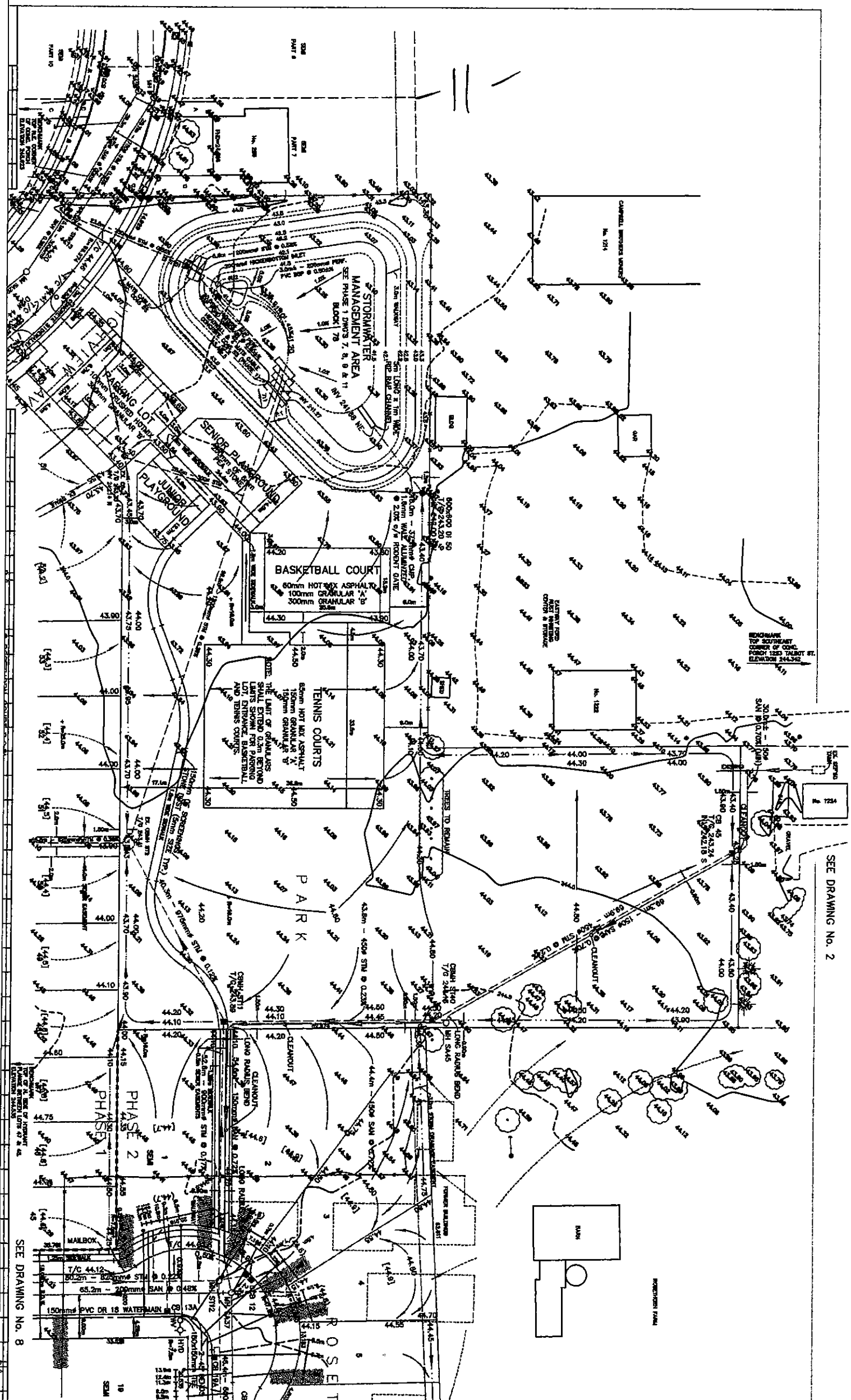
Murray & Michele Watson
Michele Watson

Murray & Michele Watson
Property Owner
1212 Talbot Street
St. Thomas, Ontario
N5P 1G7

PH. 631-1200
Fax 631-3050

ENVIRONMENTAL SERVICES		
JD		
IA		
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RT		
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ES Committee/report





Corporation of the

City of St. Thomas

Report No.

ES31-06

File No.

04-104

Directed to:

Ald. Marie Turvey, Chair and Members of the Environmental Services Committee of Council

Date

March 7, 2006

Department:

Environmental Services

Prepared By:

John Dewancker, Director

Attachment

- Letter of February 23, 2006, from the Green Lane Environmental Group re: Green Lane Community Trust Fund Partnership

Subject:

Green Lane Community Trust Fund – 2006 City of St. Thomas Capital Project Partnership

Recommendation:

- That the letter of February 23, 2006, by the Green Lane Community Trust be received
- That the projects as outlined in the letter be included in the City's 2006 Capital budget and Capital forecast, as required.

Origin

Attached letter of February 23, 2006, from the Green Lane Community Trust to Mayor Kohler confirming the 2006 Capital contributions in partnership towards a number of City of St. Thomas projects.

Analysis

The attached letter by the Green Lane Community Trust to Mayor Kohler provides for the following:

- 3 - \$6,000 instalments for musical instruments
- 3 - \$18,000 instalments for an ice-resurfacing machine at the St. Thomas Community Complex.
- \$15,000 to fund the preparation of construction drawings and tender for the revitalization and greening of the Talbot Street streetscape. This dollar amount would need to be matched by the City of St. Thomas for a total project cost of \$30,000
- 10 \$15,000 instalments over a ten year period towards the construction of new recreational trails within St. Thomas. Members of council are aware that a City Trails and Parks Master Plan is currently being finalized. This report will be submitted to Council for approval in the near future. The total amount of \$150,000 would also need to be matched by City funds for a total project cost of \$300,000.

It is recommended that the above projects be included in the City's 2006 Capital budget and the City's capital forecast, as required.

Respectfully,

John Dewancker, P.Eng.,
Director, Environmental Services

Reviewed By:

Treasury

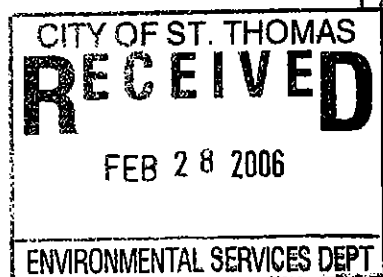
Env Services

Planning

City Clerk

HR

Other



ENVIRONMENTAL SERVICES

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February 23, 2006

Mayor Jeff Kohler
City of St. Thomas
P.O. Box 520
St. Thomas, Ontario
N5P 3V7

Your Worship,

At the Feb. 8/06 meeting of the Green Lane Community Trust you will recall that the majority of funds dispersed that evening were to the benefit of the City of St. Thomas. Aside from funds for musical instruments – 3 six thousand dollar installments, and the ice-resurfacing machine for the new arena – 3 eighteen thousand dollar installments; the two final commitments included matching funds.

In order that there be no misunderstanding, it would be instructive and helpful to revisit the meaning of matching funds as envisioned by the members of the Trust.

The first grant was a one time matching grant for up to \$15,000 to help fund the development of construction drawings for the 'greening' of Talbot Street. This is a fairly simple procedure as it envisions a \$30,000 design program up to half of which will be paid by the Green Lane Community Trust in a one time grant.

The final grant was for the development of part of the St. Thomas Trails and Parks Master Plan specifically Recreational Trails. The understanding here is that Recreational Trails, under the Preliminary Plan schematic provided by John Dewancker at our recent meeting, are paved/tar & chip walkways suitable for all ages involved in healthy lifestyle pursuits. This envisions a

\$300,000 commitment to Recreational Trail improvement, half of which will be paid by the Green Lane Community Trust in annual \$15,000 installments over the next 10 years.

I trust the foregoing fairly represents the recent work of the Green Lane Community Trust and that we will see even more community investment in the years to come.

Yours truly,
Green Lane Environmental Group Limited Partnership

R. A. (Bob) McCaig
President

Cc – Green Lane Community Trust
John Dewancker, P. Eng.
Bill Day, Treasurer
Clerk and Council



**Ontario
Special
Olympics
Inc.**

- 14 -

February 27, 2006

MAR 07 2006

City of St. Thomas, City Hall
545 Talbot St.
St. Thomas, Ontario

Support Athletes from YOUR Hometown

As Canadians we will be captured by the spectacle of the Olympics which will be held in Turin, Italy this February. We all hope to cheer our Athletes to gold but the magnitude of commercialism often taints the innocence and purity of the sport accomplishment. Did you know that 3 local Athletes in St. Thomas are about to do something extraordinary this Summer?

On July 18th – 23rd, 2006, 296 Special Olympics Athletes from across Ontario will travel to Brandon, Manitoba for the 2006 Special Olympics Canada "National" Summer Games. Three Athletes from St. Thomas have qualified for the Games and need your support. The cost to send an Athlete to Brandon is \$1200.00 per Athlete. Your Sponsorship of the local Athletes can help make their dreams come true!

Your donation (you will receive a tax receipt for the full amount) will not only send local Special Olympians to the National Games; it will also provide a heightened local sense of pride that members of Special Olympics' Provincial Team reside in your Community. Your Sponsorship will also allow you to receive the many Sponsorship dividends provided by the Team Ontario Sponsorship Package.

Help join us in supporting your local Special Olympians, as they represent St. Thomas while reaching for the "Gold" in Brandon!

Yours truly,

Karen Whitcroft
Volunteer, Special Olympics Ontario St. Thomas & District
519-631-1755

P.S. I have attached a brief bio on each of the local Special Olympians that are part of Team Ontario. If you require more information, please do not hesitate to give me a call (message can be left at number above if no answer) or email at kwhitcroft@on.abin.com

REFERRED TO	
W. DAY	
T. JOHNSON	AK
FOR	
DIRECTION	<input type="checkbox"/>
REPORT OR COMMENT	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
FROM <u>M. KONEFA</u>	



Corporation of the

City of St. Thomas

Report No.

CR-06-01

File No.

OW-06-01

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

Date
March 3, 2006

Department: Ontario Works

Attachment(s)

Prepared By: Chester Hinatsu, Director Ontario Works

(2)

Subject: Ontario Works Quarterly Report for the period ending December 31, 2005

Recommendation

That the quarterly report CR-06-01 of the Director, St. Thomas-Elgin Ontario Works for the period ending December 31, 2005 be received and filed as information.

Analysis

The fourth quarter of 2005 continued to be busy in all program areas as new initiatives in were in various stages of completion. The fourth quarter ended with expenditures for all divisions coming in slightly under budget. Overall, 2005 was a very productive year with numerous changes in both programs and organization.

The following is a summary of the activities in each division.

Income Maintenance

In the last quarter there was a gradual increase in the caseload, which is customary at this time of the year. There has been a significant increase in the number of new intakes the past three months, which explains the increase in caseload. In comparison to 2004 in the same period, there was a slight increase in November and December of 2005 but still below the levels at the first of the year.

Overall this has been a typical year with changes in regulations and continuous issues with Service Delivery Model Technology (SDMT). There was also staff turnover in other divisions, which created movement from this division and subsequent backfilling. Staff movement also creates the need for training which is to becoming a continuous activity and very costly. The new staff appear to be fitting in very well are excellent additions to our organization.

Employment

The Employment program has been in a state of transition in the past year due to changes in program emphasis and funding formula. The focus is now on increasing the earnings of participants as well as increasing earning potential through improvements in education or training. The change in focus will require a re-evaluation of the workshops and participation requirements in order to take full advantage of the funding associated with the achievement of targeted results.

