

AGENDA

THE TWENTY-FIFTH 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

MAY 7TH, 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 L. Baldwin-Sands

DISCLOSURES OF INTEREST

MINUTES

Confirmation of the minutes of the meetings held on April 16th, April 17th and April 23rd, 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

Minimum Maintenance By-Law - Ontario Heritage Act

NEW BUSINESS

CIP Program - Novi Construction - 25 Scott Street (formerly 36-45 Pearl Street)

Report CC-21-07 of the City Clerk. Pages 9 & 10

Municipality of Central Elgin - Zoning By-Law Amendment - 42703 Fruit Ridge Line

Notice of a public meeting concerning a proposed zoning by-law amendment has been received from the Municipality of Central Elgin to permit a retirement home on the portion of the lands to be severed and to adjust certain standards for the reduced lot area and frontage of the retained lands at 42703 Fruit Ridge Line.

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

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

NEW BUSINESS

Tender Award - No. 07-707 (1) Vibrating Roller, (2) 4WD Backhoe Loaders and (1) Articulated 4WD Wheel Loader - Environmental Services Department Equipment

Report ES59-07 of the Supervisor of Roads & Transportation. Pages 11 & 12

Tender Award - No. 07-711 (1) ½ ton Pickup Truck Regular Cab and (1) 1 ton Pickup Truck Regular Cab - Environmental Services Department Equipment

Report ES60-07 of the Supervisor of Roads & Transportation. Pages 13 & 14

2007 Road Resurfacing and Sidewalk Replacement Program

Report ES62-07 of the Manager of Engineering. Pages 15 & 16

Dalewood Ravine Trail - Correspondence

A letter has been received from Monica Smith, 41 Meadowvale Drive, St. Thomas, expressing concern about a trail through Dalewood ravine. Page 17

BUSINESS CONCLUDED

PERSONNEL AND LABOUR RELATIONS COMMITTEE - Chairman G. Campbell

UNFINISHED BUSINESS

NEW BUSINESS

Maintenance Management System Technician

Report ES45-07 of the Manager of Operations & Compliance. Pages 18 to 24

BUSINESS CONCLUDED

FINANCE AND ADMINISTRATION COMMITTEE - Chairman T. Shackelton

UNFINISHED BUSINESS

Cash Advances & Expenses Reimbursement Report

St. Thomas Consolidated Courthouse Project - Police FacilitiesMayor and Council ExpensesSt. Thomas-Elgin Public Art Centre - Grant Request for Special Levy

Members to deal with any questions they may have relating to financial figures provided by the St. Thomas-Elgin Public Art Centre.

St. Thomas Police Services Space NeedsCouncil Remuneration and Expenses - Section 284(1) Reporting under Municipal Act 2001Bridge, Sewers and Water Capacity in Barwick Street Area**NEW BUSINESS**

Tender Award - Elevator Cylinder Replacement and Key Switch Replacement - Colin C. McGregor Building

Report TR 14-07 of the Manager of Facilities and Property and Purchasing Agent. Page 25

641 Elm Street Road Widening

Report TR 15-07 of the Corporate Services Officer. Pages 26 & 27

Solid Waste Management Symposium

Report CC-24-07 of the City Clerk. Page 28

BUSINESS CONCLUDED**COMMUNITY SERVICES COMMITTEE** - Chairman B. Aarts**UNFINISHED BUSINESS**Parks Pavilion RenamingWalk of FameParalympics Ontario - Request for Hosting Bids**NEW BUSINESS****BUSINESS CONCLUDED****PROTECTIVE SERVICES AND TRANSPORTATION COMMITTEE** - Chairman D. Warden**UNFINISHED BUSINESS**Leash Free Dog ParkBus Services to 1063 Talbot Street and Shopping Complex near Elm Street and Wilson AvenueTransit System and CASO StationWhite Street Yield SignsParatransit Buses - Scooter AccommodationColin C. McGregor Justice Building

NEW BUSINESS

741 Elgin Air Cadet Ceremonial Review - St. Thomas Municipal Airport

Report CC-23-07 of the Airport Superintendent. Pages 29 to 33

Iron Horse Festival - August 21st to August 26th, 2007 - Street and Parking Lot Closures

Report ES58-07 of the Supervisor Roads and Transportation. Pages 34 to 38

Transit Terminal Building Rehabilitation Project - Option 4

Report ES61-07 of the Manager of Operations & Compliance. Pages 39 to 55

Truck Tender - Fire Department

Report FD05-07 of the Fire Chief. Page 56

BUSINESS CONCLUDED

SOCIAL SERVICES COMMITTEE - Chairman L. Baldwin-Sands

UNFINISHED BUSINESS

Valleyview Food Service Contract

NEW BUSINESS

Report for the Months of January, February & March 2007

Report OW12-07 of the Director, Ontario Works. Pages 57 to 61

Province-wide Arrears Database

Report OW14-07 of the Director, Ontario Works. Pages 62 to 70

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 Fifth Report of the Site Plan Control Committee **Report to be available at the meeting.**

PETITIONS AND COMMUNICATIONS

Community Policing Partnerships (CPP) Program

A letter has been received from Mr. Glenn Murray, Assistant Deputy Minister, Public Safety Division, Ministry of Community Safety and Correctional Services, regarding a renewed agreement between the Minister, the City of St. Thomas, and the St. Thomas Police Services Board, for funding through the Community Policing Partnerships Program. **Pages 71 & 72**

Bill C-417, the Canadian Soldiers' and Peacekeepers' Memorial Wall Act - Resolution

A request to endorse a resolution has been received from Mr. Inky Mark, M.P. Dauphin-Swan River-Marquette, requesting Council's support in requesting that the Government of Canada enact Private Member's Bill C-417, the Canadian Soldiers' and Peacekeepers' Memorial Wall Act, and in collecting signatures on an enclosed petition. **Pages 73 to 83**

Citizens Panel on Increasing Organ Donations - Report and Recommendations

A letter has been received from Dr. Ted Broadway, Chair, Citizens Panel on Increasing Organ Donations, regarding the Panel's report and recommendations on how to increase organ donations in Ontario. **The report is available for review in the Mayor's office.**

Spina Bifida & Hydrocephalus Awareness Month - Proclamation - June 2007

A letter has been received from Mr. Derryn Gill, Chair, Board of Directors, Spina Bifida & Hydrocephalus Association of Ontario, requesting that Council proclaim the month of June 2007 as "Spina Bifida & Hydrocephalus Awareness Month" in the City of St. Thomas.

Brain Injury Awareness Month - Proclamation - June 2007

A letter has been received from Ms. Donna Thomson, Executive Director, Brain Injury Association of London & Region and Sue Hillis, Executive Director, Dale Brain Injury Services, requesting that Council proclaim the month of June 2007 as "Brain Injury Awareness Month" in the City of St. Thomas. **Page 84**

Falun Dafa Day - Proclamation - May 13th, 2007

A letter has been received from Ms. Alice Hunyh, Falun Dafa Association of Canada, requesting that Council proclaim May 13th, 2007 as "Falun Dafa Day" in the City of St. Thomas.

Railway Nostalgia Day - May 13th, 2007 and Railway Heritage Day - August 26th, 2007 - Proclamation

A letter has been received from Ms. Elaine Catchpole, Secretary, Elgin County Railway Museum, requesting that Council proclaim May 13th, 2007 as "Railway Nostalgia Day" and August 26th, 2007 as "Railway Heritage Day" in the City of St. Thomas.

Talbot Teen Centre - Grant

A letter of thanks has been received from Ms. Cathy Grondin, Program Coordinator and Mr. John Clements, President, Board of Directors, Talbot Teen Centre thanking the Mayor and Members of Council for a grant to the Talbot Teen Centre.

2007 Senior Achievement Awards

A letter has been received from The Honourable Jim Bradley, Minister Responsible for Seniors, inviting Council to honour outstanding seniors, over the age of 65, who have made significant contributions to their communities. The deadline for nominations is June 15th, 2007.

Lincoln M. Alexander Award 2007

A letter has been received from The Honourable Mike Colle, Minister, Ministry of Citizenship and Immigration, inviting nominations for the Lincoln M. Alexander Award, honouring youth who have demonstrated exemplary leadership in contributing to the elimination of racial discrimination in Ontario. The deadline for nominations is May 31, 2007.

Municipal Property Assessment Corporation - 2006 Annual Report and Financial Statements

A letter has been received from Ms. Debbie Zimmerman, Chair, MPAC Board of Directors, regarding the 2006 Annual Report and Financial Statements. A copy of the report and statements is available on MPAC's website at http://www.mpac.ca/pages_english/about_mpac/overview.asp and in the Mayor's Office.

Elgin Study Area 1 Accommodation Review Committee - Request for Council Appointment

A letter has been received from Mr. Frank Exley, Chair, Elgin Study Area 1 Accommodation Review Committee, requesting the appointment of a member of Council to serve as a voting member on the Accommodation Review Committee. **Pages 85 & 86**

Elgin Study Area 2 Accommodation Review Committee - Request for Council Appointment

A letter has been received from Ms. Tracy Grant, Chair, Elgin Study Area 2 Accommodation Review Committee, requesting the appointment of a member of Council to serve as a voting member on the Accommodation Review Committee. **Page 87**

Wings & Wheels Air Show and Car Show - Request for City Pins

A letter has been received from LCol (Retd) Armin Grunwald and Judy Grunwald, Hospitality, Accommodations and VIP Events, Wings & Wheels, requesting 200 city pins for the Wings & Wheels Air Show and Car Show taking place on June 23rd and 24th, 2007 at the St. Thomas Municipal Airport.

UNFINISHED BUSINESS

Canadian Championship - Acknowledgment Signage

NEW BUSINESS

BY-LAWS

First, Second and Third Reading

1. A by-law to confirm the proceedings of the Council meeting held on the 7th day of May, 2007.
2. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and J & A Cleaning Solutions Ltd. (Janitorial Services - Colin C. McGregor Building - \$139,334.88, including g.s.t. - Two-year period)
3. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas, Her Majesty the Queen in Right of Ontario, as represented by the Minister of Community Safety and Correctional Services, and the St. Thomas Police Services Board. (Community Policing Partnerships Program)

4. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and LPS Aviation Consulting Inc. (Development of Feasibility Study - St. Thomas Municipal Airport - Terminal Building Renewal)
5. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and Theo Vandenberg Construction Inc. (\$476,498.20 including g.s.t - CASO/Talbot Street Bridge Rehabilitation)
6. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas, the Corporation of the Town of Aylmer, The Board of Health of the Elgin-St. Thomas Health Unit and Pestalto Environmental Products Inc. (West Nile Virus - 2007 Mosquito Control Program)
7. A by-law to assume certain lands as part of the public highway. (Part 3 on Plan 11R7121 at 641 Elm Street)
8. A By-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and the St. Thomas Psychiatric Hospital Day Care Centre. (SPC 01-07 - 575 Burwell Road - Day Nursery)
9. A by-law to provide for the adoption of the estimates for municipal purposes for 2007, the adoption of tax rates for municipal purposes for 2007 and further to provide for penalty and interest on payments of taxes in default.
10. A by-law to provide for the adoption of tax rates for education purposes for 2007 and further to provide for penalty and interest on payments of taxes in default.
11. A by-law to authorize maximum tax increases for certain Commercial, Industrial and Multi-Residential properties for the 2007 taxation year.
12. A by-law to establish "Clawback" percentages for the 2007 taxation year for certain Commercial, Industrial and Multi-Residential properties.
13. A by-law to establish Tax Ratios for the year 2007.
14. A by-law to provide for the adoption of the tax rates for the Business Improvement Area for 2007 and interest on payments of levies in default.
15. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and the Fellowship Christian Reformed Church of St. Thomas Centre. (SPC 02-07 - 641 Elm Street - Addition to Existing Church)
16. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and the Social Housing Services Corporation. (Province-wide Social Housing Arrears Database)

PUBLIC NOTICE

NOTICES OF MOTION

CLOSED SESSION

A resolution to close the meeting will be presented to deal with labour relations matters; a proposed or pending acquisition of land by the municipality; and personal matters about identifiable individuals.

OPEN SESSION

ADJOURNMENT

CLOSING PRAYER



Corporation of the

City of St. Thomas

- 9 -

Report No.

CC-21-07

File No.

Directed to:

Chairman H. Chapman and Members of the Planning and Development Committee

Date

April 23, 2007

Department:

City Clerks Department

Prepared By:

Wendell Graves, City Clerk

Attachment

Sketch of Proposed Project

Subject:

CIP Program – Novi Construction – 36-45 Pearl Street

Recommendation:

THAT: Report CC-21-07 be received for information, and further,

THAT: Council approve CIP Application 2006-036, Novi Construction, for funding in the estimated amount of \$134,920 relating to the construction of 23 residential units at 36 – 45 Pearl Street.

Background

As the members are aware Novi Construction is in the process of redeveloping the former Memorial Hospital site for the purposes of creating a 23 unit apartment building.

This project falls within the CIP area and as such qualifies for CIP funds. While this project is coming to the Committee at this time, it has been under development for some time and the funds have been identified for the project within the CIP program budget.

Attached is a sketch of the apartment unit which will be constructed on the site which has been before the Urban Design Committee.

This project will reflect the largest single residential project to date. A major objective of the CIP program is to create residential units within the CIP area.

Approximate CIP Funding for this project, in the form of CIP Grants are defined as follows:

Building Permit Fees Rebate :	\$10,500
Development Charges Rebate :	\$79,000
Creation of New Residential Units :	\$40,000 (max. grant at \$5,000 per unit for 8 units)
Parkland dedication:	\$ 4,920
Planning Fees :	\$ 500

Total	\$134,920
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The actual release of Grant Funds will be based on the verification of actual project expenses, completion of the project and Council approval of a Grant Acknowledgement Agreement.

Respectfully,

W. Graves City Clerk

Reviewed By:

Treasury

Env Services

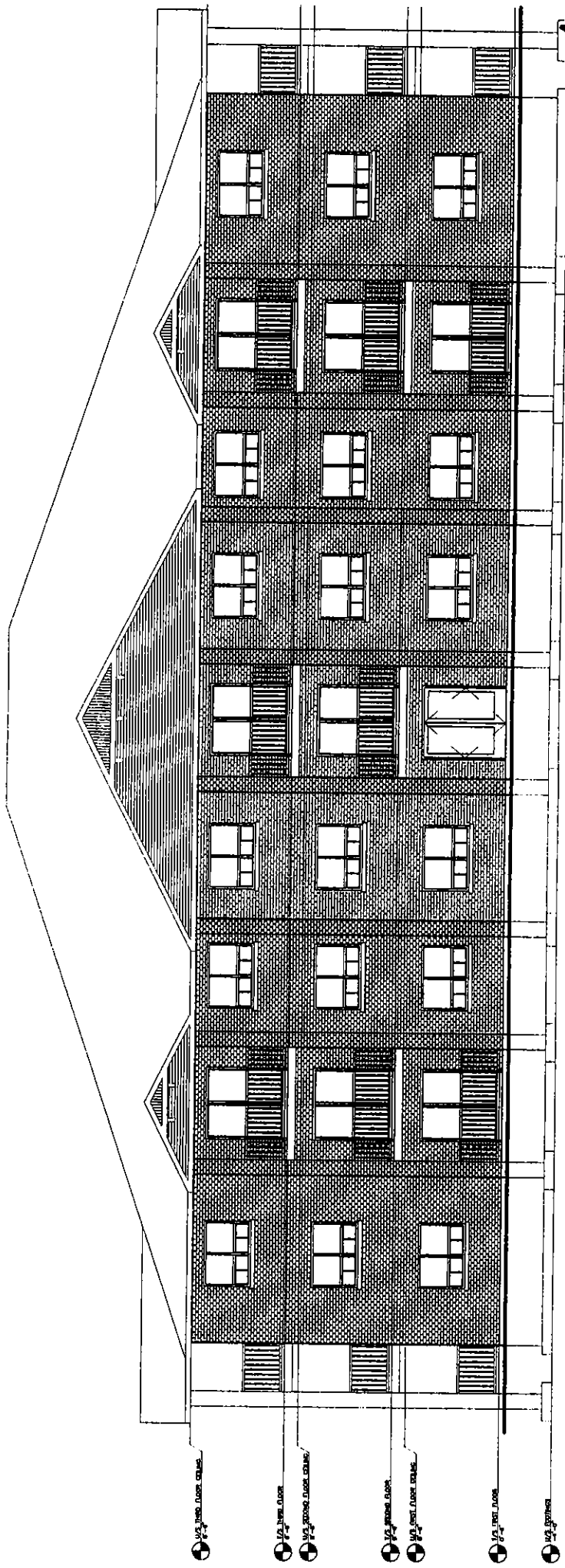
Planning

City Clerk

Comm Services

Other

-10-





Corporation of the

City of St. Thomas

Report No.

ES59-07

File No.

08-373-04, 08-373-05
08-373-06 08-373-07

Directed to:

Chairman Tom Johnston, and Members of the
Environmental Services Committee

Date

May 7, 2007

Department:

Environmental Services

Attachment

Prepared By:

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

Subject:

Tender Award – No. 07-707

(1) Vibrating Roller, (2) 4WD Backhoe Loaders and (1) Articulated 4WD Wheel Loader

Recommendation:

THAT: Report ES59-07 be received for information; and,

THAT: Council accept the tender submitted by Ontrac Equipment Services Inc. in the amount of \$273,470.15 (including provincial sales tax, trade-ins and discount) for the purchase of (1) Vibrating Bomag Roller, (2) John Deere 310SJ 4WD Backhoe Loaders and (1) John Deere 444J Articulated 4WD Wheel Loader; and,

THAT: The source of funding for the purchase of the (4) pieces of equipment, be the vehicle/equipment reserve account as approved in the 2007 capital budget part 1; and,

THAT: A by-law be prepared to authorize the tender award for the purchase of this equipment

Origin

At the meeting of December 12, 2006 Council approved a total of \$540,000.00 of vehicle reserve funding during the 2007 Part 1 Capital budget submission for the tendering/purchase of (1) Vibrating Roller (estimated at \$40,000.) (2) 4WD Backhoe Loaders (estimated at \$150,000. each) and (1) Articulated 4WD Wheel Loader (estimated at \$200,000.).

Analysis

A tender for the purchase of (1) Vibrating Roller, (2) 4WD Backhoe Loaders and (1) Articulated 4WD Wheel Loader was issued on March 9, 2007. A total of (13) bids were received by the tender closing time of Thursday March 29, 2007 at 2:00 p.m.

It was noted in this tender that "The Tender may be awarded in whole or in part, based on either the lowest acceptable price for the equipment specified or the lowest unit price for each individual unit". In addition, bidders had the choice of submitting a trade-in allowance for the (4) pieces of used equipment and/or providing a % discount if awarded all units.

An analysis was completed of all (13) bids and it was determined that there was an overall cost advantage to consider those bidders that not only included all units BUT those bidders that provided a % discount if they were awarded all units. Any INCOMPLETE BIDS were not considered. This breakdown and analysis represents (5) of the (13) equipment bids, the results of which are as follows;

Bidder Number	Bidder	Total Tender (Including P.S.T., Trade-Ins & % Discount for all units – No g.s.t.)
1	Toromont CAT	\$298,350.00
2	Strongco Equipment (B)	\$279,385.20
3	Ontrac Equipment Services Inc.	\$273,470.15
4	Great Lakes New Holland (B)	\$300,404.55
5	Wajax Industries	\$289,553.04

After the public opening the tenders were checked for mandatory response requirements and calculation errors. Purchasing and Operations staff have reviewed the bid responses and recommend the tender be awarded to the low overall bidder, Ontrac Equipment Services Inc.

Financial Considerations:

-12-

The 2007 Capital Budget, Part 1, as approved by City Council, has an allocation of \$540,000 for this equipment purchase.

Respectfully,

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

Reviewed By:

Treasury

Env Services

Planning

City Clerk

HR

Other



Corporation of the

City of St. Thomas

Report No.

ES60-07

File No.

08-373-01

08-373-02

Directed to: Chairman Tom Johnston and Members of the Environmental Services Committee

Date
May 7, 2007

Department: Environmental Services

Attachment

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

Subject: Tender Award – No. 07-711
(1) ½ ton Pickup Truck Regular Cab and (1) 1 ton Pickup Truck Regular Cab.

Recommendation:

THAT: Report ES60-07 be received for information; and,

THAT: Council accept the tender submitted by Cotrac Ford Lincoln in the amount of \$47,157.84 (including taxes and trade-in) for the purchase of (1) ½ ton Pickup Truck Regular Cab and (1) 1 ton Pickup Truck Regular Cab; and,

THAT: Staff proceeds with the purchase of required after market extras ((2) License transfer, 2-way radios, (1) box cover and (2) line tech box liners) for the (2) vehicles with a total cost not to exceed the balance of the budget or \$14,113.16 (including taxes); and,

THAT: The source of funding for the purchase of the (2) vehicles and aftermarket extras be the vehicle/equipment reserve account and the development charges account as approved in the 2007 capital budget part 1 being a total budget of \$61,271.00.

Origin

At the meeting of December 12, 2006 Council approved a total of \$106,271.00 of vehicle reserve and development fund funding during the 2007 Part 1 Capital budget submission for the tendering/purchase of (1) ½ ton Pickup Truck Regular Cab (estimated at \$25,000.00), (1) ¾ ton 4WD Pickup Truck 4 Door Crew Cab (estimated at \$45,000.00) and (1) 1 ton Pickup Truck Regular Cab (estimated at \$36,271.00).

Analysis

A tender for the purchase of (1) ½ ton Pickup Truck Regular Cab, (1) ¾ ton 4WD Pickup Truck 4 Door Crew Cab and (1) 1 ton Pickup Truck Regular Cab was issued on March 20, 2007. The ¾ ton 4WD Pickup Truck 4 Door Crew Cab was tendered through this process for the Fire Department. A separate report will be forthcoming from the Fire Department at the next meeting. A total of (6) bids were received by the tender closing time of Wednesday April 11, 2007 at 2:00 p.m.

