

## **AGENDA**

### **THE TWENTY-EIGHTH MEETING OF THE ONE HUNDRED AND TWENTY-SIXTH COUNCIL OF THE CORPORATION OF THE CITY OF ST. THOMAS**

**COUNCIL CHAMBERS**    **6:00 P.M. CLOSED SESSION**  
**CITY HALL**            **7:00 P.M. REGULAR SESSION**        **SEPTEMBER 5TH, 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 C. Barwick

#### **DISCLOSURES OF INTEREST**

#### **MINUTES**

Confirmation of the minutes of the meeting held on August 21st, 2006.

#### **DEPUTATIONS**

#### **COMMITTEE OF THE WHOLE**

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

**PLANNING AND DEVELOPMENT COMMITTEE** - Chairman H. Chapman

#### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

Proposed Heritage Designation of Waterworks Park

Report MHC-01-06 of the Chairman MHC. Pages **7 + 8**  
Map Attached.

Zoning By-Law Amendment - Day Nursery and Private School as Additional Permitted Use - Block 1, Plan 11M-98 - Early Learning Centre

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Report PD-20-2006 of the Planner. Pages 9 + 10

Zoning By-Law Amendment - Convenience Store as Additional Permitted Use - 245 South Edgeware Road - Mike Hutchinson Properties

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Report PD-21-2006 of the Planner. Pages 11 + 12

Zoning By-law Amendment - Removal of Holding Zone Symbol - Part of Lot 9, Concession 7 - Orchard Park Subdivision, Phase I - Doug Tarry Limited

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Report PD-22-2006 of the Director of Planning. Page 13

Municipality of Central Elgin - Zoning By-Law Amendment - 44583 Dexter Line

Notice of a public meeting concerning a proposed zoning by-law amendment has been received from the Municipality of Central Elgin to permit the expansion of the existing rural home occupation on the subject lands at 44583 Dexter Line.

Municipality of Central Elgin - Zoning By-Law Amendment - 46075 Fruit Ridge Line

Notice of a public meeting concerning a proposed zoning by-law amendment has been received from the Municipality of Central Elgin to permit the bed and breakfast use on the subject lands at 46075 Fruit Ridge Line.

Municipality of Central Elgin - Zoning By-Law Amendment - 42072 Sparta Line

Notice of a public meeting concerning a proposed zoning by-law amendment has been received from the Municipality of Central Elgin to permit a new residential dwelling and to establish the limits of development on the lot on the subject lands at 42072 Sparta Line.

Official Plan and Zoning By-Law Amendment - St. Thomas Municipal Airport - 44989 Talbot Line

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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 incorporate updated Noise Exposure Forecast and Noise Exposure Project mapping and to implement the recommendations of the Master Plan relative to land uses within the St. Thomas Municipal Airport property located at 44989 Talbot Line.

Official Plan and Zoning By-Law Amendment - 4980 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 permit a campground and special shelters on the subject lands located at 4980 Sunset Road.

## **BUSINESS CONCLUDED**

**ENVIRONMENTAL SERVICES COMMITTEE** - Chairman M. Turvey

## **UNFINISHED BUSINESS**

Intersection of First Avenue and Edward Street

Intersection of Edward Street and Burwell Road

Road and Sidewalk Reserve Fund

## **NEW BUSINESS**

Moore Street Reconstruction Project - Centre Street to Wellington Street - CN Rail Crossing

Report ES 92-06 of the Director, Environmental Services. Pages 14 to 17

**BUSINESS CONCLUDED**

**PERSONNEL AND LABOUR RELATIONS COMMITTEE** - Chairman D. Warden

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**BUSINESS CONCLUDED**

**FINANCE AND ADMINISTRATION COMMITTEE** - Chairman C. Barwick

**UNFINISHED BUSINESS**

Cash Advances & Expenses Reimbursement Report

St. Thomas Consolidated Courthouse Project - Police Facilities

St. Thomas Community Centre - Railings for Events

Report TR 53-06 of the Director of Finance and City Treasurer. Page 18

**NEW BUSINESS**

Mayor's Purchase Card Expenditure Approval

Report TR 51-06 of the Director of Finance and City Treasurer. Pages 19 to 22

Canada-Ontario Municipal Rural Infrastructure Fund - Intake Three

Report TR 52-06 of the Director of Finance and City Treasurer. Page 23

The Sale Through Tender of Surplus Goods (Vehicles & Equipment)

Report ES95-06 of the Supervisor of Roads and Transportation. Pages 24 + 25

**BUSINESS CONCLUDED**

**COMMUNITY AND SOCIAL SERVICES COMMITTEE** - Chairman B. Aarts

**UNFINISHED BUSINESS**

Parks Pavilion Renaming

Walk of Fame

St. Thomas Community Centre - Deficiency List

St. Thomas Community Centre - Cost Analysis for Events

St. Thomas Community Centre Capital Campaign

**NEW BUSINESS**

**BUSINESS CONCLUDED**

**PROTECTIVE SERVICES AND TRANSPORTATION COMMITTEE** - Chairman T. Shackelton

**UNFINISHED BUSINESS**Intersection of Manor Road and Chestnut StreetLeash Free Dog ParkIntersection of Chant Street and Lawrence AvenueBus Services to 1063 Talbot Street and Shopping Complex near Elm Street and Wilson AvenueRequest for Four-way Stop Signs - Intersection of White Street and Elizabeth Street**NEW BUSINESS**No Parking Zone Signage Pullen Avenue - Access for Emergency Services

Report ES 93-06 of the Supervisor of Roads and Transportation. Pages 26 to 31

No Parking Zone Signage Erie Street - Access for Emergency Services

Report ES 96-06 of the Supervisor of Roads and Transportation. Pages 32 to 36

Tree Lighting Ceremony - Mondamin Street Closure

Report ES 94-06 of the Supervisor of Roads and Transportation. Pages 37 to 41

Temporary Exemption to Animal Control By-Law 53-96

Report CC 44-06 of the Deputy City Clerk. Pages 42 + 43

**BUSINESS CONCLUDED****REPORTS PENDING**ENVIRONMENTALLY SENSITIVE LAND USE - P. KeenanREVIEW OF CITY BUS ROUTES - J. DewanckerALMA COLLEGE - Management BoardROAD RESURFACING PROGRAM - BUDGET FORECASTS - J. Dewancker**COUNCIL**

Council will reconvene into regular session.

**REPORT OF COMMITTEE OF THE WHOLE**Planning and Development Committee - Chairman H. ChapmanEnvironmental Services Committee - Chairman M. TurveyPersonnel and Labour Relations Committee - Chairman D. WardenFinance and Administration Committee - Chairman C. BarwickCommunity and Social Services Committee - Chairman B. AartsProtective Services and Transportation Committee - Chairman T. Shackelton

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

## **REPORTS OF COMMITTEES**

### **PETITIONS AND COMMUNICATONS**

#### **St. Thomas Community Centre - Naming**

A letter has been received from Dorothy Currah, 202-130 Talbot Street, St. Thomas, requesting that Council recognize Timken's contributions to the City of St. Thomas by naming the St. Thomas Community Centre "Timken Place".

#### **Child Care Worker & Early Childhood Educator Appreciation Day - October 25th, 2006**

A letter has been received from the Ontario Coalition for Better Child Care and the Canadian Union of Public Employees, requesting that Council proclaim October 25th, 2006 as "Child Care Worker and Early Childhood Educator Appreciation Day" in the City of St. Thomas.

#### **Fetal Alcohol Spectrum Disorder Awareness Day - Proclamation - September 9th, 2006**

A letter has been received from Bob de la Penotiere, 11 Hitch Crescent, St. Thomas, requesting that Council proclaim September 9th, 2006 as "Fetal Alcohol Spectrum Disorder Awareness Day" in the City of St. Thomas.

#### **Thank You Letter**

A letter has been received from Father Rick Dales, Pastor, St. Anne's Community Festival, thanking the Mayor and Members of Council for their generous donation to the Festival Auction.

## **UNFINISHED BUSINESS**

### **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 5th day of September, 2006.
2. A by-law to amend By-Law 50-88, being the Zoning By-Law for the City of St. Thomas (11m lot frontages, maximum lot coverage of 40% & minimum 7m rear yards on certain lots - Subdivision File #34T-05507 – Doug. Tarry Ltd)
3. 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 Wellington Financial Facilitators Inc. (Subdivision File #34T-01006 - Hedges Court, Phase II).

## **PUBLIC NOTICE**

### **NOTICES OF MOTION**

#### **Elmdale School**

A notice of motion has been received from Mayor Jeff Kohler requesting that the Thames Valley District School Board classify Elmdale School as prohibitive to repair.

## **CLOSED SESSION**

A resolution to close the meeting will be presented to deal with a matter of potential litigation affecting the municipality.

**OPEN SESSION**

**ADJOURNMENT**

**CLOSING PRAYER**



-7-

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

Report No.

MHC-01-06

File No.

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

**Date**  
**June 30, 2006**

**Department:** Municipal Heritage Committee

**Attachment**

**Prepared By:** Angus Walton, Chairman MHC

1. Map
2. History
3. Reasons for Designation

**Subject:** **Proposed Heritage Designation of Waterworks Park**

**Recommendation:**

**That:** A Notice of intent to designate under Ontario Heritage Act, be given regarding the parcel of land and buildings denoted as Waterworks Park, 2 South Edgeware Road and owned by the Corporation of the City of St. Thomas.

**Origin:**

The Municipal Heritage Committee has initiated this proposal.

