

## **AGENDA**

### **THE TWELTH MEETING OF THE ONE HUNDRED AND TWENTY-SEVENTH 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              FEBRUARY 5TH, 2007**

#### **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 D. Warden

#### **DISCLOSURES OF INTEREST**

#### **MINUTES**

Confirmation of the minutes of the meeting held on January 22nd, 2007.

#### **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**

Township of Southwold - CEPAC Agreement

#### **NEW BUSINESS**

Draft Plan of Subdivision File #34T-07501 - Dalewood Meadows Development Area - Phase 2 - 30 Lots for Single-Detached Dwelling Units & 15 Lots for Semi-Detached Dwelling Units - Inn Services Inc.

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Report PD-04-2007 of the Planning Director. **Pages 9 to 11**

Proposed Zoning Bylaw Amendment - Permit Construction Trade - 63 Gaylord Road - HIRA Limited

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Report PD-05-2007 of the Planner. **Pages 12 to 14**

### **BUSINESS CONCLUDED**

**ENVIRONMENTAL SERVICES COMMITTEE** - Chairman T. Johnston

### **UNFINISHED BUSINESS**

Road and Sidewalk Reserve Fund

Proposed Playground Development - Feasibility Analysis of Proposed Public/Private Partnership between City of St. Thomas and Faith Baptist Church

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Green Lane Landfill Purchase by the City of Toronto - Status Report - Possible Waste Management Contract Extension

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Community Access Improvement Concerns - Curb Cuts

Report ES13-07 of the Supervisor, Roads and Transportation. **Pages 15 to 17**

Rogers Cable Box Removal - 100 Myrtle Street

### **NEW BUSINESS**

By-law to Prohibit Loitering on Municipal Parklands

Report ES17-07 of the Director, Environmental Services. **Pages 18 to 20**

Repairs to Walkway at 630 Talbot Street

A letter has been received from Mark Cosens, Chairman, Downtown Development Board, requesting repairs to the walkway at 630 Talbot Street. **Page 21**

### **BUSINESS CONCLUDED**

**PERSONNEL AND LABOUR RELATIONS COMMITTEE** - Chairman G. Campbell

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

### **BUSINESS CONCLUDED**

**FINANCE AND ADMINISTRATION COMMITTEE** - Chairman T. Shackelton

### **UNFINISHED BUSINESS**

Cash Advances & Expenses Reimbursement Report

St. Thomas Consolidated Courthouse Project - Police Facilities

Mayor and Council Expenses

St. Thomas-Elgin Public Art Centre - Grant Request

Letters of support for increased funding have been received from Cornelia Greger, RR#2 Aylmer; Cathy Grondin, Program Coordinator, Employment Services Elgin & Talbot Teen Centre; and Laura Woermke, President, Board of Directors, St. Thomas-Elgin Public Art Centre.

**Pages 22 to 24**

St. Thomas and District Minor Baseball Association - Grant Request

2007 Capital Budget - Part 1 - City Park Partnerships

2007 Capital Budget - Part 1 - Road Grader Needs Report

Report ES14-07 of the Supervisor of Roads and Transportation. **Pages 25 to 29**

2007 Capital Budget - Part 1 - Transit Station Options Report

St. Thomas Police Services Space Needs

Knights of Columbus Property - 265 Wellington Street

Report ES18-07 of the Director, Environmental Services. **Pages 30 to 35**

**NEW BUSINESS**

Tender Award - Janitorial Services at the Justice Building

Report TR-04-07 of the Manager of Facilities and Property and the Purchasing Agent.

**Pages 36 & 37**

Kettle Creek Conservation Authority - 2007 Budget

A notice has been received from Ashley Murray, Financial Services Supervisor, Kettle Creek Conservation Authority, of a meeting being held on Wednesday, February 28, 2007 at 5:00 p.m. at the Port Stanley Wharf Restaurant to approve the 2007 budget of the Kettle Creek Conservation Authority and also requesting payment of one-half of the 2007 levy. **Pages 38 & 39**

Elgin Military Museum - Grant Request

A letter has been received from D.L. Seabrook, Secretary, Elgin Military Museum, requesting a grant of \$9,922.00. **Pages 40 to 44**

**BUSINESS CONCLUDED**

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

**UNFINISHED BUSINESS**

Parks Pavilion Renaming

Walk of Fame

St. Thomas Timken Community Centre - Cost Analysis for Events

**NEW BUSINESS**

**BUSINESS CONCLUDED**

**PROTECTIVE SERVICES AND TRANSPORTATION COMMITTEE** - Chairman D. Warden

**UNFINISHED BUSINESS**

Intersection of First Avenue and Edward Street

Intersection of Edward Street and Burwell Road

Leash Free Dog Park

Bus Services to 1063 Talbot Street and Shopping Complex near Elm Street and Wilson Avenue

Transit System and CASO Station

Transit Facility Improvement Options

Update - School Area Review Procedures For Elementary School Children - Adult Crossing Guard Warrant Policy and Procedure

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Report ES 11-07 of the Supervisor, Roads and Transportation. **Pages 45 to 54**

By-Law for Loitering

Termination of Fire Dispatch Services

New Year's Eve Transit Service

Report ES 12-07 of the Supervisor, Roads and Transportation. **Pages 55 & 56**

Intersection of Third Avenue and Wellington Street

White Street Yield Signs

Wings & Wheels Fundraiser - June 22nd, 23rd and 24th, 2007

Replacement of Railway Ties

The Adult Crossing Guard Program - Transportation Operations Update

Report ES 15-07 of the Supervisor, Roads and Transportation. **Pages 56a - 56f**

**NEW BUSINESS**

**BUSINESS CONCLUDED**

**SOCIAL SERVICES COMMITTEE** - Chairman L. Baldwin-Sands

**UNFINISHED BUSINESS**

Affordable Housing Program - Review of Financial Concessions

**NEW BUSINESS**

**BUSINESS CONCLUDED**

**REPORTS PENDING**

ROAD 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. Chapman

Environmental Services Committee - Chairman T. Johnston

Personnel and Labour Relations Committee - Chairman G. Campbell

Finance and Administration Committee - Chairman T. Shackelton

Community Services Committee - Chairman B. Aarts

Protective Services and Transportation Committee - Chairman D. Warden

Social Services Committee - Chairman L. Baldwin-Sands

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

## **REPORTS OF COMMITTEES**

The Second Report of the Site Plan Control Committee **Page 57**

## **PETITIONS AND COMMUNICATONS**

Waste Diversion Ontario - Marketing of Blue Box Materials

A letter has been received from Glenda Gies, Executive Director, Waste Diversion Ontario, regarding proper diligence in the municipal recycling process. **Page 58**

London Homeless Coalition - Homelessness Partnering Strategy

A letter has been received from David Sanders, Administrative Support, London Homeless Coalition, outlining the Coalition's submissions and recommendations to the new Minister of Human Resources Social Development. **Pages 59 to 67**

Gold Wing Road Riders Association - Regional Motorcycle Rally - Request for City Pins

A letter has been received from Louise Schultz, Gold Wing Road Riders Association, requesting approximately 1000 pins to be included in promotional packages handed out at the Rendezvous 2007 rally, which is taking place from August 3 - 5, 2007. **Page 68**

Thank You Letter - Bus Service - Fantasy of Lights

A letter has been received from Lila Briggs, President, Resident Council, Caressant Care on Bonnie Place, thanking the members for providing 4 nights of free bus rides for the seniors during the Fantasy of Lights.

London District Catholic School Board - St. Thomas Public Library Representative

A letter has been received from Corrie Gicante, Acting Director of Education, London District Catholic School Board, advising that Shirley Poirier has been appointed as the London District Catholic School Board representative to the St. Thomas Public Library Board for a four-year term.

Thank You Letter

A letter has been received from Don Cann, St. Thomas Police Services Board member, thanking City Council for reappointing him to the Board. **Page 69**

Royal Canadian Legion - Red Fridays in Support of our Canadian Forces Services Personnel

A letter has been received from Marg Emery, Vice President, Royal Canadian Legion Ontario Command, requesting the City of St. Thomas to support Canadian Services personnel by asking staff and the public to wear red on Fridays to "Support our Troops". **Page 70**

### Paralympics Ontario - Request for Hosting Bids

A letter has been received from Cathy Vincelli, Executive Director, Paralympics Ontario, requesting that the City to consider hosting the 2008 Ontario Paralympic Summer Championships. Further information is available in the Mayor's office. Bids are due no later than Friday, April 6th, 2007, 4:00 p.m. **Page 71**

### Volunteer Elgin - National Volunteer Week - Proclamation and Flag Raising - April 16th to 22nd, 2007

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A letter has been received from Stacy Wraight, Volunteer Elgin, requesting that Council proclaim the week of April 16th to 22nd, 2007 as "National Volunteer Week" and that the Volunteer Elgin flag be flown at City Hall.

The flag raising ceremony is proposed for April 16th, 2007 at 9:00 a.m. and the Mayor and members are invited to attend.

### Ontario Provincial Fastball Championships - Concession Services

A letter has been received from Bill Horne, St. Thomas Fastball Team, requesting that the Team be given exclusive rights to provide concession services during the event. **Page 72**

### Grand River Conservation Authority - Clean Water Act and Source Protection

A letter and publication has been received from Lorrie Minshall, Source Protection Program Director, Lake Erie Source Protection Region, regarding the Clean Water Act and the Guide to Source Protection in the Lake Erie Source Protection Region and offering to make a presentation should Council be interested.

### Royal Canadian Legion Lord Elgin Branch 41 - Temporary Extension - Liquor Licence

A letter has been received from Marg Emery, Special Events Committee, Royal Canadian Legion, Lord Elgin Branch 41, requesting that Council provide a letter of "no objection" to the temporary extension of the Legion's liquor licence. **Pages 73 & 74**

### Canadian Owners and Pilots Association Flight 75 - Request for Support to Host National Convention - St. Thomas Municipal Airport

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A letter has been received from Ian Basson, Committee Chairman, Canadian Owners and Pilots Association Flight 75, requesting a letter of support from Council for an application to host the Association's National Convention at the St. Thomas Municipal Airport from July 11th to 13th, 2008. **Page 75**

### Canada China Business Council - 20th Annual Canadian Charity Ball - May 19, 2007

A letter has been received from John Jeakins, Chairperson, 20th Annual Canadian Charity Ball Committee, requesting a photograph and a memento package by March 1, 2007 to be displayed on a table at the charity ball being held on Beijing, China. **Pages 76 & 77**

### Tobacco Industry - Exit Strategy Program - Resolution

A request to endorse a resolution has been received from the Town of Tillsonburg regarding an exit strategy program for those who have invested in the tobacco industry. **Page 78**

### 2008 St. Anne's Community Festival

A letter has been received from Rev. Rick Dales, St. Anne's Community Festival, requesting approval and authorization for the 2008 festival.

### UNFINISHED BUSINESS

**Social Housing Services Corporation Board of Directors Nominations**

A letter has been received from Gordon J. Chong, Chairman and CEO, Social Housing Service Corporation, regarding nominations for the SHSC Board of Directors. **Page 79**

Nominations to be received by Friday, April 27th, 2007.

**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 February, 2007.
2. A by-law to remove certain lands from Part Lot Control. (Lots 37, 39 & 40, 44-52, 59-62, 64 & 65, Plan 11M-164 - Peach Tree Boulevard and Pear Tree Avenue - semi detached lots - H.J. Hayhoe Ltd./Doug. Tarry Ltd.)
3. A by-law relating to unscheduled gathering and loitering on municipal parklands.

**PUBLIC NOTICE****NOTICES OF MOTION****CLOSED SESSION**

A resolution to close the meeting will be presented to deal with personal matters about identifiable individuals and matters protected under the Municipal Freedom of Information and Protection of Privacy Act.

**OPEN SESSION****ADJOURNMENT****CLOSING PRAYER**



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

**Report No.:** PD-04-2007

**File No.:** 34T-07501

- 9 -

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

**Date:** January 29<sup>th</sup>, 2007

**Subject:** Application by Inn Services Inc, Draft Plan of Subdivision, File 34T-07501, Dalewood Meadows Development Area- Phase 2 - 30 lots for single-detached dwelling units and 15 lots (30 units) for semi - detached dwelling units.

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

**Attachments:**  
- draft plan (reduced)

**RECOMMENDATION:**

THAT: Council approve in principle the proposed residential Draft Plan of Subdivision File # 34T-07501 for lands owned by Inn Services Inc., legally described as Parts of Blocks 121 and 128 and all of Block 122, Registered Plan 11M-165, in the City of St. Thomas, County of Elgin;

THAT: Final approval be subject to:

- a final staff report following the review of comments/recommendations received from agencies and City departments upon completion of the circulation of the draft plan,
- confirmation by the Director, Environmental Services that there is sufficient uncommitted reserve treatment capacity in the sanitary sewerage system to service the proposed development;

AND THAT: A date for a public meeting be set for *March 5<sup>th</sup>, 2007 @ 6:45 p.m.* in accordance with Ontario Regulation 544/06.

**ANALYSIS:**

**Proposal:**

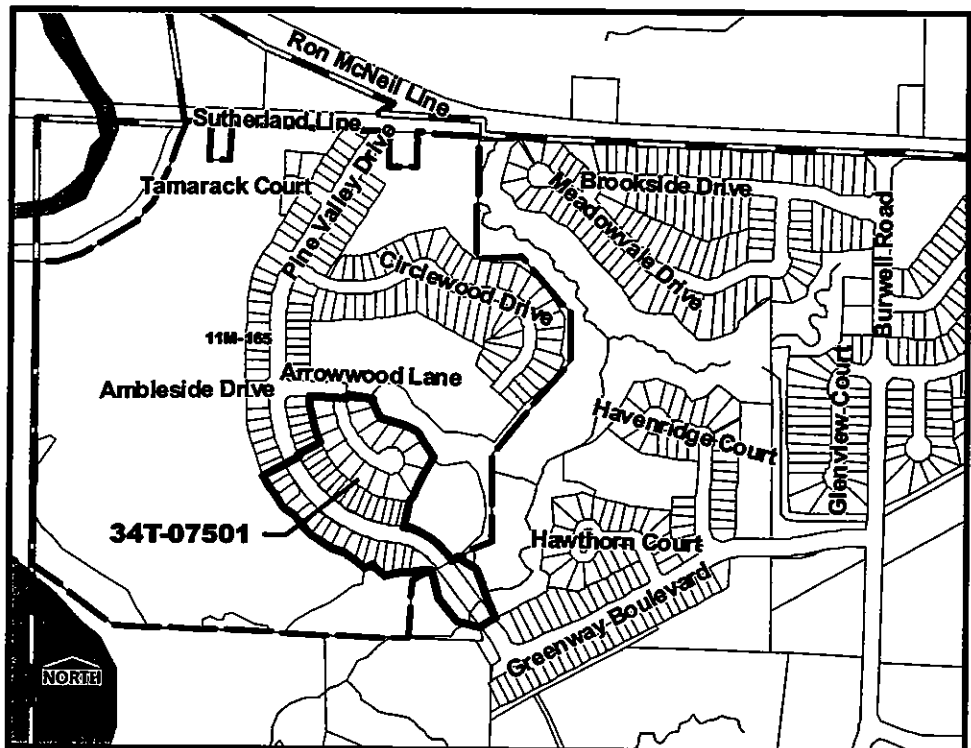
Inn Services Inc. has submitted an application for draft Plan of Subdivision approval of Phase 2 of the Dalewood Meadows Development Area Block Plan. The proposed Plan is located south of Ron McNeil Line and Sutherland Line, in the north west quadrant of the City. The proposed Plan encompasses a total area of 3.99 hectares (9.86 acres) and provides for the development of 30 lots for single-detached dwelling units and 15 lots (30 units) for semi - detached dwelling units, all of which will front onto the proposed new streets.

The Plan provides for the development of the southerly extension of the collector street Pine Valley Drive to its intersection with Greenway Boulevard, providing a second access to the Dalewood Meadows Development Area. New local streets include 'Alderwood Court', which extends southerly from

Arrowwood Lane ending in a cul-du-sac, and two street stubs which will provide access to future phases of the development west of Pine Valley Drive. A copy of the proposed draft Plan is attached.

The location of the proposed subdivision and its relationship to the surrounding development is shown on the Location Plan.

**Location Plan**



The lands are legally described as Parts of Blocks 121 and 128 and all of Block 122, Registered Plan 11M-165, in the City of St. Thomas, County of Elgin.

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**Provincial Policy Statement**

The Provincial Policy Statement 2005 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The Planning Act requires that Council consider provincial interest when making planning decisions and to ensure that local planning decisions are "consistent with" Provincial planning interests.

The proposed subdivision application being considered is located within the Dalewood Meadows Development Area Block Plan and is Phase 2 of a comprehensively planned residential community. All matters of Provincial interest, in accordance with the Policy Statement in effect at the time were addressed with the approval of the original amendment to the Official Plan and the approval of the original Block Plan of subdivision. The lands are designated for residential use and the applicant has undertaken the necessary planning, environmental and servicing assessments to comply with the policies of the Official Plan and with matters of Provincial Interest as set out in the Provincial Policy Statement 2005.

I have reviewed the applicants submission, which in accordance with new regulatory requirements provides information on how the Plan is consistent with Provincial interest. In this regard I am of the opinion that the development of the proposed Plan is consistent with Provincial interest as expressed in the current Policy Statement.

**Official Plan:**

The subject property is designated for residential use in the City of St. Thomas Official Plan. The proposed draft plan of subdivision conforms to the policies of the Official Plan, (OPA #31- Dalewood Development Area) and the design is compatible with the surrounding residential area and the approved Block Plan.

**Zoning By-law:**

The property is currently located within the Third Residential Zone (hR3A-13 and hR3A-15) of By-law 50-88 of the City of St. Thomas. These zones permits the proposed single detached and semi-detached dwellings respectively. The lands are also subject to the standard holding zone requirements of Zoning By-law 50-88 which must be met to the satisfaction of the Municipality prior to the development proceeding to the issuance of building permits.

**Services:**

Full Municipal services are available to the Subdivision. The design, and the installation of services required for this development will be in accordance with Municipal standards and comply with the objectives and recommendations contained within the South Block Servicing Studies. A full report on the servicing of these lands was provided by the applicant and approved as part of the Dalewood Meadows Development Area Block Plan approval (34T-06501).

It is recommended that Council's final approval of this plan be subject to the Director, Environmental Services recommendations on servicing and his confirmation upon completing his review of the circulated draft plan, that there is sufficient uncommitted reserve treatment capacity within the sanitary sewerage system to service the proposed development.

**Financial Considerations:**

All costs associated with the development of the draft plan of subdivision are the responsibility of the developer. The developer will be required to pay the approved development fees and charges in addition to the cost of the installation of municipal services, within the plan, in accordance with the standard practices and policies of the City as adopted by Council.

Respectfully submitted,

  
P.J.C. Keenan  
Director of Planning

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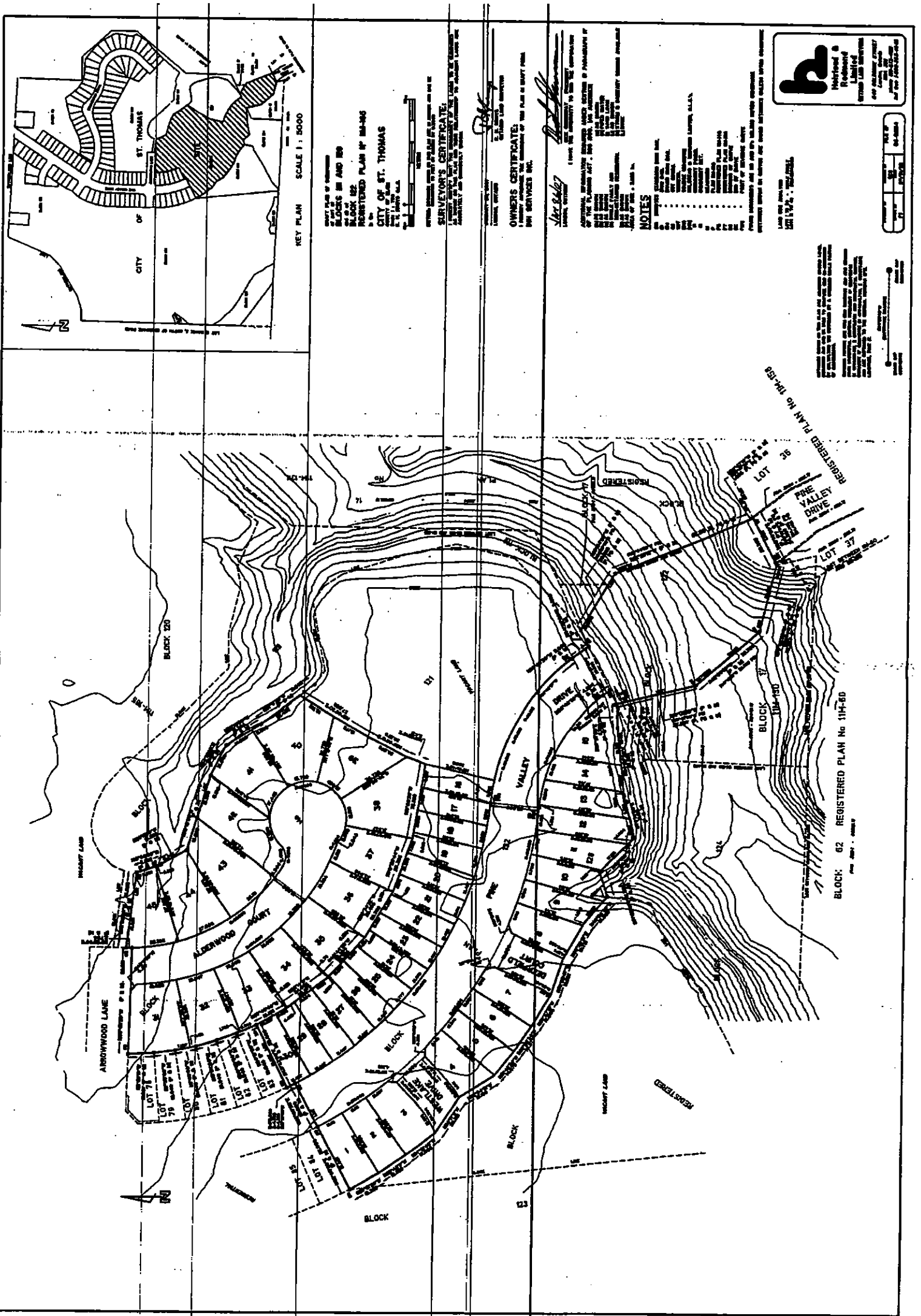
**Reviewed By:**

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

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Treasury

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Other





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

-12-

**Report No.:** PD-5-2007

**File No.:** 2-01-07

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

**Date:** January 30<sup>th</sup>, 2007

**Subject:** Proposed Zoning By-law Amendment - HIRA Limited - 63 Gaylord Road  
Part Lot 37, Plan 287, City of St. Thomas.

**Department:** Planning Department  
**Prepared by:** Jim McCoomb, Planner

**Attachments:**  
- site plan

**RECOMMENDATION:**

- That the application by HIRA Limited for an amendment to 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 "construction trade" as an additional permitted use on lands at 63 Gaylord Road, legally described as Part Lot 37, Plan 287, City of St. Thomas, County of Elgin.
- That a date for a public meeting be set in accordance with Ontario Regulation 545/06.  
(*Recommended Date: March 5<sup>th</sup>, 2007 @ 6:35 p.m.*)

**ANALYSIS:**

**Proposal:**

HIRA Limited has made application to amend the City of St. Thomas Zoning By-law 50-88 to recognize the existing construction trade use. HIRA recently proposed to construct an addition to its existing masonry shed (see attached site plan), and it was determined that the current zoning did not support the existing construction trade use. The proposed amendment seeks to add "construction trade" as an additional permitted use on the subject lands, in order to permit the proposed expansion of the masonry shed.