As part of our ongoing attempts to enhance communication, collaboration and co-ordination between Family and Children's Services and Ontario Works, a Kinship Care Protocol was developed. This agreement has improved service delivery to families in St. Thomas and Elgin County in a collaborative manner.

Due to a retirement of one Employment staff and the acceptance of other employment from another staff, there has been some disruption in the ongoing operation of this division. However, the positions have been filled by internal staff and business gradually returned to normal.

Child Care

The Child Care program was extremely busy as the Best Start, Early Learning initiative was in full swing. This initiative would expand the number of available child care spaces in St. Thomas and Elgin County and allow greater access to those families requiring child care services. A Transition Plan was submitted by the September 30 deadline and work continued with several Implementation Committee meetings involving all the stakeholders in the child care field. This committee, lead by Kate Demare, Program Manager, provided valuable input in the development of the Implementation Plan that was due by December 31, 2005. The Ministry of Children and Youth Services eventually changed this deadline to January 31, 2006. At the same time, meetings with London/Middlesex, Oxford County, Thames Valley District School Board, London and District Catholic School Board and the Francophone School Boards were attended to ensure all the parties were aware and on board with the direction each municipality was heading.

The funding for this initiative was provided through a Federal/Provincial Agreement and does not

require municipal contribution. The funds allocated for St. Thomas-Elgin was confirmed to be \$2,100,000.00 for 2005/06, \$2,090,000.00 for 2006/07 and \$3,755,000.00 for 2007/08. The 2005/06 funds were transferred to the City as an unconditional grant and will not be clawed back if not spent in the intended year.

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The expansions in our Child Care division and the additional responsibilities of Best Start made it necessary to hire a Child Care Supervisor, who would also co-ordinate the Best Start implementation. Irma Pederson was hired in December and brings with her, excellent skills and knowledge of the child care field and the needs of families and as well as the issues of the child care providers.

Social Housing

Canada-Ontario Affordable Housing Program (AHP) – Housing Allowance component

The Province has released guidelines for the Housing Allowance component of the Affordable Housing Program under which the St. Thomas – Elgin Area has been allocated \$270,000 for 30 units over the five years of the program. Monthly allowances averaging \$150 per unit are available to provide rental assistance to low-income households. Staff is required to submit a Take-Up Plan for delivery of the program by March 15, 2006. An Agreement between the Province and the City of St. Thomas will be executed to authorize the City to deliver the program locally.

Canada-Ontario Affordable Housing Program – Capital component

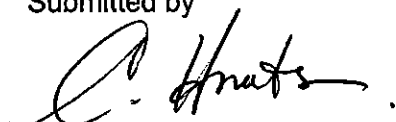
We await final guidelines from the Province for this component. Meanwhile, Housing Development Consultant Neil Watson of London has been engaged to assist with the delivery of the capital component. Administration fees available to Service Managers for program delivery will be used to pay for Mr. Watson's services. Mr. Watson has worked with groups in London to develop new affordable housing under the pilot of the AHP and has many years of experience in project development.

Expression of Interest call – AHP capital component

An Expression of Interest (EOI) paper has been released to the public, calling for project ideas from non-profit groups, private developers, service clubs, and others in St. Thomas and Elgin County who may be interested in the development of new affordable housing or the rehabilitation of existing buildings into affordable housing under the AHP. The deadline for submission of Expressions of Interest is March 3, 2006.

The responses, along with the results of the Affordable Housing Needs Assessment, will be used to substantiate our request to the Ministry of Municipal Affairs and Housing for a larger allocation of units and funding for this area. Currently, the area has been allocated \$1.75-million or 25 units under Wave I funding, which is felt to be inadequate to meet the needs of the area. As well, proponents submitting EOIs will be invited to submit proposals for funding under the formal Request for Proposals call expected in the spring or summer of 2006 once final Program guidelines are available.

Submitted by


Chester Hinatsu
Director

Reviewed By: Treasury Env Services Planning City Clerk HR Other

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December-05

CR-06-01

OW-06-01

14-Nov-05

Income Maintenance	October Current Month	November Current Month	December Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
OW Allowances	423,373.77	492,707.88	454,944.60	5,627,039.19	5,800,000.00	172,960.81	97.02%
ODSP Allowances	261,561.21	259,618.19	260,860.60	3,098,576.48	3,200,000.00	101,423.52	96.83%
Tara Hall	21,538.81	19,923.09	21,301.51	233,849.78	257,884.00	24,034.22	90.68%
Mandatory Benefits	2,362.74	5,291.61	2,539.73	54,924.98	77,000.00	22,075.02	71.33%
Discretionary Benefits	2,801.03	7,288.18	4,322.81	85,534.47	82,000.00	-3,534.47	104.31%
Homemakers	1,092.60	874.08	1,602.44	12,612.22	8,000.00	-4,612.22	157.65%
ODSP Benefits	75,782.07	87,485.79	77,596.66	957,252.41	950,000.00	-7,252.41	100.76%
OW Administration	148,573.18	133,195.91	115,012.72	1,265,886.47	1,331,768.00	65,881.53	95.05%
ODSP Administration	55,526.83	87,746.22	59,013.45	702,200.64	705,000.00	2,799.36	99.60%
Direct Operating Expenses	17,262.33	11,753.86	78,517.73	219,657.88	254,868.00	35,210.12	86.18%
Intake Screening Unit/ Intake Transition	27,559.00	1,836.00	14,761.00	48,765.78	45,000.00	-3,765.78	108.37%
Homelessness/Energy Bank	4,854.16	4,347.58	26,147.63	81,232.43	71,027.00	-10,205.43	114.37%
N.C.B.S.	17,109.66	39,673.51	3,443.48	223,387.59	230,000.00	6,612.41	97.13%
City Administration Overhead	8,613.50	8,613.50	8,613.50	103,362.00	103,362.00	0.00	100.00%
Total Income Maintenance:	1,068,010.89	1,160,355.40	1,128,677.86	12,714,282.32	13,115,909.00	401,626.68	96.94%
Less Recoveries:	37,309.98	14,154.30	50,055.55	321,939.11	250,000.00	-71,939.11	128.78%
Net Income Maintenance:	1,030,700.91	1,146,201.10	1,078,622.31	12,392,343.21	12,865,909.00	473,565.79	96.32%
	1,030,700.91			10,167,519.80			

Employment	October Current Month	November Current Month	December Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
Employment Supports Expenses	3,717.38	8,736.36	7,782.21	90,335.53	126,700.00	36,364.47	71.30%
Empoyment Addiction Services	320.00	383.00	160.00	8,376.91	55,791.00	47,414.09	15.01%
Community Participation Expenses	1,562.36	1,715.43	1,329.80	16,843.77	28,300.00	11,456.23	59.52%
L.E.A.P.	456.00	191.00	180.40	5,123.84	8,900.00	3,776.16	57.57%
Administration	57,211.55	34,852.72	41,758.54	517,031.98	487,729.00	-29,302.98	106.01%
Direct Operating Expenses	5,185.74	5,838.05	9,485.63	78,158.54	94,155.00	15,996.46	83.01%
CP Innovation	2,697.26	2,805.95	2,412.50	34,101.05	38,166.00	4,064.95	89.35%
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	34,280.04	34,280.00	-0.04	100.00%
Total Employment:	74,006.96	57,379.18	65,965.75	796,714.36	931,104.00	134,389.64	85.57%

STATS Number of Participants			Quarterly Average - 4th QTR	Year to Date Average
<u>Level One</u> - Job Ready Employment Search			345	347
<u>Level Two</u> - Employment Placement, Community Placement < 30 hours and Basic Education			217	240
<u>Level Three</u> - Employment Placement with Incentives, Community Placement > 30 hours and Self Employment,			65	75

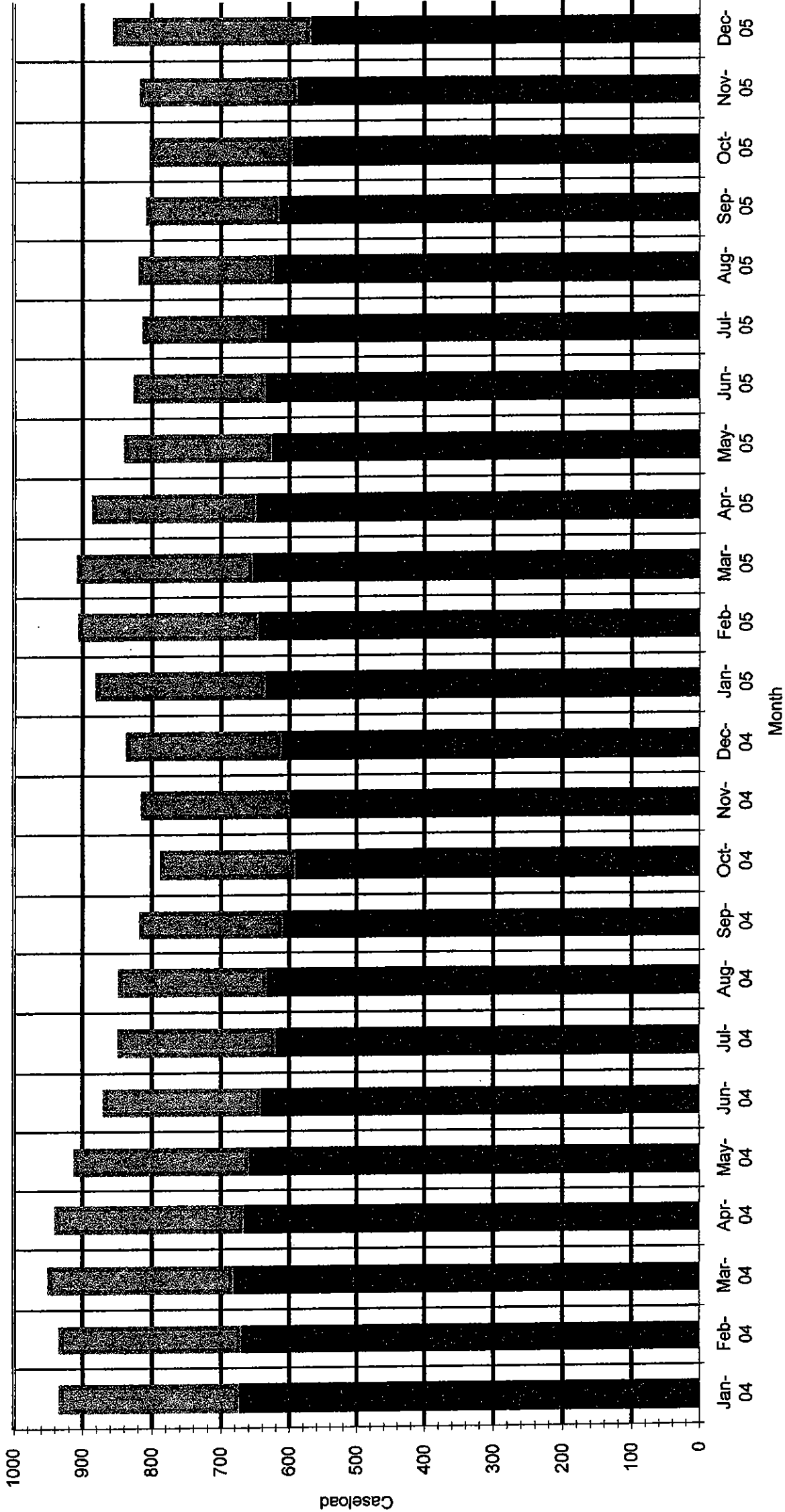
14-Nov-05							
Childcare	October Current Month	November Current Month	December Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
Wage Subsidy	71,056.43	71,056.43	71,056.43	847,482.24	853,000.00	5,517.76	99.35%
Special Needs Resourcing	21,182.56	21,182.56	21,182.00	277,522.88	281,039.00	3,516.12	98.75%
Resource Centres	2,620.00	2,620.00	2,620.00	31,440.00	31,440.00	0.00	100.00%
Fee Subsidy	49,596.59	54,707.50	170,967.07	958,649.46	985,446.00	26,796.54	97.28%
Ontario Works	22,693.49	26,338.90	25,158.84	195,865.92	243,625.00	47,759.08	80.40%
Pay Equity			28,663.50	73,515.00	59,805.00	-13,710.00	122.92%
ELCC Initiatives Stabilization Wage Subsidy	6,006.00	6,005.00	6,005.00	54,028.00	81,802.00	27,774.00	66.05%
ELCC Initiatives Stabilization Special Needs Subsidy				10,001.00	97,500.00	87,499.00	10.26%
ELCC Initiatives Stabilization Fee Subsidy	5,476.20	5,045.21	4,957.80	46,250.98		-46,250.98	#DIV/0!
ELCC Initiatives Administration			3,025.63	28,231.63	58,750.00	30,518.37	48.05%
ELCC Initiatives H & S Minor Capital				10,534.11	10,535.00	0.89	99.99%
ELCC Initiatives Preschool Wage Subsidy	5,332.00	5,332.00	5,332.00	96,000.00	45,750.00	-50,250.00	209.84%
ELCC Initiatives Preschool Special Needs Subsidy				30,000.00	37,500.00	7,500.00	80.00%
ELCC Preschool Fee Subsidy	8,593.10	9,991.20	8,585.00	113,953.70	128,821.00	14,867.30	88.46%
Best Start Implementation		10,619.57	11,628.30	22,247.87		-22,247.87	#DIV/0!
Administration	18,869.63	18,681.34	21,210.56	178,535.71	204,831.00	26,295.29	87.16%
Direct Operating Expenses	654.09	1,102.35	1,885.04	11,522.28	14,769.00	3,246.72	78.02%
City Administration Overhead	1,052.42	1,052.42	1,052.42	12,629.04	12,629.00	-0.04	100.00%
Total Childcare	213,132.51	233,734.48	383,329.59	2,998,409.82	3,147,242.00	148,832.18	95.27%