**Analysis:**

This proposed designation first appeared in 1998 but regulations for designation at the time required buildings set on defined individual properties. Changes in the Heritage Act now allow municipalities to designate social and or cultural landscapes and properties therein.

**Financial Consideration:**

The approximate cost of the designation is \$500.00, including advertising and registration of the by-law documents and a suitable plaque.

MHC has allocated funds for the designation of this property.

**Alternatives:**

1. Pass a resolution stating Council's intent to designate.
2. Decline to pass a resolution stating Council's intent to designate.

Respectfully,

Angus Walton  
Chair  
Municipal Heritage Committee

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## **Proposed Heritage Designation of Waterworks Park**

### **History**

By 1890 the existing water supply system had become inadequate for the growing city. A plebiscite held that year approved the development of a new waterworks system. The project began with the purchase of 31 acres of land. The reservoir and the pumping station were completed and in operation by 1891. Sand filtration, with a capacity of two (2) million gallons and two steam-pumping engines were in use. Over the years the capacity of the plant increased, steam gave way to gasoline, and finally

In 1971 the Ontario Water Resources Commission purchased the facility and began the accession of water from Lake Erie. In 1972-1973 the pumping plant was demolished. To create a reservoir of water two dams were built. The "old dam" originally built of timber was reconstructed in 1904 with concrete and in 1921 the "new dam" was built to create a larger water storage area of 350 million gallons. It is the "old dam" which creates the head of water for the existing reservoir and the ponds.

To access the area a steep hill led from Edgeware Road. In order to ease the problem a new entrance was created to the south. This created a picnic area with swings, the park work being done by the waterworks employees. The grounds were improved with a covered dance floor in 1899 (north pavilion) and the area became a popular picnic ground. In 1909 William Allan the chief operator purchased seeds, built a greenhouse and began the development of the garden area. Another pool was added in the 1920's, which still exists.

To the north of the pumping station and east to Dalewood Drive the City owned 500 acres. In 1929 Allan began a reforestation of the property with 12000 trees and in 1931-1932 lands and forest planted an additional 200. This planting continued to 1940 and eventually encompassed over one (1) million trees. In 1932 Allan was empowered to clean up a smelly swampy area known as the Poney Ponds. For this work he was given \$225.00. With the aid of a horse and scoop the existing ponds were developed and the excavated material became the islands. These were originally connected by wooden bridges, which were replaced by steel around 1976. The whole area continues to be increased and maintained by the City's Parks Department. The ponds support a wide variety of aquatic life while the gardens create a park filled with beautiful flowers.

### **Reasons for Designation**

The area complements Pinafore Park for the citizens of the north half of St. Thomas and is widely used as a tourist attraction by many. The park is a favourite spot for the taking of wedding pictures and the occasional outdoor wedding. The picnic area is widely used and contains a well-developed playground and two picnic shelters. The lands bordering the creek contain pathways used by many as an enjoyable walk along the water. The existing upper pond (Dalewood Pond) entices fishermen, canoeists and skaters in the winter. In the trees along the lands at the eastern end, enthusiasts have constructed an 18-hole disc golf course, which is used in all seasons.

Above the ravine, (4) four baseball diamonds and soccer fields attract large crowds in the spring and summer and in winter the whole area is frequented with cross-country skiers while the hills are heavily used for tobogganing and sleighing. The area also allows space for children of 2 schools an area for play.





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

- 9 -

**Report No.:** PD-20-2006

**File No.:** ST2-07-06

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

**Date:** August 28, 2006

**Subject:** Zoning Bylaw Amendment Application - St. Thomas Psychiatric Hospital Day Care Centre (operating as the Early Learning Centre) - to permit day nursery and private school use on lands located at the southeast corner of Ron McNeil Line and Burwell Road, which may be legally described as Block 1, Plan 11M-98, City of St. Thomas, County of Elgin.

**Department:** Planning Department

**Attachments:**

- location plan

**Prepared by:** J McCoomb - Planner

**RECOMMENDATION:**

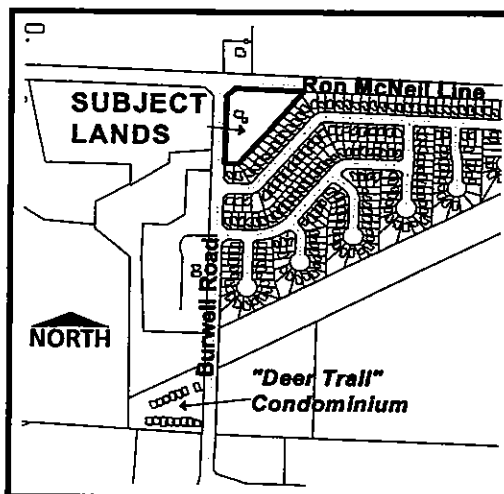
- 1) That the application by St. Thomas Psychiatric Hospital Day Care Centre for an amendment to the City of St. Thomas Zoning By-law 50-88 be received and that direction be given to prepare a site specific draft amendment to the Zoning By-law to permit a day nursery and private school use on lands located at the southeast corner of Ron McNeil Line and Burwell Road, which may be legally described as Block 1, Plan 11M-98, City of St. Thomas, County of Elgin.
- 2) That staff be authorized to set a date for a public meeting in accordance with Ontario Regulation 199/96 as amended. (*Recommended Date: October 2, 2006 @ 6:40p.m.*)

**ANALYSIS:**

**Proposal:**

St. Thomas Psychiatric Hospital Day Care Centre (operating as the Early Learning Centre) has submitted an application for approval of a proposed zoning by-law amendment. The lands that are the subject of the application are located within the Dalewood Crossings Development Area on the southeast corner of the intersection of Burwell Road and Ron McNeil Line, and may be legally described as Block 1, Plan 11M-98, City of St. Thomas (see Location Plan).

**Location Plan:**



The subject lands, which are currently vacant and zoned for minor commercial uses, were the subject of an amendment in 2003 by Donwest Construction for the purposes of permitting restricted business office space as an additional permitted use and further permitting basement level storage and utility floor space accessory to permitted minor commercial and restricted business office uses. It was proposed at that time that the lands would be developed as a plan of condominium in the vacant land format. The Early Learning Centre has now offered to purchase the property from Donwest Construction, subject to obtaining permission to construct a new building for the purposes of housing a day nursery facility and possibly a private school in the future.

Uses surrounding the subject lands include residential to the south and east, future residential to the west, and agricultural to the north (Municipality of Central Elgin).

**Official Plan Policies:**

The subject property is located within the "Minor Commercial" designation of the City of St. Thomas Official Plan. Subsection 5.7.3 policies, as amended by OPA #50, permit retail and service uses of a convenience or day-to-day nature with no single use exceeding 300 square metres (examples provided include a variety store, hairdresser, barber, bank, bakery and restaurant). Office uses, including a clinic and professional offices for doctors and dentists are also permitted. The Minor Commercial policies contain a list of provisions for new uses requiring, among other things, attention to traffic circulation, building design, lighting and signage, screening and buffering, and restrictions to outside storage. The maximum total gross leasable floor area available for all commercial or office uses in any area designated "Minor

Commercial" shall be 2300 square metres.

- 10 -

In my opinion, the proposed zoning by-law amendment to permit a day nursery facility and a private school complies with the intent of the Minor Commercial policies of the Official Plan and may be considered without an amendment to the Plan.

**Zoning By-law:**

The subject lands are within the Minor Commercial Zone (C6-15 & C6-16) and the Open Space and Conservation zone (OS-13). The C6 zone permits retail store, personal service shop, restaurant, business office, per grooming shop, bakery, private club, institution, clinic and accessory uses. The special provisions of the C6-16 zone require a minimum lot area of 6300 square metres; a maximum height of 1 storey above grade; a maximum gross leasable floor area of 1,425 square metres; a maximum ground floor area of 1,100 square metres; and sets standards for lot area requirements in case of development of the lands in a condo format. The special provisions of the C6-15 zone establishes similar standards, but restricts the permitted uses to only restricted business office and real estate sales office. The OS-13 zone applies to the ravine lands bordering the southerly side of the property. A zoning by-law amendment is required in order to permit a day nursery facility and a private school on the subject lands.

**Comments:**

- The applicant has advised that it is anticipated that the proposed new building will have approximately 1,000 square metres (approx. 10,000 square feet) of gross floor area.
- The use is subject to site plan control.

Respectfully submitted,

  
Jim McCoomb  
Planner



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**Reviewed By:**

\_\_\_\_\_  
Administrator

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Env. Services

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Treasury

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City Clerk

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Other



- 11 -

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

**Report No.:** PD-21-2006

**File No.:** ST2-09-06

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

**Date:** August 23, 2006

**Subject:** Zoning Bylaw Amendment Application - Mike Hutchinson Properties - to permit a convenience store use on lands located at 245 South Edgeware Road, which may be legally described as Part of Lot 21 on Plan 287, also referred to as Part 3 on Reference Plan 11R-2877, City of St. Thomas, County of Elgin.