Existing land uses immediately surrounding the subject property are industrial. The CN railway abuts the subject lands on the south side. The subject lands are rectangular in shape with approximately 85.64 metres of frontage on Gaylord Road, and may be legally described as Part Lot 37, Plan 287. Known municipally as 63 Gaylord Road, City of St. Thomas, the subject lands are shown outlined in bold on the Location Plan.

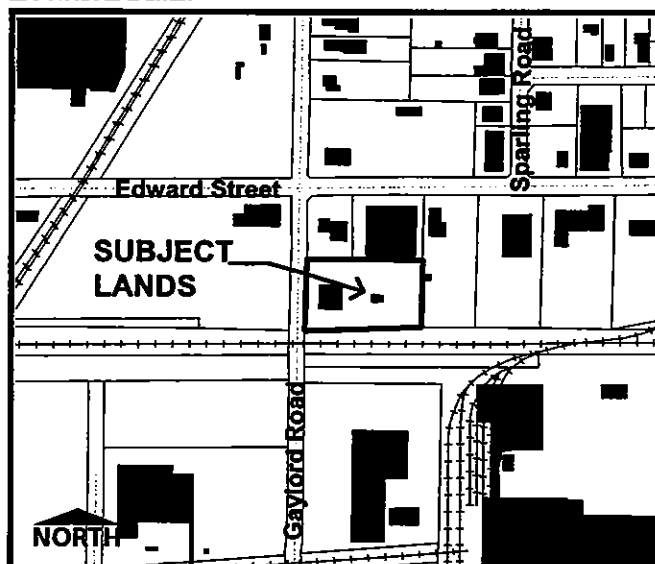
**2005 Provincial Policy Statement (PPS):**

The Provincial Policy Statement 2005 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The Planning Act requires that Council consider provincial interest when making planning decisions and to ensure that local planning decisions are "consistent with" Provincial planning interests.

The subject lands to the proposed by-law amendment application being considered are located within the heart of the City's industrial area, are designated for industrial use, and are serviced with full municipal sewer and water services.

I have reviewed the applicants submission, which in accordance with new regulatory requirements provides information on how the Plan is consistent with Provincial interest. In this regard I am of the opinion that the proposed amendment to the By-law is consistent with Provincial interest as expressed in the current Policy Statement.

**Location Plan:**



**Official Plan Policies:**

The subject property is located within the Industrial designation of the Official Plan of the St. Thomas Planning Area. Subsection 5.9.3 policies permit a full range of industrial uses including manufacturing, processing of goods and raw materials, warehousing and bulk storage of goods, subject to the policies of the Plan. Other uses permitted in the Industrial designation include public and institutional uses.


In my opinion, the continued use of the subject lands for construction trade as proposed by the applicants complies with the Industrial policies of the Official Plan. In my opinion, Council may consider the proposed amendment to the zoning by-law without requiring an amendment to the Plan.

**Zoning By-law:**

The subject property is currently located within the General Industrial Zone (M1) of the City of St. Thomas Zoning By-law 50-88. The M1 zone permits a range of industrial uses including industrial repair shop, manufacturing, railway, automobile service business, transportation business, warehousing, printing business and technology development.

In my opinion, a site specific amendment to the By-law is required in order to permit "construction trade" as an additional permitted use on the subject lands as proposed by the applicants.

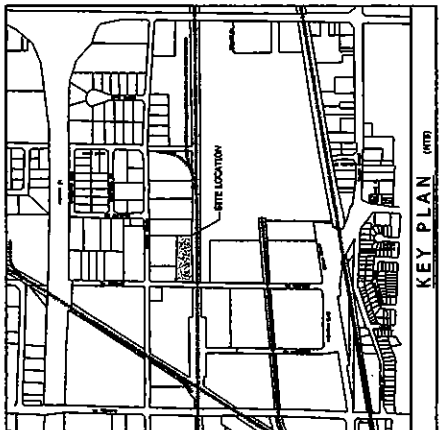
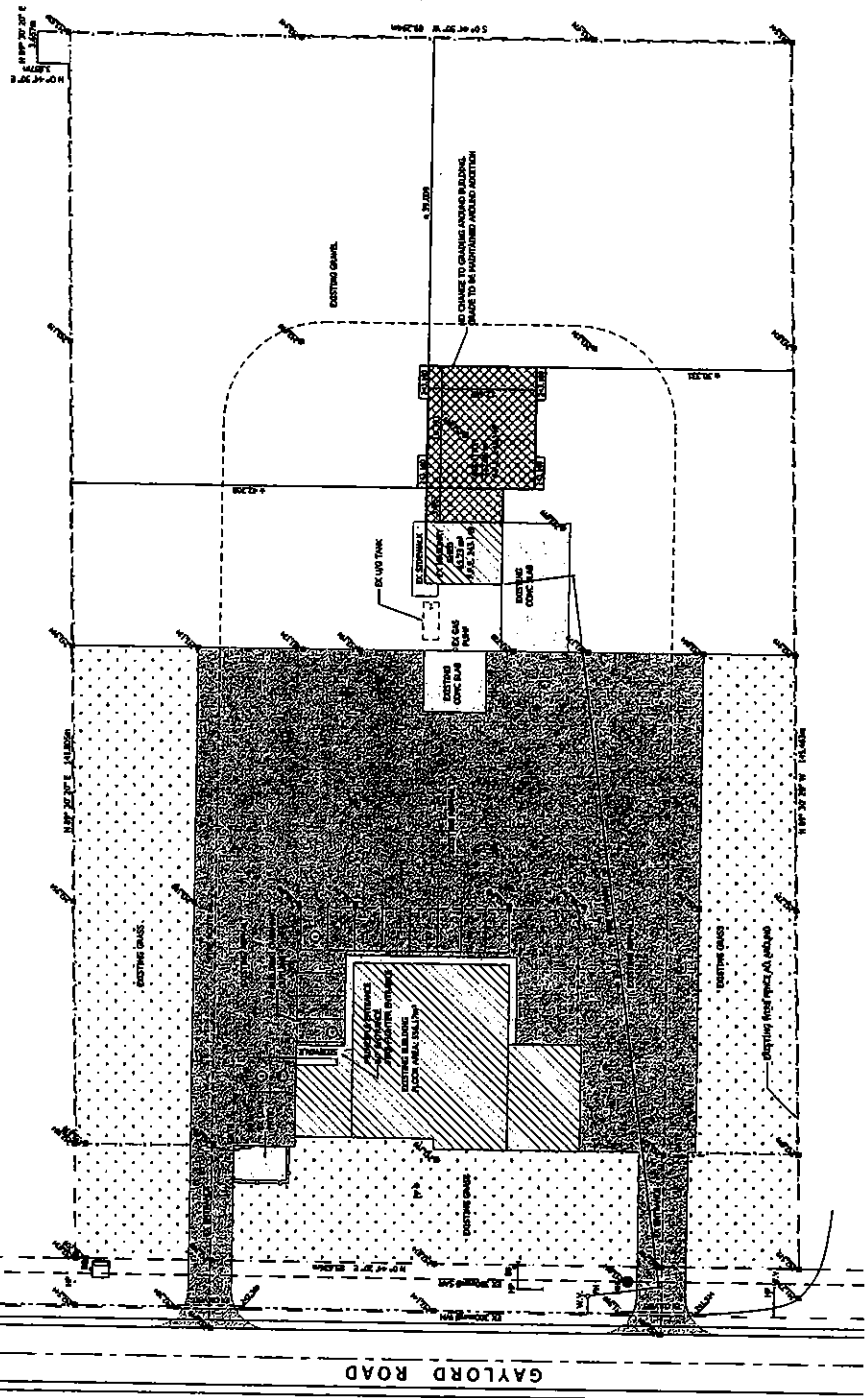
Respectfully submitted,

  
Jim McCoomb  
Planner



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Reviewed By:    Env. Services    Treasury    City Clerk    Other

[illegible]

PARKING DATA CHART		
TYPE OCCUPANCY	AREA	SPACES REQUIRED
OFFICE	6,000	120
MANUFACTURING	6.00	6.00
WAREHOUSE	2.40	2-2
TOTAL REQUIRED		13
TOTAL PROVIDED (INCLUDING HANDICAP SPACES)		13

STORMWATER DATA CHART				
PRI DEVELOPMENT	AREA m <sup>2</sup>	%	LOSS COEFFICIENT	C/A
ROADWAY (TYP. AREA)	811.60 m <sup>2</sup>	1.77%	0.85	0.1326
PAVEMENT (TYP. AREA)	100.00 m <sup>2</sup>	0.22%	0.85	0.1326
DRIVEWAY (TYP. AREA)	100.00 m <sup>2</sup>	0.22%	0.85	0.1326
GRAVEL	210.00 m <sup>2</sup>	0.46%	0.25	0.4018
GRASS	210.00 m <sup>2</sup>	0.46%	0.25	0.4018
TOTAL LOT AREA	2462.20 m <sup>2</sup>	100.00%		0.14429
			Avg C	0.46



STORMWATER DATA CHART				
POST DEVELOPMENT	AREA m <sup>2</sup>	%	IMPSPF	CS
PAVING (ROAD, DRIVE)	100.00 m <sup>2</sup>	2.00%	0.15	1.00 E4
ASPHALT	0.00 m <sup>2</sup>	0.00%	0.15	1.00 E4
GRAVEL	50.00 m <sup>2</sup>	10.00%	0.25	1.00 E4
GRASS	450.00 m <sup>2</sup>	90.00%	0.25	1.00 E4
TOTAL LOT AREA	600.00 m <sup>2</sup>	100.00%		1.00 E4

**STORM WATER MANAGEMENT NOTES**  
**-FROM PLANS NOT MATERIALLY ALTERED.**

[illegible]

**TITLE PLAN**  
JULY 1980

[illegible]

HIRA GENERAL CONTRACTORS 63 GAYLORD ROAD ST THOMAS, ONTARIO		SHED ADDITION		SITE PLAN		SPH ENGINEERING INC. REAL WORLD ENGINEERING SOLUTIONS TEL: 519-632-5100 FAX: 519-632-5199 		74 STANLEY STREET ATR, ONTARIO N6B 1B6		This drawing is the property of SPH Engineering Inc. and is not to be copied or distributed for any reason or by any means without the permission of the owner.		PLAN 		1 P.V. REV. BY DATE FOR BUILDING PERMIT 2004/12/04		DESCRIPTION SHEET NUMBER 5171 RELEASE 5171Huc2		DATE SEPT 11, 2005 AS NOTED		DATE 2004/12/04	
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Corporation of the

# City of St. Thomas

-15-

Report No.

ES13-07

File No.

05-063-00

**Directed to:** Alderman Tom Johnston, Chair and Members of the Environmental Services Committee

**Date**

February 5, 2007

**Department:** Environmental Services Department

**Attachment**

**Prepared By:** Dave White – Supervisor of Roads and Transportation

Letter from Mr. Donald Shaw

**Subject:** Community Access Improvement Concerns – Curb Cuts

## Recommendation:

THAT: Report No. ES13-07 be received for information.

## **Origin**

At its meeting of December 13, 2006 Council carried the following;

THAT: The correspondence received from Mr. Donald Shaw regarding Community Access Improvement Concerns and Curb Cuts be referred to the Environmental Services Department.

## **Analysis**

As a result of Mr. Shaw's letter, the intersections of First Avenue / Edward Street and Redan Street / Alexandria Street were reviewed by Roads and Transportation staff.

It was found that on the Northwest corner of First Avenue / Edward Street there was considerable asphalt deterioration around the curb extension. The gutter area that was mentioned by Mr. Shaw is deeper than usual, but this may be a requirement for appropriate drainage at this corner.

In addition, on the Southeast corner of Redan Street / Alexandria Street, the lip of the curb is higher than desired as was mentioned by Mr. Shaw.

As a result of the above, it was discussed with Mr. Shaw at the Accessibility Advisory Committee meeting that everything possible would be done in the short term (cold patch) and that in the spring, staff would either grind down the curbs to make them more accessible or remove and reconstruct the curbs if grinding wasn't possible.

Mr. Shaw was very happy with this suggestion for remedies at the two intersections and was encouraged to contact Roads and Transportation staff directly if desired, should any deficiency be seen in his travels. Staff has a dynamic list of repairs to undertake on an annual basis that are completed as soon as weather and staffing permits.

## **Financial Considerations**

The cost to maintain curb cuts at intersections is included within the Annual Roads Maintenance budget for 2007.

## **Alternatives**

There are no alternatives presented at this time.

Respectfully,

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

Reviewed By:

Treasury

  
Env Services

Planning

City Clerk

HR

Other

-16-

Alderman Terry Shackelton  
P.O. Box 520  
St. Thomas City Hall  
545 Talbot Street  
St. Thomas, Ont. N5P 3V7

City of St. Thomas  
Received  
NOV 20 2006  
City Clerk's Dept.

Oct. 10, 2006

Called  
Oct 24/06  
530 pm  
Presented  
to Council  
City Hall  
Shackelton  
M.A.C.

Dear Mr. Shackelton

I write as a fairly new St. Thomas resident, and also a concerned consumer with disabilities which include mobility difficulties.

I am however fortunate, in that I have a B.S.W. degree, and more than twenty five years of experience working with people who possess all types, and severities of disabilities. I spent fifteen years as a Vocational Rehabilitation Counsellor until the program was ended in 1998.

Having lived in St. Thomas since Sept. 30, 2003, and ridden an electric scooter on most of the city's streets by now, I have some insights into the conditions of city sidewalks, and more importantly, the inaccessible curb-cuts that prevent their safe access by scooter drivers.

Having driven my scooter many times across town from the East end of First Ave. all the way to Elm Street, and beyond, I have encountered many obstacles and safety issues involving road and sidewalk repair and design. To be more specific, the corner of First Ave and Edward Street has an attempt at a curb-cut, but it was not well executed or designed when installed. When I come down off the sidewalk onto the road, my scooter 'slams' down, and immediately hits a spot of broken asphalt right in the path of those who use scooters for mobility! Then, when I reach the curb at the other side of the street, I must brace myself for another 'bone jarring' slam into the curb-cut to mount the sidewalk before proceeding further to the next intersection. The curb-cuts at the intersection of First Ave. and Redan Streets are about the best in the city. There are no initial lips that require mounting before getting onto the sidewalk.

I have had no success in getting my scooter onto the sidewalk at the corner of Redan and Alexandria St. at all. The sidewalk slopes slightly at the corner, but the actual 'lip' at the corner is more than two inches in height. I tried to mount it, so I could go straight through at the lights at First Ave., and on into the Wal Mart plaza. In my attempts, my scooter almost tipped on me, and some enamel was chipped off the bottom edge of the carriage side where it scraped the edge of the curb. I have therefore resigned myself to the plight of riding my scooter along the edge of the road with the traffic on my way into the Wal Mart Plaza. Most vehicles move around me by pulling into the centre lane, although I stay close to the curb, and leave lots of room in my lane. This still is not the safest way to have to travel by any means.

-17-

The curb cuts on the sidewalks on the plaza property that were just installed when Superstore was opened are also inadequate, in that several also have insurmountable edges. This requires me to ride on the road edge, instead of up and down on the sidewalks through the plaza.

I am bringing these important points to your attention not to complain about the condition of the city I chose to move to three years ago. I would like to become involved in helping to resolve issues regarding inadequacies for people in our community. My experience with people who have disabilities, and restoration equipment and building design give me insight into enabling people in unique ways. I was on a design committee in Hamilton for the re-design of the new 'Go Station' and Platform to make it user friendly for people with disabilities. The spiral pattern in the floor tiles is my design in order for people who are blind or visually impaired to access the ticket booth windows and other access entrances in the station easier.

I would be pleased to meet with you to discuss how we could work together, or how I might have input into improvements in community access for those requiring 'Special Needs,'

Please feel free to contact me at your earliest convenience.

Sincerely yours,

*Donald T. Shaw*

Donald T. Shaw, B.S.W. C.C.R.C. R.S.W.

9 Stirling Cres.  
St. Thomas, Ont. N5P 3R4

phone: (519) 633-5948



Corporation of the

# City of St. Thomas

-18-

Report No.

ES17-07

File No.

10-079

**Directed to:** Alderman Tom Johnston, Chair and Members of the Environmental Services Committee of Council

**Date**

January 29, 2007

**Department:** Environmental Services

**Attachments**

**Prepared By:** John Dewancker, Director

Proposed draft by-law

**Subject:** By-law to prohibit loitering on Municipal Parklands

## Recommendation:

- That report ES17-07 be received for information.
- That a by-law relating to the unscheduled gathering and loitering on Municipal Park lands, included with report ES17-07, be approved.

## Origin:

At the meeting of January 8, 2007, City Council received report ES03-07 regarding various acts of vandalism to the Pinafore Park Woodlot during recent months. The report further recommended that a meeting be arranged with representatives of the Thames Valley District School board and the Parkside High School Administration.

## Analysis:

On January 17, 2007, a meeting was convened at the Parkside High School which was attended by the following representatives of various organizations:

Thames Valley District School Board: Tracey Grant, Trustee, Frank Exley, Trustee, Karen Wilkinson, Superintendent.

Parkside High School Administration: Martha Foster, Principal, Linda Weir, Vice Principal

School Council: Susan Dodds, Member

Students: Chase Cook, Matt Dyson

City of St. Thomas, City Council: Alderman Tom Johnston, Chair of the Environmental Services Committee,

Police Department: Sgt. Chris Perrin, Constable Travis Sandham

Fire Department: Bill Todd, Inspector

Environmental Services Department: John Dewancker, Director  
Ross Tucker, Parks Supervisor  
Catharine Spratley, Parks Foreman

At the initiation of the meeting, it was agreed by all that the purpose of the meeting was to identify any existing issues of concern, to generate acceptable solutions and to confirm any required commitments regarding the future treatment of the Pinafore Woodlot by the respective stakeholders. Also, it was noted that acts of vandalism in the Woodlot could be perpetuated by individuals other than students from Parkside High School.

It was agreed that the following acts of nuisance behaviour, vandalism and illegal activities have been observed in the woodlot: littering, smoking, damage to trees including tree chopping, fighting, fire setting, drug use and drug dealing.

## Smoking

It was noted that Ontario legislation now prohibits smoking on school property. As a result, since this legislation came into effect, the Pinafore Park woodlot has been used by the school students as the location for smoking cigarettes during recess and lunch times.

Upon review of a number of alternative actions that could be taken by the attending authorities, the following remedial action plan was deemed by all attendees to be the most effective solution to the problem.

- Education Program for Students by the School in partnership with the City of St. Thomas. Such education program would include participation of the City Staff (Environmental Services, Police and Fire) to educate the students on the benefits of woodlots. Also, it will provide the students with an understanding of the implications of any future acts of vandalism.

-19-

This program could culminate in the creation of a woodlot stewardship initiative by the students and include the planting/reforestation of the bared areas in the woodlot.

- Establishment by the School of a Smoking Area other than the woodlot, marked for such purpose and with the appropriate receptacles for cigarette butts.
- Student Patrol of woodlot to report litter and acts of vandalism. This patrolling could expand to include pick up of litter by the students.
- Establishment by the City of a loitering by-law for municipal parklands

The attached draft by-law provides City Police with the authority and the ability to lay charges under the Trespass Act where, in the opinion of the Officer, circumstances require. The by-law is similar to by-law 57-94 which was created during 1994 to avoid the loitering on City hall and City Hall Annex building property.

Staff recommend that the by-law pertains to all City owned parkland including parks, woodlots, athletic fields, valley and ravine lands, such to permit the regulation of the gathering on these lands should conditions or circumstances warrant such action in the future. It is recommended that appropriate signage, required under the by-law, be established initially within the Pinafore Park woodlot and parts of Pinafore Park where acts of vandalism have occurred in the past.

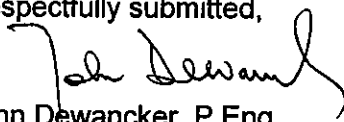
The attached draft by-law has been reviewed by the City Solicitor, Police Services Staff and fire Department Staff and they have concurred with the intent and wording of the by-law.

**Financial Considerations:**

The budget (\$400) for the installation of signage pertaining to this by-law can be accommodated by the department's operating budget.

Staff will be pleased to answer questions by the Members at the meeting of February 5, 2007.

Respectfully submitted,

  
John Dewancker, P,Eng  
Director, Environmental Services

---

Reviewed By: Treasury Env Services Planning City Clerk HR Other

cc: Attendees of the January 17, 2007 meeting.

CITY OF ST. THOMAS

BY-LAW NO.       -2007      

A by-law relating to unscheduled gathering and loitering on municipal parklands.

WHEREAS the gathering or loitering within City of St. Thomas parks, woodlots, athletic fields, valley and ravine lands is, in certain circumstances, undesirable;

AND WHEREAS access to certain areas should be prohibited or limited to permitted activities or scheduled activities;

AND WHEREAS this by-law is intended to record Council's approval for the ordering of persons to leave and laying of charges by police officers under the *Trespass to Property Act* for the contravention of the prohibitions hereinafter set forth;

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

1. That unscheduled gathering or loitering on municipal parkland is prohibited in areas designated at the direction of the Council pursuant to this By-law.
2. That the Council hereby approves the laying of charges under the *Trespass to Property Act* by a police officer where in the opinion of the officer the circumstances require.
3. That notice prohibiting such gathering or loitering shall be given and may be given by signs pursuant to section 5 of the *Trespass to Property Act*, R.S.O., 1990 ch. T.21.

READ a First and Second time this 5th day of February, 2007.

READ a Third time and Finally passed this 5th day of February, 2007.

---

Wendell Graves, City Clerk

---

Cliff Barwick, Mayor

January 23, 2007

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

City of St. Thomas  
Received

JAN 23 2007

**Re: Repairs Needed to Walkway at 630 Talbot Street**

Mayor and Members of Council,

It has come to the attention of the Downtown Development Board that the walkway that joins Talbot Street to the Moore Street parking lot requires immediate attention. The location of this walkway is illustrated in the diagram below.

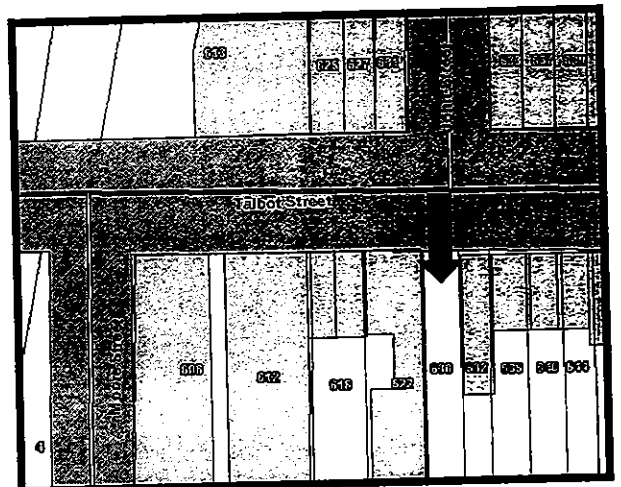
This walkway serves as an important linkage for the patrons to travel from the parking lot to the businesses and is currently a hazard with uneven cement slabs. The uneven walkway is made worse by poor lighting, surely an issue to those using this path in the evening, travelling to and from the several area restaurants.

