

The Corporation of the City of Sault Ste. Marie
Regular Meeting of City Council ;
Revised Agenda

Monday, April 29, 2024

5:00 pm

Council Chambers and Video Conference

Meetings may be viewed live on the City's YouTube channel
<https://www.youtube.com/user/SaultSteMarieOntario>

Pages

1. **Land Acknowledgement**

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation, the Historic Sault Ste. Marie Metis Council.

2. **Adoption of Minutes**

11 - 33

Mover Councillor C. Gardi

Seconder Councillor L. Dufour

Resolved that the Minutes of the Regular Council Meeting of April 8, 2024 be approved.

3. **Questions and Information Arising Out of the Minutes and not Otherwise on the Agenda**

4. **Declaration of Pecuniary Interest**

5. **Approve Agenda as Presented**

Mover Councillor C. Gardi

Seconder Councillor L. Vezeau-Allen

Resolved that the Agenda for April 29, 2024 City Council Meeting as presented be approved.

- 6. Presentations**
- 6.1 *Save Our YMCA*** **34 - 42**
 Kirsten Duke
- 7. Communications and Routine Reports of City Departments, Boards and Committees – Consent Agenda**
- Mover Councillor C. Gardi
 Secunder Councillor L. Dufour
 Resolved that all the items listed under date April 29, 2024 – Agenda item 7 – Consent Agenda be approved as recommended.
- 7.1 Village Media Downtown Plaza Donation Agreement** **43 - 47**
 A report of the Chief Administrative Officer is attached for the consideration of Council.
 The relevant By-law 2024-66 is listed under item 12 of the Agenda and will be read with all by-laws under that item.
- 7.2 Outstanding Council Resolutions** **48 - 51**
- 7.3 2024 Queenstown Board of Management (Downtown Association) Budget and 2023 Audit Report** **52 - 94**
 A report of the Chief Financial Officer and Treasurer is attached for the consideration of Council.
 Mover Councillor C. Gardi
 Secunder Councillor L. Dufour
 Resolved that the report of the Chief Financial Officer and Treasurer dated April 20, 2024 concerning the Queenstown Board of Management (Downtown Association) audited financial statements and annual report for the year 2023 be received as information and that the Downtown Association budget for the year 2024 be approved.
- 7.4 First Quarter Financial Report – March 31, 2024** **95 - 112**
 A report of the Manager of Finance is attached for the consideration of Council.
 Mover Councillor C. Gardi
 Secunder Councillor L. Vezeau-Allen
 Resolved that the report of the Manager of Finance dated April 29, 2024 concerning First Quarter Financial Report to March 31, 2024 be received and that Council approve the capital budget amendment to include the allocation of \$275,000 for Emergency Repairs from the Asset Management Reserve to

the 2024 capital budget.

- 7.5 Software Licencing Agreement – ESRI** 113 - 114
- A report of the Manager of Purchasing is attached for the consideration of Council.
- The relevant By-law 2024-70 is listed under item 12f the Agenda and will be read with all by-laws under that item.
- 7.6 Tender for Asphalt** 115 - 117
- A report of the Manager of Purchasing is attached for the consideration of Council.
- Mover Councillor C. Gardi
Seconder Councillor L. Dufour
Resolved that the report of the Manager of Purchasing dated April 29, 2024 concerning the supply of asphalt for the 2024 construction season commencing May 1, 2024 as required by Public Works be received and the supply be awarded to Avery Construction Ltd. at the tendered pricing (HST extra).
- 7.7 Tender – Ready Mix Concrete** 118 - 120
- A report of the Manager of Purchasing is attached for the consideration of Council.
- Mover Councillor M. Scott
Seconder Councillor L. Vezeau-Allen
Resolved that the report of the Manager of Purchasing dated April 29, 2024 concerning the supply of Ready Mix Concrete for the 2024 construction season commencing May 1, 2024 as required by Public Works be received and the supply be awarded to Fisher Wavy Inc. at the tendered pricing (HST extra).
- 7.8 Bio-Economy Showcase Pre-feasibility Study and Gateway Property Development** 121 - 242
- A report of the Director of Economic Development is attached for the consideration of Council.
- Mover Councillor C. Gardi
Seconder Councillor L. Vezeau-Allen
Resolved that the report of the Director of Economic Development dated April 29, 2024, concerning Bio-Economy Showcase Pre-Feasibility Study and Gateway Property Development be received as information.
- 7.9 Update to Vehicles on Hub Trail By-law for Power-Assisted Bicycles** 243 - 244

A report of the Solicitor is attached for the consideration of Council.

The relevant By-law 2024-68 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

7.10 Boulevard Gardens 245 - 247

A report of the Solicitor and the Environmental Sustainability Coordinator is attached for the consideration of Council.

The relevant By-law 2024-65 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

7.11 The Rainbow Bridge 248 - 253

A report of the Junior Planner is attached for the consideration of Council.

Mover Councillor C. Gardi

Seconder Councillor L. Vezeau-Allen

Resolved that the report of the Junior Planner dated April 29, 2024 concerning the “Rainbow Bridge” proposal be received and that staff be directed to implement the project in the summer of 2024.

7.12 A-4-24-Z.OP – 44 Great Northern Road – Amendment Report 254 - 256

A report of the Junior Planner is attached for the consideration of Council.

The relevant By-laws 2023-62 and 2023063 are listed under item 12 of the Agenda and will be read with all by-laws under that item.

7.13 Contract 2024-6E Queen Street Improvements – Phase 1 257 - 259

A report of the Municipal Services and Design Engineer is attached for the consideration of Council.

The relevant By-laws 2024-72 authorizing execution of Contract 2024-6E and By-law 2024-73 authorizing the intermittent road closure of Queen Street between East Street and Elgin Street including intersections from May 1, 2024 to November 30, 2024 are listed under item 12 of the Agenda and will be read with all by-laws under that item.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that the report of the Municipal Services and Design Engineer dated April 29, 2024 concerning Queen Street Improvements from Elgin Street to Brock Street be received and the recommendation that contract 2024-6E be awarded to Avery Construction Limited, be approved.

Further, that should the NOHFC funding application be successful, the project limits be extended and the CAO be delegated the authority to execute a change order to the contract up to the eligible amount of the funding in order

to avoid delays in construction approvals.

8. Reports of City Departments, Boards and Committees

8.1 Administration

8.2 Corporate Services

8.2.1 Municipal Vacant Home Tax 260 - 272

A report of the Chief Financial Officer and Treasurer and of the Director of Planning is attached for the consideration of Council.

Mover Councillor M. Scott

Seconder Councillor L. Dufour

Resolved that the report of the Chief Financial Officer and Treasurer and the Director of Planning dated April 29, 2024 concerning a Municipal Vacant Home Tax be received and that a municipal vacant home tax be implemented in 2025 for 2024 vacancies.

8.3 Community Development and Enterprise Services

8.3.1 Outdoor Rinks 273 - 277

A report of the Director of Community Services is attached for the consideration of Council.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that the report of the Director of Community Services dated April 29, 2024 concerning Outdoor Rinks be received and that the City continue to maintain the six existing outdoor rinks/skating trails.

8.3.1.1 *Outdoor Rink Statistics 2019 to 2023* 278 - 278

8.3.2 YMCA Update 279 - 282

A report of the Director of Community Services is attached for the consideration of Council.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that the report of the Director of Community Services dated April 29, 2024 concerning the YMCA Update be received as information.

8.4 Public Works and Engineering Services

8.5 Fire Services

- 8.6 **Legal**
- 8.7 **Planning**
- 8.8 **Boards and Committees**
- 9. **Unfinished Business, Notice of Motions and Resolutions Placed on Agenda by Members of Council**
- 9.1 **Housing Accelerator Fund**

Mover Councillor L. Dufour

Seconder Councillor A. Caputo

Whereas the Federal Government has recently announced a \$400 million top-up to the Housing Accelerator Fund; and

Whereas Sault Ste. Marie was not successful in its initial application to the Housing Accelerator Fund; and

Whereas since Sault Ste. Marie's prior application, Sault Ste. Marie has passed a new comprehensive form-based zoning by-law which, among other things, removes unit maximums from residential zoning, placing Sault Ste. Marie at the forefront of embracing practical densification strategies in Ontario; and

Whereas the Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities has placed a strong, consistent emphasis on rewarding cities which embrace progressive zoning by-laws that enable density with more federal funding; and

Whereas 2023 saw the highest assessment growth in Sault Ste. Marie in a decade; and

Whereas in 2023 Sault Ste. Marie exceeded its provincially assigned housing target by 194%;

Now Therefore Be It Resolved that Sault Ste. Marie City Council request Mayor Shoemaker to write a new letter to Minister Fraser outlining the steps Sault Ste. Marie has taken to achieve its housing targets, the early results of higher growth and the need for approval of our Housing Accelerator Fund application during the top-up phase of funding awards to continue this positive momentum.

- 10. **Committee of the Whole for the Purpose of Such Matters as are Referred to it by the Council by Resolution**
- 11. **Adoption of Report of the Committee of the Whole**
- 12. **Consideration and Passing of By-laws**

Mover Councillor M. Scott
Seconder Councillor L. Vezeau-Allen
Resolved that all By-laws under item 12 of the Agenda under date April 29, 2024 be approved.

- 12.1 By-laws before Council to be passed which do not require more than a simple majority**
- 12.1.1 By-law 2024-62 (Official Plan Amendment) 44 Great Northern Road (3476847 Canada Inc. c/o Dave Urso) 283 - 285**
- A report from the Junior Planner is on the Agenda.
- Mover Councillor M. Scott
Seconder Councillor L. Vezeau-Allen
Resolved that By-law 2024-62 being a by-law to adopt Amendment No. 251 to the Official Plan for the City of Sault Ste. Marie (3476847 Canada Inc. c/o Dave Urso – 44 Great Northern Road) be passed in open Council this 29th day of April, 2024.
- 12.1.2 By-law 2024-63 (Zoning) 44 Great Northern Road (3476847 Canada Inc. c/o Dave Urso) 286 - 288**
- A report from the Junior Planner is on the Agenda.
- Mover Councillor M. Scott
Seconder Councillor L. Vezeau-Allen
Resolved that By-law 2024-63 being a by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 44 Great Northern Road (3476847 Canada Inc. c/o Dave Urso) be passed in open Council this 29th day of April, 2024.
- 12.1.3 By-law 2024-64 (Agreement) Electrical Safety Authority Continuous Safety Services Program 289 - 292**
- Council Report was passed by Council resolution on March 18, 2024.
- Mover Councillor M. Scott
Seconder Councillor L. Vezeau-Allen
Resolved that By-law 2024-64 being a by-law to authorize the execution of the Agreement between the City and the Electrical Safety Authority for the Continuous Safety Services Program for the three year term of April 1, 2024 to March 31, 2027 be passed in open Council this 29th day of April, 2024.
- 12.1.4 By-law 2024-65 (Streets) Streets and Boulevard Gardens 293 - 297**
- A report from the Solicitor and Sustainability Coordinator is on the Agenda.
- Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen
Resolved that By-law 2024-65 being a by-law to amend By-law 2008-131 (being a by-law respecting streets and related matters) be passed in open Council this 29th day of April, 2024.

12.1.5 By-law 2024-66 (Agreement) Village Media Inc. Donation 298 - 301

A report from the Chief Administrative Officer is on the Agenda.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that By-law 2024-66 being a by-law to authorize the execution of the Donation Agreement between the City and Village Media Inc. be passed in open Council this 29th day of April, 2024.

12.1.6 By-law 2024-68 (Hub Trail) Restrict Use of Vehicles on Hub Trail 302 - 304

A report from the Solicitor is on the Agenda.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that By-law 2024-68 being a by-law to amend By-law 2018-13 (being a by-law to restrict the use of vehicles on the Hub Trail) be passed in open Council this 29th day of April, 2024.

12.1.7 By-law 2024-69 (Agreement) The Dollywood Foundation Canada Imagination Library (MOU) 305 - 313

Council Report was passed by Council resolution on April 8, 2024.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that By-law 2024-69 being a by-law to launch a Dolly Parton Imagination Library affiliate in Sault Ste. Marie be passed in open Council this 29th day of April, 2024.

12.1.8 By-law 2024-70 (Agreement) ESRI Canada Limited Licensing Renewal GIS Services 314 - 314

A report from the Manager of Information Technology is on the Agenda.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that By-law 2024-70 being a by-law to authorize the execution of the Agreement between the City and ESRI Canada Limited for the ESRI software platform to deliver contracted GIS services be passed in open Council this 29th day of April.

12.1.9 By-law 2024-72 (Agreement) Contract 2024-6E Queen Street Improvements 315 - 317

A report from the Municipal Services and Design Engineer is on the Agenda.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that By-law 2024-72 being a by-law to authorize the execution of the Contract between the City and Avery Construction Limited for the resurfacing and streetscape improvements to Queen Street from Brock Street to Elgin Street, including the reconstruction of the underground services from March Street to Elgin Street (Contract 2024-6E) be passed in open Council this 29th day of April, 2024.

12.1.10 By-law 2024-73 (Temporary Street Closing) Queen Street Temporary Closing 318 - 318

A report from the Municipal Services and Design Engineer is on the Agenda.

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that By-law 2024-73 being a by-law to permit the temporary closing of Queen Street between East Street and Brock Street including intersections from May 1, 2024, to November 30, 2024 to facilitate the Queen Street Improvements be passed in open Council this 29th day of April, 2024.

12.2 By-laws before Council for FIRST and SECOND reading which do not require more than a simple majority

12.3 By-laws before Council for THIRD reading which do not require more than a simple majority

13. Questions By, New Business From, or Addresses by Members of Council Concerning Matters Not Otherwise on the Agenda

14. Closed Session

Mover Councillor M. Scott

Seconder Councillor L. Vezeau-Allen

Resolved that this Council move into closed session to discuss:

- one item concerning security of property of the municipality;
- one item concerning a proposed property acquisition; and
- one item concerning confidential information which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere with contractual or other negotiations of an organization

Further Be It Resolved that should the said closed session be adjourned, the Council may reconvene in closed session to continue to discuss the same without the need for a further authorizing resolution.

Municipal Act R.S.O. 2002 – section 239 2 (a) the security of property of the

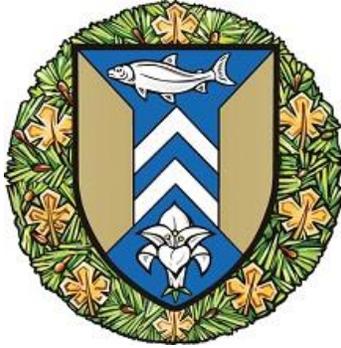
municipality, section 239 2 (c) a proposed or pending acquisition or disposition of land by the municipality; (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization

15. Adjournment

Mover Councillor C. Gardi

Seconder Councillor L. Vezeau-Allen

Resolved that this Council now adjourn.



REGULAR MEETING OF CITY COUNCIL
MINUTES

Monday, April 8, 2024

5:00 pm

Council Chambers and Video Conference

Present: Mayor M. Shoemaker, Councillor S. Hollingsworth, Councillor S. Spina, Councillor L. Dufour, Councillor L. Vezeau-Allen, Councillor A. Caputo, Councillor R. Zagordo, Councillor M. Bruni, Councillor S. Kinach, Councillor C. Gardi, Councillor M. Scott

Officials: R. Tyczinski, L. Girardi, K. Fields, S. Schell, P. Johnson, N. Ottolino, S. Hamilton Beach, B. Lamming, T. Anderson, C. Rumiel, P. Tonazzo, T. Vecchio, M. Zuppa, M. Borowicz-Sibenik, L. Petrocco, J. King, R. van Staveren, V. McLeod, J. Rogers, G. Atkinson, D. Morrell, D. Perri

1. Land Acknowledgement

2. Adoption of Minutes

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the Minutes of the Regular Council Meeting of March 18, 2024 be approved.

Carried

3. Questions and Information Arising Out of the Minutes and not Otherwise on the Agenda

4. Declaration of Pecuniary Interest

4.1 Councillor S. Spina – March 2024 Tourism Development Fund Applications

Organizer of one of the funding recipients (Community Strong Race Weekend)

5. Approve Agenda as Presented

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the Agenda for April 8, 2024 City Council Meeting as presented be approved.

Carried

6. Presentations

6.1 KPMG Shared Services Review

Tim Swanson, Senior Manager, Advisory Services was in attendance with respect to Agenda item 7.2.

7. Communications and Routine Reports of City Departments, Boards and Committees – Consent Agenda

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that all the items listed under date April 8, 2024 – Agenda item 7 – Consent Agenda save and except Agenda items 7.3 and 7.19 be approved as recommended.

Carried

7.1 AMO Advocacy Report

The report of Councillor L. Dufour was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of Councillor L. Dufour dated April 8, 2024 concerning AMO Advocacy by received as information.

Carried

7.2 KPMG Shared Services Review Report

The report of the CAO was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the CAO dated April 8, 2024 concerning KPMG Shared Services Review Feasibility Study between the City and the Sault Ste. Marie Police Services Board be received as information.

Carried

7.4 Community Development Fund – Dolly Parton Imagination Library

The report of the Chief Administrative Officer was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Chief Administrative Officer dated April 8, 2024 concerning the Dolly Parton Imagination Library be received and that Council approve a contribution of \$5,000 from the Community Development Fund Economic Development stream.

Carried

7.5 2024 Tax Policy and Rates

The report of the Manager of Taxation was received by Council.

The relevant By-laws 2024-50, 2024-51 and 2024-52 are listed under item 12 of the Minutes.

7.6 2024 Property Tax Capping Options

The report of the Manager of Taxation was received by Council.

The relevant By-law 2024-49 is listed under item 12 of the Minutes.

7.7 Tender for Selected Granular Materials

The report of the Manager of Purchasing was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that the report of the Manager of Purchasing dated April 8, 2024 concerning granular materials as required by Public Works be received and that the tender for the supply of selected granular materials for the 2024 and 2025 seasons be awarded to Pioneer Construction and Possamai Construction on an as-required basis and by lowest cost rating;

Further that the tender for the supply of alternate slag materials for a period of one year be awarded to Inter-Ontario Equipment Rental and Repair Ltd. on an as-required basis and by unit costs quoted, on a sole-source basis.

Carried

7.8 Tender for Equipment Purchase

The report of the Manager of Purchasing was received by Council.

Moved by: Councillor M. Scott

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Manager of Purchasing dated April 8, 2024 concerning equipment purchase as required by Public Works be received and that the tender for the supply and delivery one tandem plow/sander combo be awarded to TMS Truck Centre Ltd. at their low price, meeting specifications, of \$397,382 plus HST.

Carried

7.9 Tender for Roberta Bondar Marina Port Fendering

The report of the Manager of Purchasing was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Manager of Purchasing dated April 8, 2024 concerning marine port fendering as required by Community Development and Enterprise Services be received and that the tender be awarded to Howard Avery Construction at their low price, meeting specifications, of \$158,750 plus HST.

Carried

7.10 Emission Monitoring Equipment for the Crematorium

The report of the Director of Community Services was received by Council.

Resolved that the report of the Director of Community Services dated April 8, 2024, concerning Emission Monitoring Equipment for the Crematorium be received and that the purchase of a new emissions monitoring unit at an estimated cost of \$26,000 be authorized utilizing funds from the Cemetery Reserve.

Carried

7.11 Delegated Authority – Parking Officers

The report of the Director of Community Services was received by Council.

The relevant By-law 2024-60 is listed under item 12 of the Minutes.

7.12 Seniors Active Living Transit Project

The report of the Director of Community Services was received by Council.

Moved by: Councillor M. Scott

Seconded by: Councillor L. Dufour

Resolved that the report of the Director of Community Services dated April 8, 2024, concerning the Seniors Active Living Transit Update be received and that the following be approved:

- Any senior wishing to take the bus to any seniors program will receive a senior 12-ride pass at \$6 which represents a discount of 75% off the regular price of \$21.25; and
- Passes will be made available at both Senior Active Living Centres (Bay Street and Northern Community Centre).

Carried

7.13 Increase for Sand Filters John Rhodes Community Centre Pool

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Manager of Purchasing dated April 8, 2024 concerning sand filters supply and installation as required by Community Development and Enterprise Services for the John Rhodes Community Centre pool be received and that the purchase be awarded to Ainsworth at their quoted price of \$107,874 plus HST;

Further that the funding of \$100,000 from GFL foundation work be reallocated to the John Rhodes Community Centre pool sand filters work and the balance to come from JRCC Operational Maintenance Budget.

Carried

7.14 Lease Contract Extension – Superior Osteo Postural Clinic Inc.

The report of the Director of Community Services was received by Council.

The relevant By-law 2024-36 is listed under item 12 of the Minutes.

7.15 Millworks Lease Expiration

The report of the Director of Economic Development was received by Council.

The relevant By-law 2024-54 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that the report of the Director of Economic Development dated April 8, 2024 concerning Millworks Lease Expiration be received and that staff enter into a three-year lease with the newly proposed location at the rate of \$104,022 per annum inclusive utilizing funds from the Facilities Maintenance Reserve Fund (not to exceed \$29,689.05).

Carried

7.16 Investing in Canada Infrastructure Program Amending Agreement for Transit

The report of the Director of Community Services was received by Council.

The relevant By-law 2024-38 is listed under item 12 of the Minutes.

7.17 Community Development Fund Application – Rolling Pictures Company

The report of the Manager of Business Development was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Manager of Business Development dated April 8, 2024 concerning Rolling Pictures Company Community Development Fund request be received and that Council approve the investment of \$25,000 through the Community Development Fund, Economic Growth Community Improvement stream.

Carried

7.18 Community Development Fund Application – Port Development – Senior Coordinator

The report of the Manager of Business Development was received by Council.

Moved by: Councillor M. Scott

Seconded by: Councillor L. Dufour

Resolved that the report of the Manager of Business Development dated April 8, 2024 concerning Community Development Fund, Economic Development stream application for Port Development – Senior Coordinator be received and that Council approve the request for funding in the amount of \$66,150 per year for a period of three years totalling \$198,450.

Carried

7.20 Sault Ste. Marie Region Conservation Authority Programs and Services

The report of the Director of Engineering was received by Council.

The relevant By-laws 2024-43, 2024-44, 2024-45, and 2024-46 are listed under item 12 of the Minutes.

7.21 Sackville Road Environmental Assessment – Notice of Addendum

The report of the Municipal Services and Design Engineer was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Municipal Services and Design Engineer dated April 8, 2024 concerning the addendum to the Sackville Road Environmental Assessment be received as information.

Carried

7.22 Reconstruction of Stanley Street

The report of the Municipal Services and Design Engineer was received by Council.

The relevant By-law 2024-56 authorizing execution of contract 2024-1E and By-law 2024-57 authorizing the road closure of Stanley Street between Pine Street and Elizabeth Street including intersections from May 1, 2024 to November 30, 2024 are listed under item 12 of the Minutes.

7.23 Reconstruction of Spruce Street

The report of the Municipal Services and Design Engineer was received by Council.

The relevant By-law 2024-58 authorizing execution of contract 2024-3E and By-law 2024-59 authorizing the road closure of Spruce Street between Railroad Avenue and Wilcox Avenue from May 1, 2024 to November 30, 2024 are listed under item 12 of the Minutes.

7.24 Peoples Road Area Flooding Class Environmental Assessment

The report of the Manager of Development and Environmental Engineering was received by Council.

Moved by: Councillor M. Scott

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Manager of Development and Environmental Engineering dated April 8, 2024 concerning completion of the Peoples Road Area Flooding Class Environmental Assessment be received and that the recommendation that Public Works construct the Elliott Field ditching “in-kind” be approved.

Carried

7.25 Use of Funds from the Engineering Equipment Reserve

The report of the Municipal Services and Design Engineer was received by Council.

Moved by: Councillor M. Scott

Seconded by: Councillor L. Dufour

Resolved that the report of the Municipal Services and Design Engineer dated April 8, 2024 concerning use of funds from the Engineering Equipment Reserve be received and that

Council approve the use of up to \$45,000 from the Engineering Equipment Reserve for the procurement of survey equipment.

Carried

7.26 Sault Ste. Marie Festival of Beer Licence of Occupation

The report of the Assistant City Solicitor/Senior Litigation Counsel was received by Council.
Steve Alexander (the organizer) was in attendance.

The relevant By-law 2024-55 is listed under item 12 of the Minutes.

7.27 Property Declared Surplus – Abutting 17 Ferguson Avenue

The report of the Assistant City Solicitor/Senior Litigation Counsel was received by Council.
The relevant By-law 2024-37 is listed under item 12 of the Minutes.

7.28 PUC (Transmission) LP – Easement Option Agreements

The report of the Assistant City Solicitor/Senior Litigation Counsel was received by Council.
The relevant By-laws 2024-41 and 2024-42 are listed under item 12 of the Minutes.

7.29 Standard Facility Use Agreement Update

The report of the Solicitor was received by Council.
The relevant By-law 2024-53 is listed under item 12 of the Minutes.

7.30 Annual Accessibility Status Report

The report of the Accessibility Coordinator was received by Council.

Moved by: Councillor M. Scott
Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Accessibility Coordinator dated April 8, 2024 concerning annual Accessibility Status Report 2023 be received as information.

Carried

7.31 Reserve Funding Request for Accessible Park Equipment and Benches

The report of the Accessibility Coordinator was received by Council.