**Department:** Planning Department

**Attachments:**  
- Location Plan

**Prepared by:** J McCoomb - Planner

**RECOMMENDATION:**

- 1) That the application by Mike Hutchinson Properties for an amendment to the City of 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 convenience store use on lands located at 245 South Edgeware Road, which may be legally described as Part of Lot 21 on Plan 287, also referred to as Part 3 on Reference Plan 11R-2877, City of St. Thomas, County of Elgin.
- 1) That staff be authorized to set a date for a public meeting in accordance with Ontario Regulation 199/96 as amended. (*Recommended Date: October 2, 2006 @ 6:50p.m.*)

**ANALYSIS:**

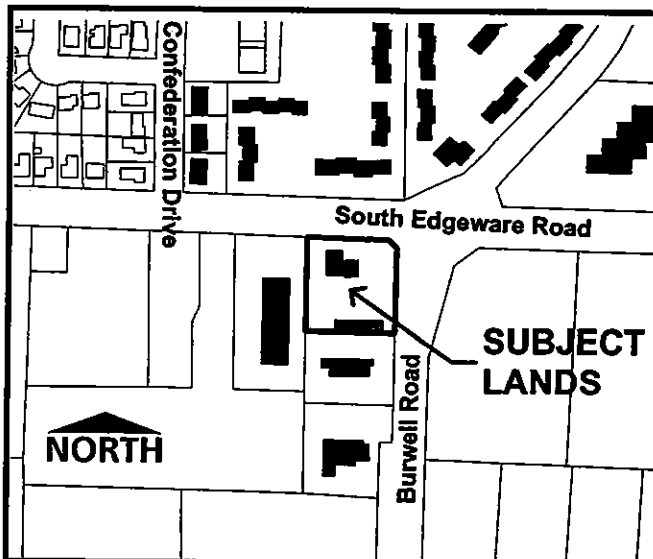
**Proposal:**

Mike Hutchinson Properties has submitted an application for approval of a proposed zoning by-law amendment. The lands that are the subject of the application are located on the southwest corner of the intersection of South Edgeware Road and Burwell Road. The subject lands, which have 54.86 metres of frontage on South Edgeware Road and a total lot area of 0.45 hectares, are municipally known as 245 South Edgeware Road, and may be legally described as Part of Lot 21 on Plan 287, also referred to as Part 3 on Reference Plan 11R-2877, City of St. Thomas (see Location Plan).

The subject lands currently contain a coin operated car wash, a gas bar and a concrete block building from which the applicant is operating a convenience store. The applicant is proposing to redevelop the property to meet the new marketing needs of the gas bar operator (Petro-Canada). The proposed redevelopment includes removal of the concrete block building and the gas bar kiosk and pumps, installation of new pumps and canopy and the construction of a new 1,567 square foot gas bar kiosk/convenience store.

Uses surrounding the subject lands include residential to the north, commercial and industrial to the west, and industrial to the south and east.

**Location Plan:**



**Official Plan Policies:**

The subject property is located within the "Industrial" designation of the City of St. Thomas Official Plan. The Industrial policies as per Subsection 5.9.3.1 of the Plan a range of industrial uses. Subsection 5.9.3.2 of the Plan further permits retail businesses within the Industrial designation, provided they do not conflict with the long term use of the surrounding land for industrial purposes or the commercial facilities in the "Downtown" or "Major Commercial" areas.

In my opinion, the proposed zoning by-law amendment to permit a convenience store use complies with the intent of the Industrial policies of the Official Plan and may be considered without an amendment to

the Plan.

-12-


**Zoning By-law:**

The subject lands are within the General Industrial Zone (M1-8), in accordance with the City of St. Thomas Zoning By-law 50-88. The M1 zone permits a variety of industrial and ancillary uses including a restaurant and a coin operated car wash. The special provisions of the M1-8 zone permit a gas bar as an additional permitted use. A zoning by-law amendment is required in order to permit a convenience store as an additional permitted use on the subject lands.

**Comments:**

The applicant has submitted a concurrent site plan approval application with the subject zoning by-law amendment application. As a part of the review of the draft site plan, it was noted that the gas bar operator may wish to install new signs, possibly to include a pylon sign, as a part of the site redevelopment. Subject to confirmation from Petro-Canada, the proposed zoning by-law amendment may include special setback provisions specific to any proposed signs. Approvals under the City's sign by-law may also be required.

Respectfully submitted,

  
\_\_\_\_\_  
Jim McCoomb  
Planner



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**Reviewed By:**

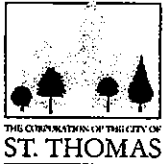
\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Env. Services

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Treasury

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City Clerk

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Other



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

-13-

Report No.: PD-22-2006

File No.: 2-08-06

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

**Date:** August 28<sup>th</sup>, 2006

**Subject:** Application by Doug Tarry Limited for an Amendment to Zoning Bylaw 50-88, to remove the Holding Zone symbol from Part of Lot 9, Concession 7, Geographic Township of Yarmouth, City of St. Thomas, County of Elgin - Orchard Park Subdivision, Phase I.

**Department:** Planning Department  
**Prepared by:** Patrick J C Keenan, Director of Planning

**Attachments:**

**RECOMMENDATION:**

THAT: Report PD-22-2006 be received for information, and further;

THAT: The application by Doug Tarry Limited for an amendment to the City of St. Thomas Zoning By-law 50-88 to remove the holding symbol from from Part of Lot 9, Concession 7, Geographic Township of Yarmouth, City of St. Thomas, County of Elgin - Orchard Park Subdivision, Phase I, be approved;

AND THAT: Direction be given to prepare the necessary amending by-law for Council approval and the notice of Council's intention to pass a by-law to remove the holding symbol be given pursuant to Ontario Regulation 199/96.

**ANALYSIS:**

Doug Tarry Limited has applied to have the holding zone symbol removed from Zoning By-law 50-88 for the lands which comprise Phase I of the Orchard Park Block Development Plan. Phase I of development within the Block Plan consists of 72 lots for residential development comprised of 54 lots for single detached dwellings and 18 lots (36 units) for semi-detached dwellings and one block for a Storm Water management facility. Three new streets will be developed in the first phase. (see Location Plan)

The Block Plan Development Area is designated for Residential use in the City of St. Thomas Official Plan. The Lots which comprise Phase I are located within the First Residential Zone (R1) and the Third Residential Zone (R3A) of the City of St. Thomas Zoning By-law 50-88. The development conforms to the Official Plan and complies with the Zoning for the property.

The subdivision plan was draft approved with conditions on August 25<sup>th</sup>, 2006. (Planning Report PD-18-2006)

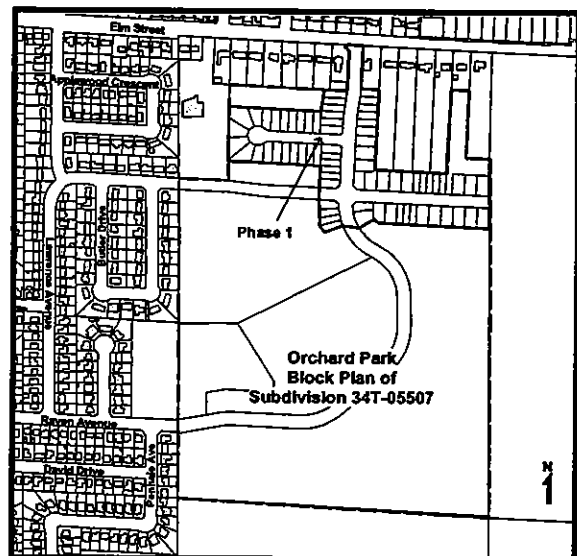
The lands are subject to the general holding provisions set out in Section 2.2 of By-law 50-88. The principle pre-development condition to be met for the removal of the holding zone is the execution of the subdivision agreement. Staff are bringing forward the request to remove the holding symbol and recommending that notice of Council's intent to remove the holding symbol be given and the necessary by-law prepared concurrent with the process of finalizing the subdivision agreement. The by-law will be placed on a future Council Agenda for consideration following the execution of the subdivision agreement by the developer.

The removal of the holding symbol does not require Council to hold a public meeting. Notice is required to be given only to the owners of the lands affected advising them of the date of the meeting at which Council intends to pass the amending By-law to remove the "h" symbol. The By-law amendment process involves removing the "h" symbol from the Zoning Map Parts and approving new Zoning Map Parts.

Respectfully submitted,

  
Patrick J C Keenan  
Director of Planning

**Location Plan**



**Reviewed By:**

Env. Services

Treasury

City Clerk

Other



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

**-14-**

Report No.

ES 92 -06

File No.

08-241

**Directed to:**

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

**Date**  
August 29, 2006

**Department:**

Environmental Services

**Prepared by:**

John Dewancker, Director

- ES Memorandum of August 23, 2006, and  
associated chronology regarding the Moore Street  
rail crossing rehabilitation.

**Subject:**

Moore Street Reconstruction Project (Centre St. to Wellington St.) -  
CN Rail crossing

**Recommendation:**

- That report ES 92-06 be received as information
- That the Moore Street reconstruction project (Centre St. to Wellington St.) be completed including the construction of surface asphalt on the roadway up to but not including the CN Rail crossing of Moore Street.
- That CN Rail be requested to rebuild the railway crossing of Moore Street to permit the City of St. Thomas to complete the road surface works at this railway crossing location.

**Origin:**

The reconstruction of Moore Street between Centre Street and Wellington Street is nearing completion and all reconstruction works have been completed except the installation of surface asphalt. To date, this installation of road surface has been postponed to permit any required railway crossing work to be coordinated with CN Rail.

**Analysis:**

The attached copy of the internal ES memorandum of August 23, 2006 provides a succinct overview of the outstanding issues related to the railway crossing location and its initial surface rehabilitation needs (rubber rail flange and seal crossing) which were recently modified to include the reconstruction of the entire rail crossing. This revision is due mainly to a recent revision in the condition assessment of this railway crossing.