Social Housing	October Current Month	November Current Month	December Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
Direct Operating Expense	739.95	3,898.07	2,948.91	25,819.98	17,900.00	-7,919.98	144.25%
Administration	14,036.95	11,814.42	12,729.64	125,619.39	133,339.00	7,719.61	94.21%
Non Profit Housing Subsidy Paid	237,638.00	242,793.00	264,905.00	2,907,346.00	3,009,880.00	102,534.00	96.59%
Federal Non Profit Housing Subsidy Paid	13,229.78	13,229.78	13,229.78	165,584.58	166,533.00	948.42	99.43%
Elgin St Thomas Housing Corp Subsidy Paid	222,455.24			782,689.00	1,317,698.00	535,009.00	59.40%
Rent Supplement Subsidy OCHAP	3,620.00	3,958.50	3,639.50	47,530.00	43,200.00	-4,330.00	110.02%
Rent Supplement Subsidy Strong Communities	13,666.50	16,180.50	17,301.00	154,865.40	203,678.00	48,812.60	76.03%
Rent Bank Initiative	1,748.00	1,341.16	2,250.68	30,909.80	70,050.00	39,140.20	44.13%
City Administration Overhead Allocation	3,365.92	3,365.92	3,365.92	40,391.04	40,391.00	-0.04	100.00%
Total Social Housing	510,500.34	296,581.35	320,370.43	4,280,755.19	5,002,669.00	721,913.81	85.57%

All Programs	October Current Month	November Current Month	December Current Month	Year to Date	2005Budget	Unencumbered Balance	% Used
Grand Total	1,828,340.72	1,733,896.11	1,848,288.08	20,488,222.58	21,946,924.00	1,478,701.42	93.26%

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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**The Corporation of the
City of St. Thomas**

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Report No.: CR-06-03

File No.: OW-06-03

Directed to:

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

Date: February 28, 2006

Subject:

Housing Allowance Agreement

Attachment 1 - Agreement

Department: St. Thomas – Elgin Ontario Works

Prepared By: Elizabeth Sebestyen, Housing Administrator

Recommendation:

THAT Council receives Report OW-06-03 related to the Housing Allowance Agreement, and further;

THAT Council approves entering into an agreement with the Minister of Municipal Affairs and Housing granting the City of St. Thomas the authority to administer the Housing Allowance Program, and further;

THAT a by-law be passed authorizing the Mayor and Clerk to sign the Provincial – Municipal Service Manager Housing Allowance Agreement, Attachment 1, and further;

THAT Council appoints the Director of Ontario Works as administrator with the authority to bind the Corporation for the purpose of entering into Housing Allowance agreements with landlords.

Background:

In October 2005, Council granted endorsement of an Expression of Interest for participation in the Canada-Ontario Affordable Housing Program for 30 units under the Housing Allowance component at an allocated amount of \$270,000 over the five-year term of the program (Report No. CR-05-18).

This recommendation now requests Council's approval to enter into a contractual agreement with the Province for the funding and administration of the program. The agreement is included with this report as Attachment 1.

The Housing Allowance/ Rent Supplement Program is one component of the Canada – Ontario Affordable Housing Program, a federal and provincial initiative signed in April 2005 which commits \$602-million to increase the supply of affordable housing in Ontario.

Housing Allowance Program description:

A "housing allowance" is a supplement paid to landlords on behalf of low-income households in need of rental assistance. The St. Thomas – Elgin Service Manager Area was allocated an allowance of \$150 per residential rental unit per month for thirty units, three of which must be dedicated to victims of domestic violence referrals from St. Thomas Elgin Second Stage Housing or Violence Against Women Services Elgin County.

This Program differs from a regular rent supplement program in that it allows a fixed amount of \$150 per unit, on average, rather than a supplement based on geared-to-income rent. Eligible households must meet certain basic criteria. For example, in St. Thomas – Elgin, tenant household income in a one-bedroom unit must be below the prescribed Household Income Limit of \$24,500.

All Service Managers are required to submit and obtain Ministry of Municipal Affairs and Housing approval of a Take-Up Plan to forecast the anticipated delivery of the thirty units over the five-year term of the Program. The Plan for St. Thomas - Elgin was submitted in February. We await final approval from the Ministry.

An administration fee of \$15.60 per unit per month will be paid by the Province to offset some of the costs of delivering the Program. One-third of the total \$28,080 administration fee for

the City of St. Thomas will be paid upon execution of this Agreement, with the balance of the fees to be paid in accordance with the projected take-up of the housing allowance units. Annual reporting to the Province of actual units and Program dollars spent will be required.

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In signing this Agreement to deliver the Housing Allowance Program on behalf of the Province, the City agrees to follow Program Guidelines prepared by the Ministry.

Staff expects the Program will be especially useful to offer rent assistance to applicants on the subsidized housing waiting list as they await permanent affordable housing. The Province encourages Service Managers to use the funding to assist social assistance recipients (Ontario Works and Ontario Disability Support Program) with market rents above the maximum shelter allowances.


To solicit private landlords, the Program will be advertised in newspapers in the area using a template ad prepared jointly by the Province and CMHC.

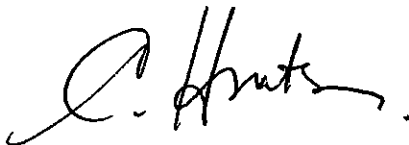
Conclusions:

Staff is appreciative of the federal funding provided under this initiative to assist low-income residents with rental housing costs. While it is felt that some of the Program requirements are quite rigid and may make local implementation difficult (for example, the requirement that Housing Allowances may only be offered to tenants moving into vacant units, not to assist tenants with rents in their current homes), staff will make every attempt to work within the guidelines to ensure that Program dollars are used effectively to help make housing more affordable to low-income residents of the community.

We respectfully request Council's endorsement of this recommendation.

Submitted by


Elizabeth Sebestyen
Housing Administrator



Reviewed By: Treasury Env Services Planning City Clerk HR Other

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**PROVINCIAL – MUNICIPAL SERVICE MANAGER HOUSING ALLOWANCE
AGREEMENT**

This Agreement, made this day of , 200 .

Between:

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY
THE MINISTER OF MUNICIPAL AFFAIRS AND HOUSING
(Hereinafter called the “Minister”)**

and THE CORPORATION OF THE CITY OF ST. THOMAS

(Hereinafter called the “Service Manager”)

WHEREAS:

- A. The Minister is responsible for the policies and programs of the Government of Ontario in relation to housing and related matters, pursuant to s. 4(1)(c) of the *Ministry of Municipal Affairs and Housing Act*, R.S.O. 1990, c. M-30 (“MMAH Act”).
- B. The Minister has the authority under s. 4(2) of the MMAH Act to enter into agreements with any municipality in order to implement housing policies and programs.
- C. The Minister has the authority under s. 4(5)(b) of the MMAH Act to provide financial assistance to assist in the implementation of housing policies and programs.
- D. The municipality has been designated as a Service Manager, pursuant to s. 4 of the *Social Housing Reform Act, 2000*, S.O. 2000, c. 27 (“SHRA”).
- E. The municipality has the authority under s. 4(3) of the MMAH Act, s. 5 and s. 6 of the SHRA and s. 22 of the *Municipal Act, 2001*, S.O. 2001, c. 25 to enter into and perform agreements with the Minister to implement housing policies and programs.
- F. The Minister wishes to authorize the Service Manager to administer the Housing Allowance Program (“the Program”) and enable the Service Manager to provide benefits to qualified tenants under the Program.

- G. The Minister has agreed to provide funding to the Service Manager to enable the Service Manager to administer the Program and provide benefits to qualified tenants under the Program.
- H. The Service Manager has agreed to receive funding from the Minister to enable it to administer the Program and provide benefits to qualified tenants under the Program.
- I. The Service Manager has agreed to be accountable for funding received from the Minister, in accordance with the terms of this Agreement.

NOW THEREFORE the Minister and the Service Manager agree as follows:

1. DEFINITIONS

- 1.1 Whenever the following words and phrases are used in this Agreement, they shall have the following meanings:
- (a) "CMHC" means Canada Mortgage and Housing Corporation;
 - (b) "CMHC – Ontario Affordable Housing Program Agreement" means the CMHC – Ontario Affordable Housing Program Agreement, effective April 1, 2003;
 - (c) "Guidelines" means the guidelines and forms issued by the Minister for the Program, from time to time;
 - (d) "Housing Allowance Agreement" means one of the following agreements: Private Landlord Housing Allowance Agreement; Non-Profit Housing Allowance Agreement; Cooperative Housing Allowance Agreement; and includes any other Housing Allowance Agreement that meets the Guidelines;
 - (e) "Housing Allowance Take-Up Plan" means the templates on which the Service Manager sets out the estimated number of units and expenditures to be incurred and the timetable for full implementation and termination of the Program;
 - (f) "Housing Project" means all or part of the residential accommodation, including facilities used for ancillary purposes, located in one or more buildings used in whole or in part for residential accommodation;
 - (g) "Owner" means an individual or corporation or private or municipal or co-operative non-profit social housing provider that owns, has a leasehold interest in the lands or manages the Housing Project;
 - (h) "Program" means the Housing Allowance Program, as outlined in

Schedule A5 of the CMHC – Ontario Affordable Housing Program Agreement, effective April 1, 2003.

- (i) “Service Manager” means the service manager, within the meaning of the SHRA, for the service area in which the Housing Project is located;
- (j) “SHRA” means the *Social Housing Reform Act, 2000*, S.O. 2000, c. 27;
- (k) “Tenant” means an individual who has leased a Unit that is subject to a Housing Allowance Agreement; and
- (l) “Unit” means a self-contained residential dwelling unit of accommodation in a Housing Project that meets the eligibility criteria outlined in the Guidelines and is subject to a Housing Allowance Agreement.