Moved by: Councillor M. Scott
Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Accessibility Coordinator dated April 8, 2024 concerning Reserve Funding Request for Accessible Park Equipment and Benches be received and that

Council approve the purchase of accessible park equipment for Parkland and Westwood Parks and benches at Manzo Park Splash Pad at a cost of \$20,000 with funds from the Barrier Removal Reserve.

Carried

7.32 Reserve Funding Request for Adult Change Table at Sinclair Yards

The report of the Accessibility Coordinator was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Accessibility Coordinator dated April 8, 2024 concerning Reserve Funding Request for Adult Change Table at Sinclair Yards be received and that Council approve the purchase of an adult change table for the Sinclair Yards' universal washroom at a cost of \$6,000 with funds from the Barrier Removal Reserve.

Carried

7.3 Report of the Integrity Commissioner (Councillor Kinach)

Councillors Bruni, Scott, Spina and Zagordo indicated that they wished the matter to be returned to the Integrity Commissioner for a further opinion given Councillor Kinach's refusal to apologize.

Mayor Shoemaker, Councillors Dufour, Caputo, Kinach, Vezeau-Allen and Gardi indicated that they wished Council to issue a reprimand to Councillor Kinach.

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor C. Gardi

Resolved that the report of the Integrity Commissioner dated April 5, 2024 be received and that Councillor Kinach be reprimanded.

	For	Against	Conflict	Absent
Mayor M. Shoemaker	X			
Councillor S. Hollingsworth	X			
Councillor S. Spina		X		
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor A. Caputo	X			

Councillor R. Zagordo	X			
Councillor M. Bruni			X	
Councillor S. Kinach	X			
Councillor C. Gardi	X			
Councillor M. Scott			X	
Results	8	3	0	0
				Carried

7.19 March 2024 Tourism Development Fund Applications

Councillor S. Spina declared a conflict on this item. (Organizer of one of the funding recipients (Community Strong Race Weekend)

The report of the Director of Tourism and Community Development was received by Council.

Moved by: Councillor M. Scott
 Seconded by: Councillor L. Dufour

Resolved that the report of the Director of Tourism and Community Development dated April 8, 2024 concerning March 2024 Tourism Development Fund applications be received, and that the recommendation of the Tourism Sault Ste. Marie Board of Directors to allocate \$63,250 as detailed below be approved:

- 2024 and 2025 Regional Convention of Jehovah Witnesses (\$24,000)
- Community Future Conference (\$3,000)
- Community Strong Race Weekend (\$5,000)
- Festival of Beer (\$3,000)
- Ontario Cup Mountain Bike Race (\$10,000)
- Coppa Giovanni Soccer Tournament and Italian Festival (\$5,000)
- Queen Street Cruise (\$5,000)
- Stir the POTential Conference (\$3,000)
- Poutine Feast (\$2,750)
- Battle Under the Bridge (\$2,500)

	For	Against	Conflict	Absent
Mayor M. Shoemaker	X			
Councillor S. Hollingsworth	X			
Councillor S. Spina			X	

Councillor L. Dufour	X				
Councillor L. Vezeau-Allen	X				
Councillor A. Caputo	X				
Councillor R. Zagordo	X				
Councillor M. Bruni	X				
Councillor S. Kinach	X				
Councillor C. Gardi	X				
Councillor M. Scott					X
Results	9	0	1	1	Carried

8. Reports of City Departments, Boards and Committees

8.1 Administration

8.2 Corporate Services

8.3 Community Development and Enterprise Services

8.4 Public Works and Engineering Services

8.4.1 Automated Speed Enforcement and Administrative Penalties

The report of the Municipal Services and Design Engineer and the Solicitor was received by Council.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that the report of the Municipal Services and Design Engineer and the Solicitor dated April 8, 2024 concerning Automated Speed Enforcement be received and that Council direct staff to:

- Pursue an agreement with the City of Toronto Joint Processing Centre for ASE offence processing;
- Pursue an agreement with the Ministry of Transportation Ontario for access to licence plate information for offending vehicles;
- Develop Automated Speed Enforcement site selection criteria;
- Pursue an agreement with the Ministry of Attorney General for the required victim fine surcharge component that is paid by the notice recipient to the City;

- Develop supporting Administrative Monetary Penalty System by-law, polices, and guidelines;
- Refer staff complement increase requests to the 2025 budget; and
- Refer one-time and ongoing operating costs to the 2025 budget.

	For	Against	Conflict	Absent
Mayor M. Shoemaker		X		
Councillor S. Hollingsworth	X			
Councillor S. Spina		X		
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor A. Caputo	X			
Councillor R. Zagordo		X		
Councillor M. Bruni	X			
Councillor S. Kinach		X		
Councillor C. Gardi	X			
Councillor M. Scott		X		
Results	6	5	0	0
				Carried

8.5 Fire Services

8.6 Legal

8.7 Planning

8.7.1 Application A-4-24-Z.OP – 44 Great Northern Road (BMO)

The report of the Junior Planner was received by Council.

Dave Urso was in attendance on behalf of the applicant.

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Vezeau-Allen

Resolved that the report of the Junior Planner dated April 08, 2024 concerning *Planning Act* Application A-4-24-Z.OP – 44 Great Northern Road be received and that Council:

1. Approve Official Plan Amendment No. 251 by way of a notwithstanding clause to permit up to 450m² of office space upon the area to be rezoned, and;

Rezone a portion of the subject property (approximately 59m x 47.6m) as shown in the attached land use map from Shopping Centre (C5) Zone to General Commercial (C4.S) Zone with a Special Exception to increase the maximum Gross Floor Area for Office Uses outside of the downtown from 300 m² to 450 m².

And that the Legal Department be requested to prepare the necessary by-law(s) to effect the same.

	For	Against	Conflict	Absent
Mayor M. Shoemaker	X			
Councillor S. Hollingsworth	X			
Councillor S. Spina	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor A. Caputo	X			
Councillor R. Zagordo	X			
Councillor M. Bruni	X			
Councillor S. Kinach	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0
				Carried

8.8 Boards and Committees

9. Unfinished Business, Notice of Motions and Resolutions Placed on Agenda by Members of Council

9.1 Physician Recruitment Report Request

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor S. Spina

Whereas the community is in desperate need of physicians; and

Whereas the Physician Recruitment and Retention Committee has been working on increasing the number of doctors in Sault Ste. Marie since its inception; and

Whereas the community is interested in the success rate of the committee and its efforts;

Now Therefore Be It Resolved that a detailed report be given to Council at a future Council meeting outlining the recruitment rates, retention rates, the budget for the Physician Recruitment Committee and what the Manager of Physician Recruitment sees as challenges and opportunities in recruitment strategies in the field of family medicine locally.

	For	Against	Conflict	Absent
Mayor M. Shoemaker	X			
Councillor S. Hollingsworth	X			
Councillor S. Spina	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor A. Caputo	X			
Councillor R. Zagordo	X			
Councillor M. Bruni	X			
Councillor S. Kinach	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0
				Carried

9.2 Intimate Partner Violence

Moved by: Councillor A. Caputo
 Seconded by: Councillor L. Vezeau-Allen

Whereas the jury that heard the Carol Culleton, Anastasia Kuzyk, and Nathalie Warmerdam inquest (The Renfrew County Inquest) issued 86 recommendations to prevent future deaths and delivered those recommendations to the Province of Ontario; and

Whereas recommendation #85 of the inquest is to include “coercive control”, as defined in the *Divorce Act*, as a criminal offence or as a type of assault under section 265 of the *Criminal Code*; and

Whereas according to experts, a perpetrator has privileged access to information about the target by virtue of the closeness of an intimate relationship and, as such, is able to identify unique vulnerabilities that can be exploited for coercive control; and

Whereas Coordinating Community Responses to Domestic Violence cites scholars and advocates in the field have consistently described intimate partner violence as both an expression of, and an attempt to maintain, power and control over intimate partners; and

Whereas in 2019, according to the Government of Canada, of the 107,810 people aged 15 and over who experienced intimate partner violence 79% were women. 55% of women who experienced physical or sexual intimate partner violence feared a partner at some point. Being afraid of a partner can indicate intimate partner violence that is more coercive, more severe, and more likely to reflect a pattern of abusive behaviours; and

Whereas between 2014 and 2019 in Canada, there were 497 victims of intimate partner homicide, and 80% (400 victims) were women; and

Whereas while Indigenous women account for about 5% of all women in Canada, they accounted for 21% of women killed by an intimate partner between 2014 and 2019 (83 victims). In 2021, the rate of gender-related homicide of Indigenous women and girls was more than triple that of gender-related homicides of women and girls overall (1.72 versus 0.54 per 100,000 women and girls); and

Whereas the Government of Canada names coercive control as one of the acts included in intimate partner violence, but does not include coercive control as an offence contained within the *Criminal Code* of Canada* and

Whereas Bill C332, a private member's bill to amend the *Criminal Code* to create an offence of exercising coercive control of an intimate partner by engaging in a pattern of conduct that consists of any combination, or any repeated instances, of any of the following acts: using, attempting to use or threatening to use violence against certain persons, coercing or attempting to coerce the intimate partner to engage in sexual activity or engaging in other conduct that could reasonably be expected to cause the intimate partner to believe that their safety, or the safety of a person known to them, is threatened**

Now Therefore Be It Resolved that the Sault Ste. Marie City Council express its support for Bill C-332 as well as call on the Government of Canada to support Bill C-332 and enact the necessary amendments to the *Criminal Code* of Canada to include coercive control of an intimate partner; and

Further it be resolved that a copy of this motion be circulated to the Right Honourable Justin Trudeau, Prime Minister of Canada, the Honourable Dominic LeBlanc, Minister of Public Safety, the Honourable Patty Hajdu, Minister of Indigenous Services, the Honourable Mark Holland, Minister of Health, the Honourable Marci Ien, Minister for Women and Gender

Equality and Youth, the Honourable Jenna Sudds, Minister of Families, Children and Social Development, the Honourable Arif Virani, Minister of Justice, City of Sault Ste Marie MP Terry Sheehan, MP Laurel Collins, the Association of Municipalities of Ontario, Federation of Northern Ontario Municipalities, Federation of Canadian Municipalities, and all Ontario municipalities.

	For	Against	Conflict	Absent
Mayor M. Shoemaker	X			
Councillor S. Hollingsworth	X			
Councillor S. Spina	X			
Councillor L. Dufour	X			
Councillor L. Vezeau-Allen	X			
Councillor A. Caputo	X			
Councillor R. Zagordo	X			
Councillor M. Bruni	X			
Councillor S. Kinach	X			
Councillor C. Gardi	X			
Councillor M. Scott	X			
Results	11	0	0	0

Carried

10. Committee of the Whole for the Purpose of Such Matters as are Referred to it by the Council by Resolution

11. Adoption of Report of the Committee of the Whole

12. Consideration and Passing of By-laws

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that all By-laws under item 12 of the Agenda under date April 8, 2024 be approved.

Carried

12.1 By-laws before Council to be passed which do not require more than a simple majority

12.1.1 By-law 2024-36 (Agreement Extension) Superior Osteo Postural Clinic Inc. Lease John Rhodes 260-280 Elizabeth Street

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-36 being a by-law to authorize the execution of the Third Extension Agreement between the City and Superior Osteo Postural Clinic Inc. to extend the current lease at the John Rhodes Community Centre for one year to May 5, 2025 with the option to extend be passed in open Council this 8th day of April, 2024.

Carried

12.1.2 By-law 2024-37 (Property) Surplus Abutting 17 Ferguson Avenue

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-37 being a by-law to declare the City owned property legally described as PIN 31523-0371 (LT) LT 21 RCP H689 ST. MARY'S; SAULT STE. MARIE, being City property abutting civic 17 Ferguson Avenue, as surplus to the City's needs and to authorize the disposition of the said property, be passed in open Council this 8th day of April, 2024.

Carried

12.1.3 By-law 2024-38 (Agreement) ICIP Amending Agreement Transit

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-38 being a by-law to authorize the execution of an Amending Agreement No. 1 to the Transfer Payment Agreement with His Majesty the King in right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario for funding under the Investing in Canada Infrastructure Program (ICIP) Public Transit Stream be passed in open Council this 8th day of April, 2024.

Carried

12.1.4 By-law 2024-40 (Zoning) 105 Allard Street (Allard SSM Inc. c/o Mathew Moxness)

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-40 being a by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 105 Allard Street (Allard SSM Inc. c/o Mathew Moxness) be passed in open Council this 8th day of April, 2024.

Carried

12.1.5 By-law 2024-41 (Easement Option Agreement) PUC (Transmission) LP (Yates Avenue)

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-41 being a by-law to authorize the execution of the Easement Option Agreement between the City and PUC (Transmission) LP for the operational requirements for the new transmission line on Yates Avenue (PIN 31609-0390 and PIN 31609-0392) to provide additional electrical power needed by Algoma Steel to operate its new electric arc furnaces be passed in open Council this 8th day of April, 2024.

Carried

12.1.6 By-law 2024-42 (Easement Option Agreement) PUC (Transmission) LP (Second Line)

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-42 being a by-law to authorize the execution of the Easement Option Agreement between the City and PUC (Transmission) LP for the operational requirements for the new transmission line at 1001 Second Line (PIN 31608-0056) to provide additional electrical power needed by Algoma Steel to operate its new electric arc furnaces be passed in open Council this 8th day of April, 2024.

Carried

12.1.7 By-law 2024-43 (Agreement) SSMRCA Program Services

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-43 being a by-law to authorize the execution of the Agreement between the Sault Ste. Marie Region Conservation Authority, the City and The Corporation of the Township of Prince for the MOU Agreement for Program Services be passed by Council this 8th day of April, 2024.

Carried

12.1.8 By-law 2024-44 (Agreement) SSMRCA Source Protection Plan

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-44 being a by-law to authorize the execution of the Agreement between the City and Sault Ste. Marie Region Conservation Authority for the Source Protection Plan Education and Outreach be passed in open Council this 8th day of April, 2024.

Carried

12.1.9 By-law 2024-45 (Agreement) SSMRCA Risk Management Inspector

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-45 being a by-law to authorize the execution of the Agreement between the City and Sault Ste. Marie Region Conservation Authority for the Sault Ste. Marie Region Source Protection Plan enforcement in relation to the Risk Management Inspector role as an employee of Sault Ste. Marie Region Conservation Authority (SSMRCA) be passed in open Council this 8th day of April, 2024.

Carried

12.1.10 By-law 2024-46 (Agreement) SSMRCA Municipal Seasonal Grass Cutting

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-46 being a by-law to authorize the execution of the Agreement between the City and Sault Ste. Marie Region Conservation Authority for seasonal grass cutting activities be passed in open Council this 8th day of April, 2024.

Carried

12.1.11 By-law 2024-47 (Amendment No. 249 to the Official Plan) Residential Development Regulations

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-47 being a by-law to adopt Amendment No. 249 to the Official Plan for the City of Sault Ste. Marie be passed in open Council this 8th day of April, 2024.

Carried

12.1.12 By-law 2024-48 (Zoning By-law 2005-150) Amendment Residential Development Regulations

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-48 being a by-law to amend Sault Ste. Marie Zoning By-law 2005-150 concerning Gentle Density: Proposed Amendments to the Zoning By-law regarding Residential Development Regulations be passed in open Council this 8th day of April, 2024.

Carried

12.1.13 By-Law 2024-49 (Taxes) Adopt Optional Tools for Property Tax Capping

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-49 being a by-law to adopt optional tools for the purposes of administering limits for the Commercial and Industrial Property Classes be passed in open Council this 8th day of April, 2024.

Carried

12.1.14 By-law 2024-50 (Taxes) 2024 Final Tax Billing

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-50 being a by-law to provide for 2024 final tax billing be passed in open Council this 8th day of April, 2024.

Carried

12.1.15 By-law 2024-51 (Taxes) Adoption of Tax Ratios 2024

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-51 being a by-law to provide for the adoption of tax ratios be passed in open Council this 8th day of April, 2024.

Carried

12.1.16 By-law 2024-52 (Taxes) Adoption of Property Tax Rates 2024

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-52 being a by-law to provide for the adoption of property tax rates for 2024 be passed in open Council this 8th day of April, 2024.

Carried

12.1.17 By-law 2024-53 (Delegated Authority) Facility Use Agreement Amendment

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-53 being a by-law to amend by-law 2020-139 as it pertains to a facility use agreement be passed in open Council this 8th day of April, 2024.

Carried

12.1.18 By-law 2024-54 (Lease Agreement) Millworks Soo Centre Limited 123 March Street

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-54 being a by-law to authorize the execution of the Lease Agreement between the City and Soo Centre Limited for the lease of 123 March Street, Suite 202 be passed in open Council this 8th day of April, 2024.

Carried

12.1.19 By-law 2024-55 (Delegated Authority and Agreement) Festival of Beer Licence to Occupy

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-55 being a by-law to approve to enter into a Licence to Occupy City Property agreement for the Sault Ste. Marie Festival of Beer taking place on May 4, 2024 on City Property and to further delegate amending and signing authority on behalf of the City of Sault Ste. Marie be passed in open Council this 8th day of April, 2024.

Carried

12.1.20 By-law 2024-56 (Engineering) Contract 2024-1E Avery Construction Limited Stanley Street Reconstruction

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-56 being a by-law to authorize the execution of the Contract between the City and Avery Construction Limited for the reconstruction of Stanley Street between Pine Street and Elizabeth Street (Contract 2024-1E) be passed in open Council this 8th day of April, 2024.

Carried

12.1.21 By-law 2024-57 (Temporary Street Closing) Stanley Street Reconstruction

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-Law 2024-57 being a by-law to permit the temporary closing of Stanley Street between Pine Street and Elizabeth Street including intersections from May 1, 2024 to November 30, 2024 to facilitate the Stanley Street Reconstruction be passed in open Council this 8th day of April, 2024.

Carried

12.1.22 By-law 2024-58 (Engineering) Contract 2024-3E Trimount Construction Group Inc. Spruce Street Reconstruction

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-58 being a by-law to authorize the execution of the Contract between the City and Trimount Construction Group Inc. for the reconstruction of Spruce Street between Railroad Avenue and Wilcox Avenue (Contract 2024-3E) be passed in open Council this 8th day of April, 2024.

Carried

12.1.23 By-law 2024-59 (Temporary Street Closing) Spruce Street Reconstruction

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-59 being a by-law to permit the temporary closing of Spruce Street between Railroad Avenue and Wilcox Avenue from May 1, 2024 to November 30, 2024 to facilitate the Spruce Street reconstruction be passed in open Council this 8th day of April, 2024.

Carried

12.1.24 By-law 2024-60 (Delegated Authority) Appointment of Municipal Law Enforcement Officers (Parking) and Amending By-laws 90-305, 93-165 & 2022-58

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-60 being a by-law to delegate authority to appoint Municipal Law Enforcement Officers to enforce parking regulations on public property and private parking lots be passed in open Council this 8th day of April, 2024.

Carried

12.1.25 By-law 2024-61 (Agreement) Sault Ste. Marie Innovation Centre – Harvest Algoma

Moved by: Councillor C. Gardi

Seconded by: Councillor L. Dufour

Resolved that By-law 2024-61 being a by-law to authorize the execution of an Agreement between the City and The Sault Ste. Marie Innovation Centre for the Community Development Fund-Economic Development funding for the Harvest Algoma acquisition be passed in open Council this 8th day of April 2024.

Carried.

12.2 By-laws before Council for FIRST and SECOND reading which do not require more than a simple majority

12.3 By-laws before Council for THIRD reading which do not require more than a simple majority

13. Questions By, New Business From, or Addresses by Members of Council Concerning Matters Not Otherwise on the Agenda

14. Closed Session

Moved by: Councillor M. Scott

Seconded by: Councillor L. Dufour

Resolved that this Council move into closed session to discuss:

- one item concerning a proposed property acquisition and a position, plan, procedure, criteria or instruction to be applied to negotiations; and
- one item concerning solicitor-client privilege

Further Be It Resolved that should the said closed session be adjourned, the Council may reconvene in closed session to continue to discuss the same matter without the need for a further authorizing resolution.

Municipal Act R.S.O. 2002 – section 239 2 (c) a proposed or pending acquisition or disposition of land by the municipality, 239 2 (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and 239 2 (h) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

Carried

15. Adjournment

Moved by: Councillor M. Scott

Seconded by: Councillor L. Vezeau-Allen

Resolved that this Council now adjourn.

Carried

Mayor

City Clerk



Save our YMCA

Outcomes from our Community Meeting

29 April 2024



Summary of Outcomes

April 27, 2024 Town Hall

5 Days (immediate)

- Better organize outreach to YMCA (local, ON, CAN) and request public transparency
- Share information where possible with additional YMCA key users (beyond Facebook)
- Reach out to community organizations (e.g., Algoma University, Scouts Canada, School Boards) re: impacts beyond daycare spaces

5 Weeks (short-term)

- Research feasibility of a community trust fund to support future community programs
- Determine what additional needs may require fundraising and interim community support

5 Months (long-term + aspirational)

- If the YMCA remains open (in some form) that efforts are made to increase transparency and integrity of the organization in conjunction with the community
- If closure occurs, that significant and multifaceted efforts are coordinated to diversify and strengthen SSM social services

Our Actions

Next Steps our group has and will be taking

01

Outreach

Reach out to potential allies of critical importance to the SSM YMCA to fully understand the potential for current and future partnerships.

02

Provide Feedback

Send an open letter to the SSM YMCA Board of Directors, Y ON and Y CAN on the outcomes of our meeting.

03

Request Participation

Provide this presentation to SSM City Council to share outcomes and actions as well as request participation in the WG.

04

Community Action

With other actions underway, continue to be flexible and provide support to impacted community members where feasible.



Our Request(s) to Sault Ste. Marie City Council

We respectfully request that:

- 1) A representative from the grassroots Save Our YMCA group participate on the YMCA/ City Council working group.
- 2) City Council, regardless of the YMCA outcomes, commit to the establishment of a capital fund and strategic plan for geographically distributed, accessible and innovative social services in Sault Ste.