A complete analysis was completed of all (6) bids and any INCOMPLETE BIDS were not considered. This breakdown and analysis represents (4) of the (6) vehicle bids that were complete, the results of which are as follows;

Bidder Number	Bidder	Total Tender (Including P.S.T., Trade-ins & % Discount for all units – No g.s.t.)
1	Cotrac Ford Lincoln	\$47,517.84
2	St. Thomas Ford Lincoln	\$48,591.36
3	Elgin Chrysler	\$50,092.56
4	Mike Hutchinson Ltd.	\$57,153.60

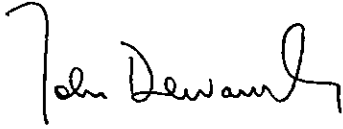
After the public opening the tenders were checked for mandatory response requirements and calculation errors. Purchasing and Operations staff has reviewed the bid responses and recommend the tender be awarded to the low overall bidder, Cotrac Ford Lincoln.

Financial Considerations:

-14-

The 2007 Capital Budget, Part 1, as approved by City Council, has an allocation of \$61,271.00 for this equipment purchase.

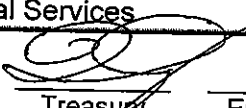
Respectfully,

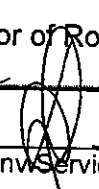


For

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

Reviewed By:


Treasury


Env Services

Planning

City Clerk

HR

Other



Corporation of the

City of St. Thomas

Report No.

ES62-07

File No.

08-353

Directed to: Chairman Tom Johnston and Members of the Environmental Services Committee

Date

May 1, 2007

Department: Environmental Services

Attachment

Prepared By: Brian Clement, Manager of Engineering

Subject: 2007 Road Resurfacing and Sidewalk Replacement Program

Recommendation:

1. That Report ES62-07 be received for information
2. The locations for the 2007 road resurfacing and sidewalk reconstruction program as outlined in report ES-62-07 be approved.

Origin:

At the January 8, 2007 meeting, Council approved Item 43 in the amount of \$276,006 for the 2007 road resurfacing and sidewalk replacement program in Part One of the 2007 Capital Budget.

At the March 26, 2007 meeting, Council approved a further amount of \$37,500 for this program as Item 4-2 in Part Two of the 2007 Capital Budget.

Therefore a total amount of \$313,506 was approved of the \$600,000 originally requested for this annual program in 2007.

Analysis:

This annual program has been established to maintain the road, curb and sidewalk infrastructure. Previously, Report No. ES23-06, with the attached booklet of condition maps, prepared by the Director of Environmental Services outlined rehabilitation work required on existing roadways.

The road, curb and sidewalk project candidates in 2007 were chosen where the existing conditions are rated as "deficient". Also it is anticipated that, for the recommended locations, the future upgrading of underground infrastructure such as watermain and sewers can be accomplished by trenchless technology with minimal impact on the surface works. Furthermore the available budget influences the actual candidates chosen. An attempt to maximize the amount of program projects is undertaken.

Prior to tendering, field investigations of the candidates are required to confirm the ratings, and may also involve checking the existing asphalt and granular depths, and conducting surveys to determine the extent of curb, sidewalk, driveway and boulevard reconstruction work, as well as confirming grades to ensure positive roadway drainage.

The cost estimates for the road restoration and concrete work have been developed using projected quantities and estimated tender prices. Recently it has been difficult to predict construction prices due to fluctuating fuel and oil costs resulting in increased costs of operating and maintaining equipment. Also construction labour costs have risen. Plus the increase in the price of asphalt cement by producers has resulted in higher hot-mix asphalt placement costs.

The following projects are considered and recommended for implementation in the 2007 program:

Forest Avenue – Fifth Avenue to Third Avenue, for road resurfacing and curb work (\$160,000)

Meehan Street – Elm Street to Churchill Crescent, for sidewalk replacement on east side only (\$40,000)

Bell Avenue – Parkside Drive to East End, for sidewalk replacement (\$50,000)

Hemlock Street – Fifth Avenue to East End, for sidewalk replacement (\$35,000)

Hemlock Street – Fifth Avenue to East End, for road resurfacing (\$25,000 - Provisional)

The exact project listing and requirements may vary depending on actual tender results. Currently a \$10,000 contingency allowance has been included in the tender and the last project is listed as a Provisional item just in case the bids are higher than anticipated.

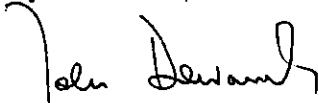
The pulverize and pave rehabilitation method, as opposed to shave and pave, will be used for restoration to extend the service life of existing roads. It offers an opportunity to improve the base pavement structure by using the existing materials on the site.

To hopefully achieve economies of scale by allowing more work to be coordinated at the same time by a Contractor working in the City, concrete and asphalt work for the access roadway and parking areas in front of the new Administration Building at Pinafore Park has been added to this tender.

Financial Considerations:

A future report will be submitted to Council addressing the tender results and award with respect to the approved sources of funding. The closing date of the tender is Tuesday May 15, 2007.

Respectfully Submitted,



For Brian Clement, P. Eng., Manager of Engineering
Environmental Services

Reviewed By: Treasury Env Services Planning City Clerk HR Other

-17-

MONICA SMITH
41 Meadowvale Drive
St. Thomas, Ontario N5P 4P2
(519) 633-6174

April 30, 2007

City of St. Thomas
Received

APR 30 2007

The City of St. Thomas

City Clerk's Dept.

Re: Trail Through Dalewood's Ravine is an Unnecessary and Harmful Cost

There are several concerns about the city's plan to develop a costly trail right through the ravine in Dalewood:

- Homeowners whose property backs onto the ravine will lose the sense of privacy and security if a trail is placed at the end of their property. With strangers walking past their backyard along this secluded trail there is the fear of possible property damage or break-ins. If they are forced to build a fence along the back for privacy, they lose the beautiful view that the ravine provides.
- With the large number of dog-owners in the neighbourhood, many would use the trail through the ravine to walk their dog. Therefore many of these dogs would only pollute the ravine, harming the ecosystem of the ravine, since not all dog-owners stoop and scoop. They might also pollute homeowner's backyards. Additionally, the dogs will disturb ground nesting birds and small mammals.
- The plants and wildlife in the ravine should be conserved and preserved. A trail through the ravine would harm what's left of nature, considering that so much has been destroyed in building the surrounding houses. Small mammals and birds now have only limited nesting areas and constant traffic through the ravine could hinder breeding of certain species, etc.
- The ravine is a floodplain and to develop a trail through it will be costly considering that it would probably have to be raised to prevent it from being flooded.
- The constant day-after-day loud noise of equipment building the trail through the ravine would be very disruptive to homeowners and wildlife
- It is totally unnecessary, considering the above, to have a trail through the ravine since it is sufficient for people to walk along Meadowvale, and from Meadowvale they can go to Havenridge Ct. and from there walk around to Dalewood Meadows along the sidewalks.
- Knowing that the City of St. Thomas is hard-pressed financially to repair roads and bridges, and other projects, it makes absolutely no sense for the City to spend unnecessary money on a trail through a ravine that will do more harm than good. The money set aside for this trail should really be put towards building a sidewalk on Burwell between S. Edgeware and Talbot, where people and bicycles are sometimes forced to dangerously walk on the narrow road which barely has enough room for vehicles.

Thank you very much for taking the time to reconsider this project.

Yours sincerely,

Monica Smith

REFERRED TO	
<i>J. DEHANCKER</i> <i>MLL</i>	
FOR	
DIRECTION	<input type="checkbox"/>
REPORT OR COMMENT	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
FROM <i>MARIA KONEFAL</i>	



Corporation of the

City of St. Thomas

-18-

Report No.

ES45-07

File No.

01-196

Directed to:

Chairman Gord Campbell and Members of the
Personnel & Labour Relations Committee of
Council

Date

April 2, 2007

Department:

Environmental Services

Attachment

- Environmental Services
- Organizational Chart (revised)
- Staffing Justification Form
- Job Description – Maintenance Management System Technician

Prepared By:

Ivar Andersen, Manager of Operations &
Compliance

Subject:

Maintenance Management System Technician

RECOMMENDATIONS

It is recommended that:

1. Report ES45-07 be received for information;
2. The position of Maintenance Management System Technician be created in the Environmental Services' Operation Division and that the job description of this position, attached to report ES-45-07, be approved.
3. The revised Organizational Chart for the Environmental Services Department as attached to Report ES45-07, be approved.
4. The hire of the Maintenance Management System Technician be authorized, noting that funding has been allocated in the 2007 Operating Budget

Origin

The impending implementation of a Drinking Water Quality Management Standard by the Environmental Services' Operations Division by October 2008 will require that all water operating activities be logged in detail through an electronic work order driven maintenance management system.

Compliance with such standard will also be audited internally and externally through a Certified Accrediting body, designated by the Ministry of the Environmental, in order that the City's Water Operating Authority may become accredited as one of five conditions for the City of St. Thomas, in its capacity of Owner of a Municipal Drinking Water System, to receive a Municipal Drinking Water License

The need for the additional position of Maintenance Management System Technician has been identified to coordinate the initial installation of the new maintenance management system and also to perform the daily data input required to track the ongoing timely maintenance requirements of each attribute of the City's Water Distribution System as well as the St. Thomas Secondary Area Water Supply System. In the future, the new MMS system will be expanded to include the maintenance management of sewers and roads.

This new position also has been identified in the Water Needs and Financial Study Update which was presented to Council on April 23, 2007 and which will be submitted for approval in the near future.

Analysis

In addition to the Provincial requirement that a DWQMS system be implemented, the Province has also indicated that it will be implementing a Regulation under Bill 175, the Sustainable Water and Sewage Systems Act. This act requires that a Financial Plan be put in place to ensure that municipal water and sewer systems are funded adequately. Because of the complexity and associated volume of the operational activities involved with the maintenance of each attribute of the water distribution system, all such activities will need to be tracked by a work order driven computerized maintenance management system. In addition, the Federal Public Service Accounting Board (PSAB), is requiring that municipalities implement what is commonly referred to as PSAB 3051 by 2009 (statement of Recommended Practice for Public Sector Performance reporting on assets held in public ownership). This requires that municipalities undertake budgeting in such a way that the value and depreciation of a municipality's infrastructure, including the water system, the sewer system, the road network and buildings, is taken into account when allocating capital funds for the rehabilitation and replacement of the aging infrastructure. In summary, all of these initiatives have placed great demands on the Environmental Services Department to set up and maintain a computer system which can track the operation and maintenance needs of all components of the City's infrastructure.

-19-

The new Maintenance Management System Technician (MMS Technician) will initially be tasked with assisting with the development, implementation and maintenance of the computerized MMS system for the water component of the City's maintenance activities. An ES staff coordinating team has been created to implement the DWQMS and to start the development process for the DWQMS line with provincial legislation. In the near future, a Request for Proposal, RFP, will be developed for the software what will be needed to support the DWQMS. The MMS Technician will be heavily involved with the implementation and maintenance of the software system chosen. Also, the approved capital budget includes a capital allocation for the purchase of such software system.

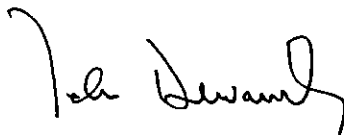
In the future, the software acquired for the DWQMS will need to be configured in such a fashion that it can be expanded to enhance the tracking of the maintenance activities of other infrastructure networks besides the water system such as sewers and roads. The MMS Technician will assist in the selection process of the appropriate software and will be the key staff person responsible for maintaining the system once it has been implemented. (the attached amended organizational chart indicates the need for coordination regarding a number of data entry activities performed by the Operations Clerk and the Inventory Control Clerk. In the future, all data entry, needed to electronically track all work orders and associated maintenance activities will be achieved by a three person team consisting of the MMS Technician and the Operations and Inventory Control Clerks

Financial Considerations:



The annual salary and benefit range for this position, including benefits, has been thumbnailed at \$52,196 to \$65,201 which is the same as that of a similar technician position already within the Environmental Services Department. The 2007 salary and benefit cost of the position is expected to be \$41,575. The position will be subject to a job evaluation in the future.

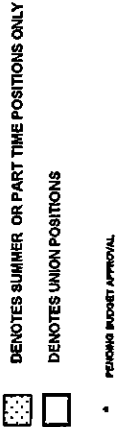
The 2007 Operating Budget, as approved by Council, has an allocation to fund the salary and benefits for this position.

Respectfully,

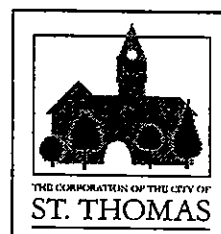


Ivar Andersen, Manager of Operations & Construction
Environmental Services

Reviewed By:  Treasury  Env Services Planning City Clerk  HR Other



STAFFING JUSTIFICATION FORM



JOB TITLE: Maintenance Management System Technician (MMS Technician)

DEPARTMENT: Environmental Services

SECTION: Operations Division

☒ Full Time ☐ Part Time ☐ Casual

☐ Existing position ☒ New Position ☐ Alternate position

☒ Funding provided in budget cost centre: 56-3-01-5-0000-3010

☐ No funding budgeted ☐ Reappropriate form: G

Annual cost (Wages & Benefits) \$ 52,196 to 65,201

Current year cost impact (Wages & Benefits) \$ 41,575

If more space is required for any response, please add additional sheet(s).

1. When was this position created? (Approximate if unknown)

New position recommended in Water Needs and Financial Study Update initiated in 2006 and to be presented to Council in May 2007.

2. What were the reasons for creating this position?

The Provincial Safe Drinking Water Act requires that the City, in its capacity of Water Operating Authority, develop and maintain a Drinking Water Quality Management System (DWQMS) by 2008. This DWQMS has to be in place as one of 5 conditions in order that the City, under the new licensing regulations, in its capacity of Owner and Administering Municipality of two Drinking Water systems, may receive a Municipal Drinking Water Licence.

3. Are there Legislative or contractual obligations covering the staffing of this position?

Yes, the Safe Drinking Water Act

4. Was alternate assignment of duties examined?

☒ Yes ☐ No

If yes, where and why not appropriate? The duties involved with the establishment and operation of the new Maintenance Management System are newly established duties that cannot be assigned to alternate staff.

Provincial legislation requires that an enhanced maintenance management system be implemented. The work involves the electronic tracking of the maintenance activities for all municipal infrastructure, the water distribution system initially, and therefore, has to be assigned within the Environmental Services Department.

If no, why not?

5. Can position be covered by other existing staff or by use of temporary staff?

Yes ☐ No ☒

If yes, by which position and for how long?

If no, why not?

Existing staff is presently fully assigned. This position will be tasked with new additional work which cannot be accommodated by existing staff. The work will be ongoing and so the use of temporary staff would not be appropriate.

- 22-
6. What is the potential opportunity for re-organizing and/or re-assigning duties to declare this or a subsequent position redundant?

Re-organizing or re-assigning duties does not appear viable at this time.

7. What are the consequences of not filling this vacancy?

- a. For a specified period of time?

The development of the DWQMS would be put in jeopardy which will therefore make it difficult for the City as Water Operating Authority to receive its accreditation from MOE.

- b. Permanently?

It is highly unlikely that the City would be able to comply with the accreditation requirements of the Drinking Water Quality Management Standard that is to be adopted by the City of St. Thomas.

8. Can this position be filled by a lower paid position?

☐ Yes ☒ No

If yes, please elaborate

If no, why not?

Specialized computer skills are required for this position and lower paid position would not provide these skills.

9. Recommended action:

That the new position, Maintenance Management System Technician (MMS Technician), be created and that the position be filled as soon as possible.

IVAR ANDERSEN
Originator of request

John Deegan
Department Head

April 20/07
Date

April 20/07
Date

HUMAN RESOURCES REVIEW

☒ Recommended for filling.

☐ Not recommended for filling.

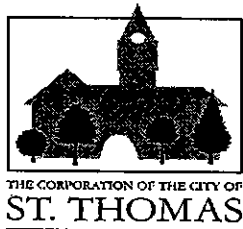
☐ Further information/review required
(see comments)

COMMENTS:

Graham Dorr

Director,
Human Resources

Date



-23-

POSITION DESCRIPTION Human Resources Department

POSITION TITLE: Maintenance Management System Technician (MMS Technician) **UNION AFFILIATION:** CUPE 841

DEPARTMENT: Environmental Services

SALARY GROUP:

DIVISION: Operations

SECTION:

GENERAL SUPERVISOR: Manager of Operations

POSITION SUMMARY:

Under the general supervision of the Manager of Operations but also working with the Supervisor of Water & Wastewater, the Supervisor of Roads & Transportation, coordinates the development of a computerized work order driven maintenance management system in support of the Drinking Water Quality Management System and other operational activities undertaken for the maintenance of the roads and sewer systems. Develops and maintains the maintenance management system to assist the City in complying with regulatory requirements made under the Safe Drinking Water Act and in the tracking of all Public Works operations activities.

MAJOR TASKS:

1. Develops and maintains a computerized Maintenance Management System in support of the Drinking Water Quality Management System and in compliance with the Safe Drinking Water Act.
2. Assists with the development of a computer system that will track the maintenance activities of the City's infrastructure in compliance with the accreditation requirements of the City's Water Operating Authority and the City's Quality Standards for the operation and maintenance of its infrastructure.
3. Generates work orders (scheduled and unscheduled) for all maintenance activities to be undertaken by the Environmental Services Operations Division in compliance with approved City operating standards.
4. Develops and maintains operational data bases ie: CVOR compliance requirements, SCADA reports, Operator Training Schedules, Fleet/equipment maintenance schedules, Employee Health and Safety Training Matrix, winter maintenance schedules and routing etc., liaises with IMS as required
5. Assists the Manager of Operations and the Supervisors of Water/Waste Water and Roads & Transportation with the development of operational quality standards for the maintenance of all Public Works infrastructure and links such level of service objectives with the scheduling of all maintenance activities in the maintenance management system through the issuance of work orders for the performance of all work.
6. Assists the IMS Technician as required to maintain various data bases of the Infrastructure Management Information System, as required.
7. Prepares schematic electronic drawings showing private drain and water service locations for existing properties based on the handwritten older records to assist the Water and Sewer operations staff with easy access to these records for maintenance purposes.
8. Provides liaison as required for any assignments involving aerial photographic mapping, microfilming, scanning or reprographic work required to support the IMS.
9. Prepares preliminary working drawings, maps and graphs utilizing computer aided drafting/design and manual techniques for use by the Operations Division of the Environmental Services Department.

10. Participates in research for operational optimization studies. Undertakes data reduction for input into the Infrastructure Management System.
11. Assists with the maintenance of files and records and prepares reports as required.
12. Assists the Operations Supervisors in conducting various studies.
13. Assists with the generation of various thematic maps for Public Works' use.
14. May represent the Environmental Services Department on the IT Steering Committee.
15. Provides technical direction and guidance to other staff as required.
16. Performs such other related duties as may be assigned.

QUALIFICATIONS: Minimum three year post Secondary School Diploma in a data management field. Previous experience with a computerized work order driven maintenance management system is essential. Familiarity with the Public Works operations and the development and implementation of maintenance standards. Knowledge of SQL server. Must be proficient in Microsoft Word, Excel and Access. Knowledge of Auto Cad will be an asset.

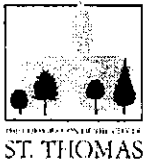
CONDITIONS OF EMPLOYMENT - May be required to work outside and beyond the normal hours of work. The use of a privately owned vehicle may be required.

PREPARED BY: Ivar Andersen

APPROVED BY: Graham Dart

EFFECTIVE DATE: April 20, 2007

SUPERSEDES DATE: NEW



-25-

Corporation of the
City of St. Thomas

Report No.

TR 14-07

File No.

T 07-709

Directed to:

Chairman Terry Shackelton
Finance and Administration Committee

Meeting Date

May 7, 2007

Department:

Treasury

Attachments:

Prepared By:

Frank Lattanzio, Manager of Facilities and Property
Mike Hoogstra, Purchasing Agent

None

Subject:

Tender Award – Elevator Cylinder Replacement and Key Switch Replacement –
Colin McGregor Justice Building

Recommendation:

THAT: Council receive Report No. TR-14-07.

THAT: Council accept the Tender submitted by Schindler Elevator Corporation in the amount of \$84,111.00 (including GST) for the replacement of the hydraulic elevator cylinder and key switches for the passenger elevator located at the Colin McGregor Justice Building.

Background:

In 2006 the City retained the services of KJA Consultants to prepare specifications for the replacement of the hydraulic elevator cylinder and key switches for the passenger elevator located at the Colin McGregor Justice Building. A Tender was couriered directly to four (4) elevator maintenance contractors recommended by KJA Consultants. Additionally a notice was posted on the City's website.

The Tender closed on Friday, April 20, 2007 at 2:00:00 p.m. and all bids received were immediately opened in public. One bid was received from the following company:

	<u>Tender Amount</u>
Schindler Elevator Corporation	\$ 84,110.00

A notice of No Bid was received from one contractor indicating that their schedule did not permit them to perform. The Tender received was checked for the mandatory response requirements and for calculation errors. The bid received was compliant and contained no calculation errors. Purchasing and Facilities staff have reviewed the bid response and recommend the contract be awarded to Schindler Elevator Corporation in the amount of \$84,111.00.

Financial Considerations:

Council has approved a total Capital Budget allocation of \$ 92,500 for this project.

Staff is 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



-26-

Corporation of the
City of St. Thomas

Report No.

TR 15-07

File No.

Elm Street Road Widening

Directed to:

Chairman C. Barwick and Members of Finance and Administration Committee

Meeting Date

May 7, 2007

Department:

Treasury Department

Attachment

Letter from John Sanders

Prepared By:

Rita J. Murray, Corporate Services Officer

Subject:

641 Elm Street Road Widening

Recommendation:

That Council receive Report No. TR 15-07, and further,

That a by-law to assume the three metres (10 ft.) of road widening previously transferred to the City of St. Thomas on September 2nd, 1999 by Instrument Number LT35354 at 641 Elm Street as part of a public street be passed.