2. TERM

- 2.1 This Agreement shall be effective as of the date it is executed by the parties and shall terminate on the earlier of the expiration of the funding commitments for allocated Units or March 31, 2013.

3. RESPONSIBILITIES OF THE MINISTER

- 3.1 The Minister shall pay the Service Manager an administration fee, as follows:
- (a) one-third (1/3) of the total administration fee shall be paid upon execution of this Agreement by the parties; and
 - (b) the remaining two-thirds (2/3) of the total administration fee shall be paid quarterly, based on the planned commitments outlined in the Service Manager’s approved Housing Allowance Take-Up Plan.
- 3.2 The administration fee shall be calculated on the basis of the following rates:
- (a) fifteen dollars and sixty cents (\$15.60) per Unit per month for the first fifty (50) Units committed by the Service Manager in the approved Housing Allowance Take-Up Plan;
 - (b) thirteen dollars (\$13.00) per Unit per month for all Units in excess of fifty (50) that have been committed by the Service Manager in the approved Housing Allowance Take-Up Plan.
- 3.3 Notwithstanding paragraph 3.1, in the event the actual administrative expenditures of the Service Manager (the “actual administrative expenditures”) are less than the planned administrative expenditures, the Minister may deduct the difference

between the planned administrative expenditures and the actual administrative expenditures from amounts payable to the Service Manager in subsequent years.

- 3.4 Commencing as of the date the Minister's approval of the Housing Allowance Take-Up Plan submitted by the Service Manager is effective and continuing until the earlier of the expiration of the funding commitments for allocated Units or March 31, 2013, the Minister shall pay the Service Manager, on a quarterly basis, up to the maximum allocated funding amount specified in the approved Housing Allowance Take-Up Plan (the "planned expenditures").
- 3.5 Notwithstanding paragraph 3.4, in the event the actual expenditures of the Service Manager (the "actual expenditures") are less than the planned expenditures, the Minister may deduct the difference between the planned expenditures and the actual expenditures from amounts payable (less interest accruing to advanced administrative fees) to the Service Manager in subsequent years.
- 3.6 Payments by the Minister to the Service Manager pursuant to paragraphs 3.1 and 3.4 are conditional on the Service Manager being in compliance with this Agreement and the Guidelines.
- 3.7 Any power, right or function of the Minister, contemplated by this Agreement, may be exercised by any employee or agent of the Ministry of Municipal Affairs and Housing.

4. RESPONSIBILITIES OF THE SERVICE MANAGER

- 4.1 The Service Manager shall administer the Program in accordance with this Agreement and the Guidelines.
- 4.2 The Service Manager shall not commit or expend funding under the Program for a Unit or any Unit substituted for a Unit for longer than five (5) years, commencing from the date the Unit was initially committed.
- 4.3 The Service Manager shall not commit funding under the Program for a Unit after March 31, 2008.
- 4.4 The Service Manager or its authorized agent shall enter into a Housing Allowance Agreement with each Owner, in respect of all commitments of Units made on or after the date this Agreement is executed by the parties.
- 4.5 Notwithstanding paragraph 4.4, a Housing Allowance Agreement shall not be entered into or continued respecting a Unit, where a Tenant is related to an Owner.
- 4.6 The Service Manager shall ensure that all Units that are subject to a Housing Allowance Agreement are clean, fit for habitation, in a satisfactory state of repair,

meet applicable minimum health and safety standards and that the Owner has confirmed that the Units are in compliance with applicable Building Code and Fire Code requirements.

- 4.7 The Service Manager shall utilize the amount of funding that comprises the maximum annual amount of funding paid pursuant to paragraph 3.4 and shall use ten per cent (10%) of their total allocated funding amount specified in the approved Housing Allowance Take-Up Plan in connection with the victims of domestic violence component of the Program, as set out in the Guidelines.
- 4.8 The Service Manager shall ensure that the Program is carried out without a conflict of interest by any person associated with the Program in whatever capacity and the Service Manager shall forthwith disclose to the Minister any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest. For these purposes, a conflict of interest includes a situation in which a person associated with the Program or any member of his or her family is able to benefit financially from his or her involvement in the Program.
- 4.9 Commencing as of January 1, 2007, the Service Manager shall report on the Program in the Service Manager Annual Information Return ("SMAIR").
- 4.10 The Service Manager shall provide the Minister with such additional reports as the Minister may require.

5. COMMUNICATIONS PROTOCOL

- 5.1 The Service Manager acknowledges that they have been informed by the Minister that under the terms of the CMHC – Ontario Affordable Housing Program Agreement all publicity, including written materials respecting the Housing Allowance Program must recognize the contributions of CMHC, the Minister and the Service Manager. The Service Manager further acknowledges that they have been informed by the Minister that the CMHC – Ontario Affordable Housing Program Agreement requires the Minister to co-ordinate with CMHC and/or obtain CMHC's approval with respect to communications and signage. The Service Manager agrees that they shall not do or omit to do any act which will cause the Minister to be in breach of the terms of the CMHC – Ontario Affordable Housing Program Agreement referred to in this section 5.1.
- 5.2 The Service Manager shall not make any public announcement respecting the CMHC – Ontario Affordable Housing Program Agreement, insofar as it relates to the Housing Allowance Program, or respecting its participation in the Program or respecting the Program in any other respect without obtaining the prior written consent of the Minister.

- 5.3 The Service Manager acknowledges that any breach by them of sections 5.1 or 5.2 of this Agreement shall cause the Minister to be in breach of the CMHC – Ontario Affordable Housing Program Agreement.

6. AUDITS AND EVALUATIONS

- 6.1 The Service Manager shall prepare and maintain accurate and complete books, records and accounts for payments made in connection with the administration of the Program. The Service Manager shall make or cause to be made available to the representatives, designates, agents or independent auditors of the Minister, all documents, books, records and accounts pertaining to the administration of the Program, for the purpose of conducting such financial audits and program evaluations as the Minister may require. The Minister shall keep all personal information confidential and shall not disclose any personal information to third parties, except in accordance with the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. F.31, and shall use such personal information only for the purposes stated herein. Such financial audits and program evaluations shall take place during ordinary business hours.

7. NOTICES AND REPORTS

- 7.1 Any notice, report, invoice or other communication required, desired or permitted to be given by this Agreement shall be in writing and shall be effectively given if delivered personally, sent by prepaid courier service, prepaid regular mail or sent by facsimile communication, addressed as follows:

- (a) in the case of notice to the Minister:

Ministry of Municipal Affairs and Housing
Attention: Director, Delivery Branch
777 Bay Street, 2nd Floor
Toronto, ON
M5G 2E5
Fax: (416) 585-6588

- (b) in the case of notice to the Service Manager:

[Service Manager to insert relevant information]

or to such other address as either party may stipulate by notice to the other.

- 7.2 Any notice or other communication delivered personally or by prepaid courier service shall be deemed to have been given and received on the day it is delivered, provided that if such day is not a business day, the notice or other communication shall be deemed to have been given and received on the next business day. Any notice or other Communication delivered by prepaid regular mail shall be deemed to have been received on the fifth (5th) day after the day it was mailed. Any notice or other communication transmitted by facsimile communication shall be deemed to have been given and received on the day of its transmission, provided that such day is a business day and the transmission is completed before 4:30 p.m. on that day, failing which, the notice or other communication shall be deemed to have been given and received on the next business day.

8. TERMINATION

- 8.1 The Service Manager may terminate this Agreement prior to the expiration of the Term, on twelve (12) months prior written notice to the Minister.
- 8.2 Where the Service Manager breaches a term of this Agreement, the Minister shall permit the Service Manager to remedy the breach, on such terms and subject to such conditions as the Minister may require.

- 8.3 Where the Service Manager has been permitted to remedy the breach, and:

- (a) the Service Manager does not remedy the breach as determined by the Minister; or
- (b) it becomes apparent to the Minister that the Service Manager cannot completely remedy the breach as determined by the Minister; or
- (c) the Service Manager is not proceeding to remedy the breach in a way that is satisfactory to the Minister;

the Minister shall have the right to immediately terminate this Agreement by giving notice of termination to the Service Manager.

- 8.4 In the event of termination of this Agreement by the Minister, the effective date of termination shall be the date specified in the notice of termination.
- 8.5 Upon termination of this Agreement pursuant to paragraphs 8.1 or 8.4, the Minister may demand the repayment of any funding remaining in the possession or under control of the Service Manager.
- 8.6 The Minister, in his sole discretion, may require the Service Manager to repay all of any part of the funding that is not expended in a manner consistent with the provisions of this Agreement and, in particular, paragraph 3.0 hereof, based solely upon the Minister's assessment of the reports provided to the Minister pursuant to

paragraphs 4.6 or 4.7 of this Agreement.

- 8.7 If the Service Manager uses the funding for purposes other than the Program, the Minister may demand the payment of monies equal to those used by the Service Manager for such purposes.
- 8.8 If the Minister demands the repayment of, or funds equal to, any part of the funding, the amount demanded shall be deemed to be a debt due and owing to the Minister and the Service Manager shall pay the amount to the Minister immediately, unless the Minister directs otherwise.
- 8.9 The Minister reserves the right to demand interest on any amount owing by the Service Manager at the then current rate charged by the Province of Ontario on accounts receivable.

9. GENERAL

- 9.1 The parties agree that there are no representations, warranties, covenants, agreements, collateral agreements or conditions affecting this Agreement, other than as expressed in writing in this Agreement.
- 9.2 This Agreement is made pursuant to and shall be governed by and construed in accordance with the laws of the Province of Ontario. Any reference to a statute in this Agreement includes a reference to all regulations made pursuant to such statute, all amendments made to such statute and regulations in force from time to time and to any statute or regulation which may be passed and which has the effect of supplementing or superseding such statute or regulations.
- 9.3 The headings and subheadings contained in this Agreement are inserted for convenience and for reference only and in no way define, limit or describe the scope or intent of this Agreement or form part of this Agreement.
- 9.4 Time shall be of the essence in all respects in this Agreement, provided that the time for doing or completing any matter pursuant to this Agreement may be extended or abridged by agreement in writing, signed by the Minister and the Service Manager or their respective solicitors on their behalf, who are hereby expressly appointed in this regard.
- 9.5 The Service Manager shall not assign this Agreement without the prior written consent of the Minister, which consent may be withheld, in the Minister's sole discretion.
- 9.6 This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns, provided that this paragraph shall in no way derogate from the provisions of paragraph 9.5, restricting the Service Manager's ability to assign this Agreement.

- 9.7 This Agreement may be amended on the mutual consent of the parties, provided that any amendment shall be in writing, duly executed by the parties.
- 9.8 The Minister, his officers, employees and agents shall not be liable for any incidental, indirect, special or consequential damages or injury to the Service Manager arising out of or in any way related to the Program or this Agreement.
- 9.9 The Service Manager shall indemnify the Minister, his officers, employees and agents from and against all costs incurred as a result of any claim or proceeding related to the Program, unless such costs were caused by the negligence or wilful act of an employee of the Minister.
- 9.10 The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement and any invalid or unenforceable provision shall be deemed to be severed.
- 9.11 A waiver of any failure to comply with any term of this Agreement must be written and signed by the party providing the waiver. Each waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.
- 9.12 Neither party shall be responsible for any damage caused by delay or failure to perform the terms of this Agreement resulting from matters beyond the control of the parties, including strike, lockout or any other action arising from a labour dispute, fire, flood, act of God, war, riot or other insurrection, lawful act of public authority, or delay or default caused by a common carrier which cannot be reasonably foreseen or provided against.

