

AGENDA

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

**COUNCIL CHAMBERS
CITY HALL**

**6:00 P.M. CLOSED SESSION
7:00 P.M. REGULAR SESSION**

MAY 1ST, 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 B. Aarts

DISCLOSURES OF INTEREST

MINUTES

Confirmation of the minutes of the meeting held on April 18th, 2006.

DEPUTATIONS

Official Plan and Zoning By-Law Amendment - 48 Stanley Street

Ian Seddon, Ian Seddon Planning Services, will be in attendance to discuss his report to Council regarding 48 Stanley Street. Pages 7 to 13

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

Proposed Zoning Bylaw Amendment - Add a "pet grooming shop" as an additional permitted use -18 East Street

Report PD-09-2006 of the Planner. Pages 14 + 15

Draft Plan of Subdivision File #34T-05507 - Former Kantor Farm, now Orchard Park - Block Development Plan - Doug Tarry Limited

Report PD-10-2006 of the Planning Director. Pages 16 to 18

Proposed Zoning Bylaw Amendment - Permit a minimum 7 metre rear yard depth - Lots 12 - 21, Part of Lot 9, Concession 7 - Doug Tarry Limited

Report PD-11-2006 of the Planner. Pages 19 to 23

Land Development - Part Lots 41 & 42 South of Bush Line

A letter has been received from Joe Ostojic requesting information to enable construction of a residential home on Part Lots 41 & 42 located south of Bush Line. Page 24 + 25

Official Plan and Zoning By-Law Amendment - 4954 Sunset Road

Notice of a public meeting concerning a proposed official plan and zoning by-law amendment has been received from the Municipality of Central Elgin to convert long cargo containers into mini storage units located at 4954 Sunset Road.

UNFINISHED BUSINESS

Official Plan and Zoning By-Law Amendment - 48 Stanley Street

NEW BUSINESS

BUSINESS CONCLUDED

ENVIRONMENTAL SERVICES COMMITTEE - Chairman M. Turvey

UNFINISHED BUSINESS

Intersection of First Avenue and Edward Street

Intersection of Edward Street and Burwell Road

Intersection of Wellington Street and Highview Avenue

NEW BUSINESS

Tender No. 06-607 - Truck Mounted Combination Jet Vacuum Machine - Contract Award

Report ES52-06 of the Supervisor of Water and Wastewater. Page 26

2005 Albert Roberts Booster Station Compliance Report

Report ES50-06 of Manager of Operations & Compliance. Page 27

Albert Roberts Compliance Report 2005 Attached.

BUSINESS CONCLUDED

PERSONNEL AND LABOUR RELATIONS COMMITTEE - Chairman D. Warden

UNFINISHED BUSINESS

NEW BUSINESS

Council Remuneration

Report HR-05-06 of the Director, Human Resources. Pages 28 + 29

BUSINESS CONCLUDED**FINANCE AND ADMINISTRATION COMMITTEE** - Chairman C. Barwick**UNFINISHED BUSINESS**Corporate Credit CardsJunior B Stars Hockey Club - 2006-2007 Facility Rental PermitSummer Meeting Schedule

Report CC-24-06 of the City Clerk. Page 30

Dennis Road Infrastructure

Report TR 23-06 of the Director of Finance and City Treasurer. Pages 31 to 34

Redevelopment of Horton Street Market

Report TR 25-06 of the Director of Finance and City Treasurer. Page 35

NEW BUSINESSAward of Tender No. 06-611 for Two New Ice Resurfacers

Report TR 24-06 of the Purchasing Agent/Licensing Officer. Page 36

Questions on Ballot for Municipal Election

Memorandum of the Mayor. Page 37

BUSINESS CONCLUDED**COMMUNITY AND SOCIAL SERVICES COMMITTEE** - Chairman B. Aarts**UNFINISHED BUSINESS**Parks Pavilion Renaming and Walk of FameEarly Learning Centre**NEW BUSINESS****BUSINESS CONCLUDED****PROTECTIVE SERVICES AND TRANSPORTATION COMMITTEE** - Chairman T. Shackelton**UNFINISHED BUSINESS**Captain Dennis A. Redman No.2 Fire StationRequest for "No Standing" Zone - Forest Park WalkwayIntersection of Redan Street and Woodworth Avenue

Report ES27-06, of the Supervisor of Roads & Transportation. Pages 38 to 40

NEW BUSINESS

Temporary Road Closure CPR Crossing Rebuild Talbot Street between First Ave and Burwell St

Report ES49-06, of the Manager of Operations & Compliance. Pages 41 to 43

Dunkirk Drive - Meehan Street to Churchill Crescent - No Parking Zone Requirement - Access For Emergency Services

Report ES26-06, of the Supervisor of Roads & Transportation. Pages 44 to 57

BUSINESS CONCLUDED

REPORTS PENDING

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

ENVIRONMENTALLY SENSITIVE LAND USE - P. Keenan

DRIVEWAY RECONSTRUCTION - MAPLE STREET - J. Dewancker

REVIEW OF CITY BUS ROUTES - J. Dewancker

FOREST AVENUE SIDEWALK - J. Dewancker

REDEVELOPMENT OF HORTON STREET MARKET - W. Day

ALMA 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 Fourth Report of the Site Plan Control Committee To be available at the meeting.

PETITIONS AND COMMUNICATONS

Seniors' Month - Proclamation - June 2006

A letter has been received from Jim Bradley, Minister Responsible for Seniors, requesting that Council proclaim the month of June 2006 as "Seniors' Month" in the City of St. Thomas.

St. Thomas REACT Inc. - Proclamation & Flag Raising - May 2006

A letter has been received from Emily Thomas, Secretary, St. Thomas REACT Inc., requesting that Council proclaim the month of May 2006, as “REACT” month in the City of St. Thomas and that the REACT flag be flown at City Hall for the week of May 15th to 22nd, 2006.

Ontario Association of Fire Chiefs - Conference & Educational Seminars - May 6th to 8th, 2006

A letter has been received from Lee Grant, Ontario Association of Fire Chiefs, inviting Council, senior municipal officials and Fire Chiefs to participate in the Educational Seminars for politicians being held in Toronto from May 6th to May 8th, 2006. **Page**

UNFINISHED BUSINESS

“Solid Pension - Secure Future” - C.A.W. Local 1001

City of St. Thomas 125th Anniversary

Minimum Maintenance Standards for Heritage Properties

NEW BUSINESS

BY-LAWS

First, Second and Third Reading

1. A by-law to confirm the proceedings of the Council meeting held on the 1st day of May, 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 1412651 Ontario Limited. (Legends Tavern - lease of 0.742 acres of City owned land)
3. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain contract between the Corporation of the City of St. Thomas and Fer-Pal Construction Limited. (2006 Annual Watermain Rehabilitation - \$814,825.33)
4. A by-law to adopt Official Plan Amendment No. 61. (Business office for interior design consulting and retail home furnishings and giftware boutique - 48 Stanley Street – Elgin Financial Corporation)
5. A by-law to amend By-Law 50-88, being Zoning By-Law for the City of St. Thomas (Permit business office for interior design consulting and retail home furnishings and giftware boutique - 48 Stanley Street - Elgin Financial Corporation)
6. A by-law to authorize the Mayor and Clerk to execute and affix the Corporate Seal to a certain Release. (Patricia Mary Kokoruds - Full and Final Mutual Release - Britton Drive)

PUBLIC NOTICE

NOTICES OF MOTION

CLOSED SESSION

A resolution to close the meeting will be presented to deal with a proposed or pending disposition of land by the municipality and advice that is subject to solicitor-client privilege.

OPEN SESSION

ADJOURNMENT

CLOSING PRAYER

- 7 -

Ian Seddon Planning Services
Professional Land Use Planning, Planning Approvals
Natural Environmental and Resource Management Planning

138 Chalet Crescent
London, Ontario
N6K 3C6

April 25, 2006

File: 2006-5

Mayor Jeff Kohler and Members of Council
Corporation of the City of St. Thomas
P.O. Box 520, 545 Talbot Street
St. Thomas, Ontario
N5P 3V7

City of St. Thomas
Planning
APR 25 2006
City Clerk's Dept.

Dear Mayor Kohler and Members of Council:

Subject: Proposed Official Plan Amendment and Zoning By-law Amendment – Elgin Financial Corporation and The Eclectic Company – 48 Stanley Street, Part Lots 14, 16 & 17, Plan 192, City of St. Thomas – City File No. 2-20-05 & 3-02-05

I have been retained by P. Miller and G. Donaldson, residents at 45 Stanley Street to provide planning services in connection with their objection to the proposed official plan and zoning by-law amendments affecting 48 Stanley Street.

As outlined in the attached Planning Report to Council, the proposed amendments cannot be supported for seven reasons. The amendments offend provisions of the *Planning Act*, are inconsistent with policies of the Provincial Policy Statement, offend policies of the St. Thomas Official Plan, cannot be supported by the parent St. Thomas Zoning By-law 50-88 as amended, will cause land use conflicts, will create adverse impacts upon neighbouring properties and do not represent sound land use planning.

I recommend that Council adopt the report provided by Jim McCoomb, Planner with the City's Planning Department and not approve the requested official plan and zoning by-law amendments.

In this regard, I respectfully request that I be given delegation status at the Monday, May 1st meeting of Council. I will attend to address questions Council may have concerning the attached report.

Sincerely,



Ian Seddon, MCIP, RPP
Principal

Telephone: (519) 473-4314
Facsimile: (519) 473-8334
Email: ian@ianseddon.ca

Copies to:

Jim McCoomb, Planning Department, City of St. Thomas
Patton, Cormier & Associates, Barristers & Solicitors, London

Planning Report to the Council of the Corporation of the City of St. Thomas

Prepared by Ian Seddon, MCIP, RPP
 IAN SEDDON PLANNING SERVICES

April 24, 2006

Contents

Planning Issue – Illegal Use of 48 Stanley Street	1
Testing the Official Plan and Zoning By-law Applications	2
1. <i>Planning Act</i> Test	2
2. Provincial Policy Statement Test	3
3. St. Thomas Official Plan	4
Residential Policies	4
Commercial Policies	4
4. City of St. Thomas Zoning By-law 50-88	5
5. Generation of Land Use Conflicts	5
6. Creation of Adverse Impacts	6
7. Sound Land Use Planning	6
Planning Report provided by City Staff	6
Conclusion	7

Planning Issue – Illegal Use of 48 Stanley Street

St. Thomas City Council is faced with an illegal use of 48 Stanley Street. Current official plan land use designations and policies do not permit (and have not permitted for many years) the conducting of commercial / retail entrepreneurial activities within residential neighbourhoods. The use cannot be considered legal non-conforming given the city’s current and previous zoning by-laws never permitted such uses at this location. The activities of The Eclectic Company were not established in advance of the current and preceding zoning regulations that apply.

The illegality appears to be acknowledged by the proponents. They sought a minor variance to the zoning by-law to permit the use. The Committee of Adjustment, after holding a hearing and considering the variance application, concluded that the use does not conform to the general intent and purpose of the official plan and the zoning by-law. It is a requirement under Section 45 of the *Planning Act* that variances cannot be approved where they fail to conform to a municipality’s official plan and zoning by-law.

The proponents have appealed the denial of their variance application. But they are also applying to amend the official plan and zoning by-law to permit their use – which indicates they realize that the current use fails

to conform to St. Thomas's land use designation and policies for the 48 Stanley Street area and fails to conform to applicable zoning regulations.

I have been retained by a neighbouring landowner to provide planning advice and assistance in this matter. This report is being provided to Council in support of planning opinion and recommendations already provided by city planning staff. I recommend that Council deny the applications, and encourage the proponents to move their unique and eclectic entrepreneurial activity into an area of the city already appropriately designated and zoned for such uses, such as the Talbot Street downtown.

Testing the Official Plan and Zoning By-law Applications

Consideration of the requested official plan amendment (OPA) and zoning amendment (ZBA) requires determining whether these requested amendments:

1. can be supported by the *Planning Act*;
2. are consistent with the policies within the Provincial Policy Statement;
3. conform to the general intent and purpose of the Official Plan;
4. conform to the general intent and purpose of the Zoning By-law;
5. generate land use incompatibilities or land use conflicts;
6. create adverse impacts upon neighbouring, conforming land uses; and,
7. represent sound land use planning.

1. *Planning Act* Test

Section 2 of the *Planning Act* requires that Council shall have regard to a range of provincial interests, the key ones in relation to these applications being:

2(h) – which requires that a safe and healthy neighbourhood is maintained consistent with established planning policies and principles of the community;

2(k) – which requires that the applications will not detract from nor distort the city's intentions regarding the provision of employment opportunities through the considered designation of employment areas – in other words, commercial and retail employment opportunities are already provided elsewhere in the city and there must be a very strong rationale for providing new opportunities at locations not designated for such purposes;

2(n) – which requires the applications shall not create conflicts between the public interest for planned growth of the city and private, entrepreneurial interests that do not conform to the city's established policies for growth; and,

2(p) – which requires proponents to demonstrate that the subject site is an appropriate location for the proposed growth and development, meaning it is a location that can be justified in terms of the city's established policies for managing land use, land use changes and new developments.

The application demonstrates an overall inconsistency with these subsections of Section 2. It is an application that is seeking an anomaly – a commercial-retail land use within an historic residential area instead of seeking a location within areas already appropriately designated and zoned for the use. The city's planning principles are aimed at enhancing the commercial viability of its Talbot Street downtown core. They are not aimed at permitting ad-hoc commercial ventures within established, historic residential neighbourhoods. It is contrary

to provincial interests to deviate from planning principles set in the city's official plan, adopted by City Council and approved by the Province.

2. Provincial Policy Statement Test

Subsection 3(5) of the *Planning Act* requires that Council, "in respect of the exercise of any authority that affects a planning matter, shall be consistent with" policies of the PPS.

The PPS requires that:

- "Land use must be carefully managed to accommodate appropriate development to meet the full range of current and future needs, while achieving efficient development patterns. ... Long-term prosperity, environmental health and social well-being should take precedence over short-term considerations. ... To support our collective well-being, now and in the future, all land use must be well managed."

The proponents are seeking a special allowance to legitimize their illegal use. If allowed, it would be an example of approving a private interest ahead of the longer-term municipal interests for ensuring land use is well managed. The City needs to direct commercial-retail uses to those areas it has already designated for such purposes – downtown on Talbot Street. In terms of tourism, it is far preferable to encourage tourist walks into a diverse, eclectic and interesting downtown than almost anywhere else. It would be very wrong to permit a hop-scotched retail-commercial use that is admitted by its proponents as unique to locate in an area where it fails to contribute to and support the longer-term community goals for downtown revitalization – especially when this option is available without the need for any planning approvals.

Council is required to ensure its decisions shall be consistent with PPS policies, such as:

1.1.1.a – Its decisions shall promote land use patterns which contribute to sustaining St. Thomas over the long-term. The proponent indicates that if he cannot locate on Stanley Street, he may move to London! Council's long-term commitment is to promote and protect the residential character of the Stanley Street neighbourhood, not to weaken that character by allowing commercial uses to invade it.

1.3.1 Employment Areas – St. Thomas is already providing an appropriate mix and range of employment areas (including commercial uses) to meet the City's long term needs. What is the justification for deviating from this? The proponents have failed to provide sufficient justification for deviating from the City's long-term planning as represented by the policies of its Official Plan. Justification is provided only in terms of it being a use for the large house owned by the proponents.

1.7.1.b Downtowns and Mainstreets – long term economic prosperity shall be supported by maintaining and where possible, enhancing the vitality and viability of downtowns and mainstreets. This is an application about a unique commercial-retail venture. Its appropriate location is on Talbot Street where existing city infrastructure can support it, not on a narrow, winding, one-way street within the midst of an historic residential neighbourhood. Where is the public interest served by allowing the proponent a retail-commercial opportunity away from the downtown core? Should similar home decorating and furnishing enterprises be encouraged to move off Talbot Street onto the residential properties of their owners? These are where approval of the proponents' application will lead – and this is not in the long term economic interests of the City – and this would be inconsistent with provincial policies for maintaining and enhancing downtowns and mainstreets.

1.7.1.f Sustainable tourism – Sustainable tourism involves a carefully worked out plan, supportive of broad community objectives, to encourage tourism where the greatest possible economic return can be gained by the community. The tourism focus should be upon linking attractions to the economic and business core of the community along Talbot Street, not to a quiet, historic neighbourhood!

3. St. Thomas Official Plan

The proponent's property at 48 Stanley Street is within a residential designation, and the rear of the property is designated open space in recognition of the slope hazards associated with the Kettle Creek valley to its south.

It is important that established residential neighbourhoods are protected from competing and conflicting land use proposals. The sanctity of anyone's residential neighbourhood must be respected and protected by Council. If the city were to gain a reputation for doing otherwise, the result could discourage families and individuals new to the Elgin-Middlesex area of Ontario from wanting to locate in the city.