Marie
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Appendix

Protecting Community Wellbeing

Protecting Community Wellbeing



Impact on Individuals

Children & Youth

- Loss of structured activities
- Reduced socialization
- Increase unsafe activities
- Reduced academic support



Families

- Loss of childcare
- Reduced family activities
- Increased financial strain
- Decreased community connection

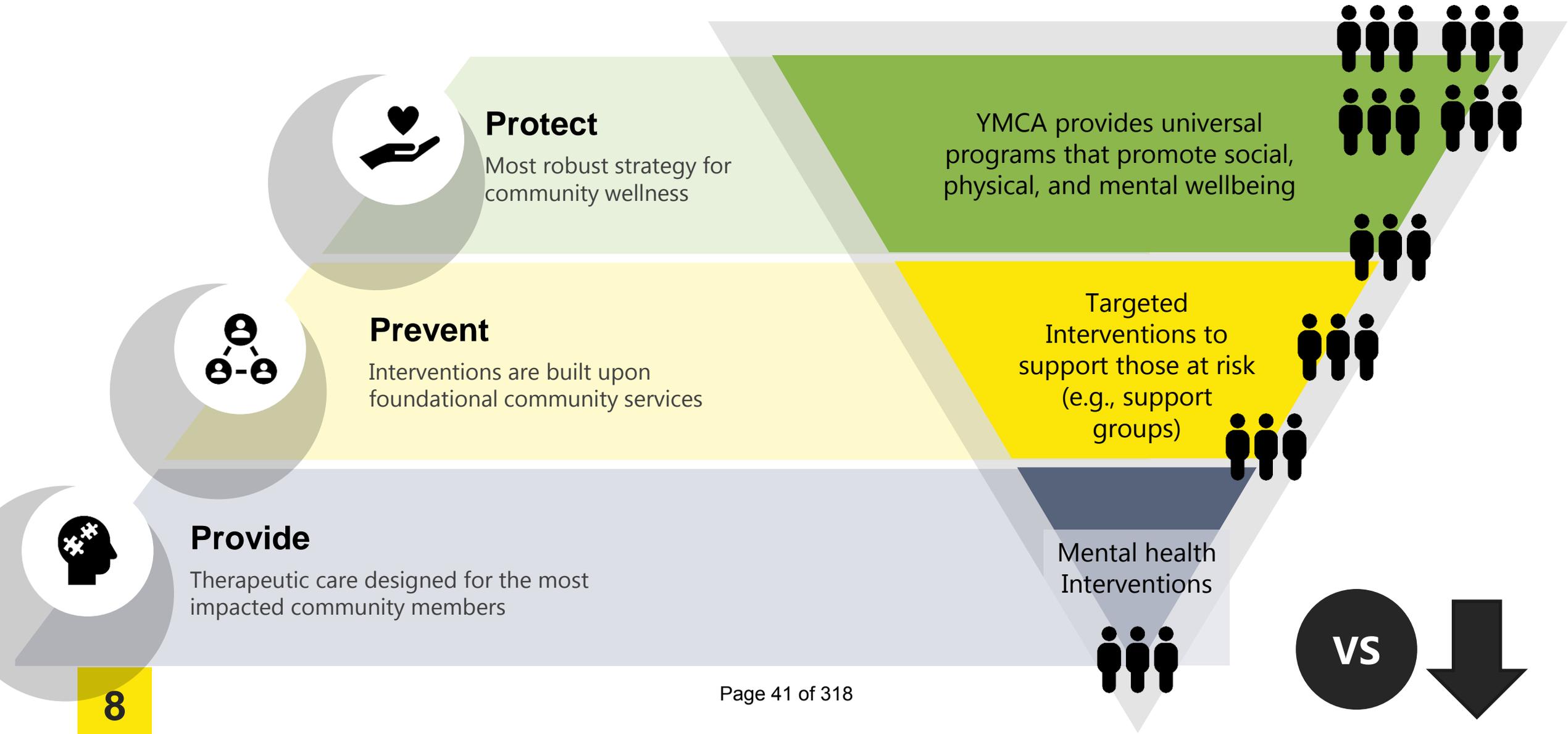


Adults & Seniors

- Reduced physical activity and fitness opportunities
- Loss of volunteer opportunities
- Impact on mental health
- Social isolation and loneliness



A Protective Mental Health Approach



A Strained Mental Health System



Protect

The loss of protective services increases demand for mental health care



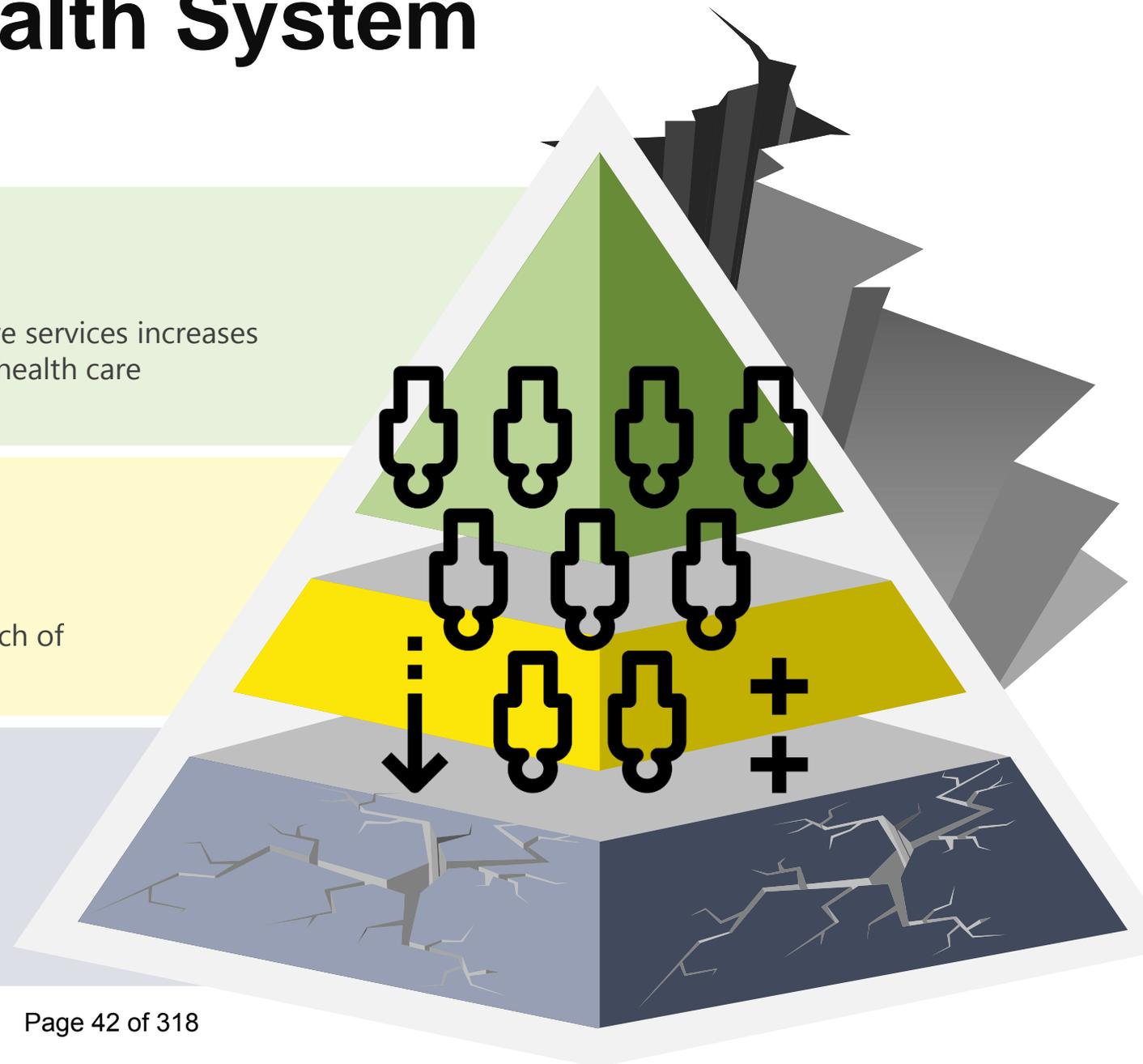
Prevent

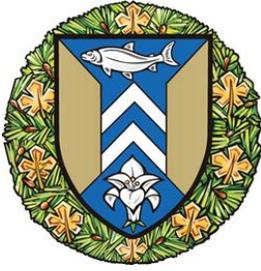
As at-risk populations are not identified, compromising the reach of secondary supports



Provide

Already strained therapeutic services are unable to support community needs





The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Tom Vair, CAO
DEPARTMENT: Chief Administrative Officer
RE: Village Media Downtown Plaza Donation Agreement

Purpose

The purpose of this report is to seek Council approval to execute a donation agreement with Village Media.

Background

On August 9 2021, City Council passed the following resolution:

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated August 9, 2021 concerning Downtown Plaza Development Update be received and that staff be authorized to: submit relevant funding applications to support the plaza, including the Tourism Relief Fund; and commence the fundraising campaign for the downtown plaza.

Analysis

Staff launched a fundraising campaign that raised \$1,234,660 from corporate and individual sponsors. Included in that amount is \$150,000 from Village Media. Village Media has agreed to donate \$50,000 towards the purchase and construction of the stage and screen, and \$100,000 in-kind contribution towards advertising the Downtown Plaza events.

The \$50,000 towards the stage and screen will be paid in \$10,000 installments over five years. The \$100,000 in advertising will be divided into \$10,000 worth of advertising per year over ten years.

Village Media and staff have reviewed the attached donation agreement and recommend that Council approve the execution of same.

Financial Implications

Village Media's generous donation of \$50,000 towards the screen and stage was crucial in proceeding with the purchase and construction of those components. Since the official launch of the Plaza in November 2023, residents have enjoyed family movies and Greyhound away games on the screen, and musical

performances on the stage. The stage and screen are often a focal point of programming.

Village Media's donation of \$100,000 worth of advertising to promote the Downtown Plaza is integral in raising community awareness about events and programming at the Plaza.

Strategic Plan / Policy Impact / Climate Impact

This item aligns with the Corporate Strategic Plan in the Quality of Life focus area:

Vibrant Downtown Areas – Village Media's generous support in this project furthers the vision to create a vibrant downtown area where residents and visitors alike will choose to gather.

Recommendation

It is therefore recommended that Council take the following action:

The relevant By-law 2024-66 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,

Tom Vair

CAO

705-759-5347

cao.vair@cityssm.on.ca

DONATION AGREEMENT

This Donation Agreement made this 16th day of November 2023

BETWEEN:

VILLAGE MEDIA INC.

(hereinafter referred to as "Village Media")

- and -

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

(hereinafter referred to as the "City")

"WHEREAS the City is the registered owner of the property referred to as the Downtown Plaza, comprising the lands and premises shown in the diagram attached as schedule "A" to this agreement, in the City of SAULT STE. MARIE, ON hereinafter referred to as "the Downtown Plaza";

AND WHEREAS the City will be adding a stage and large-scale entertainment screen to a portion of the Downtown Plaza;

AND WHEREAS Village Media has agreed to assist the City in the acquisition of the stage and screen and to provide advertising to promote Downtown Plaza events by donating funds to the City for that purpose.

NOW THEREFORE the parties hereto agree as follows:

1. DONATION

Village media agrees to donate funds in the amount of Fifty Thousand (\$50,000.00) Dollars to the City for the exclusive purpose of purchasing and the construction of the stage and entertainment screen for The Downtown Plaza. The amount will be paid to the City at Ten Thousand (\$10,000) Dollars a year for five (5) years, commencing November 16, 2023 and payable each year by November 30; and

Village media agrees to donate One Hundred Thousand (\$100,000) Dollars to the City in advertising to promote the Downtown Plaza events. The advertising will be equal to Ten Thousand (\$10,000) Dollars a year for a period of 10 years commencing in 2023.

2. USE OF DONATION FUNDS

The City covenants and agrees that the donation of funds provided to it by Village Media shall be used solely towards the cost of purchasing and constructing the stage and entertainment screen at the Downtown Plaza and for no other purposes.

3. INSTALLATION & MAINTENANCE

The City acknowledges and agrees that the purchase and construction of the stage and screen will be the sole responsibility of the City.

The City acknowledges and agrees that all necessary maintenance of the stage and screen will be the sole responsibility of the City.

The parties hereto acknowledge and agree that if at any point in the future the stage and screen equipment becomes unfit for use, the City may remove and/or replace it at its sole discretion and expense.

4. APPRECIATION

The City agrees to place signage on the front of the stage for the ten (10) year term of this agreement, or until the agreement is ended, whichever comes first. The sign will reflect Village Media's contribution and agrees to work with the City to develop a design that is acceptable to both parties. The City also agrees to purchase, install and maintain a sign recognizing Village Media as a corporate donor elsewhere within the Downtown Plaza.

5. DEFAULT

(1) In the event that the City breaches any provision of this Donation Agreement, the Village Media shall notify the City in writing of the nature of said breach, and the City shall be given thirty (30) days to remedy the violation. If the City has not remedied the violation to the satisfaction of Village Media at the expiration of thirty (30) days from such notification, Village Media may:

- (a) Waive the breach;
- (b) Make any other mutually agreeable arrangement with the City; or
- (c) Terminate this Donation Agreement and provide the City with written notice of same.

(2) In the event that the Village Media breaches any provision of this Donation Agreement, the City shall notify Village Media in writing of the nature of said breach, and Village Media shall be given thirty (30) days to remedy the violation. If Village Media has not remedied the violation to the satisfaction of the City at the expiration of thirty (30) days from such notification, the City may:

- (a) Make any other mutually agreeable arrangement with the City; or
- (b) Terminate this Donation Agreement and provide Village Media with written notice of same.

IN WITNESS WHEREOF the parties hereto have affixed their hands and seals this 16th day of November 2023:

VILLAGE MEDIA INC.

Per: 
SIGNING OFFICER

Per: 
SIGNING OFFICER

**THE CORPORATION OF THE CITY
OF SAULT STE. MARIE**

Per: _____
MAYOR – MATTHEW SHOEMAKER

Per: _____
CITY CLERK – RACHEL TYZCINSKI

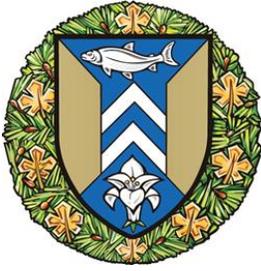
Meeting Date	Department	Agenda Item	Assigned To	Due Date	Comments	Description	Sponsored By
28-May-18	CAO CD&ES	Jamestown Health Equity Centre	T. Vair	Q2 2024	Council received Planning report October 7, 2019 for Jamestown revitalization that included this in scope of work; and the James Street Neighbourhood Strategy October 26, 2020 – Agenda item 7.7.1	Work with Algoma Leadership Table and other community partners to assess need for harm reduction and health equity services specifically in Jamestown, including cost estimates.	M. Shoemaker R. Niro
4-Mar-19	CD&ES	Active Transportation	P. Tonazzo	Q3 2024	Report December 13, 2021 – item 6.3 – Active Transportation Master Plan project approved and RFP awarded. Report August 29, 2022 – Agenda item 7.11 – fall public consultation planned	Report as part of the preliminary capital budget identifying how Transportation Master Plan, Cycling Master Plan, Active Transportation Implementation Strategy and Transit Route Optimization Study recommendations will be implemented and for all new municipal facilities, new streets, and road reconstruction projects report on how principles of complete streets will be used to ensure that municipal facilities and roadways incorporate all modes of transportation.	D. Hilsinger M. Shoemaker
12-Apr-21	CAO	Sustainable Development	T. Vair	Q2 2024		Outline options available to the municipality to ensure that the cost of new development accurately reflects the cost to the general levy.	L. Dufour M. Scott
13-Dec-21	Legal	AIM Recycling	K. Fields	Q2 2024	Report August 8, 2022 – Agenda item 7.20 – by-law to return at a future Council meeting, and enforcement requirements to be referred to 2023 Budget; Report August 28, 2023 – Agenda item 7.13 – additional consultation required	Staff to review whether a business licensing approach can be used to address some of the concerns noted by residents in the area of AIM Recycling and, by extension, the community at large concerning existing or future salvage/metal processing operations.	C. Gardi M. Scott
13-Dec-21	Clerks Legal	Taxi Licensing	R. Tyczinski K. Fields	Q4 2024	Report August 8, 2022 – Agenda item 7.2 – by-law to return at a future Council meeting, and enforcement requirements to be referred to 2023 Budget	City and Police Service to assess how the administration and enforcement of the by-law is operating and report back with any recommendations.	L. Vezeau-Allen D. Hilsinger
31-Jan-22	CAO	Administrative Support to Police Services	T. Vair	Q2 2024	Report – Agenda item 7.2 – April 8, 2024 – return to Council with updates on recommendations and potential financial information	CAO to work with the Police Chief and respective senior staff to assess the City providing further administrative services to Sault Ste. Marie Police Services in an effort to decrease the cost to ratepayers.	L. Vezeau-Allen M. Shoemaker
22-Feb-22	CD&ES	Community Improvement Plan	T. Vair P. Tonazzo	Q2 2024		Staff draft and bring back to Council a community improvement plan that addresses both the adaptive re-use of existing buildings in the community, and the option of demolishing and redeveloping unsalvageable buildings in the community within six months.	M. Shoemaker L. Dufour

21-Mar-22	CAO CD&ES	Undeveloped Property in "Gateway" Site	T. Vair	Q1 2024		The CAO and Deputy CAO, CD&ES work with the SSM Housing Corporation to consider and assess a high density residential development for the Gateway Site and report back.	L. Dufour D. Hilsinger
13-Jun-22	PW&ES	Laneway Maintenance	L. Girardi	Q2 2024		Staff to report on how a proactive system could be developed with relevant partners to ensure that laneways are clean, maintained and well lit, not just in downtown but across all neighbourhoods, including the James Street neighbourhood.	L. Dufour L. Vezeau-Allen
12-Dec-22	CAO Legal Planning	Supervised Consumption Site	T. Vair K. Fields P. Tonazzo	Q2 2024	Report – Agenda item 7.2 – December 18, 2023	Review the process for establishment of a supervised consumption site, including necessary applications, which entity should lead the effort, and next steps.	S. Spina S. Kinach
9-Jan-23	CD&ES	Bird Friendly City Certification	T. Anderson	Q2 2024		Explore the Bird Friendly City Certification Program and report back on working with community partners to attain designation through Nature Canada.	C. Gardi M. Scott
9-Jan-23	Corporate Services	Elections Signs	R. Tyczinski	Q1 2024		Review other municipal by-laws, specifically to limiting the number of signs used and the imposition of election sign permits, and report back with a recommendation regarding a new election sign by-law for municipal, provincial and federal elections (including school board and/or other type of elections).	S. Hollingsworth S. Spina
20-Mar-23	CD&ES	Affordable Housing – New Foundations	T. Vair P. Tonazzo	Q2 2024		Affordable Housing Task Force review the New Foundations program in the City of Barrie and make a recommendation on whether a similar program could be implemented locally, including structure and required budget.	L. Dufour A. Caputo
20-Mar-23	CD&ES	Vacant Property Tax to Support Affordable Housing	T. Vair P. Tonazzo S. Schell	Q2 2024	Report June 19, 2023 – Agenda item 7.22 and By-laws 2023-108, 2023-109, and 2023-110; registry to come back to a future Council meeting	Affordable Housing Task Force report back on the feasibility and benefit of implementing a Vacant Property Tax in Sault Ste Marie.	A. Caputo L. Dufour
11-Apr-23	PW&ES	Better Traffic Flow / Less Idling	L. Girardi	Q2 2024	Report October 30, 2023 – Agenda item 7.19; recommended removal studies and public consultation for three intersections	Staff review traffic signals and determine if there are improvements that can be made that will: improve traffic flow; reduce unnecessary idling; determine where traffic signals are unwarranted; recommend alternate traffic management techniques; and any other outcome that will generally make the movement within the municipality easier and report back by September 2023.	C. Gardi S. Spina

11-Apr-23	CD&ES Finance	Property Demolition Fund	T. Vair S. Schell	Q2 2024		Affordable Housing Taskforce to determine a target amount for Property Demolition Fund Reserve, what criteria would be used to access said reserve, and options for replenishment of the reserve as it depletes.	A. Caputo R. Zagordo
29-May-23	CD&ES	Food Truck Park Proposal	T. Vair	Q2 2024		Report on the feasibility of a Food Truck Park with the construction of a covered structure within the downtown area, and an equitable vendor application process.	A. Caputo R. Zagordo
29-May-23	Human Resources	Living Wage	N. Ottolino	Q2 2024	Report – Agenda item 7.1 January 8, 2024 – Bring back revised wage grid for Council's consideration	Report to Council regarding instituting a living wage policy for the Corporation.	A. Caputo L. Vezeau-Allen
10-Jul-23	CD&ES PW&ES	Bellevue Park Urban Beach	T. Vair L. Girardi	Q1 2024		Explore the feasibility, steps required, location, and potential costs to develop an urban beach at Bellevue Park, including locking kayak infrastructure.	M. Scott S. Spina
31-Jul-23	CD&ES	Rainbow Bridge Proposal	P. Tonazzo	Q2 2024		Report on dedicating a bridge within the Hub Trail system as “The Rainbow Bridge” with a plaque reading The Rainbow Bridge poem and equipped to allow citizens to hang departed pet tags to memorialize and fondly remember them.	A. Caputo S. Spina
18-Sep-23	CD&ES	Graffiti Committee	B. Lamming	Q2 2024		Community Committee on Graffiti be revitalized and staff develop a Terms of Reference and Committee structure.	L. Vezeau-Allen S. Spina
10-Oct-23	Fire	Hope's Cradle	P. Johnson	Q2 2024		Work with appropriate agencies and report back with recommendations for the implementation of Hope's Cradle in a central location in Sault Ste. Marie.	A. Caputo L. Vezeau-Allen
30-Oct-23	CD&ES	Bike Lane Link	P. Tonazzo	Q4 2024		Report back by April 2024 with recommendations on the possibility of constructing a welcome sign with existing city biking lanes and on the cost and design of a link for cyclists from the end of the bike trail at Highway 17B to the City's existing cycling route on Queen Street, and whether there are funding opportunities available from other levels of government.	S. Hollingsworth S. Spina
30-Oct-23	PW&ES	Traffic Calming	C. Rumiell	Q2 2024		Refer traffic calming measures (e.g. “road diet” design methods) to the Speed Management Task Force for a recommendation on implementation whenever a street is constructed, resurfaced or altered to manage traffic volume and speed.	S. Hollingsworth A. Caputo

20-Nov-23	CAO	Indigenous Policy and Process Renewal Advisor	T. Vair	Q2 2024	Chief Administrative Officer be requested to develop a job description for an Indigenous Policy and Process Renewal Advisor be sent to the Bawaating Indigenous Advisory Circle for review and comment.	R. Zagordo C. Gardi
20-Nov-23	PW&ES	Highway 17 East Access	C. Rumiel	Q2 2024	Staff review the process of extending the east end of Frontenac Street to connect with Highway 17 East parallel with Trunk Road just north of the said intersection effectively creating a detour around the intersection; review the process of installing an emergency gate that will remain closed at this location unless situations requiring the gate to be opened to allow for the temporary safe flow of traffic; and engage in communications with our partners in Batchewana First Nation, Garden River First Nation (Ketegaunseebee), the Ministry of Transportation, and the Provincial Government in order to work collaboratively on this project.	S. Spina S. Hollingsworth
11-Dec-23	CD&ES	Outdoor Rinks	B. Lamming	Q1 2024	Report back to Council with an outdoor rink update regarding 2025 operations.	M. Scott M. Bruni
29-Jan-24	Human Resources	Living Wage Comparators	N. Ottolino	Q2 2024	Staff investigate City positions and external comparators with a view to creating a liveable wage target and review all of the City's non-union salary grids including part time employees and students.	A. Caputo L. Vezeau-Allen
18-Mar-24	CD&ES	Advertising Opportunities to Reduce Future Tax Increase	B. Lamming	Q2 2024	Staff investigate the ability for structures, objects and areas to be used as advertising revenue generating tools, any restrictions to the implementation of this policy, and that the revenue generated be used for hub trail maintenance, maintenance of other walkways, and the development of new such trails or walkways in order to reduce any future municipal tax increases.	S. Spina S. Hollingsworth
18-Mar-24	PW&ES Legal	Boulevard Gardens	L. Girardi K. Fields	Q2 2024	Staff work with the Environmental Sustainability Committee in developing a revised by-law to support boulevard gardens in the community.	L. Vezeau-Allen S. Hollingsworth

April 8, 2024



The Corporation of the
City of Sault Ste. Marie

COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council

AUTHOR: Shelley J Schell, CPA CA, Chief Financial Officer &
Treasurer

DEPARTMENT: Corporate Services

RE: 2024 Queenstown Board of Management (O/A The
Downtown Association) Budget and 2023 Audit Report

Purpose

The purpose of this report is to obtain Council approval of the Queenstown Board of Management (O/A The Downtown Association) 2024 budget. The audited financial statements for 2023 and the annual report are provided for information.

Background

The Downtown Association Board of Directors approved the 2024 operating budget at the March 20, 2024 Annual General Meeting. As per the *Municipal Act*, section 205(2), the budget is to be submitted to the municipality which may approve it in whole or in part but may not add expenditures to it.

Analysis

Not applicable.

Financial Implications

The 2024 budget estimates of the Downtown Association are not part of the City budget estimates. A special levy is added for collection purposes to the tax bills of properties within the Downtown Association's boundaries.

Strategic Plan / Policy Impact / Climate Impact

This is an operational matter not articulated in the strategic plan.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Chief Financial Officer and Treasurer dated April 20, 2024 concerning the Queenstown Board of Management (O/A The Downtown Association) audited financial statements and annual report for the year 2023 be received as information and that the Downtown Association budget for the year 2024 be approved.

2024 Queenstown Board of Management Budget and 2023 Audit Report

April 29, 2024

Page 2.

Respectfully submitted,

Shelley J. Schell, CPA, CA

Chief Financial

Officer/Treasurer

705.759.5355

s.schell@cityssm.on.ca

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE
CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Financial Activities and Accumulated Surplus
 2024 Budget, with Comparative Information for Year ended December 31, 2023

	2023 BUDGET	2023 ACTUAL	2024 BUDGET
Revenue:			
Assessments	\$ 218,847	\$ 218,847	\$ 218,847
Grants & Other	28,700	11,112	9,922
Events	50,200	95,834	73,600
Digital Main Street	56750	65,163	12,310
Rental Income	300	25	300
Interest	250	1,791	1,791
TOTAL REVENUE	\$ 355,047	\$ 392,772	\$ 316,770
Expenses:			
Events & Activities	95,218	117,577	92,734
Wages & Benefits	150,723	128,641	149,054
Digital Main Street	56,750	65,163	12,310
Rent	19,050	20,600	21,712
Office	9,725	6,122	7,704
Professional Fees	5,100	5,953	5,300
Meetings & Seminars	9,975	3,372	2,775
On Street Costs	12,800	3,270	4,350
Assessments written-off and rebates	12,500	2,897	6,541
Amortization of Tangible Capital Assets	3,000	2,833	3,000
Insurance	3,000	2,775	2,868
Telephone and Internet	2,000	1,937	2,000
Promotion & Marketing	1,000	779	12,500
Miscellaneous	225	509	470
TOTAL EXPENSES	381,066	362,428	323,319
Annual (deficit) Surplus	- 26,019	30,344	- 6,549
Funds Pulled from Reserve			
Accumulated Surplus, Beginning of Year	150,468	150,468	180,812
Accumulated Surplus, End of Year	\$ 124,449	\$ 180,812	\$ 174,263

Financial Statements of

**BOARD OF MANAGEMENT OF
QUEENSTOWN, THE SAULT STE. MARIE
CENTRAL BUSINESS
DISTRICT IMPROVEMENT AREA**

And Independent Auditor's Report there on

Year ended December 31, 2023



KPMG LLP
111 Elgin Street, Suite 200
Sault Ste. Marie, ON P6A 6L6
Canada
Telephone 705 949 5811
Fax 705 949 0911

INDEPENDENT AUDITOR'S REPORT

To the Members of Board of Management of Queenstown, The Sault Ste. Marie Central Business District Improvement Area and Members of Council, Inhabitants and Ratepayers of The Corporation of the City of Sault Ste. Marie.

Opinion

We have audited the financial statements of Board of Management of Queenstown, The Sault Ste. Marie Central Business District Improvement Area (the "Board"), which comprise:

- the statement of financial position as at December 31, 2023
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Board as at December 31, 2023, and its results of operations, changes in net assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditor's Responsibilities for the Audit of the Financial Statements" section of our auditor's report.