- 31 -

This Agreement has been executed by the parties.

**HER MAJESTY THE QUEEN IN
RIGHT OF ONTARIO AS
REPRESENTED BY THE MINISTER
OF MUNICIPAL AFFAIRS AND
HOUSING**

Per: _____

Print Name:

Title:

Pursuant to Delegated Authority

**THE CORPORATION OF THE CITY OF ST.
THOMAS**

Per: _____

Print Name: JEFF KOHLER

Title: MAYOR

c/s

Per: _____

Print Name: WENDELL GRAVES

Title: CITY CLERK



Corporation of the

City of St. Thomas

-32-

Report No.

TR-08-06

File No.

90-16

Directed to: Chairman Bill Aarts and Members of the
Community and Social Services Committee

Date

February 27, 2006

Department: Recreation Services

Attachment

Prepared By: Dianne Morgan, Manager of Culture and Recreation

Comparison of Municipal
Ice Rental Rates

Subject: 2006/07 Ice Facility Rates

Recommendation

THAT: Recreation Services Report TR-08-06 entitled "2006/07 Ice Facility Rates" be received,

and THAT: City Council approve the following proposed 2006/07 ice facility fee structure for Memorial Arena and the St. Thomas Community Centre, effective September 1, 2006:

Group	Hourly Rate	GST	Total
Minor/School	\$105	\$7.35	\$112.35
Junior B	\$121	\$8.47	\$129.47
Elgin-Middlesex Chiefs	\$142	\$9.94	\$151.94
Adult	\$142	\$9.94	\$151.94
Non-Prime 8.30am to 5pm, weekdays only	\$105	\$7.35	\$112.35

Report

Proposed Increase

In examining the existing ice facility fee structure and comparing it to the rates of other municipalities, staff determined it prudent to apply an increase higher than that of the cost of living to the base hourly rate.

The proposed increases are as follows:

Minor	5.26%	\$5 increase	from \$ 95	to \$ 100 per hour
Junior B	5.45%	\$6 increase	from \$110	to \$ 116 per hour
Adult/Chiefs	5.38%	\$7 increase	from \$130	to \$ 137 per hour

As approved by Council in March of 2005, \$5 per hour will be added to these rates and contributed to the "Community Centres – Major Maintenance" reserve. The rates shown in the chart above reflect the addition of this \$5-per-hour contribution.

Ice Rate Comparison

In preparing this report, Staff surveyed surrounding municipalities to determine a basis of comparison. The findings are attached for the Members' reference. Note that the current St. Thomas fees are in the lower end of the range (Minor lowest: \$84.35; Minor highest: \$120; Adult lowest: \$117.99; Adult highest: \$159.53).

Capital Contribution

The Major Maintenance Reserve, approved by council in March 2005, has resulted in an accumulation of \$6,256.66 derived from Memorial Arena revenues, and \$10,994.25 from the new Community Complex revenue for the months of September to December 2005. This reserve totals \$17,250.91, and will be used at the arena facilities, as major maintenance needs arise.

Contractual Obligations

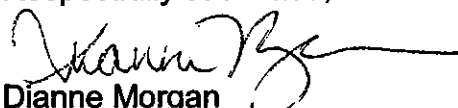
To ensure commitment for weekly block bookings, Staff introduced a contractual approach last year for all groups and organizations that rent 4.5 or more total standard weekly hours of ice time. This contract, approved by Council, guaranteed ice requirements for these groups for the period of September 1 to March 31 and would be renewed annually.

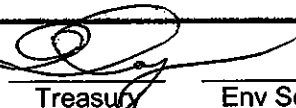
A deposit to the City in the amount equivalent to two months' total rental fees, payable by certified cheque, cash, or letter of credit was due no later than September 30. Staff is pleased to report that all of the groups utilizing 4.5 weekly hours or more paid their expected deposits in full and on time. 50% of each group's deposit was applied to the first half of the season, with the remaining 50% withheld to be applied to the final invoices at the end of the season.

Other Rental/Program Rates

Proposed non-ice fees (auditorium, meeting rooms, and storage facilities, etc.) as well as municipally organized ice programs (Public Skate, Leisure Skate, Blue Card, 50+ Hockey, etc.) will be the subjects of a forthcoming report.

Staff would be pleased to answer any questions Members may have on this matter.

Respectfully submitted,

Dianne Morgan
Manager of Culture and Recreation
Recreation Services

Reviewed By:  Treasury Env Services Planning City Clerk HR Other

ATTACHMENT 1 – REPORT TR-08-06

St. Thomas Recreation Services

Comparison of 2005/06 Hourly Ice Rental Rates

sorted according to <i>Minor rates</i>					compiled February 2006				
Municipality		Youth	Adults	Schools	Surcharge?	Non-Prime Time		Non-Resident Fee?	
						Rate	Hours (weekdays only)		
1	Orillia	\$ 84.35	\$117.99	No charge	No	\$ 67.52	12am to 4pm	No	
2	St. Thomas	\$ 95	\$130	\$ 95	Yes - \$5/hr	\$ 95	8.30am to 5pm	No	
3	Woodstock	\$ 97	\$127	\$ 43 phys ed \$ 92 hockey	No	\$ 85 (Y) \$ 92 (A)	6am to 4pm	No	
4	Central Elgin	\$102.34	\$120.79	No charge	No	\$ 64.49 (Y) \$ 97.43 (A)	6am to 5pm	No	
5	Chatham	\$104.55	\$129.15	\$63.50	No	\$104.55	6am to 5pm	No	
6	Aylmer	\$110	\$137.50	\$49.50	Yes - 5%	\$ 82.50	6am to 5pm	Yes	
7	London	\$116.84	\$159.53		No	\$116.84	Before 5pm	No	
8	Strathroy	\$120	\$135	No charge	Yes - \$2.50/hr	\$ 65	8am to 5pm	Yes	

GST is extra on all listed rates.



Corporation of the

City of St. Thomas

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Report No.

ES25-06

File No.

05-043-00

Directed to:

Alderman Terry Shackelton, Chair and Members of the Transportation and Protective Services Committee

Date

March 13, 2006

Department:

Environmental Services Department

Attachment

Prepared By:

Dave White - Supervisor of Roads and Transportation

Subject:

The Intersection of Elmina Street and Oak Street – Operational Review

Recommendation:

It is recommended that:

1. The traffic by-law 45-89 Schedule IV (Through Highways), Schedule IVA (Stop Signs) and Schedule IX (Turning Movements – Prohibited Turns) be amended as required; and,
2. In lieu of reconstruction/realignment of the intersection of Elmina and Oak Street, an All-Way Stop Condition be installed as soon as practicable; and,
3. The existing traffic mirror located east of Elmina Street and Oak Street be removed; and,
4. The advance warning signs for the intersection be revised to suit; and,
5. The overhead flashing beacon be revised to indicate flashing red in all directions.

Origin

A letter of concern was received on November 7, 2005 from a local resident. The resident appeared as a deputation at the Council meeting of November 14, 2005, where it was recommended by Council:

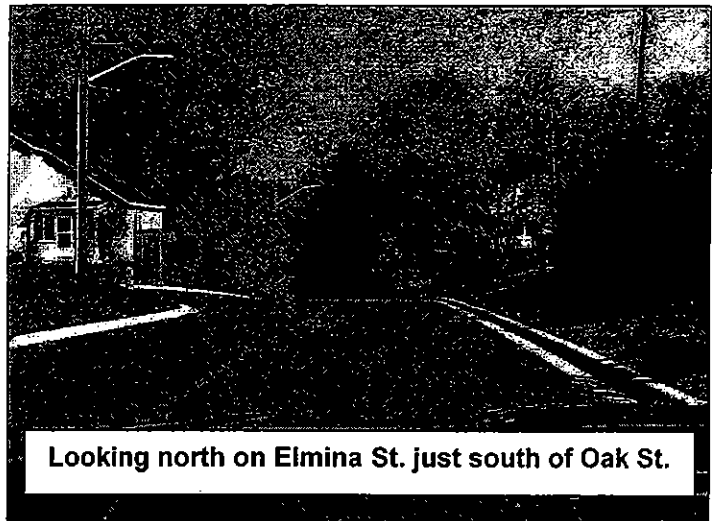
THAT: Council, by consensus, directed the Environmental Services Department to review this intersection and provide a report back to Council.

Analysis

The suggestions made by the local resident were taken into consideration within this report and converted to the Ministry of Transportations' Ontario Traffic Manual Book 6 standards.

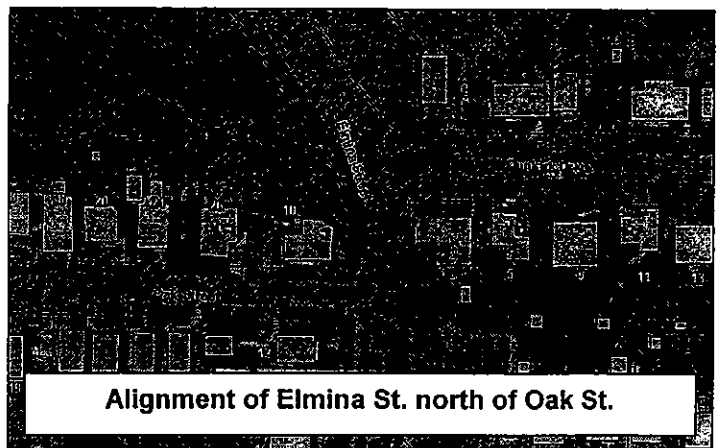
Existing Conditions

Elmina Street is classified as a Major Collector road in schedule B of the official plan, which carries approximately 2,700 vehicles per day and connects Elm Street to the residential areas south of Wellington Street as well as to Ross Street and the downtown core. Oak Street is a local road that carries approximately 150 vehicles per day and is a dead end street with no other outlet. The speed limit on both roads is 50km/h. The intersection of Elmina St. and Oak St. currently has an eastbound stop condition for cars entering Elmina Street and cars are restricted from turning left within the traffic bylaw. The intersection approach to the north does not have the required sight distances as a result of the horizontal and vertical curves of Elmina Street.



Looking north on Elmina St. just south of Oak St.

Historically being an obscured intersection additional intersection warning signs were installed along with an overhead beacon to accentuate the hazardous approach. In addition, a traffic mirror was installed designed at the time to assist traffic approaching from the north and west directions that traffic is approaching, thus (in theory) providing right of way control and simulating the required sight distance. The traffic mirror was perhaps an engineering solution for the day that allowed the intersection to function at an acceptable level of service. The mirror is now in need of replacement or removal and several recent attempts to locate similar mirrors have not been successful. The installation of mirrors for this purpose is not supported by any known best practice or traffic control manual. They are generally used in parking lots or restricted spaces where operating speeds are minimal.



Alignment of Elmina St. north of Oak St.

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At an operating speed of 50km/h the required stopping sight distance entering from a side street such as Oak Street is approximately 65 metres. The existing sight distance to the north of the intersection is approximately 30 metres, and to the south of the intersection is what is known as unlimited (beyond the requirement). In order to accommodate the required sight distance for the north approach of the intersection of Elmina Street and Oak Street, costly and substantial reconstruction of the northwest quadrant of the intersection and the alignment of Elmina Street would need to be undertaken. Alternatively, operating speeds would need to be reduced significantly so that the sight distance becomes within adequate range.