Residential Policies

- Policy 5.1.2 (I) – The present quality of the residential areas should be maintained and/or improved
- Policy 5.1.3.1 – The Residential designation means the predominant use of land shall be for low, medium and high density residential use.
- Policy 5.1.3.8 – The proposed use does not conform to “Home Occupation Policies” provided at Section 5.1.3.8. Home Occupations do not permit the retailing of goods and do not permit commercial, out-door advertising of the home occupation
- On June 2, 2002, City Council adopted the significant Amendment No. 50 to the Official Plan. This amendment is based upon a strategic review of the St. Thomas / Central Elgin regional commercial system. Its basis includes the observation that a shift in commercial and retail enterprise is resulting in pressures for non-conventional retail sites, the adaptive reuse of vacant retail space and the development of new retail formats. The objective of the amendment is to enhance opportunities regionally for commercial activities in a manner that builds upon the existing commercial-retail fabric of the community, and that focuses them appropriately. Accordingly, policies for isolated commercial-retail land uses within residential areas, previously contemplated according to criteria that linked such uses to the intensity of residential development, have been deleted from the official plan by Amendment No. 50. If Council were to approve The Eclectic Company proposal, Council would be reversing, without any sound justification, the application of Amendment No. 50 policies within the Stanley Street residential neighbourhood.

Commercial Policies

- Policy 3.6.1, Commercial – It is clear the intent of the City's official plan is to direct commercial entrepreneurial activity to the “Downtown” and to Elgin Mall, not to residential settings such as Stanley Street.

- Policy 3.4.1, Downtown – With Amendment No. 50, Council has said the “Downtown” (i.e., Talbot Street area) will remain as the centre of pedestrian oriented retail, office, civic, cultural, entertainment and government uses in the City of St. Thomas. Tourism uses will be encouraged to locate in the “Downtown” to reinforce it as a “people place” and community “meeting place” for residents and visitors. Permitting an eclectic and unique decorating and home furnishing consulting business that has a strong retail component in a residential area does not support Council’s stated direction for commercial/retail growth within the City of St. Thomas.

The general intent and purpose of the Official Plan is to direct retail and commercial uses to Talbot Street or to the other major commercial areas of St. Thomas where retail and commercial uses are permitted. It is not the intent of the Official Plan to encourage development of such uses scattered within established residential areas.

4. City of St. Thomas Zoning By-law 50-88

It is a requirement of the *Planning Act* that a zoning by-law conforms to and implements a municipality’s official plan. The property at 48 Stanley Street has a residential zoning excepting the hazard slope to the rear of the property which is zoned Open Space. It is within a Residential designation wherein various types of residential dwellings are permitted but wherein commercial and retail uses are not allowed. The R-4 zoning of 48 Stanley Street and its environs does not allow the uses proposed by The Eclectic Company. Already, the land use at this location has been determined to be at odds with the intent and purpose of both the official plan and the zoning by-law by the city’s Committee of Adjustment. While the proponents have appealed this determination, they are now seeking to effectively set aside that determination by seeking official plan and zoning amendments that do not conform to the established planning principles of the city. If Council agrees that the proposed official plan amendment fails to conform to the general intent and purpose of the Official Plan, then Council must come to the same conclusion about the zoning application.

5. Generation of Land Use Conflicts

Official Plan Amendment No. 50 recognizes that local commercial uses within residential neighbourhoods are not desirable. Interestingly, the former local commercial policies would not allow consideration of the 48 Stanley Street proposal. There are key reasons that support Council’s approval of OPA No. 50. Commercial activity within residential neighbourhoods sets up conflicts between the interests of commercial business operators and the rights afforded by residential designations and zoning to quiet and peaceful enjoyment by home owners of their residential properties.

Large delivery trucks idling while unloading, well lit advertising signs, and traffic confusion created by intrusion of commercial activity into a quiet residential area are existing examples of land use conflict being caused by the inappropriate use of 48 Stanley Street for commercial / retail purposes. It is a provincial planning principle, set out in the Provincial Policy Statement, that land use conflicts are to be avoided. Land use conflicts as they are the most common determinant of poorly managed urban planning, development and growth. A decision to approve The Eclectic Company proposal would be both bad planning and inconsistent with the intent of provincial planning policies, as well as being an affront to the City’s well researched and thoroughly justified commercial policies put into the Official Plan as recently as June 2002 by OPA No. 50.

6. Creation of Adverse Impacts

Creation of adverse impacts goes hand-in-hand with planning decisions that create land use conflicts. Commercial/retail land uses need to attract numbers of people – and concomitantly traffic – in order to be successful. Homeowners who have invested in a quiet historic residential neighbourhood have a right to expect that the City will uphold its land use designations, policies and zoning controls that maintain and protect such neighbourhoods. An official plan is meant to direct a city's land-use decision-making and a city's residents expect their city to follow its official plan. Allowing a site-specific retail/commercial use within a residential neighbourhood will force homeowners to cope with traffic confusion, increased numbers of pedestrians, delivery trucks idling, all of which adversely impact upon quiet residential characteristics and values that homeowners cherish.

7. Sound Land Use Planning

Sound land use planning is the objective. Everywhere, sound use planning is demonstrated by key characteristics or results that include:

- provision of services and amenities to people that are simultaneously environmentally sensitive;
- design elements that provide for appropriate, safe, smooth circulation and access by people and vehicles;
- avoidance of adverse impacts upon surrounding land uses and values;
- good appearance and function; and,
- enhancing the social, economic and visual integrity of the neighbourhood and community at large.

The services being proposed by The Eclectic Company appear to be in demand, but this is not the issue. The issue is the location for the provision of those services. A decision to approve the requested official plan and zoning amendments would not be sound land use planning. Existing street patterns and the existing access driveways to 48 Stanley Street were not designed to provide for commercial business traffic. Major improvements would be required to carry the hoped-for traffic to sustain the business – and why should the city approve this private amendment application when it could then be facing a requirement to up-grade the street infrastructure for this private business? As noted, placing a commercial/retail land use within a residential neighbourhood leads to adverse impacts upon the rights to property enjoyment by nearby homeowners. Retail advertising conflicts with common-sense understanding of the appearance qualities desired for residential neighbourhoods. Commercial/retail activity injects a conflicting function into a residential area through the business needs for advertising, deliveries, and levels of public traffic that need to be far greater than for a residential function. Allowing the continued use of 48 Stanley Street for commercial/retail uses erodes the social, economic and visual integrity of the historic residential neighbourhood of which it is a part. This use should not be legitimized by approval of this individually requested and private application for official plan and zoning amendments. It is counter to the common good, to the City's stated policies for promoting residential neighbourhoods and to the City's responsibilities for ensuring functions and values of residential neighbourhoods are protected from conflicting land uses.

Planning Report provided by City Staff

Council has received Report No. PD-04-2006 from Jim McCoomb of the Planning Department. In that report, Mr. McCoomb notes that The Eclectic Company has already established an interior design consulting business with associated boutique retail uses at 48 Stanley Street. He notes the city received complaints from

neighbours. An application for official plan and zoning amendments has been submitted in an attempt to bring the use into compliance with the by-law.

Mr. McCoomb concludes, "Given the existing standards for home occupations as established by the Official Plan and the Zoning By-law, and in order to protect the residential amenity of the surrounding neighbourhood from impacts associated with the proposed commercial use, it is staff's recommendation, respectfully, that the applications be denied."

Conclusion

In summary the requested amendments do not conform to the general intent and purpose of the official plan. The use, presently being carried on inappropriately, without planning approval pursuant to the *Planning Act* and against St. Thomas City planning policies and zoning regulations, is creating land use conflicts, unsafe traffic patterns and negatively affecting the right of property enjoyment by neighbouring residential land owners. This retail use is not compatible with the residential area wherein it is located.

Council should accept the planning report submitted by Jim McCoomb and accept his recommendation that the applications should be denied.



The Corporation of the City of St. Thomas -14-

Report No.: PD-09-2006

File No.: ST2-04-06

Directed to: Chairman H. Chapman and Members of the Planning and Development Committee

Date: April 21st, 2006

Subject: Proposed Zoning Bylaw Amendment - to add a "pet grooming shop" as an additional permitted use on lands known municipally as 18 East Street.

Department: Planning Department
Prepared by: J McCoomb - Planner

Attachments:

RECOMMENDATION:

THAT: Council authorize the preparation of a draft amendment to the City of St. Thomas Zoning By-law 50-88 to add "pet grooming shop" as an additional permitted use on lands known municipally as 18 East Street;

AND THAT: A date for a public meeting be set in accordance with Ontario Regulation 199/96, as amended. (*Recommended Date: June 5th, 2006 @ 6:20 p.m.*)

ANALYSIS:

Location:

The subject lands are located on the west side of East Street, north of Talbot Street. The subject lands have a total site area of approximately 300m², and currently contain a two storey detached dwelling. Surrounding uses include a parking lot and commercial to the south, residential to the north, commercial to the west and residential, business office and public parking lot to the east. The location of the property is shown on the Location Plan.

The subject lands may be legally described as Plan 115, Lots 65 & 66, City of St. Thomas. They are described municipally as 18 East Street.

Proposal:

The applicant is proposing to sell pet supplies and offer pet grooming services within the existing former residence located on the subject lands. According to the application, the proposed uses will be located entirely within the existing building. The applicant advises that no external structural changes are proposed to the building and no outside dog runs and no over-night boarding will be permitted.

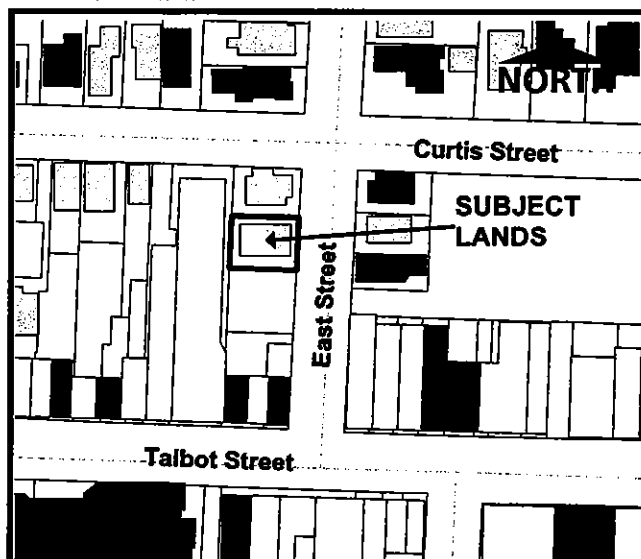
Official Plan Policies:

The subject lands are located within the Talbot Central designation of the St. Thomas Official Plan, which means that the predominant use of land shall be for pedestrian oriented retail commercial, eating establishments, cultural, tourism recreation and entertainment uses, hotel, motel, office, personal service shops and residential uses. Public utilities, institutional uses, public administration buildings and uses, public recreation facilities, parkettes and walkways are also permitted within the Talbot Central designation, subject to the policies of the Plan. In my opinion, the proposed "pet grooming shop" use complies with the general intent of the Talbot Central designation and may be considered without an amendment to the Plan.

Zoning By-law:

The subject property is currently located within the Downtown Talbot Central Commercial Zone (C2) of St. Thomas Zoning By-law 50-88. The C2 zone permits retail store, business office, personal service shop, restaurant, bakery, hotel, recreation centre, repair and custom workshop, dry cleaning pick-up station, institution, theatre, newspaper publishing business, private club, clinic, and uses accessory to the foregoing. The proposed sale of pet supplies is permitted within the C2 zone under the general "retail store" definition. A site specific amendment to the Zoning By-law is required to permit the proposed pet grooming shop as an additional permitted use.

Location Plan:

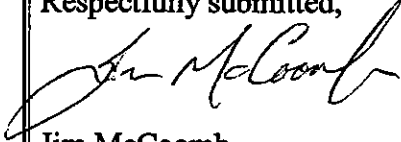


Comments:

-15-

The proposed additional use of a "pet grooming shop" will allow the applicant to offer services complimentary to the pet supplies sales. As long as it is kept inside the building, the proposed use would not necessarily be incompatible with existing surrounding uses. It is anticipated that the site specific amendment will contain similar prohibitions against outside enclosures and kennels as was the case with the recent amendment for 17 Manitoba Street.

Respectfully submitted,



Jim McCoomb
Planner



Reviewed By:

Env. Services

Treasury

City Clerk

Other



**The Corporation of the -16-
City of St. Thomas**

Report No.: PD-10-2006

File No.: 34T-05507

Directed to: Chairman H. Chapman and Members of the
Planning and Development Committee

Date: April 25th, 2006

Subject: Application by Doug. Tarry Limited, Draft Plan of Subdivision, File 34T-05507 - Formerly
known as Kantor Farm, now Orchard Park - Block Development Plan.

Department: Planning Department
Prepared by: P J C Keenan - Planning Director

Attachments:
- revised draft plan (reduced)

RECOMMENDATION:

THAT: Council approve in principle the proposed revised Draft Plan of Subdivision File # 34T-05507 (Residential Plan of Subdivision) of lands owned by Doug. Tarry Limited which lands are legally described as Part of Lot 9, Concession 7, Geographic Township of Yarmouth, City of St. Thomas, County of Elgin;

AND THAT: A date for a second public meeting be set for June 5th, 2006 @ 6:30 P.M. in accordance with Ontario Regulation 196/96.

Proposal:

In response to staff and agency comments, Doug. Tarry Limited has submitted a revised Draft Plan of Subdivision for approval of a Block Development Plan for the lands known as the former Kantor Farm. Located south of Elm Street, east of Butler Drive (Applewood Subdivision) and abutting the City Boundary on the south and east, the lands comprise an area of approximately 34.07 hectares (84.18 acres). (See location Plan)

The revisions to the proposed draft plan of subdivision include:

- The developer has purchased additional land on Elm Street to permit the widening of Street 'A',
- An additional lot on the west side of Street 'A', identified as Lot 72 on the revised draft Plan,
- There has been a realignment of lot sizes on Street 'C' with a resultant change in the number of lots designated for single family use and semi-detached use, and
- The centre of the "bubble" on Street 'B' has been relocated to increase the depths of the lots at the west end of Street 'B'

The proposed draft plan of subdivision now contains the following:

- 72 lots for residential development comprised of 58 lots for single detached dwellings and 15 lots (30 units) for semi-detached dwellings,
- 4 Blocks (78,79,80 and 81) for future residential development,
- 2 Blocks (75&77) for future roads,
- 1 Block (76) for park purposes located adjacent to Applewood Park, and
- 1 Block (74) for Storm Water management purposes.

Location Plan



Recommendation:

Information on the original application for draft Plan of Subdivision approval is contained within Planning Report PD 34-2005. Due to the nature of the changes, a re-circulation of the revised plan is required and staff is of the opinion that the revisions are not minor and that a second public meeting be held in order to provide staff, agencies and the public an opportunity to comment on the revisions to the proposed draft Plan.

A reduced copy of the revised draft Plan of Subdivision is attached.

-/7-

Concurrent Zoning Amendments:

Concurrent with this Subdivision application are two zoning by-law amendment applications: one application is in process (refer to PD 35-2005) and proposes 11 metre lot frontages for Lots 28-31; 34-36; 41-4, and 53-58 inclusive and, a new application has been filed which proposes a minimum 7 metre rear yard depth and a maximum lot coverage of 40% on Lots 12 through 21 inclusive within the revised draft Plan of Subdivision. A report (PD 11-2006) on the two zoning by-law amendment applications is being presented to Council for their review at the May 1st, 2006 Council Meeting.

Respectfully submitted,

P.J.C. Keenan

Director of Planning



Reviewed By:

Env. Services

Treasury

City Clerk

Other





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

-19-

Report No.: PD-11-2006

File No.: ST2-03-06

Directed to: Chairman H. Chapman and Members of the
Planning and Development Committee

Date: April 21st, 2006

Subject: Zoning Bylaw Amendment Application - Doug. Tarry Limited - to permit a minimum 7 metre rear yard depth and a maximum lot coverage of 40% on Lots 12 through 21 inclusive within Draft Plan of Subdivision File No.: 34T-05507 as revised, which may be legally described as Part of Lot 9, Concession 7, Geographic Township of Yarmouth, now in the City of St. Thomas, County of Elgin.

Department: Planning Department
Prepared by: J. McCoomb - Planner

Attachments:

- sketch showing section of revised draft Plan of Subdivision
- Doug Tarry Limited marketing outline for "Adult Lifestyle Community" concept
- draft Zoning Map 26-5 from 2005 application

RECOMMENDATION:

THAT the application by Doug. Tarry Limited for an amendment to the St. Thomas Zoning By-law 50-88 be received and that direction be given to prepare a site specific draft amendment to the Zoning By-law to permit a minimum 7 metre rear yard depth and a maximum lot coverage of 40% on Lots 12 through 21 inclusive within Draft Plan of Subdivision 34T-05507 as revised, which may be legally described as Part of Lot 9, Concession 7, Geographic Township of Yarmouth, now in the City of St. Thomas, County of Elgin;

AND THAT a date for a public meeting be set in accordance with Ontario Regulation 199/96, as amended. (*Recommended Date: June 5th, 2006 @ 6:40 p.m.*)

ANALYSIS:

Location:

Doug. Tarry Limited has made an application to amend City of St. Thomas Zoning By-Law 50-88. The lands subject to this application comprise part of the land included within a proposed revised residential draft Plan of Subdivision (File No.: 34T-05507, see Report No. PD-10-2006 on the May 1st, 2006 Council Agenda). The property subject to draft Plan of Subdivision File No.: 34T-05507 has a total site area of approximately 34.07 hectares (84.18 acres). 10 lots within the first phase are proposed for an "adult lifestyle community" (see below) and are the subject of this application for zoning by-law amendment. The location of the lots that are subject to this application are shown on the attached sketch showing a portion of the revised draft Plan.