It is our understanding that the Moore Street parking lot will be redeveloped this year, and we hope that you will consider making this walkway part of this process.

Thank you for your attention to this matter.

Submitted respectfully,

*Mark Cosens*  
for  
Mark Cosens  
Chairman



REFERRED TO	
J. DEWANCKER	<i>md</i>
FOR	
DIRECTION	<input type="checkbox"/>
REPORT OR COMMENT	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
FROM MARIA KONEFA	

cgreger@fanshawec.ca

January 22, 2007

City of St. Thomas  
Received

JAN 24 2007

Dear Mayor Barwick and Council,

I am a local artist requesting the support of increased funding for the St. Thomas-Elgin Public Art Centre.

The St. Thomas-Elgin Public Art Centre is a vital component of our evolving community. With the passage of time our community is growing as this happens the need for the Centre also grows. The Public Art Centre is the point where artists and the community meet regarding our heightened sense of cultural exchange.

Artists work at portraying individual expression – creating in each their own way a sense of who we are as Canadians. The community is enriched through ownership of this identity. Together they create a sense of cultural awareness we can call our own.

I lived in Europe for 6 years, traveling to Paris, Vienna, Amsterdam, Florence and Kiev – in all places art was regarded highly. Their citizens were aware of their artists and they enjoyed what their governments allowed to flourish.


Here in St. Thomas a grass roots culture exists. This culture needs to flourish and needs to be tended to by our government funding. There is no better organization then the St. Thomas-Elgin Public Art Centre to fulfill these needs of stewardship through your invaluable assistance.

The world's eye is on us – do we stand proud?

I strongly urge council to increase funding for the St. Thomas- Elgin Public Art Centre.

Sincerely,

Sincerely,



Cornelia (Connie) Greger

REFERRED TO  
W. DAY  
T. JOHNSON

DATE  
REASON FOR COMMENT  
INFORMATION

FROM MARIA KONEPAL

# Employment Services Elgin

*Public Agenda*  
-23-

RECEIVED

JAN 23 2007

400 Talbot Street  
St. Thomas, ON N5P 1B8

519 631-5470  
fax: 633-5854

Email: [jeinfo@jobselgin.ca](mailto:jeinfo@jobselgin.ca)  
[www.jobselgin.ca](http://www.jobselgin.ca)

January 22, 2007

City of St. Thomas  
Receiver

JAN 24 2007

City of St. Thomas

 Elgin Association  
for Community Living

 ELGIN / ST. THOMAS  
YOUTH EMPLOYMENT  
COUNSELLING CENTRE

 FANSHAWE  
COLLEGE

 YWCA  
of St. Thomas - Elgin

Dear Mayor Barwick and Council,

I'm the Program Coordinator for Employment Services Elgin and the Talbot Teen Centre. I would like to take this opportunity to advocate for increased funding at the St. Thomas-Elgin Public Art Centre.

As our clients – adults, students and youth participate in our programs we hope to have helped increase the quality of life for them. This includes a heightened awareness of the many aspects of life including arts and culture.

The St. Thomas-Elgin Public Art Centre is an organization we are beginning to work with in tandem. Thought expressed verbally and figuratively enriches all of us. Fostering creativity, inspiration and the aspirations of our local citizens is our combined goal.

Support of the arts in partnership with artists is needed so that they can produce and exhibit. These artists are the sons, daughters, mothers, fathers, brothers and sisters in our community. Individuals compose the productive members of our society. A healthy society has identity and expression brought on through thought, ideas and the exchange of ideas.

A home is needed for these ideas. The ideal home for this is the St. Thomas-Elgin Public Art Centre through your support.

Sincerely,

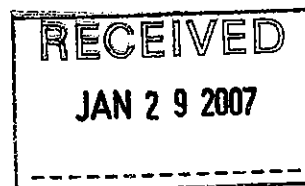
*Cathy Grondin*

Cathy Grondin  
Program Coordinator

REFERRED TO	
W. DAY	
F. JOHNSON	<i>ml</i>
FOR	
DIRECTION	<input type="checkbox"/>
REPORT OR COMMENT	<input type="checkbox"/>
INFORMATION	<input checked="" type="checkbox"/>
FROM MARIA KONEFAL	

*(Council Agenda)*

-24-



January 17, 2007

Mayor Barwick  
33 St. George St.  
St. Thomas, Ontario.  
N5P 2L2

Dear Mayor Barwick

Public encouragement and financial assistance for arts and cultural programs are very much in the hearts and minds of the citizens of St. Thomas. The historical rise, in 2006, of visitors to the St. Thomas – Elgin Public Art Centre and other cultural events is a clear indication of the need for such programs and events.

Social worth is created when resources are devoted to generate improvements in the lives of individuals or society as a whole. Thus, investment in the arts generates results with high intrinsic value, that is, a social return on investment that is not easily quantifiable. Quality of life issues are enormously important to business throughout the Provinces in order to attract and retain employees and their families to live and work in our communities. This factor is just as critical for a small town as it is for a big city competing for major head office reallocations. Families want to stay in communities that are rich and diverse with significant opportunities for personal development, including music, dance, drama, and visual arts.

In 2004, The Honourable John Godfrey, Minister of State, Infrastructure and Communities described a new era for Canadian cities that is based on more purposeful and effective collaboration amongst the three orders of government and a consistent approach to sustainable development. He stressed that cities need to have a long-term vision of sustainability based on four pillars: cultural, economic, social, and environmental. I am pleased to see culture recognized as one of the four pillars because artists and cultural workers have worked hard for decades to persuade that culture is an essential and integral component of a strategy for building healthy communities and citizens.

I urge you to support these programs in discussions with other members of city council and the general public. Moreover, whenever possible, please vote in favor of increased funding for the St. Thomas – Elgin Public Art Centre.

With a relatively small investment from the City of St. Thomas, the St. Thomas – Elgin Public Art Centre and its' partners can provide access to high-quality educational programs and resources that reach hundreds of local artists and thousands of citizens of St. Thomas and Elgin County, each year.

As an individual who is passionate about our artistic community and a better quality of life, I look forward to your powerful recognition concerning arts and cultural funding. If ever I can be of assistance to you in this endeavor, please do not hesitate to contact me. 519 637-3047.  
[lwoermke@rogers.com](mailto:lwoermke@rogers.com)

Thank you, for your support in the past and the future.

Sincerely,

A handwritten signature in cursive script, reading "Laura Woermke".

Laura Woermke  
Artist / President, Board of Directors  
St. Thomas – Elgin Public Art Centre



Corporation of the

**City of St. Thomas**

-25-

Report No.

ES14-07

File No.

05-063-00

Directed to:

Alderman Terry Shackelton, Chair and Members of the Finance and Administration Committee

Date

February 5, 2007

Department:

Environmental Services Department

Attachment

Prepared By:

Dave White – Supervisor of Roads and Transportation

Approved Quality Standards  
for Grading

Subject:

Capital Budget Submission, Item #26 – Replacement of Road Grader

**Recommendation:**

THAT: Report No. ES14-07 be received for information; and,

THAT: Capital Budget Item #26, Road Grader Replacement be approved by Council for replacement as soon as possible using the Vehicle and Equipment replacement fund.

**Origin**

At its meeting of January 8, 2007 Council carried the following;

THAT: Item #26, Road Grader, be deferred for staff to prepare a report relating to the need for a new piece of equipment versus the cost of rebuilding the existing grader; and further,

THAT: The report include the number of kilometres of grading.

**Analysis**

***General History of the Equipment:***

Equipment # PW 76-260 is a 1976 model 125 horse power John Deere road grader with 5,276 hours of use. It was purchased new in 1976 for shouldering operations during the summer periods and winter maintenance activities from December 1<sup>st</sup> and March 31<sup>st</sup> of each year. The equipment suffered a major collision with a train within 4 years of purchase and as a result the mainframe structure was rebuilt. The 30 years of service has resulted in stress and fatigue of the chassis and frame that cannot be repaired. This type of equipment typically is replaced after a service life of approximately 20 years. As a result of the lower than average required service hours, it was put on the replacement list for 2007, which gives a full and complete life of 30 years.

***Recent and Required Equipment Maintenance Costs:***

The road grader has had several major repairs in 30 years of service and key replacement parts are no longer available as the typical 10-year window on standard parts has been exceeded. The average repair cost at the time of putting the Capital budget paperwork together was \$46,000 in labour and materials for the past three years (including repairs to the A-Frame of \$13,000). Since that time (during the 2006 Christmas break) a major replacement was required as a result of hitting a catch basin. The circle gear was replaced at a cost of \$7,000 plus labour to modify a similar part (to make it fit). Some wear and tear items are becoming hard or impossible to find and if found they are at a premium cost.

A recent assessment of the equipment was made by ONTRAC Equipment Services Inc a summary of items and estimated repair/replacement costs are as follows;

- Engine has excessive blow by, will need an engine overhaul kit (\$15,000),
- Replacement of axle seals (\$10,000.),
- Cooling system replacement (\$6,000.),
- Rear tire replacement if found (\$5,000.),
- Front steering tie rods (\$4,000).

At this time, if the equipment doesn't receive further significant damage from the elements, it would cost the City approximately \$40,000 to make the necessary repairs. This does not include wear and tear items such as the cab repairs (esthetics/driver safety and comfort) that should also be addressed.

## **Minimum Maintenance Standards & Approved Quality Standards:**

### **Minimum Maintenance Standards Shouldering**

-26-

The City of St. Thomas has 34 linear kilometers of shoulder to maintain meeting the Minimum Maintenance Standards for Municipal Highways within the Municipal Act, 2001, Ontario Regulation 239/02.

- (1) If a shoulder drop-off is deeper, for a continuous distance of 20 metres or more, than the depth set out in the Table to this section, the minimum standard is to repair the shoulder drop-off within the time set out in the Table after becoming aware of the fact. O. Reg. 239/02, s. 7 (1).
- (2) A shoulder drop-off shall be deemed to be repaired if its depth is less than or equal to that set out in the Table. O. Reg. 239/02, s. 7 (2).
- (3) In this section,  
"shoulder drop-off" means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder. O. Reg. 239/02, s. 7 (3).

TABLE SHOULDER DROP-OFFS

Class of Highway	Depth	Time
1	8 cm	4 days
2	8 cm	4 days
3	8 cm	7 days
4	8 cm	14 days
5	8 cm	30 days

### **Approved Quality Standards Shouldering**

Attached to this report is a copy of the Approved Quality Standards for Gravel Shoulders that was effective 03/05/01.

### **Approved Quality Standards Winter Maintenance**

Much like other 5-ton equipment in the Roads fleet, the road grader is a dedicated piece of winter maintenance equipment that is required for the period of December 1<sup>st</sup> and March 31<sup>st</sup> of each year to maintain approved quality standards. The road grader is dedicated to SNOWPLOW ROUTE #11, which covers the priority 2 and 3 streets in the areas East of Fairview Avenue – North and South of Elm Street. In addition, to the above requirements, the road grader is the only piece of equipment currently in our fleet that can;

- work in tight areas in the downtown core to efficiently clear off excess snow from intersections during major snow events (it has an excellent turning radius),
- assist in taking snow off the Talbot Street and downtown area (for required snow removal activities),
- ice blading or removing the snow pack on # 3 priority streets when required or has exceeded the approved standard.

### **Financial Considerations**

The requested budget for replacement of Equipment # PW 76-260 Road Grader is \$300,000 from the Vehicle Equipment Reserve account. This could be substantially less if the two backhoes and material loader are tendered together which is the plan. The expected lifecycle costs of this new equipment would be approximately \$13,400 each year for the 30-year life. If the equipment is not replaced, the estimated cost to the City is approximately \$40,000 for the initial repairs and approximately \$15,000 per subsequent year.

Alternatives

-27-

- Replace the grader for a maximum of \$13,400 each year for 30 years plus reduced annual maintenance costs (less a possible trade in value).
- Do not replace the grader assuming a \$40,000 initial repair cost along with annual demonstrated repair costs of approximately \$15,000 assuming the risk of major equipment failure and the minimum maintenance standards (downtime for repairs).

Respectfully,

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



Reviewed By:

Treasury

  
Env Services

Planning

City Clerk

HR

Other

CITY OF ST. THOMAS

MAINTENANCE MANAGEMENT SYSTEM

Department	ENVIRONMENTAL SERVICES	
Division	Operations	
Eff. Date	03-05-01	Page 8 of 32

## QUALITY STANDARD FOR

### Gravel Shoulders

#### OBJECTIVE

The major objectives for maintaining GRAVEL SHOULDERS are:

- To maintain a smooth, safe shoulder that is relatively free from defects.
- To safely accommodate emergency stopping of vehicles.
- To provide lateral support of base and surface courses.
- To prevent ponding of water on traveled portion of roadway, thereby reducing the causes of surface defects.
- To increase the effective use of traffic lanes by encouraging vehicle operators to drive close to the pavement edge.

#### SUMMARY OF QUALITY STANDARD

The level-of-service for GRAVEL SHOULDERS shall be in accordance with the following:

- Persistently soft or wet areas of shoulder shall be scheduled for repair.
- Correct crossfall shall be maintained on all shoulders.
- Shoulder dropoff shall not exceed 5 cm.
- Ruts in shoulders shall not exceed 5 cm.
- Gravel windrow at pavement edge, outside shoulder edge or under guide rail shall be scheduled for repair.
- Excessively dusty conditions shall be corrected by application of Calcium Chloride:
  - Where there is continuously loose gravel at pavement edge.
  - Where conditions cause nuisance to property owners.
  - Where condition is hazardous to traffic.
- Shoulder washouts caused by heavy rainfall shall be repaired.
- Continuous Grading of gravel shoulders shall be concentrated in the spring and fall of each year to correct shoulder defects and control vegetation growth.

Response Time: upon becoming aware of defect: 4 days

CITY OF ST. THOMAS

MAINTENANCE MANAGEMENT SYSTEM

Department	ENVIRONMENTAL SERVICES	
Division	Operations	
Eff. Date	03-05-01	Page 8a of 32

QUALITY STANDARD FOR

Gravel Shoulders

SUMMARY OF QUALITY STANDARD (CONTINUED)

- Spot Grading between spring and fall periods shall be limited to emergency or hazardous conditions during or after inclement weather

Gravel shall be added to build-up gravel shoulders even with the pavement edge when required material is not available by dragging up (with a Grader) gravel from extreme outside shoulder edge.



Corporation of the

**City of St. Thomas**

- 30 -

Report No.

ES18-07

File No.

265 Wellington Street

**Directed to:** Alderman Terry Shackelton, Chair and Members of the Finance and Administration Committee of Council

**Date**  
January 30, 2007

**Department:** Environmental Services

**Prepared By:** John Dewancker, Director

**Attachments**

Draft Agreement

**Subject:** **Knights of Columbus – City of St. Thomas draft agreement for the joint use of parking facilities at 265 Wellington Street and the St. Thomas Timken Community Centre**

**Recommendation:**

- That Report ES 18-07 be received as information.
- That the attached draft agreement between the Knights of Columbus and the City of St. Thomas for the joint use of parking facilities at 265 Wellington Street and 2 Third Avenue be approved.
- That a by-law to authorize the execution of this agreement by the City of St. Thomas be submitted to Council for approval.

**Origin:**

Further to the Council approval of report ES 54-05 (previously forwarded to the Members) and the direction of January 15, 2007, by Council for a report regarding the above noted matter, the City of St. Thomas has now received a draft copy of the agreement between the Knights of Columbus and the City of St. Thomas for the joint use of parking facilities.

**Analysis:**

The attached agreement has been vetted between the legal counsels for both parties and has the concurrence by the Knights of Columbus executive.

In essence, the agreement provides for:

1. The joint use of the parking lots (shared parking areas) including notification for large events, insurance and liability as well as the unimpeded passage of vehicles exiting from the Knights of Columbus parking lot across the Community Centre parking lot onto Third Avenue.
2. The exchange of a parcel of land for road widening purposes along Wellington Street (currently owned by the Knights) and a parcel of irregular shaped land at the rear of the Knights of Columbus parking lot currently owned by the City of St. Thomas, as outlined in report ES54-05.

Staff will be pleased to answer any questions regarding the attached draft agreement by the Members at the meeting of February 5, 2007.

Respectfully submitted,

John Dewancker, P.Eng  
Director, Environmental Services

**Reviewed By:**

Treasury

Env Services

Planning

City Clerk

HR

Other

cc: Attendees of the January 17, 2007 meeting.

-3/-

THIS AGREEMENT made as of the      day of      ,2007.

BETWEEN

**The Corporation of the City of St. Thomas**  
A Municipal Corporation  
Hereinafter called the "City"

OF THE FIRST PART

AND:

**Columbus Club of St. Thomas**, a Corporation without  
Share Capital incorporated pursuant to the laws of the  
Province of Ontario, having its head office in the City of  
St. Thomas  
Hereinafter called the "Columbus"

OF THE SECOND PART

### WHEREAS

The City is the owner of lands designated as Block 2, Plan 11-M 148 in the City of St. Thomas, being the site of the St. Thomas Community Centre, fronting on the East side of Third Avenue;

And the Columbus is the owner of abutting lands to the south of said Block 2, the Columbus lands being known as part of Block Reserved for Shops, Registered Plan 65 for the City of St. Thomas being the site of the Columbus Club of St. Thomas' building with meeting and reception rooms, located on the north east corner of the intersection of Wellington Street and Third Avenue, in the City of St. Thomas;

And the City is also the owner of the said public streets on which the above mentioned lands have frontage and the City has certain requirements for the regulation and improvement of traffic flow at and near the intersection of Wellington Street and Third Avenue north;

And whereas the Parties operate adjoining parking areas on the two properties first mentioned above and desire to enter into certain parking and access arrangements for their mutual benefit;

And the Parties wish to exchange certain parcels of land for purposes they consider to be to their mutual benefit;

**NOW THEREFORE** in consideration of the lands which they will respectively acquire from each other hereunder and in consideration of the covenants and terms of agreement hereinafter described, which consideration is hereby respectively acknowledged to be good and valuable,

### THE PARTIES HAVE AGREED AS FOLLOWS:

1. The City agrees to transfer to the Columbus, and Columbus agrees to acquire from the City, the parcel of land which is that part of Block 2, Plan 11M-148, now designated as Part 2 on Reference Plan 11R-8362.
2. The Columbus agrees to transfer to the City, and the City agrees to acquire from Columbus, the parcel of land which is presently part of the Columbus lands in the Block reserved for Shops, now designated as Part 1 on 11R-8362.
3. The Columbus Acknowledges that the purpose of the City acquiring said Part 1 on 11R-8362 is to facilitate a future street widening related to the improvement of the intersection of Wellington Street and Third Avenue, the latter having recently been extended and opened as a public street north of Wellington.
4. The Columbus hereby covenants and agrees that, from and after a date to be determined and announced by the City, the sole exit for vehicles leaving the Columbus Club property shall be as described in paragraph 6 below and further that at all times thereafter, notwithstanding the continuation or termination of this Agreement, access from Wellington to the Columbus property at the existing entrance will be restricted to vehicles turning right from the westbound lane of Wellington Street.

5. The parties acknowledge and agree that changes or improvements within the Wellington Street and Third Avenue road allowances, as widened, and pertaining to the accesses and exits referred to in this Agreement shall be constructed and completed at the cost of the City and after consultation with the Columbus.

#### **Permitted Access Routes**

6. The City hereby agrees that from and after the date of this Agreement, the Columbus shall be permitted access to Third Avenue for persons and vehicles by traveling over the City's St. Thomas Community Centre property to exercise access and egress to and from the Columbus property by means of the Community Centre's entrances fronting on the east side of Third Avenue; provided that it be understood and agreed that any such rights of access shall extend to and be enjoyed by the Columbus as including its members, servants, agents, employees, licensees, invitees, and guests.
7. For so long as this Agreement remains in effect, the said entrances off Third Avenue only shall be for the benefit of both the St. Thomas Community Centre and the Columbus Club of St. Thomas properties.
8. Regardless of termination or suspension of this agreement, the Columbus, including its members, servants, agents, employees, licensees, invitees, and guests shall be granted access to Third Avenue through the parking facilities associated with the Community Centre and utilizing the entrances fronting on the east side of Third Avenue.

#### **Shared Parking Areas**

9. The adjoining parking areas of the City and Columbus will be respectively available for reasonable use by the other, as additional or "overflow" parking space for vehicles attending either the City's Community Centre or attending the Columbus property.
10. To facilitate this reciprocal parking permission and usage for their mutual benefit and the aforesaid shared access to Third Avenue, the Parties hereby mutually agree to the following conditions,
  - a. each Party shall be responsible for all capital expenditures for works and improvements located on their own respective lands, including but not limited to storm sewers, grading, paving (by Columbus at the discretion of Columbus), landscaping and lighting as each property owner deems necessary;
  - b. each Party shall maintain their respective parking area surfaces in good condition and shall be responsible for the maintenance and upkeep of their respective lands and parking areas including snow removal, drainage maintenance, surface maintenance, grounds keeping, etc;
  - c. neither Party will permit a permanent fence or barrier to be erected along their mutual boundary within the parking area(s) and no temporary barrier shall be erected along said boundary without reasonable purpose and upon reasonable notice to the other Party, not less than three days in advance.
  - d. any such temporary boundary barrier shall be erected and removed within no more than 48 hours, unless otherwise agreed in writing by the signature of both Parties;
  - e. in the event of large activities planned or scheduled at the Columbus Hall or the City's Community Centre which may foreseeably attract exceptional attendances with substantial overflow parking requirements, the Party scheduling such event shall use reasonable efforts to ensure that the other Party is fully informed regarding the anticipated excess parking, with as much advance notice as the circumstances allow.
  - f. both Parties will endeavor to co-operate one with the other to minimize any interference or inconvenience which may for one party or the other from time to time as a result of the shared access and parking provided for in this Agreement and to extend due courtesy and reasonable efforts to ensure that the terms of this Agreement will be of mutual benefit for the Parties.
  - g. consistent with the purposes described and the commitments expressed in this paragraph 8, the parties will jointly establish and amend as needed a reasonable and practical policy in writing regarding such scheduling and notification procedures as may be mutually deemed appropriate to minimize inconvenience and conflicts in these matters.

11. As a condition of any sale or lease of the Community Centre, and in particular with reference to parking facilities associated with such Community Centre, the City of St. Thomas and any purchaser or lessee of the Community Centre and its parking facilities must permit, at no cost, ongoing, uninterrupted, and unimpeded passage over the said parking facility by the Columbus, including its members, servants, agents, employees, licensees, invitees, and guests, in order to gain access to or egress from the Columbus property to Third Avenue, or, in the alternative, the City of St. Thomas and any purchaser or lessee of the Community Centre and the associated parking facility shall provide an alternative means of access to and egress from the Columbus property to Third Avenue, in a location and of a nature to the satisfaction of the Columbus.