Traffic Control Options

The traffic control options at this intersection include;

1. Further Investigate Reconstruction - Initiate a reconstruction/design project with the goal of providing adequate sight distance to the north of the intersection without the need for the high level of traffic control measures, reporting the results back to Council as a future Capital project for financial approval. This would be a costly option since it likely involves the acquisition of additional property and extensive regrading.
2. All-Way Stop Condition – There are two warrants for Stop Conditions within the Ministry of Transportations' Book 6 that all Ontario Municipalities use as their guideline. Illustrated below is the estimated rating for warranting an All-Way Stop Condition at the intersection of Elmina St. and Oak St.

a) All-Way Stop Minimum Volume Warrant (both criteria must be warranted)					
Peak Hour vehicle volume on ALL intersection approaches (estimated as 20% of a.a.d.t.)					
> 350 vehicles in the highest hour recorded	North Leg	South Leg	East Leg	West Leg	Warranted
	270	270	N/A	38	NO
Vehicle volume split between approaches does not exceed 75/25 (e.g. 60/40)					
Direction	Highest Volume		Actual Split		Warranted
North & South Leg/West Leg	540/38		93/7		NO
a) Minimum Volume Warrant Met?			NO		

b) All-Way Stop Collision Warrant (one must be warranted)		
Average of four right angle/turning type of collisions per year over three years	Actual Collisions	Warranted
	Maximum of 1 per year	NO
Potential of collisions with an approach speed of < 15km/h	Safe Approach Speed to the North / South	Warranted
	30km/h / Unlimited	NO
b) Collision Warrant Met?		NO

All-Way Stop Condition Warrant a) or b) Met?	NO
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In summary; it is recommended within Book 6 of the Ontario Traffic Manual Book 6 that an All-Way Stop condition not be installed unless one of the two warrants are met. This consistent approach of warranting All-Way Stop conditions historically avoids the following: non-compliance of a Stop sign (rolling stops), unnecessary delay to the majority of motorists, unnecessary vehicle fuel consumption and the requirement for enforcement. In addition, relating this information to the intersection of Elmina St. and Oak St. it is recommended that All-Way Stop control should not be used where traffic would be required to stop on grades, where vertical or horizontal curves can obstruct the visibility of the stop condition and on Major Collector roads.

3. Upgrade of Warning Signs & Existing Traffic Mirror - Within the Ministry of Transportations' Ontario Traffic Manual Book 6, we would propose to upgrade the existing curve warning signs (to the oversized 90cm x 90 cm versions) in advance of the intersection from both north and south directions of Elmina Street, advisory speed tabs (30km/h) as a result of the horizontal curve, hidden intersection sign as a result of the reduced sight distance, and turn control sign on Oak Street. In addition, all attempts would be made to repair the existing mirror and/or procure a replacement traffic mirror as current budgets permit (ongoing investigation).

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Recommended Traffic Control Option

Despite the fact that technical warrants for an All-Way Stop are not met for the intersection of Elmina St. and Oak St., it is concluded that in order to provide the required sight distance and the safest and most cost effective traffic control option an All-Way Stop Condition is the only immediate option.

Therefore, as a result of this analysis and the review of the three available traffic control options, it is recommended that traffic control option 2 be implemented as noted above.


Financial Considerations

The cost of traffic signs and installations in option 2 will be completed with funds from the Roads operating budget when weather conditions permit.

Alternatives

The suggested alternatives are as noted above in the traffic control options.

Respectfully,



Dave White, C. Tech - Supervisor of Roads and Transportation
Environmental Services



Reviewed By:

Treasury



Env Services

Planning

City Clerk

HR

Other

THE SECOND REPORT OF THE SITE PLAN CONTROL COMMITTEE

March 7th, 2006

Mayor Jeff Kohler
and Members of City Council
St. Thomas, Ontario

Your Site Plan Control Committee recommends as follows:

1. That we approve the application of Thames Valley District School Board for a plan to locate two portables on what is locally known as the Wellington Street Public School, on lands that may be legally described as Lots 1, 2, and 3 East on Elgin Street, South of Wellington Street, North of Gladstone Avenue, Plan 23, Part of School Lot Plan 3, City of St. Thomas, Reference Plan 11R-7751 and known municipally as 50 Wellington Street in the City of St. Thomas, subject to the following conditions:

1. Compliance shall be made with all applicable regulations,
2. Development of the site shall be in accordance with the final approved plans,
3. The final approved plans (amended as directed by the said Site Plan Committee) are to be filed with the Secretary of the Committee.
4. That an amending agreement shall be entered into by the owner with the municipality in respect of the provision of all municipal requirements. The final approved plan shall be appended to the amending agreement and the agreement shall be registered on the title of the property.
5. The following requirements shall be shown or noted on the approved plan(s) and/or incorporated into the amending agreement referred to above:
 - (a) off-street parking spaces shall be provided in accordance with Zoning By-Law 50-88,
 - (b) the installation of portable signs shall not be permitted on this site, and
6. Compliance with the current agreement is maintained and upheld.

2. That we approve the application of 1509426 Ontario Ltd. for a plan of development pertaining to the proposed commercial development to be located on the lands that may be legally described as Block 9, Registered Plan 11M-98 in the City of St. Thomas, subject to the following conditions:

1. Compliance shall be made with all applicable regulations,
2. Development of the site shall be in accordance with the approved site plan, landscaping plan, site-servicing plan, and site details plan
3. The final approved site plan, site-servicing plan, landscaping plan and site details plan (amended as directed by the said Site Plan Committee) shall be filed with the Secretary of the Committee,
4. That an agreement shall be entered into by the owner with the municipality in respect of the provision of all municipal requirements. The final approved plans shall be appended to the agreement and the agreement shall be registered on the title of the property.
5. The following requirements shall be shown or noted on the approved plan(s) and/or incorporated into the agreement referred to above:

- (a) off-street parking spaces shall be provided in accordance with Zoning By-Law 50-88.
 - (b) an enclosed storage area for enclosed containers shall be provided for the storage, pending collection, of all waste, garbage, and recyclable materials.
 - (c) the installation of portable signs shall not be permitted on this site.
 - (d) an 8-0" foot noise attenuation barrier shall be constructed or installed along the entire western boundary of the site as shown (or as stipulated by the Committee to be shown) on the approved plans. The owner shall provide a 5" foot easement for maintenance of the fence. All costs associated with fence maintenance are to be borne by the owner.
 - (e) the agreement shall contain a provision to regulate the hours of operation of the car wash.
 - (f) the agreement shall contain a provision respecting the idling of trucks within certain locations on the site.
- 6. Subject to the successful application for variance regarding the proposed location of a sign on the north end of the development.
 - 7. Subject to the implementation of recommendations of the Traffic Report, as completed by F. R. Berry & Associates Addendum Report January 2006 & October 2005, specifically that a 60 meter design taper be installed between the end of the south curb return radius at Ron McNeil Line and the north limit of the Highbury Avenue driveway access.
 - 8. Subject to the approval of the County of Elgin with respect to roadway improvement works on Ron McNeil Line.
3. That the recommendations, directions and actions of the Site Plan Control Committee as set out in the minutes dated March 6th, 2006 be confirmed, ratified, and adopted.

All of which is respectfully submitted,

Mayor Jeff Kohler,
Chairman
Site Plan Control Committee
/jek



-40 ✓
St. Anne's Community Festival

"Helping Others in OUR Community!"

20 Morrison Drive, St. Thomas, Ontario N5R 4S6
Telephone: (519) 631-3640 Fax: (519) 631-7938

February 7, 2006

Mr. W. Graves, City Clerk
City of St. Thomas
P.O. Box 520, City Hall
St. Thomas, Ontario N5P 3V7

FEB 09 2006

Dear Mr. Graves:

The 35th Annual St. Anne's Community Festival is to take place on June 7,8,9,10, 2006 on the grounds of the Parish.

All of the necessary conditions to hold the annual event will be adhered to as in former years, and we hope it will be as successful and smooth-running as in former years.

The Alcohol and Gaming Commission of Ontario requires us to apply for a temporary extension of our existing liquor licence for a beer tent which will be attached to the restaurant tent which is adjacent to our licenced area (The Centre). The beer tent will be open on Wednesday, Thursday and Friday from 4:00 p.m. until midnight and on Saturday from 12:00 noon until midnight. The beer tent will be 46' x 52' and will have the capacity to hold 120 persons at any one time.

Will you please send us a letter of authorization from the city stating that you have no objection to the St. Anne's Community taking place; and no objection to the extension of our proposed extended licensed area, so that we may send it with the application to Toronto.

Thank you for your attention to this matter.

Yours truly,

Rev. Rick Dales
St. Anne's Community Festival

RD:cf

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March 1, 2006

Wendell Graves
Clerk
City of St. Thomas
P.O. Box 520
545 Talbot Street
St. Thomas, ON N5P 3V7

MAR 0 9 2006

Dear Mr. Graves,

On February 23, 2006, Bill 206 (*An Act to revise the Ontario Municipal Employees Retirement System Act*) received Royal Assent. The new OMERS Act is expected to come into force in 2006.

The new OMERS Act replaces the government as sponsor by establishing a new OMERS Sponsors Corporation responsible for plan design and contribution rates and continues the OMERS Board as the Administration Corporation, responsible for pension administration and investments. The OMERS plan remains subject to the legal and regulatory framework applicable to registered pension plans.

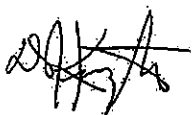
As the current OMERS Board assumes its new role as the Administration Corporation, our focus on managing the Fund's investments and administering the plan will not change. We will also continue with our investment strategy, which earned a return of 16 per cent in 2005. This is important because, over the long term, investment earnings account for approximately 70 per cent of the funding for OMERS pensions. In short, we remain committed to achieving superior returns to fulfill our pension promise and providing industry leading pension services to employers, members and retirees. Nothing in this legislation changes our mandate or obligation to administer the plan in the best interests of the members.

OMERS is ready to work with the Sponsors Corporation to implement the new governance model and we are confident that we will all work together in the best interests of OMERS members. We are preparing for the transition and while we do not yet know when Proclamation will occur, we expect that there will be no disruption to our pension service levels and investment business. Pensions are, and will continue to remain, secure.

I have enclosed a copy of a special notice that was recently distributed to all OMERS employers, outlining the key provisions of the legislation and what they mean in practical terms. We are also sending similar information to active, retired and deferred plan members so they may be informed on the matter. As always, more information may also be found at our website www.omers.com.

We would appreciate you sharing this letter with members of your Council. If you have any questions concerning the new OMERS Act and how it will affect you, please contact Debbie Oakley, Senior Vice President of Corporate Affairs at (416) 350-6737.

Sincerely,



David Kingston
OMERS Board Chair

St. Thomas – Elgin Tourist Association

March, 2005

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MAR 0 2006

Dear St. Thomas – Elgin Tourist Association Member,

Re: Notice of Annual General Meeting - St. Thomas – Elgin Tourist Association

I am writing on behalf of the St. Thomas - Elgin Tourist Association Board of Directors to advise you of the following items of interest:

1. to invite you to attend the upcoming Annual General Meeting of the St. Thomas – Elgin Tourist Association. The meeting will be held on Tuesday, April 18, 2006 at 7:00 p.m. at the St. Thomas-Elgin Public Art Centre located at 301 Talbot Street in St. Thomas.
2. to advise you of agenda items, which will include: Year in Review, Marketing Plan, By-law Changes, Election of Officers and Financial Report. Any paid up 2006 member will be eligible to vote and stand for nomination.
3. to advise you of a suggested change to the bylaws as follows:
ARTICLE 1 – NOTICE OF MEETINGS
 - (1) The Annual General Meeting of the Association will be held within three (four) months of year-end, shortly after the Association's fiscal year end, the exact date to be determined by the Board.

(Please note, a full copy of the by-laws may be picked up at the STETA office at 545 Talbot Street, Lower Level, St. Thomas, should you require one prior to the meeting).

The Board is eager to update our members on the activities of the St. Thomas-Elgin Tourist Association during the past year as well as share with you the proposed projects for the upcoming year.