A copy of the original Board Order by the Board of Transport Commissioners for Canada (currently the Canadian Transportation Agency) has been requested from CN Rail. This Board Order will establish the responsibilities, financial and otherwise, for any capital reconstruction and any maintenance activities associated with this railway crossing.

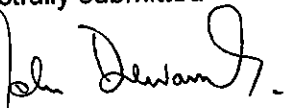
In view of the above and the need for additional time to determine the scope of the needed works and any associated share of the financial responsibilities at this railway crossing location, it is recommended that during this fall, the road surface work of this road reconstruction project be fully completed save and except at the railway crossing location. Upon receipt of the requested information from CN, including confirmation of the maintenance responsibilities associated with this railway crossing, the required railway crossing renewal works could then be completed.

**Financial Considerations:**

The installation of a rubberised rail crossing was tendered as a provisional item with an estimated cost of \$4,680.00 in the construction contract with Terra Infrastructure Inc. The subcontractor to Terra Infrastructure Inc. who would install this rubberized crossing recently confirmed an increase in the cost of this item to \$14,450.00. The estimated cost to rebuild the entire rail crossing is \$24,450.

Upon reaching a resolution with CN Rail on this matter, the appropriate works will be initiated by the appropriate parties responsible for their associated component of the work. In the interim, a sufficient amount of money will need to be kept in the capital project account for this project, until this matter has been resolved.

Respectfully submitted



John Dewancker, P.Eng Director  
Environmental Services

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Reviewed By: Treasury Env Services Planning City Clerk HR Other

**Dewancker, John**

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**From:** Radauskas, Rick  
**Sent:** Wednesday, August 23, 2006 9:32 AM  
**To:** Dewancker, John  
**Cc:** Clement, Brian  
**Subject:** 08-241 Moore Street rail crossing rehabilitation  
**Importance:** High

Good morning John,

Further to our discussions and to update Brian ....

Due to the recent increased scope of work to the rail crossing on Moore Street, the following information has been received/discussed:

1. The rail crossing work has increased from replacing the rail crossing surface to rebuilding the entire rail crossing as per information received from PSTR. The rubber crossing may not be able to be fastened to the wood ties due to the wood tie condition. The condition of the wooden ties is suspect from the recent "Thomas the Tank Engine event".
2. The rubberized rail crossing cost has increased from the Provisional tender price of \$4,680 to \$14,450 from a recent quotation. Either price would likely be subject to additional cost for mark-up & mobilization from the General for traffic control etc.
3. A recent price was received to rebuild the entire crossing for \$23,450 from the subcontractor plus \$1,200 from the General to complete the work.
4. The rail crossing is the ownership of CN Rail.
5. A Board Order has been requested from CN to determine cost sharing or responsibility of the crossing.
6. Based on the escalating prices and scope of work, a September report to Council is under consideration to pursue the rail crossing work at another time with PSTR and CN Rail.
7. Based on the information and the potential lengthy timeframe to acquire approvals and possible cost sharing, Moore Street surface asphalt should be completed to the tracks in September and any track rehabilitation should be pursued separately.

Regards,

Ric Radauskas, C.E.T.  
Senior Technician  
Environmental Services Department  
City of St. Thomas  
P.O. Box 520, City Hall  
545 Talbot Street  
St. Thomas, ON N5P 3V7  
tel: 519-631-1680 ext 4222  
fax: 519-631-2130

8/23/2006



Contract 08-241  
Moore Street

Chronology of Rubber rail seal crossing

February 2005

Tender price of rubber rail seal crossing surface for \$4,680 (Provisional Item)

March 2, 2005 (Memo attached)

I contacted Bob Logan - CN to inform him that the track will be exposed March 10, 2005. A question was raised regarding any track repair and responsibility. Mr Logan would investigate and advise.

March 3, 2005 (Memo attached)

I contacted Brian Laferriere - CN Track Supervisor and he stated CN has no intention to rebuild the crossing and stated City of St. Thomas can pay for work, if desired.

March 3, 2005 (Memo attached)

Bob Logan - CN contacted me and stated CN doesn't want any tracks exposed until the maintenance responsibility is established. Upon determination of such, then it would be the decision of the party to proceed with work.

June 19, 2006 (attached)

Received email from Dan Vernackt expressing that crossing appeared satisfactory

July 21, 2006 (attached)

Received price from General Contractor for rubber crossing price for \$14,450 + taxes

July 25, 2006 (attached)

Received email from Dan Vernackt expressing concerns of crossing

July 28, 2006 (attached)

Received email from Nick Leroy – CN stating the rubber rail seal work can proceed.

August 4, 2006 (attached)

Received price to rebuild crossing and rubber rail seal crossing for \$23,450 + taxes and additional \$1,200 mobilization and traffic control costs by General Contractor.

Note:

1. CN **has not** been contacted to discuss the rail crossing rebuild.
2. No financial commitment has been made regarding the crossing rebuild.
3. The subcontractor is available to start work the week of August 14, 2006.



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

-18-

Report No.

TR 53-06

File No.

**Directed to:**

Chairman Cliff Barwick and Members of the  
Finance and Administration Committee

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

**Date**

August 30, 2006

**Department:** Treasury

**Prepared By:** William J. Day, City Treasurer

**Attachment:**

**Subject:** Community Centre - Security Rails and Special Events

**Recommendation:**

That Report TR 53-06 be received for information.

**Report:**

**Background**

At its August 21, 2006 meeting, the following information was requested:

"Mayor Kohler inquired if staff could investigate the possibility of acquiring temporary railings that had been used at a recent event at the St. Thomas Community Centre so that they could be used at future events"

"Alderman Warden inquired if staff could prepare an analysis of costs related to a recent major event at the St. Thomas Community Centre which would provide good information for future events"

**Comments**

A concert was held on Friday August 18<sup>th</sup> at the Community Centre. In advance of the event the permit holder was required to satisfy certain safety requirements including the installation of security rails made necessary as a result of a need to remove the rink board glass for sound quality. The cost of the security rails to the permit holder was \$6,185.52. Should the City decide to purchase security rails for the Centre, we believe that the permit holder would agree to a sale. Alternatively, we would have the option of procuring them independently. We are not aware of the cost incurred by the permit holder to install the security rails or the cost incurred by them to take down and replace the rink board glass. Additionally, we advise that the permit holder was required to undertake and fund electrical work in connection with his concert sound system.

The following direct operating revenues and expenditures were realized/incurred by the City as a result of this special event. It is important to note that the following does not include the significant cost associated with Recreation administration and Facilities management staff time.

Direct Operating Revenues	
Set up	\$495
Floor rental	\$825
Early arrival fee	\$41
Total Direct Operating Revenues	\$1,361
Direct Operating Costs	
Air conditioning	\$1,000
Electricity	\$150
Operations staff - regular hours	\$138
Operations staff - overtime hours	\$577
Total Direct Operating Costs	\$1,865

Respectfully submitted,

W. J. Day  
Director of Finance and City Treasurer



-19-

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

**Report No.**

TR 51-06

**File No.**

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

**Date**

August 21, 2006

**Department:** Treasury

**Attachment:**

**Prepared By:** William J. Day, City Treasurer

Statement and Supporting  
Documentation

**Subject:** **Mayors Purchase Card Expenditure Approval**

**Recommendation:**

In connection with Report TR 51-06 and the Purchase Card Policy and Procedures Manual, Council is requested to review and approve the Mayors purchase card expenditures for July 2006.

**Report:**

**Background**

At its July 17, 2006 meeting, Council approved the Purchase Card Policy and Procedures Manual effective July 2006. Incorporated into the policy is a requirement that Council approve the Visa statement of the Mayor.

We have attached the Mayors CIBC VISA Purchasing Card Statement and supporting documentation for Council's consideration.

Respectfully submitted,

W. J. Day  
Director of Finance and City Treasurer

-20-

Account Number	Payment Due Date	New Balance	Minimum Amount Due	Enter Amount Paid
		\$0.00	\$0.00	

MAYOR JEFF KOHLER  
CITY OF ST THOMAS  
545 TALBOT ST  
PO BOX 520 CITY HALL  
ST THOMAS ON N5P 3V7

H05545

CIBC PURCHASING CARD  
P.O. BOX 320  
STATION A  
TORONTO, ONTARIO  
M5W 1C2

Payment coupon: Please tear along perforation and return this portion with your payment.  
Make cheque or money order payable in Canadian dollars. Include account number on cheque  
or money order. No cash please. Do not staple or tape your cheque to this coupon.