The site is legally described Part of Lot 9, Concession 7, Geographic Township of Yarmouth, now in the City of St. Thomas, County of Elgin.

Proposal:

An application has been made to amend Zoning By-Law 50-88 to permit a minimum 7 metre rear yard depth and a maximum lot coverage of 40% on 10 lots (Lots 12 through 21 inclusive) within the revised draft Plan of Subdivision No. 34T-05507. Currently the minimum rear yard depth is 10.5 metres and the maximum coverage is 35% within the R1 Zone.

The requested amendment supports a proposal by the applicant to create an "adult lifestyle community". A marketing outline from Doug Tarry Limited is attached that describes the concept in more detail. Essentially it is geared towards "empty nesters" who are looking to buy a condo style home (2 bedroom, single storey on a broad footprint) but are looking to have less condo-type restrictions (no condo fees, do their own landscaping, enable privacy fencing, etc.).

Official Plan Policies: The subject property is designated for residential use in the City of St. Thomas Official Plan. The policies of the Plan for the Residential designation permit a variety of residential dwelling types. In my opinion, the proposed amendment conforms to the policies of the Official Plan, is compatible with surrounding land uses, and represents good planning.

Zoning By-law:

The lands subject to the zoning by-law amendment are located within the First Residential Zone (R1-21, R1-22). The standard provisions for the R1 zone permits the proposed single detached dwellings based on a minimum rear yard depth of 10.5 metres and a maximum lot coverage of 35%. An amendment to the by-law is required to reduce the minimum rear yard to 7 metres and increase the maximum coverage to 40% for the 10 lots identified above.

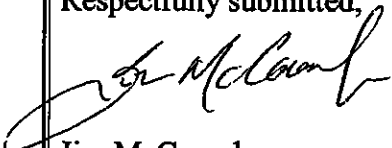
Comments:

- In August of 2005, Doug Tarry Limited submitted an application (see Report No. PD-35-2005 in the September 6th, 2005 Council agenda) to amend Zoning By-law 50-88 to permit 11 metre lot frontages on Lots 28, 29, 30, 31, 33, 34, 35, 36, 40, 41, 42, 43, 44, 54, 55, 56, 57, 58, 59, and 65 on land within Draft Plan of Subdivision 34T-05507 (see attached draft Zoning Map 26-5 to compare original proposal with revised as shown on attached sketch of part of the revised Draft Plan).
- A public meeting for that application was held on October 3rd, 2005 in accordance with the requirements under the Planning Act.
- Due to changes proposed to the draft plan by the applicant, the zoning by-law amendment was never brought back to Council for final approval.
- Draft Plan 34T-05507 has been revised and the lot numbering adjusted accordingly. The revisions to the draft plan deleted two of the proposed 11 metre lots (Lots 40 and 41) and adjusted the frontages on a further two lots (Lots 33 and 65) such that they meet the regular standards of the R3A zone. A concurrent application dealing with the revisions to Draft Plan No 34T-05507 has been submitted by the applicants (see Report No. PD-10-2005 in the May 1st, 2005 Council agenda).

Staff Recommendation for Amendments:

- It is staff's recommendation that the changes that were to be accomplished through the previous draft by-law amendment (the proposed 11 metre frontages to be applied to Lots 28, 29, 30, 31, 34, 35, 36, 41, 42, 43, 53, 54, 55, 56, 57 and 58 as shown on the revised Draft Plan of Subdivision - see attached sketch) be raised at the public meeting and that a comprehensive amendment be prepared to deal with those changes concurrent with the objectives of this latest application (minimum rear yard depth of 7 metres and maximum coverage of 40% for Lots 12 through 21 inclusive as shown on the revised Draft Plan - see attached sketch) in one by-law.

Respectfully submitted,



Jim McCoomb
Planner



Reviewed By:

Env. Services

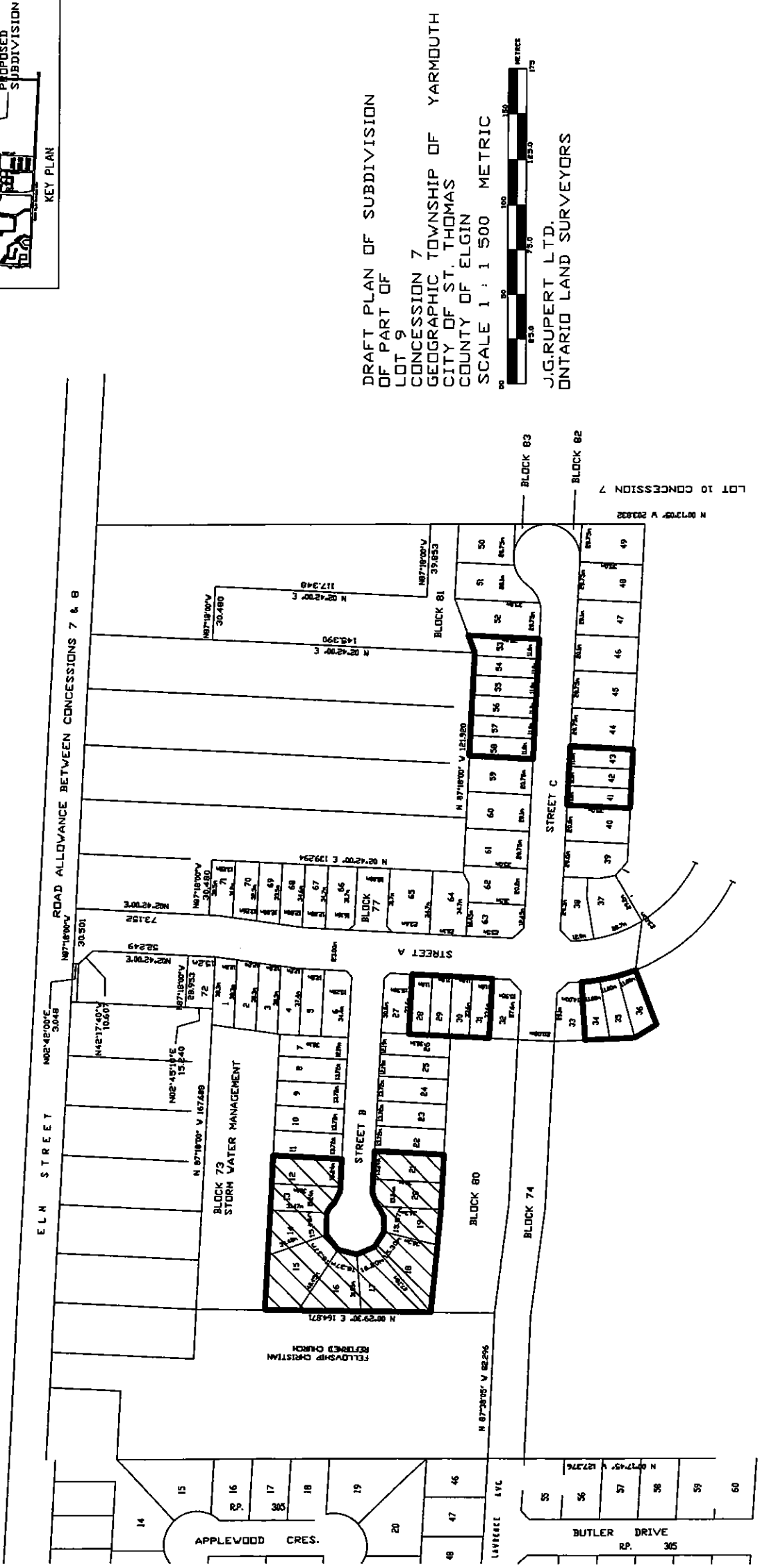
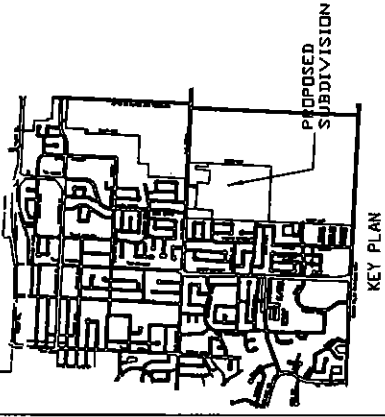
Treasury

City Clerk

Other

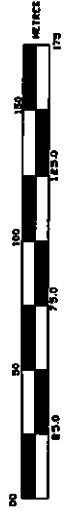
Lots proposed for 7m rear yards
and 40% coverage (Adult Lifestyle Concept)

Lots proposed for 11m frontage



DRAFT PLAN OF SUBDIVISION
OF PART OF
LOT 9
CONCESSION 7
GEOGRAPHIC TOWNSHIP OF YARMOUTH
CITY OF ST. THOMAS
COUNTY OF ELGIN
SCALE 1 : 1 500 METRIC

J.G. RUPERT LTD.
ONTARIO LAND SURVEYORS



Cherry Blossom Lane
Adult Lifestyle Community
Doug Tarry Limited Marketing Outline

Doug Tarry Limited has completed a detailed survey of current needs for alternative style housing for the baby boom and older population (The "Empty Nester").

What we found was that there was two distinct groups of potential clients that would want to live in a themed community; Those that wished to live in a condo setting and those that wished to have fewer restrictions (i.e. no condo fees, do their own grass cutting and landscaping be able to have a privacy fence, pets etc.).

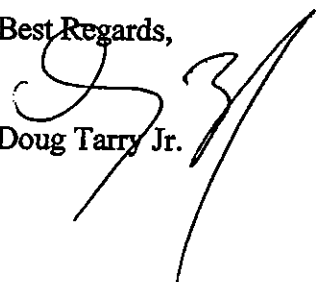
While the first group is being serviced by several builder / developers, to date it appears that the Doug Tarry Limited Harrington Community in Millcreek, has been the only adult lifestyle community to date in St. Thomas. Our statistics consistently show that 50% of the potential buyers in the "Empty Nester" are looking for this type of home purchase.

What is the Difference between Condo and Adult Lifestyle. The type of homes being built, may be identical between the two products, but aside from the type of ownership and the restrictions of a condo community, there may be very little visual difference between the two. Usually an Adult Lifestyle community controls the type of people who are looking to buy within the community, by offering 1 & 2 bedroom homes, with or without a den. An additional benefit to the Adult Lifestyle community, is that home owners are able to personalize their exteriors (Depending on the architectural restrictions applied to the community).

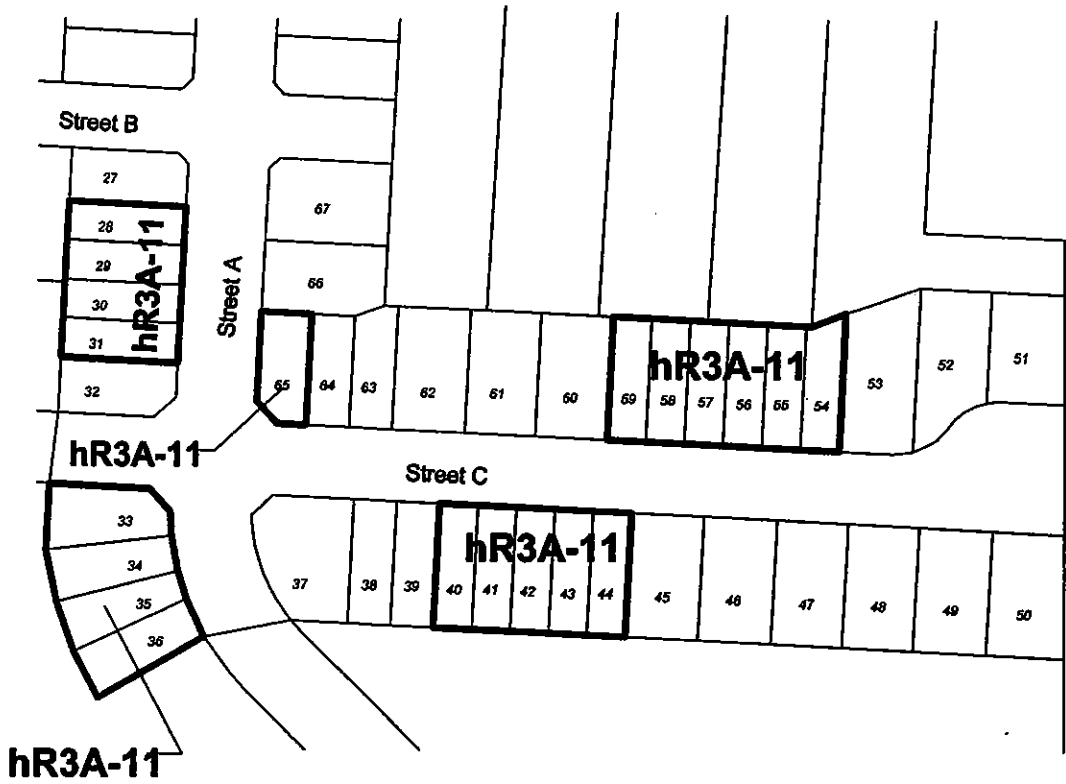
In the case of Cherry Blossom Lane, we are envisioning a community of approximately 20 Adult Lifestyle units of two bedroom one floor plans, ranging in size from 1200 to 1650 sq. ft. The majority of these homes will feature two car garages. 8ft and 9ft ceilings will be offered, with some plans providing for vaulted ceilings. Additional features would include; open concept kitchen and Great Room, ensuite bath's, main floor laundry and optional dens. The pricing for this community is not yet complete but should fall within the \$180 to \$250K price range.

Should you require any additional information regarding this project or would like to be put on our mailing list, please contact Marian Waterhouse at 637-6819, for further assistance.

Best Regards,


Doug Tarry Jr.

DRAFT



THIS IS SCHEDULE "A" TO BY-LAW No.
PASSED ON THE DAY OF , 2005.

MAYOR

CLERK

City of St. Thomas

APR 25 2006

City Clerk's Dept

Alderman Tom Johnston
25 Warbler Heights
St. Thomas, ON
N5R 6S5

April 21, 2006

Dear Tom,

I am writing this letter to council members on behalf of my wife and I. In 2005 I went to the committee of adjustments for a building permit on Bush line lands. The committee turned me down with the reason being that there are no septic beds allowed in the City of St. Thomas. I believe it will be a long time before the Sewers will reach Bush line. If there was some way to get services there without spending A million dollars or more then I would not be writing this letter to you at this time. If anyone was ever planning to do a subdivision it would be different because there would be some money from the sale of the lots. In New Sarum there is a subdivision going up and there are large lots with septic beds. I understand that the above example is not in the City of St. Thomas but over the last few years septic beds are better than what they were. I have already done a perk test on the Bush line property and it is a raised bed, which is one of the best types of septic beds. There is a house presently being built across the street and as I understand is replacing an existing home which would make that 3 existing homes on one property. How do we know there was not an existing home on this property as well? As shown on the map there is a larger piece of land and a smaller piece of land, my family and I would build our home on the small parcel as not to disturb the farmlands or future subdivision development. We understand that farm land is important to the City and the Township. In our case we would like to build one home; our dream home where we can raise our family. Presently the property is paying +/- \$400.00 /year in taxes. By building a house on the property it would increase taxes for the City. The reason I am writing this letter is to ask Council how my family and I can build a house on the said lands.