Report:

The City of St. Thomas received an application for site plan approval earlier this year from the Fellowship Christian Reformed Church located at 641 Elm Street with respect to a proposed addition to the existing church on lands described as 641 Elm Street, City of St. Thomas.

Throughout the site plan application process it was discovered that a road widening on the south side of Elm Street described as Part 3 on 11R-7121 had occurred previously. This previous road widening includes the laneway to the Fellowship Christian Reform Church and was transferred to the City of St. Thomas on September 2, 1999 by instrument number LT35354. It was also discovered that a by-law to dedicate the road widening as part of the public street had not been passed.

Respectfully,

Rita J. Murray
Corporate Services Officer

Reviewed By:

Treasury

Env Services

Planning

City Clerk

HR

Other

-27-
Sanders, Cline
Barristers and Solicitors

ROBERT F. CLINE, B.A., LL.B.
A. JOHN SANDERS, LL.B.
KATHERINE E. ORKIN, B.A.(HONS.) LL.B.
BEVAN L. EARHART, B.Sc., LL.B.

EDGAR C. SANDERS, K.C. (1872-1957)
E. FRANK S. SANDERS, Q.C. (1913-2002)

POSTAL BOX 70
14 SOUTHWICK STREET
ST. THOMAS, ONTARIO
CANADA N5P 3T5
TELEPHONE (519) 633-0800
FACSIMILE (519) 633-9259
E-MAIL JOHNSANDERS@SANDLAWYERS.CA

April 24, 2007

RECEIVED
APR 24 2007

The Corporation of the City of St. Thomas
PO Box 520
545 Talbot Street
St. Thomas, Ontario
N5P 3V7

ATTENTION: Rita Murray, Corporate Services Clerk

RE: Elm Street Road Widening

Dear Ms. Murray:


In response to your recent message we have investigated the ownership of Part 3 on 11R-7121 which is part of the road widening land on the south side of Elm Street. This parcel includes the laneway to the Fellowship Christian Reform Church, (641 Elm Street).

It was transferred to the Corporation of the City of St. Thomas on September 2, 1999 by instrument number LT35354 for the Land Titles Division of Elgin, but has not yet be dedicated as part of the public street.

We could obtain a photocopy of the deed/transfer from the Registry office if you need one for your records. Let us know if you do.

Yours faithfully,

SANDERS, CLINE


Per: A. John Sanders

AJS/ad
Encl.



Corporation of the

City of St. Thomas

Report No.
CC-24-07

File No.

Directed to: Chairman T. Shackelton and Members of the Finance and Administration Committee

Date
May 1, 2007

Department: City Clerks Department

Prepared By: Wendell Graves, City Clerk

Attachment

Subject: Solid Waste Management Symposium

Recommendation:

THAT: Report CC-24-07 be received for information, and further,

THAT: Council authorize participation in the Solid Waste Management Symposium at an upset cost of \$2,500 to be funded through the Mayor's budget.

Background:

Recently the Mayor and City Clerk have been invited and have attended preliminary planning sessions in cooperation with the County of Elgin, Municipal World and the Elgin County Community Futures Development Corporation regarding the possibility of hosting a solid waste management symposium to explore state of the art solid waste management practices.

During the planning, the following experts have been contacted and have consented to attend the symposium planned for Friday June 22, 2007:

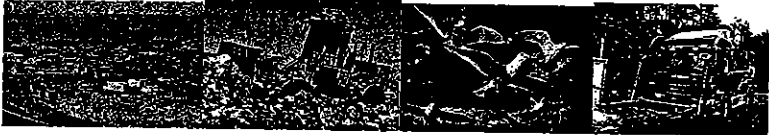
Dr. Jerry Leonard, Edmonton Waste Management Centre for Excellence
Gord Miller, Environmental Commissioner of Ontario
Magnus Schonning, Embassy of Sweden
Susan Antler, Composting Council of Canada

While invitations to the event will include the City and Elgin County municipalities, the event will also be promoted in Municipal World to attract others from outside of the immediate area.

In order to fund the event, a registration fee will be charged. Further, the Elgin Community Futures Development Corporation will be funding the event up to \$5,000 and both the City and the County are being asked to support it to a maximum of \$2,500.

Respectfully,

W. Graves, City Clerk



Trash Talkin'




A One-Day Symposium on Sustainable Solutions for Waste Management

Your opportunity to hear world-class experts and practitioners as they discuss new opportunities, technologies and approaches to sustainable waste management. Take advantage of this important event to network, ask questions and explore solutions to the challenges facing your community. Learn from presentations by:

- Dr. Jerry Leonard, Edmonton Waste Management Centre of Excellence
- Gord Miller, Environmental Commissioner of Ontario
- Magnus Schonning, Embassy of Sweden
- Susan Antler, Composting Council of Canada
- plus panels on new technologies and best practices

Sponsored by
ELGIN
Community Resource Development Corporation

Friday, June 22, 2007
Stoneridge Inn (Hwy 4 at the 401)
For more information and registration,
visit www.elgincfdc.ca



Reviewed By:

Treasury

Env Services

Planning

City Clerk

Comm Services

Other



Corporation of the

City of St. Thomas

-29-

Report No.

CC-23-07

File No.

Directed to:

Chairman D. Warden and Members of the Protective Services and Transportation Committee

Date

April 25, 2007

Department:

City Clerk's

Attachment

Prepared By:

Dale Arndt, Airport Superintendent

letter

Subject:

741 Air Cadet Annual Ceremonial Review - St. Thomas Municipal Airport

Recommendation:

THAT: Report CC-23-07 be received; and further,

THAT: Council authorize the use of a portion of an airport area at the St. Thomas Municipal Airport by the 741 Air Cadets to host their Annual Ceremonial Review on Saturday, May 26, 2007 from 8:00 a.m. to 6:00 p.m., subject to the following conditions:

1. All arrangements are to be confirmed with the Airport Superintendent.
2. The use of the leased airport lands and facilities must be arranged with tenants involved and will be subject to City Council's approval.
3. A certificate of public liability and property damage insurance with covering limits of minimum of \$5,000,000. certifying that the City of St. Thomas has been named as an additional insured for this event only, to be submitted to the City Clerk prior to the start of the event.
4. The 741 Air Cadets to be responsible for the provision of temporary toilet facilities, hand rinse, and that clean safe water is supplied for participating cadets and parents and guests during the event.
5. An individual with proper first aid training be available for the duration of the event.
6. No open fire/flame be permitted within or on subject area.
7. No discharge of any firearm or air rifle.
8. The City of St. Thomas shall not assume any liability for any claims of damages, loss of income, or injury of any nature whatsoever arising out of the use of the St. Thomas Municipal Airport for the purpose stated.
9. Submission of a \$200.00 deposit with the Airport Superintendent at least 48 hours prior to the commencement of the event, which will be refunded if the grounds are left in a clean and tidy condition to the satisfaction of the Airport Superintendent.

Origin:

Letter from Captain G. Shaw, Commanding Officer, requesting the use of a portion of the main hangar and ramp area adjacent to it for the Cadets' annual inspection.

Analysis:

According to the Air Cadets, the objective of the annual review is to highlight the cadets' learning throughout the training year: their discipline, uniforms and deportment, high morale and esprit de corps.

Approximately 200 cadets and guests will be in attendance at this event.

The ramp area in front of the large hangar cannot be guaranteed due to the very busy schedule of Supermarine aircraft. I have discussed other suitable areas for the parade/review with Mr Shaw and he is in agreement with my proposed alternatives.

Financial Consideration:

The Air Cadets league will pay the amount of \$246.00 to the City of St. Thomas.

Respectfully,

Dale Arndt,
Airport Superintendent

Reviewed
By:

Treasury

Env.
Services

Planning

City Clerk

HR

Other

30-



Tuesday, April 24, 2007 4:54:45 PM
Message

From: ♀ "Heather" <hshaw@sympatico.ca>
To: ♀ <aircadets741@sympatico.ca>
Cc: ♀ Shaw.Capt.G 741 Air CO

Subject: 741 ACR - request for Air Port File No.:

Attachments: Attach0.html 29K

741 Elgin Royal Canadian Air Cadet Squadron

40 Wilson Ave.

St. Thomas ON N5R 3R2

1085-10-1 (CO)

09 February 2007

Distribution List

St. Thomas Municipal Airport

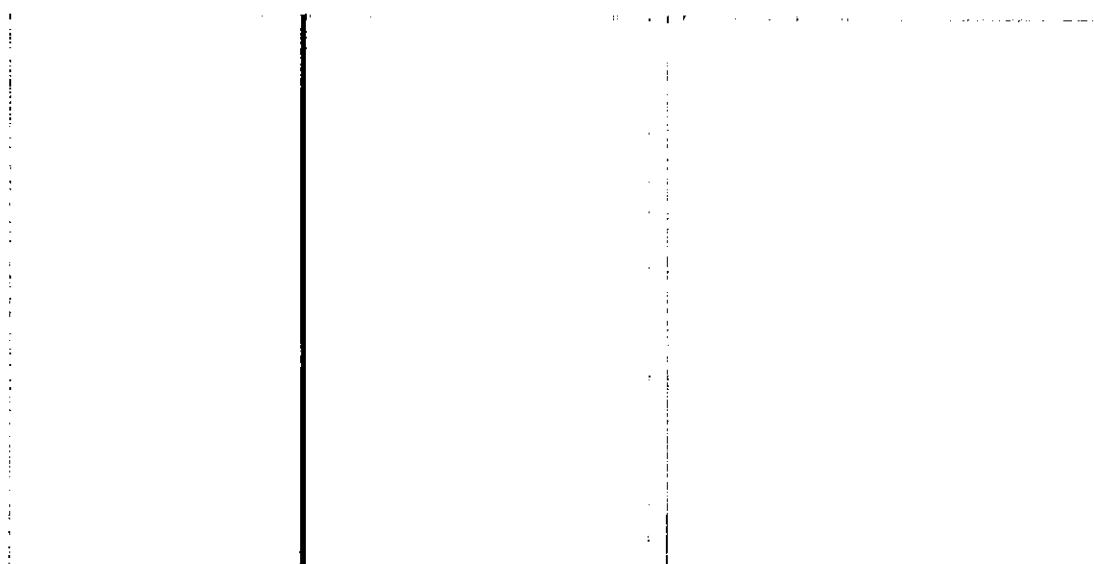
Mayor and City Council – St. Thomas

USE OF AIRPORT FACILITIES FOR THE 741 AIR CADET ANNUAL

CEREMONIAL REVIEW

-

Mr. Dale Arndt – General Manager of St. Thomas Airport



-31-

Honorable Mayor Barwick and City Council

The 741 Elgin Royal Canadian Air Cadet Squadron would like to request use of certain Airport facilities for their ACR – Annual Ceremonial Review on Saturday 26 May 2007. This full Ceremonial Parade involves 50 Air Cadets in the range of 12 to 19 years of age. A special Reviewing Officer is brought in to review the squadron on parade. In attendance will be various

dignitaries, officer's former staff and cadets, plus parents of all the cadets. This special once a year

parade is a chance for the cadets to show what they have learned throughout the training year. To show their discipline, uniforms and deportment, their high moral and esprit de corps. In being an Air Cadet unit we thought the ideal area for this special parade would be an airfield. If this were possible it would be fantastic and a great endeavor for all the cadets. The youth of our community.

Requirements needed to make this a success:

- Large area of tarmac for the parade and guest seating (hanger)
- Power outlet for sound system and microphone
- Area off the side of the parade square for aircraft static display (approx. 5 planes)
- Use of the Hanger if available incase of inclement weather. Second backup would be back at the Armouries.
 - Lawn area outside the gate by the hanger – two garage tents to be set up
- Porta Pots will be ordered and set up for the event
- Space for a glider for display

Timings for the event will be as follows:

- All day from approx. 0800hrs to 1800hrs
- 0800 to 1100hrs / setup for parade, chairs, displays etc.

- 32 -

- 1030hrs / practice for parade
- 1130hrs / Lunch for all cadets
- 1230hrs / final setup and practice
- 1300hrs / all cadet and staff change into uniforms
- 1330hrs / all guests to be seated
- 1345hrs/ Squadron fall in for parade
- 1400hrs Arrival of the Reviewing Officer

1 / 2

Timings for the event will be as follows: cont.

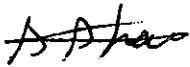
- Parade lasts approx. 1 hour in duration
- After the parade all dignitaries and guests are invited to view cadet displays so cadets can show the vast knowledge they have learned throughout the year.
- Reception for all cadets and guests
- Approx. 1600 – 1630hrs / cleanup for entire parade
- Approx. 1730 – 1800hrs / complete and leave

We will forward the required usage fee and deposit when permission is given to our unit for this important endeavor to go ahead. An insurance certificate will be submitted. We have had absolute success with holding the parade at this location in the past three years. A special thank you to Mr. Dale Arndt, the St. Thomas Municipal Air Port, and the City of St. Thomas for their continuous support of the St. Thomas Air Cadet Unit. Our unit would like to continue to work with and be a positive member of our community.

We are looking forward to working with you in this special endeavor and we would like to thank you for your time, assistance and enthusiasm. This Annual Review will be the best year-end parade as we

always try to top the previous parades. The youth of today will be the leaders of tomorrow. A common goal that all of use working to attain.

Contact Officers for the 741 Annual Review is Captain George Shaw – 631-8394 and Captain Mike Yates – 637-0272. Please feel free to contact us with any questions. We look forward to working with you.



G. Shaw

Captain

Commanding Officer

741 RC(AIR)CS

631-8394 637-0272

hshaw@sympatico.ca

co.741air@cadets.net

M. Yates

Captain

Deputy Commanding Officer

741 RC(AIR)CS

430-8581 pager

yatesmitchell@sympatico.ca

dco.741air@cadets.net

Distribution List

Air Port Superintendent – Mr. Dale Arndt

Honorable Mayor Barwick and City Council

741 Sponsor Chair Person – Ms. Celia Morris

741 Staff



Corporation of the
City of St. Thomas

-34-

Report No.

ES58-07

File No.

05-062-07

Directed to: Chairman Dave Warden and Members of the Protective Services Committee

Date
May 7, 2007

Department: Environmental Services Department

Attachment

Prepared By: Dave White, C. Tech, Supervisor, Roads & Transportation

Iron Horse Festival Request

Subject: Road and Parking Lot Closures for The Iron Horse Festival
Tuesday August 21st to Sunday August 26th 2007

Recommendation:

THAT: Report ES58-07 be received for information; and further,

THAT: Council declare the Iron Horse Festival as a Community Festival; and further,

THAT: The following Iron Horse Festival road closures be approved by Council;

- White Street from Talbot Street to Centre Street be closed from 5:00 p.m. Tuesday, August 21st, 2007 to 12:00 midnight Sunday, August 26th, 2007; and,
- Mondamin Street from Talbot Street to Curtis Street be closed from 8:00 a.m. Wednesday, August 22nd, 2007 to 12:00 midnight Sunday, August 26th, 2007; and,
- Hincks Street from Talbot Street south to the laneway entrance be closed from 8:00 a.m. Wednesday August 22nd, 2007 to 12:00 midnight Sunday August 26th, 2007; and,
- Talbot Street from St. Catharine Street to Elgin Street be closed from 5:00 p.m. Wednesday, August 22nd, 2007, to 12:00 midnight, Sunday, August 26th, 2007; and,
- Mary Street from Talbot Street north to the laneway entrance be closed from 5:00 p.m. Wednesday, August 22nd, 2007, to 12:00 midnight, Sunday, August 26th, 2007; and,
- Talbot Street from Elgin Street to St. George Street be closed from 5:00 p.m. to 11:00 p.m. Friday August 24th, 2007; and,

THAT: The following Iron Horse Festival parking lot closures be approved by Council;

- One half of Hepburn Parking Lot be closed from 5:00 p.m., Tuesday August 21st, 2007 to 12:00 midnight Sunday August 26th, 2007; and,
- The White Street Parking Lot be closed from 5:00 p.m. Tuesday August 21st, 2007 to 12:00 midnight Sunday August 26th, 2007 for a portion of the midway; and,

THAT: The Iron Horse Festival Committee be permitted to hold the Iron Horse Festival on the closed portions of Talbot Street, White Street, Mondamin Street and the Hepburn and White Street Parking Lots providing that all the concerns of the Fire Dept., Environmental Services Dept, Police Services, Treasury Dept. (Recreational Services Section), and the St. Thomas - Elgin Health Unit are addressed.

Report:

Origin

The Iron Horse Festival is held during the fourth week of August in each year. A representative from The Iron Horse Festival Committee appeared before the Special Events Committee on April 5, 2007 to request similar considerations for the 2007 event as was done in previous years.

A copy of the letter of request from the Iron Horse Festival is attached which details all the venues and uses. A resolution that was passed by the Special Events Committee on April 5, 2007 giving full support for the event.

Standard Conditions from Previous Years (2003/2004/2005/2006)

Standard Conditions from Previous Years (2003/2004/2005/2006)

-35-

1. Fire Department.
 - a. Provide 6 m fire lanes through the road closure to service Fire, Police and Emergency Vehicles.
 - b. Provide proper fire fighting equipment and fire safety measures by all participants in the Iron Horse Festival.
 - c. The Fire Department will visit each food service booth, rib cook booth and other displays to ensure that all fire safety regulations are met.
 - d. Provide a complete site plan of the Iron Horse Festival
 - e. Provide a separate site plan for the beer tent and refreshment areas.
 - f. Keep the area around all fire hydrants (3m radius) clear to provide access to the fire hydrants.
2. St. Thomas Police Services.
 - a. The Iron Horse Festival Committee is responsible for providing their own security for the event including the midway areas, road closure area, parking lots, parkettes and other areas where the event will take place.
 - b. Alcoholic beverages are to be served in plastic containers, no glass containers or glass bottles shall be used
 - c. The provisions of the City's Noise By-law will be enforced
 - d. Supervision is required for youth and children's activities including skate boarding, roller blading, etc. including the use of the proper recommended safety equipment
 - e. Provide copies of all promotional material provided to the participants to aid the Police Services in answering any questions that they may receive during the event
 - f. Provide the names and phone numbers for a 24-hour contact person who may be contacted if there are problems during the event
 - g. Provide proper fencing for the beer garden and refreshment area in accordance with the LCBO regulations
3. Facilities
 - a. The Iron Horse Festival Committee attend a meeting with the facility staff to review hydro and water needs from city hall
 - b. The Iron Horse Festival Committee will pay all hydro and water costs for the event
 - c. Hydro will be provided for the Mondamin Street Stage from City Hall
4. Environmental Services Department.
 - a. Provide sufficient displays to ensure that there is ample activity throughout the entire road closure area
 - b. Provide the names and phone numbers where a full-time event coordinator can be reached to deal with complaints received by the City
 - c. Stakes for tents and amusement rides will not be permitted. Provide ample water barrels or concrete blocks to adequately support these tents and rides.
 - d. Trees and streetscape furniture are not to be used by the Committee or event participants
 - e. The hydro supply to the decorative trees will not be used
 - f. All hydro cables running along the ground are to be ramped to reduce trip hazards to pedestrians
 - g. All Ontario Electrical Safety permits and inspections will be the responsibility of the Committee
 - h. Provide adequate volunteers to man the barricades for emergency vehicles
 - i. Iron horse is not to disrupt the watering of the hanging flower baskets
 - j. Parks department will provide benches, picnic tables and garbage cans
 - k. Detour signing and erection of barricades for the road closure of Talbot Street including side streets will be done by the City's Works Department
 - l. The removal of the barricades on Talbot Street from St. Catharine Street to Elgin Street including those located on the side streets from the road closure area will be removed by the Iron Horse Festival Committee when the event concludes on Sunday night and stacked neatly at the side of the road.
 - m. All barricades to be removed or erected outside of normal working hours of operation of the City's Roads Operations for the closure of the parking lots will be done by the Iron Horse Festival Committee
 - n. The City of St. Thomas Works Department will pick up the barricades during normal hours of work on the following Monday
 - o. The City of St. Thomas Works Department will remove the detour signs during normal hours of work on the following Monday
 - p. City transit buses will be routed around the road closure areas to provide as near a normal service as possible
 - q. Iron Horse advertising will include alternate bus routes and stops
 - r. The closure of Talbot Street in front of the terminal will severely alter and hamper the operation of St. Thomas Transit and Paratransit

- 36-
- s. Vehicles which normally park in the White Street Parking Lot will be provided with alternative parking in the Upper St. Catherines and Scott St. Parking Lot.

5. Health Unit

- a. Provide ample notice to the Health Unit prior to food booth inspections
- b. Keep pets and animals out of and away from food booths and food preparation areas
- c. Provide ample washrooms and wash stations
- d. The health unit will provide requirements for food vendors to Iron horse for distribution to food vendors.

The Health Unit has also notified the Festival organizers that if they identify food vendors that are known to have not registered with the Health Unit, even those vendors on the peripheral exterior of the Festival area, they are to notify the Health Unit.

6. Licenced Food Courts (Beer Gardens)

If a hotel or licensed establishment wishes to have an on-street beer garden during the road closure, the owner of that establishment must make a separate request to Council for permission to operate a beer garden or licensed food court area in the road closure area. When the requests are received, staff will review each request and report to the Council at that time. All requests for on-street beer gardens or licensed food court areas must be accompanied with a letter of approval from the Iron Horse Festival Committee prior to receiving Council Approval.

7. Hydro and Water

The Iron Horse Festival Committee has requested the use of hydro and water facilities located in Hepburn Park, Greens Parkette, City Hall and the fire hydrant at Mary and Talbot St. The committee has used these facilities in the past and is in agreement to obtain any and all Ontario Electrical Safety permits and inspections, any approvals required by the St. Thomas Energy and will pay all costs for these services.