### **Insurance and Liability**

12. The City of St. Thomas and the Columbus shall, at their sole cost and expense, take out and maintain in full force and effect, at all times throughout any term of this Agreement, general liability and property damage insurance, including personal liability, with coverage for any one occurrence or claim of not less than two million dollars (\$2,000,000) including the following provisions:.
- a. All public liability insurance shall contain a provision for cross liability or severability of interest as between the City and the Columbus as owners and permitted users of the respective properties..
  - b. Each Party shall provide written notice to the other in writing at least thirty (30) days prior to any cancellation of an insurance policy.
  - c. Each Party hereto shall furnish to the other, upon written request, certificates of all such insurance policies.
  - d. The Parties each agree that if the other Party fails to take out or to keep in force such insurance or provide a certificate of every policy and evidence of continuation of the minimum coverage as herein provided, the other Party shall have the right to take out such insurance and to pay the premium thereof and, in such event, the Party whose insurance had lapsed shall pay to the other Party the amount paid as insurance premium which payment shall be payable on the first day of the next month following the said payment by the Party maintaining the coverage.
13. In the event that either the City or the Columbus become aware of claims or possible accidents, potential claims or damages arising which could relate to the subject matter of this Agreement or to aforesaid insurance coverage's, such party shall immediately inform the other of them and will share full knowledge of the incident, alleged damages, liability or other claim.
14. Each of the City and Columbus agrees to indemnify and hold harmless the other of them together with their respective affiliates, director or counsellors, officers, members, and servants, agents or employees, from and against all losses, costs, damages, expenses and liabilities (including reasonable legal fees) which may be suffered or incurred by the other Party hereto, its affiliate, directors or councilors, officers and employees arising out of, or as a result of or relating in any manner whatsoever to the respective uses of each others lands as respectively permitted under this Agreement save and except direct negligence by the party upon whose land the damage has arisen.
- ### **Exercise and Enforcement of Rights**
15. No waiver shall be inferred from or implied by any failure to act, or delay in acting, by a Party in respect of any default, breach or non-observance or by anything done or omitted to be done by the other Party, nor inferred from or implied by any gratuitous assumption of another Party's responsibility(s). The waiver by a Party of any default, breach or non-compliance under this Agreement shall not operate as a waiver of that Party's rights under this Agreement in respect of any continuing or subsequent default, breach or non-observance (whether of the same or any other nature). Any purported waiver, amendment or additional provision of this Agreement shall not be effective unless in writing and signed by both Parties hereto.
16. All rights of the Parties are separate and cumulative and none of them, whether exercised or not, shall be deemed to be the exclusion of any other rights or shall be deemed to limit or prejudice any other legal or equitable right or remedy which either of the Parties may have.

**AND EACH PARTY FURTHER COVENANTS AND AGREES WITH THE OTHER** as follows;

**Severability**

17. Should any Article or Section or part or parts of an Article or Section in this Agreement be illegal or unenforceable, it or they shall be considered separate and severable from the Agreement and the remaining provisions of this Agreement shall remain in full force and effect and shall be binding upon the Parties as though such Article or Section or part or parts thereof had never been included in this Agreement.

**Termination**

18. Columbus or City may Terminate their Agreement upon giving the other Party 12 months written notice thereof.

**Notice**

17. Except as otherwise specifically provided in this Agreement, any notice which either of the parties is required or permitted to give pursuant to any provision of this agreement, must be given in writing, delivered to the designated contact of the party to receive such notice, or mailed by prepaid registered mail addressed as follows, or to such other address as a Party may subsequently designate by written notice to the other Party.

**TO THE CITY**

Attention: City Clerk: Wendell Graves  
Corporation of the City of St. Thomas  
545 Talbot Street  
P.O. Box 520 City Hall  
St. Thomas, Ontario  
N5P 3V7

**TO THE COLUMBUS CLUB OF ST. THOMAS**

Columbus Club of St. Thomas  
Attention: President  
265 Wellington Street  
St. Thomas, Ontario

Such notice shall be deemed to have been received at the time it was personally delivered or on the first Canada Post mail delivery day which is at least three (3) days after the date it was mailed, as the case may be.

**Successors and Assigns**

18. This Agreement shall enure to the benefit of and shall be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

**Entire Agreement**

19. There are no covenants, representations, warranties, agreements or other conditions expressed or implied, collateral or otherwise, forming part of or in any way affecting or relating to this Agreement, and this Agreement constitutes the entire agreement duly executed by the parties hereto, and no amendment, variation or change to this Agreement shall be binding unless the same shall be in writing and signed by the parties hereto.
20. Pursuant to the herein Agreement, the City and the Columbus shall execute any such further documents and do such reasonable things to fully implement the transfers and other matters agreed upon.

**Registrations**

21. This Agreement and the covenants herein contained are and shall be covenants of the Parties running with the transferor's land and the transferee's lands, and as such will be registered against the title to each such lands save and except the lands transferred for street widening.

**Number, Gender, Effect of Headings**

22. Words importing the singular number only shall include the plural and *vice versa*, words importing the masculine gender shall include the feminine and neuter genders, and words importing persons shall include firms and corporations and *vice versa*.
23. The Headings in this Agreement are for information only and do not alter in any way the substance of this Agreement.

**Dispute Resolution**

24. The Parties agree that should any issues arise between the City and Columbus Club of St. Thomas in connection with the execution of this project or the interpretation or application of this Agreement, the Party raising such a concern will provide written notice of same to the other and within no more than Fifteen(15) days of such notice the parties, or their representatives, will meet with one another to attempt to resolve the outstanding issue or, failing resolution, to set a mutually satisfactory procedure for mediation of their differences. Both parties agree that no other action will be commenced by either until such a meeting has been held and a mediation effort has been undertaken over a reasonable period for dispute resolution, the time period to be appropriate to the nature of the issue.

**Applicable Law**

25. The validity and effect of this Agreement and the construction of the provisions of this Agreement shall be governed in all respects by the laws of the Province of Ontario and any federal legislation that may be applicable.

IN WITNESS WHEREOF the parties hereto have executed this Agreement.

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

\_\_\_\_\_  
Cliff Barwick, Mayor

(Seal)

\_\_\_\_\_  
Wendell Graves, City Clerk

**THE COLUMBUS CLUB OF ST. THOMAS**

\_\_\_\_\_  
Roy Esbaugh, President

(Seal)

\_\_\_\_\_  
Joseph Fleming, Treasurer

We/I have the authority to bind the Corporation.



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

**Report No.**

TR-04-07

**File No.**

T 07-701

**Directed to:** Chairman Terry Shackelton and Members of the  
Finance and Administration Committee

**Date**

January 30, 2007

**Department:** Treasury

**Attachments:**

**Prepared By:** Frank Lattanzio, Manager of Facilities and Property  
Mike Hoogstra, Purchasing Agent

None

**Subject:** Tender Award - Janitorial Services at the Justice Building

**Recommendation:**

THAT: Council receive Report No. TR-04-07.

THAT: Council accept the Tender submitted by Omni Facility Services Canada in the amount of \$108,533.64 (including GST) for Janitorial Services at the Justice Building for a two year period beginning on March 1, 2007 and ending March 1, 2009.

THAT: A by-law be prepared to authorize the Mayor and Clerk to sign an agreement with Omni Facility Services Canada for this contract award.

**Background:**

The Tender for Janitorial Services at the Justice Building was advertised in the St. Thomas Times Journal on Saturday, January 6, 2007. Tender documents were also couriered to interested Bidders and a notice was posted on the City's website.

A mandatory site meeting and facility tour was conducted on Saturday, January 13, 2007. A total of nine individuals representing six companies attended the mandatory site meeting. Bidders were shown the facility and were invited to ask questions throughout the site meeting. Only bidders in attendance at the site meeting were allowed to bid.

The Tender closed on Tuesday, January 23, 2007 at 2:00:00 p.m. and all bids received were immediately opened in public in the lower conference room. Two bids were received from the following companies:

Tender Amount

Omni Facility Services Canada	\$ 108,533.64
J&A Cleaning Solutions Ltd.	\$ 139,334.88

The Tenders were checked for the mandatory response requirements and were checked for calculation errors. Both bids received were compliant with our requirements and no calculation errors were found. Purchasing and Facilities staff reviewed the bid responses and recommend the contract be awarded to the low bidder, Omni Facility Services Canada, in the amount of \$108,533.64 for a two-year period beginning on March 1, 2007 and ending March 1, 2009. The cost of the contract for the first year is \$53,551.20.

For member's information, the service provider at the Justice Building for the last three years has been Service Master. The cost of the contract was \$42,757.20 in final year of the contract. In order to increase the level of service provided to the Justice Building, this new tender provided for a minimum of 11 man hours per day Monday to Friday (an increase from 10 hours) and a minimum of 9 man hours per day Saturday and Sunday (an increase from 6 hours). Should Council accept our recommendation, it should be noted that the cost of the service would increase by \$10,794 or 25 percent.

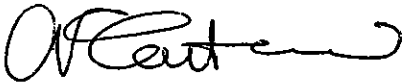
Due to the current condition of the building, Omni Facility Services has been retained by the City to provide a "construction/renovation cleanup" whereby the entire facility will be cleaned. This cleanup will commence immediately. In addition should Council accept our recommendation for award, Omni Facility Services has been asked to commence the daily operations earlier than the March 1 contract start date thereby allowing their staff to clean the building according to the improved level of service required in the new contract.

To protect the City, should any issues arise with the new Contractor, the Tender contained a clause that states "In case the Contractor defaults or delays in executing the work satisfactorily, the City may give notice to the Contractor in writing that the Contractor has made such default. Should the Contractor fail to remedy satisfactorily such defaults without delay, or otherwise fail to observe the provisions of the contract then and in any part of such cases, the City may immediately take the work or portions thereof out of the Contractor's hands and employ person or persons such as the City may see fit to complete the work so taken over." This allows the City to terminate the contract immediately. Staff will be monitoring the Contractor for compliance with the specifications of the tender document.

The Police Chief has been consulted and concurs with our recommendations.

Staff are available to answer any questions members may have.

Respectfully submitted,



Frank Lattanzio  
Manager of Facilities and Property



Mike Hoogstra  
Purchasing Agent

Reviewed By:



Treasury

Env Services

Planning

City Clerk

HR

Other

www.kettlecreekconservation.on



44015 Ferguson Line  
St. Thomas, ON  
N5P 3T3

Tel: 519-631-1270  
Fax: 519-631-5026

Member  
Municipalities:

Central Elgin  
City of London  
City of St. Thomas  
Middlesex Centre  
Thames Centre  
Malahide Township  
Southwold Township



January 25, 2007

BY COURIER

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

City of St. Thomas  
Received

JAN 29 2007

Dear Sir:

Subject: Notice of Meeting for Conservation  
Authority Levy Approval

In accordance with provisions of the Conservation Authorities Act and regulations made governing the approval of Conservation Authority levies, notice is hereby given to all member municipalities of a meeting to approve the 2007 budget of the Kettle Creek Conservation Authority.

The meeting will take place at the Port Stanley Wharf Restaurant on Wednesday, February 28, 2007 from 5:00 p.m. to 7:00 p.m. At the meeting, the proposed KCCA budget and enclosed levy apportionment will be subject to resolution according to the provincial regulations governing approval of 'non-matching' municipal levies and of Conservation Authority budgets.

In the interim and to reduce our borrowing costs, we would appreciate your provision of one-half of the total levy apportioned to your municipality in 2007, at your earliest opportunity.

Council is encouraged to communicate their questions and position regarding all levies to their representatives. Questions on any matter are also welcomed by the undersigned.

Yours truly,

*Ashley Murray*

Ashley Murray  
Financial Services Supervisor

REFERRED TO	
-W DAY	mlh
T. JOHNSON	
FOR	
DIRECTION	<input type="checkbox"/>
REVIEW COMMENT	<input type="checkbox"/>
INFORMATION	<input checked="" type="checkbox"/>
FROM MARIA KONEFAL	

January 11, 2007

KETTLE CREEK CONSERVATION AUTHORITY  
Year 2007 Municipal Levies - Draft 2

Municipality	Modified Current Value Assessment	Percentage of Municipality in Watershed	*MVCA in Watershed	Percentage Levy	Year 2006 Matched Levy	Year 2006 Non-Matched Levy	Year 2006 Special Levy **	Year 2007 Total Levy	Year 2006 Total Levy	Difference 2006/2007
Central Elgin	\$1,080,043,152.00	60	\$648,025,891	7.68	\$18,935.53	\$18,125.41	\$5,334.26	\$42,395.20	\$40,015.39	\$2,379.81
Middlesex Centre	\$1,682,505,257.00	7	\$117,775,368	1.40	\$3,441.43	\$3,294.20	\$518.32	\$7,253.96	\$7,097.58	\$156.38
London	\$31,415,553,228.00	15	\$4,712,332,984	55.83	\$137,695.89	\$131,804.87	\$518.32	\$270,019.08	\$256,875.90	\$13,143.18
Thames Centre	\$1,289,263,788.00	8	\$103,141,103	1.22	\$3,013.82	\$2,884.88	\$518.32	\$6,417.02	\$6,121.17	\$295.85
Malahide	\$665,266,933.00	8	\$53,221,355	0.63	\$1,555.15	\$1,488.61	\$518.32	\$3,562.08	\$3,667.90	(\$105.82)
Southwold	\$504,283,512.00	78	\$393,341,139	4.66	\$11,493.55	\$11,001.83	\$3,878.84	\$26,374.22	\$25,697.40	\$676.82
St. Thomas	<u>\$2,513,434,781.00</u>	96	<u>\$2,412,897,390</u>	<u>28.59</u>	<u>\$70,505.64</u>	<u>\$67,489.21</u>	<u>\$23,032.75</u>	<u>\$161,027.59</u>	<u>\$153,429.12</u>	<u>\$7,598.47</u>
Total	\$ 39,150,350,651.00		<u>\$8,440,735,230</u>	<u>100.00</u>	<u>\$246,641.00</u>	<u>\$236,089.00</u>	<u>\$34,319.13</u>	<u>\$517,049.13</u>	<u>\$492,904.46</u>	<u>\$24,144.67</u>

\$246,641.00

\$236,089.00

\$34,326.00

\* Footnote: 2005 CVA modified used for apportionment estimates for the year 2007. Apportionment for 2007 is now final.

\*\*Footnote:

Levy partially supports the costs of operating the provincially mandated responsibilities of municipal plan input and review. Province moved to greatly reduce grants in 1996. This levy is calculated based on past, existing and anticipated program activity. The municipality has the option of recovering the levy through application fees.

39.



City of St. Thomas  
Received

# THE ELGIN MILITARY MUSEUM

30 Talbot Street, St. Thomas, Ontario N5P 1A3

JAN 22 2007

January 16, 2007

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

Your Worship and Members of Council;

The Elgin Military Museum started as a vision for a number of local veterans and interested citizens in the mid 1970's. On September 25, 1982, we opened our museum to the public, and it has remained open year round for the past twenty-five years. While the City of St. Thomas was very generous in their support of the museum as we began, the majority of the funding came from the work of our veterans and volunteers, and virtually all of the operating costs have always been generated through our own efforts.

The Museum takes great pride in our resourcefulness and independence – we have twenty five years of proof that we had a good idea, and have translated that idea into a genuine asset to our community – as a community resource for those researching family and friends, as a educational tool for our schools, and as a tourist attraction enhancing the experience of those visiting our community.

We had an idea, brought it into being, and have proven its value. We now come before you to ask for your support, the support of the taxpayers of St. Thomas, not as a group with an idea, but with a proven institution in our City.

As all of you are doubtlessly aware, the difficulty in raising money is one experienced by many, if not all, non-profit organizations. We are no different – our original base of veterans has shrunk over 50% since our opening in 1982, and our costs of operation continually rise. We are developing new fund raising events, and recruiting new donors, but, like everyone, the costs continually seem to exceed the revenues available. Yet every year, our members and supporters provide over 80% of our operating budget (5 year average 82.5%), the balance coming from a provincial operating grant and programs such as the federal summer career placement program.

The Museum has been fortunate since our opening in receiving an annual grant from the Province of Ontario. This grant – the Community Museum Operating Grant – indeed it is the only regular funding grant the Museum has ever received. For the past few years,

-41-

the grant has been fixed at \$7,422. This amount equates to roughly 10% of our annual budget, for which many of our Board members feel we should listen to 10% of what they tell us, but that is another issue.

What we would respectfully request the City of St. Thomas to consider is a grant to the Museum of \$ 9,922, or roughly \$ .30 per citizen, based on the 2001 census figures. Of this amount, \$2,500 would actually be paid over to the City's Parks and Recreation department, who have maintained our grounds for many years without compensation (an issue we agree should be addressed). This would leave \$7,422 (\$ .223 per citizen) to support the Museum operations, an amount equivalent to the annual provincial grant.

As well, we will also be approaching the other Municipalities in the County for support, again based on the idea of \$ .223 per citizen. A table containing the amount requested from the other municipalities in the County is attached for your information. In total, funding from the provincial and municipal levels would total 33% of our 2007 budget, leaving 67% to be raised through our own efforts, and amount we feel is achievable.

Recently, much more attention has been paid to our veterans, and the importance of remembering, something we have been doing for the past twenty-five years. Many municipalities have developed, or are developing, memorials and lists of veterans, often using our Museum as a primary resource. The Province acknowledges our efforts through their annual grant, and we hope that the Municipalities will agree to a small grant as similar acknowledgement.

In 2006, over 4,000 people visited the Museum to learn of our military past, consult our records of over 8,000 local veterans, and learn our of communities contribution to Canada's military heritage. Over 2,000 more people learned from the Museum's educational and other outreach programs. They came from just around the corner to halfway around the world. Your financial assistance will clearly demonstrate the community's support for the efforts of our Veterans, and help to ensure that their achievements, sacrifice and efforts are preserved for future generations.

We would be happy to meet with you at your convenience to further discuss this grant request.

Yours truly,

B. L. Seabrook,  
Secretary

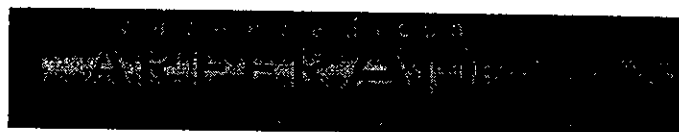
REFERRED TO	
W. DAY	
T. JOHNSON	mlh
FOR	
DISCUSS	<input type="checkbox"/>
RECOMMEND COMMENT	<input type="checkbox"/>
INITIAL DESIGN	<input checked="" type="checkbox"/>
FROM	M. Kneff

Municipality	Population (Estimate)	Grant Request	Amount per resident	Purpose
St. Thomas	33236	\$ 2,500		Groundskeeping Operations
St. Thomas	33236	\$ 7,422	\$ 0.223	
County Municipalities				
Aylmer	6288	\$ 1,402	\$ 0.223	Operations
Bayham	5726	\$ 1,277	\$ 0.223	Operations
Malahide	7865	\$ 1,754	\$ 0.223	Operations
Central Elgin	11954	\$ 2,666	\$ 0.223	Operations
Southwold	4464	\$ 995	\$ 0.223	Operations
Dutton/Dunwich	3545	\$ 791	\$ 0.223	Operations
West Elgin	5223	\$ 1,165	\$ 0.223	Operations
	45065	\$ 10,049		
Total Municipal Grant Requests		\$ 19,971		

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Cande Network news

AUTOS CLASSIFIEDS DATING GAMING HEALTH HOMES JOBS LIFE MONIES NEWS NEWSPAPERS SHOWBIZ SPO



January 11, 2007

## Searching for soldier stories

Front Page  
Sports  
Columns  
Archives

Jeff Kempenaar  
Staff  
Thursday January 11, 2007

Obituaries  
Classifieds  
Career Ads  
Cybersaver  
Contact Us  
Privacy Policy

Featured Links  
Bowes Publishers  
Sun Media  
Quebecor Media  
Municipality of West  
Elgin  
Municipality of Dutton  
Dunwich  
Township of Southwold  
Strathroy Age Dispatch  
Bothwell Spirit  
Contact your MPP Steve  
Peters  
Contact your MP Joe  
Preston  
Network Classified Ads

Newspaper  
Advertisements



Publisher: Sun Media  
Corporation  
Proprietor and published  
by Bowes Publishers  
Limited at Box 100, 167  
Main Street, West Lorne,  
Ontario, Canada N0L 2P0

A last call, in a sense, has been issued for information on local soldiers that served in the First and Second World Wars.

Harley Lashbrook could have a definitive book published by month's end with information of those who served in the war that at one time lived in Rodney, West Lorne or the former Aldborough Township.

Starting with just a list of dozens of names, Lashbrook, former newspaper owner and Reeve of West Lorne has spent the past three months collecting information.

With 300 pages printed in draft form, Lashbrook is now looking for pictures of the soldiers.

He has many already, but to go along with the service information he has now, he has made space to add images.

"It's so interesting to go through. You can't put it down," he said of the many soldier's letters that he has come across while researching.

Three full days at the Elgin Military Museum and three whole days at the St. Thomas Public Library have derived more information on local soldiers than both sources had to begin with.

"There's nothing on local soldiers," he said. "Something had to be done."

He and his wife Nancy, who wrote a history book on West Lorne, also combed through the Book of Remembrance at the old St. Thomas Memorial Hospital.

It contains memorials and obituaries for veterans.

It is still updated to this day, with veterans passing from the Second World War.

Still a ways down the road, Lashbrook continues to collect information on Second World War veterans from the area.

Already he's had people wanting to buy copies of the book when it is published.

However, to control costs, only 10 copies will be printed and bound at first.

Copies will be given to local libraries, Elgin County Archives, Elgin Military Museum and the Soldiers Wall of Fame in Bothwell.

If you have information about anyone that served in the First World War that at one time lived in Rodney, West Lorne or the former Aldborough Township, contact Harley Lashbrook at 519-768-1253.

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The Elgin Military Museum Inc.  
Draft Operating Budget 2007

**INCOME**

Donations		\$	21,000	
Fund Raising (net)		\$	27,500	
Grants	Federal (Summer employment)	\$	3,750	
	Provincial (CMOG)	\$	7,422	
	Municipal			
	St. Thomas	\$	9,922	
	Aylmer	\$	1,402	
	Bayham	\$	1,277	
	Malahide	\$	1,754	
	Central Elgin	\$	2,666	
	Southwold	\$	995	
	Dutton/Dunwich	\$	791	
	West Elgin	\$	1,165	\$ 19,972
Memberships and Admissions				\$ 5,800

**TOTAL INCOME** **\$ 85,444**

**EXPENSES**

Administrative Expenses		\$	2,800	
Advertising and Promotion		\$	1,500	
Bank Charges		\$	2,100	
Curatorial Expense		\$	2,150	
Exhibit Expense		\$	1,650	
Insurance		\$	4,500	
Maintenance				
	Exterior (City Parks & Rec.)	\$	2,500	
	Interior	\$	2,700	\$ 5,200
Salaries & Benefits				
	Permanent Staff	\$	53,000	
	Summer Students	\$	4,200	
Telephone and Internet		\$	1,900	
Utilities		\$	6,250	

**TOTAL EXPENSES** **\$ 85,250**

**Projected Surplus / (Deficit)** **\$ 194**



Corporation of the

**City of St. Thomas**

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Report No.

ES 11-07

File No.

