



Keeping Track

City of St. Thomas Council Highlights

October 15, 2025 | Issue 23



HAZARDOUS WASTE SERVICE AGREEMENTS

Council received Report ES-41-25 for information and directed that by-laws be prepared authorizing the Mayor and Clerk to execute collection service agreements between the City of St. Thomas and both Automotive Materials Stewardship Inc. and Product Care Association. Both organizations operate producer responsibility programs and are registered Producer Responsibility Organizations (PROs) under the Hazardous and Special Products Regulation, O. Reg. 449/21, issued under the Ontario Resource Recovery and Circular Economy Act (RRCEA). Once approved, the City is expected to receive approximately \$35,400 in Hazardous Waste recovery through the 2026 Community Recycling Centre operating budget.

A LOOK INSIDE THIS ISSUE:

1. Hazardous Waste Service Agreements
2. HAF Action Plan Initiative – Affordable Housing Grant Program
3. 2025 Transportation Master Plan
4. Assignment of Lease - St. Thomas Municipal Airport (Parts 7 & 13, Plan 11R - 1602)

HOUSING ACCELERATOR FUND ACTION PLAN INITIATIVE: AFFORDABLE HOUSING GRANT PROGRAM

Council received Report SESS-26-25 for information and supports the creation of a new Affordable Housing Grant Program (AHGP) for 2026–2028. Part of the federal Housing Accelerator Fund (HAF) Action Plan, the program will use HAF funding to partner with non-profits to plan and develop new permanent, deeply affordable rental units in St. Thomas. In developing the AHGP, staff reviewed other municipal programs, assessed existing St. Thomas grant programs, conducted a gap analysis, engaged non-profit community and housing organizations, and consulted an internal working group to finalize the program framework. The AHGP will use HAF funding to partner with non-profit organizations to plan and create new permanent, deeply affordable rental units in St. Thomas. Staff will provide an annual report to Council each July detailing previous year monitoring, updates, and recommendations for new grants. Following Council approval, online application forms and grant guidelines will be prepared, with the program launching by the end of March 2026, subject to receipt of the next HAF funding installment.

2025 TRANSPORTATION MASTER PLAN

Council received Report ES-43-25 and endorsed the 2025 Transportation Master Plan (TMP) as the guiding document for transportation policies, strategies, and projects to support growth to 2051 while maintaining sustainable and safe infrastructure. Council also directed staff to file a Notice of Study Completion and commence the 30-day public review period, as required under the Environmental Assessment Act. In 2024, the City retained Paradigm Transportation Solutions Limited (PTSL) to update the 2021 TMP in response to planned industrial development and projected residential growth. The TMP is a long-term strategic policy document guiding the City's transportation system. During the 30-day review period, the public can provide input before the final TMP is filed. As administration works through the TMP's 66 recommendations, key next steps include amending the City's Official Plan to reflect the updated road classification system and widening requirements, incorporating recommended projects into the City's asset management plan, and integrating identified strategies and policies into Engineering Design Standards, maintenance plans, and programs.

HOUSING ACCELERATOR FUND ACTION PLAN INITIATIVE: DEVELOPMENT INCENTIVE REVIEW (HOUSING)

Council received Report CMO-45-25, relating to the HAF Action Plan Initiative – Development Incentive Review (Housing), for information. The Housing Accelerator Fund (HAF) Action Plan includes initiatives to review the City's financial incentives for housing, intensification, development charges, and property taxes. Outcomes of this review include recommended updates to the Community Improvement Plan programs (Report PD-23-25), the creation of a new Development Incentive Brochure to promote St. Thomas incentive programs, and a new grant program targeting partnerships for new affordable, rental, and supportive housing (Report SESS-26-25). The City has successfully used various incentive programs to support housing and development over the years. In addition, St. Thomas benefits from an efficient planning and development process and a Council supportive of economic growth. Other levels of government have also amended legislation to further incentivize housing.

ASSIGNMENT OF LEASE - ST. THOMAS MUNICIPAL AIRPORT (PARTS 7 & 13, PLAN 11R-1602)

Council received Report CC-13-25 for information and concurs with the assignment of the airport lands lease (Parts 7 & 13, Plan 11R-1602) at the St. Thomas Municipal Airport from James Banman to Smart AMS Hanger Inc. Mr. Banman requested the transfer of his existing small lot hangar lease to Smart AMS Hanger Inc., which already leases several facilities at the Airport. The assignment will allow Smart AMS Hanger Inc. to continue expanding its aviation business. Staff have reviewed the request and have no objections. An administration fee of \$300 has been collected, and rent will continue under the terms of the original lease.



PROPOSED ZONING BY-LAW AMENDMENT - TEMPORARY USE ZONES

Council received Report PD-51-25 for information and authorized staff to prepare an amendment to Zoning By-law 50-88 to include provisions for Temporary Use Zones. A public meeting is scheduled for November 10, 2025, in accordance with Ontario Regulation 545/06, as amended. Council also directed staff to initiate a future Official Plan Amendment to provide policy guidance for evaluating proposed Temporary Use Zones. Temporary Use By-laws, authorized under Section 39 of the Planning Act, allow Council to permit the temporary use of land, buildings, or structures for purposes otherwise prohibited by the Zoning By-law, with conditions such as time or use limitations. These by-laws can remain in effect for up to three years, with the possibility of a three-year extension at Council's discretion. Currently, Zoning By-law 50-88 does not reference Temporary Use By-laws, making implementation difficult. Staff recommend adding provisions to establish a clear framework for their use.



COUNCIL'S UPDATED PROCEDURAL BY-LAW

Council received Report CC-12-25, "Council's Updated Procedural By-law," for information and authorized staff to prepare an updated procedural by-law for Council's consideration. At its February 3, 2025 meeting, Council received Report CC-04-25, which outlined the review process and proposed changes to the existing procedural by-law. Since then, staff have developed a draft by-law incorporating feedback from Council members, the City's Leadership Team, and an environmental scan of other municipal procedural by-laws. Key updates were made to sections on housekeeping/administrative matters, meeting dates and times, decorum, order of business, presentations, communications, and committees.



COUNCILLOR STEVE PETERS DEPARTS CITY COUNCIL

The City of St. Thomas extends its heartfelt gratitude to Councillor Steve Peters, who has concluded his time on City Council after decades of remarkable and dedicated service to the community.

As Peters steps back from his role, the City of St. Thomas thanks him for his years of dedication and wishes him continued success in his future pursuits. His legacy of public service will continue to inspire future generations of community leaders.



UPCOMING FLAG RAISINGS & PROCLAMATIONS

16
OCT

**Light It Up!
for NDEAM**



BLUE AND PURPLE

17
OCT

**International Day of
Eradication of Poverty**



12 p.m.



CITY HALL

20
OCT

**Foster Family
Appreciation Week**



9 a.m.



CITY HALL

21
OCT

**Ontario Public
Library Week**



1 p.m.



CITY HALL

27
OCT

Toastmasters Week



11 a.m.



CITY HALL



AQUA BLUE

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 20, 2025 at 5 p.m.
- Monday, November 3, 2025 at 5 p.m.
- Monday, November 10, 2025 at 5 p.m.

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

PAST MEETINGS

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