REFERRED TO	
<u>Pat Keenan (CA)</u>	
FOR	
DIRECTION	<input type="checkbox"/>
REPORT OR COMMENT	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
FROM	<u>Benjamin</u>

Thank you,

Joe Ostroff

cc Mayor Kohler
Members of City Council

LOT 40

LOT 41

LOT 42

SOUTH OF TALBOT ROAD EAST

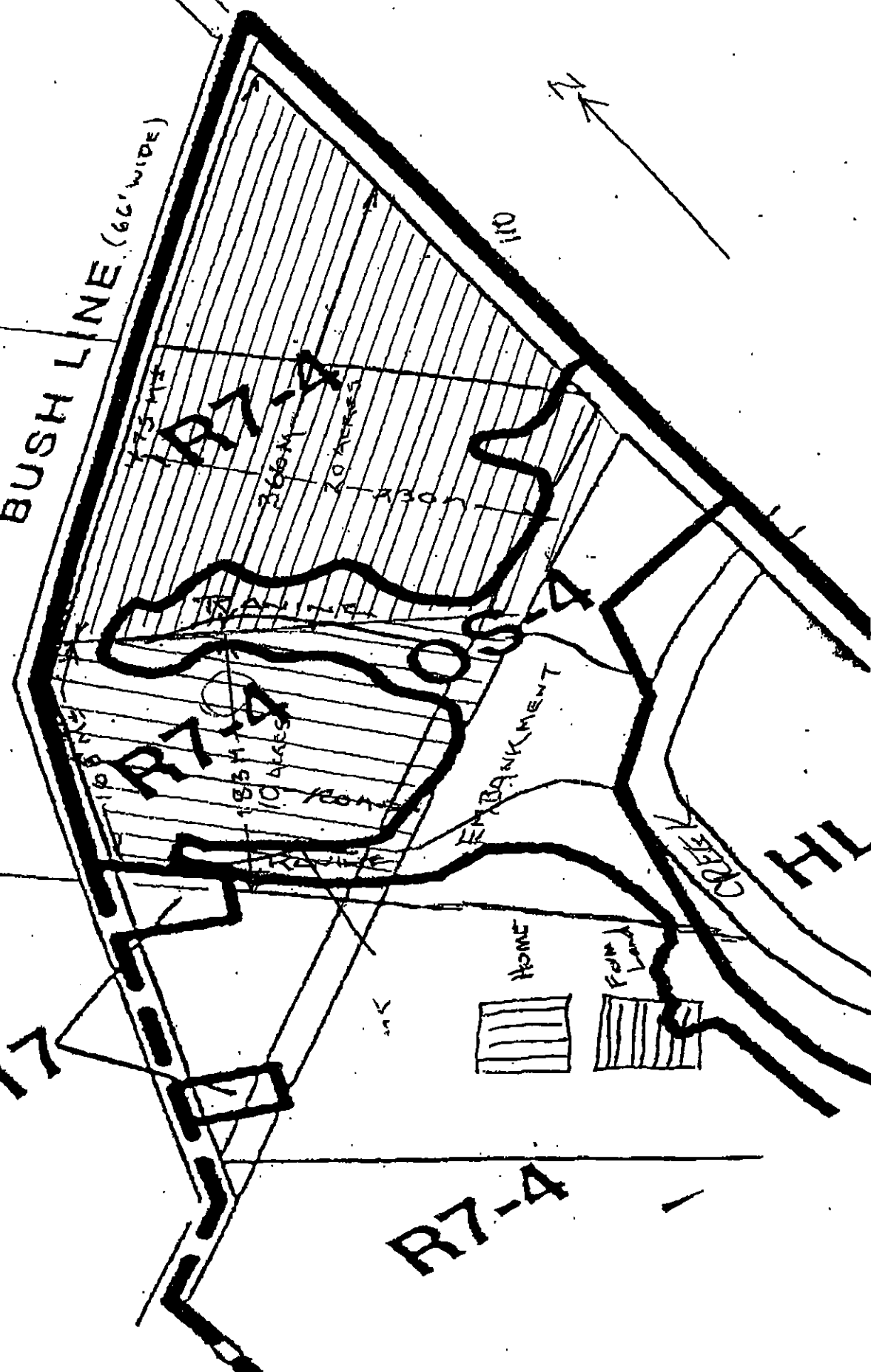
FORMER TOWNSHIP OF SOUTH WOLFE

(LANDS NOW IN CITY OF ST. THOMAS)

R1-17

R7-4

BUSH LINE (66' WIDE)





Corporation of the

City of St. Thomas

-26-

Report No.

ES52-06

File No.

08-313-02

Directed to: Chairman Marie Turvey and Members of the Environmental Services Committee

Date

May 1, 2006

Department: Environmental Services Department

Attachment

Prepared By: Chuck Fiddy, Supervisor of Water and Wastewater

Subject: Tender No. 06-607 – Truck Mounted Combination Jet Vacuum Machine – Contract Award

Recommendation:

It is recommended that:

1. The tender submitted by Joe Johnson Equipment Inc., Bid "B", for a Truck Mounted Combination Jet Vacuum Machine for the purchase price of \$339,595.20 (plus GST) be accepted.
2. An additional \$9,595.20 be allocated from the Sewer Reserve, noting that only \$330,000 was allocated in the 2006 Capital Budget for this purchase.
3. A by-law be prepared to authorize this tender award.

Origin:

In December of 2005, Council approved a capital budget of \$330,000 for the purchase of a Truck Mounted Combination Jet Vacuum Machine to be incorporated in the 2006 Capital Budget.

Analysis:

The tender, which was advertised in the London Free Press, the City's web site and through the Purchase Buyer's Association, closed on April 19, 2006. Three submissions were received as follows:

Joe Johnson Equipment Inc. - Bid "B"	\$339,595.20 + GST
Joe Johnson Equipment Inc. - Bid "A"	\$340,561.80 + GST
Novajet (West) Inc.	\$365,688.00 + GST

The two suppliers are familiar to the city staff and all units proposed would perform to the City's requirements. Joe Johnson Equipment submitted two options. Both Bid "A" and "B" submissions by Joe Johnson Equipment Inc. have identical Jet Vacuum Units. Bid "A" includes a Sterling Chassis with a delivery date of 32 to 40 weeks and Bid "B" includes an International Chassis with a delivery date of 25 to 32 weeks with a savings of \$966.60. The chassis specifications for both bid submissions are similar, however, Bid "B", should have a unit operational earlier in 2006.

Financial Considerations:

In the 2006 Capital Budget, Council approved \$330,000.00 from the Sewer Reserve for the purchase of a Truck Mounted Combination Jet Vacuum Machine. The tender recommended is \$9,595.20 over the Capital Budget allocated for this purchase. It is recommended that this additional amount be obtained from the Sewer Reserve.

Respectfully submitted

for Chuck Fiddy, Supervisor of Water and Wastewater
Environmental Services

Reviewed By:

Treasurer

Env Services

Planning

City Clerk

HR

Other



Corporation of the

City of St. Thomas

-27-

Report No.

ES50-06

File No.

06-084

Directed to:

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

Date

May 1, 2006

Department:

Environmental Services

Attachment

Prepared By:

Ivar Andersen, Manager of Operations & Compliance

2005 Albert Roberts Booster Station Compliance Report

Subject:

2005 Albert Roberts Booster Station Compliance Report

Recommendation:

It is recommended that the attached 2005 Albert Roberts Booster Station Compliance Report be accepted and received by City Council.

Origin:

The Ministry of the Environment Certificate of Approval for the Albert Roberts Booster Station requires that an annual compliance report be completed and made available to the Ministry of the Environment upon request. As well, the Certificate of Approval requires that this report is submitted to City Council.

Analysis:

Attached is a copy of the 2005 Albert Roberts Booster Station Compliance Report. This water pumping station, commonly called the Tyke Road Booster Pumping Station, forms an integral part of the St. Thomas water distribution system and is one of three main feeds to the City system. As indicated in the report:

- All sampling and maintenance conducted at this pumping station has satisfied the water quality standards, objective and guideline requirements as set out in the Safe Drinking Water Act, Ontario Regulation 170/03.
- The system satisfies "Chlorination of Potable Water Supplies in Ontario". The pumping station does not have chlorination equipment, however, the pumps are interlocked with a chlorine residual analyzer and water will automatically stop flowing into the distribution system if readings fall below a set point of 0.5 mg/l.
- The maximum flow of 14,714 cubic metres/day approved for this pumping station was not exceeded in 2005.
- In 2005, the continuous chlorine analyzer and flow measuring meter were maintained as per the manufacturer's instructions and calibrations were completed as required.
- The SCADA data logger failed to maintain data for a 3 month period in 2005, resulting in missed data for this period, however, the safety of the water was not compromised. During this period, data from the Elgin Area Water Treatment Plant SCADA system was provided to satisfy Ministry of the Environment criteria.

Staff will be available at the Council meeting to answer any questions that the members may have.

Respectfully Submitted,

Ivar Andersen, P.Eng.
Manager of Operations & Compliance

Reviewed By:

Treasury

Env Services

Planning

City Clerk

HR

Other



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

-28-

Report No.: HR-05-06

File No.:

Directed to: Alderman Dave Warden and Members of the
Personnel & Labour Relations Committee

Date: April 24, 2006

Subject: COUNCIL REMUNERATION

Department: Human Resources

Prepared By: Graham Dart

Attachment: By-Law 86-2002

Recommendation:

That Council receive report HR - 05-06 as information

Report:

At its regular meeting on February 13, 2006, Council directed that a review of Council remuneration be conducted. The focus of this direction was the exception for election years, and the definition of "Administrative Management" staff.

On June 3, 2002, Council amended the existing by-law "for paying remuneration to the members of Council and appointees of the Council" by adding the following clause:

"8.1 That effective January 1, 2001 and as of January 1st in each subsequent year, except for election years where the effective date shall be the inaugural date of the new council, the annual remuneration and committee allowances referred to in Appendix "A" be adjusted by a percentage equal to the percentage increase granted by the Council to members of its Administrative Management staff in that year to a maximum of 7% in any year"

Since its inclusion in the By-Law "Administrative Management staff" has been interpreted to mean the non-union employee group as a whole. It is recommended that this interpretation continue.

As interpreted, the above clause will result in Council receiving a 3% remuneration increase effective January 1, 2007.

Other Options:

Options available to Council regarding the "Election year" are:

- 1) Remove the exception during an election year.
- 2) Select a different remuneration amount during Election years

A number of Municipalities were contacted as to their practice and the majority of municipalities that responded do not have an exception during election years. However, some Municipalities only provide an increase for the election year equal to the cost of living (CPI) for the year prior to the election year.

Respectfully submitted

Graham Dart, AMCT, CMM III
Director, Human Resources

Reviewed by:

Treasury

Env. Services

Planning

City Clerk

Valleyview

Fire

CITY OF ST. THOMAS

BY-LAW NO. 86-2002

A by-law to amend By-Law No. 140-2001,
being a by-law for paying remuneration
to the members of Council and appointees
of the Council.


THE COUNCIL OF THE CORPORATION OF THE CITY OF ST. THOMAS ENACTS AS
FOLLOWS:

1. That By-Law No. 140-2001 shall be amended by the insertion of the following:

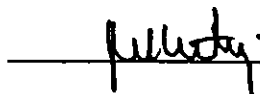
"8.1 That effective January 1, 2001 and as of January 1st in each subsequent year, except for election years where the effective date shall be the inaugural date of the new council, the annual remuneration and committee allowances referred to in Appendix "A" be adjusted by a percentage equal to the percentage increase granted by the Council to members of its Administrative Management staff in that year to a maximum of 7% in any year."
2. By-Law 41-98 shall be and the same is hereby repealed.
3. This by-law shall become effective and take force as of and from the first day of January, 2001.

READ a First and Second time this 3rd day of June, 2002.

READ a Third time and Finally passed this 3rd day of June, 2002.



Peter J. Leack, City Clerk



Peter Ostojic, Mayor



Corporation of the

City of St. Thomas

- 30 -

Report No.
CC-24-06

File No.

Directed to: Chairman C. Barwick and Members of the Finance and Administration Committee

Date
April 24, 2006

Department: City Clerks Department

Prepared By: W. Graves, City Clerk

Subject: Summer Meeting Schedule

Recommendation

THAT: Council receive Report CC-24-06 as information, and further,

THAT: The Regular Council Meetings for the summer be scheduled for Monday, July 17th and Monday, August 21st; and further,

THAT: these meetings be scheduled to commence at 5:00 p.m.

Background

Annually it has been the practice of Council to reduce the number of regularly scheduled meetings during the summer months to one meeting per month. In the past these meetings have begun at 5:00 p.m..

Of note is the ability to call special meetings at any time should they be warranted.

Identifying the summer schedule at this time will permit staff to organize work plans and reports and also allow Council and staff to effectively schedule holidays.

As a follow-up to the discussion at the previous Council meeting, members were contacted and the majority have stated that are available for the recommended dates.

Respectfully,


W. Graves, City Clerk

Reviewed By:

Treasury

Env Services

Planning

City Clerk

Comm Services

Other



- 31 -

Corporation of the
City of St. Thomas

Report No.

TR 23-06

File No.

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

Date
April 21, 2006

Department: Treasury

Attachment:

Prepared By: William J. Day, City Treasurer

Appendix "A"
2006 Project Detail Sheet
Appendix "B"
2006 Project Detail Sheet
Appendix "C"
EDC resolution April 10, 2006

Subject: Dennis Road Construction – Phase 1 Underground Servicing and Road

Recommendation:

In connection with Report TR 23-06 it is recommended that:

1. Council authorize a drawdown from the Working Reserve in the amount of \$1.45 million to finance Dennis Road Construction – Phase 1 Underground Servicing and Road base work.
2. One-hundred percent of the proceeds from the sale of industrial land in the Highbury Industrial Park be credited to the City's Working Reserve.

Report:

Background

In the 2006 Capital Budget – Part 1, Council approved Dennis Road Construction between Burwell Road and Highbury Avenue at an estimated cost of \$2.5 million (see Appendix A). The project was to be funded by the sale of serviced industrial lands.

Subsequently, in the 2006 Capital Budget – Part 2, Council approved Dennis Road Construction, Phase 1 to allow for the installation of the underground services along Dennis Road and the construction of road base at an estimated cost of \$1.45 million (see Appendix B). The project was to be funded by the EDC unexpended capital account.

On April 10, 2006 the St. Thomas Economic Development Corporation rejected the EDC unexpended capital account as a source of funding for the project (see Appendix C).

At its April 18, 2006 meeting, St. Thomas City Council resolved:

"THAT: Council fund the servicing of Dennis Road at an estimated cost of \$1.4 million to be funded from reserves; and further,

"THAT: The reserve funds be replenished with all funds from the sale of lands."

Comments

In the absence of accessing the EDC unexpended capital account as a source of financing for the project we would recommend the City's Working Reserve as the alternative funding source given Council's direction to use City reserves.

Respectfully submitted,

W. J. Day
Director of Finance and City Treasurer

CAPITAL PROJECT FOR 2006

Project Name:

Dennis Road Construction

Department:

Environmental Services/Economic
Development/Corporate

Estimated Gross Cost:

\$2,500,000

Funding Sources:

SITE MAP IF REQUIRED

Tax Funded	Previously Approved	Grants	D.C. Reserve	Water Reserve	San. Reserve	Stm. Reserve
Veh/Equip. Reserve	Industrial Land Sales					
	\$2,500,000					

PROJECT DESCRIPTION:

In order to sustain industrial growth in the City's north east quadrant in the future and to ensure that industrial lots (size ranges 10-50 acres) are available for purchase on short notice to new industries, it is recommended that Dennis Road be constructed between Burwell Road and Highbury Avenue. The cost of road construction will be funded through the sale of serviced industrial lands.

DEPARTMENT RATING: A1 A2 A3 B1 B2 B3 C1 C2 C3

CAPITAL PROJECT FOR 2006

Project Name:

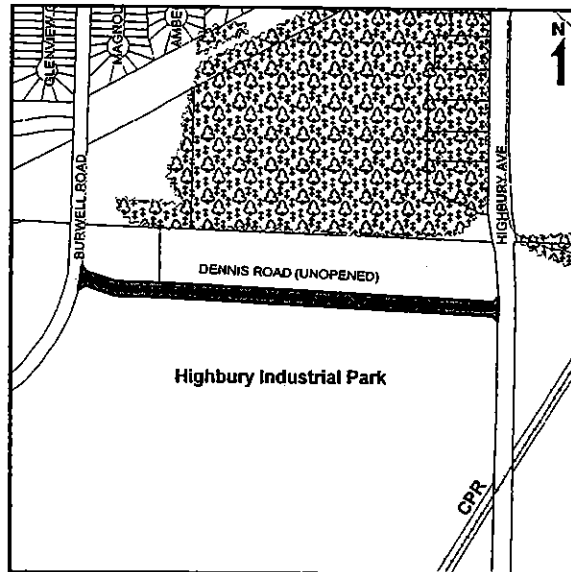
**Dennis Road Construction, Phase I
underground servicing and road**

Department:

**Environmental Services/Economic
Development/Corporate**

Estimated Gross Cost:

\$2,500,000


Funding Sources:
SITE MAP IF REQUIRED

Tax Funded	Previously Approved	Grants	E.D.C. Unexpended Capital Reserve	Water Reserve	San. Reserve	Stm. Reserve
			\$1,450,000			
Veh/Equip. Reserve						

PROJECT DESCRIPTION:

In order to sustain industrial growth in the City's north east quadrant in the future and to ensure that industrial lots (size ranges 10 – 50 acres) are available for purchase on short notice to new industries, it is recommended that Dennis Road be constructed between Burwell Road and Highbury Avenue. The cost of road construction will be funded through the sale of serviced industrial lands and financed through the use of EDC unexpended capital presently held in the EDC bank account. At the Council meeting of March 6, 2006, Members requested that the funding approval for the construction of this industrial road be phased. Phase I work only includes the installation of the underground services along Dennis Road and the construction of road base (Granular 'B' with layer of recycled asphalt). The road will be barricaded to prevent public traffic access.