Financial Considerations

1. The Iron Horse Festival Committee will pay costs associated with hydro and water use related to the festival operations.
2. The cost of erecting the detour routes and barricades for the road closure is included the Environmental Services Operating Budget (Roads and Transportation) for special events
3. The cost for providing picnic tables, garbage cans benches, etc. is included in the Environmental Services Operating budget (Parks) for special events.

Alternatives

1. Decline the requests of the Iron Horse Festival as outlined in their request to the Special Events Committee.
2. Grant the request of the Iron Horse Festival Committee for the Talbot Street Road closure and the use of the White and Hepburn Street Parking Lots to celebrate the Iron Horse Festival.

Respectfully submitted


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

Reviewed By:

Treasury


Env Services

Planning

City Clerk

HR

Other

-37-

City of St. Thomas
Received

MAR 15 2007

City Clerk's Office

March 15, 2007
Alderman Dave Warden
Chairperson - Special Events Committee
City of St. Thomas
545 Talbot St
St. Thomas, Ont.
N5P 3V7



Dear Mr. Warden:

As per your request, I am providing you with a list of items that will require City of St. Thomas approval and support. This list is comprised of items that have been requested and secured in past Festivals.

1. **Community Festival** - the festival wishes council to once again declare the Iron Horse Festival as a Community Festival. *(same as 2003, 2004, 2005 & 2006)*
2. **Street Closure** - White Street (from Talbot Street to Centre street), Mondamin Street (from Talbot Street to Curtis Street) and Talbot Street (from Elgin Street to St. Catherines Street) Mary Street (from Talbot Street north to laneway entrance) and Hincks Street (from Talbot Street south to laneway entrance) to be closed from Tuesday, August 21st to Sunday, August 26th, 2006. *(same duration as 2005 & 2006)*
We request the use of the street as follows:
 - White Street (Tuesday at 5:00 p.m.)
 - Mondamin and Hincks Street (Wednesday at 8:00 a.m.)
 - Talbot Street, and Mary Street begin closure (Wednesday at 5:00 p.m.)(Talbot Street from Ross Street to St. Catherines to be determined by Festival and City Staff if sufficient events warrant closure at a later date)
3. **Cruise Night Street Closure** - Talbot Street from Elgin Street to St. George Street to be closed (to vehicular traffic except those participating in the Cruise-In Car Show) from Friday, August 24th at 5:00 p.m. to 11:00 p.m. *(Street Barricades will be removed by Festival volunteers once the street is cleared)*
 - Cruise-In Car Show participants will park from the curb out in a diagonal fashion allowing for a fire-lane to be established throughout the street closure portion in the centre of the street.
 - Cruise-In Car Show participants will be asked to enter the street closure at St. George Street lights and travel east until the street is filled.
4. **Midway Location** - We will be utilizing Talbot Street from St. Catherines to just past Holy Angels Church *(same as 2005 & 2006)* White Street and the White street parking lot will also be utilized.
5. **Fire Hydrant Use** - We are requesting the use of the following fire hydrants *(with adapter)*
 - North West corner of Holy Angels property on Talbot St. *(same as 2005 & 2006)*
 - South West corner of City Hall. *(same as 2005 & 2006)*
 - North-west corner of Mary Street and Talbot *(same as 2005 & 2006)*
 - South East corner of Mill Street and *(same as 2005 & 2006)*
6. **White Street Parking Lot** - We are requesting the use of the parking lot from approximately Tuesday August 21st at 5:00 p.m. till Sunday August 26th for a portion of the midway.
7. **Rib-fest** - The location for the Rib-fest will be in the same location as 2005 & 2006, that being in front of the Post Office from approx. Mary Street to Hincks Street. *(same as 2005 & 2006)*
8. **Mondamin Street** - also proved very successful, as we featured our community stage on the street presenting the best in local and children's entertainment. *(same as 2005 & 2006)*
9. **Hlawatha and Southwick Streets** - These streets have been closed to vehicular traffic and assisted the festival in providing a safer and more connected environment. The festival would like this to continue with the hopes of being able to work closely with the Fire and Police departments to try to fill in some of the empty space while not compromising the requirement for access. Possible Vendor locations will be coordinated with Fire and Police. *(same as 2005 & 2006)*.
10. **Hepburn Parking Lot** - the Festival requests the use of the parking lot as in past years for the main entertainment venue and a licensed refreshment area. We are requesting the use of the just over half of the Parking Lot from Tuesday 5:00

SOMETHING DIFFERENT EVERYDAY!

P.O Box 20094, St. Thomas, ON. N5P 4H4 ph. (519) 633-2535



www.ironhorsefestival.com

p.m.), August 21st till Sunday, August 26th. The remaining portion will allow for customer parking throughout the entire Festival. *(same as 2006)*.

11. **Washroom Facilities** - will be provided in the same locations as last year. A set of washrooms complete with wheel chair accessible unit and hand washing stations will be located at Green's parkette, Hepburn parking lot, and on Hincks Street. *(Same as 2004, 2005 & 2006)*
12. **Garbage Facilities** - will be located in the same vicinity as 2005 & 2006 (behind Holy Angels Church), a larger roll-off unit proved to be successful as it was central to all of our garbage concerns plus we had an increase in the amount of garbage we received last year.
13. **Security** - The Festival will continue to hire additional security plus enlist the services of additional volunteers throughout the Festival. We hope that the St. Thomas Police will continue to provide additional foot patrols as they have in the past years. Our Security Coordinator will contact the Police as directed to review any concerns or additional measures.
14. **First Aid** - The Festival will continue to secure the services of St. John Ambulance and will locate them in a central location with easy access to side streets. They proved most valuable in 2004 & 2005 as they have in previous years.
15. **Health Unit** - As per previous years, the Festival will incorporate the Health Units Vendor Information sheet as part of our Vendor Application process. Once the vendor has returned their application, the Festival will gather all applications and submit to the Health Unit for their records. *(same as 2004, 2005 & 2006)*
16. **Bleachers, Benches, Picnic Tables and Garbage Cans** - As per previous year's the Festival requests that the City provide and deliver the following items outlined below:
 - 8 bleachers delivered to Hepburn Parking Lot *(same as 2005 & 2006)*
 - 2 bleachers delivered to the Cenotaph (Princess Avenue & Talbot)
 - 100 Picnic Tables delivered to (70) Hepburn Parking Lot, (20) Hincks Street and (10) Mondamin Street *(same as 2004, 2005 & 2006)*
 - 20 Benches delivered to Mondamin Street *(same as 2004, 2005 & 2006)*
 - 50 garbage cans delivered to Hepburn Parking Lot for re-distribution by Festival *(same as 2004, 2005 & 2006)*
17. **Portable Fencing** - As the Festival manufactured portable legs and donated them to the Parks and Recreation Department, the Festival would like to once again use the portable fencing available for the sectioning off of the Hepburn Parking lot. The Festival will pick up the fencing and return as directed by the Parks and Recreation Department. *(same as 2004, 2005 & 2006)*
18. **Hydro** - The Hydro set-up will be similar to our set-up in 2003, 2004 & 2005.
 - our portable hydro trailer to be set-up on Mary Street with portable hydro panels and extensions being located east and west of Mary Street on Talbot. *(same as 2004, 2005 & 2006)*
 - A temporary hydro service and portable hydro panel will also be located by Hepburn Parking lot for our main entertainment stage. *(same as 2004, 2005 & 2006)*
 - A temporary hydro service and portable hydro panel will also be located by Hincks Street for our licensed Hincks Street entertainment stage. *(same as 2004, 2005 & 2006)*
 - a portable hydro panel will also be installed on Talbot Street in front of Mortin and Locke Insurance. *(same as 2004, 2005 & 2006)*
 - the Hydro panel in Hepburn Parkette *(same as 2004, 2005 & 2006)*
 - a couple of circuits from Mondamin Street (trees & City Hall outlet) *(same as 2004, 2005 & 2006)*
 - the hydro panel in the Green's Parkette. *(same as 2004, 2005 & 2006)*

The Festival site coordinator will meet with City Staff to review all hydro issues on site prior to the Festival.

We look forward to working closely with the Special Events Committee, City Staff as well as members of the Downtown Development Board and their respective merchants in order to present the best downtown Festival possible. If you have any questions or concerns regarding our request, I would be more than happy to meet with you and your board to discuss further.

Sincerely,


Jayden Abel - President
Downtown Development Board



Corporation of the
City of St. Thomas

-39-

Report No.

ES61-07

File No.

05-047-10

Directed to:

Chairman Dave Warden and Members of the Protective
Services & Transportation Committee of Council

Date

May 7, 2007

Department:

Environmental Services

Attachment

SPH Engineering Estimate
Report ES20-07
Provincial Funding Letter
AMO Communication

Prepared By:

Ivar Andersen, Manager of Operations & Compliance

Subject:

Transit Terminal Building Rehabilitation Project – Option 4

RECOMMENDATIONS

It is recommended that:

1. Report ES61-07 be received for information.
2. Council approve a revised scope, referred to as Option 4, for rehabilitating the existing Transit Terminal Building located at 612 Talbot Street, at an estimated gross cost of \$500,000 + GST, including engineering and contingencies.
3. The original agreement with the City's consultant for this project, SPH Engineering Inc., be revised to reflect a total engineering cost of \$51,000 for the project, noting that this cost includes the design, tender preparation and contract administration for completing option 4, as well as the costs to date of developing various options for completing the project.
4. The sources of funding for this project be the Provincial Gas Tax subsidy and the recently announced Federal Public Transit Capital Trust Fund as shown in report ES61-07.

Origin:

On February 12, 2007, Council resolved that: *An investigation be undertaken to examine the cost to repair the roof and to bring the Transit Building up to a minimum standard and that a report be developed and be brought back to Council.*

Analysis:

On March 29, 2007, staff invited Council members to a meeting held at the Transit Terminal Building site to view first hand the existing building condition and review the various options presented to Council earlier in report ES20-07 on February 12, 2007, attached. Several Council members attended and one of the requests that came out of the meeting was to develop an additional alternative, Option 4, for rehabilitating the transit terminal building in addition to the three options presented to Council in report ES20-07.

Option 1, as earlier submitted to Council in report ES20-07, involves rehabilitating the 1st floor of the building and removing the 2nd floor. This option meets the requirements as specified by Council in that the building would only be rehabilitated to a minimum standard. The gross cost of this option is estimated to be \$447,000. including additional engineering

The proposed Option 4 is the same as Option 1, however, in addition to rehabilitating the first floor of the building, the 2nd floor is retained with minimal work completed on the 2nd floor. The work on the 2nd floor will only involve construction that will stabilize the building and comply with the Building Code. This includes installing new stairways to the 2nd floor, replacing the windows, rebuilding the front façade, repairing the masonry block walls and rebuilding the roof. Attached is the estimate as prepared by the City's consultant, SPH Engineering Inc. Option 4, although at a nominal additional cost than Option 1, meets the requirements as specified by Council, but also retains the 2nd floor of the building for future use and development.

The advantages of rehabilitating the existing building using Option 4 are:

- Costs of rehabilitation of the building are kept to a minimum
- The 2nd floor is retained for storage and/or other uses to be determined at a later date
- The transit function is retained in a central location downtown giving the Public easy access
- The dispatch, operations and ticket sales functions can continue under one roof
- Rehabilitating the existing building will support Council's initiative to improve the downtown
- Provides inside storage for 12 buses – 2 more than the existing fleet

The Ridership Growth Strategy and Asset Management Plan, prepared by IBI Group and approved in principle by Council, recommended that the Transit Terminal Building be renovated. This recommendation was subsequently verified by the Review Committee that Council created to review the recommendations contained in IBI's study.

Financial Considerations:

The originally proposed capital budget allocation for 2007 recommended for the Transit Terminal Building renovation was \$400,000 which was to be completely funded out of the City's allocation from the Provincial Gas Tax Subsidy. This subsidy is dedicated exclusively for transit. Various other transit improvements such as the acquisition of new buses, replacement/addition of transit shelters and route improvements/changes are also recommended in the study and some have been incorporated in the capital budget, funded primarily by the Provincial Gas Tax subsidy.

In addition, as per the attached letters, the City has recently been advised of another grant of \$182,597.40 relayed by the Province from the Federal Government (Federal Public Transit Capital Trust Fund). This Federal funding, if used for the transit terminal building renovations, will allow the City to complete the building renovations as proposed in option 4, without having to increase the original allocation from Provincial Gas Tax Subsidy. No other City funding would be required to complete the work and the other Provincial Gas Tax subsidized projects as outlined in the study would not need to be deferred.

Following is a summary of the proposed Financing for this project:


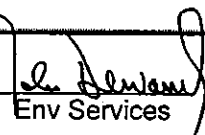
Design Portion of 2006 Transit Improvements	\$25,000 (committed Provincial Gas Tax)
Federal Public Transit Capital Trust Fund	\$182,597
Provincial Gas Tax	<u>\$292,403</u>
Total Funding	\$500,000

The Province has also recently announced a new funding formula for replacement buses called the Ontario Bus Replacement Program (OBRP). The amount allocated for St. Thomas in 2007 is \$144,234 based on our estimate to replace 2 buses. The 2007 Capital Budget, Part 1, did not show the OBR allocation as a source of funding since it had not been announced at that time. This funding permits more Provincial Gas Tax funding to be allocated to the Transit Terminal Building Rehabilitation project as noted above. A report on 2007 Initiatives and Review Committee Implementation Plan Update will be submitted to Council later this month. This report will outline a number of transit initiatives planned to be implemented in 2007, including the replacement of 2 buses already approved by Council.

Respectfully,



Ivar Andersen, Manager of Operations & Construction
Environmental Services

Reviewed By:						
	Treasury	Env Services	Planning	City Clerk	HR	Other

-41-

08-315



SPH Engineering Inc.

1-65 Springbank Ave N., Woodstock, Ontario N4S 8V8

Phone 519-539-5700

fax 519-539-5775

PROJECT	6102 TRANSIT FACILITY UPGRADE	Date Prepared	12/8/2006
		Date Printed	4/9/2007

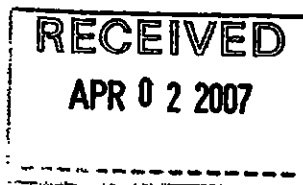
OPTION 4 First floor Interior Renovation Only keeping Existing Second Floor as is

ITEM	DESCRIPTION	COST
1	DIVISION 0	CONDITIONS
2	DIVISION 1	GENERAL REQUIREMENTS
		Temporary Relocation Requirements
3	DIVISION 2	SITE WORK
		Demolition
		Special Demolition
		Existing Stairs
		main floor area
		building front wall
		Storm Drain Relocation
4	DIVISION 3	CONCRETE
		Fill in existing service pit
5	DIVISION 4	MASONRY
		Block
		Brick
		Rebuild Front Wall
		Two New Stairs From Upper Level
6	DIVISION 5	METALS
		Roof Deck and Joists
7	DIVISION 6	WOOD AND PLASTICS
		Woodworking and Materials
		Structural Framing for stair openings
8	DIVISION 7	THERMAL AND MOISTURE PROTECTION
		Weatherproofing and sealing
		Insulation for Garage area
9	DIVISION 8	DOORS AND WINDOWS
		New doors
		New windows
		New Overhead doors

-42-

10	DIVISION 9	FINISHES		\$	26,000
		Walls	(Paint)		
		Ceilings	(Acoustic Tile)		
		Floors	(Vinyl Tile)		
11	DIVISION 10	SPECIALTIES		\$	-
12	DIVISION 11	EQUIPMENT		\$	-
13	DIVISION 12	FURNISHINGS (NOT INCLUDED)		\$	-
14	DIVISION 13	SPECIAL CONSTRUCTION		\$	-
15	DIVISION 14	CONVEYING SYSTEMS		\$	-
16	DIVISION 15	MECHANICAL		\$	50,000
		Plumbing and Fixtures			
		HVAC			
			HVAC Units for first floor office		
			Exhaust & Vent unit for garage		
17	DIVISION 16	ELECTRICAL		\$	-
18		Lighting		\$	12,000
19		Data		\$	10,000
20				\$	-
21				\$	-
22				\$	-
23				\$	-
24				\$	-
25				\$	-
26				\$	-
27	SUB TOTAL			\$	384,500
28	ENGINEERING	9.5% OF SUB TOTAL		\$	37,000
	CONTINGENCY	10% OF SUB TOTAL		\$	38,000
29	TOTAL			\$	459,500
30					
31	BUDGET ALLOWANCE TOTAL				
32					

-43-



Council

Ministry of
Transportation

Ministère des
Transports

Office of the Minister

Bureau du ministre

Ferguson Block, 3rd Floor
77 Wellesley St. West
Toronto, Ontario
M7A 1Z8
(416) 327-9200
www.mto.gov.on.ca

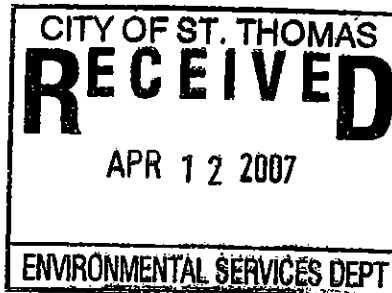
Édifice Ferguson, 3^e étage
77, rue Wellesley ouest
Toronto (Ontario)
M7A 1Z8
(416) 327-9200
www.mto.gov.on.ca



*I've, for inclusion
with the impending
report on the Transit Terminal
Renovation*

ENVIRONMENTAL
SERVICES

JD		
CF		
DW		
RT		
JF		
FILE	05-083-00	



His Worship Cliff Barwick
Mayor
City of St. Thomas
PO Box 520
545 Talbot Street
St. Thomas, Ontario
N5P 3V7

Dear Mayor Barwick:

Our government believes that improving access to public transit services is critical to the economic, social and environmental well-being of the province.

I would like to commend the City of St. Thomas on its efforts to enhance the quality of public transit services provided to its residents.

As announced in the 2007 Ontario Budget, we are pleased to advise you of an unconditional grant of \$182,597.40, which your municipality can use to support further improvements to public transit in City of St. Thomas.

If you have any questions, please contact Steve Naylor, Director, Finance Branch, at 905-704-2702.

We wish the City of St. Thomas much success in its efforts to continue to provide residents with effective public transit services.

Sincerely,

Donna Cansfield

Donna Cansfield
Minister

c: Steve Peters, MPP Elgin-Middlesex-London
Shelly Jamieson, DM
Steve Naylor, Director

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



393 University Ave. Suite 1701
Toronto, ON M5G 1E6
Tel.: (416) 971-9856 | Fax: (416) 971-6196
E-mail: amo@amo.on.ca

ALERT

MEMBER COMMUNICATION

ALERT N°: 07-021

To the attention of the *Clerk and Council*
April 11, 2007

FOR MORE INFORMATION CONTACT:
Judy Dezell, Project Manager
(416) 971-9856 ext 306

Federal Public Transit Capital Trust Funds

Issue: As part of the Ontario Budget 2007, the Provincial Government commitment to immediately flow through the Federal Government's "Public Transit Capital Trust" funds of \$352 million (\$277 million for transit infrastructure and \$75 million for public transit capital) to transit operating municipalities by March 31, 2007 based on transit ridership, but did not provide specific details.

AMO now has further details from the Ontario Government regarding distribution of these additional funds.

Background: In June 2005, AMO signed an "Agreement in Principle" for the transfer of Federal public transit funds which indicated two years of funding. In the interim, before the funding agreement was signed between Canada and AMO on March 30, 2007, a new Federal government came into power that resulted in a slightly different policy direction.

The new funding agreement represented Year One of the "Agreement in Principle". The 2006 Federal Budget then assumed the funding targeted for 2006-07, enriched it with two additional years of funding (2007-08; 2008-09), to establish a ridership-based "Federal Public Transit Capital Trust". The distribution of this trust was to be paid once the Federal books closed (September 2006) subject to confirmation of a Federal surplus. In September 2006, the public accounts indeed confirmed a \$13 billion Federal surplus and the trust funds were immediately disbursed to all provinces and territories based on a per capita allocation. In the case of Ontario, the disbursement was \$352 million.

In the 2006 Fall Economic Statement, the Ontario Government identified revenue receipts for the \$352 million Federal Government trust, but did not commit to disbursement of these revenues to municipalities pending successful resolution of negotiations with the Federal Government related to the Canada-Ontario Agreement.

In the recent Ontario Budget 2007, the Provincial Government announced a plan to unlock the \$352 million of the Federal Public Transit Capital Trust to be allocated by March 31, 2007 based on transit ridership to transit operating municipalities. The funding has now been disbursed to transit operating municipalities as an unconditional grant.

Attached identifies how much each transit-providing municipality should have been paid before the end of March 2007.

Action: For information.

This information is available in the Policy Issues section of the AMO website at www.amo.on.ca.



