



Keeping Track

City of St. Thomas Council Highlights

September 16, 2025 | Issue 21



DESIGNATED HERITAGE PERMIT GUIDE AND APPLICATION

Council received Report CC-11-25 and adopted a new Designated Heritage Permit Guide and Application, creating a standardized process for approvals under the Ontario Heritage Act. The guide will streamline requests related to delisting properties, repealing or amending designation by-laws, and approving alterations or demolitions of designated properties. Developed in collaboration with the Municipal Heritage Committee, the new process replaces the current letter-based system, providing clearer policy tools and consistency across all heritage applications. The guide will be implemented immediately for future requests.

A LOOK INSIDE THIS ISSUE:

1. City-Owned Land – Process for Housing Sites and Land Acquisition Policy
2. The Second Report of the 2025 Site Plan Control Committee
3. St. Thomas Municipal Airport Hangar Maintenance Garage Addition - Tender Award

CITY-OWNED LAND – PROCESS FOR HOUSING SITES AND LAND ACQUISITION POLICY

Council received Report CMO-39-25 and approved a new Real Property Acquisition Policy while also formalizing a process for reviewing surplus City-owned land for potential housing sites. The land review process outlines a four-step evaluation framework to identify, prioritize, and prepare sites for affordable housing or other development, including potential zoning updates before disposition. The new acquisition policy provides clear guidelines for how the City may acquire land for housing, infrastructure, recreation, employment, or strategic purposes, with requirements for due diligence and Council approval. Both initiatives fulfill commitments under the Housing Accelerator Fund Action Plan.



THE SECOND REPORT OF THE 2025 SITE PLAN CONTROL COMMITTEE

Council received Report PD-43-2025 for information regarding Site Plan Application Nos. SPC 07-25, SPC 08-25, SPC 10-25, SPC 11-25, and SPC 12-25.

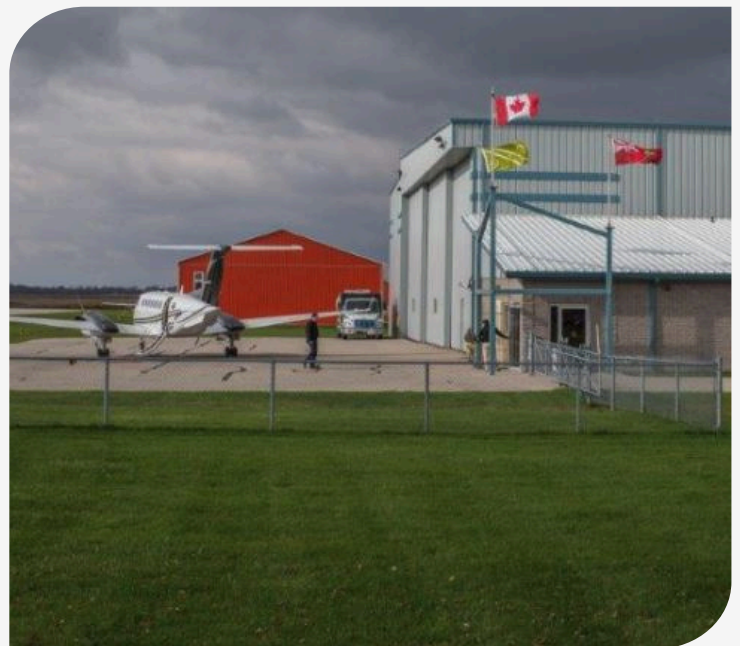
The Site Plan Control Committee met on several dates between May and July 2025 and granted conditional approvals for:

- 20 South Edgeware Road (SPC 07-25): Parking lot expansion.
- 241 Sunset Drive (SPC 08-25): Parking lot expansion.
- 400 Highbury Avenue (SPC 10-25): Access driveway.
- 20 Balaclava Street (SPC 11-25): 78-unit affordable rental apartment building, including conversion of a former school and a four-storey addition.
- 24 John Street (SPC 12-25): Barrier-free ramp and loading dock.

All applications were approved subject to standard conditions, including compliance with municipal by-laws, plan revisions, and in some cases, registration of site plan agreements on title.

AIRPORT HANGAR MAINTENANCE GARAGE ADDITION - TENDER AWARD

Council received Report CC-10-25 for information and approved the award of Tender 2025-034 to PK Construction Inc. in the amount of \$525,637.29 (excluding HST) for the St. Thomas Municipal Airport Hangar Maintenance Garage Addition. The tender closed September 3, 2025, with eleven compliant bids received. PK Construction submitted the lowest bid. The total project cost of \$720,000 (including design, oversight, contingencies, and non-refundable HST) will be fully funded through the approved 2025 Capital Budget.



UPCOMING FLAG RAISINGS & PROCLAMATIONS

22
SEPT

Childhood Cancer Awareness Month
🕒 9 a.m. 📍 CITY HALL

22
SEPT

Legion Week
🕒 11 a.m. 📍 CITY HALL

22-28
SEPT

Prostate Cancer Awareness Month
👉 BLUE

29
SEPT

Immune Thrombocytopenia Awareness Month
👉 BLUE

30
SEPT

Orange Shirt Day
🕒 12 p.m. 📍 CITY HALL
👉 ORANGE

16
OCT

Light it Up! for NDEAM
👉 BLUE AND PURPLE

20
OCT

Foster Family Appreciation Week
🕒 9 a.m. 📍 CITY HALL

21
OCT

Ontario Public Library Week
🕒 TBD 📍 CITY HALL



Make your mark in the community with a proclamation, flag-raising, or by lighting up the iconic Jumbo monument! To submit your request, write a formal, signed letter addressed to the Mayor and Members of City Council, explaining your cause and desired date. Letters must be sent to the City Clerk at least one month in advance. See the [website](#) for more information.

FUTURE MEETINGS

- Monday, October 6, 2025 at 5 p.m.
- Tuesday, October 14, 2025 at 5 p.m.
- Monday, October 20, 2025 at 5 p.m.

To view the council meetings live, visit:
www.stthomas.ca/watch

PAST MEETINGS

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