The business meeting will be followed by a light lunch so we would ask that you R.S.V.P. to the office at 631-8188 or toll free at 1 877 GO ELGIN on or before April 11, 2006. We look forward to seeing you then and should you have questions regarding the above, feel free to contact the office.

Sincerely,



Dave McAdams, President
St. Thomas-Elgin Tourist Association

Copies to: Elgin County Council Members and County Staff
City of St. Thomas Council Members and City Staff
Elgin County Municipalities and Staff



**Corporation of the
City of St. Thomas**

-43-

Report No.

TF-01-06

File No.

Directed to: St. Thomas City Council

Date

March 2, 2006

Department: Mayor's Office

Attachment

- Proposal
- Application & Questions
- Principals Consent Form
- Duties
- Ministry of Education – Work Education Agreement
- AVSS Cooperative Education Program Form
- TVDSB Participant's Agreement

Prepared By: Mayor's Task Force

Subject: Junior Clerk Position

RECOMMENDATION

THAT: "St. Thomas City Council institute the Junior Clerk Program as proposed in Report TF-01-06."

PROPOSAL

The Mayor's Task Force has been looking at a proposal to create a Junior Clerk program for City Council meetings. This Program would allow high school students from each of the four city high schools to become involved in municipal politics and afford those students selected, the opportunity to add to their requirement of Community Service. Additionally, it would help create an interest in how city government works.

THE PROGRAM

The opportunity would be presented to any student who has completed a high-school Civics Course at any grade-level, has a high academic standing and is involved in extra-curricular activities. Application forms will be available from the Civics Class Teacher and/or the school's Guidance Office. Students interested in participating will be required to complete the application form and application questions and forward them to their Guidance Office for interview and/or selection. The school's Guidance Office would complete selection of the student/s. The successful applicant/s will work under the direction of the City Clerk.

The Principal of each school from which the applicant is selected must sign a consent form, indicating his/her approval of the selection.

Duties of the Junior Clerk may include distribution of agendas, attendance at Council meetings to distribute material from deputations, setting up the Council Chamber for meetings and others as directed by the City Clerk.

The term of each Junior Clerk would be for two months duration (Oct/Nov & April/May) The order of schools selected for each term would be by lottery or alphabetically, thereby ensuring that each school would be represented.

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The Mayor's Task Force contacted Treasurer Bill Day regarding insurance coverage for volunteers and he stated that, "volunteers would be covered for third party liability while acting for the City however there is no coverage for life, injury or disability."

Graham Dart, Human Resources Director believes we should follow the same approach with the Junior Clerk Volunteer Position as the City currently does with High School co-op students. That is, to have a contract with the school and student this outlines the expectations of the City and provides a waiver for liability and claim as a result of injury.

THE COST

The Task Force does not anticipate any cost relating to this Program however there would be some necessary man-hours spent with the applicants to orientate them.

CONCLUSION

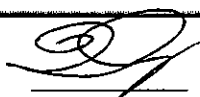
The Task Force Members believe that this type of Junior Clerk Program is the first of its kind in Ontario and could serve as a model for other communities to emulate.

Respectfully,



Cathy Topping, Chairperson
Mayor's Task Force

Reviewed
By:



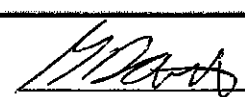
Treasury

Env Services

Planning

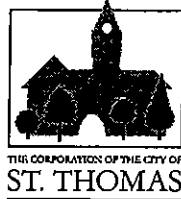


City Clerk



HR

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CITY OF ST. THOMAS JUNIOR CLERK PROGRAM

PROPOSAL

The Mayor's Task Force has been looking at a proposal to create a Junior Clerk program for City Council meetings. This proposal would allow high school students from each of the four city high schools to become involved in municipal politics and afford those students selected, the opportunity to add to their requirement of Community Service. Additionally, it would help create an interest in how city government actually works.

THE PROGRAM

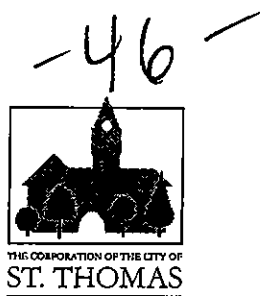
Each school would provide the names of candidates who have completed a Civics course. Ideally, these would be Grade 10 or Grade 11 students. Application forms would be sent to those students, asking them to complete a questionnaire, outlining their reasons for participating. Interviews would then be set up with those candidates deemed suitable. Successful applicants would work under the direction of the City Clerk. Candidates must have a high academic standing and should be involved in extra-curricular activities.

The Principal of each school from which the Junior Clerk is selected must sign a consent form, indicating his/her approval of the selection.

Duties of the Junior Clerks may include distribution of agendas, attendance at Council meetings to distribute material from deputations, setting up the Council Chamber for meetings and others as directed by the City Clerk.

The term of each Junior Clerk would be of two months duration. The order of schools selected for each term would be by lottery or alphabetically, thereby ensuring that each school would be represented.

We believe this type of program to be the first of its kind in Ontario and could serve as a model for other communities to emulate.



CITY OF ST. THOMAS JUNIOR CLERK APPLICATION FORM

Last name _____ First Name _____

Home address _____
(for R.R. addresses, please include 911 numbers)

City _____ Postal Code _____

Phone # _____ Email Address _____

Date of birth (mm/dd/year) _____

Name of Parent/Guardian _____

Address if different than above _____

Day Phone # _____

Current School _____

Current Grade _____

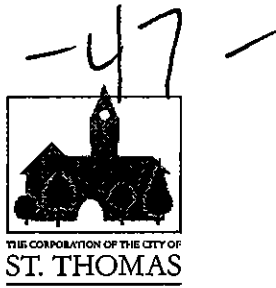
Current Mayor's Name _____

Name one current Member of Council _____

Applicant's signature _____

Parent/Guardian's signature _____

Guidance Counselor signature _____

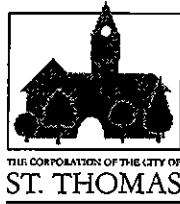


CITY OF ST. THOMAS JUNIOR CLERK PROGRAM

APPLICANT QUESTIONS

The following six questions are to be answered by the applicant in paragraph form:

1. In what activities are you involved in at school and in the community?
2. What responsibilities do you have at home?
3. Can you describe in detail, how a special experience, person or event has influenced your life?
4. Can you describe any accomplishments of which you are proud?
5. What else do you feel the selection committee should know about you?



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CITY OF ST. THOMAS JUNIOR CLERK PROGRAM
PRINCIPAL'S CONSENT FORM

I am aware that _____ has applied
to the City Junior Clerk Program at St. Thomas City Hall.

The applicant is currently enrolled in Grade _____.

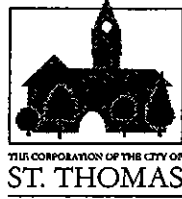
I confirm that this student's grade average is _____%

If selected, the hours spent by this student in the program will be counted
towards the Volunteer component as mandated by the Provincial Government.

I support this applicant.

Signature of Principal or Designate

Date



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CITY OF ST. THOMAS JUNIOR CLERK DUTIES

DUTIES OF THE JUNIOR CLERK ARE AS FOLLOWS:

- Attend an afternoon of orientation in the Clerk's Office
- Attend the Council meetings for a two month period either Oct/Nov or April/May
- Wear appropriate meeting attire
- Distribute handouts at the meetings as required
- Assist the City Clerk throughout the course of the meeting
- Prepare the room ie. lights, water for members, welcoming the guests in the gallery
- Other duties as outlined by the City Clerk
- Complete an assessment of the program upon completion

The information on this form will be used to maintain the employment record of the training participant and is collected under the authority of the Workplace Safety and Insurance Act, 1997, c.16, s.21, 22; and the Education Act, R.S.O. 1990, c. E.2, s.8. Because the Ministry of Education covers the cost of Workplace Safety and Insurance Board coverage, the Ministry and School Boards may use this information to verify the legitimacy of claims. Inquiries regarding this form should be directed to the Ministry of Education, 8th floor, Mowat Block, 900 Bay Street, Toronto ON M7A 1L2, telephone (416) 325-2547.

Les renseignements contenus dans ce formulaire sont requis pour tenir à jour le relevé d'emploi de la personne recevant une formation. Ils sont recueillis en vertu des articles 21 et 22 de la Loi de 1997 sur la sécurité professionnelle et l'assurance contre les accidents du travail, chap. 16, et de l'article 8 de la Loi sur l'éducation, L.R.O. 1990, chap. E.2. Le coût de la couverture de la Commission de la sécurité professionnelle et de l'assurance contre les accidents du travail étant assumé par le ministère de l'Éducation, celui-ci et les conseils scolaires peuvent utiliser ces renseignements pour vérifier la légitimité des demandes d'indemnités. Pour toute question sur ce formulaire, s'adresser au ministère de l'Éducation, 8^e étage, édifice Mowat, 900, rue Bay, Toronto ON M7A 1L2, téléphone : (416) 325-2547.

District School Board / Conseil scolaire

Date Completed / Rempli le

T.U.D.S.B.

A. Parties to the Agreement / Parties contractantes

1. Name of student trainee / Nom de l'élève stagiaire	Date of birth / Date de naissance	Age / Âge	Sex / Sexe
Address / Adresse	Home phone no. / N° de tél. (domicile)	Postal Code / Code postal	
Related course / Matière connexe			

2. Name of placement / Nom de l'organisme de formation	Name of placement supervisor / Nom du de la superviseur-e de la formation		
City of St. Thomas Community Services			
Placement address / Adresse	Telephone no. / N° de téléphone	Postal Code / Code postal	
Box 520 St. Thomas	(519) 631-1680	N1S1P3V17	
3. School / École	Name of teacher / Nom de l'enseignant ou de l'enseignante		
Arthur Voaden Secondary School	Ron Ball		
Address / Adresse	Telephone no. / N° de téléphone	Postal Code / Code postal	
41 Flora Street, St. Thomas	(519) 631-3770	N1S1P2X15	

B. Specific Time at Placement / Durée, horaire, emploi du temps

1. Period of Agreement / Durée de l'accord
The student shall, from L'élève stagiaire devra, du
200 to 200
faithfully, honestly and diligently perform the duties of a trainee at the placement as / exécuter fidèlement, honnêtement et assidûment pour l'organisme de formation les tâches de
(job title / désignation de fonction)
and devote his/her whole time and attention to such placement during the hours hereunder prescribed. et consacrer tout son temps et toute son attention à la formation pendant les heures précisées ci-dessous.

2. Placement Hours Horaire de travail	The normal hours at the placement shall be from L'horaire de travail habituel sera de	to à
3. Schedule Jours de travail	Identify the days when the student will be at the placement (or attach student's schedule). Inscrire les jours où l'élève sera au poste de formation (ou joindre son emploi du temps).	
(days of placement / jours de travail)		

C. Workplace Safety & Insurance Board Coverage / Couverture de la Commission

1. Workplace Safety & Insurance Board Coverage will be provided at the training station by: / La couverture de la Commission de la sécurité professionnelle et de l'assurance contre les accidents du travail sera fournie, en ce qui concerne le poste de formation, par :			
(a) the placement l'organisme de formation	(b) the Ministry of Education le ministère de l'Éducation		
<input type="checkbox"/> for the entire period pour toute la durée du stage	<input checked="" type="checkbox"/> for the entire period pour toute la durée du stage		
<input type="checkbox"/> for the period between pour la période comprise entre le	<input type="checkbox"/> for the period between pour la période comprise entre le	and et le	and et le
		inclusive / inclusivement	
2. Number of placement hours for which Workplace Safety & Insurance Board Coverage has been provided: Nombre d'heures au poste de formation pour lesquelles la couverture de la Commission a été fournie par :			
(a) By the placement l'organisme de formation	200	(b) By the Ministry of Education le ministère de l'Éducation	200

D. Signatures of Parties to the Agreement / Signature des parties contractantes

Student / Élève	Parent/Guardian / Père, mère, tuteur
Placement / Organisme de formation	Teacher / Enseignant

HR.