-45-

Ministry of Transportation
Year End Investment by Program
Budget Announcement March 22, 2007

PUBLIC TRANSIT CAPITAL
TRUST PROGRAM (Page 1 of 2)

MUNICIPALITY	TOTAL PAYMENT
Barrie	1,079,597.88
Belleville	434,122.76
Blind River	884.66
Brampton	4,550,939.13
Brantford	745,728.48
Brockville	40,022.84
Burlington	840,490.31
Chapleau	822.13
Chatham-Kent	143,957.24
Clarence-Rockland	61,049.96
Cobourg	34,443.88
Cochrane	3,093.42
Collingwood	33,049.61
Comwall	431,354.36
Dryden	2,391.49
Durham Region	3,517,384.35
Dysart et al	845.17
Elliot Lake	71,642.50
Espanola	1,995.49
Fort Erie	20,006.40
Fort Frances	11,488.88
Greenstone	3,028.05
Guelph	2,772,795.04
Halton Hills	1,322.27
Hamilton	11,147,927.39
Hanover	12,641.66
Hearst	3,429.43
Huntsville	8,674.07
Ingersoll	4,687.15
Kapuskasing	6,983.71
Kawartha Lakes	41,747.35
Kenora	28,723.93
Kingston	1,489,421.75
Lanark County	929.75
LaSalle	452.98
Leamington	13,755.32
London	9,604,139.82

-46-

**PUBLIC TRANSIT CAPITAL
TRUST PROGRAM (Page 2 of 2)**

MUNICIPALITY	TOTAL PAYMENT
Loyalist Township	45,733.95
Meaford	2,845.32
Midland	24,214.02
Milton	32,952.84
Mississauga	13,987,109.52
Niagara Falls	621,660.94
North Bay	1,175,392.78
North Huron	2,420.97
North Perth	1,732.78
Oakville	1,237,381.59
Orangeville	26,543.30
Orillia	142,145.86
Ottawa	46,882,973.90
Owen Sound	122,063.65
Peel	114,411.59
Pembroke	6,517.91
Perth East	2,630.77
Peterborough City	1,264,696.25
Peterborough County	1,102.73
Point Edward	7,064.43
Port Colborne	2,423.26
Port Hope, Town	23,202.93
Quinte West	5,475.20
Renfrew	9,895.27
Sarnia	483,816.33
Sault Ste Marie	853,483.75
Schreiber	1,099.75
St Catharines	2,212,006.23
St Marys	5,617.75
St Thomas	182,597.40
Stratford	302,351.79
Sudbury (Greater)	2,151,673.65
Temiskaming Shores	44,792.41
Thorold	81,649.64
Thunder Bay	1,616,312.69
Timmins	406,443.02
Toronto	222,594,978.73
Trent Hills	1,893.29
Waterloo Region	6,521,216.35
Welland	190,780.34
West Elgin	776.92
West Perth (was Mitchell)	3,014.00
Windsor	3,047,999.86
Woodstock	131,637.60
York Region	7,736,096.15
TOTAL	\$351,478,800.00



-47-

Corporation of the
City of St. Thomas

Report No.

ES20-07

File No.

05-047-10

Directed to: Chairman Dave Warden and Members of the Protective Services & Transportation Committee of Council

Date
February 5, 2007

Department: Environmental Services

Attachment
SPH Engineering Estimates
Reports ES111-06, ES117-06, ES123-06

Prepared By: Ivar Andersen, Manager of Operations & Compliance

Subject: Transit Terminal Building Rehabilitation Project

RECOMMENDATIONS

It is recommended that:

1. Report ES20-07 be received for information;
2. The existing Transit Terminal Building located at 612 Talbot Street be rehabilitated at an estimated cost of \$785,000, including engineering and a contingency allowance
3. The sources of funding for this project be the Provincial Gas Tax subsidy and the Federal Gas Tax subsidy as outlined in report ES20-07

Origin

On January 8, 2007, Council was presented with the proposed Part I Capital Budget that included an allocation for the construction of the rehabilitation of the Transit Terminal Building. Council requested that a further report on the matter be submitted

Analysis

In 2005, City Council approved, in principle, the Ridership Growth Strategy and Asset Management Plan for the St. Thomas Transit system. This plan, completed by IBI Consultants, included the design of the rehabilitation of the Transit Terminal Building in 2006 and construction of this work in 2007. Subsequently, on October 10, 2006, Council adopted report ES111-06, attached, and approved the retention of SPH Engineering Inc. for the design work. Implementation of the Ridership Growth Strategy and Asset Management Plan also included a consultation process with various stakeholders. This resulted in Council approving the formation of an ad hoc Implementation Plan Review Committee. As outlined in Report ES123-06, attached, approved by Council on November 20, 2006, this review committee made various recommendations, including the rehabilitation of the existing Transit Terminal Building. At that time, without the benefit of a detailed design, it was estimated that the cost, including engineering, would be approximately \$425,000. Report ES117-06, attached, was submitted to Council on October 16, 2006, but deferred for further consideration, outlines some options for the rehabilitation of the terminal building, as well as outlining the estimated additional cost of relocating the dispatch portion of the transit operation to the old railway station on Talbot Street. Subsequently, Alderman Marle Turvey convened a meeting with representatives of the railway station, Aboutown and City staff. The conclusion of attendees at this meeting was that the cost of splitting the operation of the transit system between the existing terminal building and the old railway station would be prohibitive. As well, although the original concept for the rehabilitation of the transit terminal building was to remove the 2nd floor of the building, it appeared feasible to retain this floor for a future City use such as file storage while also providing the opportunity to accommodate a formal lunch room and locker area on the second floor. This would result in maximizing the available floor space area on the first floor for bus storage with minor maintenance needs. Based on this, in late 2006 and early 2007, SPH was instructed to design the building rehabilitation project such that the 2nd floor would be retained for future use, but not renovated at this time, with only limited space on the 2nd floor used for transit staff. The 1st floor space would be used mainly for bus storage and dispatch public purposes. This first floor space has been maximized for bus storage as shown on the attached design layouts for the first floor.

Following the Council meeting of January 8, 2007, at which concerns regarding the estimated costs of the Transit Terminal Building rehabilitation were expressed, SPH was asked to draft an additional two estimates. Three construction scenarios have been considered as follows:

- Constructing of a new Transit Terminal Building on recently acquired property adjacent to the Public Works Service Centre located at 100 Burwell Road.
- Rehabilitating the existing Transit Terminal Building, but removing the vacant 2nd floor, while maintaining a two storey street front on Talbot Street. This was one of the original options presented to Council in report ES117-06 on October 16, 2007.
- Rehabilitating the existing Transit Terminal Building, retaining the 2nd floor primarily for future use but with limited transit staff use.

The full estimates provided by SPH Engineering are attached. Following is a summary of these estimates:

	New Building On City Land	Rehab Existing (2 nd Flr Removal)	Rehab Existing (Retain 2 nd Flr)
Construction	\$784,000	\$363,000	\$668,000
Contingency	78,000	36,000	50,000
Engineering	<u>39,000</u>	<u>34,000</u>	<u>67,000</u>
Total	\$901,000	\$433,000	\$785,000

Note that the alternative of constructing the new building on City owned land does not include the value of the land. Also, the recent property purchase of lands on the south side of the Public Works Service building at 100 Burwell Road is meant to be used primarily to accommodate future space needs at the Public Works Service Centre.

The Environmental Services Department is recommending that the existing Transit Terminal Building be rehabilitated with the retention of the 2nd floor for a number of reasons including:

- The existing facility is centrally located to service the general public as well as storing the fleet.
- Rehabilitating the existing building will support Council's efforts to revitalize the downtown business area.
- Most of the 2nd floor will be available for use at a future time.

It must also be noted that both levels of Senior Government have dedicated significant conditional capital funding to municipalities to assist municipalities with the upgrading of their environmental services such as water, waste water, solid waste and transit services. The transit service is an environmental service as it contributes to a reduction of green house gas emission per passenger use.

Financial Considerations:

Estimated Cost of the project as recommended:

Construction	\$668,000
Contingency	50,000
Engineering	<u>67,000</u>
Total	\$785,000

Source of Funding:

Provincial Gas Tax	\$425,000
Federal Gas Tax	<u>360,000</u>
	\$785,000

The Provincial Gas Tax funding, which is fully dedicated for transit purposes, can accommodate the proposed expenditure of \$425,000 for the design and construction of the Transit Terminal Building and the other improvements recommended by the Ridership Growth Strategy and Asset Management Plan and the Implementation Plan Review Committee as noted in Report ES123-06.

The Federal Gas Tax funding, which is to be used for projects, which have a positive impact on the environment, can readily accommodate the proposed expenditure of \$360,000.

As a result, any of the above noted options can be fully funded by gas tax revenue.

Further alternative:

On January 22, 2007, following the City's capital budget deliberation of January 8, the City of St. Thomas received a suggestion by a local property developer to sell the Transit Terminal Building which would allow the City of St. Thomas to use the building free of rent for 5 years. (Utility costs borne by the City)

In this regard, the Transit Terminal property has not been declared a surplus property. Also, this component of the City's transit assets will need to continue to exist, as it is an integral part of the City's transit system. The possible divestiture of this asset would create a loss of control over one of the key transit assets resulting in the need to pay rent for this facility rather than collect rent. Therefore, it is not recommended that this option be pursued by the City.

Paul Harris of SPH Consultants will be available to discuss the various construction alternatives should the members have any questions.

Respectfully,

- 49 -



Ivar Andersen, Manager of Operations & Construction
Environmental Services

Reviewed By:

Treasury

Env Services

Planning

City Clerk

HR

Other

Treasurer's Comments:

We believe that the Transit Terminal Building should be funded, in it's entirety, by the Provincial Gas Tax Reserve. We note that the use of Provincial Gas Tax revenues is restricted to transit.

Should Council approve alternative #2 we confirm that there is presently sufficient funding from Provincial Gas Tax revenues to allow the project to proceed immediately.

Should Council support alternative #3 we note that sufficient funding from Provincial Gas Tax revenues is not presently available. We estimate that the City will receive an additional \$432,000 in 2008. As such, the project could be fully funded by the Reserve at that time.





REV.	DESCRIPTION	DATE
2	ISSUED FOR CLIENT REVIEW	2006/12/13
1	ISSUED FOR CLIENT REVIEW	2006/12/06

**CITY OF
ST. THOMAS
ST. THOMAS, ON**

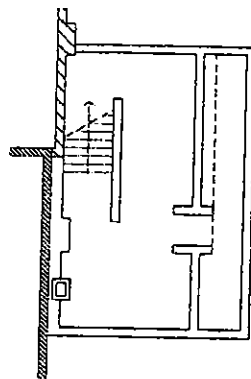
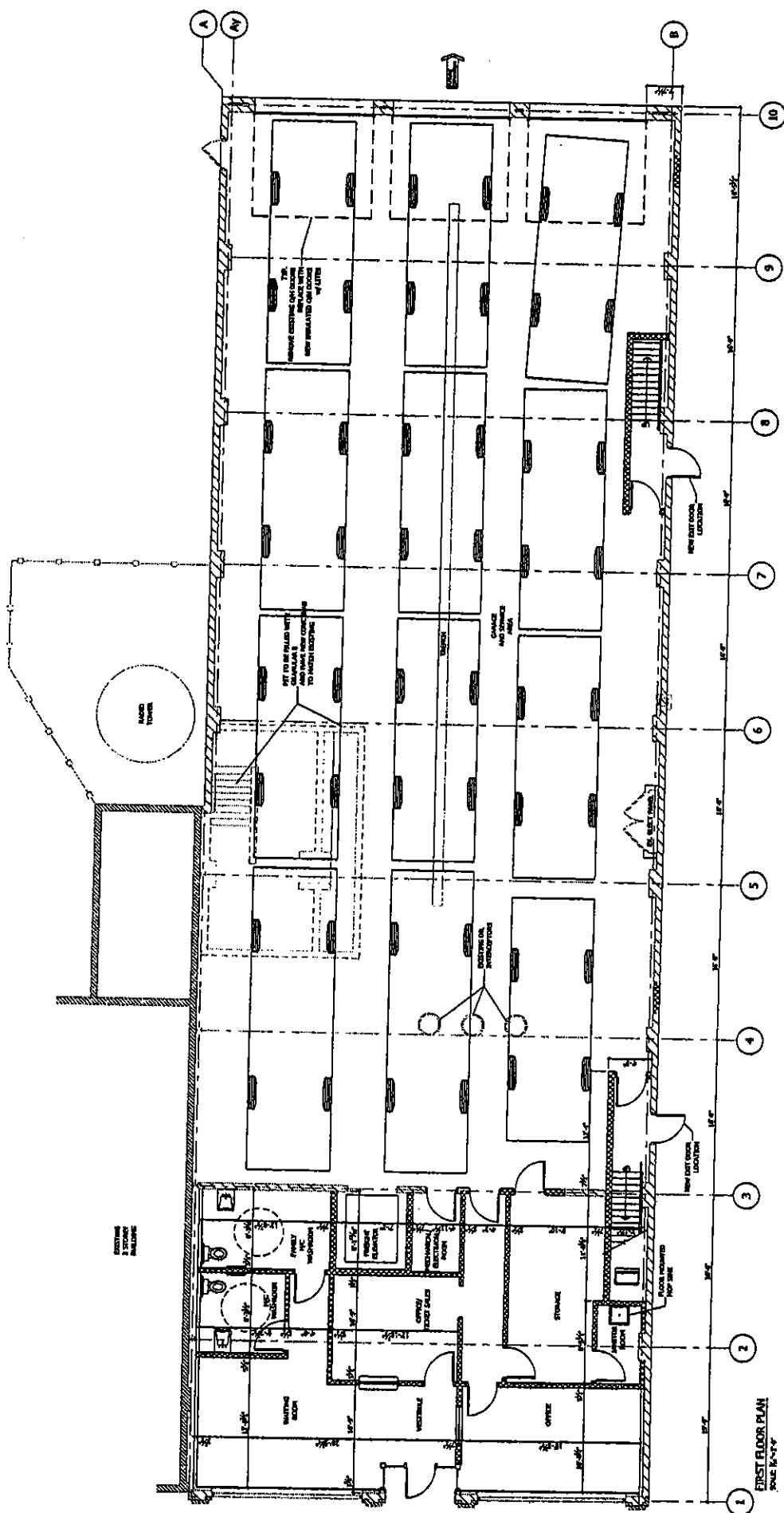
BUS GARAGE BUILDING RENOVATION

**FIRST FLOOR
PLAN**

NAME	CXC	COMMENTS	FBK
DATE	2006-10-19	SCALE	AS NOTED
PROJECT NUMBER	6103	REMARKS	AI
SEE PAGE	6107 (continued)		

SPH ENGINEERING INC.
REAL WORLD ENGINEERING:
TEL: 519-519-5700

65 SPRINGBANK AVE. N.
UNIT #1
WOODSTOCK, ONTARIO
N4S 5Y6
519-519-5775



SERVICE PTT PLAN

-51-

This drawing is the property of
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be copied or distributed for any
purpose or by any person without
the permission of the owner.



REV.	DESCRIPTION	DATE
2	ISSUED FOR CLIENT REVIEW	2006/12/13
1	ISSUED FOR CLIENT REVIEW	2006/12/08

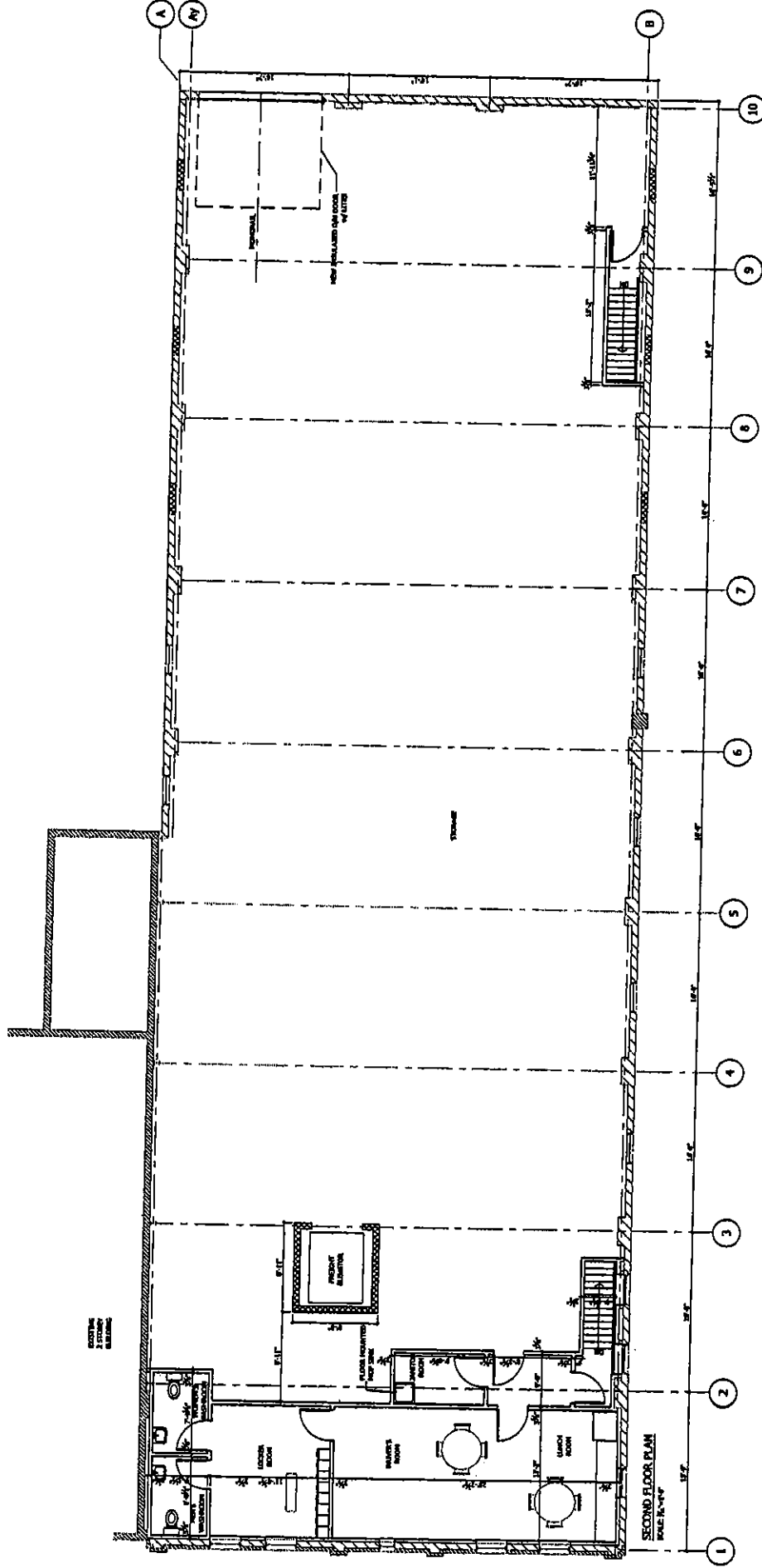
CITY OF
ST. THOMAS
ST. THOMAS, ON

BUS GARAGE
BUILDING RENOVATION

SECOND FLOOR
PLAN

CLIENT	CIC	DESIGNER	PHH
DATE	2006/10/08	AS NOTED	
PROJECT NUMBER	6102		
PROJECT NAME	4102mids3		A2

SPH ENGINEERING INC.
65 SPRINGBANK AVE. N.
SUITE #1
WOODSTOCK, ONTARIO
N4S 1Y9
TEL: 519-539-5775



-52-



SPH Engineering Inc.

1-65 Springbank Ave N., Woodstock, Ontario N4S 8V8
Phone 519-539-5700

fax 519-539-5775

PROJECT	6102 TRANSIT FACILITY UPGRADE	Date Prepared	1/15/2007
		Date Printed	1/30/2007

Proposed New Garage
(Property costs not included)

ITEM	DESCRIPTION	COST
1		\$ -
2	Office area	\$ -
3	Single storey building with 2 offices, storage room, M/E room,	\$ -
4	Washrooms, driver's area wth washrooms, locker rooms and	\$ -
5	lunchroom	\$ -
6	Ticket sales downtown; not on site	\$ -
7	2000 ft2 @ \$110/ft2	\$ 220,000
8		\$ -
9	Bus storage area	\$ -
10	50x125' Pre-engineered building designed as drive thru with	\$ 344,000
11	with future expansion capability 6250 ft2 @ \$55/ft3	\$ -
12		\$ -
13	Site Work	\$ -
14	Additional excavation/granular for building footings	\$ 120,000
15	(+/-3000 m3@\$40/m4	\$ -
16	Site Servicing; Asphalt for parking and driveways	\$ 100,000
17		\$ -
18		\$ -
19		\$ -
20		\$ -
21	SUB TOTAL	\$ 784,000
22		
23	ENGINEERING 5% OF SUB TOTAL	\$ 39,000
24		
25	CONTINGENCY 10% OF SUB TOTAL	\$ 78,000
26		
27	TOTAL	\$ 901,000
28		
29		

-53-



SPH Engineering Inc.

1-65 Springbank Ave N., Woodstock, Ontario N4S 8V8
Phone 519-539-5700

fax 519-539-5776

PROJECT	6102 TRANSIT FACILITY UPGRADE	Date Prepared	12/23/2003
	OPTION 4; Remove 2nd Floor	Date Printed	1/30/2007

Estimate reviewed for current (2007) costs

ITEM	DESCRIPTION	COST
1		
2	Temporary Relocation Requirements	\$ 20,000
3	Storm Drain Relocation	\$ 15,000
4		
5	ROOF REMOVAL (Removal of existing built-up roof and insulation)	\$ 18,000
6	ROOF AND WALL DEMOLITION (Includes removal of apartment and front siding)	\$ 28,000
7	NEW BUILT-UP ROOF SYSTEM w/ SLOPED INSULATION	\$ 79,000
8	MODIFY ROOF DRAIN LINES	\$ 3,000
9	REPAIR FRONT BRICK WALL (Including temp shoring)	\$ -
10	Rebuild Wall	\$ 39,000
11	Structural Supports for New wall	\$ 10,000
12	Repoint Masonry	\$ 5,000
13	RENOVATION TO OFFICE AND WAITING ROOM	\$ 146,000
14	(Includes interior office and washroom renovation and HVAC if required,	
15	repair to front wall exterior finish)	
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30	SUB TOTAL	\$ 363,000
31		
32	ENGINEERING 9.5% OF SUB TOTAL	\$ 34,000
33		
34	CONTINGENCY 10% OF SUB TOTAL	\$ 36,000
35		
36	TOTAL	\$ 433,000
37		
38		

-54-



SPH Engineering Inc.

