

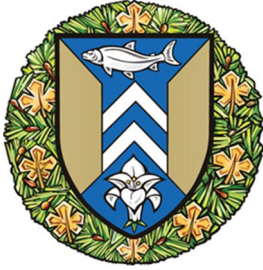
Community Development Award Committee

AGENDA

**Wednesday, March 19th, 5:00pm
Plummer Room, Level 3, Civic Centre**

Live Stream: <https://www.youtube.com/user/SaultSteMarieOntario>

1. Welcome and Introductions
2. Review Terms of Reference – Attached
3. AODA and Human Rights Code Training Requirements
4. Elect Chair and Vice Chair
5. List of Previous Award Winners
 - a. The Train Station (2024)
 - b. Hiawatha Trails Partnership (2023)
 - c. The Tap Room (2022)
 - d. Queenstown IDA Drug Mart (2021)
 - e. The Machine Shop (2019)
 - f. Heritage Discovery Centre (2016)
 - g. Savoy's Jewellers (2015)
 - h. Chippewa Trading Post and Frontier Village (2014)
 - i. Skeggs Paciocco Lawyers (2013)
 - j. Wacky Wings Great Northern Road (2012)
 - k. Smokey's Barbeque Pit and Patio (2011)
 - l. Essar Steel Algoma (2010)
 - m. Tenaris Algoma Tubes (2008)
 - n. Lyons Timbr-Mart (2007)
 - o. Algoma Central Corp. (2006)
 - p. Super 8 Motel (2005)
 - q. Waterfront Walkway (2004)
 - r. Canadian Bushplane Heritage Centre (2003)
 - s. Cross on the Hill (2002)
6. Discussion – Community Development Award 2025 and Nomination Process
7. Other Business
8. Next Meeting(s)
9. Adjournment



The Corporation of the
City of Sault Ste. Marie

COMMUNITY DEVELOPMENT AWARD COMMITTEE

TERMS OF REFERENCE

Purpose

The purpose of this Committee is to recognize exceptional community development by administering the Community Development Award, which has been awarded annually since 1998.

For the purposes of the award, 'Community Development' is development or redevelopment of property that represents a significant contribution to the historic, social, cultural, economic or environmental fabric of Sault Ste. Marie. Development may include buildings, structures or facilities.

The Community Development Award is specifically intended to:

- **Recognize** significant achievement in community development.
- **Highlight** successful development ideas that others can use.
- **Inspire** other projects to meet the standards set by successful projects.

The Community Development Award, in the form of a recognition plaque, is presented annually at a regular Council meeting.

Membership

The Community Development Award Committee will consist of five persons appointed by City Council. Membership is for a term of two years, although members may be reappointed to provide continuity.

Member Responsibilities

Committee members are responsible for:

- Attending and actively participating in all meetings.
- Declaring any conflict of interest regarding specific agenda items.
- Keeping confidential any information which is identified by the Committee as such.

Chair Responsibilities

A Chair and Vice Chair shall be selected by the Committee members at their first meeting of each year. The responsibilities of the Chair include:

- In consultation with others, determine the agenda and ensure that appropriate materials are distributed one week in advance of the meeting.
- Chair all meetings of the Committee.
- Monitor members' participation on the Committee.
- Guide the Committee in addressing issues and concerns as they arise.
- Act as the official spokesperson for the Committee as required.

The Vice Chair will undertake these responsibilities in the absence of the Chair.

Decision Making

Administrative matters are decided upon via consensus.

The final determination of a Community Development Award winner will be decided upon through a vote, with the majority prevailing.

Conflict of Interest

Where a member has a direct or indirect pecuniary interest, the member shall:

- Disclose the interest and its general nature before the matter is considered at the meeting.
- Not take part in the discussion of, or voting on the matter.
- Not attempt to influence the discussion before, during or after the meeting

See the Municipal Conflict of Interest Act for further information.

Frequency of Meetings

The Community Development Award Committee will meet on an as needed basis, generally two to three times per year.

The Community Development Award winner will be identified in the spring, with a report to Council identifying the award winner during the summer and an awards presentation in the fall.

Quorum

The required quorum for holding meetings is four members.

Remuneration

Committee members will not be remunerated for serving on the Community Development Award Committee.

Open to the Public

Community Development Award meetings are open to the public. Notice of meeting dates and times will be posted, at least one week in advance of the meeting date, on the corporate calendar within the City's website.

There may however be times where it is appropriate for the Committee to hold closed sessions which are not open to the public, pursuant to the provisions contained in the Municipal Act.

Delegations

Where members of the public wish to address the Committee, a request must be made in writing, at least one week prior to the scheduled meeting. It is the Chair's responsibility to grant or deny the request.

Where members of the public attend open meetings, they may only participate at the Chair's discretion.

Staff and Resources

Planning Division staff will provide both administrative and technical resources to the Committee as required.

Planning Division Staff will also act as Secretary(s) to the Committee, keeping minutes of meetings, providing notice of meetings and posting minutes on the City's website.