05-014-00

**Directed to:** Alderman Dave Warden, Chair and Members of the Protective Services Committee of Council

**Date**  
February 5, 2007

**Department:** Environmental Services Department

**Prepared By:** Dave White - Supervisor of Roads and Transportation

**Attachments**  
Report ES22-06 & Report ES132-06

**Subject:** City-Wide Summary Report - School Area Review For Elementary School Children

**Recommendation:**

THAT: Report ES 11-07 be received for information; and,

THAT: The Adult Crossing Guard Implementation Policy and Procedure provided within this report (ES 11-07) be endorsed by Council and used to process all future Adult Crossing Guard requests; and,

THAT: All existing signed and marked School Crossings that have Wc-2 and/or Wc-2A signs in the City of St. Thomas that do not have an Adult Crossing Guard or Safety Patroller assigned to them be removed and the signs replaced with Wc-7 Pedestrian Ahead Warning Signs during July/August of 2007; and,

THAT: Should associated Schools, School Board or City of St. Thomas Police Service withdraw the support of any of the existing safety patrol locations in the City of St. Thomas, the School Crossing signs and markings be immediately removed by Environmental Services' Roads and Transportation Staff and the signs replaced with Wc-7 Pedestrian Ahead Warning signs; and,

THAT: A copy of this report be forwarded to the Thames Valley District School Board and the London District Catholic School Board with a request that they annually provide the latest School Boundary and Walking Student information to the City of St. Thomas by April of each year in order that the latest information may be available for future School Area Reviews by Roads & Transportation Staff.

**Report:**

**Origin**

The following is a summary of motions by Council, leading up to this report;

At the meeting of December 11, 2006 report ES132-06 was addressed and it was carried by Council:

THAT: Report ES132-06 and attached report ES22-06 be received for information; and further,

THAT: Council approve the recommended Adult Crossing Guard Justification Criteria, as included in Report ES132-06, which will be used during Step 4 of the School Area Review; and further,

THAT: A report be brought back to Council with recommendations, following the completion of Step 4 of the School Area Reviews.

At the meeting of March 6, 2006 report ES22-06 was addressed and it was carried by Council:

THAT: Report ES22-06 regarding School Area Review Procedures for Elementary School Children be received for information; and,

THAT: Council approve the recommended School Area Review Procedures included in Report ES22-06; and,

THAT: A report be brought back to Council in the fall of 2006 with recommendations following the completion of the School Area Reviews.

**Analysis**

**The Purpose of this Report:**

This report provides a consistent overall review of existing School zones and delivers an Adult Crossing Guard Implementation Policy and Procedure to be used for future reviews for Adult Crossing Guard requests.

The intent of the School Area Review is to develop a safe environment that promotes elementary students walking safely to school and to provide a consistent application of available devices and signs using the Council approved procedures.

- 46 -

We have now completed Steps 1 – 4 of the approved School Area Review and offer the following summary of the overall findings from Steps 1 - 3. Should Council approve the recommendations within this report, subsequent reports on Step 4 will make individual comments and recommendations by school and school areas using the following School area reference key;

- |   |                                     |
|---|-------------------------------------|
| A. <u>Locke's Public School</u>           | G. <u>Forest Park Public School</u> |
| B. <u>Edward Street Public School</u>     | H. <u>Elmdale Public School</u>     |
| C. <u>Balacava Street Public School</u>   | I. <u>Elgin Court Public School</u> |
| D. <u>Scott Street Public School</u>      | J. <u>Monsignor Morrison School</u> |
| E. <u>Wellington Street Public School</u> | K. <u>St. Raphael's School</u>      |
| F. <u>Myrtle Street Public School</u>     | L. <u>St. Gabriel's School</u>      |

#### The Purpose of the available Standard Pedestrian Warning Signs:

The following excerpts are taken from the Ministry of Transportations', Ontario Traffic Manual Book 6 – Warning signs which are used as a guideline by all Ontario Municipalities when determining sign implementation. It is intended to illustrate the consistent purpose of these pedestrian devices.



< The Wc-1/101 School Area Sign is used where a school is adjacent to a major highway or arterial road that school children walk along and cross. This can apply to any road section fronting a School or in close proximity to a School property.



< The Wc-2/102 School Crossing Sign is used at locations where school or municipal authorities have provided written assurance to the local Road Authority that the school crossing will be supervised by a police officer, a school guard or a safety patrol person during certain time periods. There are (4) signs required, (2) on each side of the road at the crossing.



< The Wc-2A/102A School Crossing Ahead Sign is used as advance warning for the above Wc-2/102 signs. There are (2) signs required, one in each direction of travel.



< The Wc-7 Pedestrians Ahead sign is used where field observations have indicated that a significant number of pedestrians frequently cross the road or walk adjacent to it. The City of St. Thomas has a number of locations (e.g. on Talbot Street) that may be considered "Courtesy Crossings" by pedestrians. Pedestrians must be aware that drivers are not required to stop at these devices, as the Ontario Highway Traffic Act does not support them.

#### The Comments and Recommendations:

After completing the information gathering, safe route network and required crossing points (Steps 1 – 3) of the School Area Review process we provide the following City-Wide general comments and recommendations for Council consideration.

While gathering the information for the review process it was found that the walking student information was not available at this time from the two School Boards, historical information regarding enforcement of the Community Safety Zones was not available at this time from St. Thomas Police Service, and that there was no new legislation or standards that have been developed for our use. The communication with the School Board and Police Service will be ongoing and the results will be used on future School Area Reviews.

There are two Adult Crossing Guard locations that cross four lane Arterial roads in the City of St. Thomas. The locations are at the intersections of Fairview Avenue at Forest Avenue and Elm Street at Park Avenue. Due to the nature of these busy road sections it is recommended for future requests to consider a permanent pedestrian signal control device or other safe solutions in lieu of an Adult Crossing Guard location for Major Four Lane Roadways.

There are two Adult Crossing Guard locations where the Adult Crossing Guard crosses children at an existing Stop Condition. The locations are at the intersections of Edward Street at Balacava Street and South Edgeware Road and Dalewood Drive. Due to the fact that the required gap study cannot be conducted at a Stop condition (vehicles are required to always give the right of way to any pedestrians at a Stop condition), crossing students will always have the required gaps in traffic. At this time it is not recommended to remove the existing locations although it is within the Implementation Policy for future requests, not to provide an Adult Crossing Guard at locations with a stop condition.

After reviewing the City as part of the School Area Reviews, there are a number of obsolete (no crossing guard or safety patrol program present) School Crossing locations in the City. These locations

are signed (Wc-2 School Crossing Sign) and marked with standard devices intended only for supervised locations. To avoid confusion to the motorist and to protect the recognition of actual Supervised School Crossing locations, it is recommended that the existing Wc-2 signs be removed and that Wc-7 Pedestrian Ahead signs be installed.

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There are eight existing Safety Patrol Locations that are staffed and supported by the associated Schools. The City of St. Thomas supports these locations by providing signed and marked crossings (where required) for as long as the School supports them.

- Edward Street Public School – On school property only.
- Elgin Court Public School – Crossing First Avenue in front of the school and crossing Holland Street at the rear of the school.
- Elmdale Public School – Crossing at the signalized intersection of Elm Street and Wilson Avenue.
- Forest Park Public School – On school property only.
- Myrtle Street Public School – Crossing Myrtle Street in front of the school.
- Wellington Street Public School – Crossing at the signalized intersection of Wellington Street and Elgin Street and at the intersection of Gladstone Avenue and Hincks Street.

It should be noted that the presence of a Safety Patrol location should not be automatically considered a justification for an Adult Crossing Guard Location that is supported by the City. For consistency of application, it was also concluded that should the School, School Board or City of St. Thomas Police Service discontinue their support for any of the existing safety patrol locations, the signs and markings be immediately removed.

To provide a consistent application and understanding of the process, all future requests for Adult Crossing Guards should follow the approved Adult Crossing Guard Implementation Policy and Procedure.

In order to obtain the latest information on School Boundaries and walking student locations, The City needs the cooperation of both School Boards. It would be appropriate if a letter were sent to both School Boards asking that they provide us with the information on an annual basis.

#### The Recommended Adult Crossing Guard Implementation Policy & Procedure:

There have been a number of reports that have been presented to Council regarding this review process which have been attached to this report for your convenience. Prior to going forward with Step 4 the School Crossing Review, it is important that Council receive and endorse the following Adult Crossing Guard Implementation Policy. This policy that is based on the review of best practices, applicable legislation, the approved School Area Review Procedures, the approved Adult Crossing Guard Warrant Policy and Procedures and the City of St. Thomas' existing conditions.

#### **The Adult Crossing Guard Implementation Policy and Procedure - 2007**

1. A request for an Adult Crossing Guard must be made in writing to the Director of Environmental Services or his/her designate; and,
2. The exact location must be included in the request; and,
3. The School/Schools that will be served or affected by the suggestion must be included in the request; and,
4. Requests for an Adult Crossing Guard at existing Stop Controlled intersections on Arterial/Major Roads or intersections with Traffic Signals will not be considered; and,
5. The suggested location will first be reviewed by Roads and Transportation Staff using the approved School Area Review Procedures and the most up to date information available; and,
6. If after step 5 the location is deemed to be at a required crossing point (crossing a major road section) and there is no existing traffic control that can be utilized in a safe manner, a student crossing count will be completed; and,
7. If after step 6 there are a minimum of five kindergarten to grade eight students using the location during any required time period, a Site Inspection will be completed for the location; and,
8. If after step 7 the site inspection is favourable to accommodate a Crossing Guard and the required traffic control devices and stopping restrictions for the site are possible (30 m approach and 15 m trailing for each direction of travel) the Council approved Adult Crossing Guard Justification and Gap Study will be completed; and,
9. If after step 8 the Gap Study reveals that Crossing Guard Control is justified, a report will go to Council making a recommendation for the required traffic control devices, stopping restrictions, and Justification for an Adult Crossing Guard, for future budget consideration; and,
10. The Adult Crossing Guard location (or other traffic control devices) will be set up as soon as practical and within approved budget allocations. Correspondence with the requester and the School Boards will be provided.

**Financial Considerations**


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There are no effects on the Roads and Transportation budget as a result of the recommendations of this report.

**Alternatives**

There are no alternatives presented at this time.

Respectfully,

  
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**

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Report No.

ES22-06

File No.

05-014-00

Directed to:

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

Date

March 6, 2006

Department:

Environmental Services Department

Prepared By:

Dave White - Supervisor of Roads and Transportation

Attachment

#1 - The legislative authority and the 2006 approved school crossing guard guidelines.

Subject:

**School Area Review Procedures – For Elementary School Children**

**Recommendation:**

It is recommended that:

1. This report be received for information; and,
2. Council approve the recommended School Area Review Procedures included in this report; and,
3. A report be brought back to Council in the fall of 2006 with recommendations following the completion of the School Area Reviews.

**Report:**

**Origin**

At it's meeting of October 3, 2005 report ES87-05 was addressed and it was recommended by Council:

THAT: The traffic control along Fairview Avenue, north of Southdale Line remain unchanged at this time; and,

THAT: Additional Community Safety Zones not be implemented in the City of St. Thomas until the effectiveness of the program is reviewed; and,

THAT: The Environmental Services Department and the City of St. Thomas Police Service review the effectiveness of the Ontario Community Safety Zone Program, and consider all options for the City of St. Thomas by making a joint recommendation to Council.

In addition, at the closed session of Council held on October 17, 2005 report ES90-05 was addressed and it was recommended by Council:

THAT: Report ES90-05 relating to the Crossing Guard Program be postponed to allow the Environmental Services Department the ability to provide further information to Council.

This report provides a follow up to both recommendations.

**Analysis**

This report provides a consistent method of reviewing existing School areas and the selection of required traffic devices including, but not limited to, Community Safety Zones and School Crossing locations based on available information.

In order to develop a safe environment that promotes elementary students walking safely to school and to provide a consistent application of available devices, it is advisable to establish a School Area Review Procedure. This report will consolidate a procedure for a consistent application of traffic control for the City of St. Thomas. Attachment #1 contains information on the legislative authority and the 2006 approved school crossing guard guidelines.

**Recommended – 2006 School Area Review Procedures**

***STEP (1) Information gathering***

The following information will be gathered and mapped;

- Area traffic control devices and associated signs
- Sidewalks
- Elementary school locations
- Adult crossing guard locations and procedures

- Safety patroller locations and procedures
- Obsolete & other painted or signed crossings
- School zone and walking student information from the London District Catholic and Thames Valley District School Boards
- School bell times from area Schools
- Community Safety Zone locations along with historical information on compliance
- Any new legislation that may assist along with other community experience
- Related collision information from Police services

**STEP (2) Determine safe route network from information gathered.**

- Use the information collected in step one to determine the safest road section for students
- Link these road sections to/from schools
- Map all the information as safe routes to school

**STEP (3) Establish required crossing points**

Recommend the safest, most cost effective and efficient means of control utilizing any existing control such as;

- Full traffic signal
- Pedestrian traffic signal
- Stop controlled intersection
- Safety patrol post
- Adult guard location

**STEP (4) School crossing review**

Where recommended (and only after consideration of step 3), complete a School crossing review for each recommended location based on the latest version of the OTC/MTO School Crossing Review. Involve the adult crossing guards, the schools, the Police service and the area public in the review of the recommended crossing locations.

The Ontario Traffic Conference, the Ministry of Transportation and a Municipal review committee has completed an update to the 1992 School Crossing Review report, which will be used as a guide for determining what may be justified within this School crossing review.

**STEP (5) Required traffic control**

Recommend any required traffic control, device, sidewalk, community safety zone, adult guard or safety patrol location to Council for budget approval.

**STEP (6) Public education**

Once approved, provide Education to the Public, School Boards and Schools with respect to the results of the plan, timing of any changes and implementation of the changes.

**STEP (7) Ongoing review**

Review on an as required basis (if base information changes).

**Financial Considerations**

At the present time, resources identified in the 2006-operating budget will complete the information gathered for this program.

**Alternatives**

- None provided at this time.

Respectfully,



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

Reviewed By:						
	Treasury	Env Services	Planning	City Clerk	HR	Other

The Legislative Authority for School Crossings and Guards

In Ontario, the Highway Traffic Act section 176 set out the rules of the road including the operation of school crossings and school crossing guards. The section is copied below as it appears as of the date of this report.

**School crossings**

**176. (1)** In this section,

"school crossing guard" means a person sixteen years of age or older who is directing the movement of persons across a highway and who is,

- (a) employed by a municipality, or
- (b) employed by a corporation under contract with a municipality to provide the services of a school crossing guard. R.S.O. 1990, c. H.8, s. 176 (1); 2005, c. 14, s. 1 (1).

**School crossing guard shall display sign**

**(2)** A school crossing guard about to direct persons across a highway with a speed limit not in excess of 60 kilometres per hour shall, prior to entering the roadway, display a school crossing stop sign in an upright position so that it is visible to vehicular traffic approaching from each direction. R.S.O. 1990, c. H.8, s. 176 (2); 2005, c. 14, s. 1 (2).

Notwithstanding anything to the contrary in the Highway Traffic Act, subsection (2) is repealed by the Statutes of Ontario, 2005, chapter 14, Schedule A, subsection 29(1) and the following substituted:

(2) A school crossing guard shall display a school crossing stop sign in an upright position so that it is visible to vehicular traffic approaching from each direction, prior to entering the roadway, when the guard is about to direct persons across a highway with a speed limit not in excess of 60 kilometres per hour. R.S.O. 1990, c. H.8, s. 176 (2); 2005, c. 14, s. 1 (2).

**Vehicles approaching sign**

**(3)** Where a school crossing stop sign is displayed as provided in subsection (2), the driver of any vehicle or street car approaching the stop sign shall stop before reaching the crossing. R.S.O. 1990, c. H.8, s. 176 (3).

Notwithstanding anything to the contrary in the Highway Traffic Act, subsection (3) is repealed by the Statutes of Ontario, 2005, chapter 14, Schedule A, subsection 29(1) and the following substituted:

(3) Where a school crossing stop sign is displayed as provided in subsection (2), the driver of any vehicle or street car approaching the school crossing stop sign shall stop before reaching the crossing and shall remain stopped until the crossing guard has directed the driver to proceed. R.S.O. 1990, c. H.8, s. 176 (3); 2005, c. 14, s. 1 (3).

**Display of school crossing stop sign**

**(4)** A school crossing guard shall not display on a highway a school crossing stop sign under any circumstances other than those set out in subsection (2). R.S.O. 1990, c. H.8, s. 176 (4).

**Idem**

**(5)** No person other than a school crossing guard shall display on a highway a school crossing stop sign. R.S.O. 1990, c. H.8, s. 176 (5).

Notwithstanding anything to the contrary in the Highway Traffic Act, subsection (5) is repealed by the Statutes of Ontario, 2005, chapter 14, Schedule A, subsection 29(1) and the following substituted:

(5) No person other than a school crossing guard shall display on a highway a school crossing stop sign. R.S.O. 1990, c. H.8, s. 176 (5); 2005, c. 14, s. 1 (5).

**The Approved School Crossing Guard Guidelines & Justifications**

The Ontario Traffic Conference and the Ministry of Transportation completed a 1992 School Crossing Review report. A 2006 School Crossing Guard Guide that contains all the required information to Municipalities to conduct a school crossing review has now superseded this. An official copy of the guide has been ordered and will be used for future justifications.

**The Legislative Authority for School Crossings and Guards**

In Ontario, the Highway Traffic Act section 176 set out the rules of the road including the operation of school crossings and school crossing guards. The section is copied below as it appears as of the date of this report.

**School crossings**

**176. (1)** In this section,

"school crossing guard" means a person sixteen years of age or older who is directing the movement of persons across a highway and who is,

- (a) employed by a municipality, or
- (b) employed by a corporation under contract with a municipality to provide the services of a school crossing guard. R.S.O. 1990, c. H.8, s. 176 (1); 2005, c. 14, s. 1 (1).

**School crossing guard shall display sign**

**(2)** A school crossing guard about to direct persons across a highway with a speed limit not in excess of 60 kilometres per hour shall, prior to entering the roadway, display a school crossing stop sign in an upright position so that it is visible to vehicular traffic approaching from each direction. R.S.O. 1990, c. H.8, s. 176 (2); 2005, c. 14, s. 1 (2).

*Notes: On a day to be named by proclamation of the Lieutenant Governor, subsection (2) is repealed by the Statutes of Ontario, 2005, chapter 26, Schedule A, subsection 29 (4) and the following substituted:*

*School crossing guard shall display sign*

*(2) A school crossing guard about to direct persons across a highway with a speed limit not in excess of 60 kilometres per hour shall, prior to entering the roadway, display a school crossing stop sign in an upright position so that it is visible to vehicular traffic approaching from each direction and shall continue to so display the school crossing stop sign until all persons, including the school crossing guard, have cleared the roadway. 2005, c. 26, Sched. A, s. 29 (4); 2005, c. 26, Sched. A, s. 29 (4) (2).*

**Vehicles approaching sign**

**(3)** Where a school crossing stop sign is displayed as provided in subsection (2), the driver of any vehicle or street car approaching the stop sign shall stop before reaching the crossing. R.S.O. 1990, c. H.8, s. 176 (3).

*Notes: On a day to be named by proclamation of the Lieutenant Governor, subsection (3) is repealed by the Statutes of Ontario, 2005, chapter 26, Schedule A, subsection 29 (4) and the following substituted:*

*Vehicles approaching guard displaying sign*

*(3) Where a school crossing guard displays a school crossing stop sign as provided in subsection (2), the driver of any vehicle or street car approaching the school crossing shall stop before reaching the crossing and shall remain stopped until all persons, including the school crossing guard, have cleared the roadway and the vehicle or street car is travelling and it is safe to proceed. 2005, c. 26, Sched. A, s. 29 (4); 2005, c. 26, Sched. A, s. 29 (4) (2).*

**Display of school crossing stop sign**

**(4)** A school crossing guard shall not display on a highway a school crossing stop sign under any circumstances other than those set out in subsection (2). R.S.O. 1990, c. H.8, s. 176 (4).

**Idem**

**(5)** No person other than a school crossing guard shall display on a highway a school crossing stop sign. R.S.O. 1990, c. H.8, s. 176 (5).

*Notes: On a day to be named by proclamation of the Lieutenant Governor, section 176 is amended by the Statutes of Ontario, 2005, chapter 26, Schedule A, subsection 29 (2) by adding the following subsection:*

*Offence*

*(5) Every person who contravenes subsection (4) or (5) is guilty of an offence and on conviction is liable to a fine of not more than \$500 and not more than \$500. 2005, c. 26, Sched. A, s. 29 (2).*

**The Approved School Crossing Guard Guidelines & Justifications**

The Ontario Traffic Conference and the Ministry of Transportation completed a 1992 School Crossing Review report. A 2006 School Crossing Guard Guide that contains all the required information to Municipalities to conduct a school crossing review has now superseded this. An official copy of the guide has been ordered and will be used for future justifications.



Corporation of the

**City of St. Thomas**

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Report No.

ES132-06

File No.

05-014-00

Directed to:

Alderman Dave Warden, Chair and Members of the Protective Services Committee of Council

Date

December 11, 2006

Department:

Environmental Services Department

Prepared By:

Dave White - Supervisor of Roads and Transportation

Attachment

Report ES22-06, School Area Review Procedures

Subject:

Update - School Area Review Procedures For Elementary School Children - Adult Crossing Guard Warrant Policy and Procedure

### Recommendation:

It is recommended that:

1. That Report ES132-06 and attached report ES22-06 be received for information; and,
2. Council approve the recommended Adult Crossing Guard Justification Criteria included in this report which will be used during Step 4 of the School Area Review; and,
3. A report be brought back to Council with recommendations following the completion of Step 4 of the School Area Reviews.

### Report:

#### Origin

At it's meeting of March 6, 2006 report ES22-06 the following recommendations were carried:

THAT: Report ES22-06 regarding School Area Review Procedures for Elementary School Children be received for information; and,

THAT: Council approve the recommended School Area Review Procedures included in Report ES22-06; and,

THAT: A report be brought back to Council in the fall of 2006 with recommendations following the completion of the School Area Reviews.

One of the School Area Review Procedures entails the potential need for the review of the warrant for the installation of an Adult Crossing Guard. This report provides an update of the justification criteria for the installation of an Adult Crossing Guard.

#### Analysis

Approval of report ES22-06 provided staff with a consistent method of reviewing existing School areas and the selection of required traffic devices including, but not limited to, Community Safety Zones and School Crossing locations based on available information. Step 1 of this review is underway and should be completed within the next month. Once Steps 1 - 4 of the School Area Review Procedures are complete, recommendations will be provided to Council.

In 1987 a report was compiled by Public Works and Engineering and submitted to the Protective Services and Transportation Committee of Council and Council adopted the recommendations in the report. Since the adoption of this report, new standards and best practices have been developed with respect to Adult Crossing Guard Justification Criteria. The following recommended justification criteria represent a solution based on engineering standards by following the Traffic Engineers Handbook and the new 2006 School Crossing Guard Guide. By recommending this change, we are improving the gap time formula by increasing the child reaction time, decreasing the child walking speed component and adding a buffer to the road width.

#### Adult Crossing Guard Justification Criteria

##### Based on Minimum Crossing Students, Pedestrian Delay & Gap Formula

Once the original crossing guard request has been reviewed in Step 4 of the Review process, the crossing guard justification process will proceed as follows;

1. A minimum of five kindergarten to grade eight students using the crossing (during any required time period)
2. Site inspection report (existing traffic control, road section geometrics and infrastructure)
3. Group size study
4. Pedestrian delay study (based on gap time formula)

When measuring the amount of safe gaps at a potential or actual crossing guard location the actual roadway width will be used along with a consistent buffer of 1.5 m to allow for where the children will actually stand.