1-65 Springbank Ave N., Woodstock, Ontario N4S 8V8
Phone 519-539-5700

fax 519-539-5775

PROJECT	6102 TRANSIT FACILITY UPGRADE	Date Prepared	12/8/2006
		Date Printed	1/29/2007

Interior Renovation keeping Existing Second Floor

ITEM	DESCRIPTION	COST
1	DIVISION 0	CONDITIONS
2	DIVISION 1	GENERAL REQUIREMENTS
	Temporary Relocation Requirements	\$ 20,000
3	DIVISION 2	SITE WORK
	Demolition	\$ 45,000
	Special Demolition	
	apartment area	
	main floor area	
	building front wall	
	masonry walls	
	Storm Drain Relocation	\$ 15,000
4	DIVISION 3	CONCRETE
	Fill in existing service pit	\$ 15,000
5	DIVISION 4	MASONRY
	Block	\$ 42,000
	Brick	
	(Cost for Block walls for Elevator shaft (\$15,000+/-) included in Masonry cost above)	
6	DIVISION 5	METALS
	Roof Deck and Joists	\$ 69,000
7	DIVISION 6	WOOD AND PLASTICS
	Woodworking and Materials	\$ 35,000
8	DIVISION 7	THERMAL AND MOISTURE PROTECTION
	Weatherproofing and sealing	\$ 52,000
	Built up roof	
9	DIVISION 8	DOORS AND WINDOWS
	New doors	\$ 99,000
	New windows	
	New Overhead doors	
10	DIVISION 9	FINISHES
	Walls	\$ 53,000

-55-

		Cellings		
		Floors		
		Special refinishing (refinish wood trims)		
11	DIVISION 10	SPECIALTIES	\$	-
12	DIVISION 11	EQUIPMENT	\$	65,000
		Elevator & Foundation		
13	DIVISION 12	FURNISHINGS (NOT INCLUDED)	\$	-
14	DIVISION 13	SPECIAL CONSTRUCTION	\$	-
15	DIVISION 14	CONVEYING SYSTEMS	\$	-
16	DIVISION 15	MECHANICAL	\$	110,000
		Plumbing and Fixtures		
		HVAC		
		HVAC Units for each floor		
		Exhaust & Vent unit for garage		
17	DIVISION 16	ELECTRICAL	\$	-
18		Lighting	\$	18,000
19		Data	\$	30,000
20			\$	-
21			\$	-
22			\$	-
23			\$	-
24			\$	-
25			\$	-
26			\$	-
27	SUB TOTAL		\$	668,000
28	ENGINEERING	7.5% OF SUB TOTAL	\$	50,000
	CONTINGENCY	10% OF SUB TOTAL	\$	67,000
29	TOTAL		\$	785,000
30				
31	BUDGET ALLOWANCE TOTAL		\$	800,000
32				



Corporation of the
City of St. Thomas

56-

Report No.

FD05-07

File No.

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

Date
May 1, 2007

Department: Fire Department

Attachment

Prepared By: Fire Chief Robert Barber

Subject: Truck Tender

Recommendation:

"THAT: Report FD05-07 be received for information, and further;

"THAT: Council accept the tender submitted by Elgin Chrysler in the amount of \$34,933.00 for the purchase of one ¾ ton pick-up truck.

"THAT: The source of the funding for the purchase be in the 2007 Vehicle and Replacement Reserve as approved by Council in the 2007 Operating Budget, Capital Part 1.

Origin

This truck is a replacement for the Fire Prevention 4, a 1991 Suburban, which has served our department very well for 16 years. Fire Prevention 4 is used extensively for inspections, training, demonstrations, and is in the public eye every day. We also use vehicle to transport personnel and equipment to fire scenes, and to plough snow in the winter for both stations.

Analysis:

This truck was included in a tender for 3 trucks (the other 2 for the Works Department), which closed at 2:00 pm on April 11, 2007. A separate report will be submitted for the Works Department vehicles. Six submissions were submitted for this tender and were subsequently reviewed by staff. The results for the Fire Department vehicle are as follows:

NUMBER	BIDDER	TENDER PRICE
1	Mike Hutchinson	\$37,399.00
2	Elgin Chrysler	\$34,933.00
3	Cotrac Ford	Non-compliant
4	St. Thomas Ford	Non-compliant
5	Columbo Chrysler	Incomplete bid
6	Bayview Chrysler	Incomplete bid

The bids submitted by Mike Hutchinson and Elgin Chrysler both meet the tender requirements. The Fire Department is recommending Elgin Chrysler as the successful tender as it is the lower of the two bids.

Financial Considerations:

An allocation of \$45,000.00 has been approved in the 2007 Part 1 Capital Budget. The recommended bidder's price of \$34,933.00 is \$10,067.00 under budget.

Respectfully submitted,


Fire Chief Bob Barber

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



- 57 -

Corporation of the
City of St. Thomas

Report No.

OW12-07

File No.

Directed to:

Chairman Lori Baldwin-Sands and Members of
Social Services Committee

Date

April 24, 2007

Department:

Ontario Works and Social Housing

Attachment(s)

Prepared By:

Sandra Datars Bere, Director
Ontario Works and Social Housing

(1)

Subject:

Report for the months of January, February & March 2007

Recommendation:

That the report OW12-07 of the Director of Ontario Works and Social Housing for the months of January, February & March 2007 be received and filed.

Income Maintenance:

The Ontario Works Income Maintenance division was kept busy in the first quarter of 2007 as intake for Social Assistance increased dramatically over last quarter. The staff has rallied to the challenge and has kept our turn around time for applications to the prescribed four-day time period. In March, the Service Delivery Model Technology under went an upgrade to make it more efficient; two more of these "productions" are planned for 2007. The ever changing legislation and staff turnover make the Income Maintenance division a very interesting and challenging place to work. Our staff's main focus is to provide quality service for the residents of the City of St. Thomas and the County of Elgin.

The Homelessness Initiative, Rent Bank and Energy Emergency Funds continue to assist the residents of the St. Thomas-Elgin community, aiding those in need to avoid eviction, and utility disconnections. The Affordable Housing/Rental Supplement has also been successful providing affordable housing options to vulnerable members of our community. Still a relatively new program, in conjunction with our Social Housing division it is expected that this program will expand in 2007.

Employment:

The Employment division began this year with a running start. On January 16th, 2007 our departmental staff collaborated with our Innovation Grant partner, Forest City Transportation, to conduct a Job Fair for 31 potential candidates for the program. These candidates were interviewed and short-listed. The successful candidates underwent medicals and drug testing and to date, three (3) have successfully completed their AZ Truck Driver Training. These individuals will be working with Forest City Transportation to obtain employment in their field. We continue to work towards our target of training fifteen participants by December of 2007.

A representative from the employment team has been attending the "Rapid Re-Employment and Training Service" Meetings. This is a committee that has been formed through the Ministry of Training, Colleges and Universities (MTCU) and Employment Ontario to meet the needs of displaced workers (through layoffs/shutdowns, etc). Our staff representative recently attended the information session for the workers who lost their positions at Contran Manufacturing.

The Joint Implementation Project, which was coordinated with the local Ontario Disability Support Program (ODSP) office in mid 2006, continues to service spouses and dependents of ODSP clients. To date, our office has received 44 referrals. Out of these 44 referrals, 37 clients have been interviewed and placed in various employment activities within our program.

The "Task Force for Enhanced Referrals", a community collaborative working group, which has been in existence since late 2006, has developed a common referral document for interagency referrals to be used by all community partners in St. Thomas and Elgin County. This document will be presented to all agencies for final approval in the near future.

The employment team is "ramping up" in its planning to successfully transition from an operational standpoint from activity-based funding to outcome-based funding. Several brainstorming meetings have occurred within the management team and a focus group consisting of employment resource workers and caseworkers will be established to develop suggestions and ideas on the best practices to successfully integrate the new funding model. We continue to engage all parties in this process from the early planning stages in order to ensure all components of our employment program are fully considered.

Child Care:

The New Year began with the implementation of Income Testing. Ontario Works Child Care staff switched to this new process January 1, 2007 and as of that date all new families applying for subsidized child care were assessed

Child Care:

The New Year began with the implementation of Income Testing. Ontario Works Child Care staff switched to this new process January 1, 2007 and as of that date all new families applying for subsidized child care were assessed based on the income test formula, with the exception of social assistance recipients. Families currently receiving fee subsidy will be income tested at the time of their next review. Grand-parenting provisions apply for current families until the child enters grade one. Verifying income is now done through use of the income tax Notice of Assessment (NOA) or the Canada Child Tax Benefit.

The impact of this change continues to be monitored. Since the Income Testing initiative was introduced in January 2007 our department has observed an increase in the amount of fee subsidy paid out as well as an increase in parental contributions. Our department will continue to monitor the increased expenditures in fee subsidy throughout the year.

Childcare spaces continue to fill quickly in full day programs in the city. Infant and toddler spaces and programs with transportation run at full capacity. Rural childcare programs continue to have open spaces in all age groups. Currently Ontario Works does not have a fee subsidy wait list however some child care operators are experiencing the inability to offer child care spaces for some age groups as they have reached capacity in these age groups.

There have been several Best Start meetings with community organizations as we continue to work with our partners to plan system Integrations in the area of children's services. A new working committee, comprised of numerous key community stakeholders, has been formed and will work with our department to develop a Best Start community plan for submission to the Ministry of Children and Youth Services by June 30, 2007.

Our department continues to monitor the development process in regards to the new child care centre being developed by the Early Learning Centre. Currently the agency is in the process of reviewing construction tenders with completion expected for fall 2007.

Social Housing:

Canada-Ontario Affordable Housing Program update

Rental & Supportive (capital) component:

In March, notice was received from the Minister of Municipal Affairs and Housing, John Gerretsen, that an additional allocation of 30 units (\$2.1-million) was approved for the Affordable Housing Program project proposal submitted by Dutton & District Lions Non-Profit Housing Corporation for the construction of a new seniors' residence. This additional allocation brings the total funding committed for St. Thomas and Elgin to \$5.6-million for the construction of 81 new affordable housing units at four sites, two in St. Thomas and two in Elgin County.

Also in March, Council approved entering into Contribution Agreements with two of the four proponents for funding as follows:

1. \$1,504,108 to Novi Construction Limited for a 23-unit apartment building at 25 Scott Street in St. Thomas,
2. \$828,000 to Walter Ostojic & Sons Ltd. for a 12-unit apartment building at 78 Steele Street in St. Thomas.

Contribution agreements for the other two proponents will be ready for Council's approval once donated land transfer arrangements have been finalized by the proponents and their respective municipalities, Dutton-Dunwich and West Elgin, and when building permits are secured.

New Residential Tenancies Act

The new Residential Tenancies Act came into effect on January 31, 2007 to amend and replace the 1997 Tenant Protection Act. The new Act affects all social housing providers. A number of training sessions have been held in the St. Thomas area, hosted by the Elgin-Oxford Legal Clinic and by the Ontario Non-Profit Housing Association, to inform local residents and housing providers of the new rules and regulations around rental properties.

London Homeless Coalition

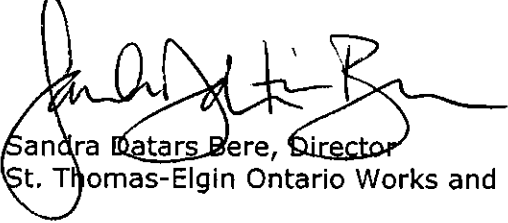
Connections have been established between St. Thomas - Elgin Ontario Works and the London Homeless Coalition to assist with the placement of needy individuals from the St. Thomas - Elgin area. The Homeless Coalition is an association of agencies in London and area that provide shelter and services to people who are homeless. Staff from Ontario Works will attend the Coalition's monthly meetings on the first Monday of each month.

DOOR funding

-59-

As part of the recent Provincial Budget, it was announced that the Province is investing \$127-million in a new initiative called DOOR (Delivering Opportunities for Ontario Renters). The funding is part of \$392-million transferred to the province by the federal government for housing. It has been distributed as unconditional funding for Service Managers to use as required to enhance affordable housing opportunities. The St. Thomas - Elgin area was one of only seven Service Manager areas across the province, which did not receive an allocation of funds under this initiative. Housing staff sent a letter of concern to the Ministry, copied to local politicians.

Submitted by



Sandra Datars Bere, Director
St. Thomas-Elgin Ontario Works and Social Housing

Reviewed By:

Treasury

Env Services

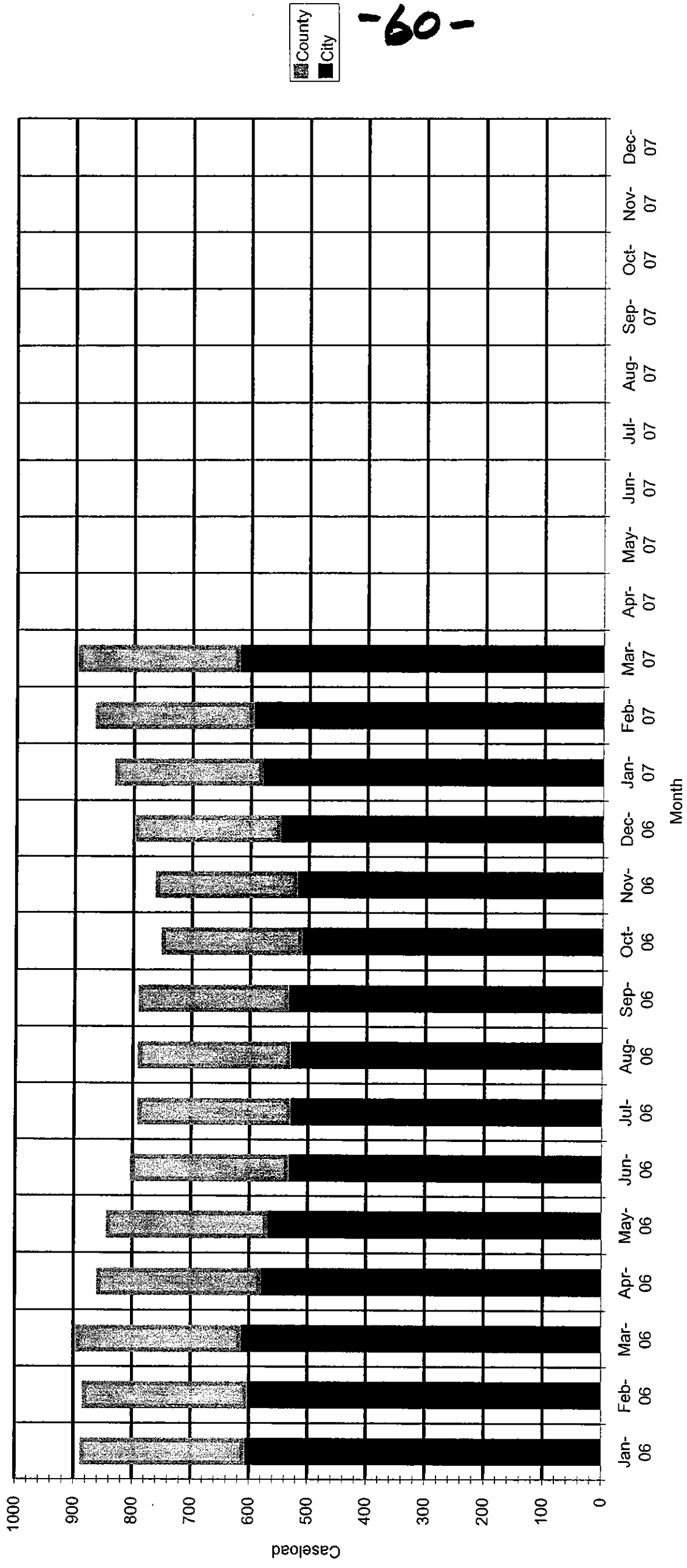
Planning

City Clerk

HR

OW

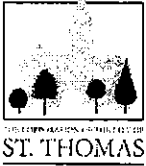
Ontario Works Caseload Trend 2006 - 2007



-61-

month	Caseload	City	County	Proof	Annual Caseload	Annual Avg Caseload	% Prior year
Jan-05	878	639	239	0			
Feb-05	903	649	254	0			
Mar-05	905	657	248	0	895		
Apr-05	883	652	231	0			
May-05	837	629	208	0			
Jun-05	823	638	185	0	872		
Jul-05	810	637	173	0			
Aug-05	816	626	190	0			
Sep-05	805	618	187	0	851		
Oct-05	800	598	202	0			
Nov-05	814	591	223	0			
Dec-05	853	571	282	0	844	844	96.83%
Jan-06	885	611	274	0			
Feb-06	881	606	275	0			
Mar-06	893	617	276	0	886		
Apr-06	857	583	274	0			
May-06	841	572	269	0			
Jun-06	800	536	264	0	860		
Jul-06	788	533	255	0			
Aug-06	788	533	255	0			
Sep-06	787	537	250	0	836		
Oct-06	749	514	235	0			
Nov-06	759	523	236	0			
Dec-06	795	552	243	0	819		
Jan-07	829	583	246	0			
Feb-07	863	599	264	0			
Mar-07	892	623	269	0	861		
Apr-07				0			
May-07				0			
Jun-07				0	431		
Jul-07				0			
Aug-07				0			
Sep-07				0	287		
Oct-07				0			
Nov-07				0			
Dec-07				0	215		

861	CY Avg
3	# Months
819	YTD Avg 2006
844	YTD Avg 2005
872	YTD Avg 2004
930	YTD Avg 2003
1052	YTD Avg 2002
93.69%	Percentage Of previous caseload
6.31	Percentage Increase
10536	Projected 2005



-62-

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

Report No. OW-14-2007

File No.

**Directed to: Chairman Lori Baldwin-Sands and
Members of the Social Services
Committee**

Date: April 25, 2007

Subject: Province-wide Arrears Database

**Attachment 1 – Arrears
Database Operating
Agreement
Attachment 2 – Addendum to
Housing Corp. delegation
agreement**

Department: St. Thomas – Elgin Ontario Works

Prepared By: Elizabeth Sebestyen, Housing Administrator

Recommendation:

THAT Report OW-14-2007 be received as information; and further

THAT Council authorizes entering into an Operating Agreement between the City of St. Thomas and the Social Housing Services Corporation to set out mutual responsibilities and obligations for participation in the province-wide social housing arrears database; and further

THAT a by-law be prepared authorizing the Mayor and Clerk to sign two copies of the Operating Agreement (Attachment 1), and further,

THAT Council approves the addendum (Attachment 2) to the Centralized Waiting List Agreement between the City and Elgin and St. Thomas Housing Corporation dated March 1, 2002, to confirm the Housing Corporation will assume the responsibilities of the City of St. Thomas as outlined in the Arrears Database Operating Agreement.

Background:

To screen applicants for eligibility for social housing, Service Managers/Housing Access Centres are required, under the *Social Housing Reform Act*, to ensure that applicants have no outstanding former tenant arrears of rent or damages with another social housing provider, or, if so, that there is a repayment agreement in place and in good standing.

With the support of the Service Manager Housing Network and the Access Centres Network, a Province-wide Arrears Database was developed by Social Housing Services Corporation (SHSC) to assist with tracking rent and damage arrears in social housing. SHSC will host and maintain the database and provide on-going technical support.

After a successful pilot in 2006, the web-based Arrears Database is now ready for use. This agreement, therefore, between the City and SHSC outlines the respective commitments and responsibilities of each party with respect to the arrears database.

Benefits of an arrears database:

The database will give Access Centre staff a useful tool to screen social housing applicants for eligibility. The system is easy to use and, as a province-wide system, also provides arrears information on applicants applying from outside the St. Thomas and Elgin area.

Because applicants must pay outstanding arrears or be in repayment agreements before they are eligible to re-apply for social housing, it is anticipated that this new tracking system will result in a greater likelihood that housing providers will recover former tenant arrears still outstanding. In fact, Service Managers participating in the eight pilot test sites last year report that recoveries far exceed the annual cost of participating in the system.

Application processing delegated to Housing Corporation:

Under the terms of an agreement entered into at the time of devolution of social housing in 2002, Elgin and St. Thomas Housing Corporation manages the Co-ordinated Access Centre on

behalf of the City of St. Thomas. The Access Centre processes applications for most social housing providers in St. Thomas and Elgin County, and maintains the Centralized Waiting List.

Section 3.11 of the Arrears Database agreement notes that where the Service Manager has delegated the responsibility of screening for eligibility for social housing to a third party, the Service Manager must ensure that the delegate is aware of the contents of this agreement and has agreed to follow/assume those responsibilities on behalf of the Service Manager.

To this end, and in accordance with the City's authority under section 2.02 of the Centralized Waiting List Agreement with the Housing Corporation, staff has created an Addendum to the delegation agreement with the Housing Corporation (Attachment 2) to confirm the Housing Corporation will assume the responsibilities of the City of St. Thomas as detailed in the Arrears Database agreement with the exception of the payment of annual fees which will be paid out of the Ontario Works social housing budget. A copy of the Arrears Database agreement will be attached to the Addendum.

Management at the Housing Corporation is aware of and supports the implementation of the arrears database.

Implementation process:

Housing Providers in St. Thomas and Elgin County were notified of the upcoming arrears database system last fall, and have been forwarding former tenant arrears information to the Access Centre. Training will be provided by SHSC to Access Centre staff at the point of sign-in to the system. At that time, local arrears information will be uploaded to the provincial database. Updated information will be uploaded monthly thereafter. A User Manual will be provided by SHSC. As a web-based user-friendly system, implementation of the system locally is expected to be seamless. The system provides links with the existing centralized waiting list database, Yardi, currently used by the Housing Corporation.

The website will be secure and accessible only to authorized Access Centre/ Service Manager staff. Housing providers will not have direct access to the database. Application forms have been amended to notify applicants that arrears information will be shared with SHSC.

Financial implications:


SHSC has developed a system fee structure based on large, medium, and small-sized Service Managers. For large areas with more than 3,000 social housing units, the annual fee is \$2,000. St. Thomas – Elgin falls into the “medium-sized” category for areas with between 1,000 and 3,000 social housing units with the annual fee set at \$800. For small areas with fewer than 1,000 units, the fee is \$350.

For 2007, the fee has been prorated for the 8-month period from May to December. The 2007 fee of \$533.33 will be paid out of the social housing budget. As a web-based system, there are no additional hardware or software costs.

Conclusions:

Staff supports this system as a means of offering increased support to and a useful tool for Access Centre staff to enable due diligence in determining eligibility for subsidized housing assistance, and as an effective method of ensuring that tenants have paid outstanding arrears before being re-housed in social housing. Likewise, management at the Access Centre supports participation in the arrears database. Council's approval to enter into the Arrears Database agreement is therefore respectfully requested.