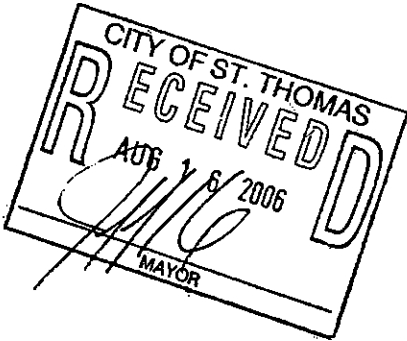
CIBC VISA PURCHASING CARD 12339

Previous Balance	Payments and Credits	New Charges	New Balance	Credit Limit
\$0.00	\$0.00	\$38.64	\$0.00	\$0.00

Statement Date  
09/04/06  
Payment Due Date  
08/14/06

For Customer Service call: 1-800-652-3888 (outside Toronto), 416-785-8076 (Toronto area), or write CIBC VISA PURCHASING CARD P.O. Box 320 Station A Toronto, Ontario M5W 1C2. Please mail payments to: CIBC VISA PURCHASING CARD P.O. Box 320 Toronto, Ontario M5W 1C2

Available Credit \$0.00				
Sale Date	Post Date	Reference Number	Type of Activity	Amount
07/06	07/10	74500016188411472787463	PASTO'S MARKET INC. LONDON ON	38.64
***** TOTAL AMOUNT OF MEMO ITEMS:				38.64



ACCOUNT SUMMARY CURRENT PERIOD		Previous Balance	Payment Allocation	Credits	Purchases and Other	Interest Charges	New Balance
	Purchases				38.64		38.64
	Other TOTAL				38.64		38.64

DAYS IN BILLING PERIOD: 31		Purchases	Other	Amount Over Credit Limit:	.00
Balance Subject To Interest Charge	>	.00	.00	Amount Past Due:	.00
Daily Interest Rate	>	.04521%	.04521%	MINIMUM PAYMENT DUE:	.00
ANNUAL INTEREST RATE	>	16.50%	16.50%		



STREAMLINING YOUR PURCHASING PROCESS  
RATIONALISEZ VOTRE PROCESSUS D'ACHAT

CIBC VISA PURCHASE CARD

August 14/06



Card Holder - Mayor Jeff Kohler

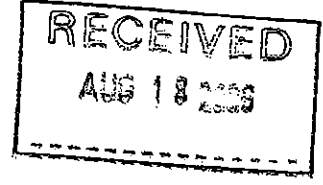
Date	Vendor	GL Account Number	Subtotal	GST	PST	Total
6-Jul	GTAA T1-Pof Toronto On	G112-011-0000-5010				\$38.64
Description	Meeting with Mayor of Southwold			2.03		

Accounts Approval:

Card Approval:

TOTAL \$38.64

 Date: Aug 17/06  
Jeff Kohler, Mayor  
 Date: \_\_\_\_\_  
Bill Day, Treasurer



BM

\*\*\*\*\*  
CHECK # 294                      DATE 07/05/06  
TABLE # G22                      TIME 12:55  
=====

-- DINING ROOM : MEAGHAN --

SEAT#	ITEMS ORDERED	AMOUNT
2	LUN CAESAR SALAD	5.95
	LUN CLASSIC PZA	8.50
	LUN OLIVENOS	5.25
	LUN CHICK ALFRED	10.95
	LUN >>SOUP ONE<<	3.25
	SUBTOTAL	33.90
		-----
		33.90
	TOTAL	33.90

\*\*\*\*\*  
SUBTOTAL                      33.90  
P.S.T.                        2.71  
G.S.T.                        2.03  
-----  
TOTAL                        38.64

\*\*\*\*\*  
PLEASE NOTE OUR NEW HOURS  
SUNDAYS 5PM - 9PM  
MONDAY & TUESDAY 11AM - 3PM  
WEDNESDAY - SATURDAY 11AM - 10PM  
FOR RESERVATIONS PLEASE CALL 652 - 7659  
\*\*\*\*\*  
G.S.T. # 877392728  
\*\*\*\*\*



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

-23-

**Report No.**

TR 52-06

**File No.**

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

**Date**  
August 25, 2006

**Department:** Treasury

**Attachment:**

**Prepared By:** William J. Day, City Treasurer

**Subject:** **Canada-Ontario Municipal Rural Infrastructure Fund – Intake Three**

**Recommendation:**

In connection with Report TR 52-06, it is recommended that:

- (1) Council establish the Manitoba, Barwick and Edward Street infrastructure renewal project as the Corporation's highest priority project for funding under Intake Three of the Canada-Ontario Municipal Rural Infrastructure Fund program.
- (2) Council direct administration to prepare the necessary documentation and make application for financial assistance to the Canada-Ontario Municipal Rural Infrastructure Fund program for the project in advance of the September 13, 2006 application deadline.

**Background:**

On November 15, 2004 the Governments of Canada and Ontario announced a partnership with small urban and rural Ontario municipalities (population of less than 250,000) to invest in local infrastructure through the Canada-Ontario Municipal Rural Infrastructure Fund (COMRIF). The Governments of Canada and Ontario are each contributing up to \$298 million to COMRIF. Combined with municipal investments, the program is expected to stimulate up to approximately \$900 million in capital investments over the next five years. The stated objective of COMRIF is:

"to ensure citizens in Ontario's small urban and rural municipalities enjoy a quality of life that's second to none, through sustainable infrastructure investments which:

- Enhance and renew Ontario's aging public infrastructure
- Improve the quality of the environment
- Protect the health and safety of citizens
- Support long-term economic growth
- Build strong, sustainable communities by giving municipalities the tools they need"

Previously via COMRIF Intakes One and Two, the City applied for and received funding approval for the Wellington Street infrastructure renewal project.

**Comments:**

Intake Three of the COMRIF program was announced on June 20, 2006. The deadline for applications is September 13<sup>th</sup>. At this time administration recommends that watermain, sewer and road reconstruction work on Manitoba (Kains Street to North limit), Barwick Street (Manitoba Street to Hughes Street) and Edward Street (Manitoba Street to Alma Street) be identified as the City's highest priority project for COMRIF funding.

The project is estimated to cost \$2,720,000. Sources of funding include the annual capital levy from property taxation, the Water Reserve and the Sewer Reserve. COMRIF presents an opportunity to fund two-thirds of this cost, thereby substantially reducing the City's future financial contribution.

Respectfully submitted,

W. J. Day  
Director of Finance and City Treasurer

John Dewancker  
Director, Environmental Services



Corporation of the

# City of St. Thomas

-24-

Report No.

ES95-06

File No.

05-014-00

Directed to:

Chairman Cliff Barwick and Members of the Finance and Administration Committee

Date

September 5, 2006

Department:

Environmental Services Department

Attachment

Prepared By:

Dave White, C. Tech - Supervisor of Roads & Transportation

Subject:

The Sale Through Tender of Surplus Goods (Vehicles & Equipment)

## Recommendation:

It is recommended that:

1. Report No. ES95-06 be received for information; and further,
2. Council approve the sale through the tendering process of surplus goods being an estimated total value greater than \$3,000.00; and further,
3. Staff proceeds with the tendering process of surplus goods as per Purchasing By-law No. 53-2001 Surplus Goods Section 30 c, Sealed bid by advertised public bid (and sold to the highest bidder).

## Origin:

There have been a number of vehicles replaced in 2005 and 2006 through the Vehicle and Equipment Replacement Reserve. As a result, the units they replaced are now considered surplus goods as defined in the purchasing By-law No. 53-2001.

## Analysis:

In past years, surplus goods have been sent and possibly towed to area auctions. In this case it is felt that the cost of moving the equipment may be greater than the financial benefits. As a result, staff believe that the tendering process would be the most efficient method and would realize the greatest financial gain, while disposing of the surplus goods.

It is for these reasons we recommend that Council approve the sale, and staff proceed with the sale of the surplus goods listed below. It is estimated that the total minimum bids on this equipment MAY total \$20,000.00 (estimates are still being worked on). It should also be noted that this is a list assembled at the date of this report and may be added to prior to the sale.

Vehicle #1: 1995 Dodge Dakota X-Cab Pickup
Vehicle #2: 1996 Ford Ranger Club Cab
Vehicle #3: 1996 Ford Ranger Club Cab
Vehicle #4: 1995 Ford F-150
Vehicle #5: 1990 Volvo Tandem Dump
Vehicle #6: 1995 Ford F350 1 Ton
Vehicle #7: 1992 Ford L8000 Sander/Plow
Vehicle #8: 1995 Ford F250
Vehicle #9: 1986 Orion II 26' Transit Bus
Vehicle #10: 1990 Orion II 26' Transit Bus
Vehicle #11: GMC Coach 30' Transit Bus
Equip. #12: 1983 Sweepster Runway Sweeper
Equip. #13: 5' articulated PTO Snowblower with transfer case for tractor mount.
Equip. #14: Forklift

## Alternatives:

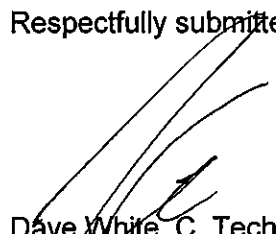
None at this time.

## Financial Implications:

As per By-law No. 53-2001 Section 30, the net proceeds of the sale will be transferred through the operating budget to the Vehicle and Equipment Reserve.



Respectfully submitted

  
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**

-26-

Report No.

ES93-06

File No.

05-014-06

**Directed to:**

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

**Date**

September 5, 2006

**Department:**

Environmental Services Department

**Attachment**

**Prepared By:**

Dave White - Supervisor of Roads and Transportation

#1 Report ES35-05 Possible Parking Restrictions, #2 Resident email request

**Subject:**

**No Parking Zone Signage Pullen Avenue - Access for Emergency Services**

**Recommendation:**

It is recommended that:

1. Report No. ES93-06 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 West side of Pullen Avenue from Aldborough Avenue to Elm Street.

**Origin**

A resident wrote an email request (attached) for consideration of a No Parking Zone on Pullen Avenue. The issue is that with cars parked on both sides, there is not enough room for two cars to pass each other and it can get very busy.

**Analysis**

**Existing Conditions**

**Pullen Avenue** was constructed to Minor Local Road standards, with a pavement width that 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. Pullen Avenue is classified as a Local Street in schedule B of the official plan, which carries approximately 950 vehicles per day (2001) and provides property access and a link from Elm Street to the residential subdivision to the south. Being a two lane Local Street, Rice Road has the design capacity of approximately 6,000 vehicles per day, and therefore is operating at 16% of its' design capacity.