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FEB 21 2006

Arthur Woaden Secondary School
CO-OPERATIVE EDUCATION PROGRAM

RISK MANAGEMENT PROCEDURE

for

Students Driving Owned and/or Non-owned Vehicles

Definition: *licensed carrier* - public transit, school bus/van, taxi
owned - personal or family vehicle
non-owned - customer or company vehicle

1. The Thames Valley District School Board recommends that co-op students use *licensed transport carriers* whenever possible. Students may choose, with parental consent, to travel by *non-licensed carrier*, in which case the primary insurer will be the owner's insurer.
2. Students may choose, with parental consent, to drive an *owned vehicle* to and from their placements. The primary insurer will be the owner's insurer. There is no obligation to transport fellow co-op students.
3. Students are instructed not to operate *owned vehicles* to conduct company business.
4. Students are instructed not to operate *non-owned vehicles* unless it is a component of the learning/training experience and is documented on the student's Individualized Training Plan by authorization of the training supervisor. The primary insurer is the employer's insurer and the employer must ensure that the company policy covers an 'agent' of the company (i.e. the co-op student) under twenty-one years of age. Placement approval is contingent on appropriate insurance coverage. The teacher monitor and training supervisor must ascertain that the student has the appropriate classification of driver's licence to operate non-owned vehicles.

SIGNATURES

We, the undersigned, acknowledge that we have read and agree to the above:

Student _____ Parent _____
Training Supervisor _____ Coordinator _____



Corporation of the

City of St. Thomas

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Report No.

CC-17-06

File No.

Directed to: Mayor Kohler and Members of Council

Date

March 6, 2006

Department: City Clerks Department

Attachment

Ontario Heritage Act Report

Prepared By: Wendell Graves, City Clerk

Ministry of Culture
Correspondence Feb, 23,
2006

Ministry of Culture
Correspondence Feb, 21,
2006

Subject: Alma College

Recommendation:

THAT: Council receive Report CC-17-06 as information

Background:

At its meeting on February 13, 2006, Council directed that the Management Board provide information relating to the revisions of the Ontario Heritage Act and the City's Property Standards By-Law, further, direction was given to ask the Province if it was considering a Provincial Heritage Designation for Alma College.

Ontario Heritage Act Section 35 (1) Minimum Property Standards

Attached to this report is an outline of the new provisions of the Ontario Heritage Act as it relates to the City's Property Standards By-Law.

It is important to note that at this time it does not appear that any other municipality in the Province has implemented Section 35 (1) of the Ontario Heritage Act and should such a implementation be contemplated, it should be undertaken as a result of detailed discussions with Provincial staff.

Minister of Culture Correspondence

Attached is correspondence received from the Ministry of Culture relating to their review of Alma College as a Provincially Designated Heritage Site.

In summary, the Ontario Heritage Trust has been asked to determine whether this property is of provincial heritage significance and to provide recommendations back to the Minister.

From discussions with Ministry staff it appears that while the Ontario Heritage Trust is reviewing the site, their review will not be complete within the timeframe that Council has to decide about the issuance of a demolition permit.

The information contained in this report has been discussed with the Management Board.

Respectfully,


W. Graves, City Clerk

Reviewed By:

Treasury

Env Services

Planning

City Clerk

Comm Services

Other

March 6, 2006

ONTARIO HERITAGE ACT SECTION 35.3

In April, 2005 the Ontario Heritage Act was amended through Bill 60.

As part of the amendments, the following section was added.

Building Standards By-Law

Section 35.3(1) If a by-law passed under section 15.1 of the Building Code Act, 1992 setting out standards for the maintenance of property in the municipality is in effect in a municipality, the council of the municipality may, by by-law,

- (a) prescribe minimum maintenance standards for the maintenance of the heritage attributes of the property in the municipality that has been designated by the municipality under section 29 or by the Minister under section 34.5; and
- (b) require property that has been designated under section 29 or 34.5 and that does not comply with the standards to be repaired and maintained to conform with the standards.

Existing Property Standards By-law in St. Thomas

The City of St. Thomas has a Property Standards By-law (By-law 12-99) which was passed under section 15.1 of the Building Code.

When a property standards complaint/violation takes place and is investigated, the following course of action can be undertaken:

1. The property owner may be given an "Order to Comply"
2. The property owner is provided the opportunity to challenge the Order in front of the Municipal Property Standards Committee
3. Should the Municipal Property Standards Committee uphold the Order to Comply, the property owner may appeal the decision to the courts.

Currently the City's existing Property Standards By-law does not provide provisions relating to Section 35.3 of the Ontario Heritage Act. In fact, at this time, we are not aware of any municipality in the Province that has incorporated this section within its Property Standards By-law.

Definition of Minimum Maintenance

While the Act does not define "minimum maintenance" it could generally be regarded as measures placed on a heritage asset which ensure that it is completely sealed and protected from the weather elements, from the risk of vandalism and fire.

This should include, but not be limited to such building components as; the roof structure, all window / door openings and eaves/downspout systems.

If there were elements within the structure that required a minimum of heat for protection, such as plumbing, that minimum heat would be required as well.

In essence the minimum maintenance would see that a structure is sealed up and preserved until a future business case makes redevelopment of the asset feasible.

Property Standards By-law and Ontario Heritage Act

Upon consultation with the City's Solicitor, should Council wish to amend its Property Standards By-law to include provisions relating to the Ontario Heritage Act consideration should be given to:

1. Including provisions in the Property Standards By-law which relates only to heritage buildings which are vacant. Presumably, heritage buildings which have

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some use, even if seasonal or for special occasions, have an inherent level of minimum maintenance management.

2. As part of the property standards requirements, include a requirement that the property owner must complete and submit a minimum maintenance plan that would identify the minimum maintenance works that needs to be done and also how those works would be monitored over time.
3. In the event that a property owner fails to comply with an Order, the municipality should be prepared to undertake the works and apply them "like taxes" to the property which, if not paid by any other means, would be recoverable when the property is sold.

Amending By-Law

Should Council direct that By-law be amended to include heritage properties, it would be recommended that that work be done in consultation with the City's Solicitor and additional consultation with Ministry of Culture staff.

Ministry of Culture

Deputy Minister

5th Floor, Mowat Block
900 Bay Street
Toronto, ON M7A 1L2
Telephone: (416) 212-0644
Facsimile: (416) 212-0641

Ministère de la Culture

Sous-ministre

5^e étage, édifice Mowat
900, rue Bay
Toronto (Ontario) M7A 1L2
Téléphone: (416) 212-0644
Télécopieur: (416) 212-0641



Ontario

FEB 20 2006

DM2006-77

FEB 23 2006

Mr. Wendell Graves
City Clerk
City of St. Thomas
PO Box 520
City Hall
St. Thomas, ON N5P 3V7

Dear Mr. Graves:

Thank you for forwarding to me the queries of the Council of the City of St. Thomas regarding the proposed demolition of Alma College.

I understand that the City of St. Thomas designated Alma College under the *Ontario Heritage Act* in 1994. As you know, the Act now gives the City of St. Thomas the tools that council needs to stop the demolition of designated heritage buildings, such as Alma College. The legislation also permits municipalities to enact minimum maintenance standards for designated buildings.

The Ministry of Culture continues to receive correspondence from individuals and groups concerned about the future of Alma College. This correspondence includes a request from the Architectural Conservancy of Ontario for the Province to take action to help protect the property, as well as letters and e-mail messages from Alma College alumnae.

As Deputy Minister of Culture, I share these concerns and have asked my staff to continue to work with the municipality in their efforts to secure the future of this important site. The Ontario Heritage Trust has been asked to determine whether this property is of provincial heritage significance and to provide me with its recommendations in the near future.

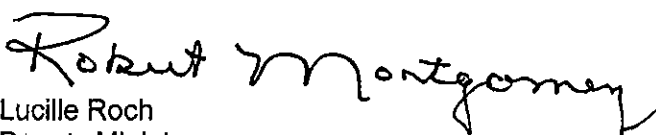
Municipalities may consider giving financial assistance and/or tax incentives to encourage and support owners to be stewards of their heritage properties in recognition of the community's interest in maintaining its heritage. I have enclosed a copy of the ministry's publication, *Getting Started: Heritage Property Tax Relief – A Guide for Municipalities*. Please note that the Province shares in the cost of the heritage property tax relief program. There is also a program at the federal level which helps with individual capital projects if the eligibility requirements are met. Information on this program, the Commercial Heritage Properties Incentive Fund, is enclosed as well.

Regarding minimum maintenance standards for designated property, section 35.3 of the amended *Ontario Heritage Act* is fairly new. Ministry staff are not aware of any municipality that has implemented this section yet, but I understand that your legal counsel have been in contact with the ministry's legal counsel to discuss approaches to this issue.

I would appreciate your keeping the ministry advised of further developments regarding the protection and future use of Alma College. Karla Barboza, Conservation Adviser in the ministry's Heritage and Libraries Branch, would be pleased to provide further assistance and advice regarding this matter. Karla can be reached by telephone at (416) 314-7120, or by e-mail at Karla.Barboza@mcl.gov.on.ca.

Thank you for your commitment and support in recognizing and protecting Ontario's heritage. Please accept my best wishes.

Yours truly,


for Lucille Roch
Deputy Minister

Enclosed

c: Karla Barboza, Conservation Adviser
Heritage and Libraries Branch

Ministry of Culture

Minister

5th Floor, Mowat Block
900 Bay Street
Toronto ON M7A 1L2
Tel: (416) 325-1660
Fax: (416) 325-1726

Ministère de la Culture

Ministre

5^e étage, édifice Mowat
900, rue Bay
Toronto (Ontario) M7A 1L2
Tél: (416) 325-1660
Téléc: (416) 325-1726



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FEB 27 2006

M2006-7518

FEB 21 2006

Mr. Scott Valens
President
Architectural Conservancy of Ontario
204-10 Adelaide Street East
Toronto, ON M5C 1J3

Dear Mr. Valens:

Thank you for your letter regarding the proposed demolition of Alma College. As Minister of Culture, I share your concern about the preservation of this important property.

I understand that the City of St. Thomas designated Alma College under the *Ontario Heritage Act* in 1994. As you know, the Act now gives the City of St. Thomas the tools Council needs to stop the demolition of designated heritage buildings, such as Alma College. The legislation also provides for maintenance standards for designated buildings.

Staff at my ministry have had discussions with staff of the municipality and the Municipal Heritage Committee about options to preserve the property. I would urge the City and the owners of the property to work together to find a solution that would save Alma College and give it new life in the community.

I am also asking the Ontario Heritage Trust to review and evaluate Alma College to determine if it is of cultural heritage value or interest of provincial significance and to provide its recommendations to me. Our government values Ontario's heritage and is committed to preserving it for the enjoyment and benefit of present and future generations.

Thank you for your commitment and support in recognizing and protecting Ontario's rich heritage. Please accept my best wishes.

Sincerely,

Madeleine Meilleur
Minister

c: Mayor Jeff Kohler
City of St. Thomas

c: Members of City Council
City of St. Thomas

Angus Walton, Heritage Planner
City of St. Thomas

Richard Moorhouse
Ontario Heritage Foundation

Paul King, President
Community Heritage Ontario

Janice Thielenhaus
Architectural Conservancy of Ontario London Branch

Don Menard
Architectural Conservancy of Ontario London Branch