We are independent of the Board in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



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Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



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- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusion is based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Sault Ste. Marie, Canada

March 20, 2024

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022
Financial assets		
Cash	\$ 140,454	\$ 131,839
Term deposit	43,181	41,788
Accounts receivable (note 2)	13,416	30,392
Total financial assets	197,051	204,019
Financial liabilities		
Accounts payable, accrued and lease liabilities (note 3)	16,094	18,736
Deferred revenue (note 5)	12,310	51,723
Total financial liabilities	28,404	70,459
	168,647	133,560
Non-financial assets		
Tangible capital assets (note 5)	12,116	14,949
Prepaid expenses	196	1,959
Total non-financial assets	12,312	16,908
Commitments (note 11)		
Accumulated surplus (note 9)	\$ 180,959	\$ 150,468

The accompanying notes are an integral part of the financial statements.

On behalf of the Board:

_____ Director

_____ Director

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	Budget (note 8)	2023	2022
Revenue:			
Assessments	\$ 218,847	\$ 218,847	\$ 200,021
Grants and other (note 6)	28,700	11,112	48,413
Events	50,200	95,834	10,851
Digital Main Street	56,750	65,163	23,077
Rental income	300	25	200
Interest	250	1,697	268
Total revenue	355,047	392,678	282,830
Expenses:			
Events and activities (note 7)	95,218	117,577	58,941
Wages and benefits (note 7)	150,723	128,641	109,233
Digital Main Street	56,750	65,163	23,077
Rent	19,050	20,600	19,027
Office	9,725	6,122	5,270
Professional fees	5,100	5,953	10,319
Meetings and seminars	9,975	3,372	5,516
On street costs	12,800	3,270	11,242
Assessments written-off and rebates	12,500	2,897	3,542
Amortization of tangible capital assets	3,000	2,833	289
Insurance	3,000	2,534	2,841
Telephone and internet	2,000	1,937	1,937
Promotion and marketing	1,000	779	428
Miscellaneous	225	509	248
Consulting and tourism projects	-	-	10,000
Loss on disposal of tangible capital assets	-	-	3,795
Total expenses	381,066	362,187	265,705
Annual surplus (deficit)	(26,019)	30,491	17,125
Accumulated surplus, beginning of year	150,468	150,468	133,343
Accumulated surplus, end of year	\$ 124,449	\$ 180,959	\$ 150,468

The accompanying notes are an integral part of the financial statements.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Changes in Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

		Budget (note 8)	2023	2022
Annual surplus (deficit)	\$	(26,019)	\$ 30,491	\$ 17,125
Acquisition of tangible capital assets		-	-	(8,462)
Loss on disposal of tangible capital assets		-	-	3,795
Amortization of tangible capital assets		-	2,833	289
		(26,019)	33,324	12,747
Change in prepaid expenses		-	1,763	(1,769)
Change in net financial assets		(26,019)	35,087	10,978
Net financial assets, beginning of year		133,560	133,560	122,582
Net financial assets, end of year	\$	107,541	\$ 168,647	\$ 133,560

The accompanying notes are an integral part of the financial statements.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
Cash provided by (used in):		
Operations:		
Annual surplus	\$ 30,491	\$ 17,125
Items not involving cash:		
Loss on disposal of tangible capital assets	-	3,795
Amortization of tangible capital assets	2,833	289
	33,324	21,209
Changes in non-cash operating working capital:		
Decrease (increase) in accounts receivable	16,976	(20,883)
Decrease (increase) in prepaid expenses	1,763	(1,769)
(Decrease) increase in deferred revenue	(39,413)	51,723
(Decrease) increase in accounts payable, accrued and lease liability	(2,642)	7,531
	10,008	57,811
Investing activities:		
Increase in term deposit	(1,393)	(260)
Capital activities		
Cash used to acquire tangible capital assets	-	(8,462)
Net change in cash	8,615	49,089
Cash, beginning of year	131,839	82,750
Cash, end of year	\$ 140,454	\$ 131,839

The accompanying notes are an integral part of the financial statements.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements

Year ended December 31, 2023

The Board of Management of Queenstown, The Sault Ste. Marie Central Business District Improvement Area (the "Board") was established on September 28, 1976, to foster and enhance commercial interests in the downtown business improvement area of Sault Ste. Marie, Ontario.

1. Significant accounting policies:

The financial statements of the Board are prepared by management in accordance with Canadian generally accepted accounting principles for government organizations as recommended by the Public Sector Accounting Board (of the Chartered Professional Accountants of Canada).

Significant aspects of the accounting policies adopted by the Board are as follows:

(a) Revenue recognition:

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Assessments are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Events and rent revenues are recognized when the services are performed, collection of the relevant receivable is probable, persuasive evidence of an arrangement exists and fees are fixed or determinable. Amounts received for future events or services are deferred until the service is provided.

(b) Financial Instruments:

The Board initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument. Amounts due to and from related parties are measured at the exchange amount, being the amount agreed upon by the related parties. The Board subsequently measures its financial assets and financial liabilities at amortized cost, except for investments in equity securities that are quoted in an active market or financial assets or liabilities designated to the fair value category, which are subsequently measured at fair value. Unrealized changes in fair value are recognized in the statement of operations.

Financial assets measured at amortized cost include cash, term deposits and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable, accrued and lease liabilities.

Financial assets measured at amortized cost are tested for impairment when there are indicators of possible impairment. When a significant adverse change has occurred during the period in the expected timing or amount of future cash flows from the financial assets, a valuation allowance is used to reflect the financial asset at the lower cost and estimated net recoverable value, and, as adjustments become necessary, they are reported in earnings in the year in which they become known.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(c) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(d) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value of the tangible capital assets is amortized on the following annual rates and methods:

Asset	Method used	Rate
Furniture and equipment	Declining-balance	20%
Computer equipment	Declining-balance	30%
Signage	Straight-line	5 years
Photocopier	Straight-line	5 years
Leasehold improvements	Straight-line	10 years

(e) Use of estimates:

The preparation of the financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. Accounts receivable:

	2023	2022
Harmonized sales tax recoveries	\$ 13,416	\$ 9,515
Grants receivable	—	20,877
	\$ 13,416	\$ 30,392

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2023

3. Accounts payable, accrued and lease liabilities:

	2023	2022
Trade payables	\$ 1,230	\$ 7,188
Accrued liabilities	11,749	7,825
Lease liability	3,115	3,723
	\$ 16,094	\$ 18,736

Interest of \$257 (2022 – \$Nil) relating to lease liability has been included in miscellaneous expense.

4. Deferred revenue:

The balances in deferred revenue consist of:

	2023	2022
Digital Main Street Program	\$ 12,310	\$ 20,723
Future event sponsorships and grants	–	31,000
	\$ 12,310	\$ 51,723

Continuity of deferred revenue is as follows:

	2023	2022
Balance, beginning of year	\$ 51,723	\$ –
Contributions received	56,750	74,800
Contributions taken into revenue	(96,163)	(23,077)
	\$ 12,310	\$ 51,723

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2023

5. Tangible capital assets:

Cost	Balance at December 31, 2022	Additions	Disposals	Balance at December 31, 2023
Furniture and equipment	\$ 11,031	\$ 3,795	\$ -	\$ 14,826
Photocopier	3,795	-	-	3,795
Computer equipment	12,574	-	-	12,574
Signage	15,078	-	-	15,078
Leasehold improvements	12,581	-	-	12,581
Work in process	3,795	-	(3,795)	-
Total	\$ 58,854	\$ 3,795	\$ (3,795)	\$ 58,854

Accumulated Amortization	Balance at December 31, 2022	Disposals	Amortization Expense	Balance at December 31, 2023
Furniture and equipment	\$ 5,704	\$ -	\$ 1,445	\$ 7,149
Photocopier	63	-	759	822
Computer equipment	10,479	-	629	11,108
Signage	15,078	-	-	15,078
Leasehold improvements	12,581	-	-	12,581
Total	\$ 43,905	\$ -	\$ 2,833	\$ 46,738

	Net book value, December 31, 2022	Net book value, December 31, 2023
Furniture and equipment	\$ 5,327	\$ 7,677
Photocopier	3,732	2,973
Computer equipment	2,095	1,466
Signage	-	-
Leasehold improvements	-	-
Work in process	3,795	-
Total	\$ 14,949	\$ 12,116

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2023

5. Tangible capital assets (continued):

Cost	Balance at December 31, 2021	Additions	Disposals	Balance at December 31, 2022
Furniture and equipment	\$ 6,365	\$ 4,666	\$ -	\$ 11,031
Photocopier	-	3,795	-	3,795
Computer equipment	12,574	-	-	12,574
Signage	15,078	-	-	15,078
Leasehold improvements	12,581	-	-	12,581
Work in process	7,590	-	(3,795)	3,795
Total	\$ 54,188	\$ 8,461	\$ (3,795)	\$ 58,854

Accumulated Amortization	Balance at December 31, 2021	Disposals	Amortization Expense	Balance at December 31, 2022
Furniture and equipment	\$ 4,956	\$ -	\$ 748	\$ 5,704
Photocopier	-	-	63	63
Computer equipment	9,584	-	895	10,479
Signage	16,496	(1,418)	-	15,078
Leasehold improvements	12,581	-	-	12,581
Total	\$ 43,617	\$ (1,418)	\$ 1,706	\$ 43,905

	Net book value, December 31, 2021	Net book value, December 31, 2022
Furniture and equipment	\$ 1,409	\$ 5,327
Photocopier	-	3,732
Computer equipment	2,990	2,095
Signage	(1,418)	-
Leasehold improvements	-	-
Work in process	7,590	3,795
Total	\$ 10,571	\$ 14,949

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2023

6. Grants and other:

	2023	2022
Municipal and government grants	\$ 4,374	\$ 8,987
Wage subsidies	4,848	24,751
Events and other	1,890	14,675
	\$ 11,112	\$ 48,413

7. Wages and benefits:

Wages and benefits for the Board include permanent and temporary employees. Operational related salaries have been reported separately with temporary employees related to specific events included in events and activities expenses as follows:

	2023	2022
Regular wages and benefits	\$ 121,740	\$ 95,564
Subsidized wages and benefits	6,901	13,669
	128,641	109,233
Events and activities and Digital Main Street	55,733	44,671
	\$ 184,374	\$ 153,904

8. Budget figures:

The operating budget approved by the Board for 2023 was prepared for the purpose of establishing the estimated revenues and expenses for fiscal 2023. The budget established includes allocations from reserves.

The budget figures presented in the statement of operations and accumulated surplus and the statement of change in net financial assets have been restated to be comparable with the Canadian public sector accounting standards. A reconciliation of the approved budget and the budget presented in these financial statements is presented below:

Adopted budget:	
Budgeted annual surplus for the year	\$ -
Adjustments to adopted budget:	
Transfers from operating fund surplus	(26,019)
Budget deficit per statement of operations and accumulated surplus	\$ (26,019)

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2023

9. Accumulated surplus:

Accumulated surplus is comprised of:

	2023	2022
Invested in tangible capital assets	\$ 9,001	\$ 11,226
Operating fund surplus	171,958	139,242
	\$ 180,959	\$ 150,468

10. Segmented reporting:

The Chartered Professional Accountants of Canada Public Sector Accounting Handbook Section PS2700 – Segmented Disclosures establishes standards on defining and disclosing segments in a government's financial statements. Government organizations that apply these standards are encouraged to provide the disclosures established by this section when their operations are diverse enough to warrant such disclosures. The Board has only one identifiable segment, considered to be fostering and enhancing commercial interests in the downtown business improvement area of Sault Ste. Marie, Ontario as presented in these financial statements.

11. Commitments:

The Board is committed to minimum monthly office lease payments of \$1,763 through January 31, 2024. Subsequent to year end, the lease agreement has not yet been renewed and is continuing on a month to month basis at payments of \$2,045.

The Board has entered into a financing agreement for a photocopier purchase with minimum monthly payments of \$72 for a term ending on November 30, 2027. The liability has been recorded in accounts payable accrued liabilities, accrued and lease liabilities.

12. Financial risks and concentration of credit risk:

(a) Liquidity risk:

Liquidity risk is the risk that the Board will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Board manages its liquidity risk by monitoring its operating requirements. There has been no change to the risk exposures from 2022.

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2023

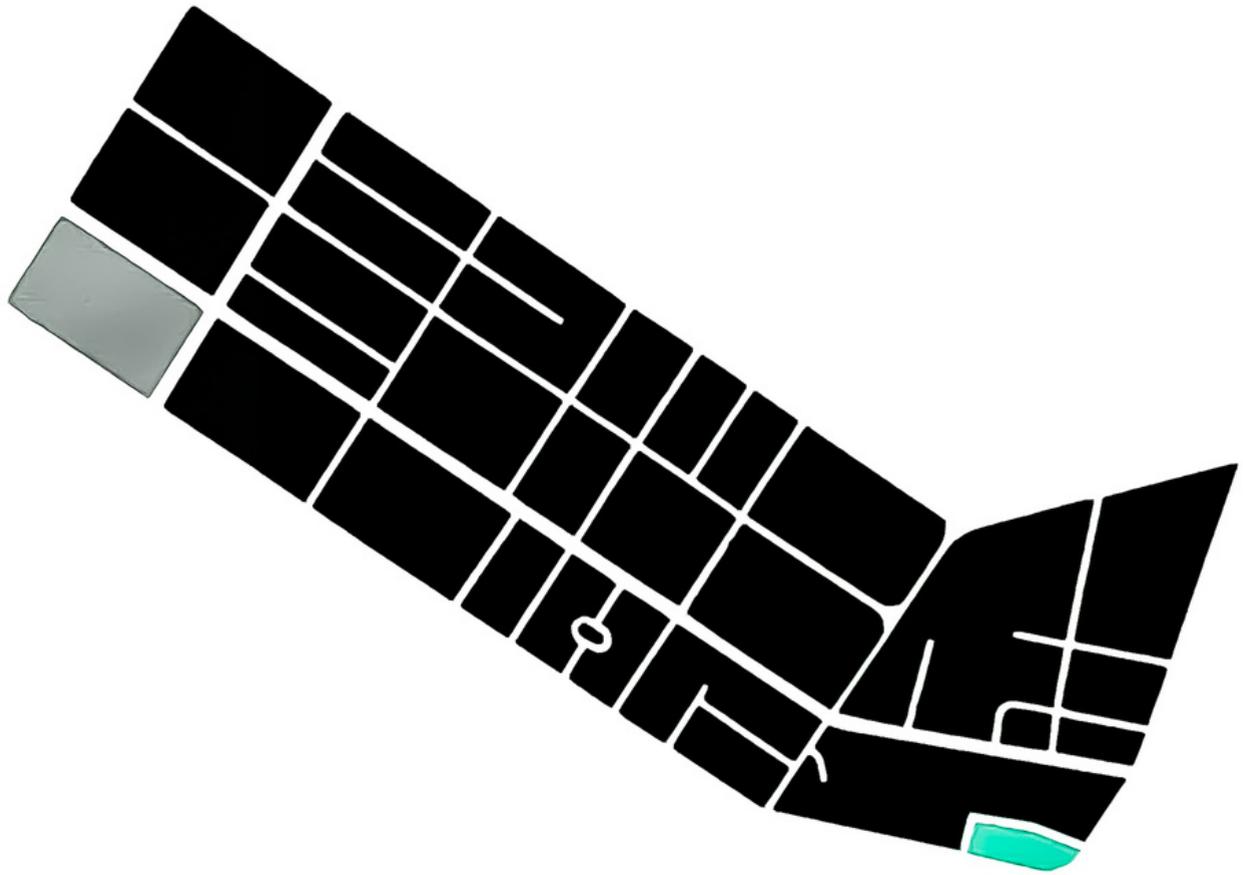
12. Financial risks and concentration of credit risk (continued):

(b) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. The Board is exposed to credit risk with respect to the accounts receivable. The Board assesses, on a continuous basis, accounts receivable and provides for any amounts that are collectible in the allowance for doubtful accounts.

13. Comparative information:

Certain comparative information have been reclassified to conform to the presentation adopted in the current year.



Queenstown

2023 Annual Report



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DOWNTOWN ASSOCIATION

MISSION STATEMENT

The Sault Ste. Marie Downtown Association will deliver value to its membership, be a catalyst for, and support, them in creating a self-empowered downtown that thrives through the activation of its spaces, places and people.

BOARD OF DIRECTORS

Nicholas Rosset, Chair, Safety & Security Subcommittee Chair

Paul Scornaienchi, Vice-Chair, Governance and Plaza Subcommittees Chair

Kristi Cistaro, Treasurer, Finance Subcommittee Chair

Angela Caputo, Director, City Council Representative

Angela Romano, Director, Communications Subcommittee Chair

Jacob Rendell, Director, Grants Subcommittee Chair

Marnie Stone, Director, Parking Subcommittee Chair

Micheal McAdams, Director, Events Subcommittee Chair

Stephanie Harman, Director, Beautification Subcommittee Chair

STAFF

Nicholas Luck, Executive Director

Ashton Carter, Coordinator

Micheal Vincent, Beautification Associate

MANDATE 1976

QUEENSTOWN ASSOCIATION MANDATE, 1976

for the following objects, this is to say:

- TO foster and advance the interests of those who are engaged in or who are directly or indirectly connected with industrial, commercial, financial and professional undertakings and endeavours in the central commercial business area of the said City of Sault Ste. Marie; pertaining to or affecting their business or professional undertakings and endeavours in the central business area of the said City of Sault Ste. Marie;
- TO represent the members of the Corporation in any matters pertaining to or affecting their business or professional undertakings and endeavours in the central commercial business area of the said City of Sault Ste. Marie;
- TO support, oppose or promote, as the case may be, any contemplated legislation by provincial, municipal or other authorities insofar as the same may affect the central business community of the said City of Sault Ste. Marie;
- TO endeavour to achieve a closer relationship and a better understanding among the members of the central business community of the said City of Sault Ste. Marie;
- TO gather statistics of commercial, industrial, financial and professional businesses in other matters calculated to be of use and assistance to the members of the Corporation;
- TO endeavour to settle differences among its members and promote good relations and a closer understanding between the members and the community;
- TO co-operate with other organizations, whether incorporated or not, which have objects similar in whole or in part to the objects of the Corporation; and
- Subject to The Mortmain and Charitable Uses Act and The Charitable Gift Act, to collect moneys by way of donations or otherwise, to accept gifts, legacies, devices and bequests and to hold, invest, expend or deal with the same for charitable or patriotic purposes or generally the furtherance of the objects of the Corporation;

MESSAGE FROM THE MAYOR

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

Message from the Mayor



On behalf of the City of Sault Ste. Marie and City Council, I want to recognize and thank the attendees of the Downtown Association's Annual General Meeting for their dedication to the community and in particular our downtown.

The City looks forward to continue working with the Downtown Association to develop a vibrant and active place to live, work and play.

I want to recognize the Downtown Association's membership for identifying positive and productive developments and initiatives that benefit the downtown core and our community at-large.

I look forward to continue working with the Downtown Association and its membership in the future, and I hope your AGM proves to be productive.

Sincerely,

A handwritten signature in black ink, appearing to read "M Shoemaker".

Mayor Matthew Shoemaker

CHAIR REPORT

The Downtown Association in Sault Ste. Marie has succeeded in several important endeavors over the past year. Notably, the board of directors selected a candidate to fill the important role of Executive Director for the Association, congratulations to Nicholas Luck. Mr. Luck has shown that his experience, passion and knowledge are great assets to this organization.

The events the Queenstown Association has hosted through the past twelve months saw increased public attendance and engagement with overwhelming positive feedback. Several new events were run through a pilot phase and will continue to be improved and adjusted to increase foot traffic to the Sault's Downtown. The Digital Main Streets program has concluded with many members achieving new knowledge and skills for the developing digital world.

Many hours were spent collaborating and advocating for Queenstown. DTA staff has worked closely with the City of Sault Ste. Marie to facilitate programming and enjoyment at the newly launched Queen Street Plaza. Open houses were hosted to discuss the resurfacing and improvements to Queen Street as well as parking and policing strategies. The Queenstown Association is pleased to say that with a full-time beautification associate we have ongoing garbage pickup, snow shoveling, graffiti removal and much more.

With 2024 now upon us, The Queenstown Association is focusing a lot of attention towards assisting in a smooth construction project within our boundaries. A branding project will soon be underway to ensure our advertising messages to the public on the members behalf is clear and well received. Staff is also working closely with police and social services to find new ways to navigate the challenges our members face. I find it very encouraging to see new businesses opening, existing ones renovating and improving, and the city investing in the downtown. In closing, I extend my gratitude to all members, staff, volunteers and partners who continue to contribute to the success of the Sault's downtown.

Nicholas Rosset, Chair

EXECUTIVE REPORT

2023 was an exciting year of new developments in Queenstown. The completion of the Downtown Plaza, construction of new residential properties, five new businesses joined the Association, and 11 new Partner Members. Within the governance of the Association, a new Board of Directors after the 2022 election, saw new and longstanding dedicated Directors on the Board eager and passionate to see about bringing new initiatives and championing the Downtown.

After over 3 years of service working for the Association, I entered the role of Executive Director and have continued working passionately and diligently for the Downtown Association and the interests of its Members and am grateful and honoured to serve.

Highlights from 2023:

- Improvements to our Beautification services to the Membership including a bolstered response to graffiti and tagging in our boundaries.
- Launch of a Downtown community events calendar (623 listed events).
- Increased our social media reach by 85%.
- Organized 19 community events and 11 professional development events.
- Gained new and strengthened existing partnerships with organizations in Social and Economic Development, and others.
- Awarded 59 businesses with Digital Transformation Grants and provided digital support to over 200 businesses.
- New Downtown Parking Study published.
- Completion of the Downtown Plaza and addition of the SOO MRKT to the Downtown.

I want to thank our dynamic and resilient Membership that truly represent our business community and our Downtown. I also would like to thank the Board of Directors for all the work they do and time committed to build capacity in the organization. I would like to thank current and past staff that have served the Association. Finally, I would like to thank all our community partners, The City of Sault Ste. Marie, sponsors, stakeholders, advocates, and community members that invest, value, and support Queenstown and the Downtown.

Nicholas Luck, Executive Director

2023 AGM MINUTES

March 9, 2023 / 6:00PM / Mane Street Cafe

Board Members: Nicholas Rosset, Chair; Paul Scornaienchi, Kristi Cistaro, Treasurer; Angela Caputo, City Council Representative; Marnie Stone, Director; Stephanie Harman, Director; Angela Romano, Director; Micheal McAdams, Director;

Attendees: Salvatore Marchese, City of Sault Ste. Marie; Lisa Vezeau-Allen, City Councillor; Chris Pomeroy, KPMG; Sheri Tuck, Clean North; James Wishon, Camera Craft; T. Dodds, Camera Craft; Amanda Carchidi, Ivory Lane Collective; Desiree Gravel, Guest; Jocelyn Court, Guest; Julia Dufour, Guest; Joshua Ingram, City of Sault Ste. Marie; Joe Tucker, CJ's Dehydrated Products; Corey Rancourt, CJ's Dehydrated Products; Gayle Miach, Silver Threads Boutique; Robert Peace, Guest; Sheri-Ann Morin Wynia, Superior Staff It Inc.

Regrets: Jacob Rendell, Director; Richard Kim, Studio Dance; Cindy Hatt, Guest; Jen Hatt, Guest; Jill Zago, Stonehouse Wines; JP Faulkner, Property Owner; David Helwig, SooToday; Chris Theriault, Duke of Windsor.

Call Meeting to Order: 6:34PM

Chair Report/Executive Report

- Nicholas Rosset presented the Chair Report followed by Salvatore Marchese presenting the Executive Report.

Approval of the 2022 AGM Minutes

- Moved by James Wishon; Seconded: Kristi Cistaro. AIFNO.

Presentation of the 2022 Audited Financials

- Chris Pomeroy presented the Downtown Association 2022 audited financials.

Approval of the 2022 Audited Financials

- Moved by Kristi Cistaro; Seconded: Nicholas Rosset. AIFNO.

Presentation of the Proposed 2023 Budget

- Salvatore Marchese presented the 2023 Budget as written.

Approval of the 2023 Budget

- Moved by Paul Scornaienchi; Seconded: James Wishon. AIFNO.

Adjournment

- Moved by Angela Romano; Seconded by Micheal McAdams. AIFNO.
- Meeting adjourned.