Submitted by


Elizabeth Sebestyen
Housing Administrator

Reviewed By:

Treasury Env Services Planning City Clerk HR  Other

OPERATING AGREEMENT

This OPERATING AGREEMENT is between:

City of St. Thomas
(hereinafter identified as "the Service Manager")

AND

THE SOCIAL HOUSING SERVICES CORPORATION
(hereinafter identified as "SHSC")

PURPOSE

- 1.1. The Service Managers' Housing Network (SMHN) sought the assistance of the Social Housing Services Corporation (SHSC) to establish and maintain a web-based database (known as the "PROVINCE-WIDE ARREARS DATABASE"). The purpose of this database is to provide Service Managers with comprehensive, uncomplicated and secure access to former tenant social housing arrears data across the Province of Ontario for the specific purpose of determining initial and ongoing eligibility to receive rent geared to income assistance as prescribed in the Social Housing Reform Act 2000 (SHRA) and O. Reg. 298/01;
- 1.2. The SHRA, section 165(1) permits the sharing of personal information between Service Managers, housing providers and SHSC *"if it is necessary for the purposes of making decisions or verifying eligibility for assistance under this ...Act."*
- 1.3. Rent is the amount paid or required to be paid by a tenant to a housing provider for the right to occupy a rental unit and for any services and facilities that the landlord provides for the tenant in respect of the occupancy of the rental unit. For the purpose of the Province-wide Arrears Database and pursuant to O. Reg. 298/01, s.7 (e) and (f) former tenant arrears include the following:
 - arrears of rent,
 - money owed as the result of a reimbursement requested by a service manager under section 86 of the SHRA, or
 - money owed in respect of damage caused by a member of the household;
- 1.4. At the request of the SMHN, the SHSC has undertaken to support the establishment and maintenance of a web site especially for use by all Service Managers and Access Centres. This agreement outlines how the web-based database will be administered in the future. As such, SHSC and the Service Manager agree that the following provisions are the written reflections of their respective commitments towards the successful provision of services by the SHSC.

THE SHSC will:

- 2.1. Administer the web-based database and provide future technical support with the purpose of maintaining a province-wide database of social housing former tenant arrears;

- 2.2. Provide the Service Manager three months notice of any increase in fee structure;
- 2.3. Facilitate a computer based web site and future technical support with the purpose of maintaining a province-wide database of social housing former tenant arrears;
- 2.4. Provide a server capable of maintaining the information and traffic of such a web site that will be backed up on a mainframe on a regular basis to ensure limited risk of information loss, security of information and recovery of data in the event of disaster;
- 2.5. Work with the Province-wide Arrears Database Working Group of the SMHN to develop goals and basic design concepts for the web site;
- 2.6. Provide administrative and technical support, for the purpose of acting as liaison between the Province-wide Arrears Database Working Group and SHSC;
- 2.7. Ensure the web site is reflective of the goals and emergent needs of Service Managers as communicated by the SMHN. Enhancements will be implemented where mutually agreed in writing;
- 2.8. Be responsible for hosting and maintaining the Province-wide Arrears Database, including access to the site;
- 2.9. Provide ongoing technical support and monitoring of the web site.

THE SERVICE MANAGER will:

- 3.1. Pay to the SHSC an annual fee (Contained in the attached Schedule A – Fee Structure) for the maintenance of the database which may include development, design, maintenance, and hosting costs of the web site;
- 3.2. Ensure that the Access Centre in the Service Manager's service area uploads former tenant arrears data on a monthly basis according to the protocols attached;
- 3.3. Ensure that data being uploaded is as complete and accurate as possible by undertaking a review prior to upload;
- 3.4. Ensure the information in the database is used only for the purposes it is intended;
- 3.5. Ensure that SHSC authorized access to the database is restricted to Access Centre staff responsible for the determination of RGI eligibility;
- 3.6. Ensure that staff that cease to be responsible for the determination of RGI eligibility, as well as staff that cease to be employed by the Service Manager / Access Centre are no longer authorized to access the database. The Service Manager will ensure that SHSC is notified promptly to that end;
- 3.7. Ensure that SHSC is identified as another party in respect to information sharing in the release and consent declaration of the application for rent-geared-to-income assistance;

-66-

- 3.8. Ensure that release and consent signed between housing providers and tenants includes notification that arrears information will be shared between service managers and SHSC;
- 3.9. Ensure that all housing providers provide the Service Manager/Access Centre with former tenant arrears in a timely manner;
- 3.10. Maintain confidentiality of information contained within the database;
- 3.11. Where the Service Manager has delegated the responsibility of screening for eligibility for social housing to a third party access centre, ensure the delegate is aware of the contents of this agreement and has agreed to follow/assume the Service Manager responsibilities as detailed in this agreement;

TERM

- 4.1. This agreement will be in effect from the date of signing to the end of the calendar year and will automatically be deemed to renew annually upon each calendar year thereafter. The fee will become payable upon execution of this agreement.

TERMINATION

- 5.1. The parties agree that in the event that the OPERATING AGREEMENT is terminated by any party, copies of all data will be provided to the Service Manager within the prescribed notice period and further that each party will work diligently and in good faith to actualize such transfer of responsibilities as may be required by such termination.
- 5.2. SHSC agrees to provide the SMHN, as well as, the Service Manager with at least three months' notice if it is unable to provide on-going support of the database, or wishes to change any of the terms of this Operating Agreement.
- 5.3. The Service Manager agrees to provide the SHSC with at least three months' notice if it is unable to provide on-going data to support the database, or wishes to be removed as a participant.

DELIVERY OF NOTICES

- 6.1. The parties agree that any notice required pursuant to this Agreement shall be delivered by mail or fax to:

The Service Manager / DSSAB at:

~~City of St. Thomas~~ ST. THOMAS/ELGIN ONTARIO WORKS
423 Talbot St., Box 520
St. Thomas, ON N5P 1C1
attention: ~~Cliff Barwick, Mayor,~~
~~Wendell Graves, City Clerk~~
DIRECTOR, ONTARIO WORKS
+ SOCIAL HOUSING.

- 67 -

The Social Housing Services Corporation at:
Social Housing Services Corp
390 Bay Street, Suite 712
Toronto, ON M5H 2Y2
Fax: (416) 594-9422
Attention: Ms. Lindsey Reed, Executive Director

SIGNED

For the Social Housing Services Corporation

March 27, 2007
Date

Lindsey Reed
Lindsey Reed, Executive Director

For the Service Manager / DSSAB

Date

Cliff Barwick, Mayor;

Date

Wendell Graves, City Clerk

Schedule A

FEE STRUCTURE

Our fees are predicated on the premise that 47 service manager areas will participate and contribute to the operation of the Province-wide Arrears Database. In the event that this does not happen, SHSC reserves the right to adjust the fee schedule to meet financial requirements. The unit count is based on information provided to SHSC by Service Managers. If there is a discrepancy in their unit count, it is the responsibility of the Service Manager to notify SHSC. Unit counts listed include market rents and RGI.

SM	Total Units	A: \$2,000 B: \$800 C: \$350
City of Toronto, The	94,298	\$2,000
City of Ottawa, The	15,944	\$2,000
Regional Municipality of Peel, The	12,170	\$2,000
City of Hamilton, The	10,922	\$2,000
City of Windsor, The	7,908	\$2,000
City of London, The	7,686	\$2,000
Regional Municipality of Waterloo, The	7,439	\$2,000
Regional Municipality of Niagara, The	6,700	\$2,000
Regional Municipality of Durham, The	6,374	\$2,000
Regional Municipality of York, The	5,978	\$2,000
County of Simcoe, The	4,113	\$2,000
Regional Municipality of Halton, The	4,097	\$2,000
City of Greater Sudbury, The	3,717	\$2,000
Thunder Bay Social Services Administration Board, The	3,418	\$2,000
County of Wellington, The	2,712	\$800
District of Cochrane Social Services Administration Board, The	2,086	\$800
City of Kingston, The	2,050	\$800
County of Hastings, The	1,970	\$800
City of Cornwall, The	1,917	\$800
City of Peterborough	1,852	\$800
District of Sault Ste. Marie Social Services Administration Board, The	1,854	\$800
District of Nipissing Social Services Administration Board, The	1,508	\$800
City of St. Thomas, The	1,290	\$800
County of Renfrew, The	1,258	\$800
Municipality of Chatham-Kent, The	1,235	\$800
United Counties of Leeds & Grenville, The	1,232	\$800
City of Brantford, The	1,220	\$800
County of Lambton, The	1,201	\$800
County of Grey, The	1,189	\$800
Kenora District Services Board, The	1,098	\$800
City of Stratford, The	1,091	\$350
United Counties of Prescott and Russell, The	1,007	\$800

SM	Total Units	A: \$2,000 B: \$800 C: \$350
City of Kawartha Lakes, The	941	\$350
County of Northumberland, The	877	\$350
Oxford County, The	824	\$350
County of Bruce, The	770	\$350
County of Norfolk, The	725	\$350
County of Lanark, The	660	\$350
County of Lennox and Addington, The	653	\$350
County of Huron, The	616	\$350
District Municipality of Muskoka, The	590	\$350
County of Dufferin, The	577	\$350
Rainy River District Social Services Administration Board, The	530	\$350
District of Algoma Social Services Administration Board, The	470	\$350
District of Timiskaming Social Services Administration Board, The	461	\$350
Manitoulin-Sudbury District Social Services Administration Board, The	402	\$350
District of Parry Sound Social Services Administration Board, The	377	\$350
	228,007	\$47,200

Centralized Waiting List Agreement

Addendum A

Elgin and St. Thomas Housing Corporation hereby agrees to assume the responsibilities of the City of St. Thomas as detailed in the attached Operating Agreement for the province-wide Arrears Database, with the exception of the payment of annual fees which will be paid by St. Thomas – Elgin Ontario Works.

SIGNED

For Elgin and St. Thomas Housing Corporation:

Authorized Signing Officer

Date

Name & Title (printed)

Authorized Signing Officer

Date

Name & Title (printed)

Corporate Seal or Witness

- 71 -

**Ministry of Community Safety
and Correctional Services**

**Ministère de la Sécurité communautaire
et des Services correctionnels**



Public Safety Division

Division de la sécurité publique

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H3

25 rue Grosvenor
12^e étage
Toronto ON M7A 2H3

Telephone: (416) 314-3000
Facsimile: (416) 314-4037

Téléphone: (416) 314-3000
Télécopieur: (416) 314-4037

April 5, 2007

Chief William Lynch
St. Thomas Police Service
30 St. Catherine Street
St. Thomas ON N5P 2V8

Dear Chief Lynch:

In keeping with the Ontario government's commitment to place more police officers on our streets, funding will continue to be provided through the **Community Policing Partnerships (CPP) Program** to municipalities across the province. Through this cost-sharing initiative, police services will be able to maintain their increase in front-line presence.

Enclosed, please find a renewed two-year CPP Contractual Agreement for your service, effective April 1, 2007 to March 31, 2009. This Contractual Agreement replaces your existing one, which expired on March 31, 2007.

For your service to continue receiving funding through the Program, you must enter into the enclosed Contractual Agreement with the ministry. This letter forms no part of the Contractual Agreement.

The grant must be used in accordance with the terms and conditions set out in **Schedule A** and your applications, attached as **Schedule B (i) under the Original CPP Program and Schedule B (ii) under the CPP Program Criminal Intelligence Initiative**. I would like to draw particular attention to sections 2, 7, 8 and 9 in Schedule A. These sections stipulate that:

- The Grant shall be used by the Board and the Municipality solely for the purposes of increasing the complement of front-line, uniformed police officers and for no other purposes.
- The Criminal Intelligence Officer(s) must be dedicated full-time to criminal intelligence and should not be a crime unit addition(s).

.../2

Chief William Lynch

Page two

- The Board and Municipality shall submit a September 30th interim report and a March 15th annual report in each of the ministry's fiscal years as set out in Schedule C.
- Bi-annual reports must be submitted to Criminal Intelligence Service Ontario (CISO) outlining criminal intelligence activities undertaken by the redeployed officer(s), as set out in Schedule D.

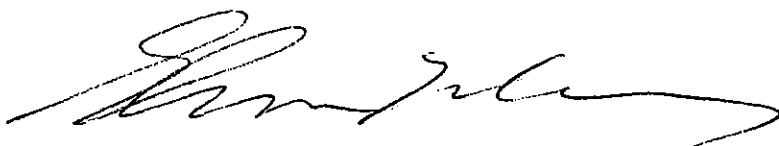
Also, please note that the grantee shall provide proof of its general liability insurance (\$5 million) indemnifying the Ministry of Community Safety and Correctional Services. Additionally, Municipal Council must put in place a municipal by-law or resolution authorizing the municipality to enter into this Agreement with the ministry.

The grant will be paid in arrears after submission of satisfactory CPP Program interim and annual reports and biannual reports to CISO. In order to claim any reimbursement, this Contractual Agreement must be executed between the ministry and your municipality and police services board.

Enclosed are three copies of the Contractual Agreement. Please arrange to have all three copies signed by the appropriate municipal council and police services board representatives and return all three copies as soon as possible to:

Eve Roknic
A/Manager, Program Development Section
Police Support Services Branch
Public Safety Division
Ministry of Community Safety and Correctional Services
12th Floor, 25 Grosvenor Street
Toronto ON M7A 2H3

Sincerely,



Glenn Murray
Assistant Deputy Minister
Public Safety Division

Enclosures

-73-

For
Council.

OTTAWA OFFICE:
TEL: (613) 992-3176
FAX: (613) 992-0930
HOUSE OF COMMONS
OTTAWA, ON K1A 0A6
E-MAIL: marki@parl.gc.ca

CENTRAL RIDING OFFICE:
TEL: (204) 622-INKY (4659)
FAX: (204) 622-4654
E-MAIL: inkymark@mts.net



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
OTTAWA

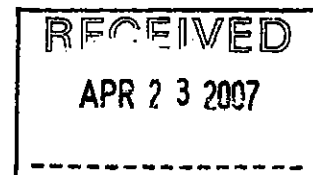
INKY MARK, M.P.
DAUPHIN - SWAN RIVER - MARQUETTE, MANITOBA
"Accountable to You"



City of St. Thomas
Received

OTTAWA, 3 April 2007

APR 24 2007



Dear Mayor/Reeve and Members of Council:

City Clerk's Dept.

RE: Bill C-417, the Canadian Soldiers' and Peacekeepers' Memorial Wall Act

Canada has no national memorial for her Fallen

On March 26, 2007 I introduced a Private Member's Bill in the House of Commons that would see the creation of a Memorial Wall for Canada's fallen soldiers and peacekeepers.

Since 1885 over 115, 000 people have died in the service of their country.

Before 1970, by Canadian law, those heroes were buried in the countries where they died. Their bodies were either lost at sea or are buried in seventy-three countries around the world.

The Memorial Wall would be the only national memorial to properly honour all of those who have given their lives in wars and peacekeeping duties. It will allow Canadians and visitors the opportunity to understand the magnitude of the sacrifice that was made to ensure we maintain the rights and freedoms we enjoy today.

This concept has been the dream of Ed Forsyth, a Canadian veteran who served in the 4th Armoured Division during World War II. Ed and his son Robert Forsyth have been diligent in their desire to see the creation of this structure. Those who want more details on the Memorial Wall can visit the website at www.memorialwall.ca.

I am writing to ask for your support in this initiative. Enclosed is a sample resolution for council's consideration and a petition form to collect signatures in support of this legislation. Please return them as soon as possible along with your comments or suggestions, postage free to: Inky Mark, M.P., House of Commons, Ottawa, ON K1A 0A6.

It is time we properly recognize our fallen soldiers and peacekeepers. This legislation is another step to ensuring that Canada will never forget their sacrifice.

It is time for Canada to have a national memorial for her Fallen

Sincerely,

Inky Mark, M.P.
Dauphin-Swan River-Marquette

Enclosure (9)

-74-

SAMPLE RESOLUTION

**Subject: Bill C-417, the Canadian Soldiers'
and Peacekeepers' Memorial Wall Act**

WHEREAS Canada has yet to properly honour, in a suitable location that is always accessible to the public, the NAMES of ALL of OUR FALLEN in wars and peacekeeping;

AND WHEREAS over 115,000 Fallen have their graves in seventy-three countries and hundreds of cemeteries;

AND WHEREAS their remains, by law, cannot be repatriated to Canada;

AND WHEREAS we must create a suitable national shrine to our fallen;

AND WHEREAS proper recognition will show our gratitude and respect for their sacrifice;

THEREFORE BE IT RESOLVED THAT the Council of the
_____ request that the Government
of Canada enact Private Members Bill C-417, the Canadian Soldiers' and
Peacekeepers' Memorial Wall Act.

PETITION TO THE HOUSE OF COMMONS IN PARLIAMENT ASSEMBLED

We, the undersigned citizens of Canada, draw attention to the House to the following:

THAT WHEREAS Canada has yet to properly honour, in a suitable location that is always accessible to the public, the NAMES of ALL of OUR FALLEN in wars and peacekeeping;

AND WHEREAS over 115,000 Fallen have their graves in seventy-five countries and hundreds of cemeteries;

AND WHEREAS their remains, by law, cannot be repatriated to Canada;

AND WHEREAS we must create a suitable national shrine to our fallen;

AND WHEREAS proper recognition will show our love and respect for their sacrifice;

THEREFORE, your petitioners request that Parliament provide a suitable area of public land to be used for the location of a Memorial Wall of Names of all of Canada's Fallen. The petitioners also request that this memorial, a national shrine, be created in a timely manner and maintained to honour those that gave their lives for our country.

SIGNATURES

(Original signatures; do not print)

ADDRESSES

(Give your home address, city, province and postal code)

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
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15. _____	_____
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17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____
21. _____	_____
22. _____	_____
23. _____	_____
24. _____	_____
25. _____	_____

-76-

For an official version of this Bill, please visit:

<http://www2.parl.gc.ca/HousePublications/Publication.aspx?DocId=2801436&Language=e&Mode=1&File=14>

BILL C-417

An Act to establish a Memorial Wall for Canada's fallen soldiers and peacekeepers

SUMMARY

This enactment requires the Minister of National Defence to establish a Memorial Wall that will comprise the names of Canada's fallen soldiers and peacekeepers and have it located on a suitable area of public land.

PREAMBLE

WHEREAS Canada has yet to properly honour, in a suitable location that is accessible to the public at all times, all of our fallen soldiers and peacekeepers;

WHEREAS over 115,000 of our fallen soldiers and peacekeepers have their graves in seventy-five countries and hundreds of cemeteries around the world;

WHEREAS their remains cannot be repatriated to Canada;

WHEREAS we must establish a suitable national shrine to honour our fallen soldiers and peacekeepers;

AND WHEREAS proper recognition for our fallen soldiers and peacekeepers will show our love for them and our respect for their sacrifice;

NOW, THEREFORE, Her Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows

SHORT TITLE

This Act may be cited as the *Canadian Soldiers' and Peacekeepers' Memorial Wall Act*.

DEFINITIONS

"Memorial Wall" means the Memorial Wall to be established.

"Minister" means the Minister of National Defence.

"public land" means an area of land owned by the Crown that is accessible to the public at all times.

ESTABLISHMENT OF MEMORIAL WALL

- (1) The Minister shall establish a Memorial Wall comprising the names of all of Canada's fallen soldiers and peacekeepers.
- (2) The Minister shall determine the design of the Memorial Wall and a suitable area of public land for the memorial wall to be located.

COLLECTION OF NAMES

The Minister shall collect the names of all Canadian soldiers and peacekeepers who die or have died during international peacekeeping missions and wars, and record their names on the Memorial Wall.

TIMELINE

The Memorial Wall shall be completed not later than two years after this Act comes into force.

MEMORIAL WALL TO BE UPDATED ANNUALLY

The list of names on the Memorial Wall shall be brought up to date no less than once a year.

-78-



Inky Mark, Member of Parliament Dauphin-Swan River-Marquette

Memorial Wall of Names

For Immediate Release

27 March 2007

Mark introduces Private Member's Bill to create a national Memorial Wall of Names

(Ottawa) This morning, in the House of Commons, Dauphin-Swan River-Marquette, M.P. Inky Mark introduced a Private Member's Bill that would see the creation of a Memorial Wall for Canada's fallen soldiers and peacekeepers.

Mark commented, "Since 1885 over 115, 000 people have shown unconditional sacrifice and died in the service of their country. Before 1970, by Canadian law, those who have fallen were buried in the countries where they died. These individuals have either been lost at sea, or are buried in seventy-three countries around the world."

"The Memorial Wall would be the only national memorial to properly honour all of those who have given their lives in wars and peacekeeping duties. It will allow Canadians and visitors the opportunity to understand the magnitude of the sacrifice that was made to ensure we maintain the rights and freedoms we enjoy today."

Mark later held a press conference with representatives of the Memorial Wall of Names project and Dominion Command of the Royal Canadian Legion.

"We must properly recognize our fallen soldiers and peacekeepers and the sacrifice that they have made. This legislation is another step to ensuring that Canada will never forget their sacrifice," Mark concluded.

-30-

For more information, please contact:
Inky Mark, MP (613) 992-3176
www.inkymark.com

NEWS RELEASE

-79-

The Memorial Wall of Names Inc. Foundation
Supports Mark's Bill
To Build The Memorial Wall of Names

Ottawa, March 27, 2007

The Need

This Memorial Wall of Names will serve as a proper memorial for the next of kin, family and friends who are unable to travel abroad to **visit the graves of the Fallen**. They will be able to visit and experience the gratefulness of Canada.

Before 1970 by Canadian Law our Fallen were buried in the countries where they died. These brave men and women volunteered unconditionally, showed their love for country and made the greatest sacrifice.

There are **over 116,000 names** of our Fallen, to date, which would be included on this Memorial. Since 1885, their bodies have been buried in many seas, in seventy-three countries around the world, in over one hundred CWGC (Commonwealth War Graves Commission) War Cemeteries, and 5,800 church graveyards. There are thousands with no identified graves, with the simple inscription "Known only to God".