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The recommended gap time formula is  $G = ((W + 1.5)/1) + 4 + (N-1)2$ , where;

$G$  = Gap (time in seconds)

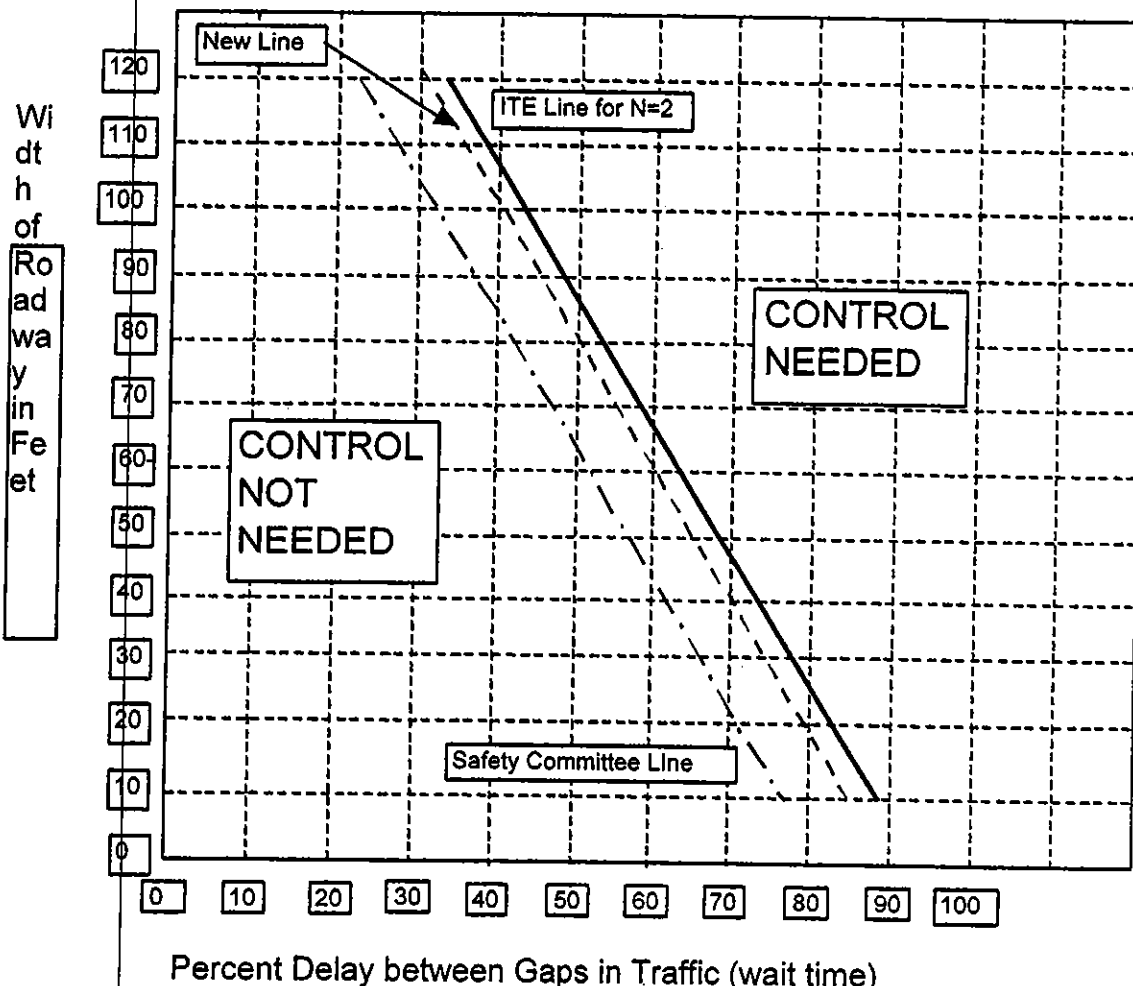
$W + 1.5$  = Width of road plus 1.5 m buffer

$/1$  = Child walking speed

$4$  = Child perception and reaction time from OTM Book 12 Traffic Signal Manual

$N-1$  = Group size in rows minus the first row

The recommended pedestrian delay graph is;



The interpretation of the above graph is as follows: The warrant for special traffic control (crossing guard location) is met if the percentage of delay between gaps in traffic on a typical day is to the right of the control line.

It must be noted that the warrant line (New Line) has been moved towards the right when compared to the warrant line that was adopted by the 1987 Ad Hoc Safety Committee, however, the location of this line remains below the ITE recommended location and therefore, an additional safety buffer continues to be built into the amended warrant policy.

#### Financial Considerations

At the present time, resources identified in the 2006-operating budget will complete the information gathered for this program.

#### Alternatives

- Adopt the New Line as the warrant control line, recommended.
- Maintain the control line as adopted during 1987.

Respectfully,

*[Signature]*  
Dave White, C. Tech - Supervisor of Roads and Transportation  
Environmental Services

Reviewed By:

Treasury

*[Signature]*  
Env Services

Planning

City Clerk

HR

Other



Corporation of the

**City of St. Thomas**

-55-

Report No.

ES12-07

File No.

05-063-00

**Directed to:**

Alderman David Warden, Chair and Members of the  
Protective Services and Transportation Committee

**Date**

February 5, 2007

**Department:**

Environmental Services Department

**Attachment**

**Prepared By:**

Dave White – Supervisor of Roads and Transportation

**Subject:**

Information to Council - New Years Eve Transit Service – 2007 Operating Costs

**Recommendation:**

THAT: Report No. ES12-07 be received for information.

**Origin**

At its meeting of January 8, 2007 Council carried the following;

The members, by consensus, directed that the Supervisor of Roads and Transportation prepare a report identifying costs relating to the provision of transit service on New Year's Eve.

**Analysis**

**Suggested Annual Service Delivery Parameters:**

- From December 31<sup>st</sup> at 7:00 p.m. to January 1<sup>st</sup> at 2:00 a.m. (7 hours).
- Four Conventional transit buses running on the four standard routes (28 hours @ \$51.00/hour).
- One Paratransit transit bus, available to registered residents by reservation (7 hours @ \$32.00/hour).

**Operating Costs:**

The operational costs are summarized based on the above service delivery and the contracted hourly rate from our service provider, Aboutown Transit, at a total of \$1,652.00 (2007 rates not including G.S.T.). In addition to the service provider costs, an advertisement is typically posted in the Times Journal at a cost of approximately \$200.00.

The total operating costs would be \$1,852.00 (not including G.S.T.).

**Liability:**

Any damages to vehicles as a result of this special service should be covered by the City's portion of the vehicle insurance policy, as this would not be an accident caused by driver error (normally covered by the service providers (Aboutown) policy).

**Financial Considerations**

There are no costs associated with the recommendations in this report.

Alternatives

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- Provide the New Years Eve transit service through the current operating budget.
- Consider donations or sponsorships to offset the costs.

Respectfully,

  
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**

56 A

**Report No.**

ES15-07

**File No.**

05-014-00

05-005-02

**Directed to:** Alderman Dave Warden, Chair and Members of the Protective Services Committee of Council

**Date**

February 5, 2007

**Department:** Environmental Services Department

**Attachments**

**Prepared By:** Dave White - Supervisor of Roads and Transportation

Email Request & Preliminary Response to - Mr. Randy Walsh, School Council, Myrtle Street Public School.

**Subject:** Request for an Adult Crossing Guard - Intersection of Fifth Avenue and Myrtle Street School Zone F – Myrtle Street Public School Review

**Recommendation:**

THAT: Report ES15-07 be received for information; and,

THAT: The Traffic By-law 45-89 Schedule I – No Stopping be amended to implement a No Stopping Restriction on the East side of Ross Street from 30m south to 15m north of Locust Street and on the West side of Ross Street from 15m south to 30m north of Locust Street; and,

THAT: The Traffic By-law 45-89 Schedule I – No Stopping be amended to implement a No Stopping Restriction on the North side of Myrtle Street from 30m east to 15m west of Smith Avenue and on the South side of Myrtle Street from 15m east to 30m west of Smith Avenue; and,

THAT: Wc-1 School area signs be installed on eastbound and westbound Myrtle Street in advance of School property; and,

THAT: Two additional Wc-2 School Crossing signs be installed and two Wc-2A School Crossing Ahead signs be installed in advance of the crossing on Myrtle Street / Smith Avenue in support of the Safety Patrol location; and,

THAT: A written response be sent to Mr. Randy Walsh, Myrtle Street School council Chair, indicating that an Adult Crossing Guard is not justified at the intersection of Fifth Avenue / Myrtle Street; and,

THAT: The two Wc-2 signs at the abandoned crossing on Fifth Avenue / Myrtle Street be removed and replaced with Wc-7 Pedestrian Ahead signs consistent with other Pedestrian Courtesy crossings in the City.

**Report:**

**Origin**

Environmental Services Department received an email on September 29, 2006 from Mr. Randy Walsh (School Council Chair, Myrtle Street School) requesting consideration for an Adult Crossing Guard at the intersection of Fifth Avenue and Myrtle Street. A response was sent to Mr. Walsh on November 9, 2006 indicating that the request would be considered during the School Area Reviews.

The School Area Reviews are being compiled for a future report to Council. As a result of the request for an Adult Crossing Guard, the review for School Zone F – Myrtle Street School is complete and the results of both are within this report.

**Analysis**

There have been a few requests for an Adult Crossing Guard at the corner of Fifth Avenue and Myrtle Street dating back to 1990. During every analysis undertaken since 1990, an Adult Crossing Guard was consistently not justified. The Environmental Services file indicates that for a short period of time (during the construction of First Avenue in 1995) Council approved a TEMPORARY Adult Crossing Guard at this location to be removed after the construction was complete. It is believed that at that time, the Wc-1 School Crossing signs were not removed, but should be now for consistency.

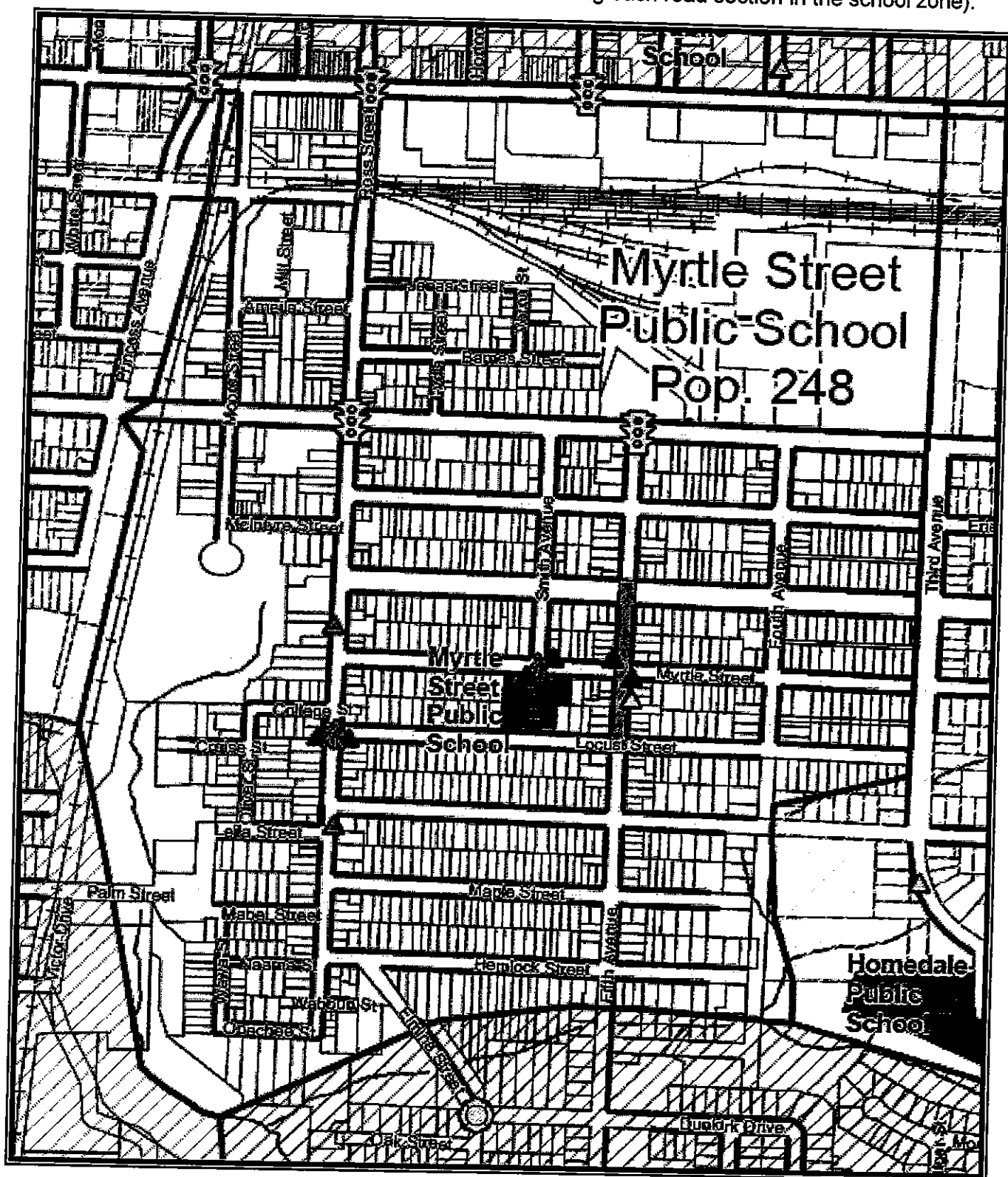
The September 29, 2006 request by Mr. Walsh for an Adult Crossing Guard at the corner of Fifth Avenue and Myrtle Street was made in writing giving the exact location of the request for Myrtle Street Public School at the corner of Fifth Avenue and Myrtle Street for crossing Fifth Avenue on the south side of Myrtle Street. This information is supported by the recommended (ES15-07 February 5, 2007) Adult Crossing Guard Implementation Policy & Procedure.

The request was subsequently reviewed using the Council Approved (December 11, 2006) School Area Review Procedures with the findings as followings.

Zone F - Myrtle Street Public School – School Area Review:

568

Within School Zone F that is the School Board Boundary for students of Myrtle Street Public School there are sufficient traffic control devices (Stop Conditions) on the local area road network leading up to the Major road network. In addition, there are Full Traffic Signals at the intersections of Wellington Street / Ross Street and at Wellington / Fifth Street. The area sidewalk network was reviewed and it was found to be adequate (shown below as solid lines along each road section in the school zone).



There are three Major roads to cross in this zone, Wellington Street (Major Arterial with 2 sets of full traffic signals approx. 13,000 a.a.d.t.), Ross Street (Major Collector with 1 Adult Crossing Guard at Ross Street / Locust Street approx. 4,500 a.a.d.t.) and Fifth Avenue (Major Collector with an unsupervised signed and marked crossing 2,500 a.a.d.t.). There are no additional required crossings of major roads within the zone that do not have existing traffic control.

All required standard School Crossing signs, School area signs and pavement markings are up to date and in place at the Adult Crossing Guard location at Ross Street / Locust Street. There is one signed School Crossing location at the intersection of Fifth Avenue / Myrtle Street which appears to be an abandoned Safety Patrol crossing (from 1995) and the signs should be removed and replaced with the Wc-7 Pedestrian Warning Signs. In addition, there is one signed School Crossing location in front of the School for crossing children at Myrtle Street / Smith Avenue that is supported by the School with a Safety Patrol program. The existing School Crossing and School area signs are not up to the standard and are recommended to be upgraded in support of this program.

56c

The required Stopping Restrictions are not in place for the Adult Crossing Guard location in advance of the crossing on the south side of Ross Street / Locust Street or at the Safety Patrol Crossing at Myrtle Street / Smith Avenue. This can produce sight obstructions at present at these locations. To achieve the recommended minimum sight distances at these two crossing points, we are recommending the removal of the available parking areas and adding Stopping Restrictions for;

Ross Street / Locust Street (Adult Guard Location)

- the east side of Ross Street to 30 m south of Locust Street (private home frontage)
- the east side of Ross Street to 15 m north of Locust Street (business frontage)
- the west side of Ross Street to 30 m north of Locust Street (private home frontage)
- the west side of Ross Street to 15 m south of Locust Street (private home frontage)

Myrtle Street / Smith Avenue (Safety Patrol Location)

- the north side of Myrtle Street to 30 m east of Smith Avenue (private home frontage)
- the north side of Myrtle Street to 15 m west of Smith Avenue (private home frontage)
- the south side of Myrtle Street from 30 m west to 15m east of Smith Avenue (school frontage)

A summary of School Area Review Recommendations for Zone F – Myrtle Street Public School;

- No Stopping Restrictions be added as above,
- Wc-1 School area signs be installed on eastbound and westbound Myrtle Street in advance of School property,
- Remove the two Wc-2 signs at the abandoned crossing on Fifth Avenue and replace them with Wc-7 Pedestrian Ahead signs,
- Two additional Wc-2 School Crossing signs be installed and two Wc-2A School Crossing Ahead signs be installed in advance of the crossing on Myrtle Street in support of the Safety Patrol location.

Zone F - Myrtle Street Public School – Student Crossing Count at Fifth Avenue / Myrtle Street:

As a result of the School Area Review a student crossing count was completed at the intersection of Fifth Avenue / Myrtle Street on Tuesday November 28, 2006. The following times and number of children were observed;

TIMES	2006 COUNT
8:20 to 9:00	21
11:50 to 12:45	5
3:25 to 4:00	17

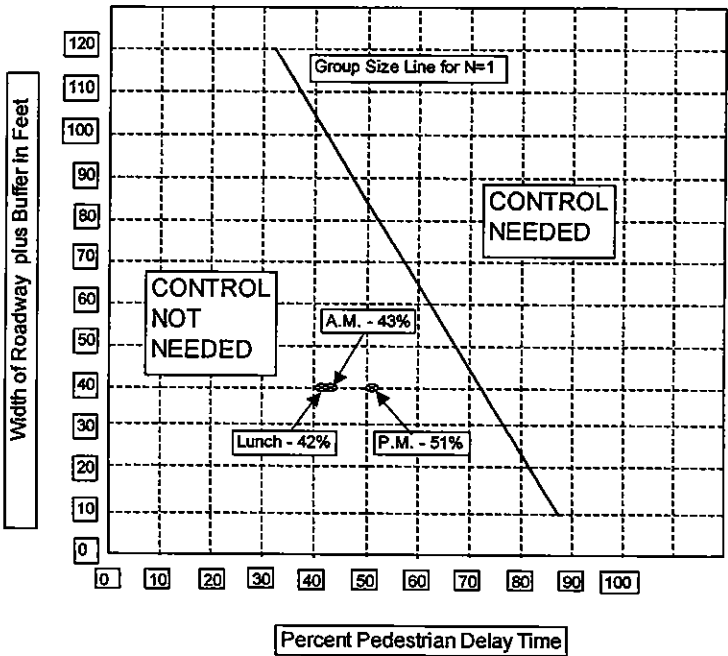
As a result of finding more than (5) kindergarten to grade eight children using the crossing during the time periods a Gap study is recommended. It should be noted that there are less children recorded in this sample than was reported in previous years' requests.

Zone F - Myrtle Street Public School – Gap Study for crossing Fifth Avenue / Myrtle Street:

A Gap Study was completed at the requested location using the Council approved Adult Crossing Guard Justification Criteria. The interpretation of the graph shown to the right is as follows:

The warrant for special traffic control (crossing guard location) is met if the percentage of delay between gaps in traffic on a typical day is to the right of the control line.

It is concluded from the approved Adult Crossing Guard Justification Criteria and Gap Study results that the delay between gaps in traffic on a typical day for all time periods is to the left of the control line therefore control is not needed. As a result, an Adult Crossing Guard is not recommended for the Fifth Avenue / Myrtle Street intersection at this time.



Financial Considerations

56d

The cost of installing the required signs and markings are included the Environmental Services Roads and Transportation Operating Budget.

Alternatives

There are no alternative presented at this time.

Respectfully,



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

Reviewed By: Treasury Env Services Planning City Clerk HR Other

56 e

Welsh, Heather / Debbie McKinley

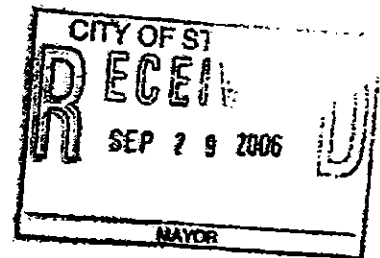
From: Randy Walsh [randy\_walsh@rogers.com]  
Sent: Friday, September 29, 2006 12:14 AM  
To: Welsh, Heather / Debbie McKinley  
Subject: Crossing Guard at 5th & Myrtle

Let me take a moment to introduce myself . My name is Randy Walsh , The new School Council Chair at Myrtle Street School . I am sending this email because i am concerned for the safety of our children at the intersection of Fifth and Myrtle . Right now they are being supervised by children at the school crossing . I do however understand that they are trained in that area , but the fact still remains that they are children . There is an adult crossing guard on Ross which is great , but that does not help at the area in which i am referring to . The problem i for see with having children do it is this , many times we as adults will panic in an unforeseen dangerous situation , so how can we place the responsibility on an 11 or 12 year old child to take care of smaller children . I understand that there are parents who walk their children to school , me being one of them , but not all do so i think we should step up to the plate and realize what we are asking of these kids that are only in the 5Th and 6Th grade themselves..

I do understand that we have a budget to follow, but i am also a firm believer in not putting a price tag on safety , especially our children's . I do hope that you can make the right decision on this matter , and i am looking forward to your prompt response. Children learn by example , And who better to teach them about safety then adults.



Randy Walsh  
School Council Chair  
Myrtle Street School  
randy\_walsh@rogers.com  
Phone#519-637-7383



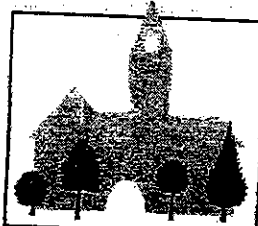
9/29/2006

56f.

JOHN G. DEWANCKER, P.Eng.  
Director, Environmental Services &  
City Engineer

IVAR ANDERSEN, P. Eng.  
Manager of Operations & Compliance

BRIAN CLEMENT, M.A.Sc. P.Eng.  
Manager of Engineering



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

All correspondence  
to be addressed to:  
PO Box 520 - City Hall Annex  
St. Thomas, Ontario  
N5P 3V7  
Telephone (519) 631-1680  
Fax (519) 631-2130

November 9, 2006

File: 05-029

Mr. Randy Walsh  
School Council Chair  
Myrtle Street School  
115 Forest Avenue  
St. Thomas, Ontario  
N5R 2J8

**RE: Request for a School Crossing Guard – Intersection of Fifth Ave & Myrtle Street**

Dear Mr. Walsh:

Thank you for your e-mail of September 29, 2006 regarding the above noted issue.

The City is currently reviewing procedures for school areas, to determine the best location and management for school crossings. Issues being reviewed during this process include warrants for installing crossing guards, safe walking route networks, traffic control, public education, a comprehensive review of crossing locations and a provision for continuing scrutiny of crossing locations.

The Fifth Street and Myrtle Street crossing was last studied in January 1995 and at that time did not meet warrant for the installation of a crossing guard.

Since the "Procedures for School Areas" initiative is underway, the school crossing at Fifth Street and Myrtle Street will be reviewed to determine the need for a crossing guard as well as for several other criteria outlined above. It is intended that the "Procedures for School Areas" initiative will be completed in the coming months.

Please be aware that if the review process indicates that a crossing guard is warranted at a location, funding for the position will need to be allocated for the next year's budget.

We appreciate your patience in this matter. If you have any questions or wish to discuss this further please contact me at (519) 631-1680 Ext. 4165 or Mr. David White, Supervisor of Roads and Transportation at (519) 631-0368 Ext. 32.