2024 BUDGET

BOARD OF MANAGEMENT OF QUEENSTOWN, THE SAULT STE. MARIE
CENTRAL BUSINESS DISTRICT IMPROVEMENT AREA

Statement of Financial Activities and Accumulated Surplus
2024 Budget, with Comparative Information for Year ended December 31, 2023

	2023 BUDGET	2023 ACTUAL	2024 BUDGET
Revenue:			
Assessments	\$ 218,847	\$ 218,847	\$ 218,847
Grants & Other	28,700	11,112	9,922
Events	50,200	95,834	73,600
Digital Main Street	56,750	65,163	12,310
Rental Income	300	25	300
Interest	250	1,791	1,791
TOTAL REVENUE	\$ 355,047	\$ 392,772	\$ 316,770
Expenses:			
Events & Activities	95,218	117,577	92,734
Wages & Benefits	150,723	128,641	149,054
Digital Main Street	56,750	65,163	12,310
Rent	19,050	20,600	21,712
Office	9,725	6,122	7,704
Professional Fees	5,100	5,953	5,300
Meetings & Seminars	9,975	3,372	2,775
On Street Costs	12,800	3,270	4,350
Assessments written-off and rebates	12,500	2,897	6,541
Amortization of Tangible Capital Assets	3,000	2,833	3,000
Insurance	3,000	2,775	2,868
Telephone and Internet	2,000	1,937	2,000
Promotion & Marketing	1,000	779	12,500
Miscellaneous	225	509	470
TOTAL EXPENSES	381,066	362,428	323,319
Annual (deficit) Surplus	- 26,019	30,344	- 6,549
Funds Pulled from Reserve			
Accumulated Surplus, Beginning of Year	150,468	150,468	180,812
Accumulated Surplus, End of Year	\$ 124,449	\$ 180,812	\$ 174,263

BEAUTIFICATION

BEAUTIFICATION SUBCOMMITTEE SUMMARY

Keeping Queenstown tidy and beautiful is strategically important for promoting the area. Actively responding to litter, graffiti, sweeping, snow clearing, and maintaining public and private property is crucial in this pursuit.

Graffiti

Over the summer we saw a noticeable increase in tagging and graffiti in Queenstown. To combat this, we conducted a comprehensive graffiti audit of our Membership's properties. We found at least one tag on 54 buildings (45% of entire membership) and a total of 143 tags. Staff contacted each building owner and were successful with receiving 22 signed authorization forms to remove tags from their buildings. Approximately 60 tags were removed by our Beautification Associate over the summer. Graffiti audits are now an annual operation to further deter tagging and graffiti in Queenstown. This year we will be partnering with the City to utilize their equipment to remove large scale tags/multiple tags from buildings to remove urban blight. The City has also implemented a team to remove tags from public art and murals as well as taking proactive steps to utilize protective coating on murals to easily remove tags without damaging the art.

Mike for Hire

Our Beautification Associate, Micheal Vincent, has also become more available to the Membership than ever before. Now employed full time, he is available on request, along with his normal duties, removing litter and debris, graffiti removal, sweeping, weeding, and snow clearing. He can be contacted directly and will service the Membership to actively keep streets, pathways, alleyways, sidewalks, and parking lots clean. Micheal is also responsible as liaison with appropriate City departments to dispatch service requests.



CONTACT MICHEAL VINCENT

m.vincent.dtabeautification@gmail.com
Cell: 705-989-9274

BEAUTIFICATION

Public Art/Summer Moon Festival

Since the launch of the Community Art Project (CAP), with our partners, we have realized 19 murals in the Downtown Area. 11 of those murals are in Queenstown. The CAP expanded into a wider community arts and culture festival now known as Summer Moon Festival. For CAP in 2024, we are planning on hosting the arts and culture festival in September and will be ensuring that 50% of new murals will be in Queenstown with representation from local artists.



Downtown Clean Up Events

In 2023 we saw a record turn out of volunteers for our annual clean up event. A total of 33 volunteers including volunteers from Your Neighbourhood Credit Union, Northern Credit Union, Clean North, and others joined us on Earth Day. Staff also assisted in organizing a joint clean up the following month with Clean North as well as volunteering at DSSMSSAB's The Great Downtown Garbage Clean Up. We're looking forward to our 2024 clean up event in April and continuing our partnerships to ensure clean up events continue in the Downtown.



COMMUNICATIONS

COMMUNICATIONS SUBCOMMITTEE SUMMARY

Communications are vital for keeping the Membership and our stakeholders updated and informed on the happenings and opportunities in Queenstown. In 2023 we engaged with the Membership and following actively with monthly newsletters, mailouts, weekly events announcements, social media outreach, and physical outreach.

Social Media

Comparing 2022 to 2023, on Facebook there was a 55.6% increase in reach, 64% increase in content interactions, and a 91.3% increase in link clicks. Instagram engagement also saw a 107.7% increase in reach. Our current total followers are 3395 on Facebook, 3155 on Instagram, and 2234 on Twitter with a total of 8784 followers on all three platforms.

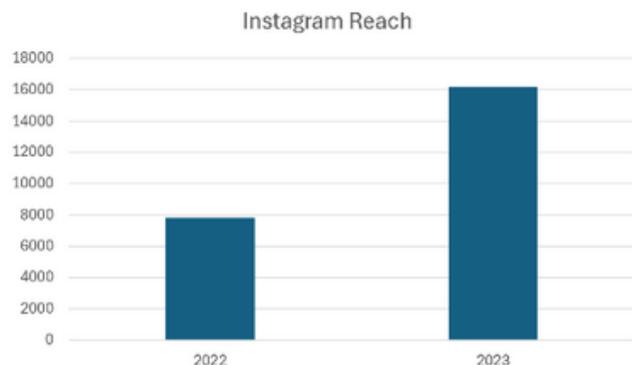
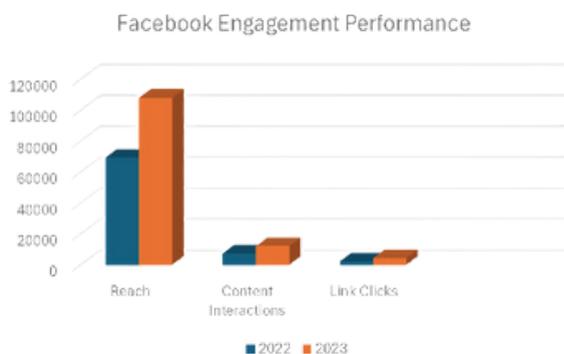
Email

In 2023 we delivered 65 email communications to our mailing list. Our comparative performance between our average performance and our peers in nonprofit's include:

DTA: 40.9% open rate. Nonprofit average: 42.5% open rate.

DTA: 3% click rate. Nonprofit average: 4.9% click rate.

DTA: 0.1% unsubscribes. Nonprofit average: 0.2% unsubscribes.



COMMUNICATIONS

In 2024, we are planning to fortify our communications efforts especially in consideration of the impacts of construction on Queen Street. We are pursuing a mailed flier to market Queenstown as well as advertising on billboards. Our monthly newsletters will also include a print version. Liaison with construction communications team to proactively update Membership weekly on construction schedules, notices, etc. We are also pursuing hiring a marketing and communications intern to advertise and create shop local campaigns throughout the summer and construction months. Lastly, we are working with partners including the Community Development Corporation, Economic Development Corporation, and the SSM Chamber of Commerce to launch a Business Retention & Expansion (BRE) project surveying the Membership to better indicate the current economic health of our membership and to direct our attention to where we can assist. By participating in the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) BRE, this will open the door to the BIA to access Rural Economic Development funding to receive funding efficiently and transparently for what our Membership needs to retain and grow their enterprises. These surveys will also contribute to our Customer Relations Management system we are developing internally to better service and communicate with the Membership.



Ministry of
Agriculture, Food &
Rural Affairs



Community Development Corporation
OF SAULT STE. MARIE & AREA
A Community Futures Development Corporation



SAULT STE. MARIE
CHAMBER
OF COMMERCE



invest
SAULT STE. MARIE



DIGITAL MAIN STREET

Since 2022, our Digital Service Squad (DSS) provided support to small businesses through the adoption of technology and digital literacy. This includes valuable 1-on-1 support from our DSS, and access to the Digital Transformation Grant. In their role, the Digital Service Squad Member supported each small business owner with coaching, resources, and most importantly a tailored learning experience. This program gave confidence back to business owners in the digital marketplace.

The DSS has positively impacted the Sault Ste. Marie and Algoma Region small business community, including the downtown, in the following ways:

- 112 Digital Transformation Grants awarded to eligible brick-and-mortar small businesses since 2022: totaling \$280,000 reinvested.
- Provided valuable information and services to over 700 local businesses in Sault Ste. Marie and the Algoma Region.
- Raised the average digital literacy level of local small business owners in Sault Ste. Marie and the Algoma Region including utilizing Google Analytics, Google Business Profile, SEO optimization, digital marketing, digital tools, and e-commerce platforms, and more.
- Hosted 16 small business workshops, drop-ins, events, and webinars in Sault Ste. Marie, Wawa, and Thessalon.

In 2024, the Ontario Ministry of Economic Development, Job Creation and Trade decided to no longer fund Digital Main Street and our Digital Service Squad will no longer operate after March 31, 2024. With this change, we will be pivoting to form a new service that will continue the work we have done for our membership. Staff will be seeking funding opportunities to renew a program as well as provide resources after March 31. Services will include: assist new and existing businesses:

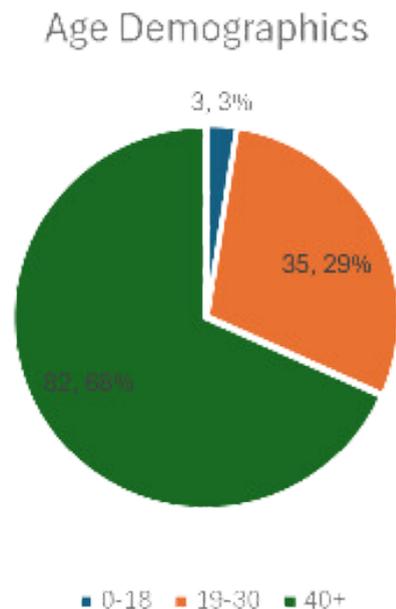
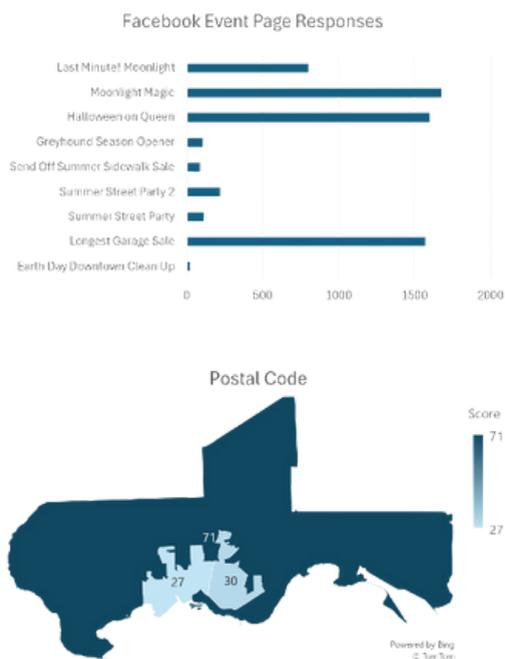
- Identifying their digital tools/technology priorities.
- Activate and assist with the implementation of free, easy-to-use digital tools and technologies.
- 1-on-1 direct support, teaching them to use the tools and manage their accounts.
- Complete cyber security audits with local businesses
- Work alongside businesses to create policies including cyber security, social media, internet, and remote work.
- An ongoing service with a focus on adapting to changing technologies and being the point of contact for businesses to access to adapt their operations to the evolving digital market.

EVENTS

EVENTS SUBCOMMITTEE SUMMARY

Events and activities are vital for promoting the Downtown as a place to enjoy, a trip enhancer for visitors to the Sault, and create a sense of place and community pride in the Downtown. Events bring people together, foster an ecosystem for cooperation and collaboration as well as create third spaces for people to congregate in the heart of the city to shop and support our community.

In 2023, the Downtown Association organized 19 public events and 13 professional development events. Based on social media metrics, our highest performed listed events on Facebook (based on reach and engagement) are Moonlight Magic, Halloween on Queen, and The Sault’s Longest Garage Sale. Through surveying at The Sault’s Longest Garage Sale, this data determined our age demographics of event attendees are 3% under 18 years of age, 29% ages 19-30, and 68% 40+ years of age. Location demographics include 55% of attendees from the P6A area, 23% from the P6B area, 21% from the P6C area, and 1% from the POS and POR areas. In 2024, we will focus our attention with these specific demographics and popular events in mind (as well as work to attract underrepresented demographics) strategically to build as much capacity and economic as well as social impact organizing activities in Queenstown. Please refer to the Activations section in Queenstown Strategy: 2024.



EVENTS

New 2023 partnerships included Canada’s Music Incubator in which we activated the March Street Stage to host local musicians for “Courtyard Concerts” providing lunchtime entertainment to office workers and visitors during the week. In 2024 we are seeking to renew this partnership as well as a potential collaboration with the Canadian Musician’s Co-Op to organize street performances throughout the summer on Queen Street near patios, storefronts, and public gathering spaces to enhance the environment with music and entertainment.



2023 Event Photos



EVENTS

Beyond DTA organized events, the Downtown Area (Pim Street to Huron Street-Wellington Street to the water) saw a surge in activity this year. Since the launch of the Downtown Events Calendar on our website, 623 events were held in the Downtown in 2023. We will continue to support and promote events held in the Downtown Area. We will also strive to make organizing events easier for businesses, organizations, community groups, etc. to enable more activations in the core and to empower the Membership and others to execute exciting new events.

We would like to thank our generous sponsors for our events season including:

- TENARIS
- SOOTODAY
- LIZ WILLSON
- ALGOMA MAKERS MARKET
- ONTARIO LOTTERY AND GAMING
- GREEN FOR LIFE
- YOUR NEIGHBOURHOOD CREDIT UNION
- PROVINCE OF ONTARIO
- HOLIDAY INN EXPRESS
- ALGOMA UNIVERSITY
- S&T GROUP
- SKEGGS PACCIOCCO LAWYERS LLP
- CASE'S MUSIC
- T1 AGENCY
- REYCO AUTOMOTIVE
- REYCO MARINE
- WINDSOR PLACE RETIREMENT RESIDENCE



GOVERNANCE

GOVERNANCE SUBCOMMITTEE SUMMARY

The Downtown Association board is a board of governance. It sets out policy for management and delegates the responsibility for implementation of the policy to an executive director. Board governance responsibility is typically to advise and support the board in the areas such as legal and regulatory changes, financial and strategic reporting, environmental impact assessment and reporting.

This year of 2023 was the start of a full year for a newly elected board. our first governance order of business was a review of the board of directors orientation and reference binder from the City of Sault Ste. Marie Clerk's office. The DTA Board of Management is a standing committee of the council of the City of Sault Ste. Marie. The binder is a thorough onboarding directive inclusive of board member roles and responsibilities, reporting structure, meeting structure, adherence and support with the strategic plan, code of conduct and much more.

This year in 2023 included the following governance items:

- Review the number of board member participation during interview processes to increase the amount of participation with the hiring recommendations without superseding quorum.
- Friendly reminders to board of directors with code of conduct during meetings with protocols and perceived conflict of interest.
- Update the memorandum of understanding with the City of Sault Ste. Marie for best practice protocols, financial accountability, insurance and indemnification, services and beautification.
- Review possibility of duplicating the memorandum of understanding with the City of Sault Ste. Marie and extending to the Public Utilities Commission.
- New memorandum of understanding with the City of Sault Ste. Marie and mill market for "Community Art Project (Summer Moon Festival 2023)."
- New memorandum of understanding with Algoma Maker's Market for events.
- In progress with the OBIAA (Ontario BIA Association) review of the *Municipal Act Consultation Report* and recommendations for positive change for BIAs.
- In progress with the review of AWIC report - *Bringing your Governing Documents in Line with Ontario's Not-for-Profit Corporations Act.*

PARKING

PARKING SUBCOMMITTEE SUMMARY

The Parking Committee is the most recently developed subcommittee launched in 2023. This subcommittee is dedicated to overseeing the parking inventory in Queenstown and the liaison with City Departments, property owners, and the public related to parking enforcement and management.

This year, the committee met with City Staff to discuss the current state of parking in Downtown. We found that the City was working on a parking study of the Downtown area. There were public consultations held and a report released. The main objective was to review and consider the potential update to (off-street) parking policies and procedures currently in place for the study area (Wellington Street to St. Mary's River and Church Street to Huron Street). The study found that there were 1097 off-street parking spaces and 254 on-street spaces, with a total supply of 1351 of public parking in the study area. Surveys of each lot were conducted between January 30-February 15, 2023, between the hours of 9am-4pm. For municipalities, an 85% utilization threshold is considered adequate. However, in Downtown Sault Ste. Marie, the utilization threshold is 37%, which would suggest that there is a surplus of parking spaces. It is interesting to note that the public parking lots including Spring/March, Civic South/North, Heritage, and King lots have the highest utilization rates. The peak time for parking utilization is between 10:30am-11:30am. From this study, recommendations for parking reform include lowering minimum parking requirements Downtown and creating a public parking dashboard in which would be the integration of parking data and GIS.

In 2024, the subcommittee will focus primarily on advocating on behalf of Members affected by the Queen Street construction and the displacement of business' access to parking. Also, maintaining relationships with City Departments and community stakeholders to continue adapting and re-thinking the inventory of parking in the Downtown and how we can utilize that land productively.

PLAZA

PLAZA SUBCOMMITTEE SUMMARY

In 2023, the highly anticipated launch of the Plaza was at our Moonlight Magic event on November 16. Since the opening date, the Plaza has been a success with many of the community enjoying the new rink, programming, and amenities of the space.

In December 2023, BIA staff conducted a survey of 26 businesses in the surrounding blocks of the Plaza to gain their feedback on the initial impact of the Plaza launch. 85% of respondents' general reaction of the Plaza was positive, 38% saw an increase in sales, and 65% saw an increase in foot traffic on the street. Comments suggested closer collaboration with the City and the BIA in respect to cross-promotion of the events at the Plaza. The Plaza can also be booked for businesses and organizations to occupy the space and we encourage our Membership to utilize the new space. For those interested in booking, contact Jari Pihelgas at The City of Sault Ste. Marie. We recommend to our Membership and stakeholders of the BIA to utilize this new downtown asset to its fullest potential to making the Plaza a gathering place to create new destination points at our business establishments and maintain the momentum of excitement in the core.

Data from City Staff have indicated that between November 16, 2023, and February 29, 2024:

- 8 major events were held at the Plaza.
- 63 days of activation.
- 2100 non-skaters at Plaza programming.
- 15,950 skaters.

The new SOO MRKT (formerly Mill Market) has also been a tremendous success in its new location at the Plaza. There are a total of 47 local businesses that operate out of the market with shoppers flocking every Saturday to enjoy local food and products in the amenities of the Plaza and the Downtown. The SOO MRKT is a Downtown Association Partner Member and DTA staff are working closely with their Board of Directors to align events with market dates to better program the Downtown and offer more opportunities for shoppers and visitors when they are in the neighbourhood.

SAFETY & SECURITY

SAFETY & SECURITY SUBCOMMITTEE SUMMARY

Safety and security is paramount and top of mind for many in our membership and actions to ensuring safeguards are in place to protect properties and businesses as well as ensuring there is a environment in which patrons and visitors feel safe to shop, work, and live in Queenstown is a top priority.

Security Patrols

In August of 2023, the City of Sault Ste. Marie resumed funding private security patrols from NorPro to patrol the Downtown until the end of the year. With these patrols we saw a dramatic decrease in theft, break ins, and vandalism based off the reports provided by N1 Solutions to the City.

CMHA Ambassadors

- Since the launch of the Downtown Ambassadors in 2022, the Membership has benefited from the dispatch and boots on the ground services of peer workers from CMHA since then. Data provided by CMHA from 2023 outreach is in the table below.

Data from April 1, 2023 to December 31, 2023

	April – September	October	November	December	Total for 9 months
Client Interactions	1418	115	84	121	1662
Client Escalations	23	2	1	5	31
Client Supports/Safety	210	172	70	132	584
Clients sleeping on street/walkway	35	6	2	2	45
Clients requesting resources/drug use in public	1414	77	45	97	1633
Calls for Support	112	17	12	10	151
Provide training to solve conflict	0	6	5	0	11
Concerns about potential client overdose	15	1	0	2	18
Provide supports for staff safety	81	4	0	0	85
Dispose of drug use equipment	14	1	5	8	28
Request for Education	16	5	2	0	23
Check In with Business/Agencies	0	9	10	25	44
Presentations to Business/Agencies	4	1	0	0	5

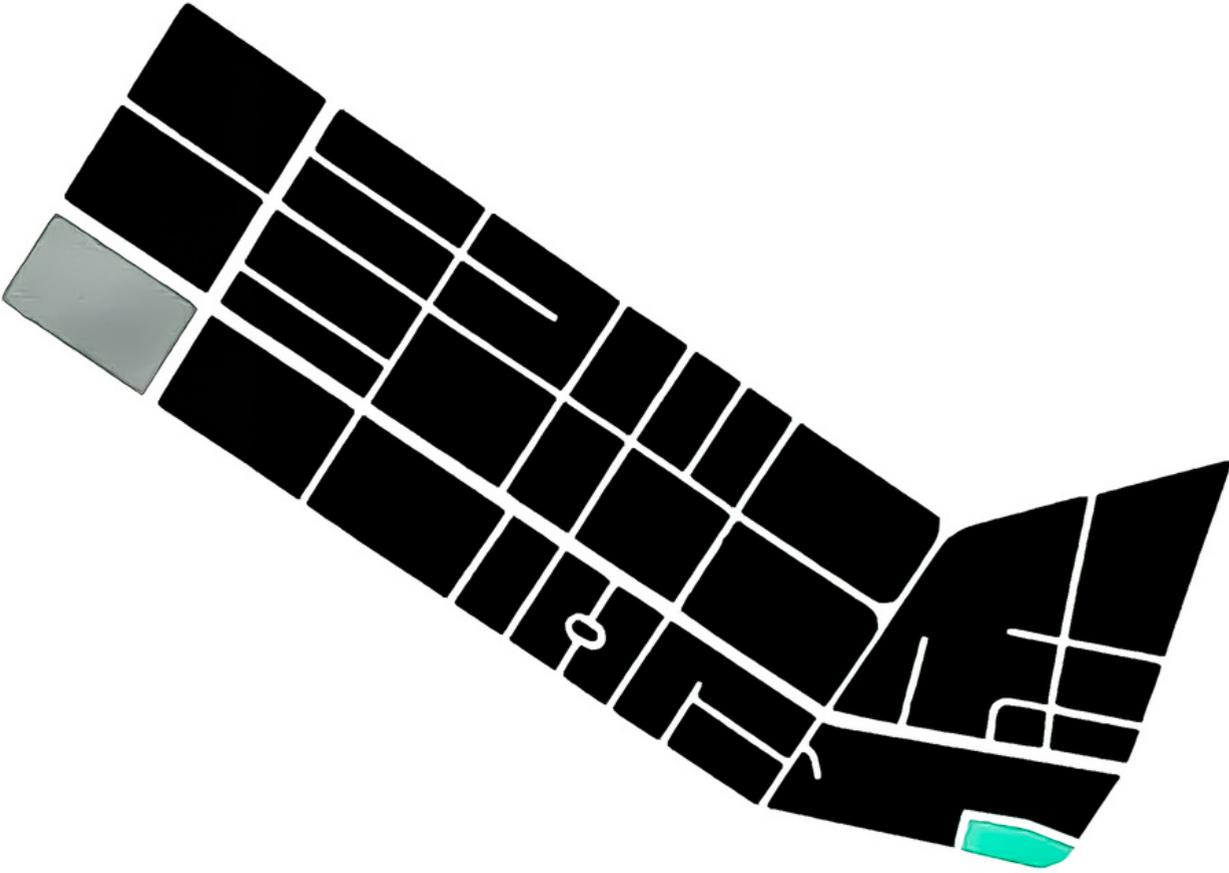
SAFETY & SECURITY

KPIs from April 2023-December 2023 are a total of 1662 client interactions, 151 calls for support, 44 check ins with businesses/agencies, and 5 presentations to businesses/agencies. CMHA receives year-to-year funding from the City of SSM and our support is needed to continue the program and have access to these services.

Police Services

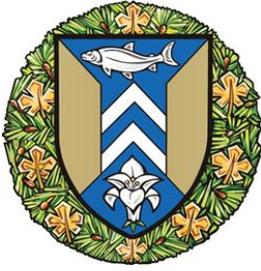
In 2023, renewed their Dynamic Patrols program in the Downtown core. Between June 30 and July 13, 14 officers spent 84 hours focusing on the Downtown Core. This included utilizing bicycle, foot, and general patrols. Throughout this two-week timeframe, Sault Police members spent 12 hours walking throughout the downtown core, issued 12 provincial offence notices, made five arrests, including responding to 10 calls for service and attended two community events. With the approval of the increase in the Police Budget, SSM Police Services is seeking 17 officers for a Downtown Division and building Downtown to oversee operations. The rollout of this plan will take place over the next three years. The BIA will be in close communication with SSM Police during this rollout period.

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www.saultdowntown.com





**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Steve Facey, Manager of Finance
DEPARTMENT: Corporate Services
RE: First Quarter Financial Report – March 31, 2024

Purpose

The purpose of this report is to provide Council the first quarter financial report for 2024.

Background

Council reviews unaudited financial reports on a quarterly basis.

Analysis

The first quarter financial results are presented for Council's information. Seeing that this information represents actual expenditures for January to March, the results are not indicating any significant financial variances at this time. Departments are generally trending on budget, which is evident in Appendix A.

One area where staff consistently analyze expenditure trends is in winter control. Based on transactions to date, staff are not anticipating a significant variance. With that being said, a further refined winter control analysis will be provided to Council within the second quarter report.

Assessment growth represents zero activity for the first quarter. This could be a timing issue and staff will provide Council an update in the third quarter of 2024. This information is included within Appendix B.