Mission: The mission of "Memorial Wall of Names Foundation"(84021 6675 RR0001) is to suitably recognize and honour Canada's Fallen. Through this gesture we aim to **"bring our fallen home"** so that their Names will be recognized publicly at home for all time.

Vision: The vision is to create a memorial that will fulfill our often repeated promise: "We Will Remember Them" we will recognize their Names "Lest we Forget".

Highlights of the Memorial Wall of Names:

The Memorial Wall of Names will be the only national memorial to properly honour all of the names of the women, men, military and civilians who laid down their lives for Canada in all of our wars and peacekeeping duties.

The Memorial Wall of Names will allow Canadian citizens, newcomers and visitors the opportunity to comprehend the magnitude of the sacrifice that is made to protect Canada's rights and freedoms.

Action:

Please lend your support to Inky Mark, M.P. for Dauphin-Swan River-Marquette in Manitoba for his Bill and this project. Make this memorial a legacy of our generation by spreading the word and encouraging individuals to support this legislation.

For further information on the Memorial Wall of Names Foundation please contact Ed Forsyth or Robert Forsyth, or visit www.memorialwall.ca.

Primary Contacts:

**Ed Forsyth or
Robert Forsyth**

Phone: 416-751-6517
Email: memorialwall@gmail.com
Website: www.memorialwall.ca

F.A.Q - WHY THIS MEMORIAL?

BENEFITS TO CANADA

- 1) Canada needs this memorial for all the benefits of education, heritage, unity and history.
- 2) This memorial will visually demonstrate the numbers and the magnitude of losses as never before. Reminding us that freedom is not free.
- 3) This memorial will show the diversity of peoples who sacrifice for our values and freedoms.
- 4) Canada will be the first nation in the world to create such a comprehensive memorial.
- 5) Students can be involved in positive education in many areas of participation and tours.
- 6) Countries that, in part, owe their freedom to our military may be involved. Their new generations will be informed and respectful toward Canada.
- 7) The memorial will inspire youth to do their best to become good citizens.
- 8) This memorial will educate new Canadians of the sacrifices made by past generations.

NEXT OF KIN

- 1) Next of kin of those who died before 1970 are not permitted to bring home their remains. In 2004, one of our Unknown was repatriated to Canada and buried in the New Tomb of Canada's Unknown Soldier.
- 2) All will be able to take photos or rubbings of cherished names from the Memorial Wall.

RIGHTS AND JUSTICE

- 1) Our Fallen deserve this recognition and honouring in their country.
- 2) It is only since 1970 that we repatriate our Fallen with full honours and with respect for the next of kin.
- 3) For each of us to honour our promise "We Will Remember Them." Let us know their Names.

RECOGNITION

- 1) There is no complete collection and recognition of the names of our Fallen in a suitable public place.
- 2) There are one hundred War Cemeteries of the Commonwealth War Graves Commission and hundreds of burials in church graveyards. Over one thousand are buried beneath the waves of many seas.
- 3) About 20,000 of those buried overseas have "known to God alone" on their grave markers. On the memorial they will receive proper recognition.
- 4) Every Name is not just a word - each represents a child, a brother, a sister, a parent, a son, a daughter- all who's lives were ended by the violence of war.

THE FALLEN

- 1) What better citizens has a country than those, who in perilous times volunteer to serve, anywhere they may be sent, accepting all challenges and dangers, so to defend our liberties and values.
- 2) These individuals are those that showed the greatest love for humanity. How young they were, many only youths, never with the chance to marry or be parents.
- 3) Love for country came early for many of those that served, the ages will prove this. Youth are responsible, long before they are adults.
- 4) The majority of Canadian citizens have not been able to visit the graves of their loved ones due to distance, cost and even impossible situations. This memorial may at last provide an acceptable substitute. It will show the same data as on the existing grave markers. It will be the place where all can visit and show their respect and love.

**OUR FALLEN, IN FOREIGN LANDS, TOTAL 104,087
THERE ARE 16,586 BURIED IN CANADA
THEY ARE BURIED IN OVER 5800 CEMETERIES
MAY CANADIANS NEVER FORGET OUR FALLEN**

- 81 -

THE ROYAL
CANADIAN
LEGION

LE LÉGION
ROYALE
CANADIENNE

DOMINION COMMAND
DIRECTION NATIONALE

86 AIRD PLACE
OTTAWA, ON.
K2L 0A1

TEL. (613) 591-3335
FAX. (613) 591-9335
INFO@LEGION.CA
WWW.LEGION.CA

VETERANS CARE
SOIN AUX ANCIENS
COMBATTANTS

REMEMBRANCE
SOUVENIR

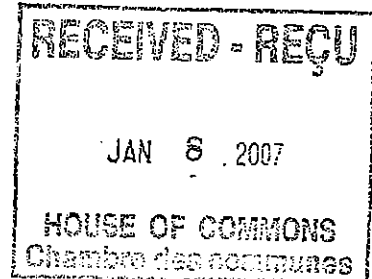
POPPY CAMPAIGN
CAMPAGNE DU
COQUELICOT

YOUTH
JEUNESSE

SENIORS
AÎNÉ(E)S

UNITY
UNITÉ

COMMUNITY
SERVICE
SERVICE
COMMUNAUTAIRE



19 December 2006

File: 35-1

Mr. Ed Forsyth
170 Sloane Avenue
Toronto, Ontario M4A 2C3

Dear Comrade Forsyth:

Thank you for your proposal outlining the "Memorial Wall of Names" project. This wall is a significant Remembrance initiative and its creation will serve to bring recognition and honour to our fallen Comrades. As the Chairman of The Royal Canadian Legion Dominion Command Poppy and Remembrance Committee, I am pleased to extend the Legion's support for this important endeavour.

Once completed, this Memorial Wall of Names will be a commemorative site where Canadians can pause and reflect upon the accomplishments and selfless sacrifices of the 117,000 men and women whose homecoming was only dreamed of. It will also serve to strengthen the collective reminiscence of a grateful nation toward all veterans.

As the Guardians of Remembrance, the Legion has pledged to perpetuate the memory and deeds of those who sacrificed their lives for us. This Memorial Wall of Names will succeed in doing exactly that – ensuring that our veterans are never forgotten.

The Royal Canadian Legion commends you for your initiative and extends wishes for much continued success as you work to see the Memorial Wall of Names project to fruition.

Sincerely,

Patricia Varga
Chair, Poppy and Remembrance Committee

cc. Hon. Inky Mark, MP

-82-

NATIONAL COUNCIL OF VETERAN ASSOCIATIONS IN CANADA

1st Canadian Parachute Battalion Association
435-436 & Burma Squadrons Association
Aircrew Association
Air Force Association of Canada
Armed Forces Pensioners' / Annuitants'
Association of Canada
Bomber Command Association Canada
Burma Star Association
Canadian Airborne Forces Association
Canadian Corps Association
Canadian Fighter Pilots Association
Canadian Merchant Navy Veterans Association Inc.
Canadian Naval Air Group
Canadian Naval Divers Association
Canadian Paraplegic Association
Canadian Tribal Destroyer Association
Dieppe Veterans and Prisoners of War Association
Ferry Command Association
First Special Service Force Association
Hong Kong Veterans Association of Canada

Jewish War Veterans of Canada
KLB (Konzentrations Lager Buchenwald) Club
Métis Nation of Ontario Veterans Council
Metropolitan Toronto Police War Veterans Association
National Aboriginal Veterans Association
National Prisoners of War Association (E.T.) of
Canada
Nova Scotia Naval Officers Association
Nursing Sisters' Association of Canada
R.C.A.F. P.O.W. Association
Royal Air Forces Escaping Society
Royal Canadian Air Force Pre-War Club of Canada
Royal Naval Association - Southern Ontario Branch
Royal Winnipeg Rifles Association
South Alberta Regiment Veterans Association
Submariners Association of Canada (Central Branch)
The Algonquin Regiment Veterans' Association
The Black Watch (Royal Highland Regiment) of
Canada Association
The Canadian Scottish Regimental Association

The Dodo Bird Club of Ex-RCAF Flight Sergeants
The Korea Veterans Association of Canada
The Limber Gunners Associations
The Military Vehicle Hobbyists Association
The Naval Officers Association of Canada, Montreal
Branch
The Overseas Club - Canadian Red Cross Corps
(Overseas Detachment)
The Polish Combatants' Association in Canada
The Queen's Own Rifles of Canada Association
The Royal Canadian Army Service Corps Association
The Royal Canadian Naval Association
The Royal Canadian Regiment Association
The Sir Arthur Pearson Association of War Blinded
The Toronto Scottish Regimental Association
The War Amputations of Canada
War Veterans & Friends Club
White Ensign Club Montreal
Wren Association of Toronto

December 8th, 2006

Mr. Inky Mark, PC MP
Dauphin-Swan River-Marquette of Manitoba
House of Commons
Ottawa, Ontario K1A 0A6

Dear Mr. Mark:

Re: Memorial Wall of Names

We have received correspondence from Ed Forsyth with regard to the support of the National Council of Veterans Association (54 organizations) for the Memorial Wall of Names of our Fallen.

The subject of the Memorial Wall of Names was raised for discussion at our Annual Meeting and received unanimous approval.

We hope that the NCVA endorsement of your Bill will be helpful.

Kind regards.

Yours sincerely,

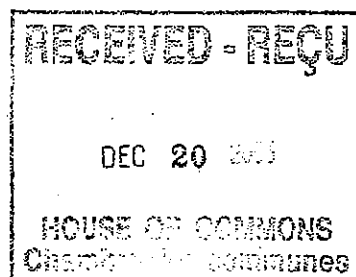
H.C. Chadderton

H.C. Chadderton, CC, O.Ont., OStJ, CLJ, CAE, DCL, LLD
Chairman

HCC/cr

H. Clifford Chadderton, CC, O.Ont., OStJ, CLJ, CAE, DCL, LLD
Chairman
E-mail: administration@waramps.ca

Please address all correspondence to:
2827 Riverside Drive, Ottawa, Ontario K1V 0C4
Telephone: (613) 731-3821 Fax: (613) 731-3234



-83-



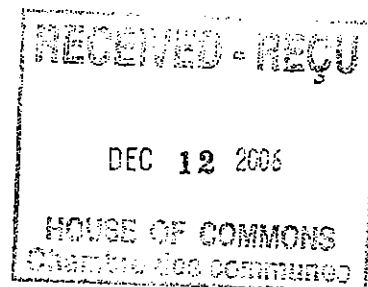
BARRICK

Office of the Chairman

BARRICK GOLD CORPORATION Tel: (416) 307-7322
BCE Place, Canada Trust Tower Dir.Fax: (416) 214-3398
Suite 3700, 161 Bay Street
P.O. Box 212
Toronto, Canada
M5J 2S1

December 7, 2006

Mr. Inky Mark, M.P.
House of Commons
Ottawa, Ontario
K1A 0A6



Dear Mr. Mark:

I have been asked to endorse your ongoing effort to create a new memorial to Canadians who lost their lives in service of our country.

Last month, I received a letter from Mr. Ed Forsyth, of Toronto, a veteran of Canada's forces in the Second World War and director of the proposed Memorial Wall of Names project. He asked for my support for this initiative, and requested that I write to you to indicate so. I am happy to do this, and encourage anyone who can assist in the project's development to do so with commitment and vigour.

In 2009 – just three years from now – we will mark the seventieth anniversary of the start of the Second World War. 2009 will also mark the ninety-fifth anniversary of the start of the First World War. Canadian soldiers served with heroism and distinction in those wars, in both previous and subsequent conflicts, in the peacekeeping missions for which our country is justly respected, and still serve us abroad today. It is difficult to find words that do justice to the spirit of these men and women. I hope it is enough to say that what we can do to remember them, we must do.

I extend my enthusiastic support for this memorial project, and urge you to continue with your leadership in Parliament of the effort to make it a reality.

Yours sincerely,

Peter Munk

Copy: E.D Forsyth

-84-



111 Waterloo Street, Suite 307
London, Ontario
N6B 2M4
Phone: 519 642 4539 or 1 888 642 4539
Fax: 519 642 4124
Email: london.braininjuryassoc@bellnet.ca
www.braininjurylondon.on.ca

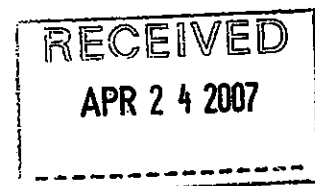


815 Shelborne Street
London, Ontario
N5Z 4Z4
Phone: 519 668 0023
Fax: 519 668 6783
Email: info@daleservices.on.ca
www.daleservices.on.ca

April 19, 2007

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

Canuck



Dear Mayor Barwick,

In recognizing that thousands of lives are impacted annually by brain injury, The Ontario Brain Injury Association and its many affiliated Community Associations across Ontario proclaimed June as *Brain Injury Awareness Month*. The Brain Injury Association of London & Region is in its 21st year of providing support services to persons who have sustained brain injuries and their families in the counties of Elgin, Huron, Oxford, Middlesex and Perth.

The Brain Injury Association of London & Region and Dale Brain Injury Services invite the City of St. Thomas to join with other municipalities across our province in proclaiming June as *Brain Injury Awareness Month*. With your assistance, we can help the public better understand the effects of brain injury and that brain injury can change your life.

A brain injury is often seen as the 'silent epidemic' as the official statistics underestimate the size of the problem. A brain injury can do significant damage without leaving any visible signs, so the initial injury is often dismissed as just a bump on the head. Although therapy can help people cope with the changes, it does not repair the damage. Brain injury has a profound and disabling impact on most survivors. The effects of brain injuries are devastating both emotionally and financially to the survivor, their families and loved ones. Brain injury is forever.

Our two organizations are community leaders in the promotion of brain injury awareness. The following is a list of upcoming events planned for this year's *Brain Injury Awareness Month*.

- June 2 2007 Dale Brain Injury Services
Staff and Community Partners Awards Barbeque
Springbank Park
- June 3 2007 Bike Helmet Display, Helmet Fitting & Exchange
Children's Safety Village Birthday Party
- June 5, 6 2007 Moving Ahead Together 3
Acquired Brain Injury Survivor's Conference
Woodeden Easter Seal Camp
- June 15 2007 Brain Injury Association of London & Region's
10th Annual Conference
Two Problems Only Please.. Secondary Symptoms of ABI
- June 21 2007 6th Annual Helmets on Kids Campaign
- June 28 2007 2nd Annual Brain Injury Awareness Day
East Park Golf Gardens

Thank you for your time and consideration.

Yours sincerely,

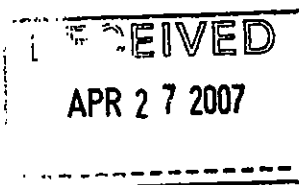
Donna Thomson

Donna Thomson
Executive Director
Brain Injury Association of London & Region

S. Hillis

Sue Hillis
Executive Director
Dale Brain Injury Services

-85-



Bill Bryce, Director of Education and Secretary

April 25, 2007

Mayor Cliff Bardwick
City of St. Thomas
P.O. Box 520
545 Talbot Street
St. Thomas, Ontario N5P 3V7

Dear Mayor Bardwick:

I am writing to you as Chair of the **Elgin Study Area 1 Accommodation Review Committee (ARC)**, as established by motion of the Thames Valley District School Board (TVDSB) on Tuesday April 10, 2007. In accordance with the TVDSB Pupil Accommodation and Facility Organization Independent Procedure, which was developed to comply with provincial Ministry of Education guidelines, I would like to invite you to appoint one representative of the City of St. Thomas to serve as a voting member of the ARC. The Elgin Study Area 1 ARC includes the following schools: Elmdale P. S., Myrtle Street P.S., Port Stanley P.S., Scott Street P.S.

Accommodation Review Committees bring together schools within areas with particular accommodation challenges, such as aging school facilities, new residential developments, growing program demands, and shrinking enrolment. The ARC process enables members of each school community, along with municipal and business representatives for the area, to consider alternative ways to accommodate the students who live in the area while maintaining – or enhancing – the quality of the students' educational experience. ARCs must assess each of the schools involved on the basis of the school's value to students, the school board, the community and the local economy, according to specific criteria that are applied equally to all schools involved in the ARC. Based on the results of the valuation, ARCs must then make a recommendation to the Board on whether any changes should be made to the schools involved in the ARC to accommodate students, including such options as school closure, new school construction, and additions or renovations to existing schools. The work of the ARC, and the comprehensive public input process it must undertake, will enable trustees to make fair and appropriate accommodation decisions for our students.

It would be most appreciated if you could forward your appointment to the **Elgin Study Area 1 ARC** to Sharron Christie, Supervisor of Corporate Services by Tuesday May 15 at 12:00 p.m. (s.christie@tvdsb.on.ca or fax 519-452-2256). An organizational meeting for all ARC members will be held on Monday May 28 at 7:00 p.m. at the Community Education Centre in London. This will be followed by a June orientation meeting at one of the schools involved in the ARC, and a minimum of four public input meetings throughout the fall and winter.

Please see the enclosed Accommodation Review Committee FAQs, or visit the board's website (www.tvdsb.on.ca), for more information about ARCs or the Board's capital planning process.

Sincerely,

A handwritten signature in cursive script that reads "Frank Exley".

FRANK EXLEY
Chair, **Elgin Study Area 1 ARC**

Thames Valley District School Board - Office of the Chairperson

1250 Dundas Street, P.O. Box 5888, London, Ontario N6A 5L1 Tel: (519) 452-2000 Ext. 20219 Fax: (519) 452-2396 website: www.tvdsb.on.ca

A Caring, Learning Community

ACCOMMODATION REVIEW COMMITTEE FAQs

Who sits on an ARC and how are they selected?

Each ARC includes one school council and one community representative for each of the schools involved, as well as one business and one municipal representative for the area under consideration. ARCs that involve more than three schools may include more than one business representative and/or more than one municipal representative. If there is a holding zone in the area under review, the ARC will also include one parent representative for students who reside in the holding zone. One trustee will be appointed to serve as chair and to sit as a non-voting member of the ARC along with a superintendent of education. Your principal and school council chair will oversee the process of selecting your school representatives. The ARC Chair will oversee the process of calling for business and municipal representatives.

When will the first meeting of the ARC take place?

We expect that members of the ARCs will be selected over April and May. Once the membership has been finalized, the first meeting of the ARC will be an orientation meeting to review process and set the dates for the public input meetings. This meeting will likely be held in June. Following the orientation meeting, there must be at least two months notice (not including holidays) before the first public input meeting is held.

How long will the ARC meet?

After the initial orientation meeting, each ARC must hold a minimum of four public consultation meetings, scheduled over a period of at least three months (not including holidays). There must be two months notice to the community before the first public input meeting is held. Individual ARCs may decide to add additional public input meetings as appropriate.

What factors must the ARC consider in the public input meetings?

ARCs are required to seek public input and community feedback to determine the value of each school to the students, community, the Board and the local economy. A valuation template will be available for use by the ARC, and may be customized as appropriate. Based on the results of the valuation, ARCs are required to consider whether any changes should be recommended to the schools involved, including whether a school (or schools) should be closed and options for accommodating students who would be affected by a school closure. Options can include renovations to existing schools and/or new school construction.

When will trustees make a decision on the recommendations of the ARC?

After the ARCs complete their work and submit a report to the board, there will be a period of at least two months before trustees vote on the recommendations of the ARC.

-87-



RECEIVED

APR 27 2007

Bill Bryce, Director of Education and Secretary

A handwritten signature in dark ink, appearing to be "Bill Bryce", written over a horizontal line.

April 25, 2007

Mayor Cliff Bardwick
City of St. Thomas
545 Talbot St., P.O. Box 520
St. Thomas, Ontario N5P 3V7

Dear Mayor Bardwick:

I am writing to you as Chair of the **Elgin Study Area 2 Accommodation Review Committee (ARC)**, as established by motion of the Thames Valley District School Board (TVDSB) on Tuesday April 10, 2007. In accordance with the TVDSB Pupil Accommodation and Facility Organization Independent Procedure, which was developed to comply with provincial Ministry of Education guidelines, I would like to invite you to appoint one representative of the City of St. Thomas to serve as a voting member of the ARC. The Elgin Study Area 2 ARC includes the following schools: French Immersion for Homedale P.S., Wellington Street P. S.

Accommodation Review Committees bring together schools within areas with particular accommodation challenges, such as aging school facilities, new residential developments, growing program demands, and shrinking enrolment. The ARC process enables members of each school community, along with municipal and business representatives for the area, to consider alternative ways to accommodate the students who live in the area while maintaining – or enhancing – the quality of the students' educational experience. ARCs must assess each of the schools involved on the basis of the school's value to students, the school board, the community and the local economy, according to specific criteria that are applied equally to all schools involved in the ARC. Based on the results of the valuation, ARCs must then make a recommendation to the Board on whether any changes should be made to the schools involved in the ARC to accommodate students, including such options as school closure, new school construction, and additions or renovations to existing schools. The work of the ARC, and the comprehensive public input process it must undertake, will enable trustees to make fair and appropriate accommodation decisions for our students.

It would be most appreciated if you could forward your appointment to the **Elgin Study Area 2 ARC** to Sharron Christie, Supervisor of Corporate Services by Tuesday May 15 at 12:00 p.m. (s.christie@tvdsb.on.ca or fax 519-452-2256). An organizational meeting for all ARC members will be held on Monday May 28 at 7:00 p.m. at the Community Education Centre in London. This will be followed by a June orientation meeting at one of the schools involved in the ARC, and a minimum of four public input meetings throughout the fall and winter.

Please see the enclosed Accommodation Review Committee FAQs, or visit the board's website (www.tvdsb.on.ca), for more information about ARCs or the Board's capital planning process.

Sincerely,

A handwritten signature in dark ink, appearing to be "Tracy Grant", written in a cursive style.

TRACY GRANT
Chair, **Elgin Study Area 2 ARC**