DEPARTMENT RATING: A1 A2 A3 B1 B2 B3 C1 C2 C3



ST. THOMAS ECONOMIC DEVELOPMENT
CORPORATION

EXTRACT FROM THE MINUTES OF the fourth meeting of the Board of Directors

HELD ON April 10, 2006.

TO: Alderman Barwick, Finance & Administration
W. Graves, City Clerk
B. Day, City Treasurer
T. Johnston, Accounting Manager

Dennis Road Construction – Appendix "E"

Motion by Alderman Turvey – Mr. Smith:

THAT: The request of the City of St. Thomas to finance the Phase I construction of Dennis Road in the City of St. Thomas Highbury Industrial Park for \$1.45 million be respectfully declined as the Economic Development Corporation Capital Funds that are held in reserve are intended to be used in the short term for the acquisition and possible servicing of additional industrial property for the St. Thomas Economic Development Corporation.

Recorded Vote

Yeas

Mr. Riddell
Alderman Turvey
Mr. Ashcroft
Mr. Broome
Alderman Aarts
Mr. Coutts
Mr. Kerr
Mr. Smith

Nays

Alderman Shackelton
Alderman Barwick
Alderman Chapman
Alderman Johnston
Alderman Warden

Carried.



-35 -

Corporation of the
City of St. Thomas

Report No.

TR 25-06

File No.

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

Date

April 24, 2006

Department: Treasury

Attachment:

Prepared By: William J. Day, City Treasurer

Subject: **Horton Market**

Recommendation:

In connection with Report TR 25-06 it is recommended that:

1. Council authorize a drawdown from the Capital Reserve in the amount of \$56,000 to fund the cost of repairs to the Horton Market.
2. Council approve an expenditure of \$5,000 for the wages of a Market Manager for the 2006 Market season; it being noted that this unbudgeted expenditure will be reported in the June 30, 2006 Current Budget Monitoring Report.

Report:

Background

On April 18, 2006 Council received a presentation of the Interim Report on the Horton Farmers' Market. The result was a request from the Downtown Development Board and its Farmers' Market Steering Committee for Council to approve expenditures of \$61,000 deemed necessary to open the Market for the 2006 season.

Of the total amount requested, \$56,000 related to the capital cost of putting the market into an operating condition and \$5,000 related to the cost of a Market Manager.

Following the presentation, St. Thomas City Council resolved:

"THAT: Council approve the expenditure of \$61,000 for the Horton Street Market."

Comments

These expenditures were not included in the 2006 budget. Since \$56,000 of the approved expenditure is capital in nature, it is recommended that \$56,000 be drawn down from the Capital Reserve. The \$5,000 approved for the Market Manager will be identified as an unbudgeted expenditure in the June 30, 2006 Current Budget Monitoring Report.

Respectfully submitted,

W. J. Day
Director of Finance and City Treasurer



- 36 -

Corporation of the
City of St. Thomas

Report No.

TR 24-06

File No.

06-611

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

Department: Purchasing and Facilities/Property

Prepared By: Mike Hoogstra, Purchasing Agent/Licensing Officer
Frank Lattanzio, Manager of Facilities and Property

Subject: Award of Tender No. 06-611 for Two New Ice Resurfacers

Date

April 24, 2006

Attachments:

None

Recommendation:

That: Council receive Report TR 24-06 relating to the award of Tender No. 06-611 for two ice resurfacers and further:

That: Council accept the Tender submitted by Resurface Corporation for the purchase of one (1) Ice Resurfacer for Memorial Arena at a total price of \$71,754.25 (including taxes and trade-in) as approved in the 2006 part one capital budget and the lease of one (1) Ice Resurfacer for the St. Thomas Community Centre for a period of three years for a total monthly cost of \$1,725.00 (including taxes); it being noted that \$1,500 per month will be funded by the Greenlane Community Trust Fund, a third party corporate sponsor.

Background:

There are two manufacturers of Ice Resurfacing machines, Zamboni Company and Resurface Corporation the manufacturer of Olympia. A Tender was developed using generic specifications, provided by other municipalities, that would allow both competitors to submit a bid. The Tender was structured to allow for the purchase of two (2) Ice Resurfacing machines and the trade-in of an existing 1985 Olympia no longer in use by the City. One resurfacer would be purchased using funds approved in the 2006 part one capital budget and the other resurfacer would be leased using funds to be provided by the Greenlane Community Trust Fund, a third party corporate sponsor. The Tender packages were sent via Purolator to both companies on March 24, 2006 and were signed for and received at both companies on March 27.

On March 27 a no-bid form was received from Zamboni Company indicating that our specifications were too tight and they would not be compliant, therefore unable to bid. At that time City staff reviewed the specifications and issued an addendum immediately clarifying the requirements. These clarifications allowed Zamboni to submit a bid. Additionally a call was placed to the Sales Representative at Zamboni Company to personally clarify the specifications and at that time Zamboni was grateful for the revisions to the specifications.

The Tenders closed at 2:00:00 p.m. on Thursday, April 13, 2006 and one bid was received from Resurface Corporation. The prices received are indicated below:

Bidder	Purchase Price (Including taxes and trade-in value)	Lease Price (Including taxes)
Resurface Corporation (Olympia)	\$ 71,754.25	\$1,725.00/month

Upon further communication with Zamboni Company regarding the no bid, Zamboni's Sales Representative informed us that they were unable to compete with Resurface Corporation and that was the reason a bid was not submitted.

Staff have reviewed the Tender received by Resurface Corporation and no errors or omissions were found. Delivery of the two (2) Ice Resurfacers would be made within 12 weeks after receipt of the order.

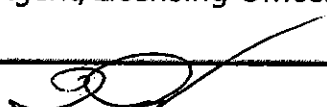
Staff are available to answer any questions members may have.

Respectfully submitted,


Mike Hoogstra
Purchasing Agent/Licensing Officer


Frank Lattanzio
Manager of Facilities and Property

Reviewed By:


Treasury

Env Services

Planning

City Clerk

HR

Other

April 25, 2006

City of St. Thomas
Received
APR 25 2006
City Clerk's Dept.

MEMO TO: CHAIRMAN C. BARWICK AND MEMBERS OF
FINANCE AND ADMINISTRATION COMMITTEE
FROM: MAYOR J. KOHLER
RE: QUESTIONS ON BALLOT FOR MUNICIPAL ELECTION

In April Council received a report from the City Clerk outlining certain timelines for the Municipal Election.

Included in the timelines was a date of May 17, 2006 when a by-law would have to be passed in order for a question to be included on the ballot.

It is my understanding that a public meeting would also be required prior to a by-law being passed.

In order to meet the required timelines, I would like the members to consider adding the following questions to the ballot and directing administration to implement the required process:

1. Would you like to see the size of council decreased by one member for the next election?
2. Would you like to see the size of council increased by one member by the next election?

Thank-you for your consideration.

Yours truly,



Mayor J. Kohler



Corporation of the

City of St. Thomas

- 38 -

Report No.

ES27-06

File No.

05-014-06

Directed to:

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

Date

May 1, 2006

Department:

Environmental Services Department

Attachment

Prepared By:

Dave White - Supervisor of Roads and Transportation

Email from resident of Redan Street.

Subject:

The Intersection of Redan Street and Woodworth Street – Operational Review

Recommendation:

It is recommended that:

1. Report No. ES27-06 be received for information; and,
2. Updated traffic count information be collected on Redan Street During the Fall 2006 data collection program for future operational review and report to Council.

Origin

At the meeting of February 13, 2006, Alderman Turvey inquired if the Environmental Services Department could review traffic movements at the intersection of Redan Street and Woodworth Avenue. The Director, Environmental Services stated that a report would be prepared relating to this intersection. In addition, a concern has been raised by a resident (email attached) of Redan Street asking that a parking restriction on both sides of Redan Street be considered. Both issues are addressed by this report.

Analysis

Existing Conditions

Redan Street is classified as a Minor Arterial road in schedule B of the official plan, which carries approximately 4,000 vehicles per day (2003) and connects the commercial development to the east of First Street with the residential areas west of First Street and serves the entire subdivision block to provide access to First Street. The width of the road is approximately 8.5 metres, and there are the following parking restrictions on Redan Street;

- From First Avenue to Woodworth Street on the north and south sides,
- From Woodworth Street to Alma Street on the north side only and,
- From 61m east of Alma Street to Alma Street.

Being a two-lane Minor Arterial road (through highway) Redan Street has the design capacity of approximately >10,000 vehicles per day, therefore Redan Street is operating at <40% of its' design capacity at approximately 4,000 vehicles per day. The historical traffic volumes on Redan Street from 1990 to 2000 show a 20% increase in traffic volume and no increase in traffic volumes from 2000 to 2003 (the latest count). These traffic volumes appear to match the expected volumes that were indicated in the Traffic Impact Study for the area developments. Redan Street has been identified for a road widening under Schedule C of the official plan.

Woodworth Street is classified as a Major Collector road in schedule B of the official plan, which carries approximately 1,000 vehicles per day (2003) and connects Redan Street with the residential/industrial areas to the north and south. The speed limit on both roads is 50km/h. The intersection of Redan Street and Woodworth Street currently has a north/south stop condition yielding the right-of-way to the higher volume street (Redan). All roads in the area have sidewalk networks on both sides of each road. Traffic control is consistent throughout the area.

All-Way Stop Condition Analysis – 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 (on Arterial and Major Roads) at the intersection of Redan Street and Woodworth Street using 2003 traffic volumes.

a) All-Way Stop Minimum Volume Warrant (both must warranted)					
Peak Hour vehicle volume on ALL intersection approaches (from 2003 intersection count)					
> 500 vehicles in the highest hour recorded	North Leg	South Leg	East Leg	West Leg	Warranted
	182	131	686	638	YES
Vehicle volume split between approaches does not exceed 70/30 (e.g. 60/40)					
Direction	Highest Volume		Actual Split		Warranted
East/West Leg	1,624 / 915		81 / 19		NO
North & South leg					
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
	Unlimited / Unlimited	NO
b) Collision Warrant Met?		NO

All-Way Stop Condition Warrant a) or b) Met?	NO
--	----

As a result of this analysis, an All-Way Stop Condition is not warranted at this time.

No Parking Zone Analysis – The current pavement width of Redan Street is less than 9.9m wide however, there is a road shoulder with a 1.2m width on both sides of the travelled portion of the roadway. This road section could be provided with a parking restriction on one side to accommodate the minimum required fire route width of 5.94m. With the exception of the section of Redan Street from Alma Street to Balaclava Street, there is already a parking restriction on one side.

Summary

Therefore, as a result of this analysis and the review of the current data and needs, it is recommended that the road section be further studies after a Fall 2006 traffic count is conducted and that no additional parking restriction be implemented at this time.

Financial Considerations

The recommendations within this report have no effect on the current Roads and Transportation operating budget.

Alternatives

Install a parking restriction on the north side of Redan Street from Woodworth Street to Alma Street.

Respectfully,



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

Reviewed By: Treasury Env Services Planning City Clerk HR Other

Morreau, Katie

From: Steve Howes [stevelhowes@hotmail.com]
Sent: Wednesday, April 12, 2006 8:48 PM
To: White, David
Subject: Safty concerns on Redan st.

Hi Dave. I am finally able to respond to your earlier request to have my concerns on paper. I live at 96 Redan st. in the city of St. Thomas. I have lived here for approximately five years, when moved in the street was not as busy as it is now, since the new development east of First ave. My concerns are with the increased volume of traffic and the speed it is travelling allowing parking on the south side of the street is creating a very dangerous situation. As you had noticed as well the street is to narrow to allow the flow of traffic in both directions with cars parked on the side of the street. since I have lived here there has been a couple of accidents and numerous close calls. on one occasion a car parked on the street was struck by an oncomming vehicle, pushed into the car parked infront of it and that car ended up on the side walk thankfully no one was injured (this time) on another occasion a car parked on the side of the street was struck by a fire truck. There was also an incident where a fire truck trying to respond to a fire almost struck another vehicle that was travelling on the street. The opperator of that vehicle moved to the side of the street and stopped as they should have but this actually created a problem being that the street is not wide enough to accomidate. I hope something can be done to make Redan street safe for those who use it and those living on it. I would also like to see the St. Thomas police enforcing the speed limit on the street this is not the 401. thank you for looking into my concerns and I look forward to hearing from you soon

Steve Howes

96 Redan st.

Scan and help eliminate destructive viruses from your inbound and outbound e-mail and attachments.

<http://join.msn.com/?pgmarket=en-ca&page=byoa/prem&xAPID=1994&DI=1034>
&SU=http://hotmail.com/enca&HL=Market_MSNIS_Taglines

Start enjoying all the benefits of MSN® Premium right now and get the first two months FREE*.



Corporation of the

City of St. Thomas

Report No.

ES49-06

File No.

05-035-01

Directed to:

Chairman T. Shackelton and Members of the Protective Services and Transportation Committee

Date

May 1, 2006

Department:

Environmental Services

Prepared By:

Ivar Andersen, Manager of Operations & Compliance

Attachment

Map of Detours

Subject:

Temporary Road Closure For Canadian Pacific Railway Road Crossing Rebuild On Talbot Street Between First Avenue and Burwell Road

Recommendation:

It is recommended that:

1. Council approve the temporary road closure of Talbot Street between First Avenue and Burwell Road for a two day period during the months of July or August (to be confirmed), to permit Canadian Pacific Railway, in conjunction with the City, to rehabilitate the railway road crossing in this section of road.
2. Council approve the proposed detour as shown on the attached map.

Origin:

On April 12, 2006, staff met with a representative of the Canadian Pacific Railway to discuss a CP railway request for the City's co-operation in rehabilitating the CP crossing of Talbot Street located between First Avenue and Burwell Road.

Analysis:

Normally, at railway/road intersections, the railway is responsible for any track work required and the City is responsible for any roadwork required. For these rail crossings, the City, in addition to the roadworks, is proposing to have rubber flanges installed along the rails to increase the longevity of the road at the tracks. CP has agreed to install these rubber flanges at no cost to the City, however, the City will have to pay the material cost which is approximately \$60 per foot of track crossing. As well, CP has agreed to reimburse the City for the costs associated with repaving the road at the track crossing.

Separate from the track crossing reconstruction and as reported to Council in report ES45-06, the City will also be resurfacing this entire section of Talbot Street with a slurry seal application. Minor base repair work will be completed in various locations prior to the slurry seal application. The City will attempt to co-ordinate this activity with the temporary road closure, however, this may not be possible because of scheduling constraints.

CP is planning to undertake the work sometime in early July or August of this year. The exact timing of the construction is not known at this time due to a number of factors including delivery of the replacement sections of track. It is expected that the work will involve the complete closure of Talbot Street between First Avenue and Burwell Road for a two day period. Once the exact timing of the closure is established, advance signing will be installed near the crossing so that drivers and affected property owners will be aware of the upcoming closure.

Following is the proposed detour for the crossing:

- Complete closure (ROAD CLOSED) at the at grade crossing on Talbot Street between First Avenue and Burwell Road
- Partial closure (LOCAL TRAFFIC ONLY) on Talbot Street at Burwell and on Talbot Street at First Avenue
- Detour routes as shown on attached map, on Fairview Avenue, Wellington Street and First Avenue and on Burwell Road, Edward Street and First Avenue.

The Economic Development Corporation has been advised of the proposed temporary road closure and will be contacting the affected industries to alert them and their staff. Note that the exact timing of the closure may vary and is dependent on weather conditions and other situations beyond City control.

Financial Considerations:

Canadian Pacific Railways has agreed to pay for all the costs associated with this rail crossing upgrade with the exception of the material cost of the rubber flanges. The funding of rubber flanges for this crossing will be accommodated in the provincial "Move Ontario Roads and Bridges" subsidy allocation as reported to Council in report ES45-06 on April 18, 2006.