A summary of what has been spent or committed from the 2024 capital budget is also included for Council's information in Appendix C. This data reflects an actual expenditure or commitment of 7.4%. There has been one administrative amendment to the capital budget that staff are seeking direction on this evening. Included within each capital budget is an allocation for emergency repairs from the Asset Management Reserve. This amount was not included on the summary page of the budget but included in all other supporting documentation and calculations. To remain transparent, a resolution has been drafted accompanying this report to provide authority to draw from the Asset Management Reserve for emergency repairs consistent with previous years' budgets. These expenditures will follow the

First Quarter Financial report – March 31, 2024

April 29, 2024

Page 2.

City's procurement policy and any emergency over the CAO's approval limit (\$125,000) will return to Council for approval.

Financial Implications

There are no direct financial implications of this report.

Approval of the resolution associated with this report will provide staff the authority to draw from the Asset Management Reserve, similar to all other capital budgets, as originally intended.

Strategic Plan / Policy Impact / Climate Impact

This financial reporting is not an activity directly related to the strategic plan or climate action plan.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Finance dated April 29, 2024 concerning First Quarter Financial Report to March 31, 2024 be received and that Council approve the capital budget amendment to include the allocation of \$275,000 for Emergency Repairs from the Asset Management Reserve to the 2024 capital budget.

Respectfully submitted,

Steve Facey

Manager of Finance

705.759.5356

s.facey@cityssm.on.ca

City of Sault Ste. Marie - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem 75.00%	Actual To: March	2023
REVENUE						
Taxation	(\$67,691,752.09)	(\$143,335,325.00)	(\$75,643,572.91)	52.77%	(\$64,537,568.68)	(\$136,832,579.00)
Payment in lieu of taxes	(\$584,700.13)	(\$4,888,407.00)	(\$4,303,706.87)	88.04%	(\$542,733.90)	(\$4,573,680.00)
Fees and user charges	(\$8,955,016.49)	(\$34,645,433.00)	(\$25,690,416.51)	74.15%	(\$9,047,398.20)	(\$30,517,261.00)
Government grants	(\$6,450,890.68)	(\$20,697,425.00)	(\$14,246,534.32)	68.83%	(\$5,846,409.91)	(\$20,330,845.00)
Interest and investment income	(\$1,374,721.83)	(\$6,289,000.00)	(\$4,914,278.17)	78.14%	(\$1,076,390.26)	(\$4,780,000.00)
Contribution from own funds		(\$1,766,416.00)	(\$1,766,416.00)	100.00%		(\$2,125,143.00)
Other income	(\$358,431.32)	(\$2,839,746.00)	(\$2,481,314.68)	87.38%	(\$622,395.81)	(\$2,962,354.00)
	(\$85,415,512.54)	(\$214,461,752.00)	(\$129,046,239.46)	60.17%	(\$81,672,896.76)	(\$202,121,862.00)
EXPENDITURES						
Salaries	\$12,359,080.77	\$55,281,452.00	\$42,922,371.23	77.64%	\$10,604,253.29	\$51,624,164.00
Benefits	\$3,864,058.59	\$16,046,059.00	\$12,182,000.41	75.92%	\$3,403,367.47	\$15,435,563.00
TOTAL SALARIES/BENEFITS	\$16,223,139.36	\$71,327,511.00	\$55,104,371.64	77.26%	\$14,007,620.76	\$67,059,727.00
Travel and training	\$110,844.75	\$554,862.00	\$444,017.25	80.02%	\$106,272.06	\$572,357.00
Vehicle allowance, maintenance and repairs	\$1,151,802.53	\$3,818,192.00	\$2,666,389.47	69.83%	\$1,569,272.58	\$3,765,223.00
Utilities and fuel	\$2,066,868.32	\$12,266,830.00	\$10,199,961.68	83.15%	\$2,637,381.26	\$11,715,586.00
Materials and supplies	\$1,607,820.73	\$6,763,401.00	\$5,155,580.27	76.23%	\$1,709,665.86	\$6,452,127.00
Maintenance and repairs	\$727,053.47	\$3,377,187.00	\$2,650,133.53	78.47%	\$838,932.25	\$2,737,886.00
Program expenses	\$248,898.68	\$911,192.00	\$662,293.32	72.68%	\$245,480.30	\$916,195.00
Goods for resale	\$284,428.27	\$772,271.00	\$487,842.73	63.17%	\$183,846.28	\$641,171.00
Rents and leases	\$45,566.77	\$172,557.00	\$126,990.23	73.59%	\$58,185.66	\$172,557.00
Taxes and licenses	\$176,763.75	\$2,978,736.00	\$2,801,972.25	94.07%	\$126,545.50	\$2,552,803.00
Financial expenses	\$686,931.81	\$2,514,688.00	\$1,827,756.19	72.68%	\$791,414.05	\$2,597,621.00
Purchased and contracted services	\$1,538,520.28	\$10,416,009.00	\$8,877,488.72	85.23%	\$1,918,741.22	\$11,060,089.00
Grants to others	\$15,560,359.85	\$66,390,962.00	\$50,830,602.15	76.56%	\$13,155,765.01	\$61,384,243.00
Long term debt		\$1,400,000.00	\$1,400,000.00	100.00%		\$1,866,135.00
Transfer to own funds		\$30,646,480.00	\$30,646,480.00	100.00%	\$1,261,674.10	\$28,482,578.00
Capital expense	\$117,759.89	\$406,004.00	\$288,244.11	71.00%	\$140,448.52	\$400,694.00
Clearing accounts	\$446.39		(\$446.39)	0.00%		
Less: recoverable costs	(\$55,320.31)	(\$255,130.00)	(\$199,809.69)	78.32%	(\$44,294.39)	(\$255,130.00)
TOTAL OTHER EXPENSES	\$24,268,745.18	\$143,134,241.00	\$118,865,495.82	83.04%	\$24,699,330.26	\$135,062,135.00
	\$40,491,884.54	\$214,461,752.00	\$173,969,867.46	81.12%	\$38,706,951.02	\$202,121,862.00
NET (REVENUE)/EXPENDITURE	(\$44,923,628.00)	\$0.00	\$44,923,628.00		(\$42,965,945.74)	\$0.00
Mayor and Council	165,955.61	700,673.00	534,717.39	76%		
Chief Administrative Officer	208,837.42	436,000.00	227,162.58	52%		
Corporate Services	1,582,976.72	7,506,602.00	5,923,625.28	79%		
Legal	929,660.17	5,933,673.00	5,004,012.83	84%		
Fire Services	3,650,825.59	15,996,095.00	12,345,269.41	77%		
Public Works and Engineering	8,212,581.49	49,629,366.00	41,416,784.51	83%		
Community Development and Enterprise	3,220,926.90	20,889,541.00	17,668,614.10	85%		
Levy Board	6,167,308.25	24,794,407.00	18,627,098.75	75%		
Outside Agencies	9,227,253.62	41,995,055.00	32,767,801.38	78%		
Corporate	(78,290,400.16)	(176,674,355.00)	(98,383,954.84)	56%		
Capital and Debt	-	8,792,943.00	8,792,943.00	100%		

Mayor & Council - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem	Actual To: March	2023
REVENUE				75.00%		
EXPENDITURES						
Salaries	\$117,689.07	\$529,844.00	\$412,154.93	77.79%	\$99,917.34	\$497,764.00
Benefits	\$18,519.07	\$74,834.00	\$56,314.93	75.25%	\$15,734.84	\$82,524.00
TOTAL SALARIES/BENEFITS	\$136,208.14	\$604,678.00	\$468,469.86	77.47%	\$115,652.18	\$580,288.00
Travel and training	\$13,081.54	\$20,000.00	\$6,918.46	34.59%	\$475.00	\$20,000.00
Vehicle allowance, maintenance and repairs	\$9,348.54	\$35,675.00	\$26,326.46	73.80%	\$7,556.15	\$35,675.00
Materials and supplies	\$6,955.85	\$23,220.00	\$16,264.15	70.04%	\$24,429.51	\$64,996.00
Purchased and contracted services	\$361.54	\$2,100.00	\$1,738.46	82.78%	\$1,231.01	\$2,100.00
Grants to others		\$15,000.00	\$15,000.00	100.00%		\$35,000.00
TOTAL OTHER EXPENSES	\$29,747.47	\$95,995.00	\$66,247.53	69.01%	\$33,691.67	\$157,771.00
	\$165,955.61	\$700,673.00	\$534,717.39	76.31%	\$149,343.85	\$738,059.00
NET (REVENUE)/EXPENDITURE	\$165,955.61	\$700,673.00	\$534,717.39	76.31%	\$149,343.85	\$738,059.00

CAO's Office - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem	Actual To: March	2023
REVENUE				75.00%		
EXPENDITURES						
Salaries	\$178,091.79	\$332,926.00	\$154,834.21	46.51%	\$63,676.76	\$309,986.00
Benefits	\$25,396.62	\$80,543.00	\$55,146.38	68.47%	\$18,999.89	\$77,478.00
TOTAL SALARIES/BENEFITS	\$203,488.41	\$413,469.00	\$209,980.59	50.79%	\$82,676.65	\$387,464.00
Travel and training	\$862.24	\$4,260.00	\$3,397.76	79.76%	\$1,830.66	\$4,260.00
Vehicle allowance, maintenance and repairs	\$950.96	\$4,500.00	\$3,549.04	78.87%	\$922.36	\$4,500.00
Materials and supplies	\$3,250.88	\$13,591.00	\$10,340.12	76.08%	\$2,454.04	\$13,591.00
Purchased and contracted services	\$284.93	\$30.00	(\$254.93)	(849.77%)		\$30.00
Capital expense		\$150.00	\$150.00	100.00%		\$150.00
TOTAL OTHER EXPENSES	\$5,349.01	\$22,531.00	\$17,181.99	76.26%	\$5,207.06	\$22,531.00
	\$208,837.42	\$436,000.00	\$227,162.58	52.10%	\$87,883.71	\$409,995.00
NET (REVENUE)/EXPENDITURE	\$208,837.42	\$436,000.00	\$227,162.58	52.10%	\$87,883.71	\$409,995.00

Corporate Services - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem	Actual To:	2023
				75.00%	March	
REVENUE						
Fees and user charges	(\$32,790.70)	(\$126,643.00)	(\$93,852.30)	74.11%	(\$30,446.75)	(\$121,840.00)
Government grants		(\$150,000.00)	(\$150,000.00)	100.00%		
Contribution from own funds			\$0.00	0.00%		(\$50,000.00)
Other income	(\$43,191.97)	(\$119,666.00)	(\$76,474.03)	63.91%	(\$46,158.36)	(\$119,317.00)
	(\$75,982.67)	(\$396,309.00)	(\$320,326.33)	80.83%	(\$76,605.11)	(\$291,157.00)
EXPENDITURES						
Salaries	\$887,378.67	\$3,935,596.00	\$3,048,217.33	77.45%	\$734,971.92	\$3,847,123.00
Benefits	\$249,048.51	\$1,026,156.00	\$777,107.49	75.73%	\$213,509.59	\$1,043,257.00
TOTAL SALARIES/BENEFITS	\$1,136,427.18	\$4,961,752.00	\$3,825,324.82	77.10%	\$948,481.51	\$4,890,380.00
Travel and training	\$6,916.55	\$19,564.00	\$12,647.45	64.65%	\$5,661.17	\$19,564.00
Vehicle allowance, maintenance and repairs		\$620.00	\$620.00	100.00%		\$620.00
Materials and supplies	\$115,239.42	\$400,874.00	\$285,634.58	71.25%	\$80,538.99	\$295,519.00
Maintenance and repairs	\$296,176.28	\$1,523,520.00	\$1,227,343.72	80.56%	\$355,475.24	\$1,004,660.00
Goods for resale		\$19,200.00	\$19,200.00	100.00%		\$19,200.00
Rents and leases	\$6,124.82	\$3,000.00	(\$3,124.82)	(104.16%)	\$19,392.05	\$3,000.00
Financial expenses	\$7,280.15	\$30,500.00	\$23,219.85	76.13%	(\$48,387.02)	\$60,500.00
Purchased and contracted services	\$21,916.25	\$751,031.00	\$729,114.75	97.08%	\$73,430.43	\$795,728.00
Grants to others		\$2,000.00	\$2,000.00	100.00%		\$2,000.00
Transfer to own funds		\$85,000.00	\$85,000.00	100.00%		\$85,000.00
Capital expense	\$68,878.74	\$105,850.00	\$36,971.26	34.93%	\$77,204.32	\$105,850.00
TOTAL OTHER EXPENSES	\$522,532.21	\$2,941,159.00	\$2,418,626.79	82.23%	\$563,315.18	\$2,391,641.00
	\$1,658,959.39	\$7,902,911.00	\$6,243,951.61	79.01%	\$1,511,796.69	\$7,282,021.00
NET (REVENUE)/EXPENDITURE	\$1,582,976.72	\$7,506,602.00	\$5,923,625.28	78.91%	\$1,435,191.58	\$6,990,864.00
IT	753,342.25	3,452,449.00	2,699,106.75	78.18%		
Finance	543,907.80	2,765,837.00	2,221,929.20	80.33%		
Clerk's	285,726.67	1,288,316.00	1,002,589.33	77.82%		

Legal Department - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem	Actual To:	2023
				75.00%	March	
REVENUE						
Fees and user charges	(\$377,635.16)	(\$1,535,037.00)	(\$1,157,401.84)	75.40%	(\$396,936.68)	(\$1,535,037.00)
Government grants		(\$1,540.00)	(\$1,540.00)	100.00%		(\$1,540.00)
Interest and investment income	(\$738.00)		\$738.00	0.00%	(\$526.49)	
	(\$378,373.16)	(\$1,536,577.00)	(\$1,158,203.84)	75.38%	(\$397,463.17)	(\$1,536,577.00)
EXPENDITURES						
Salaries	\$498,830.16	\$2,228,104.00	\$1,729,273.84	77.61%	\$469,771.92	\$2,091,978.00
Benefits	\$519,106.68	\$1,643,904.00	\$1,124,797.32	68.42%	\$360,865.01	\$1,621,950.00
TOTAL SALARIES/BENEFITS	\$1,017,936.84	\$3,872,008.00	\$2,854,071.16	73.71%	\$830,636.93	\$3,713,928.00
Travel and training	\$11,661.97	\$117,706.00	\$106,044.03	90.09%	\$7,542.84	\$106,306.00
Vehicle allowance, maintenance and repairs		\$950.00	\$950.00	100.00%	\$52.51	\$300.00
Materials and supplies	\$26,569.49	\$111,766.00	\$85,196.51	76.23%	\$29,019.08	\$116,934.00
Maintenance and repairs	\$503.69	\$5,389.00	\$4,885.31	90.65%	\$834.38	\$5,389.00
Rents and leases	\$15,150.83	\$79,302.00	\$64,151.17	80.89%	\$15,137.47	\$79,302.00
Taxes and licenses	\$165,312.53	\$2,703,222.00	\$2,537,909.47	93.88%	\$114,822.98	\$2,289,098.00
Purchased and contracted services	\$69,101.26	\$551,507.00	\$482,405.74	87.47%	\$54,060.94	\$562,207.00
Capital expense	\$1,796.72	\$28,400.00	\$26,603.28	93.67%	\$3,406.67	\$28,400.00
TOTAL OTHER EXPENSES	\$290,096.49	\$3,598,242.00	\$3,308,145.51	91.94%	\$224,876.87	\$3,187,936.00
	\$1,308,033.33	\$7,470,250.00	\$6,162,216.67	82.49%	\$1,055,513.80	\$6,901,864.00
NET (REVENUE)/EXPENDITURE	\$929,660.17	\$5,933,673.00	\$5,004,012.83	84.33%	\$658,050.63	\$5,365,287.00

Fire Services - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	
	Actual	2024		Budget-Rem	Actual To:	Budget
				75.00%	March	2023
REVENUE						
Fees and user charges	(\$171,055.22)	(\$912,613.00)	(\$741,557.78)	81.26%	(\$350,133.18)	(\$802,615.00)
Other income	(\$12,903.92)	(\$3,375.00)	\$9,528.92	(282.34%)	(\$652.34)	(\$3,375.00)
	<u>(\$183,959.14)</u>	<u>(\$915,988.00)</u>	<u>(\$732,028.86)</u>	<u>79.92%</u>	<u>(\$350,785.52)</u>	<u>(\$805,990.00)</u>
EXPENDITURES						
Salaries	\$2,656,610.34	\$11,877,407.00	\$9,220,796.66	77.63%	\$2,409,590.49	\$11,304,060.00
Benefits	\$860,420.48	\$3,421,007.00	\$2,560,586.52	74.85%	\$821,124.62	\$3,344,939.00
TOTAL SALARIES/BENEFITS	\$3,517,030.82	\$15,298,414.00	\$11,781,383.18	77.01%	\$3,230,715.11	\$14,648,999.00
Travel and training	\$29,065.41	\$71,566.00	\$42,500.59	59.39%	\$30,377.15	\$121,220.00
Vehicle allowance, maintenance and repairs	\$105,828.88	\$244,600.00	\$138,771.12	56.73%	\$93,814.50	\$220,100.00
Utilities and fuel	\$52,454.74	\$363,000.00	\$310,545.26	85.55%	\$63,422.67	\$337,000.00
Materials and supplies	\$68,249.17	\$293,228.00	\$224,978.83	76.72%	\$96,604.83	\$285,920.00
Maintenance and repairs	\$41,850.36	\$165,636.00	\$123,785.64	74.73%	\$51,995.53	\$150,319.00
Financial expenses	\$447.87	\$4,000.00	\$3,552.13	88.80%	\$641.99	\$2,500.00
Purchased and contracted services	\$2,127.14	\$20,800.00	\$18,672.86	89.77%	\$1,268.56	\$19,300.00
Transfer to own funds		\$390,273.00	\$390,273.00	100.00%		\$380,689.00
Capital expense	\$17,730.34	\$60,566.00	\$42,835.66	70.73%	\$20,290.64	\$60,566.00
TOTAL OTHER EXPENSES	\$317,753.91	\$1,613,669.00	\$1,295,915.09	80.31%	\$358,415.87	\$1,577,614.00
	<u>\$3,834,784.73</u>	<u>\$16,912,083.00</u>	<u>\$13,077,298.27</u>	<u>77.33%</u>	<u>\$3,589,130.98</u>	<u>\$16,226,613.00</u>
NET (REVENUE)/EXPENDITURE	\$3,650,825.59	\$15,996,095.00	\$12,345,269.41	77.18%	\$3,238,345.46	\$15,420,623.00

Public Works & Engineering - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	
	Actual	2024		Budget-Rem 75.00%	Actual To: March	Budget 2023
REVENUE						
Fees and user charges	(\$962,578.96)	(\$3,726,999.00)	(\$2,764,420.04)	74.17%	(\$690,784.94)	(\$3,683,547.00)
Government grants	(\$648,822.55)	(\$238,721.00)	\$410,101.55	(171.79%)	(\$882,919.35)	(\$743,424.00)
Contribution from own funds		(\$247,122.00)	(\$247,122.00)	100.00%		(\$165,878.00)
Other income	(\$36,748.65)	(\$90,000.00)	(\$53,251.35)	59.17%	(\$261,152.08)	(\$90,000.00)
	(\$1,648,150.16)	(\$4,302,842.00)	(\$2,654,691.84)	61.70%	(\$1,834,856.37)	(\$4,682,849.00)
EXPENDITURES						
Salaries	\$4,493,216.93	\$20,750,724.00	\$16,257,507.07	78.35%	\$3,898,422.38	\$18,970,390.00
Benefits	\$1,290,204.54	\$5,660,716.00	\$4,370,511.46	77.21%	\$1,096,554.27	\$5,385,469.00
TOTAL SALARIES/BENEFITS	\$5,783,421.47	\$26,411,440.00	\$20,628,018.53	78.10%	\$4,994,976.65	\$24,355,859.00
Travel and training	\$24,363.49	\$131,640.00	\$107,276.51	81.49%	\$31,907.59	\$114,440.00
Vehicle allowance, maintenance and repairs	\$731,788.96	\$2,411,938.00	\$1,680,149.04	69.66%	\$1,160,755.74	\$2,413,810.00
Utilities and fuel	\$1,151,606.71	\$7,882,884.00	\$6,731,277.29	85.39%	\$1,557,646.98	\$7,508,296.00
Materials and supplies	\$1,055,091.08	\$4,275,146.00	\$3,220,054.92	75.32%	\$1,114,474.96	\$3,994,167.00
Maintenance and repairs	\$27,279.81	\$247,725.00	\$220,445.19	88.99%	\$36,202.68	\$233,400.00
Taxes and licenses	\$11,352.88	\$95,544.00	\$84,191.12	88.12%	\$10,453.82	\$90,455.00
Financial expenses	\$1,393.79	\$6,400.00	\$5,006.21	78.22%	\$1,923.36	\$6,428.00
Purchased and contracted services	\$1,123,017.34	\$7,051,634.00	\$5,928,616.66	84.07%	\$1,311,590.32	\$7,476,266.00
Transfer to own funds		\$5,536,528.00	\$5,536,528.00	100.00%	\$574,949.94	\$4,342,829.00
Capital expense	\$6,736.43	\$136,459.00	\$129,722.57	95.06%	\$12,039.43	\$137,159.00
Less: recoverable costs	(\$55,320.31)	(\$255,130.00)	(\$199,809.69)	78.32%	(\$44,294.39)	(\$255,130.00)
TOTAL OTHER EXPENSES	\$4,077,310.18	\$27,520,768.00	\$23,443,457.82	85.18%	\$5,767,650.43	\$26,062,120.00
	\$9,860,731.65	\$53,932,208.00	\$44,071,476.35	81.72%	\$10,762,627.08	\$50,417,979.00
NET (REVENUE)/EXPENDITURE	\$8,212,581.49	\$49,629,366.00	\$41,416,784.51	83.45%	\$8,927,770.71	\$45,735,130.00
Public Works	6,826,654.87	35,289,302.00	28,462,647.13	80.66%		
Engineering	1,385,926.62	14,340,064.00	12,954,137.38	90.34%		

Public Works - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	
	Actual	2024		Budget-Rem	Actual To:	Budget
				75.00%	March	2023
REVENUE						
Fees and user charges	(\$389,028.81)	(\$2,340,246.00)	(\$1,951,217.19)	83.38%	(\$427,216.88)	(\$2,337,007.00)
Government grants	(\$20,499.68)	(\$64,000.00)	(\$43,500.32)	67.97%	(\$7,919.35)	(\$568,703.00)
Contribution from own funds		(\$5,000.00)	(\$5,000.00)	100.00%		(\$5,000.00)
Other income	(\$36,748.65)	(\$90,000.00)	(\$53,251.35)	59.17%	(\$261,152.08)	(\$90,000.00)
	(\$446,277.14)	(\$2,499,246.00)	(\$2,052,968.86)	82.14%	(\$696,288.31)	(\$3,000,710.00)
EXPENDITURES						
Salaries	\$3,735,143.03	\$17,010,846.00	\$13,275,702.97	78.04%	\$3,268,468.06	\$15,616,472.00
Benefits	\$1,076,859.60	\$4,706,732.00	\$3,629,872.40	77.12%	\$924,043.36	\$4,505,969.00
TOTAL SALARIES/BENEFITS	\$4,812,002.63	\$21,717,578.00	\$16,905,575.37	77.84%	\$4,192,511.42	\$20,122,441.00
Travel and training	\$14,872.03	\$88,990.00	\$74,117.97	83.29%	\$21,889.64	\$88,990.00
Vehicle allowance, maintenance and repairs	\$729,425.04	\$2,381,045.00	\$1,651,619.96	69.37%	\$1,158,025.25	\$2,383,958.00
Utilities and fuel	\$408,913.66	\$2,303,897.00	\$1,894,983.34	82.25%	\$701,624.84	\$2,249,104.00
Materials and supplies	\$1,004,222.58	\$4,055,460.00	\$3,051,237.42	75.24%	\$1,069,991.37	\$3,785,212.00
Taxes and licenses	\$11,352.88	\$95,544.00	\$84,191.12	88.12%	\$10,453.82	\$90,455.00
Financial expenses	\$1,233.65	\$5,000.00	\$3,766.35	75.33%	\$1,672.44	\$5,000.00
Purchased and contracted services	\$345,668.44	\$2,342,792.00	\$1,997,123.56	85.25%	\$587,458.60	\$3,369,405.00
Transfer to own funds		\$4,976,772.00	\$4,976,772.00	100.00%	\$574,949.94	\$3,704,294.00
Capital expense	\$561.41	\$76,600.00	\$76,038.59	99.27%	\$881.24	\$76,600.00
Less: recoverable costs	(\$55,320.31)	(\$255,130.00)	(\$199,809.69)	78.32%	(\$44,294.39)	(\$255,130.00)
TOTAL OTHER EXPENSES	\$2,460,929.38	\$16,070,970.00	\$13,610,040.62	84.69%	\$4,082,652.75	\$15,497,888.00
	\$7,272,932.01	\$37,788,548.00	\$30,515,615.99	80.75%	\$8,275,164.17	\$35,620,329.00
NET (REVENUE)/EXPENDITURE	\$6,826,654.87	\$35,289,302.00	\$28,462,647.13	80.66%	\$7,578,875.86	\$32,619,619.00