In addition to insufficient road width (Fire Route requirement), a number of other factors are 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 traveling 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.

Applying the five conditions to Pullen Avenue, the following restriction is recommended;

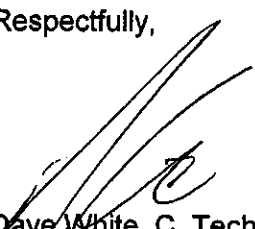
- West side of Pullen Avenue from Aldborough Avenue to Elm Street. - Complies with *Conditions 1, 2, & 5.*

Therefore, as a result of this analysis it is recommended that a No Parking Anytime restriction be implemented on the West side of Pullen Avenue from Aldborough Avenue to Elm Street, illustrated below. St. Thomas Fire services have reviewed this location and agree with the need for a parking restriction.



**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,  


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

Reviewed By:                                                                                                                                
Treasury                      Env Services                      Planning                      City Clerk                      HR                      Other

-28-

ENTER

#90

**White, David**

**From:** Collard, Bette [BCollard@london.ca]  
**Sent:** Friday, January 13, 2006 3:19 PM  
**To:** White, David  
**Subject:** RE: Parking

Thank you for getting back to me so promptly. I would definitely suggest Pullen Avenue be considered for parking on one side of the street. There is no way emergency vehicles could maneuver that street especially at the corner when cars are parked on both sides. If it's at all possible could you please keep me informed as to your recommendations regarding Pullen Avenue. Should you require a formal letter from my husband and me, I would be more than happy to provide that to you. Sincerely Bette Collard

-----Original Message-----

**From:** White, David [mailto:dwhite@city.st-thomas.on.ca]  
**Sent:** Friday, January 13, 2006 2:11 PM  
**To:** Collard, Bette  
**Cc:** Andersen, Ivar  
**Subject:** Parking

**Bette Collard:**

This is in response to your email below...thank you.

We appologise for any inconvenience the parking restriction may have caused yourself and other residents. A report did go to Council and the bylaw revision was passed. The fact of the matter is that with the previous set of conditions, there was the possibility that Aldborough may not provide the access required for emergency vehicles and the City must assure that the correct conditions are in place to avoid any deficiency with respect to the emergency level of service as well as routine roads maintenance activities.

There may be other road sections that fall under this same category in St. Thomas. We will continue to review the neighborhoods and respond to the requests of residents and provide parking restrictions where they may be required. I will add Pullen Avenue to the list to check this spring/summer.

I trust this to be satisfactory and thanks for your inquiry.

Dave White  
Environmental Services  
Supervisor Roads & Transportation  
City of St. Thomas  
(519) 631-0368 ext 32  
dwhite@city.st-thomas.on.ca

**From:** Andersen, Ivar  
**Sent:** Friday, January 13, 2006 12:15 PM  
**To:** 'Collard, Bette'  
**Subject:** RE: Parking

2/22/2006

- 29 -

Thank you for your e-mail. I've copied Dave White, our Road and Transportation Supervisor on this e-mail and ask that he give you a call on the issue. As I recall, Council did approve the parking restrictions that were implemented on Aldborough. If this is causing you a problem, we may have to revisit the issue. In any case, Dave White will contact you and we'll see if there's anything that can be improved. Ivar Andersen, P.Eng. Manager of Operations & Compliance

**From:** Collard, Bette [<mailto:BCollard@london.ca>]  
**Sent:** Friday, January 13, 2006 10:49 AM  
**To:** Andersen, Ivar  
**Subject:** Parking

Ivar – you may not remember me but I work for Geoff Belch here at the City of London. I have lived in St. Thomas at 43 Aldborough Avenue since 1969 and would like to ask you for your assistance. A couple of months ago we received a notice that the City was considering making Aldborough Avenue parking only on one side. I had sent an e-mail voicing my concern that by doing this we would get more traffic. A couple of my neighbors also voiced their concerns about this proposal but the City went ahead and put no parking signs on our side of the road without ever responding to any of our concerns.

My problem with the whole no parking signs on Aldborough Avenue is that Pullen which is the same size street and off of Elm Street is allowing parking on both sides of the street. It makes it quite difficult when you are turning on to Pullen Avenue especially when cars are parked on both sides of the street near the corner. I have sometimes been forced to drive in the middle only to have a car coming towards me in the opposite direction.

My question to you is who should I be addressing my concerns to or can you deal with this problem. I personally think that Pullen Ave should also have parking on one side only. Any assistance you can give me would be greatly appreciated. Sincerely

## Bette Collard

Paralegal - Assistant to Geoff Belch  
City Solicitor's Office  
The Corporation of the City of London  
(519) 661-2500 ext. 1869  
e-mail: [bcollard@london.ca](mailto:bcollard@london.ca)

2/22/2006



Corporation of the

# City of St. Thomas

- 30 -

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

**Prepared By:** John Dewancker, Director

**Attachment**

- 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

-31-

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



Corporation of the

**City of St. Thomas**

- 32 -

Report No.

ES96-06

File No.

05-014-06

**Directed to:**

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

**Date**

September 5, 2006

**Department:**

Environmental Services Department

**Attachment**

#1 Report ES35-05 Possible Parking Restrictions, #2 Resident email request

**Prepared By:**

Dave White - Supervisor of Roads and Transportation

**Subject:**

**No Parking Zone Signage Erie Street - Access for Emergency Services**

**Recommendation:**

It is recommended that:

1. Report No. ES96-06 be received for information; and,
2. The traffic by-law 45-89 Schedule II (No Parking Zones) be amended to implement a No Parking Anytime restriction on the North side of Erie Street from Smith Avenue to First Avenue.

**Origin:**

A resident of Erie Street submitted a request (attached) for consideration of a No Parking Zone on Erie Street. The issue is that with cars parked on both sides, there is not enough room for two cars to pass each other and it can get very busy as a result of St. Thomas Community Centre traffic.

**Analysis:**

**Existing Conditions**

Erie Street was constructed to Minor Local Road standards, with a pavement width that is less than 9.9m wide (measured at approximately 7.6m 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. Erie Street is classified as a Local Street in schedule B of the official plan, which carries approximately 650 vehicles per day (2001) and provides property access. Being a two lane Local Street, Erie Street has the design capacity of approximately 6,000 vehicles per day, and therefore is operating at 11% of its' design capacity.

There is an existing No Parking Anytime Restriction on the north side of Erie Street from Ross Street to Smith Avenue.

In addition to insufficient road width (Fire Route requirement), a number of other factors are considered when determining which side of the road would get the parking restriction. It is preferable that at least two of the following conditions are in place;

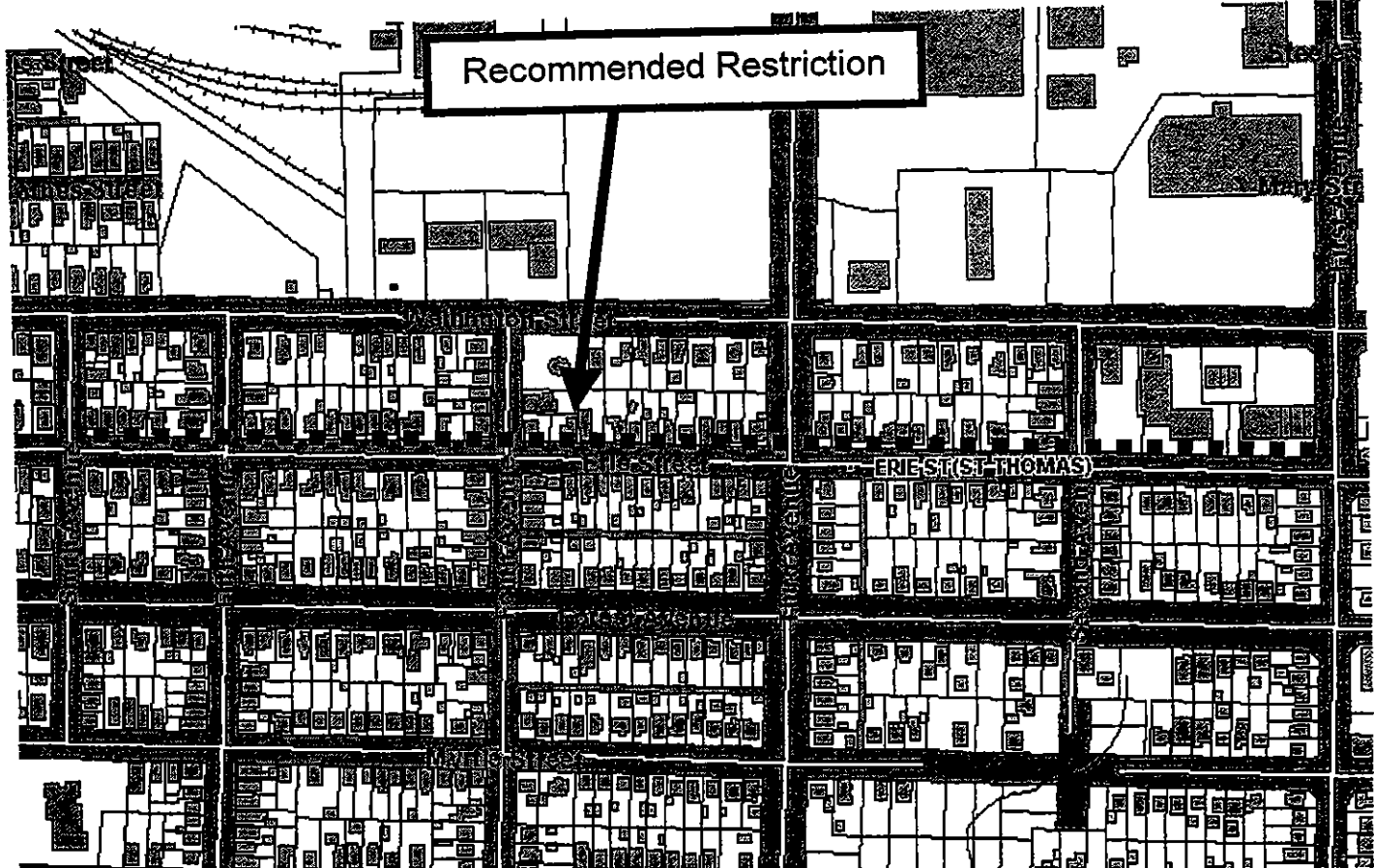
1. the side with the existing fire hydrants would get the restriction so that emergency service is not hampered wherever possible,
2. the side with more street access would get the restriction so that sight distance for vehicles entering the road would be increased,
3. the inside of a horizontal curve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