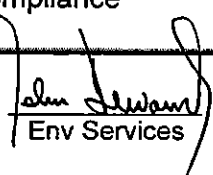
Respectfully,



Ivar Andersen, P.Eng.,
Manager of Operations & Compliance
Environmental Services

Reviewed By:

Treasury


Env Services

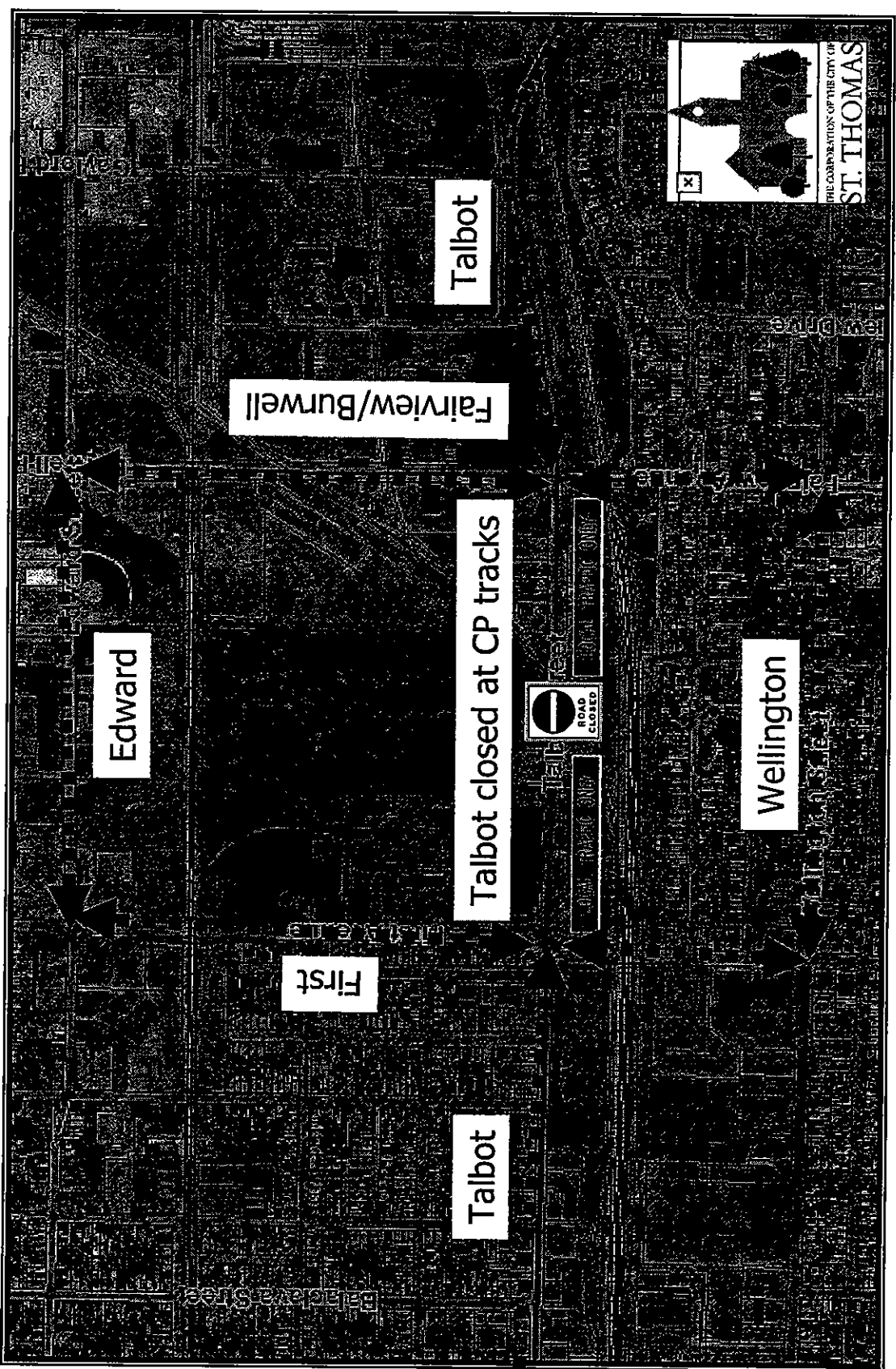
Planning

City Clerk

HR

Other

**Temporary Road Closure and detour routes for CP Rail Crossing Re-build
Talbot Street – First to Burwell/Fairview**



Area detour routes that will be signed as per the Ontario Traffic Manual.

Road closed at tracks for approximately two days.

Local traffic only east and west of tracks on Talbot Street.



- 44 -

Corporation of the
City of St. Thomas

Report No.

ES26-06

File No.

05-014-06

Directed to:

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

Date

May 1, 2006

Department:

Environmental Services Department

Attachment

Prepared By:

Dave White - Supervisor of Roads and Transportation

#1 Report ES35-05 St.
Thomas Local Road System
- Possible Parking
Restrictions, #2 Copy of
email from resident

Subject:

**Dunkirk Drive – Meehan Street to Churchill Crescent
No Parking Zone Requirement – Access for Emergency Services**

Recommendation:

It is recommended that:

1. Report No. ES26-06 be received for information; and,
2. The traffic by-law 45-89 Schedule II (No Parking Zones) be amended as to implement a No Parking Anytime restriction on the north and east sides of Dunkirk Drive from Meehan Street to Churchill Crescent.

Origin

At the regular meeting on April 4 2005, Council received report ES35-05 (attached) as information and recommended that the Ontario Fire Code and Building Code requirement for emergency vehicles along the City's local standards roadway system be applied on a site specific and as needed basis.

An email was received from a resident of Dunkirk Drive asking for consideration of a parking restriction on one side of Dunkirk Drive. Other telephone calls indicate that the area is inconvenienced with Hospital staff parking in front of the homes on Dunkirk Drive.

Analysis

Dunkirk Drive was constructed to Minor Local Road standards, which is less than 9.9m wide. Therefore this road section could be provided with a parking restriction on one side to accommodate the minimum required fire route width of 5.94m.

The illustration to the right indicates the recommended parking restriction location.

In addition to having a marginal road width for a Fire Route under the scenario where vehicles can be parked on both sides of the road, a number of other factors were considered when determining which side of the road would get the restriction. It is preferable that at least two of the following conditions are in place;



1. the side with the existing fire hydrants would get the restriction so that emergency service is not hampered wherever possible,
2. the side with more street access would get the restriction so that sight distance for vehicles entering the road would be increased,
3. the inside of a horizontal curve would get the restriction so that sight distance for vehicles travelling the road would be increased,
4. the side with the existing partial restriction would get the restriction to provide a consistent approach,

- 5. the side with existing hydro/streetlight poles would get the restriction so that sign installation and maintenance is at a minimum.

When you apply the five conditions to Dunkirk Drive for the North & east sides from Meehan Street to Churchill Crescent, above conditions 3 & 5 are met.

Therefore, as a result of this analysis it is recommended that No Parking Zones be implemented on the north and east sides of Dunkirk Drive from Meehan Street to Churchill Crescent.

Financial Considerations

Costs associated with the installation of "no parking" signs are contained in the 2006 Operating Budget.

Alternatives

- Impose the parking restrictions as indicated in this report.
- Do not impose the parking restrictions.

Respectfully,



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

Reviewed By: Treasury Env Services Planning City Clerk HR Other



Corporation of the

City of St. Thomas

Report No.

ES35 -05

File No.

Directed to:

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

Date

March 28, 2005

Department:

Environmental Services

Attachment

Prepared By:

John Dewancker, Director

- map showing City roadway system
- excerpts of Fire Code and Ontario Building Code
- City Roadway cross section

Subject:

St. Thomas Local Road System – Possible Parking Restrictions.

Recommendation:

- That Report ES 35-05 be received as information.
- That the Ontario Fire Code and Building Code requirement for emergency vehicles along the city's local standards roadway system be applied on a site specific and as needed basis.

Origin:

At the March 14, 2005, meeting of the Protective Services and Transportation Committee, Members requested that a report be prepared to review the implications of a section of the Ontario Fire Code in respect to any required additional parking restrictions along City's roadway system. This section of the Fire Code/Building Code requires that all routes for fire emergency vehicles be minimum 6m (19.5 ft.) wide unless it can be shown that a lesser width is satisfactory.

Analysis:

Upon review, any roadway with a pavement width less than 9.9m (32.5 ft. = 6.5' + 19.5' = 6.5'), which allows two vehicles, each 2m (6.5') wide to be parked on either side of the road while creating the minimum required fire route width of 5.94 (19.5ft), would need to have a parking restriction on one side.

The current City of St. Thomas, engineering standards for urban roads indicate the following pavement width for each category of roads.

	Pavement width
Minor Local Road	7.0 m
Local Road	8.3 m
Modified Collector Road	9.3 m
Minor Collector Road	9.8 m
Major Collector Road	11.3 m
Arterial Road	14.0 m

In view of the above, in order to strictly adhere to the above fire and building code requirements, all local streets in the City would need to include a parking restriction on one side of each street. A map showing the extent of the City's local roadway system is attached herewith for the information of the Members. It must be noted however, that the width of a large fire engine is not more than 3m (10 ft.) and that the subject Building Code width requirement for emergency vehicles of 6m (19.5 ft.) therefore includes a vehicle clearance requirement of 2.9m (9.5 ft.). This clearance requirement is mainly for fire vehicle deployment purposes in front of a building and to a lesser extent for transportation purposes. This may also be the reason why municipalities have not adopted a universally applicable policy to restrict parking on one side of all local roads, but instead have applied this code requirement on a site specific and as needed basis.

In essence, the following three options remain available for implementation:

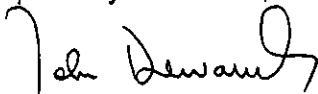
- Adopt a no parking restriction on one side of all roads with a pavement width of less than 9.9m.
- Apply the fire code requirement for access for emergency vehicles on a site specific and as needed basis (recommended).
- Do not require the city-wide adoption of a 6m wide (19.5 ft.) emergency vehicle path in conjunction with on street parking.

Financial Considerations

The attached map showing the City's local roadway system provides for a total length of local roads of 143km. Implementation of option #3 (parking restriction on one side of all local streets) would require a capital expenditure in excess of \$150,000 for installation of no parking signs. In addition, extensive Public input would be required to establish a no parking zone or a semi-monthly alternating no parking zone (similar to Toronto policy) on all City local streets.

Staff will be pleased to answer any further questions by Council at the meeting of April 4, 2004.

Respectfully Submitted,



John Dewancker, P.Eng
Director, Environmental Services

Reviewed By:
 Treasury Env Services Planning City Clerk HR Other

2.4.4.2.

Except from Ontario
FIRE CODE

Portable
extinguishers

2.4.4.2.(1) Flaming meals or drinks shall not be served in Group 'B' Division 2 occupancies.

(2) Flaming meals or drinks shall be ignited only at the location of serving in places of public assembly.

(3) A 1A: 5BC or higher rated portable extinguisher, conforming to the requirements of Part 6, shall be available where refueling of *appliances* and containers used for flaming meals or drinks takes place.

(4) Refueling of *appliances* shall not be carried out in the dining area.

Portable
extinguishers
for flaming
meals and
drinks

2.4.4.3. A 1A: 5BC or higher rated portable extinguisher, conforming to the requirements of Part 6, shall be located on the serving cart or table where flaming meals and drinks are being served.

Devices
having open
flames

2.4.4.4. Devices having open flames shall be securely supported in noncombustible holders and located or protected so as to prevent accidental contact of the flame with combustible materials.

Subsection 2.4.5. Use of Hazardous Materials

2.4.5.1. *Flammable liquids* shall not be used for cleaning purposes except where the cleaning is an essential part of a process.

2.4.5.2. Flammable gases shall not be used to inflate balloons.

Subsection 2.4.6. Electrical Hazards

Electrical
wiring

2.4.6.1. Temporary electrical wiring shall not be used where it presents a fire hazard.

SECTION 2.5 FIRE DEPARTMENT ACCESS TO BUILDINGS

Subsection 2.5.1. General

Application



2.5.1.1. This Section applies to fire access routes ~~required to be constructed under the Building Code~~ (b) provided under a municipal by-law or (c) designated under Paragraph 45 of Section 240 of the *Municipal Act*

Maintaining
access free of
obstructions

2.5.1.2.(1) Fire access routes and access panels or windows provided to facilitate access for fire fighting operations shall not be obstructed by vehicles, gates, fences, building materials, vegetation, signs or any other form of obstruction.

Fire
department
connections

(2) *Fire department* sprinkler and standpipe connections shall be clearly identified and maintained free of obstructions for use at all times.

Maintenance

2.5.1.3. Fire access routes shall be maintained so as to be immediately ready for use at all times by *fire department* vehicles.

Signs

2.5.1.4. *Approved* signs shall be displayed to indicate fire access routes.

SECTION 2.6 SERVICE EQUIPMENT

Subsection 2.6.1. Heating, Ventilating and Air-Conditioning

Defective
equipment

2.6.1.1. Defective *appliances* in a *building* shall be removed, repaired or replaced when the defective *appliances* create a hazardous condition.

are located, these *major occupancies* need not be considered as *major occupancies* for the purposes of this Subsection, provided they are not classified as Group F, Division 1 or 2 occupancies.

(2) A helicopter landing area on the roof of a *building* need not be considered a *major occupancy* for purposes of Subsection 3.2.2. where such landing area is not more than 10% of the area of the roof.

3.2.2.9. Crawl Spaces

(1) For the purposes of Articles 3.2.1.4. and 3.2.1.5., a crawl space shall be considered as a *basement* if it is

- (a) more than 1 800 mm (5 ft 11 in) high between the lowest part of the floor assembly and the ground or other surface below,
- (b) used for any *occupancy*,
- (c) used for the passage of *flue pipes*, or
- (d) used as a *plenum* in *combustible construction*.

(2) A floor assembly immediately above a crawl space is not required to be constructed as a *fire separation* and is not required to have a *fire-resistance rating* provided the crawl space is not required to be considered as a *basement* by Sentence (1).

3.2.2.10. Streets

(1) Every *building* shall face a *street* located in conformance with the requirements of Articles 3.2.5.5. and 3.2.5.6. for access routes.

(2) For the purposes of Subsections 3.2.2. and 3.2.5. an access route conforming to Subsection 3.2.5. is permitted to be considered as a *street*.

(3) A *building* is considered to face 2 *streets* provided not less than 50% of the *building* perimeter is located within 15 m (49 ft 3 in) of the *street* or *streets*.

(4) A *building* is considered to face 3 *streets* provided not less than 75% of the *building* perimeter is located within 15 m (49 ft 3 in) of the *street* or *streets*.

(5) Enclosed spaces, tunnels, bridges and similar structures, even though used for vehicular or pedestrian traffic, are not considered as *streets* for the purpose of this Part.

3.2.2.11. Exterior Balconies

(1) An exterior balcony shall be constructed in

accordance with the type of construction required by Articles 3.2.2.20. to 3.2.2.83., as applicable to the *occupancy* classification of the *building*.

3.2.2.12. Exterior Passageways

(1) An elevated exterior passageway used as part of a *means of egress* shall conform to the requirements of Articles 3.2.2.20. to 3.2.2.83. for *mezzanines*.

3.2.2.13. Occupancy on Roof

(1) A portion of a roof that supports an *occupancy* shall be constructed in conformance with the *fire separation* requirements of Articles 3.2.2.20. to 3.2.2.83. for floor assemblies.

3.2.2.14. Roof-Top Enclosures

(1) A roof-top enclosure for elevator machinery or for a *service room* shall be constructed in accordance with the type of construction required by Articles 3.2.2.20. to 3.2.2.83.

(2) A roof-top enclosure for elevator machinery or for a *service room*, not more than one *storey* high, is not required to have a *fire-resistance rating*.

(3) A roof-top enclosure for a stairway shall be constructed in accordance with the type of construction required by Articles 3.2.2.20. to 3.2.2.83.

(4) A roof-top enclosure for a stairway need not have a *fire-resistance rating* nor be constructed as a *fire separation*.

3.2.2.15. Storeys below Ground

(1) If a *building* is erected entirely below the adjoining finished ground level and does not extend more than one *storey* below that ground level, the minimum precautions against fire spread and collapse shall be the same as are required for *basements* under a building of 1 *storey* in *building height* having the same *occupancy* and *building area*.

(2) If any portion of a *building* is erected entirely below the adjoining finished ground level and extends more than one *storey* below that ground level, the following minimum precautions against fire spread and collapse shall be taken:

- (a) except as permitted by Sentence (3), the *basements* shall be *sprinklered*,
- (b) a floor assembly below the ground level shall be constructed as a *fire separation* with a *fire-resistance rating* not less than

3.2.4.22.

Ontario Building Code 1997

parts of the *building*, except that this requirement does not apply to elevator cars. (See Appendix A.)

(2) The voice communication system referred to in Sentence (1) shall include provision for silencing the *alarm signal* in a single stage fire alarm system when voice messages are being transmitted, but only after the *alarm signal* has sounded initially for not less than

- (a) 30 s in Group B, Division 2 or 3 *major occupancy*, and
- (b) 60 s in all other *occupancies*

(3) The voice communication system referred to in Sentence (1) shall include provision for silencing the *alert signal* and the *alarm signal* in a 2 stage fire alarm system when voice messages are being transmitted, but only after the *alert signal* has sounded initially for not less than

- (a) 30 s in Group B, Division 2 or 3 *major occupancy*, or
- (b) 60 s for all other *occupancies*.

(4) The voice communication system referred to in Clause (1)(b) shall be designed so that voice instructions can be transmitted selectively to any zone or zones while maintaining an *alert signal* or *alarm signal* to other zones in the *building*.

(5) The 2-way communication system referred to in Clause (1)(a) shall be installed so that emergency telephones are located in each *floor area* near exit stair shafts.

3.2.5. Provisions for Fire Fighting

(See A-3, Fire Fighting Assumptions, in Appendix A.)

3.2.5.1. Access to Above Grade Storeys

(1) Except for *storeys* below the *first storey*, direct access for fire fighting shall be provided from the outdoors to every *storey* that is not *sprinklered* and whose floor level is less than 25 m (82 ft) above *grade*, by at least one unobstructed window or access panel for each 15 m (49 ft 3 in) of wall in each wall required to face a *street* by Subsection 2.