Operations				
Winter Control: Roadways	2,741,027.23	7,082,358.00	4,341,330.77	61%
Sanitary Sewers	304,871.88	2,571,481.00	2,266,609.12	88%
Storm Sewers	22,218.21	736,343.00	714,124.79	97%
Roadways and Sidewalks	554,249.37	5,453,942.00	4,899,692.63	90%
Supervision and Overhead	720,888.21	3,512,069.00	2,791,180.79	79%
Traffic & Communications	374,988.12	2,039,896.00	1,664,907.88	82%
Carpentry	267,635.24	825,844.00	558,208.76	68%
Administration	424,128.13	1,732,524.00	1,308,395.87	76%
Buildings & Equipment	296,926.92	2,446,975.00	2,150,048.08	88%
Waste Management	372,560.33	4,639,097.00	4,266,536.67	92%
Parks	747,161.23	4,248,773.00	3,501,611.77	82%

Engineering - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem	Actual To:	2023
				75.00%	March	
REVENUE						
Fees and user charges	(\$573,550.15)	(\$1,386,753.00)	(\$813,202.85)	58.64%	(\$263,568.06)	(\$1,346,540.00)
Government grants	(\$628,322.87)	(\$174,721.00)	\$453,601.87	(259.61%)	(\$875,000.00)	(\$174,721.00)
Contribution from own funds		(\$242,122.00)	(\$242,122.00)	100.00%		(\$160,878.00)
	(\$1,201,873.02)	(\$1,803,596.00)	(\$601,722.98)	33.36%	(\$1,138,568.06)	(\$1,682,139.00)
EXPENDITURES						
Salaries	\$758,073.90	\$3,739,878.00	\$2,981,804.10	79.73%	\$629,954.32	\$3,353,918.00
Benefits	\$213,344.94	\$953,984.00	\$740,639.06	77.64%	\$172,510.91	\$879,500.00
TOTAL SALARIES/BENEFITS	\$971,418.84	\$4,693,862.00	\$3,722,443.16	79.30%	\$802,465.23	\$4,233,418.00
Travel and training	\$9,491.46	\$42,650.00	\$33,158.54	77.75%	\$10,017.95	\$25,450.00
Vehicle allowance, maintenance and repairs	\$2,363.92	\$30,893.00	\$28,529.08	92.35%	\$2,730.49	\$29,852.00
Utilities and fuel	\$742,693.05	\$5,578,987.00	\$4,836,293.95	86.69%	\$856,022.14	\$5,259,192.00
Materials and supplies	\$50,868.50	\$219,686.00	\$168,817.50	76.84%	\$44,483.59	\$208,955.00
Maintenance and repairs	\$27,279.81	\$247,725.00	\$220,445.19	88.99%	\$36,202.68	\$233,400.00
Financial expenses	\$160.14	\$1,400.00	\$1,239.86	88.56%	\$250.92	\$1,428.00
Purchased and contracted services	\$777,348.90	\$4,708,842.00	\$3,931,493.10	83.49%	\$724,131.72	\$4,106,861.00
Transfer to own funds		\$559,756.00	\$559,756.00	100.00%		\$638,535.00
Capital expense	\$6,175.02	\$59,859.00	\$53,683.98	89.68%	\$11,158.19	\$60,559.00
TOTAL OTHER EXPENSES	\$1,616,380.80	\$11,449,798.00	\$9,833,417.20	85.88%	\$1,684,997.68	\$10,564,232.00
	\$2,587,799.64	\$16,143,660.00	\$13,555,860.36	83.97%	\$2,487,462.91	\$14,797,650.00
NET (REVENUE)/EXPENDITURE	\$1,385,926.62	\$14,340,064.00	\$12,954,137.38	90.34%	\$1,348,894.85	\$13,115,511.00

Community Development & Enterprise Services - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD		Variance	Percentage	2023	
	Actual	Budget 2024		Budget-Rem	Actual To:	Budget
				75.00%	March	2023
REVENUE						
Fees and user charges	(\$3,022,193.80)	(\$9,449,683.00)	(\$6,427,489.20)	68.02%	(\$3,575,471.81)	(\$8,681,283.00)
Government grants	(\$737,282.44)	(\$2,209,915.00)	(\$1,472,632.56)	66.64%	(\$143,240.87)	(\$2,123,705.00)
Contribution from own funds		(\$519,294.00)	(\$519,294.00)	100.00%		(\$609,265.00)
Other income	(\$97,196.60)	(\$126,705.00)	(\$29,508.40)	23.29%	(\$156,415.00)	(\$249,662.00)
	<u>(\$3,856,672.84)</u>	<u>(\$12,305,597.00)</u>	<u>(\$8,448,924.16)</u>	<u>68.66%</u>	<u>(\$3,875,127.68)</u>	<u>(\$11,663,915.00)</u>
EXPENDITURES						
Salaries	\$3,526,963.81	\$15,626,851.00	\$12,099,887.19	77.43%	\$2,927,902.48	\$14,602,863.00
Benefits	\$901,362.69	\$4,138,899.00	\$3,237,536.31	78.22%	\$749,924.56	\$3,879,946.00
TOTAL SALARIES/BENEFITS	\$4,428,326.50	\$19,765,750.00	\$15,337,423.50	77.60%	\$3,677,827.04	\$18,482,809.00
Travel and training	\$24,893.55	\$190,126.00	\$165,232.45	86.91%	\$28,477.65	\$186,567.00
Vehicle allowance, maintenance and repairs	\$303,885.19	\$1,119,909.00	\$816,023.81	72.87%	\$306,171.32	\$1,090,218.00
Utilities and fuel	\$862,806.87	\$4,020,946.00	\$3,158,139.13	78.54%	\$1,016,311.61	\$3,870,290.00
Materials and supplies	\$272,474.60	\$1,081,211.00	\$808,736.40	74.80%	\$281,648.99	\$1,166,635.00
Maintenance and repairs	\$361,243.33	\$1,434,917.00	\$1,073,673.67	74.82%	\$394,424.42	\$1,344,118.00
Program expenses	\$59,237.18	\$169,540.00	\$110,302.82	65.06%	\$50,262.30	\$169,540.00
Goods for resale	\$284,428.27	\$753,071.00	\$468,642.73	62.23%	\$183,846.28	\$621,971.00
Rents and leases	\$24,291.12	\$90,255.00	\$65,963.88	73.09%	\$23,656.14	\$90,255.00
Taxes and licenses	\$98.34	\$179,970.00	\$179,871.66	99.95%	\$1,268.70	\$173,250.00
Financial expenses	\$56,873.31	\$101,187.00	\$44,313.69	43.79%	\$46,401.15	\$97,187.00
Purchased and contracted services	\$321,711.82	\$2,027,907.00	\$1,706,195.18	84.14%	\$476,041.21	\$2,193,458.00
Grants to others	\$54,712.00	\$104,500.00	\$49,788.00	47.64%	\$11,032.30	\$66,500.00
Transfer to own funds		\$2,081,270.00	\$2,081,270.00	100.00%		\$1,576,913.00
Capital expense	\$22,617.66	\$74,579.00	\$51,961.34	69.67%	\$27,507.46	\$68,569.00
TOTAL OTHER EXPENSES	\$2,649,273.24	\$13,429,388.00	\$10,780,114.76	80.27%	\$2,847,049.53	\$12,715,471.00
	<u>\$7,077,599.74</u>	<u>\$33,195,138.00</u>	<u>\$26,117,538.26</u>	<u>78.68%</u>	<u>\$6,524,876.57</u>	<u>\$31,198,280.00</u>
NET (REVENUE)/EXPENDITURE	\$3,220,926.90	\$20,889,541.00	\$17,668,614.10	84.58%	\$2,649,748.89	\$19,534,365.00

Humane Society	172,093.50	688,374.00	516,280.50	75%
LIP	(305,888.73)	-	305,888.73	-
Economic Development	19,430.42	778,358.00	758,927.58	98%
Tourism and Community Development	171,089.13	956,048.00	784,958.87	82%
Planning	180,970.02	936,247.00	755,276.98	81%
Parking	4,503.62	254,800.00	250,296.38	98%
Cemetery	72,958.37	306,817.00	233,858.63	76%
Transit	1,988,839.82	9,198,917.00	7,210,077.18	78%
School Guards	84,242.63	304,455.00	220,212.37	72%
Recreation & Culture	309,144.52	2,002,983.00	1,693,838.48	85%
Locks	264.32	42,367.00	42,102.68	99%
Community Centres				
John Rhodes Community Centre	138,885.19	1,756,142.00	1,617,256.81	92%
Northern Community Centre Arena	(46,927.19)	285,547.00	332,474.19	116%
Northern Community Centre Turf	(96,185.95)	20,894.00	117,079.95	560%
GFL Memorial Gardens	53,948.86	984,266.00	930,317.14	95%
Outdoor Pools/Misc. Concessions	33,396.36	323,325.00	289,928.64	325.80%
Facility Administration	179,879.54	868,370.00	688,490.46	79%
Downtown Plaza	71,955.16	296,049.00	224,093.84	76%
Downtown Ambassador Program	29,330.95	63,942.00	34,611.05	54%
Mill Market	738.28	-	(738.28)	0%
Administration	158,258.08	821,640.00	663,381.92	81%

Levy Boards - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem	Actual To:	2023
				75.00%	March	
REVENUE						
EXPENDITURES						
Grants to others	\$6,167,308.25	\$24,794,407.00	\$18,627,098.75	75.13%	\$5,616,297.86	\$23,509,890.00
TOTAL OTHER EXPENSES	\$6,167,308.25	\$24,794,407.00	\$18,627,098.75	75.13%	\$5,616,297.86	\$23,509,890.00
	\$6,167,308.25	\$24,794,407.00	\$18,627,098.75	75.13%	\$5,616,297.86	\$23,509,890.00
NET (REVENUE)/EXPENDITURE	\$6,167,308.25	\$24,794,407.00	\$18,627,098.75	75.13%	\$5,616,297.86	\$23,509,890.00

Outside Agencies (Main) - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem	Actual To:	2023
				75.00%	March	
REVENUE						
Fees and user charges	(\$96,837.53)	(\$526,600.00)	(\$429,762.47)	81.61%	(\$157,358.98)	(\$514,200.00)
Government grants	(\$532,694.92)	(\$2,827,973.00)	(\$2,295,278.08)	81.16%	(\$750,361.82)	(\$2,700,245.00)
Contribution from own funds		(\$540,000.00)	(\$540,000.00)	100.00%		(\$20,000.00)
Other income	(\$13,891.13)	(\$100,000.00)	(\$86,108.87)	86.11%	(\$33,659.30)	(\$100,000.00)
	(\$643,423.58)	(\$3,994,573.00)	(\$3,351,149.42)	83.89%	(\$941,380.10)	(\$3,334,445.00)
EXPENDITURES						
Salaries	\$5,725,605.98	\$24,506,665.00	\$18,781,059.02	76.64%	\$4,861,738.18	\$22,741,235.00
Benefits	\$1,701,353.48	\$6,654,940.00	\$4,953,586.52	74.43%	\$1,425,694.14	\$6,167,422.00
TOTAL SALARIES/BENEFITS	\$7,426,959.46	\$31,161,605.00	\$23,734,645.54	76.17%	\$6,287,432.32	\$28,908,657.00
Travel and training	\$126,456.67	\$1,039,900.00	\$913,443.33	87.84%	\$268,334.51	\$972,275.00
Vehicle allowance, maintenance and repairs	\$121,294.11	\$1,446,070.00	\$1,324,775.89	91.61%	\$227,039.66	\$1,212,865.00
Utilities and fuel	\$127,004.73	\$599,505.00	\$472,500.27	78.82%	\$154,037.14	\$531,575.00
Materials and supplies	\$407,586.78	\$2,308,400.00	\$1,900,813.22	82.34%	\$263,705.77	\$1,586,769.00
Maintenance and repairs	\$161,863.77	\$1,465,935.00	\$1,304,071.23	88.96%	\$109,682.32	\$415,395.00
Rents and leases	\$18,458.55	\$125,000.00	\$106,541.45	85.23%	\$24,752.77	\$125,000.00
Taxes and licenses	\$12,594.82	\$443,000.00	\$430,405.18	97.16%		\$462,765.00
Financial expenses	\$362.77		(\$362.77)	0.00%	\$534.72	
Purchased and contracted services	\$114,985.15	\$711,311.00	\$596,325.85	83.83%	\$16,656.31	\$706,910.00
Grants to others	\$1,164,787.07	\$4,345,332.00	\$3,180,544.93	73.19%	\$874,710.25	\$4,504,017.00
Transfer to own funds		\$745,000.00	\$745,000.00	100.00%		\$745,000.00
Capital expense	\$188,323.32	\$1,598,570.00	\$1,410,246.68	88.22%	\$179,088.92	\$1,404,070.00
TOTAL OTHER EXPENSES	\$2,443,717.74	\$14,828,023.00	\$12,384,305.26	83.52%	\$2,118,542.37	\$12,666,641.00
	\$9,870,677.20	\$45,989,628.00	\$36,118,950.80	78.54%	\$8,405,974.69	\$41,575,298.00
NET (REVENUE)/EXPENDITURE	\$9,227,253.62	\$41,995,055.00	\$32,767,801.38	78.03%	\$7,464,594.59	\$38,240,853.00

Corporate Financials - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	Budget
	Actual	2024		Budget-Rem	Actual To:	2023
				75.00%	March	
REVENUE						
Taxation	(\$67,691,752.09)	(\$143,335,325.00)	(\$75,643,572.91)	52.77%	(\$64,537,568.68)	(\$136,832,579.00)
Payment in lieu of taxes	(\$584,700.13)	(\$4,888,407.00)	(\$4,303,706.87)	88.04%	(\$542,733.90)	(\$4,573,680.00)
Fees and user charges	(\$4,363,762.65)	(\$18,764,458.00)	(\$14,400,695.35)	76.74%	(\$3,935,538.14)	(\$15,562,939.00)
Government grants	(\$4,952,973.69)	(\$17,897,249.00)	(\$12,944,275.31)	72.33%	(\$4,794,198.69)	(\$17,262,176.00)
Interest and investment income	(\$1,373,983.83)	(\$6,289,000.00)	(\$4,915,016.17)	78.15%	(\$1,075,863.77)	(\$4,780,000.00)
Contribution from own funds		(\$1,000,000.00)	(\$1,000,000.00)	100.00%		(\$1,300,000.00)
Other income	(\$168,390.18)	(\$2,500,000.00)	(\$2,331,609.82)	93.26%	(\$158,018.03)	(\$2,500,000.00)
	(\$79,135,562.57)	(\$194,674,439.00)	(\$115,538,876.43)	59.35%	(\$75,043,921.21)	(\$182,811,374.00)
EXPENDITURES						
Salaries	\$300.00		(\$300.00)	0.00%		
Benefits			\$0.00	0.00%	\$126,654.69	
TOTAL SALARIES/BENEFITS	\$300.00	\$0.00	(\$300.00)	0.00%	\$126,654.69	\$0.00
Materials and supplies	\$34,264.22	\$294,365.00	\$260,100.78	88.36%	\$50,198.02	\$294,365.00
Program expenses	\$189,661.50	\$741,652.00	\$551,990.50	74.43%	\$195,218.00	\$746,655.00
Financial expenses	\$620,936.69	\$2,372,601.00	\$1,751,664.31	73.83%	\$790,299.85	\$2,431,006.00
Purchased and contracted services		\$11,000.00	\$11,000.00	100.00%	\$1,118.75	\$11,000.00
Grants to others			\$0.00	0.00%		
Transfer to own funds		\$14,580,466.00	\$14,580,466.00	100.00%	\$686,724.16	\$14,324,943.00
TOTAL OTHER EXPENSES	\$844,862.41	\$18,000,084.00	\$17,155,221.59	95.31%	\$1,723,558.78	\$17,807,969.00
	\$845,162.41	\$18,000,084.00	\$17,154,921.59	95.30%	\$1,850,213.47	\$17,807,969.00
NET (REVENUE)/EXPENDITURE	(\$78,290,400.16)	(\$176,674,355.00)	(\$98,383,954.84)	55.69%	(\$73,193,707.74)	(\$165,003,405.00)

Capital Levy & Debenture Debt - First Quarter Ended March 31, 2024

FISCAL YEAR REMAINING% :	YTD	Budget	Variance	Percentage	2023	
	Actual	2024		Budget-Rem	Actual To:	Budget
				75.00%	March	2023
REVENUE						
EXPENDITURES						
Long term debt		\$1,400,000.00	\$1,400,000.00	100.00%		\$1,866,135.00
Transfer to own funds		\$7,392,943.00	\$7,392,943.00	100.00%		\$7,192,204.00
TOTAL OTHER EXPENSES	\$0.00	\$8,792,943.00	\$8,792,943.00	100.00%	\$0.00	\$9,058,339.00
	\$0.00	\$8,792,943.00	\$8,792,943.00	100.00%	\$0.00	\$9,058,339.00
NET (REVENUE)/EXPENDITURE	\$0.00	\$8,792,943.00	\$8,792,943.00	100.00%	\$0.00	\$9,058,339.00

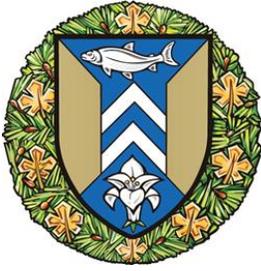
Appendix B

Net Assessment Growth to March 31, 2024

Class	2024 Total Assessment Based on Returned Roll		2024 Total Assessment to March 31, 2024		Difference Between Returned Roll and Year End		Difference Between Municipal Revenue and Year End	
	CVA	Municipal	CVA	Municipal	\$	%	Municipal	
							\$	%
Taxable								
Residential	5,664,776,856	88,263,846	5,664,776,856	88,263,846	0	0.00%	0	0.00%
New Multi-residential	19,566,000	331,984	19,566,000	331,984	0	0.00%	0	0.00%
Multi-residential	434,749,096	7,376,419	434,749,096	7,376,419	0	0.00%	0	0.00%
Com. Occupied	713,850,825	22,055,650	713,850,825	22,055,650	0	0.00%	0	0.00%
Com. Exc. Land	4,899,692	105,474	4,899,692	105,474	0	0.00%	0	0.00%
Shopping Occ.	147,578,576	4,847,612	147,578,576	4,847,612	0	0.00%	0	0.00%
Office Occupied	17,279,391	743,284	17,279,391	743,284	0	0.00%	0	0.00%
Parking/Vac. Land	24,215,200	553,541	24,215,200	553,541	0	0.00%	0	0.00%
Ind. Occupied	44,138,572	2,904,047	44,138,572	2,904,047	0	0.00%	0	0.00%
Ind. Exc. Land	1,015,900	43,354	1,015,900	43,354	0	0.00%	0	0.00%
Ind. Vac. Land	6,023,100	260,152	6,023,100	260,152	0	0.00%	0	0.00%
Large Ind. Occ.	62,049,200	7,333,851	62,049,200	7,333,851	0	0.00%	0	0.00%
Large Ind. Exc.	245,200	18,838	245,200	18,838	0	0.00%	0	0.00%
Pipelines	26,929,000	845,504	26,929,000	845,504	0	0.00%	0	0.00%
Farm	2,610,900	9,921	2,610,900	9,921	0	0.00%	0	0.00%
Managed Forests	2,861,100	10,751	2,861,100	10,751	0	0.00%	0	0.00%
Commercial Total Taxable	907,823,684	28,305,561	907,823,684	28,305,561	0	0.00%	0	0.00%
Industrial Total Taxable	113,471,972	10,560,242	113,471,972	10,560,242	0	0.00%	0	0.00%
Total Taxable	7,172,788,608	135,704,228	7,172,788,608	135,704,228	0	0.00%	0	0.00%

THE CORPORATION OF THE CITY OF SAULT STE MARIE
2024 CAPITAL BUDGET
SUMMARY OF PROJECTS
As at March 31, 2024

Category	2024 Approved Capital Budget	% of Total	Council Approved/ Costs Incurred to Date	Remaining
Roads/Bridges/Storm Sewer	22,553,206	47.2%	4,724,510	17,828,696
Roads/Bridges/Storm Sewer	22,033,450			
Miscellaneous Construction	519,756			
Landfill Upgrades, Fleet & Equipment	2,394,179	5.0%	68,208	2,325,971
Upgrade/Replacement	407,040			
Biosolids	642,139			
Refuse Packers	1,250,000			
40 Yd. Roll-off Containers	45,000			
Landfill Bunker Waste Collection	50,000			
Flare Stack & Piping Insulation Repairs	62,000			
Public Works Fleet & Equipment	3,509,000	7.3%	312,037	3,196,963
Fleet Management Information System	105,000			
Tandem Axle Street Plow/Sander Combo	382,000			
Asphalt Recycler	219,000			
Factory Rebuild Trackless Unit	176,500			
9 Ton Asphalt Spreader	447,500			
1/2 Ton Pick-up Truck	86,500			
Loader	495,000			
Motor Grader	555,000			
Trackless Mounted Concrete Grinder	35,000			
Tandem Axle	621,000			
Parks Refuse Truck	260,000			
3/4 Ton 4-Door 4x4 Truck	99,500			
60 Inch Deck Rider Mower	27,000			
Transit Fleet & Equipment	9,930,000	20.8%	-	9,930,000
Electric Supervisor Vehicle with Charger	175,000			
Electrical Upgrades and Charging Unit	825,000			
Solar Panels for Roof	3,100,000			
Ticket Vending Machines	300,000			
Relocation of Downtown Terminal	5,530,000			
Building Capital Maintenance	5,609,600	11.7%	214,521	5,395,079
Bondar Park - Windows, Doors, Walls, Hot Water Tank	73,600			
GFL Memorial Gardens - Foundation Work	100,000			
John Rhodes - Roof Condensers	400,000			
Old Stone House - Roof Replacement	160,000			
Seniors Drop-In - Windows	25,000			
Cemetery - Mausoleum "G" Roof Replacement	75,000			
Greco Pool - Windows	15,000			
Cemetery - Columbariums for Cremations	155,000			
Hub Trail Signage	175,000			
Bondar Park - Cruise Ship Fendering - Port of SSM	182,000			
John Rhodes - Design of Interactive Water Play Area	100,000			
John Rhodes - Roof Replacement	4,000,000			
Fire Hall #1 - Carpet Replacement	45,000			
Fire Hall #2 - Air Makeup Unit	22,000			
Fire Hall #3 - Air Makeup Unit	22,000			
Fire Hall #4 - HVAC Units	60,000			
Fire Fleet & Equipment	3,150,000	6.6%	13,298	3,136,702
Pumper	1,650,000			
Computer Aided Dispatch System	1,500,000			
Corporate Equipment	677,000	1.4%	-	677,000
Civic Centre - Sprinkler System	300,000			
Emergency Repair/ Contingency-all City buildings	275,000			
SSM Library - Chillers	35,000			
SSM Museum - Air Handling Units, Walls, Chimney	67,000			
Police - HVAC	100,000			
Police - Parking Lot	50,000			
EV Charging Stations - Phased Approach	60,000			
Laptops for Election Workers	92,000			
Total	47,822,986	100%	5,332,573	42,490,413
Sanitary Sewer	27,813,927		229,196	
West End Plant	1,760,147			
East End Plant	8,092,007			
Miscellaneous Capital	879,750			
Emergency Repairs	621,000			
Pumping Stations	624,056			
Biosolids Management Facility	13,304,737			
Wastewater Master Plan	434,230			
Waste Water Treatment Plan Capital Maintenance	1,863,000			
Fleet	235,000			



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Karen Marlow, Manager of Purchasing
DEPARTMENT: Corporate Services
RE: ESRI Licensing renewal agreement

Purpose

The purpose of this report is to obtain Council approval for the renewal of the ESRI SG-EA Licensing Agreement between the City and ESRI Canada Inc. for a three year period to April 30, 2027 as required by Information Technology.

Background

The Sault Ste Marie Innovation Centre (SSMIC) uses the ESRI software platform to deliver contracted GIS services to the City under By-Law 2024-8 to December 31, 2025. The ESRI yearly licence costs are paid by the SSMIC during the contracted period. In the event, that the SSMIC stops paying the invoices after the contracted period it will fall on the City to pay the ESRI licence costs directly rather than through the SSMIC.

The ESRI SG-EA program allows unlimited access by the City and the SSMIC during the term of the agreement to the ESRI ArcGIS Enterprise software suite. Licenses are valid for the term of the SG-EA.

Analysis

Sault Ste. Marie Innovation Centre has met its commitment to provide the City with GIS solutions meeting the City's needs and are committed to providing the same continued service for this extension.

This request complies with the Purchasing By-law non-competitive 22(3) a) for compatibility with existing product and recognize exclusive licenses

Financial Implications

The SG-EA fee for three-year period is a lump sum of \$228,130 (HST extra), payable in annual installments. These yearly licence costs are paid by the SSMIC which is covered under contract By-Law 2024-8, and is funded through approved annual operating budgets of building inspection fees (9% of cost); sanitary sewer fee revenue (36% of cost) and IT-GIS Services (55% of cost).

There is no additional cost to the City during the contract term.

ESRI SG-ES Licensing Agreement

April 29, 2024

Page 2.

Strategic Plan / Policy Impact / Climate Impact

This is an operational matter not articulated in the Corporate Strategic Plan but may be linked to the Infrastructure Focus Area of the Plan.