Applying the five conditions to Erie Street, the following restriction is recommended;

- North side of Erie Street from Smith Avenue to First Street – Complies with *Conditions 1, 4 & 5.*



Therefore, as a result of this analysis it is recommended that a No Parking Anytime restriction be implemented on the North side of Erie Street from Smith Avenue to First Street, illustrated below. St. Thomas Fire services have reviewed this location and agree with the need for a parking restriction.




**Financial Considerations:**

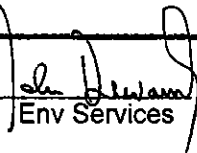
Costs associated with the installation of "no parking" signs are contained in the 2006 Operating Budget.

**Alternatives:**

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

Respectfully,  


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

Reviewed By: Treasury  Env Services Planning City Clerk HR Other



Dear Mr White - 34.

I am writing this letter in regards to cars parking on both sides of Erie St. As you probably know, Erie St is a narrow street. My concern is, with the arrival of the new arena around the corner, people are going to park on Erie in order to make a faster departure from the new arena. The parking on Erie St is bad now, with people parking on both sides of the street. I'm sure with the opening of the arena parking will just get worse. My fear is for the safety of small children on our street, plus the danger of backing onto the street. I hope yourself & council can

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take these concerns into consideration & change the bylaw regarding parking

Yours sincerely

Racine Lindsay

133 Erie St

St Thomas

NSR 2N4



Corporation of the

# City of St. Thomas

-35-

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

**Prepared By:** John Dewancker, Director

**Attachment**

- 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.

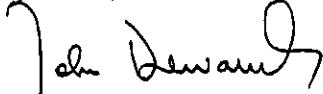
Financial Considerations

- 36 -

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

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Reviewed By:	_____	_____	_____	_____	_____	_____
	Treasury	Env Services	Planning	City Clerk	HR	Other



Corporation of the

**City of St. Thomas**

-37-

Report No.

ES94-06

File No.

Directed to:

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

Date

September 5, 2006

Department:

Environmental Services Department

Attachment

Prepared By:

Dave White, C. Tech - Supervisor of Roads & Transportation

Letter to Special Events Committee

Subject:

Tree Lighting Ceremony – Mondamin Street Closure

**RECOMMENDATIONS:**

It is recommended that:

1. Report No. ES94-06 be received for information; and further,
2. Mondamin Street be closed between Talbot Street and Curtis Street on Friday November 17, 2006 between the hours of 5:00 pm and 8:00 pm to allow for the Tree Lighting Ceremony.

**BACKGROUND:**

Every year the Downtown Development Board sponsors the lighting of a Christmas tree adjacent to City Hall. As in past years, a request has been made to close Mondamin Street between Talbot Street and Curtis Street.

The closure of Mondamin Street will allow for the crowd to witness the tree lighting without interference from motor traffic, and also provide room for proposed entertainment.

City works staff will provide the barricades and road closure signs and install/remove them for the event. The cost to the City for providing this service is minimal.

The Downtown Development Board is also proposing to provide horse and buggy rides along Talbot Street between St. Catharine Street and Hiawatha Street.

At its meeting of Thursday August 17 2006, the Special Events committee has passed a resolution supporting the DDB tree lighting event.

**Financial Considerations:**

Costs associated with the installation of this road closure are contained in the 2006 Operating Budget.

**Alternatives:**

No alternatives presented at this time.

Respectfully submitted

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

Reviewed By:

Treasury

  
Env Services

Planning

City Clerk

HR

Other

July 28, 2005

Alderman Dave Warden  
Chairman, Special Events Committee  
Corporation of the City of St. Thomas  
545 Talbot Street, P.O. Box 520  
St. Thomas, Ontario  
N5P 3V7

**Re: Street Closure Request for Annual Tree Lighting Event**

Alderman Dave Warden;

The Downtown Development Board is planning to hold our Tree Lighting Ceremony on Friday, November 17, 2006. The event has been held in the past on Mondamin Street between Talbot Street and Curtis Street. This has been an annual event, and there are no significant changes to this year's format. We will have entertainment by Dave Hoy, a visit from Santa Claus and horse drawn wagon rides on various streets in the surrounding area.

Again, we request the closure of Mondamin Street between Talbot Street and Curtis Street in order to stage the event. In the past, barricades have gone up at about 5:00pm in order to set up, and are removed at about 8:00pm after clean up has been finished. We also request permission to offer horse drawn wagon rides during the event.

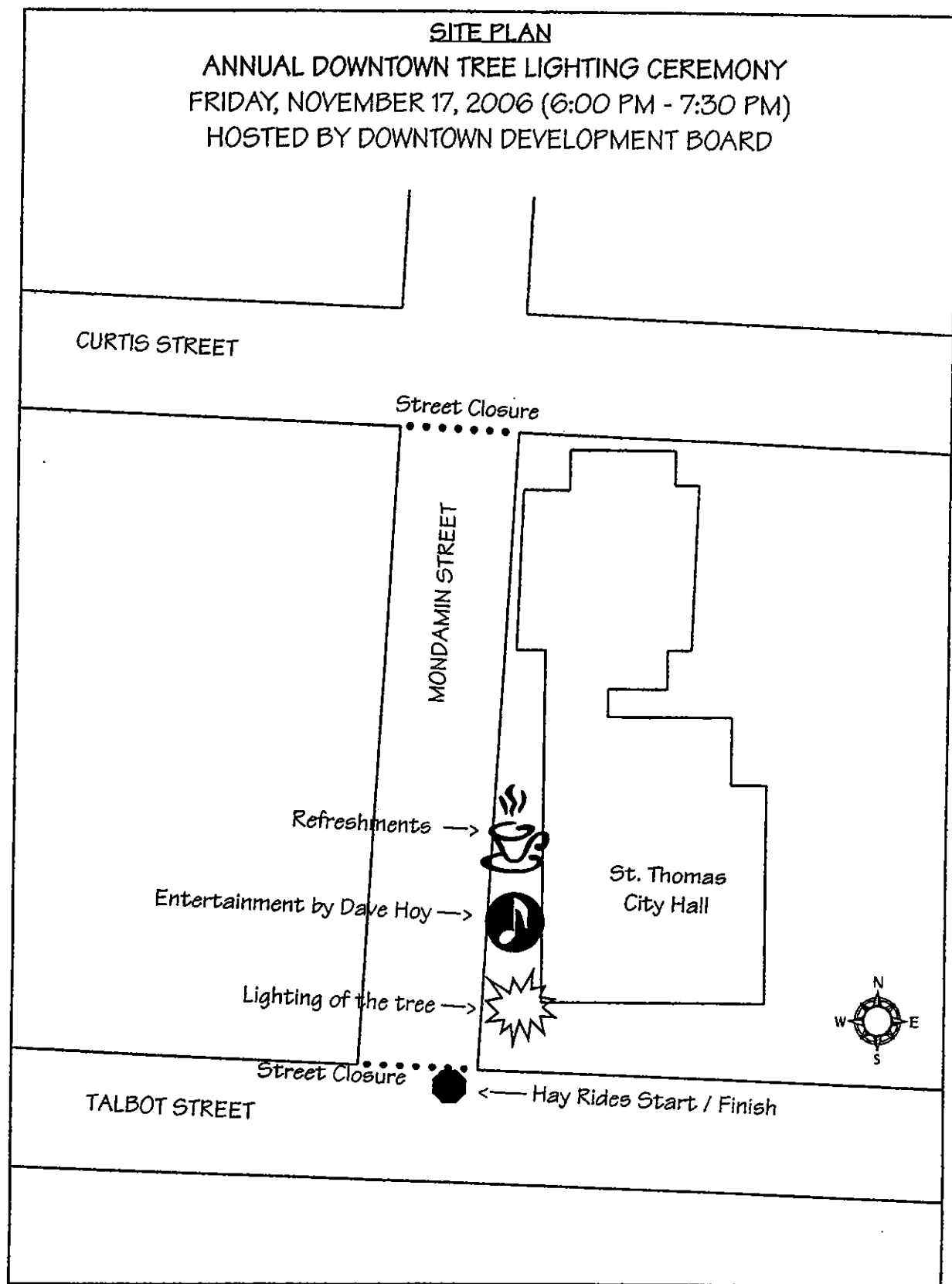
Thank you for your consideration of this request. I would be happy to provide further details if required.

We look forward to hearing from you upon confirmation of the above.