- (2) An opening for access required by Sentence (1) shall
 - (a) have a sill no higher than 900 mm (2 ft 11 in) above the inside floor, and
 - (b) be not less than 1 100 mm (3 ft 7 in) high by not less than

- (i) 550 mm (21 in) wide for a *building* not designed for the storage or use of dangerous goods, or

- (ii) 750 mm (2 ft 6 in) wide for a *building* designed for the storage or use of dangerous goods.

(3) Access panels above the *first storey* shall be readily openable from both inside and outside, or the opening shall be glazed with plain glass.

3.2.5.2. Access to Basements

(1) Direct access from at least one *street* shall be provided from the outdoors to each *basement*

- (a) that is not *sprinklered*, and
- (b) that has horizontal dimension more than 25 m (82 ft).

(2) The access required by Sentence (1) is permitted to be provided by

- (a) doors, windows or other means that provide an opening not less than 1 100 mm (3 ft 7 in) high and 550 mm (21 in) wide, with a sill no higher than 900 mm (2 ft 11 in) above the inside floor, or
- (b) an interior stairway immediately accessible from the outdoors.

3.2.5.3. Roof Access

(1) On a *building* more than 3 *storeys* in *building height* where the slope of the roof is less than 1 in 4, all main roof areas shall be provided with direct access from the *floor areas* immediately below, either by

- (a) a stairway, or
- (b) a hatch not less than 550 mm (21 in) by 900 (2 ft 11 in) mm with a fixed ladder.

(2) Clearance and access around roof signs or other obstructions shall provide

- (a) a passage not less than 900 mm (2 ft 11 in) wide by 1 800 mm (5 ft 11 in) high, clear of all obstructions except for necessary horizontal supports not more than 600 mm (23 in) above the roof surface,
 - (i) around every roof sign, and
 - (ii) through every roof sign at locations not more than 15 m (49 ft 3 in) apart, and
- (b) a clearance of not less than 1 200 mm (3 ft 11 in) between any portion of a roof sign and any opening in the exterior wall face or roof of the *building* in which it is erected.

3.2.5.4. Access Routes

(1) A *building* which is more than 3 *storeys* in *building height* or more than 600 m² (6,460 m²) in *building area* shall



be provided with access routes for fire department vehicles

- (a) to the principal entrance, and
- (b) to each *building* face having access openings for fire fighting as required by Articles 3.2.5.1. and 3.2.5.2.

(See Appendix A.)

3.2.5.5. Location of Access Routes

(1) Access routes required by Article 3.2.5.4. shall be located so that the principal entrance and every access opening required by Articles 3.2.5.1. and 3.2.5.2. are located not less than 3 m (9 ft 10 in) and not more than 15 m (49 ft 3 in) from the closest portion of the access route required for fire department use, measured horizontally from the face of the *building*.

- (2) Access routes shall be provided to a *building* so that
 - (a) for a *building* provided with a fire department connection, a fire department pumper vehicle can be located adjacent to the hydrants referred to in Article 3.2.5.16.,
 - (b) for a *building* not provided with a fire department connection, a fire department pumper vehicle can be located so that the length of the access route from a hydrant to the vehicle plus the unobstructed path of travel for the fire fighter from the vehicle to the *building* is not more than 90 m (295 ft 3 in), and
 - (c) the unobstructed path of travel for the fire fighter from the vehicle to the *building* is not more than 45 m (147 ft 8 in).

(3) The unobstructed path of travel for the fire fighter required by Sentence (2) from the vehicle to the *building* shall be measured from the vehicle to the fire department connection provided for the *building*, except that if no fire department connection is provided, the path of travel shall be measured to the principal entrance of the *building*.

(4) If a portion of a *building* is completely cut off from the remainder of the *building* so that there is no access to the remainder of the *building*, the access routes required by Sentence (2) shall be located so that the unobstructed path of travel from the vehicle to one entrance of each portion of the *building* is not more than 45 m (147 ft 8 in).

3.2.5.6. Access Route Design

- (1) A portion of a roadway or yard provided as a required access route for fire department use shall
 - (a) have a clear width not less than 6 m (19 ft 8 in), unless it can be shown that lesser widths are satisfactory,
 - (b) have a centreline radius not less than 12 m (39 ft 4

- in),
 - (c) have an overhead clearance not less than 5 m (16 ft 5 in),
 - (d) have a change of gradient not more than 1 in 12.5 over a minimum distance of 15 m (49 ft 3 in),
 - (e) be designed to support the expected loads imposed by fire fighting equipment and be surfaced with concrete, asphalt or other material designed to permit accessibility under all climatic conditions,
 - (f) have turnaround facilities for any dead-end portion of the access route more than 90 m (295 ft 3 in) long, and
 - (g) be connected with a public thoroughfare.
- (See Appendix A.)

3.2.5.7. Water Supply

(1) An adequate water supply for fire fighting shall be provided for every *building*. (See Appendix A.)

(2) Hydrants shall be located within 90 m (295 ft 3 in) horizontally of any portion of a *building* perimeter which is required to face a *street* in Subsection 3.2.2.

3.2.5.8. Reserved.

3.2.5.9. Reserved

3.2.5.10. Reserved.

3.2.5.11. Reserved.

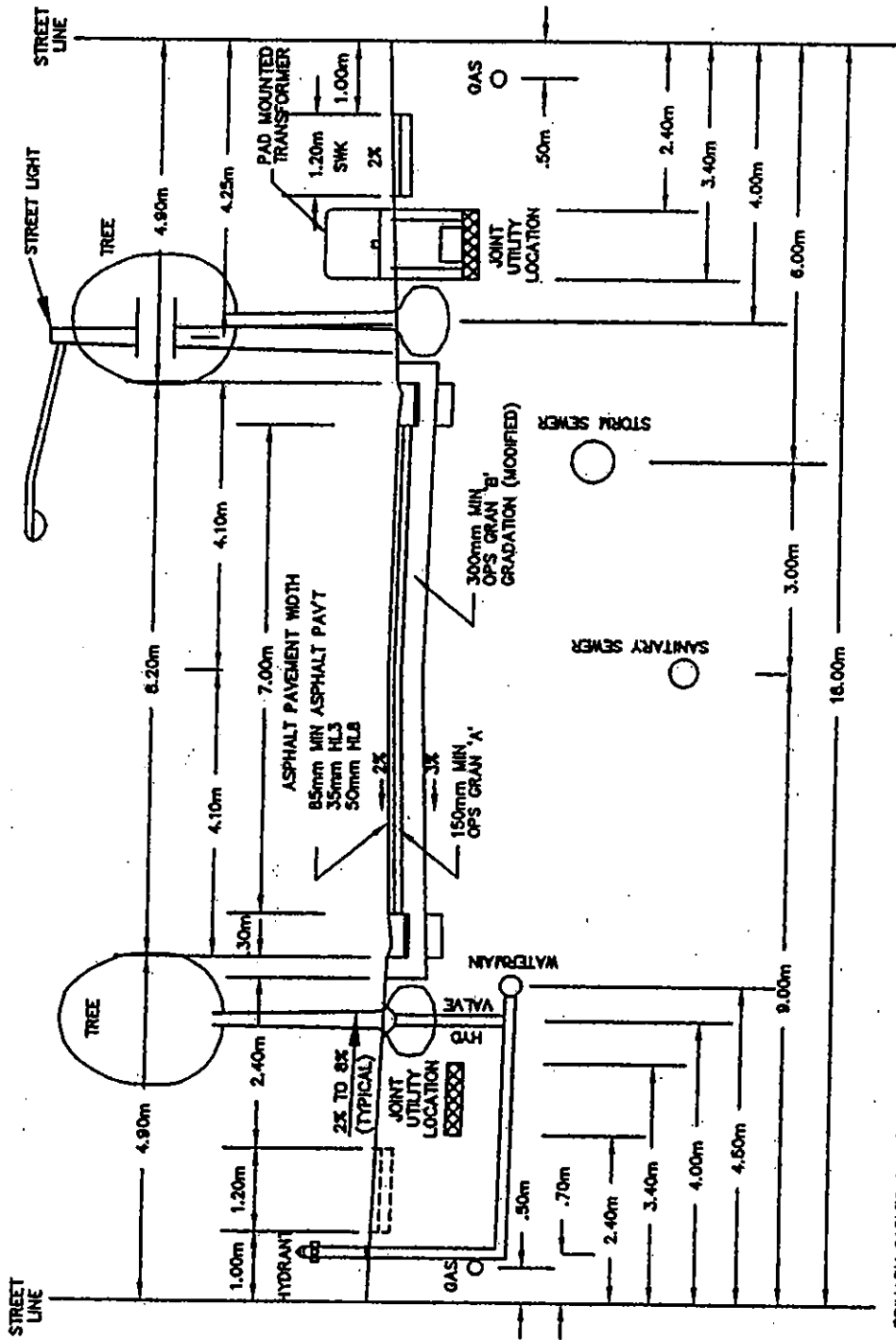
3.2.5.12. Reserved.

3.2.5.13. Automatic Sprinkler Systems

(1) Except as permitted by Sentences (2), (3) and (4), an automatic sprinkler system shall be designed, constructed, installed and tested in conformance with NFPA 13, "Standard for the Installation of Sprinkler Systems". (See Appendix A.)

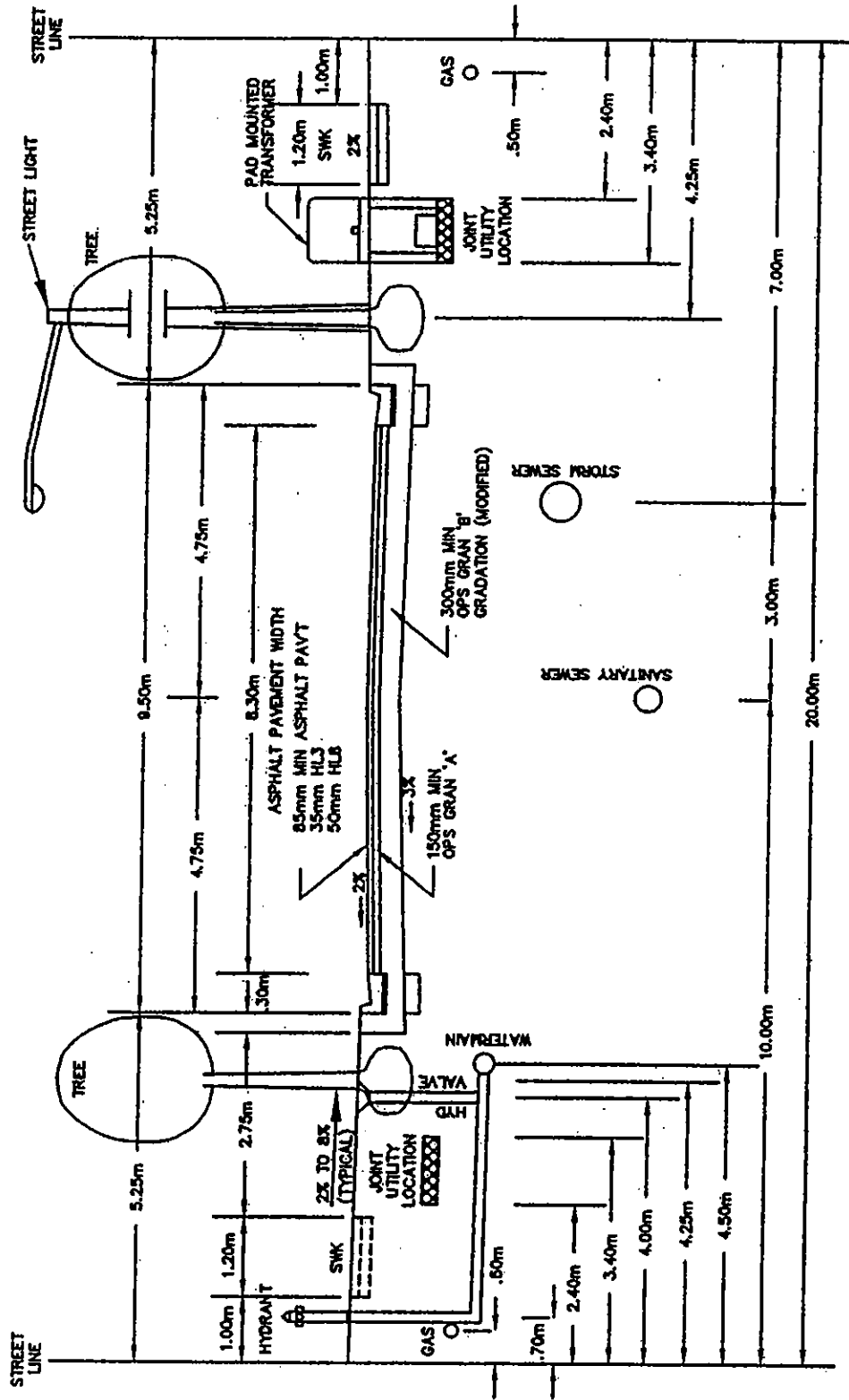
(2) Instead of the requirements of Sentence (1), NFPA 13R, "Standard for the Installation of Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height", is permitted to be used for the design, construction, installation and testing of an automatic sprinkler system installed in a *building* of *residential occupancy* that is not more than 4 storeys in *building height*.

(3) Instead of the requirements of Sentence (1), NFPA 13D, "Standard for the Installation of Sprinkler Systems in



- NOTES:
- 1) STREET LIGHTS, SIDEWALK, PRIMARY CABLES AND TRANSFORMERS TO BE ON OPPOSITE SIDE OF WATERMAIN.
 - 2) FOR NEW SUBDIVISIONS, SIDEWALK IS TO BE ON ONE SIDE OF THE ROAD IF THE ROAD IS A CRESCENT ROAD OR A CUL-DE-SAC WITH A WALKWAY.
 - 3) DURING SIDEWALK CONSTRUCTION, THE SIDEWALK FORMS ON THE JOINT UTILITY SIDE ARE TO BE HELD BY MEANS OTHER THAN STEEL STAKES.
 - 4) NEW DESIGN IS TO INCORPORATE ROLL-OVER STYLE CURB AND GUTTER.

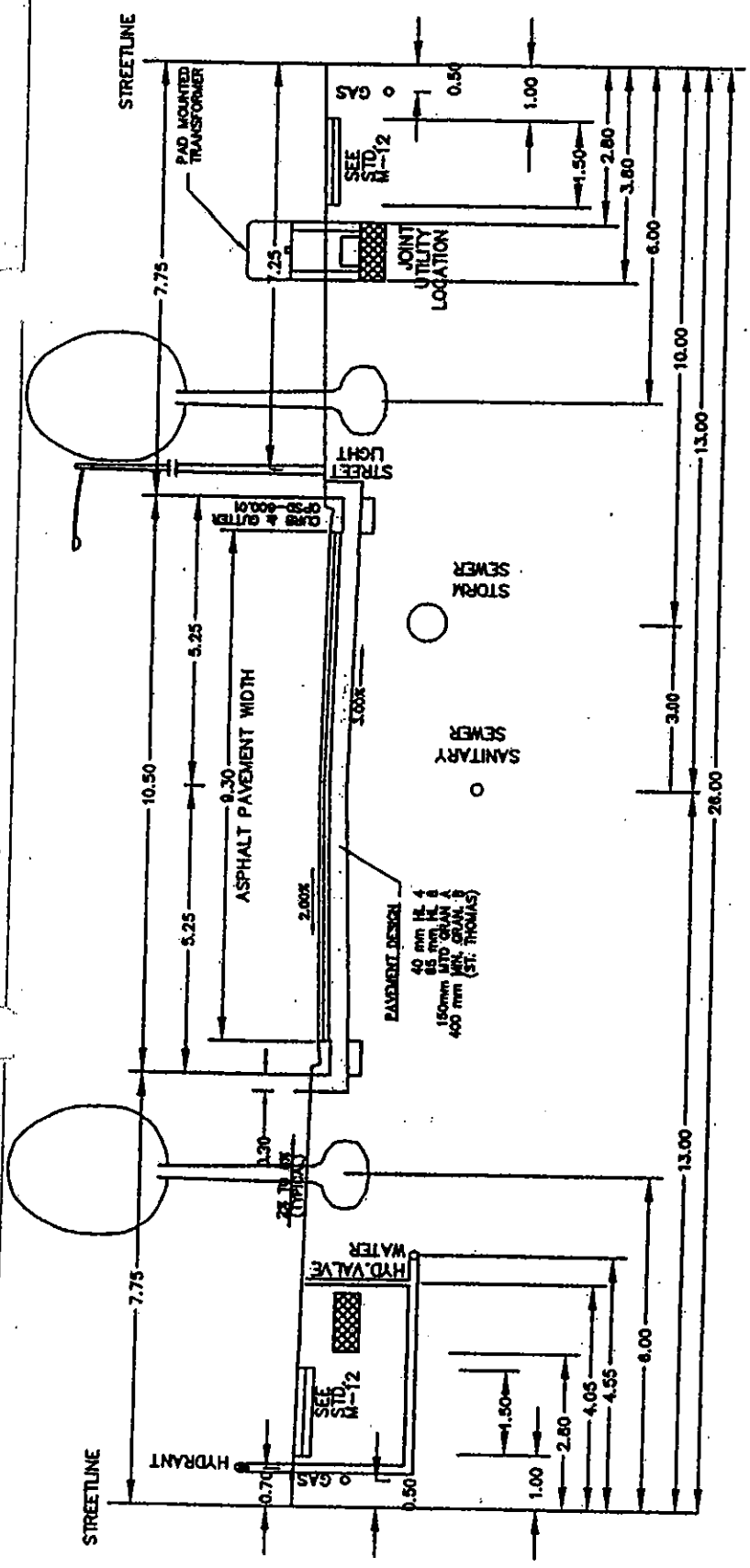
				URBAN MINOR LOCAL ROAD CROSS-SECTION				CITY OF ST THOMAS ENVIRONMENTAL SERVICES DEPARTMENT Engineering and Transportation Division					
								SCALE: N.T.S.		DRAWN BY: RVR		METRIC	
								DATE: SEPTEMBER 1999		CHECKED BY:		M-1	
										CITY ENGINEER			



NOTES:

- 1) STREET LIGHTS, SIDEWALK, PRIMARY CABLES AND TRANSFORMERS TO BE ON OPPOSITE SIDE OF WATERMAIN.
- 2) FOR NEW SUBDIVISIONS, SIDEWALK IS TO BE ON ONE SIDE OF THE ROAD.
- 3) DURING SIDEWALK CONSTRUCTION, THE SIDEWALK FORMS ON THE JOINT UTILITY SIDE ARE TO BE HELD BY MEANS OTHER THAN STEEL STAKES.