Sincerely,

John Dewancker, P. Eng.  
Director, Environmental Services

cc. I. Andersen, Manager of Operations and Compliance  
D. White, Supervisor of Roads and Transportation  
A. Wingrove, Transportation Technician

**THE SECOND REPORT OF THE 2007 SITE PLAN CONTROL COMMITTEE**

January 30<sup>th</sup>, 2007

Mayor Cliff Barwick  
and Members of City Council  
St. Thomas, Ontario

Your Site Plan Control Committee recommends as follows:

1. We approve the application of Elgin Financial Corporation for approval of site plans pertaining to the development of a business office for interior design consulting and a retail home furnishings and giftware boutique located on lands that may be described as Part of Lots 14, 16, and 17, Registered Plan 192, and known municipally as 48 Stanley Street, City of St. Thomas, County of Elgin, subject to the following conditions:

1. Compliance shall be made with all applicable regulations,
2. Development of the site shall be in accordance with the final approved plans,
3. The final approved plans (amended as directed by the said Site Plan Committee) shall be filed with the Secretary of the Committee,
4. That an agreement shall be entered into by the owner with the municipality in respect of the provision of all municipal requirements. The final approved plans shall be appended to the agreement and the agreement shall be registered on the title of the property,
5. The following requirements shall be shown or noted on the approved plan(s) and/or incorporated into the agreement referred to above:
  - (a) parking and loading spaces shall be provided in accordance with the City of St. Thomas Zoning By-Law 50-88,
  - (b) the proposed sign receive all appropriate municipal approvals,
  - (c) removal of the proposed garage from the subject site plan, and
  - (d) the applicant will install accessibility improvements based on the recommendation of the Municipal Accessibility Advisory Committee, including the designation of a disabled parking space with metal – post signage and provision of a curb cut / access ramp for wheelchair / scooter access.

2. That we approve the submission of revised plans regarding site plan application SPC 11-06, on lands known municipally as 245 South Edgeware Road, City of St. Thomas, subject to the following conditions:

1. Compliance shall be made with all applicable regulations,
2. The amended plans are subject to staff review and approval,
3. Final site plan approval remains subject to the conditions of approval, as approved by Council on September 11<sup>th</sup>, 2006.

3. That the recommendations, directions and actions of the Site Plan Control Committee as set out in the minutes dated January 29<sup>th</sup>, 2007 confirmed, ratified, and adopted.

All of which is respectfully submitted,

Mayor Cliff Barwick,  
Chairman  
Site Plan Control Committee  
/jek

January 15, 2007

Mayor and Members of Council  
ST. THOMAS, CITY OF  
545 Talbot Street  
PO Box 520  
St. Thomas, ON N5P 3V7

*Council  
Agenda  
Jeh's*

City of St. Thomas  
Received

JAN 22 2007

Dear Mayor and Members of Council:

**Re: Marketing of Blue Box Materials**

Recent media coverage has raised questions about the final disposition of Blue Box materials recovered from households by Ontario municipalities, suggesting that some materials are not being diverted from disposal or are not being directed to uses that are eligible for Blue Box funding.

Since the co-operation of residents is required to separate Blue Box and other recyclable materials from the garbage stream, the credibility of municipal recycling programs in the eyes of Ontario residents is critical to the success of diversion efforts. Reports that Blue Box materials are being delivered directly from collection routes to disposal facilities, that certain Blue Box materials, particularly glass, are being landfilled or that significant amounts of residue are being shipped to disposal from Blue Box processing facilities are distressing and undermine the future of Ontario's recycling programs.

Waste Diversion Ontario encourages Ontario municipalities to exercise proper diligence in administering and monitoring the performance of collection, processing, brokering and/or material marketing contracts to ensure that the Blue Box materials collected from residents are being managed to minimize residue and maximize the successful marketing of materials.

Sincerely,  
Waste Diversion Ontario

*Glenda Gies*

Glenda Gies  
Executive Director

c: Bill Day

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652 Elizabeth Street, London ON, N5Y 6L3 – 519-963-0199 – Fax: 519-432-6299  
[www.londonhomelesscoalition.ca](http://www.londonhomelesscoalition.ca) – [www.londonhomelesscoalition@gmail.com](mailto:www.londonhomelesscoalition@gmail.com)

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**The Honourable Monte Solberg, PC MP**  
**Minister of Human Resources and Social Development**  
140 Promenade du Portage  
Phase 4, 14th Floor  
Gatineau, PQ  
K1A 0J9

Tuesday, January 23, 2007

Dear Minister Solberg:

**Policy and Contribution**

On December 19, 2006 your predecessor as HRSDC Minister, Ms. Diane Finley, announced the new Homelessness Partnering Strategy and funding for CMHC renovation programs. The London Homeless Coalition commends this Government for such efforts. Please accept this letter as a formal request that funding under the proposals flow as quickly as possible in the new fiscal year, given the pressing need.

In examining that announcement and backgrounder, LHC finds itself in agreement with most of the concepts advanced in it, and compliments the Ministry on its efforts. At this time the LHC formally requests that London be a "consulted community" as the process moves forward and that the LHC be a part of those consultations. We draw your attention to the superb coordination in this City in general, that of LHC itself in particular: the effective cooperation between municipal and federal staff, elected officials from all parties and all levels of government, frontline service agencies, aboriginal groups, academics, companies and business organizations, and private individuals. London has always made cost-effective use of its funding and is proud to have done so, and the LHC has been a key part of that effectiveness.

The LHC has prepared a "Submissions and Recommendations" document, the purpose of which is to provide our input on the current proposals, to seek further information where same is required, and to draw attention to past practices that can be corrected or improved under the new programs.

Yours truly,



Dick Rastin  
Chair,  
London Homeless Coalition

-60-

**Graves, Wendell**


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**From:** David Sanders [dms@lcrc.on.ca]  
**Sent:** Thursday, January 25, 2007 2:41 PM  
**To:** Graves, Wendell  
**Subject:** Mr. Graves: Thank you for seeing to this.  
**Attachments:** member list 2007-01-25.pdf; Minister Solberg 2007-01-23.pdf; Minister Solberg 2007-01-23-Submissions\_and\_Recommendations.pdf

*The London Homeless Coalition exists to advise, shape, and coordinate the community's responses to homelessness and related needs, for the London area.*

To the Mayor and Alderman of St. Thomas:

On December 19, 2006 The Hon. Diane Finley, Human Resources and Social Development Canada ("HRSDC") Minister, announced the new Homelessness Partnering Strategy ("HPS") and funding for CMHC renovation programs.

The London Homeless Coalition (LHC) has examined the December 19, 2006 announcement and accompanying backgrounder, and has prepared a letter and a "*Submissions and Recommendations*" document for the new (January 4, 2007) HRSDC Minister, the Hon. Monte Solberg; copies of both are attached for your information and review. The "*Submissions and Recommendations*" document is to provide LHC's input on the current proposals, to seek further information where same is required, and to draw attention to past practices that can be corrected or improved under the new programs.

The HPS has a new emphasis on addressing the needs of rural areas and smaller urban centres. This creates a need for London and St. Thomas to work together to ensure that our responses are as effectively coordinated as possible. The LHC is effective in bringing together wildly diverse London interests to work well in coordinating community responses and plans, and welcomes the chance to work with St. Thomas as a community, and especially with its elected officials and City staff.

The next General Meeting of the LHC is on Monday, February 5, 2007 (Committee Rooms 4 & %, London City Hall) and Service Canada staff will be providing a briefing on HPS that will doubtless be of use to any St. Thomas decision makers who wish to attend.

Thank you for taking the time to review our materials. We would very much welcome hearing from you, and we will no doubt be contacting you again in the near future.

Yours truly,  
David Sanders  
LCRC - Admin. Support, London Homeless Coalition  
 519-432-1801 x.222

The information in this email and in any attachments is confidential and may be privileged. If you are not the intended recipient, please destroy this message, delete any copies held on your systems and notify the sender immediately. You should not retain, copy or use this email for any purpose, nor disclose all or any part of its content to any other person. Thank you.

1/25/2007

- AIDS Committee of London
- At'Lohsa Native Family Healing Services Inc.
- Canadian Mental Health Association
- Canada Mortgage and Housing Corporation
- Canadian University Research Alliance ("CURA")
- "CAN-VOICE" - Consumer/Survivor Community Support Services
- Centre for Research on Violence Against Women & Children, UWO
- Children's Aid Society of London & Middlesex
- City of London (Staff)
- Community Services Dept
- Housing Division
- Community Programs and Strategies
- Community Service Co-ordination Network
- Cooperative Housing Federation of Canada
- Crouch Neighbourhood Resource Centre
- East London United Church Outreach Cluster
- Elgin-Middlesex Detention Centre – Ontario Ministry of Public Safety and Security
- First Nations Housing Co-op Inc. (FNHC)
- For Those In Need ("FTIN")
- Foresters
- Grzyb, Amanda - University of Western Ontario
- Heartspace-Addiction Services of Thames Valley
- Hodgkinson, Doreen – Independent Member
- Islamic Centre of Southwest Ontario
- JFM Environmental Limited
- John Howard Society
- London Community Resource Centre
- London & Middlesex Housing Corporation
- London Housing Registry
- Keeping Kids Warm
- London Cross Cultural Learner Centre
- London Harm Reduction Coalition
- London Intercommunity Health Centre ("LIHC")
- London Unemployment Help Centre
- Men's Mission (Mission Services)
- Middlesex London Health Unit
- Military Family Resource Centre
- Mission Services of London
- My Sisters' Place
- N'Amerind Friendship Centre
- Native Inter-Tribal Housing Co-op (NITH)
- New Life Centre
- OEVIBA - Old East Village Business Improvement Association
- Probation and Parole – Ontario Ministry of Community Safety and Correctional Services
- Rotholme Women's and Family Shelter (Mission Services)
- Salvation Army - Centre of Hope
- Service Canada
- Sexsmith, Bob - Independent
- Sisters of St. Joseph, Office for Systemic Justice
- Southwest Ontario Aboriginal Health Access Centre ("SOAHAC")
- Street Connection
- Street Outreach London East ("The SOLE Project")
- United Way of London & Middlesex
- Unity Project
- Wallace, Terry – Independent
- Watson, Neil - Housing Development Consultant, City of London
- Westany Holdings Inc.
- Western Area Youth Services (WAYS)
- Williamson, Sherrie (Kidney Foundation Of Canada, Southwestern Ontario Chapter)
- Women's Crash Beds (Mission Services of London)
- Yanful, Mary – Independent (Community Gardens, City of London)
- Youth Opportunities Unlimited/Youth Action Centre

Elected officials, Federal:

Barnes, Sue - MP, London West (L)  
 Pearson, Glen - MP, London North Centre (L)  
 Preston, Joe – MP, Elgin-Middlesex-London (C)  
 Mathysen, Irene – MP, London Fanshawe (NDP)

Elected officials, Provincial:

Bentley, Chris, MPP, London West (L)  
 Matthews, Deb - MPP, London North Centre (L)  
 Ramal, Khalil, MPP, London Fanshawe (NDP)

Elected officials, City of London

Bryant, Judy – Councillor, Ward 13 (City of London)  
 Eagle, Susan – Councillor, Ward 9 (City of London)

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652 Elizabeth Street, London ON, N5Y 6L3 – 519-963-0199 – Fax: 519-432-6299  
[www.londonhomelesscoalition.ca](http://www.londonhomelesscoalition.ca) – [www.londonhomelesscoalition@gmail.com](mailto:www.londonhomelesscoalition@gmail.com)

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**Submissions and Recommendations to The Honourable Monte Solberg, PC MP,  
Minister of Human Resources and Social Development,  
on the December 19, 2006 HRSDC announcement of  
new homelessness and housing funding commencing April 1, 2007.**

**Tuesday, January 23, 2007**

The London Homeless Coalition ("LHC") applauds the significant outlay promised by this Government in the December 19, 2006 HRSDC announcement of new homelessness and housing funding commencing April 1, 2007.

The Coalition draws the Minister's attention to London's effective and dynamic use of the NHI-SCPI funds, and the excellent, cooperative working relationships here in this City: municipal and federal staff, elected officials from all three levels of government (and from all parties), frontline service agencies, aboriginal groups, academics, companies and business organizations, and private individuals are all members of LHC and have contributed to the cost-effective, high-result use of funds in London.

**LHC wishes to make our position clear on specific policy points from the announcement, and to make some suggestions and recommendations.**

1. The LHC applauds HRSDC's desire to consult with stakeholders from the private and non-profit sectors: both the Coalition and its constituent members very much wish to be a part of any consultation processes, and offer their services. It is our understanding that London will be a "consulted community", and we welcome this.
2. The LHC fully supports the efforts of HRSDC to partner with the Province of Ontario, and welcomes and encourages increased participation and funding by the Province.

3. The LHC strongly supports the housing-first approach, agreeing that first step is to house individuals. Afterwards, other supports can be instituted as required to improve health, parenting, education, and employment. Moreover, those other supports are more effective in both the short and long terms if applied in a "housing first" context.
4. LHC strongly approves of the proposed greater access to support networks (such as in substance abuse or mental health areas) appropriate to meet individuals' need of help to attain self-sufficiency and full participation. This fits LHC's mission and efforts to maintain and increase integration and cooperation among clients, agencies and governments. The LHC specifically applauds:
  - 4.1 the proposed horizontal pilot projects and collaborative work (federal interdepartmental coordination, corrections, mental health, family violence, and immigration, *etc.*); and
  - 4.2 the strategic coordination of federal capital investments with other federal, provincial and territorial investments in health, training and social services.
5. Related to the foregoing: LHC strongly recommends federal consultation and coordination with municipal authorities, including both elected officials and City staff. Their knowledge of the situations and requirements and their experience with direct service provision make such coordination indispensable.
6. LHC welcomes the proposals to track progress in the prevention and reduction of homelessness:
  - 6.1 reliable and user-friendly software systems which can provide both client service and usable reporting and research data;
  - 6.2 research, integration and coalition work.These tasks are of crucial importance: if funding is limited to direct service providers then analyzing, understanding and solving the problem becomes impossible; responses become fragmented, not fully understood or planned, and "siloed". LHC strongly encourages that the government continue with – and expand -- funding of such research and tracking efforts. Thus, the LHC supports the concept of the new Homelessness Accountability Network (HAN), but:
  - 6.3 seeks further information on how this would operate;

- 6.4 requires that “accountability” as a concept and in practice apply not only to funded projects but to the governmental and administrative processes as well.
7. The LHC fully supports the Government’s desire not only to focus on the currently homeless but also on those who are at risk of homelessness, including (but not limited to) the CMHC renovations mentioned below and programs which will help improve the living conditions for some 38,000 low-income people including seniors, persons with disabilities, victims of family violence and Aboriginal peoples.
8. Funds may flow to rural and smaller communities with the goal of solving some of the homelessness problem at a source (*ie*: rural and outlying areas) instead of just letting it flow to the cities. LHC strongly recommends:
- 8.1 the identification of smaller “feeder communities” (*ie*: those which have inadequate housing and shelter resources and who as a result have a net outflow of homeless people to large centres);
  - 8.2 the direction of effective funds to minimize this “feeder” effect;
  - 8.3 the withholding of funds from jurisdictions which permit their homelessness problem to be solved by others via encouraging this “feeder” effect.
- By way of example, the LHC draws to the Minister’s attention to Elgin-Middlesex-London, (Joe Preston, MP), a largely rural riding which also incorporates the small city of St. Thomas, approximately twenty minutes from London. St. Thomas has no shelter for men and so directs its homeless male population to shelters in London. Such a situation places both financial and emotional stress on the City of London, its citizens and the vulnerable homeless men of St. Thomas.
9. Specifically targeted funding for transitional and supportive housing is an excellent “upstream” problem-solving emphasis, and one supported by LHC. We encourage early response and integration with other health and services disciplines.
10. The LHC supports and encourages the Surplus Federal Real Property for Homelessness Initiative (SFRPHI) and offers to participate in any surplus federal property process here in the London area.

11. LHC notes that while the Homelessness Partnering Strategy will take effect April 1, 2007, there is no commitment to having programs “good to go” on that date. We strongly recommend that:
- 11.1 The allocations and guidelines be provided no later than Friday, February 2, 2007.
  - 11.2 Applications can be accepted by HRSDC / Service Canada commencing Monday, February 5, 2007.
  - 11.3 Applications must be completely processed through the local approvals process no later than two (2) weeks from date of receipt at Service Canada.
  - 11.4 All intervening levels of review must be complete and the matter passed up to Ministerial level for approval within one (1) week of completion of local processing.
  - 11.5 Ministerial approval must be complete within two (2) weeks of date of receipt from the review level.
  - 11.6 Funding must begin to flow to the agencies within one (1) week of Ministerial approval.
  - 11.7 The past practice of permitting “slippage” of many months between the commencement of the process and the provision of funds must cease.

LHC notes for this new Minister the long lag times between contract submission and commencement of funding: we have seen instances of funding not arriving until three-quarters of the way through the fiscal year in question. This is obviously wholly unacceptable to a public demanding governmental efficiency and imposes a cruel delay on the provision of services to those who need them most. Moreover, it has the added liability of adding more administrative cost to the system as the funds which were prevented from being spent have to be reallocated for subsequent financial years, new proposals written, and so forth. Far too much staff time and money is wasted in wholly unnecessary budgeting and administrative matters, time and money better spent on solving the problem.

12. One of the biggest failings of the SCPI-NHI program was the excessive layers of review between the local office at one end and Ministerial approval on the other. This had a number of unacceptable side-effects: it prevented funds from being used in a speedy way; it added long delays between the beginning of the fiscal year and the approval and/or commencement of proposals; and it drained funds away from service provision and into the federal bureaucracy. Almost all of the layers of review between local offices and the Minister added no benefit, provided no audit or fiscal responsibility security and increased costs. Moreover, they wholly lacked transparency: at times there was no way of knowing where an application was in the system: put bluntly, they frequently tended to disappear for

ludicrously long periods of time after leaving the local and arriving at the Ministerial level.

Accountability for delay was entirely lacking. This was exacerbated by frequent demands for contract re-writes, adding unnecessary delays and expenses. There is no excuse – and no public mandate for – “spending a buck and a half to spend a buck”. The LHC therefore strongly recommends:

- 12.1 A clear, easily understood and user-friendly template for applications, eliminating the bureaucratic subjectivity within the system which contributed only confusion and delay and eliminating the requirements for multiple re-writes.
  - 12.2 The elimination of most of the layers of review. (Many of the aforementioned re-writes often originated above local and below Ministerial levels, and had nothing to do with the substance of the contract.)
  - 12.3 Increased transparency throughout the application process.
  - 12.4 The reduction of governmental administrative costs to only a small portion of the allocated funds.
  - 12.5 The minimization of administrative complexity: it is crucial to avoid multiple “administrative pieces” between and within governments. All this does is to siphon off funds to administration instead of services.
13. The HRSDC Backgrounder mentions three housing trusts for the provinces and territories to invest in affordable housing. The LHC seeks further details on these trusts and cannot take a position on them until then. LHC requests that it be a part of the consultative and planning process for such trusts.
  14. The LHC approves of multi-year and overlapping funding envelopes, as they remove much year-to-year uncertainty. The LHC does not agree, however, that funding must be matched from other sources. The LHC supports matching funding and integration of funding from other sources, where available, but not a matching requirement.
    - 14.1 Such matching requirements can and has led to long delays between governments over terms and conditions of the matching funding.
    - 14.2 The intergovernmental coordination requires thus adds unnecessary expense, and would be directly at odds with the shared intent of the LHC and federal government to reduce administrative costs in the provision of services.

15. The LHC is increasingly active in partnerships with Aboriginal groups, and strongly supports efforts to meet their acute and unique needs in both urban and rural areas.
16. The LHC fully supports the funding for the CMHC renovation programs: the RRAP programs; the Shelter Enhancement Program (SEP), the Emergency Repair Program (ERP), the Emergency Repair Program (ERP) and the Home Adaptations for Seniors' Independence (HASI) Program.
17. The LHC has a profound concern about quantum. The Homelessness Partnering Strategy announcement has provided approximately a quarter-billion dollars, an amount roughly comparable to the NHI-SCPI program provided under the previous Government. The problem arises in the spread of the funds. The new programs extend funding out over a wider range of communities, meaning that those communities with serious pre-existing housing and homelessness problems must, necessarily, be receiving less funds. LHC does not feel this to be wise or effective, especially given the increasing gravity of the problem.

We thank the Minister and his staff for taking the time to review these Submissions and Recommendations.



---

Dick Rastin  
Chair,  
London Homeless Coalition



-68-  
City of St. Thomas  
Receiver  
JAN 26 2007  
GWRRA  
Region "K" - Central Canada  
Rendezvous 2007



Dear Mr Graves, City Clerk of St. Thomas, On.

I am a member of the Gold Wing Road Riders Association (GWRRA). GWRRA has 82,000 members world wide and over 4,000 volunteers to help make things happen in this popular non-profit organization.

I am contacting you on behalf of the hospitality committee, which is working with several other committees to organize Rendezvous 2007. Rendezvous is an annual regional motorcycle rally for GWRRA members throughout Region 'K' - Central Canada (Manitoba, Ontario & Quebec). Three GWRRA chapters from Windsor (ON-W), Blenheim / Chatham (ON-A) and London (ON-S) have been entrusted with the responsibility of coordinating the event for the first time in the St. Thomas area. Additionally, we have received considerable support from the city of St. Thomas.

Rendezvous 2007 is shaping up to be the largest Region Rally that has taken place in many years. Organizers of the rally are anticipating that over 500 participants from across Canada and the US will converge on St. Thomas, Ontario on August 3<sup>rd</sup> to 5<sup>th</sup>, 2007. As this is the 30<sup>th</sup> Anniversary of the GWRRA, our Rendezvous is being included in the various events promoting GWRRA's anniversary. GWRRA International is anticipating that at least 1,000 members will attend. This is an international event and will draw many members from the United States.

Some of the activities that have been scheduled at the Timken Community Center, Fanshawe College Campus and throughout various parts of the local area will include;

- Opening & closing ceremonies
- Bus & Bike Tours
- Rider Education courses
- A variety of workshops & seminars
- Chapter Challenge
- Vendors showcasing both motorcycle and non-motorcycle related items
- Hospitality room
- Welcome BBQ, dinner & dance and a fish fry

One of the main highlights of the weekend will be the Light Parade on Friday night through downtown St. Thomas to Port Stanley and back to Pinafore Park in St. Thomas. The Light Parade provides a unique opportunity for the community to interact with the owners of the bikes.

**On behalf of the GWRRA members of Region 'K' and the organizing committee, we extend an invitation for you to become involved with our Rendezvous as a Contributor.**

We are looking for donations of refreshments such as bottled water and juices, also an assortment of cookies, muffins, donuts and fresh fruit. We are also putting together goodie bags (pens, notepads etc.) for each participant, to be distributed at the time of registration. Each sponsor will be recognized with their name and/or business displayed at the Rendezvous 2007. We feel that your involvement would be an asset to the rally and would be greatly appreciated. To promote St. Thomas we are looking for ~~approx. 1000 pins~~ to add to our goody bags. Ron Elliott and myself have approached the tourism office and also the Chamber of Commerce with good response.

If you have any questions please email me back at [claudia.schultz@stthomas.ca](mailto:claudia.schultz@stthomas.ca) or call me at (519) 762-2135.