Submitted respectfully,



Jenny Couse  
Administrator





-40-

CITY OF ST. THOMAS  
RECEIVED

AUG - 8 2006

545 Talbot Street • P.O. Box 520 • City Hall • St. Thomas • Ontario N5P 3V7  
**SPECIAL EVENT PERMIT APPLICATION**

**THIS FORM TO BE FILLED IN AND RETURNED TO CITY HALL – LICENSING DEPARTMENT**  
The Organization must meet the requirements of the Special Events Policy & Procedure Manual

**PROCESS REQUIRED TO HOLD A SPECIAL EVENT**

Apply in writing to the City of St. Thomas  
Outline support and revenues  
Give date and times  
Outline how the event benefits St. Thomas

Outline the event type and contacts  
Submit location, site map and insurance information  
Meet with Special Events Committee to review request  
Be aware of and adhere to all due dates

**NOTE: EVEN IF YOUR EVENT IS HELD ANNUALLY, AN APPLICATION MUST BE COMPLETED AND COMMUNICATED WITH THE SPECIAL EVENTS COMMITTEE.  
(A MINIMUM OF TWELVE (12) WEEKS NOTICE PRIOR TO THE EVENT IS REQUIRED)**

**Application Requirements (Please Print)**

Event Name: Tree Lighting Ceremony  
Date(s): November 17, 2006 Start Time: 6:00pm End Time: 7:30pm  
Location(s): Mondamin St (between Talbot St & Curtis St.)  
Organizing Group: Downtown Development Board  
Contact Name: Mark Cosens OR Jenny Couse  
Address: 545 Talbot St, St. Thomas Postal Code: N5P 3V7  
Phone Number: (519) 633-5248 Cell Phone Number: (519) 282-8044  
Fax Number: (519) 633-9019 Email Address: info@downtownstthomas.com  
Sponsorship commitments (include alcohol): Ø  
Expected Attendance: 150

Will Alcohol be consumed at this Event? Yes ☐ No ☒

If Yes, you must review and meet the requirements of the City's Alcohol Policy.

Are you requesting your event as a Community Festival? Yes ☐ No ☒

Are you anticipating road closures or any other changes that would affect regular traffic flow? Yes ☒ No ☐

If yes, what and where? We request that Mondamin St. be closed to vehicular traffic from 5:00pm until 8:00pm and barricades be placed at Talbot St and Curtis St closing off Mondamin St.

If the event is a Parade/Run/Walk/Pass Through Sporting Event:

Route: Ø

Number of persons in the Event:	_____	Number of Bands in the Event:	_____
Number of Vehicles:	_____	Number of Tractor Trailers:	_____
Approximate Length of Event:	_____	Number of Animals in the Event:	_____

Detailed Event Information and Comments: (List all Activities)

We plan to have hay rides throughout the downtown, visit from Santa, hot drinks, and draw prizes for kids and adults. There will also be live entertainment.



Submit with the application a location or site map for the event.

-41-

**Insurance:**

**Proof of insurance is required in the amount designated by the City of St. Thomas, wherein the City of St. Thomas is named as co-insured. A copy of the required insurance MUST be submitted with this application.**

The provision of a completed and signed Statement of Indemnification is required.

The event organizer is forewarned that an approved event may arbitrarily be altered or cancelled in response to an emergency situation. The use of this authority shall not be unreasonably applied.

Do you require Municipal Support: \_\_\_\_\_

Labour: Yes ☐ No ☒

Barricades: Yes ☒ No ☐

No Parking Signs: Yes ☐ No ☒

Other: \_\_\_\_\_

Hydro: Yes ☒ No ☐

Traffic Control: Yes ☐ No ☒

Detour Signing: Yes ☐ No ☒

Water: Yes ☐ No ☒

Has the St. Thomas Fire Department been contacted in regards to this event?

Yes ☐ No ☒

Has the St. Thomas Police Service been contacted in regards to this event?

Yes ☐ No ☒

Has the Elgin-St. Thomas Health Unit been contacted in regards to this event?

Yes ☐ No ☒

**NOTE: THERE MAY BE A CHARGE IF BARRICADES AND OTHER EQUIPMENT OR CITY STAFF TIME ARE REQUIRED.**

**Volunteers:**

Will you have trained in traffic control volunteers?

Yes ☐ No ☒ If yes, how many? \_\_\_\_\_

Will you have volunteer security services?

Yes ☐ No ☒ If yes, how many? \_\_\_\_\_

Other types of volunteers: \_\_\_\_\_

If yes, how many? \_\_\_\_\_

Please refer to sections of the City of St. Thomas Special Events Policy and Procedure Manual that are relevant to your event. Determine what steps need to be taken for your specific event and adhere to all the rules indicated by the manual and the involved services. Early and thorough preparation when approaching the Special Events Committee and other needed services will help ensure a well planned and well run event.

Good Luck with your event!

**Contacts:**

- Environmental Services – Roads & Transportation 631-0368 Ext. 32
- Environmental Services – Parks 631-9990
- Licensing Department 631-1680 Ext. 4112 Fax: 633-9019
- Fire Department – Fire Prevention Officer 631-0210
- Police Service 631-1224 Ext. 113
- Recreation Services 633-7112
- Elgin-St. Thomas Health Unit – Inspections Department 631-9900

Jenny Couse  
(Print name of individual completing this form)

\_\_\_\_\_  
Chief/Deputy Chief of Police

Jenny Couse  
(Signature of individual completing this form)

\_\_\_\_\_  
Supervisor of Roads & Transportation

August 8, 2006  
Date of Application

\_\_\_\_\_  
Licensing Officer

<input type="checkbox"/> Applicant	<input type="checkbox"/> Fire Department	<input type="checkbox"/> Recreation
<input type="checkbox"/> Special Events Coordinator	<input type="checkbox"/> Police Service	<input type="checkbox"/> Tennis Association
<input type="checkbox"/> BID	<input type="checkbox"/> Licensing Department	<input type="checkbox"/> Property
<input type="checkbox"/> Mayor/Councillor	<input type="checkbox"/> Environmental Services - Parks	<input type="checkbox"/> Insurance Received?
<input type="checkbox"/> Elgin-St. Thomas Health Unit	<input type="checkbox"/> Environmental Services - Roads & Transportation	
<input type="checkbox"/> Other	<input type="checkbox"/> Other	



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

-42-

Report No.

CC 44-06

File No.

**Directed to:** Chairman T. Shackelton and Members of the Protective Services and Transportation Committee

**Date**  
August 21, 2006

**Department:** City Clerks Office

**Attachment**

**Prepared By:** Richard Beachey, Deputy City Clerk

- Request from Downtown Development Board August 8, 2006

**Subject:** Temporary exemption to Animal Control By-law 53-96

**Recommendation:**

That temporary exemption be granted to the Downtown Development Board from Section 10 of Animal Control By-law 53-96, as amended, to permit hayrides for the Annual Tree Lighting ceremony to be held Friday, November 17, 2006.

**Origin:**

A request was made by the Downtown Development Board for exemption to Animal Control By-law 53-96 to permit hayrides on Friday November 17, 2006.

**Analysis:**

Requests of this type have been made in the past with the most recent being for the same item last year. In that case the exemption was granted.

**Financial Considerations**

None to the City of St. Thomas.

**Alternatives:**

The Committee may:

1. Approve the request
2. Deny the request.

Respectfully submitted,

Richard Beachey  
Deputy City Clerk

Reviewed By:

Treasury

Env Services

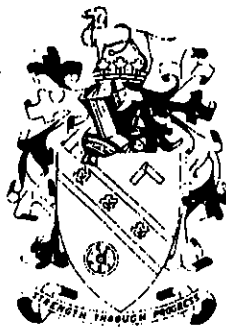
Planning

City Clerk

HR

Other

Peter J. Leack, A.M.C.T.  
City Clerk



-43-

Office of the Clerk  
P. O. Box 520, City Hall  
St. Thomas, Ontario N5P 3V7  
Telephone: (519) 631-1680  
Fax: (519) 633-9019

City of St. Thomas  
Received

AUG 08 2006

City Clerk's Dept.

Corporation of the City of St. Thomas

APPLICATION FOR TEMPORARY EXEMPTION TO ANIMAL CONTROL BY- LAW 53-96

This application to be filed with the City Clerk and must be accompanied with a \$20.00 cash fee.

I/We hereby apply to the Council of the Corporation of the City of St. Thomas for a temporary exemption to section #9 of Animal Control By-Law 53-96 as outlined in this application.

1. Name of Applicant Downtown Development Board

Address 545 Talbot Street, St Thomas, Ontario

Telephone 519-633-5248

2. Is the applicant the owner of the land? YES \_\_\_\_\_ NO ✓

If not, proof of owner's consent must be filed with the application.

3. Type and number of animal(s) 2 horses

4. Proposed use of animal(s) Hay rides

5. Proposed location of animal(s) Talbot St - Curtis St

6. Will the animal(s) be re-located during the exemption period. YES \_\_\_\_\_ NO \_\_\_\_\_

If so, where? \_\_\_\_\_

7. Date(s) the animal(s) will be in the City Friday, November 17 / 06  
Tree Lighting Ceremony

8. List the names and addresses of the neighbours you have notified of your intent to apply for this temporary exemption. If necessary, please use the back of the form.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Jerry Cause  
Signature of Applicant

If you wish to provide any further information, please attach on a separate page.

No two requests from one individual or group are permitted within a six month period.

Exemptions may be granted by Council for a maximum period of 4 days.

Applicants must comply with Federal, Provincial, and Municipal regulations pertaining to the care and control of animals.