Procedures By-law 2013-100

Procedures By-law 2013-100, governs aspects of meeting procedure for the Community Development Award Committee.

Dear Community Development Award Committee Members,

The Corporation of the City of Sault Ste. Marie is required to provide training for volunteers in the Corporation on the Accessibility for Ontarians with Disabilities Act (AODA) and the Human Rights Code (The Code).

Background:

Under the [AODA we must train all volunteers](#) which includes Committee members.

Section on training copied from the above link:

*7. (1) Every obligated organization shall ensure that training is provided on the requirements of the accessibility standards referred to in **this Regulation** and on the **Human Rights Code as it pertains to persons with disabilities** to,*
*(a) all persons who are an employee of, or a **volunteer** with, the organization;*
(b) all persons who participate in developing the organization's policies; and
(c) all other persons who provide goods, services or facilities on behalf of the organization.

The training is online, and can be done at your own pace, and is available in video, audio, or by reading transcripts.

Please complete all 6 training modules on the Access Forward website.

Access Forward: <https://accessforward.ca/>

Please also complete the 5 training modules on the Working Together website:

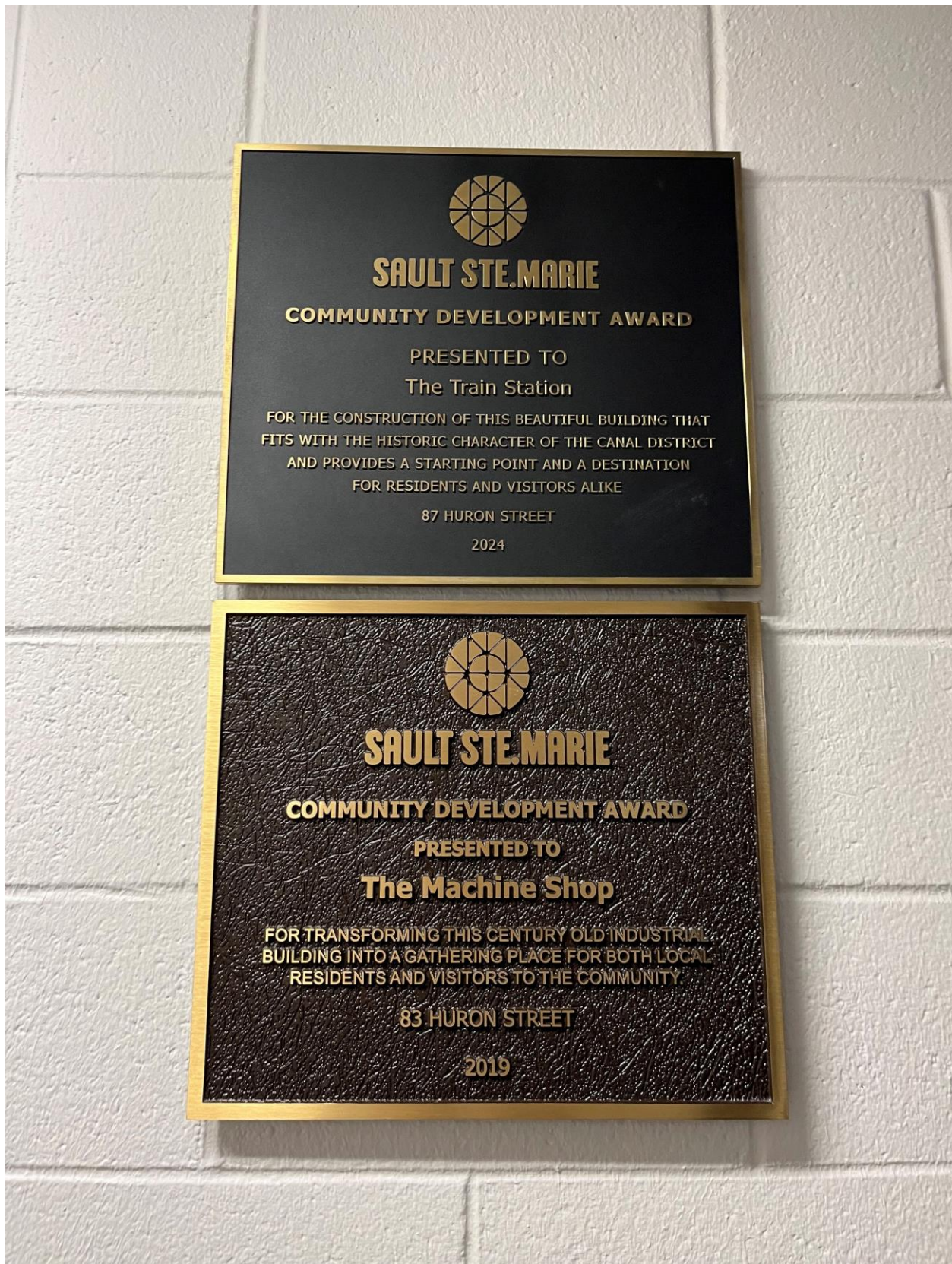
Working Together: The Code and the AODA:
<https://www.ohrc.on.ca/en/online-learning/working-together-code-and-aoda>

We request each member **complete the training not later than March 31, 2025**. Once you have completed the training, please send an email to the staff liaison (Steve Zuppa – s.zuppa@cityssm.on.ca), confirming you have completed all of the training modules.