URBAN LOCAL ROAD CROSS-SECTION				CITY OF ST THOMAS ENVIRONMENTAL SERVICES DEPARTMENT Engineering and Transportation Division			
SCALE: N.T.S. DATE: SEPTEMBER 1998				DRAWN BY: R/R CHECKED BY:		METRIC	
1				CITY ENGINEER		M-2	
NO				DESCRIPTION OF REVISION			
				GER			
				OCT 2002			
				DPH			
				DATE			
				CHD BY			



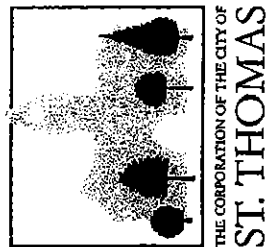
- NOTES:
- 1) STREET LIGHTS, SIDEWALK, PRIMARY CABLES AND TRANSFORMERS TO BE ON OPPOSITE SIDE OF WATERMAIN.
 - 2) FOR NEW SUBDIVISIONS, SIDEWALK IS TO BE ON BOTH SIDES OF THE ROAD.
 - 3) DURING SIDEWALK CONSTRUCTION, THE SIDEWALK FORMS ON THE JOINT UTILITY SIDE ARE TO BE HELD BY MEANS OTHER THAN STEEL STAKES.
 - 4) LOTS FRONTING ONTO THE ROAD ARE TO HAVE A MINIMUM LOT FRONTAGE OF 15 METRES.
 - 5) ALL ENTRANCES OFF STREET TO BE DOUBLE DRIVEWAYS WITH MINIMUM WIDTH OF 5.5 METRES.
 - 6) PARKING ON ONE SIDE OF STREET ONLY AS DESIGNATED BY THE CITY ENGINEER.

CITY OF ST THOMAS ENVIRONMENTAL SERVICES DEPARTMENT Engineering and Transportation Division				DRAWN BY: GER CHECKED BY:		METRIC		M-4A	
MODIFIED URBAN COLLECTOR ROAD CROSS-SECTION				SCALE: N.T.S. DATE: OCTOBER 2000		CITY ENGINEER			
1. NOTE AND VISUAL REVISIONS				GER	OCT 2002	DPH			
NO DESCRIPTION OF REVISION				CHKO BY	DATE	INITIAL			

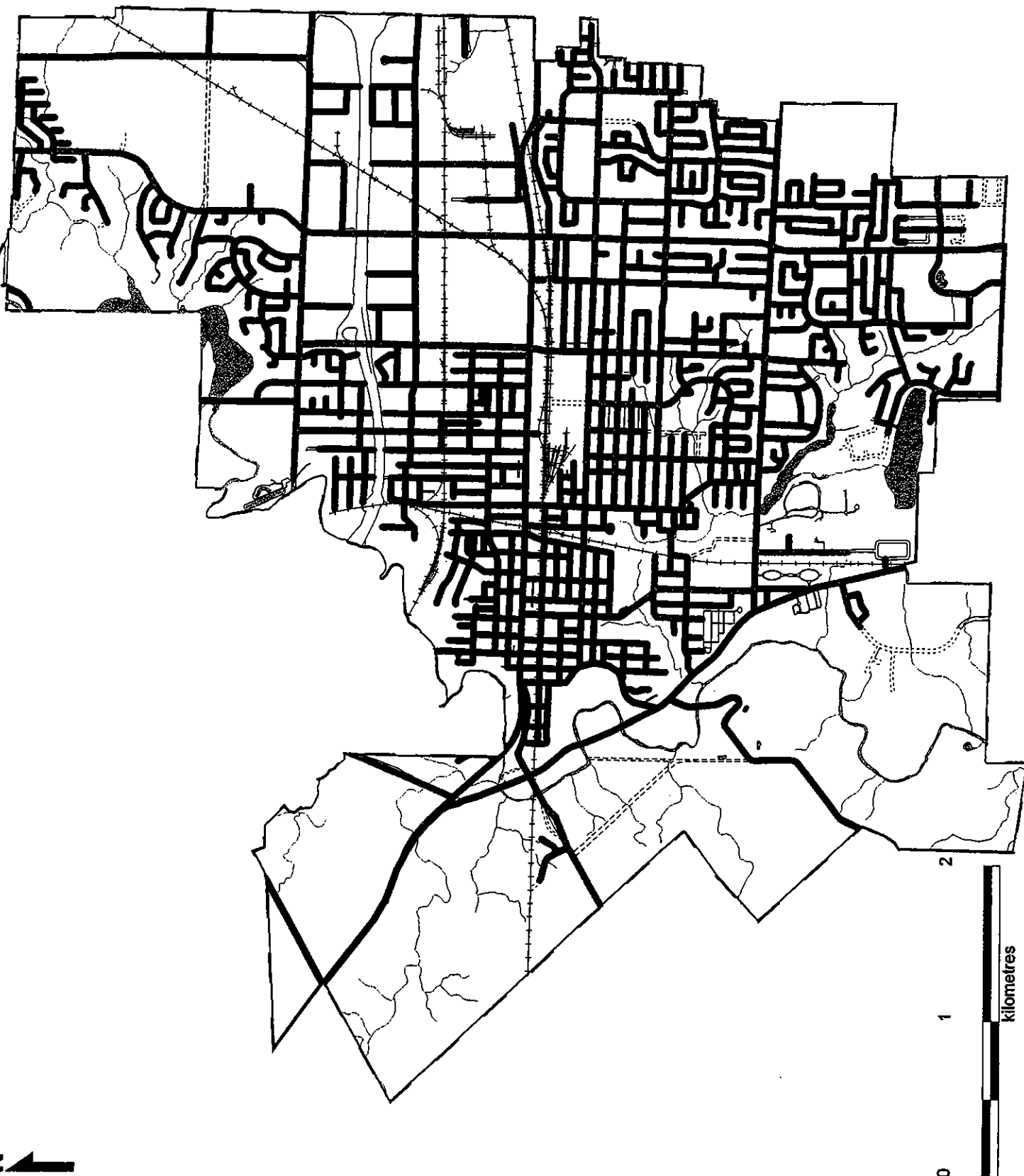
CITY OF ST. THOMAS

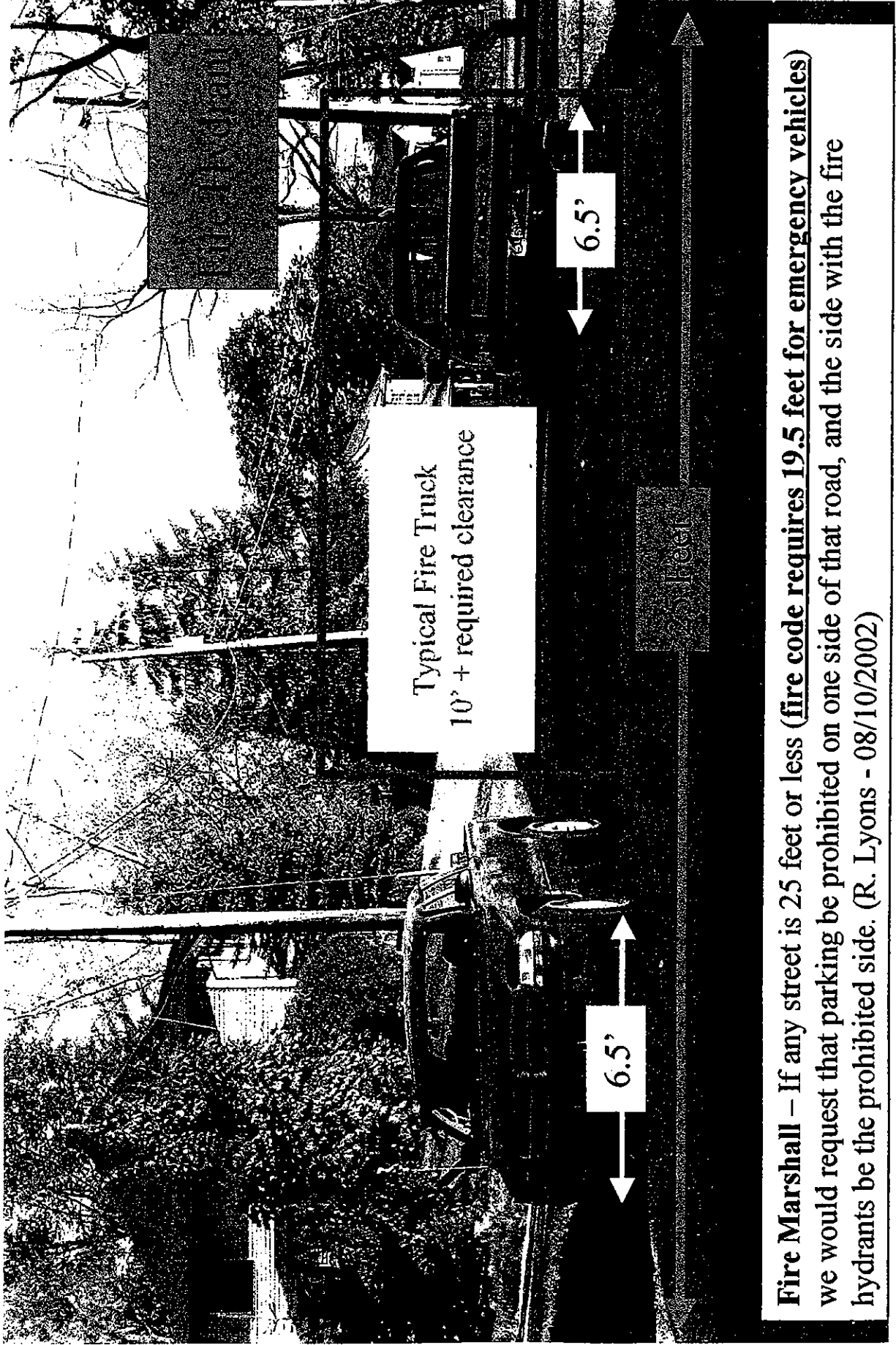
Roadways with Potential
Need for Parking Restriction
(No Parking Lane on One
Side of Street)

- Roads with pavement widths Less than 9.9 m
- Roads with with pavement widths greater than 9.9 m



Prepared and produced by the City of St. Thomas Environmental Services Department, March 22, 2005.
Base Map provided by the Central Egin Planning Office.
Reproduction in whole or in part of this map is strictly prohibited unless express written permission is granted by the City of St. Thomas Environmental Services Department. (CJSH)





Fire Marshall – If any street is 25 feet or less (fire code requires 19.5 feet for emergency vehicles) we would request that parking be prohibited on one side of that road, and the side with the fire hydrants be the prohibited side. (R. Lyons - 08/10/2002)

-57-

Morreau, Katie

From: Valerie L [valmariel@yahoo.ca]
Sent: Friday, March 31, 2006 9:33 AM
To: White, David
Subject: Parking Restriction request

Good morning,

I have a complaint regarding parking on the east end of Dunkirk Drive. Parking is presently allowed on both sides of the street, which is causing major problems with larger vehicles trying to pass through. I've seen my children's bus driver have to back up the bus to turn around to exit the area. This morning, the same thing happened with the municipal garbage trucks. It's very frustrating, and worrisome if an emergency vehicle needs to access any of the homes. Is it possible to restrict parking to one side of the street only? Your prompt action on this is greatly appreciated.

Valerie Lees
87 Dunkirk Dr.
St. Thomas, On
633-2511

Share your photos with the people who matter at **Yahoo! Canada Photos**

4/25/2006



**Ontario
Association
of
Fire Chiefs
2005-2006**

President
CHIEF L. GRANT
705-745-3283
Fax 705-745-2460
lgrant@city.peterborough.on.ca

1st Vice-President
CHIEF R. BOYES
905-338-4426
Fax 905-338-4403
rboyes@oakville.ca

2nd Vice-President
DEPUTY CHIEF T. BOYKO
416-338-9052
Fax 416-338-9060
tboyko@toronto.ca

Treasurer
CHIEF P. BARBOUR
519-773-5344
Fax 519-773-5334
firechief@township.malahide.on.ca

Past-President
CHIEF R. BROWNING
519-741-2500
Fax 519-741-2697
rob.browning@city.kitchener.on.ca

DIRECTORS

CHIEF T. BECKETT
519-741-2928
Fax 519-741-2697
tim.beckett@city.kitchener.on.ca

CHIEF W. BRINKMAN
807-467-2090
FAX: 807-467-2155
wbrinkman@city.kenora.on.ca

CHIEF T. BRYAN
705-295-6880
Fax: 705-295-6786
tyan@otonabeesouthmonaghan.ca

CHIEF D. CARRUTHERS
705-428-6230 ext. 245
FAX: 705-428-3610
dcarruthers@clearviewtwp.on.ca

DEPUTY CHIEF G. MILLS
613-580-2424 ext. 29430
Fax 613-580-2864
Gordon.Mills@ottawa.ca

DEPUTY CHIEF N. MURPHY
613-548-4001 Ext 5202
Fax: 613-384-5233
nmurphy@cityofkingston.ca

CHIEF C. POWERS
905-640-9595
Fax 905-640-9517
chris.powers@townofws.com

ASST. CHIEF C. ROSS TUSTIN
905-775-7311
Fax: 905-775-0163
crosstustin@townofbwg.com

- 58 -

Mayor and Members of Council:

APR 18 2006

Re: Municipal Politicians Seminar: Firefighting 101
Sunday May 7 and Monday May 8, 2006

The Ontario Association of Fire Chiefs (O AFC) is working to help municipal Councillors to better understand the challenges of the fire service and its importance to your community. This year as part of our Annual Meeting and Educational Seminars we are offering two seminars for politicians.

The first seminar is a one day Emergency Management Workshop. On Saturday May 6 Emergency Management Ontario will detail what you need to contemplate before declaring an emergency in your community and municipal Council's role before, during and after the event. This seminar is limited to 24 participants.

The second seminar is a two day course: Firefighting 101. This seminar will provide you with first hand information and knowledge about the fire service and will provide you with an experience that you will never forget. On Sunday May 7 the O AFC has partnered with the City of Toronto Fire Services to offer you a special program tailored specifically for politicians. You will slip into bunker gear and experience first hand the life of a firefighter by participating in a number of live training exercises. Sunday night you will attend a moving Memorial Service which recognizes Fire Officers who have died during the past year.

On day two, Monday, you will have a choice of 15 seminar sessions including presentations from the Honourable Monte Kwinter Minister of Community Safety and Correctional Services, the President of Bruce Power on Leadership in Changing Times, and Terrorism in Canada. Monday afternoon you will be able to visit the largest Fire Services Trade Show in Canada where you will be able to see a wide variety of fire vehicles and equipment and be able to talk directly to the suppliers and manufacturers. Politicians who attended this seminar last year said that it was one of the best conferences and training sessions that they had ever attended!

Full Seminar details are available on line at www.oafcevents.com. Registration cost includes a wine and cheese reception, two lunches and Monday breakfast. Registration for this unique seminar is limited to 24 people.

To register please complete the attached registration form and fax it to the O AFC office. If your Fire Chief is a member of the O AFC then you will receive the special Member registration rate.

Yours truly,

Lee Grant
O AFC President

O AFC BOARD OFFICE 335 Bayly St. West Suite 206, Ajax, Ont L1S 6M2
Tel: 905-426-9865 or 1-800-774-6651 Fax 905-426-3032 E-mail: administration@oafc.on.ca