Thank you for your interest and we look forward to working with you at Rendezvous 2007

Sincerely,

Louise Schultz

Friends For Fun, Safety & Knowledge

-69-

January 16, 2007

TO: Mayor Cliff Barwick  
Members Of St. Thomas City Council

City of St. Thomas  
Received

JAN 18 2007

FROM: Don Cann

**SUBJECT: Reappointment to the St. Thomas Police Services Board**

I would like to thank St. Thomas City Council for supporting my application to the St. Thomas Police Services Board and acknowledging your confidence in me by reappointing me to this position. I take this position very seriously and will endeavour to uphold my responsibilities with integrity and professionalism. This exposure has provided me with a greater awareness, understanding and appreciation of the factors and issues regarding policing in our community.

Policing today in our society is not only challenging but is also a very dangerous. The increasing and demanding challenges faced by our Police Service has reinforced the importance of Chief Lynch's leadership and the dedication of our front line officers. I hope that I can be involved in a positive and productive manner with the partnership between the Police Services Board and City Council in promoting and enhancing our community Police Service. I am and will continue to be an advocate and a proud ambassador for the St. Thomas Police Services.

Sincerely,



Don Cann



**-70- ROYAL CANADIAN LEGION**  
**Ontario Provincial Command**

Marg Emery, Vice President  
14 ½ Hillcrest Avenue, St. Thomas, Ontario N5P 2J8  
519-633-0483 Fax: 519-633-2389 Work: 519-631-8188  
e-mail: [memery@sympatico.ca](mailto:memery@sympatico.ca)

January 18, 2007

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

City of St. Thomas  
Received

**JAN 18 2007**

City Clerk's Dept

Dear Mr. Clerk:

**Re: Red Fridays in support of our Canadian Forces Service Personnel**

Please accept this letter as our request for the City of St. Thomas to support our Canadian Forces Service Personnel by asking staff and the public to wear red on Fridays to "Support our Troops".

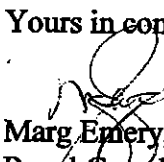
Red Friday was the idea of Lisa Miller and Karen Boyer from Canadian Forces Base Petawawa. Their husbands are serving in Afghanistan. Wearing red on Fridays is a symbolic gesture to show fellow Canadians and our troops that we care and honour those who fought for and are fighting for our freedom, our peace, our resolve.

Our goal is a non-partisan position of military activity. We do not support any particular policy, political position or the nature of the missions. This support is for all Canadian Troops regardless of their mission here or abroad. As Canadians we need to show support for our men and women that place themselves in harms way for us.

The Royal Canadian Legion endorses this program Canada-wide and encourages all of our branches to express their support publicly. We ask that Council support this program themselves by wearing red items on Fridays and by encouraging staff and our community to do so as well.

Thank you for your consideration and we look forward to a favourable reply. "We Will Remember Them".

Yours in comradeship,

  
Marg Emery, Vice President  
Royal Canadian Legion  
Ontario Command



**PARALYMPICS  
ONTARIO**

-71- *Carol  
Agenda (Super Mayor's office)*

RECEIVED

JAN 17 2007

Proud Member of the Canadian Paralympic Committee

**"empowering persons with physical disabilities, through sport"**

January 2007

To Mayor and Council:

The Ontario Paralympic Summer Championships is an exciting multi-sport provincial championship event for athletes with physical disabilities. Enclosed you will find a copy of the Bid Guidelines for hosting the 2008 Ontario Paralympic Summer Championships.

As one of the Ontario Games Programs, Paralympics Ontario works in partnership with the Sport Alliance of Ontario to deliver the Ontario Paralympic Summer Championships.

More than 45 communities have benefited from hosting our Regional and Provincial Games. The benefits of hosting this event include:

- Increasing the community's sport hosting portfolio.
- Increasing the accessibility of the community's facilities (sport and other).
- Showcasing the best athletes with a disability in the Province.
- Develop and train local volunteers, and create a database for future community events.
- Demonstrate the community's commitment to persons with a disability.
- Economic impact of hosting.
- Civic pride.
- Creating a legacy for persons with a disability in the community.
- Receive a minimum of two **Ready, Willing, and Able** community outreach sessions leading up to the Championships.

Athletes qualify for the Ontario Paralympic Summer Championships by participating in our Regional Games Program. For 2007, the Regional Games are tentatively scheduled in Mississauga on May 2<sup>nd</sup> and in Hamilton on May 26<sup>th</sup>, 2007. The 2007 Ontario Paralympic Summer Championships will be held from June 22-24<sup>th</sup>, in Sarnia. We invite you to attend any one of these events.

We encourage you to consider hosting this event. Bids are due in the Paralympics Ontario office no later than **Friday, April 6<sup>th</sup>, 2007, 4:00 pm**. It is our intention of selecting a host in time to have them attend the 2007 Ontario Paralympic Summer Championships in Sarnia

If you have any questions, please do not hesitate to contact, Program Manager, Elisabeth Walker-Young at (416) 426 – 7188, or [lis@paralympicsontario.ca](mailto:lis@paralympicsontario.ca)

Sincerely,

Cathy Vincelli  
Executive Director

1185 Eglinton Avenue East • Suite 102 • Toronto, Ontario • M3C 3C6  
Phone: 416.426.7187 / 1.800.265.1539 Fax: 416.426.7361  
Email: [info@paralympicsontario.ca](mailto:info@paralympicsontario.ca)

[www.paralympicsontario.ca](http://www.paralympicsontario.ca)

- 72 -

City of St. Thomas  
Received  
JAN 30 2007

January 10, 2007

Attn: St. Thomas City Council

The St. Thomas Fastball Team will once again be hosting the Senior and Intermediate Ontario Provincial Championships August 3rd to the 6th, 2007. As you all know, this event will bring a considerable amount of revenue into our city.

What we are asking is that the City Council grant us exclusive rights to food and liquor in regards to Article 2.8, sections D, F, and G - i and ii, of ~~the Concession Service Contract.~~

I would also like to inform you that we have recently submitted a bid to host the 2009 Canadian Championships. We will let you know if the bid has been accepted as soon as we are informed.

Thank you for everything in the past.

Sincerely,

*Bill Horne*

Bill Horne  
11 Sifton Drive  
St. Thomas, ON  
N5R 6C6  
(519) 633-4149

REFERRED TO	
W-DAY	
T. JOHNSON	<i>mlt</i>
FOR	
DIRECTION	<input type="checkbox"/>
REPORT OR COMMENT	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
FROM MARIA KONEFAL	



-73-

ROYAL CANADIAN LEGION  
Lord Elgin Branch 41  
24 John Street  
St. Thomas, Ontario N5P 2X3  
519-631-9840 Fax: 519-631-9840  
e-mail: branch41rcl@rogers.com

January 24, 2007

Mayor Cliff Barwick and  
Members of City County  
City of St. Thomas  
P.O. Box 520, City Hall  
St. Thomas, ON N5P 2V7

City of St. Thomas  
Receiver

JAN 25 2007

Your Worship,

**Re: Temporary Extension Application (Liquor Sales License)**

Last year as part of Lord Elgin Br. 41's 80<sup>th</sup> Anniversary celebrations, we applied for an extension to our liquor license to include an outdoor patio event. The event was a huge success. This summer the Royal Canadian Legion, Lord Elgin Branch 41 would like to host four such events using the same outdoor patio in the parking lot of the branch on John Street. The dates planned are as follows:

Friday, May 18 (4pm – 11pm) and Saturday, May 19, 2007 (Noon – 11pm) – Victoria Day weekend  
Friday, June 29 (4pm – 11pm) and Saturday, June 30, 2007 (Noon – 11pm) – Canada Day weekend  
Friday, August 3 (4pm – 11pm) and Saturday, August 4, 2007 (Noon – 11pm) – Civic Holiday weekend  
Friday, August 24 (4pm – 11pm) and Saturday, August 25, 2007 (Noon – 11pm) – Iron Horse Festival weekend.

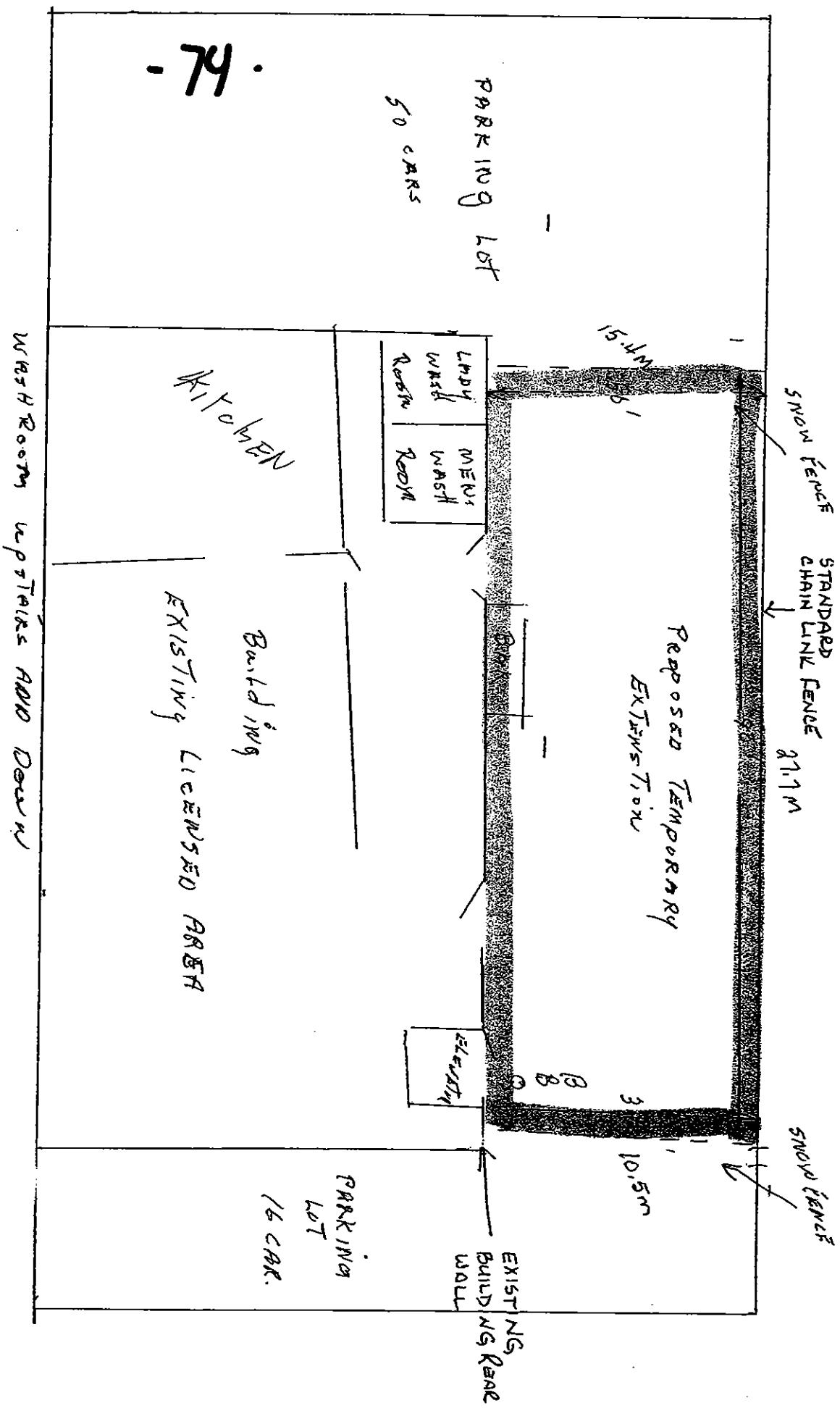
The branch is eager to invite the public to enjoy the summer weather and hopefully some new persons will join in the fun at the branch which will increase our exposure in the community. In order to apply to the AGCO for a temporary extension of our liquor license we require a letter from the Municipal Clerk stating that there is "no objection" to the extension(s). Please accept this letter as our written request for these approvals.

A drawing of the proposed set-up for the event(s) is attached and the licensed area shall be enclosed by snow fence and entrances and exits will be staffed by Executive Committee and sub-committee members to ensure alcohol consumption is controlled within the fenced area. We will notify the police, fire and building official as well as the Health Unit of our intentions to ensure we have met all appropriate criteria for the extension of the license.

Should you have any questions, please do not hesitate to contact me through the office at 631-8188 or my home 633-0483 or you may contact Bill Adams, Immediate Past President at 519-633-5605. We thank you for your support of our event and hope you will consider our request favourably.

Sincerely

Marg Emery,  
Special Events Committee



-75-

C.O.P.A. Flight 75  
c/o 43622 Sparta Line  
St. Thomas  
N5P 3S8

January 29, 2007

City of St. Thomas  
Received  
JAN 30 2007

Mr Wendell Graves  
City Clerk  
City Hall  
545 Talbot St.  
St. Thomas.

Dear Wendell

As I know you are aware, Flight 75, ( the local chapter of the Canadian Owners and Pilots Association) has been holding aviation based social events at our community airport to promote its' use and awareness of it to the citizens of the area for the past eleven years.

We have been able to organize events as successful as the Sept 10<sup>th</sup>, 2006 annual fly-in breakfast where not less than 1,500 people attended and 1000 meals were served.

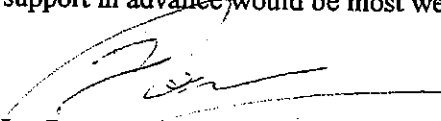
From the proceeds of our events during 2006 , Flight 75 funded the refreshments for all the volunteers working at the Snowbird airshow and later donated \$1,000.00 towards the cost of erecting a permanent shed to house the emergency use generator at the airport.

Largely as a result of our reputation as an active and organized group, we have been directly invited by the National Headquarters to submit an application to host our National Convention on July 11, 12, & 13 , 2008. which should be attended by approximately 600 pilots and their guests from all parts of Canada. Approval , although anticipated , is not guaranteed as , the offer must be extended to all of our 18,000 members and their chapters as a matter of protocol..

We are seeking a letter of support from the City which could be included in our formal submission along with those received from the St. Thomas Chamber of Commerce and M.P.P. Peters.

Should our application be successful and the Convention be awarded to St. Thomas , we will be flying a contingent of our members to the 2007 convention in Moncton , N.B. to promote St. Thomas as the 2008 venue.

The event should be rather prestigious to the airport , should heighten awareness of the area in general and could well generate up to \$350,000 revenue for local merchants and businesses. Your support in advance would be most welcome.



Ian Basson  
Committee Chairman  
C.O.P.A. Flight 75

Original  
Agenda



RECEIVED

JAN 22 2007

City of St. Thomas  
Received

JAN 22 2007

City Clerk's Dept.

January 19, 2007

Mayor Cliff Barwick  
P.O. Box 520, 545 Talbot Street  
St. Thomas, Ontario  
N5P 3V7, Canada

Tel: (519) 631-1680  
Fax: (519) 631-9970

**RE: 20<sup>th</sup> Annual Canadian Charity Ball, Beijing – May 19, 2007**

Dear Mayor Barwick,

By way of introduction, I am writing to you to seek your support for the upcoming Annual Canadian Charity Ball taking place in Beijing, China.

In conjunction with the Canadian Embassy in Beijing, the Canadian Ball is coordinated by the Canada China Business Council ([www.ccbc.com](http://www.ccbc.com)), which operate in China as the Canadian Chamber of Commerce. This event is one of the oldest Charity Balls in China. As this year is the 20<sup>th</sup> anniversary, it is a very special event for the Canadian community residing in China as well as the charity in China that we support.

In addition to ticket sales, a major part of our fundraising effort will come from corporate sponsorship and individual donations. As this is a charity ball, we will donate the proceeds of this year's event to the HTS Foundation of Canada, ([www.halfthesky.org](http://www.halfthesky.org)), which is affiliated with the 1998 incorporated Half the Sky Foundation based in Canada. Half the Sky Foundation establishes early childhood education, personalized learning and infant nurture programs in China's welfare institutions to provide children with the individual attention and learning environment which is crucial for their development.

The theme of the ball is "Hometown Canada" where we will be celebrating Canadian celebrities and their hometowns. We anticipate between 500 to 600 guests, and a major highlight of this black tie event will be the displaying of photographs of famous Canadians, together by their cities and provinces – celebrities as diverse as Canada such as athletes, entertainers, politicians and business and community leaders. Each table will represent a designated Canadian city which will afford the City of St. Thomas an opportunity to showcase itself to all guests in attendance.

The support that we seek from you is to ask you to provide us with a signed 5 X 7 colour photograph of yourself that we will put on framed display at the City of St. Thomas table welcoming all guests. In addition, we would be grateful if you would also send the package of brochures, small souvenirs, postcards, trinkets, pins, posters, and any other items you deem appropriate as a memento of your city. These items will be on display at your table allowing guests to gain a better appreciation of the City of St. Thomas. For more details please refer to the enclosed Guideline on Sending Mementos.

If you wish to assist us in supporting this charitable event we would be grateful if you would forward the photograph and memento package to the Canada China Business Council Beijing office by March 1st, 2007. We will be pleased to send photographs of the event as a memento of your support.

Should you have any inquiries, please do not hesitate to contact Kevin Tsui, CCBCC Managing Director in China at [kevin@ccbc.com.cn](mailto:kevin@ccbc.com.cn)

Your assistance is greatly appreciated.

Sincerely,



John Jeakins  
Chairperson  
20<sup>th</sup> Annual Canadian Charity Ball Committee, Beijing



### Guideline on Sending Mementos & Photograph

Thank you for supporting the 20<sup>th</sup> Annual Canadian Charity Ball, Beijing!

Please send all packages by registered courier. Please advise us of the contents of your package by sending an email to [lily@ccbc.com.cn](mailto:lily@ccbc.com.cn) and listing all items in an email so we are aware of your shipment. Courier to:

**Attention: Canadian Charity Ball Committee**

Canada China Business Council  
Suite 1802 CITIC Building  
19, Jianguomenwai Dajie  
Beijing, P.R. China  
100004

### **Mementos**

*Note: Quantity and type of mementos are entirely up to your discretion and below is intended as a guideline only*

Item	Quantity & detail
5 x 7 colour photo of Mayor	1 protected by cardboard
City brochure package	5 packages
Postcards	20 postcards
Trinkets	10 items & hand held in size
Pins	20 pins
Posters	3 posters
Other miscellaneous items	Please consult with <a href="mailto:Kevin@ccbc.com.cn">Kevin@ccbc.com.cn</a>

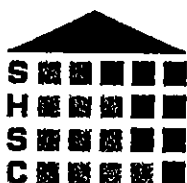
WHEREAS THE COMMUNITIES WITHIN THE TOBACCO GROWING REGIONS OF SOUTHWESTERN ONTARIO HAVE NOW COLLECTIVELY FELT THE IMPACT OF THE DETERIORATION OF THIS ONCE STRONG RURAL ECONOMY AND WHEREAS THIS SAME DETERIORATION CONTINUES TO IMPACT OUR INFRASTRUCTURE, OUR ABILITY TO SUPPLY INCREASING DEMANDS ON OUR SOCIAL SYSTEM AND MOST IMPORTANTLY ON THE LOCAL INDIVIDUALS, SERVICE AND COMMERCIAL ENTITIES THAT SERVICE OUR POPULATION, AND,

WHEREAS REPRESENTATIVES (MAYORS, WARDENS) OF THIS IMPACTED REGION HAVE MET TO IDENTIFY THEIR COMMON CHALLENGES AND TO REVIEW OUR COLLECTIVE STRENGTHS AND WEAKNESSES, TO ULTIMATELY PROVIDE THE OPPORTUNITY FOR "CHOICE" TO THOSE RESIDENTS IN OUR REGION MOST IMPACTED BY THE DOWNTURN IN THE TOBACCO INDUSTRY AND TO REVIEW SUPPORT FOR A COMPLETE EXIT FROM THIS SAME INDUSTRY, AND,

WHEREAS THE ONTARIO FLUE-CURED TOBACCO GROWERS MARKETING BOARD HAVE DEVELOPED, IN CONSULTATION WITH AND SUPPORT FROM THE GROWERS THAT THEY REPRESENT, AN 'EXIT STRATEGY' THAT PROPOSES A RESPONSIBLE, DIGNIFIED AND ABSOLUTE SUPPORT MECHANISM FOR THE INDIVIDUAL AND FAMILIES WHO HAVE INVESTED THEIR LIVELIHOODS IN THE TOBACCO INDUSTRY, AND TO THE COMMUNITIES THAT THEIR SOCIAL AND ECONOMIC CONTRIBUTIONS HAVE HISTORICALLY BENEFITED, THEREFORE,

BE IT RESOLVED THAT, BY SUPPORT OF THIS RESOLUTION THE FEDERAL AND PROVINCIAL GOVERNMENTS COMMIT TO AND IMPLEMENT A FULL AND COMPLETE "EXIT STRATEGY", SIMILAR IN PRINCIPLE AND OBJECTIVES OF THE PROGRAM INTRODUCED BY THE OFCTGMB, BE IMPLEMENTED PRIOR TO MARCH 1, 2007, AND FURTHERMORE,

THAT THIS RESOLUTION BE FORWARDED TO THE INDIVIDUAL MUNICIPALITIES IN THE TOBACCO GROWING REGION, AND INCLUDED WITH FURTHER COMMUNICATION TO THE FEDERAL AND PROVINCIAL MINISTERS OF, HEALTH, FINANCE, LABOUR, TREASURY BOARD AND AGRICULTURE



33 - 79 -

Social Housing Services Corporation  
390 Bay Street, Suite 612  
Toronto, Ontario  
M5H 2Y2

Tel: (416) 594-9325  
Fax: (416) 594-9422

January 8, 2007

Mr. Wendell Graves  
City Clerk  
City of St. Thomas  
423 Talbot St., Box 520  
St. Thomas, ON N5P 1C1

City of St. Thomas  
Bureau

JAN 16 2007

City Clerk

Dear Mr. Graves;

Social Housing Services Corporation (SHSC) is seeking nominations from municipal service managers to serve on the SHSC board of directors for a two and a half year term commencing June 30, 2007 and ending December 31, 2009.

Please find attached a brochure which provides you with information on SHSC, the function and qualifications of SHSC's board of directors and on the nomination process itself.

Section 143 of the Social Housing Reform Act is explicit in terms of the composition of the SHSC board of directors, particularly as it relates to the service manager representatives. The Act stipulates that the Board of Directors must include the following:

- Four persons selected by the district social services administration boards and the councils of the municipal service managers.

This is the clause under which the nominations from the City of St. Thomas would be considered. At this time, SHSC wishes to request a maximum of two (2) nominations from the City of St. Thomas; one staff person and/or one elected official.

Legislation requires that the municipal service manager representatives on the board must be selected by the councils of their respective municipality. The SHSC board of directors recommends that this process be managed through the CAO of each municipality. We would suggest the following in terms of process:

1. We have attached 10 copies of the brochure. As the SHSC Nominating Committee is soliciting nominations from both elected officials and staff, it would be appreciated if your office could circulate a copy to your council members as well as to the manager/director responsible for housing in your municipality. Draft text for a letter to staff and councillors has been attached for your use if you wish.
2. Since council support must be received, we request that your office coordinate the receipt of nominations for your service area. In addition to council support, we anticipate that the CAO would provide concurrence on any nominations submitted by staff.
3. It would be greatly appreciated if you could arrange for these nominations to be submitted to your council through your regular process. A briefing note providing background information on SHSC has been attached for your use if you wish.
4. It is requested that all council selected nominations be received at SHSC by Friday, April 27, 2007.

If you wish any assistance from SHSC, please do not hesitate to contact Judy Lightbound at 416.594.9325 x 216 who would be pleased to help you.

Sincerely,