If you have any questions or concerns, please reach out to Diane Morrell, Accessibility Coordinator by email or phone:

Diane Morrell
Accessibility Coordinator
Planning and Enterprise Services
705.541-7310
d.morrell@cityssm.on.ca

Examples of Awards – The Train Station (2024) and The Machine Shop (2019)



Nominee List from Last Year (2024)

Nominees from 2022-24 (year nominated in parentheses):

- A. ACR Train Station – 87 Huron St. (2022)
- B. The Shoppes on TransCanada – 625 Trunk Road (2022)
- C. St. Anne's School – Residential Conversion - 139 White Oak Drive (2022)
- D. Algoma Vaccination Support Council (2022)
- E. StartUp Sault Ste. Marie (2022)
- F. The Art Hub at Spring – 504 Queen Street East (2023)
- G. Alex Muir School - Residential Conversion – 188 Kohler Street (2022)
- H. Queenscentre Building – 477 Queen Street East (2022)
- I. Windsor Place Retirement Residence – 617 Queen Street East (2023)
- J. Vicary Fremlin – Lock City Dairies (2024)
- K. Nicole Dyble – Mutual Aid Hub, Dryer Fire/Piecing it Together Shows (2024)

Nomination Details:

- A. ACR Train Station – 87 Huron St. (2022)
 - Nominated by Community Development Award Committee. Nomination focused on the design of a new building meant to look historic and to blend in with the historic Mill Square site.
 - Article: <https://www.sootoday.com/local-news/new-train-station-encouraging-for-group-seeking-return-of-passenger-service-4744628>
- B. The Shoppes on TransCanada – 625 Trunk Road (2022)
 - Nominated by Community Development Award Committee. Nomination focused on the redevelopment of an underutilized mall into a strip mall. This development acts as a “node” for its neighbourhood, offering services and retail.
 - Article: <https://saultonline.com/2020/03/wellington-square-mall-to-rebrand-as-the-shoppes-on-transcanada/>
- C. St. Anne's School – Residential Conversion - 139 White Oak Drive (2022)
 - Nominated by Community Development Award Committee. Nomination focused on the redevelopment/conversion of a vacant former school. Residential intensification is encouraged by provincial policy (PPS 2020).
 - Article: <https://www.saultstar.com/news/local-news/new-housing-units-get-nod-from-city-council>
- D. Algoma Vaccination Support Council (2022)
 - see files “Algoma Vaccination Support Council email.pdf” and “AVSC Award Submission Community Development.pdf”

- E. StartUP Sault Ste. Marie (2022)
 - See files “StartUP Sault Ste. Marie email” and “StartUP Sault Executive Summary May 2022”
- F. The Art Hub at Spring – 504 Queen Street East (2023)
 - see file “Nominations for Art Hubb”
- G. Alex Muir School - Residential Conversion – 188 Kohler Street (2022)
 - Nominated by Community Development Award Committee. Nomination focused on the redevelopment/conversion of a vacant former school. Residential intensification is encouraged by provincial policy (PPS 2020).
 - Article: <https://www.sootoday.com/local-news/look-what-theyre-doing-with-the-old-alex-muir-public-school-3-photos-987126>
- H. Queenscentre Building – 477 Queen Street East (2022)
 - Nominated by Community Development Award Committee. Nomination focused on the façade improvements and the lobby construction.
 - Example photos of façade improvements: <https://saldangroup.com/projects/queenscentre/>
- I. Windsor Place Retirement Residence – 617 Queen Street East (2023)
 - Nomination of the Community Development Award Committee.
 - Nomination focused on the façade improvements and the redevelopment of a prominent building in downtown Sault Ste. Marie.
 - Article: <https://www.sootoday.com/rooted/were-really-proud-of-it-a-new-era-for-iconic-windsor-park-landmark-7001784>
- J. Vicary Fremlin – Lock City Dairies (2024)
 - See file “Community Development Award – Vicary Fremlin”
- K. Nicole Dyble - Mutual Aid Hub, Dryer Fire/Piecing it Together Shows (2024)
 - See files “Mutual Aid Hub, Dryer Fire/Piecing it Together Shows” and “Community-Development-Award-Nomination-Form - Nicole Dyble”

Nominees removed from last year’s list (can be added back in if Committee feels they should be considered this yerr)

- SSM District Labour Council
- Batchewana First Nation – Whitefish Island Trails
- Breakfast Pig
- Village Media
- Suzanne Hanna Memorial Community Garden
- Station Tower
- Grocer 4 Good
- Audrey Vair – Masks for AFS/DSSMSSAB