Recommendation

It is therefore recommended that Council take the following action:

The relevant By-law 2024-70 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

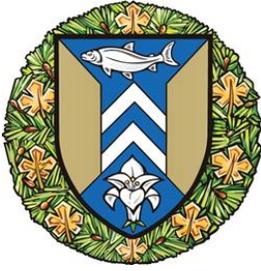
Respectfully submitted,

Karen Marlow

Manager of Purchasing

705.759.5298

k.marlow@Cityssm.on.ca



The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Karen Marlow, Manager of Purchasing
DEPARTMENT: Corporate Services
RE: Tender for Asphalt

Purpose

The purpose of this report is to obtain Council Approval for the supply of asphalt as required by Public Works and Engineering Services for the 2024 construction season.

Background

Tenders were publicly advertised and notification provided to all firms on the bidders list. Opening of the tenders took place after on March 27, 2024 within the e-bidding system.

Analysis

The tenders received have been thoroughly evaluated and reviewed by the Superintendent and the Director of Public Works, and the low tendered prices meeting specifications have been indicated on the attached summary.

Financial Implications

A maximum limit of \$1,107,000 has been established for the purchase of Asphalt under this tender. Funding for the purchase of material as required will be drawn from various Public Works street maintenance accounts as set in the 2024 budget.

Strategic Plan / Policy Impact / Climate Impact

This is an operational matter not articulated in the Corporate Strategic Plan.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Purchasing dated April 29, 2024 concerning the supply of asphalt for the 2024 construction season commencing May 1, 2024 as required by Public Works be received and the supply be awarded to Avery Construction Ltd. at the tendered pricing (HST extra).

Tender for Asphalt

April 29, 2024

Page 2.

Respectfully submitted,

Karen Marlow

Manager of Purchasing

705.759.5298

k.marlow@cityssm.on.ca

FINANCE DEPARTMENT
PURCHASING DIVISION
Operating Budget: \$1,107,000

RECEIVED: March 27, 2024
FILE: #2024PWE-PWT-05-T

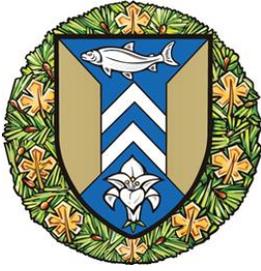
SUMMARY OF TENDERS
ASPHALT

Firm Prices for 12-Month Period (HST extra) - May 1, 2024 to April 30, 2025

<u>Description</u>	<u>5-Year Average</u>	<u>Avery Construction Ltd. Sault Ste. Marie, ON</u>		<u>Pioneer Construction Inc. Sault Ste. Marie, ON</u>		<u>Trimount Construction Group Inc. Sault Ste. Marie, ON</u>	
		<u>Price per Tonne</u>		<u>Price per Tonne</u>		<u>Price per Tonne</u>	
HL2 Asphalt	975	\$ 123.36	\$120,276.00	\$ 139.50	\$136,012.50	\$ 139.00	\$135,525.00
HL3 Asphalt	2,135	\$ 120.95	\$258,228.25	\$ 140.35	\$299,647.25	\$ 135.00	\$288,225.00
HL3A Asphalt	2,410	\$ 120.95	\$291,489.50	\$ 143.00	\$344,630.00	\$ 135.00	\$325,350.00
HL4 Asphalt	395	\$ 119.51	\$47,206.45	\$ 140.35	\$55,438.25	\$ 130.00	\$51,350.00
HL8 Asphalt	335	\$ 116.59	\$39,057.65	\$ 137.00	\$45,895.00	\$ 129.00	\$43,215.00
			<u>\$756,257.85</u>		<u>\$881,623.00</u>		<u>\$843,665.00</u>

Note: The low tendered prices, meeting specifications, are boxed above.
The above quantities represent average usage from 2019-2023
It is my recommendation that the low tendered prices submitted by Avery Construction Ltd., be accepted.

Karen Marlow
Manager of Purchasing



The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Karen Marlow, Manager of Purchasing
DEPARTMENT: Corporate Services
RE: Tender – Ready Mix Concrete

Purpose

The purpose of this report is to obtain Council Approval for the supply of Ready Mix Concrete as required by Public Works and Engineering Services for the 2024 construction season.

Background

The tender was publicly advertised and notification provided to all firms on the bidders list. Opening of the tender took place on March 27, 2024 within the e-bidding system.

Analysis

The tenders received have been thoroughly evaluated and reviewed by the Superintendent and the Director of Public Works and the low tendered prices meeting specifications have been indicated on the attached summary

Financial Implications

A maximum limit of \$296,460 has been established for the purchase of Ready Mix Concrete under this tender. Funding for the purchase of material as required will be drawn from various Public Works street maintenance accounts as set in the 2024 budget.

Strategic Plan / Policy Impact / Climate Impact

This is an operational matter not articulated in the Corporate Strategic Plan.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Purchasing dated April 29, 2024 concerning the supply of Ready Mix Concrete for the 2024 construction season commencing May 1, 2024 as required by Public Works be received and the supply be awarded to Fisher Wavy Inc. at the tendered pricing (HST extra).

Tender – Ready Mix Concrete

April 29, 2024

Page 2.

Respectfully submitted,

Karen Marlow

Manager of Purchasing

705.759.5298

k.marlow@cityssm.on.ca

FINANCE DEPARTMENT
 PURCHASING DIVISION
 Operating Budget: \$296,460

RECEIVED: March 27, 2024
 FILE: #2024PWE-PWT-06-T

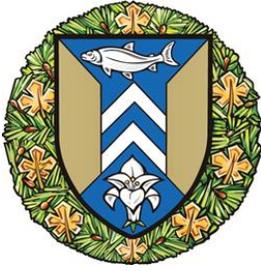
**SUMMARY OF TENDERS
 READY-MIX CONCRETE**

Firm Prices for 12-Month Period (HST extra) - May 1, 2024 to April 30, 2025

<u>Description</u>	<u>5-Year Average</u>	<u>Caswell Concrete Products Sault Ste. Marie, ON</u>		<u>Fisher Wavy Inc. Sault Ste. Marie, ON</u>	
		<u>Unit Price</u>	<u>Total Price</u>	<u>Unit Price</u>	<u>Total Price</u>
32Mpa Ready-Mix Concrete (CSA 23.1) (w/Air)	445.00	\$601.00	\$ 267,445.00	\$598.00	\$ 266,110.00
	Total:		<u><u>\$267,445.00</u></u>		<u><u>\$266,110.00</u></u>

Note: The low tendered prices, meeting specifications, are boxed above.
 The above quantities represent average usage from 2019-2023
 It is my recommendation that the low tendered prices submitted by Fisher Wavy Inc. be accepted.

Karen Marlow
 Manager of Purchasing



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Rick Van Staveren, Director Economic Development
DEPARTMENT: Community Development and Enterprise Services
RE: Bio-Economy Showcase Pre-feasibility Study and Gateway Property Development

PURPOSE

The purpose of this report is to inform Council of the results of a pre-feasibility study completed by IDEA in partnership with BDO and Tulloch Engineering, and wholly funded by the Centre for Research and Innovation in the Bio-Economy (CRIBE) on possible uses for a portion of the Gateway brownfield site.

BACKGROUND

In September of 2022, Economic Development staff approached CRIBE with a concept for a Bio-Economy Showcase Community, featuring wood, wood products and green construction elements.

CRIBE supported the project and provided a grant of \$50,000 to further explore the concept with a pre-feasibility study. The RFP process was completed early in 2023 and awarded to IDEA, an architectural firm based in Sault Ste Marie and Ottawa. A pre-feasibility study was completed (Attachment A – Forest Bio-Economy Showcase Community) to assess feasibility and create a path forward for third party development.

It should be noted that the pre-feasibility study is a conceptual document. Much more detailed planning and costing would be required for this development to proceed, and a developer would need to be identified to advance the project. The purpose of the document is to consider sustainable building methods that bring a host of benefits and have the potential to support the Northern Ontario economy. Further, while the green neighbourhood can be developed anywhere, the study provided the opportunity to re-imagine the Gateway site and consider what could be done with the land.

The bio-economy neighbourhood concept considers sustainability on many levels, from converting a brownfield site into a vibrant, mixed-use development; to utilizing

sustainable building technologies such as mass timber, cross laminated timber (CLT), post and beam timber framing, etc. Alternative energy sources such as photovoltaic solar panels can be used to power the project, and biofuel-fired appliances can be used to provide heating and cooling. Sustainable design strategies such as storm water storage and harvesting can be used to supply grey water systems such as irrigation and flushing to commonly used plumbing fixtures. Buildings would strive to be highly energy efficient, utilizing the on-site energy produced from the photovoltaic solar panels, therefore reducing annual carbon emissions.

The concept tackles many important issues. It creates an educational opportunity to raise awareness about the importance of environmental responsibility, sustainability, downtown revitalization, urban living, social impact, responsible forest management and community well-being. The concept provides an opportunity for show-casing green construction methods. This can be accomplished through a multifaceted approach that combines hands-on experiences, online/social media presence, media engagement, community collaboration and a permanent exhibit of technologies and processes applied.

The project concept included a permanent visitors centre containing informative displays, interactive exhibits, and featuring guided tours to educate visitors about the project's objectives, design, and sustainable practices.

The managing consultant of this study was IDEA Inc. in partnership with BDO (market research, demand analysis, financial analysis) and Tulloch Engineering (environmental review, site conditions analysis, risks and challenges, utilities planning).

The following is a summary of the space proposed within this project:

- Approximately 145,000 – 160,000 square feet for residential accommodation. Mix of 1- and 2-bedroom apartments, and/or condominiums.
- Approximately 12,000 square feet of amenities to support the residential living environment.
- Approximately 26,000 square feet of commercial/retail space to support businesses and personal support services.
- Approximately 5,000 square feet Visitors Centre to showcase urban community living, alternative energy, forest sustainability and bio-economy innovation.

This Forest Bio-Economy Showcase community would capitalize on the use of Canadian-made primary and secondary forest products such as cross laminated timbers, glulam post and beams, light framing, biofuels and lignin-based products.

Wood based products such as CLT, glulam and light framing have lower embodied carbon compared to traditional construction material like concrete and steel. From an ecological perspective, wood is also the only material that can provide a net carbon benefit, helping mitigate climate change by providing long-term storage for atmospheric carbon. By using forest products, such developments support the sustainable management of forests, which can lead to long-term environmental and social benefits.

Mass timber buildings have the potential to be modularly constructed and erected in as little as thirty days. Due to their modularity, they could potentially have applications across the North in areas such as small/remote communities, mining sites, Indigenous communities, logging sites and other locations where there is a need for housing.

Specific to this project, staff chose an existing brownfield site in Sault Ste. Marie to complete the evaluation. Requirements for residential use and associated environmental considerations were assessed. This study shows that this type of model could be effectively built on a brownfield location. The site has close connectivity to the Gateway Casino, Station Mall, Queen Street Downtown area and the Canal District. The high-profile location makes it ideal for a Bio-Economy Showcase community. Construction of such a building complex would have the potential to lead to attraction of wood product manufacturing facilities.

ANALYSIS

BDO conducted a needs assessment for housing in the community. Taking into consideration the number of existing (current market) and new multi-dwelling units (MDUs), BDO has found that an additional 500-830 MDUs will be required in Sault Ste. Marie over the next five years. Construction of buildings as outlined in this study would provide a quick and ecologically practical solution to part of the housing shortfall.

From a geotechnical viewpoint, Tulloch Engineering utilized a 1997 geotechnical survey to inform this study. In summary the recommendations are based upon low-rise residential buildings identified in this report. A structural slab on grade supported by driven piles is likely the preferred option. Basement structures would not be considered due to the environmental concerns for human health. Minimizing excavation and eliminating space below grade would be the preferred method to redevelop this brownfield site.

The project has confirmed that the concept is possible on a brownfield site, although a full Environmental Assessment needs to be completed to verify feasibility.

FINANCIAL IMPLICATIONS

As part of the pre-feasibility study, a Class D cost estimate was provided for the development of the conceptual Bio-Economy Showcase neighbourhood. The total cost of construction, excluding land purchase cost, would be \$82,983,250 for the four structures depicted in Attachment A and would be borne by the developer of the property. The direct impact to the City would be potential assessment growth and thus potential property tax revenue.

STRATEGIC PLAN / POLICY IMPACT

This project supports the Strategic Focus Area of Community Development by contributing to quality of life and a vibrant downtown area. It also supports the City of Sault Ste Marie's environmental commitment.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report from the Director of Economic Development dated April 29, 2024, concerning Bio-Economy Showcase Pre-Feasibility Study and Gateway Property Development be received as information.

Respectfully submitted,

Rick Van Staveren
Director, Economic Development
705.759.5428
r.vanstaveren@cityssm.on.ca



FOREST BIO- ECONOMY SHOWCASE COMMUNITY

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BACKGROUND

SAULT STE. MARIE

The City of Sault Ste. Marie is located on the northern shore of the St. Mary's River. It is the third-largest city in Northern Ontario after Sudbury and Thunder Bay, it is located on the Canada-US border. Sault Ste. Marie is bordered to the east by the Rankin Reserve (of Batchewana First Nation) and Garden River First Nation reserves, and to the west by Prince Township. To the north, the city is bordered by an unincorporated portion of Algoma District, which includes the local services boards of Aweres, Batchawana Bay, Goulais and District, Peace Tree and Searchmont. The city's census agglomeration, including the townships of Laird, Prince and Macdonald, Meredith and Aberdeen Additional and the First Nations reserves of Garden River and Rankin, had a total population of 79,800 in 2021.

PROJECT OVERVIEW

This project involves the creation of a new mixed-use urban community living development that will address the growing demand for affordable and inclusive housing in the city's downtown core. The project integrates a variety of multi-unit residential housing types such as apartments and condos, with "home business" studio suites, street-level commercial, retail, and personal services suites. The project considers sustainability on many levels, from converting a brownfield site into a vibrant, mixed-use development; to utilizing sustainable building technologies such as Mass Timber, Cross Laminated Timber (CLT), Post and Beam timber framing etc. Alternative energy sources such as photovoltaic solar panels can be used to power the project, and

biofuel fired appliances can be used to provide heating and cooling. Sustainable design strategies such as storm water storage and harvesting can be used to supply grey water systems such as irrigation and flushing to common use plumbing fixtures. The project will be designed and certified to the Zero Carbon Building Design Standard v2 established by the Canada Green Building Council. Buildings will strive to be highly energy efficient, utilizing the on-site energy produced from the photovoltaic solar panels, therefore reducing annual carbon emissions. The project will also demonstrate strong climate resiliency considerations and ensure that infrastructure being constructed today is resilient to current and future worsening weather and climate hazards. This report will elaborate on all the above-mentioned concepts.

SHOWCASING

Because this project tackles many important issues, it creates an educational opportunity to raise awareness about the importance of environmental responsibility, sustainability, downtown revitalization, urban living, social impact, District of Algoma's forestry sector, and community well-being. Showcasing can be accomplished by adapting a multi-faceted approach that combines in-person experiences, online / social media presence, media engagement, community collaboration, and a permanent exhibit. This project includes a permanent visitor's centre that contains informative displays, interactive exhibits, and guided tours to educate visitors about the project's objectives, design, and sustainable practices. The City can effectively promote, sell, and inspire others to embrace sustainable urban community living and to serve as a catalyst to help spur similar projects elsewhere within the community.

FEASIBILITY STUDY

The objective of this Feasibility Study is to assist the City of Sault Ste. Marie in establishing whether the development of a sustainable urban community living project at the Gateway site is:

- an effective use of the proposed land,
- an appropriate form of economic development
- viable.

This scope of the feasibility study includes:

- Market Research re: demand for housing.
- Needs assessment-based programming.
- Site Selection
- Urban Development guidelines review
- Site Opportunities Review
- Planning parameters analysis
- Municipal servicing analysis
- Site conditions analysis.
- Sustainability analysis
- Alternative energy analysis
- High-Level Financial / Feasibility Analysis
- Broad Economic Impact Statement

The study began with market research to establish the need for community housing and mixed-use programming opportunities. The proposed site was then evaluated for its ability to achieve the project's main objectives. In doing so, planning parameters were established based on the City's zoning bylaw, and the "Canal District - Community Design Expectations" urban development guidelines. Available development options, within the site, were then analyzed to establish best use and maximum project impact. This was followed by a site planning and building design exercise to establish the final layout and architectural character. A sustainability analysis was then conducted to identify opportunities for the use of

alternative energy such as biofuel fired appliances, and green building technologies the use of Cross Laminated Lumber (CLT). The project also considers compliance to Net Zero and Zero Carbon Performance using innovative systems and design strategies.

This study includes conceptual drawings such as site plans, and 3D renderings that visualize the scale and quality of the overall development. The final steps in the study involved establishing capital cost estimates, a financial / feasibility assessment, and a broad economic impact statement.

PURVIEW

IDEA Inc. was the lead consultant managing the overall feasibility study process. BDO was responsible for conducting market research / demand analysis as well as conducting financial analysis, and broad economic impact statements. Tulloch Engineering provided input related to the civil construction portion of the project including environmental impact review, site conditions analysis and potential site risks and challenges, utilities planning (sewer / water / storm water management). IDEA provided Project Scoping involving land-use and, urban design planning, architectural, mechanical, electrical design, sustainability planning and capital cost estimating.

PROJECT SCOPING REPORT

"Project Scoping" is the main subject of this report. It provides an overall description of the project's scope and cost based on the market research provided by BDO. This report is intended to be read in conjunction with BDO's and Tulloch Engineer's reports appended herein for reference purposes.

NEEDS ASSESSMENT

THE NEED FOR HOUSING

According to the market research conducted by BDO for this project (appended to this report), housing inventories across Canada are at historically low levels and the ownership cost is at historical highs, meaning that the availability and affordability of housing is an ongoing concern. Housing units refers to:

- single family residential
- private dwellings
- town houses
- rental apartment
- multifamily dwelling units (MDU)
- condominiums (condos)

Although Sault Ste. Marie is at a different scale, the situation here is no different. The current vacancy rate indicates that there are fewer units for people to buy or rent, which has a direct impact on the price and housing affordability within the community. Expansion in the housing market is required to stabilize and ultimately increase the affordability of residential accommodations within this city.

DEMAND ANALYSIS

The market research indicates that from 2019 to 2022, the number of new apartments has increased 1.5% and the number of private dwellings has increased 2.7%. The average rent has gone up 20% and in that time the vacancy rate has significantly declined to a low **1.7%**. A “healthy” vacancy rate is considered to be approximately **3%**, because, at this level, renters will have enough affordable options to choose from and landlords should have no problem filling vacancies.

Taking into consideration the number of existing (current market) and new MDU’s (a maximum of 890 being planned over the next five years), BDO has found that an additional 500 to 830 MDU’s will be required in Sault Ste. Marie, respectively, based on the realistic assumption that 50% - 75% of the planned new units will be implemented. In otherwards, a total of approximately 1,050 new MDU’s will be required by 2027 to get the vacancy rate up to a healthy 3%.

PROJECT PROGRAMMING

This project is focused on creating community housing in the form of MDU’s (multi-unit residential, apartments and / or condominiums) with mixed-use programming such as commercial, retail, business and personal services, etc. This project also explores the creation of “home business” studio suites, located at street-level to encourage and accommodate “work from home” and innovate new ways of doing business. The market research described above informs the quantity of residential accommodation that can be viably incorporated within the project. If these are developed as multi-unit, multi-level apartment buildings, additional program elements can be incorporated. The following is a summary of space forming part of this project. These include:

- Approximately 145,000 SF to 160,000 SF for residential accommodation (160 - 180 1-bedroom, 2-bedroom apartments, and / or condominiums. Approximately 10% of these to a maximum of 16 to 18 will be configured as “home business” studio suites containing a business suite plus residential accommodation.

- Approximately 12,000 SF of amenities to support the residential living,
- Approximately 26,000 SF of Commercial / retail, space for businesses and personal services,
- Approximately 5,000 SF Visitor's center to showcase urban community living, alternative energy and sustainable practices deployed,

Other needs for the project include:

- The ability to phase the project based on availability of funds,
- The ability to expand over time through a phased approach to accommodate additional demand as it is identified,
- The ability to offer a variety of land uses for an undetermined mix of commercial, residential, recreational, hospitality or other unforeseen project types.
- The ability to innovate and accommodate alternate types of business models through the creation of "home business" studio suites, located at street-level to encourage and accommodate "work from home".

This is a 15-acre brownfield site which once contained Algoma Steel's settling ponds. When the ponds became obsolete, they were removed, and the site was no longer required by Algoma Steel. In the mid 1990's, the site was acquired by the City of Sault Ste. Marie. Most of the subject property is vacant but there is an existing use near the western boundary. The Mill Market currently operates a "farmer's market" commercial retail activities within the former fish hatchery building. The Farmer's market will be relocated elsewhere within the city's downtown core; therefore, this building will be demolished to accommodate any proposed future development. The subject property is known as the Gateway site. The term "Gateway" was applied because it refers to the site's strategically important location next to the SSM International Bridge, the main port of arrival for Americans entering Canada by vehicle. The Gateway site is bounded by Canal Drive / Huron Street on the west, Bay Street on the north, St. Mary's River drive on the east, and the St. Mary's River on the south side. the City's recent purchase of the former railway land along the north side (1 acre) means it now owns the entire parcel with direct access off Bay Street. Only a portion of the Gateway site would be required to support the Forest Bio-Economy Showcase Community Living Project, being contemplated. A few reasons for its preference include:

- It is wholly owned by the City of Sault Ste. Marie.
- It is surrounded by commercial, retail, and recreational uses, and situated along the St. Mary's River, enhancing the quality and viability of the project.
- It cleans up a key downtown waterfront brownfield site. Cleaning up contaminants on a brownfield reduces or eliminates potential health

SITE SELECTION

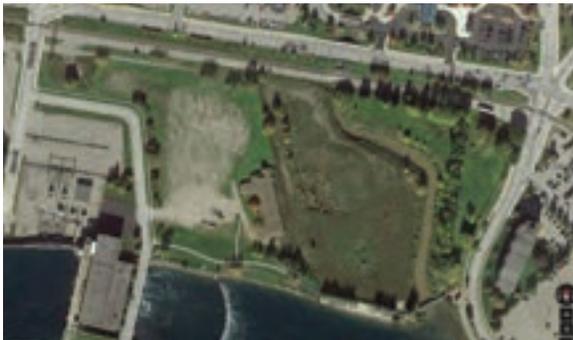
THE GATEWAY SITE

The most desirable site for this project is the "Gateway" site located at the western edge of the city's waterfront within the downtown core.



risks to the community and is good for the environment at large.

- It is aligned with the City's downtown revitalization initiatives.
- It is a high-profile site that is visible from the bridge (as one enters Canada), and along Bay St. and St. Mary's River Drive. This will be good for "showcasing" any innovations associated with the project.
- It forms part of the "Canal District", which contains and will complement a similar mixed use redevelopment project (Mill Square).
- It is easily accessible to pedestrians and vehicular traffic arriving from any part of the city.
- It is within walking distance to the city's downtown core (main street and amenities). Fostering such walkable urbanism is the key to the revival of any struggling downtown.
- It encourages residents to use public transportation, reducing reliance on private vehicles. Transit-oriented development can alleviate traffic congestion, improve air quality, and promote sustainable urban living.
- Its development may generate private interest in the remaining land, and developed with projects that complement the Canal District.
- Its development will increase property values and economic development in the area.



Gateway Site



Gateway site within the context of the Canal District

THE NEED FOR URBAN COMMUNITY LIVING IN DOWNTOWN SAULT STE. MARIE

By encouraging residents to live in the downtown core, cities can breathe new life into their urban areas and create thriving communities. The City of Sault Ste. Marie not only wants to address the need for sustainable, affordable housing but wants it to drive revitalization efforts in the downtown core. Urban community living leads to increased economic activity, safety and security, and sustainable development practices. When people live in downtown areas, they become a significant consumer base for surrounding businesses, supporting restaurants, shops, entertainment venues, and other services. It is within walking distance to the city's downtown core (main street and amenities) with a proximity that enhances the "quality of life" for residents. Fostering such walkable urbanism is the key to the revival of any struggling downtown. With more residents living in the downtown, there is an increased presence of people on the streets at various times, which can deter crime and improve the overall perception of safety.



Proximity Plan – Downtown Core “Walkable Urbanism”

COMMUNITY DESIGN EXPECTATIONS FOR THE CANAL DISTRICT AREA

The City of Sault Ste. Marie had previously retained renowned urban designer, Ken Greenberg, to develop a series of design principles for the Canal District, (which includes the Gateway site). This project was measured against and is consistent with those guidelines in many respects, namely because:

- It provides critical mass mixed use to the western end of the downtown core.
- It creates residential living in the downtown.
- it will have positive collateral impact on other CANAL DISTRICT initiatives.
- Connects Mill Square site to the Station Mall, Casino and waterfront.
- It is easily accessible to pedestrians.
- it brings a high-quality development to a prominent site within our city.
- it contains significant outdoor civic spaces.
- It completes links to existing trails surrounding the site.
- It helps downtown revitalization.
- It preserves green space and open park area along the St. Mary’s River where it can be accessed by the public.

PLANNING ANALYSIS

DEVELOPMENT OPTIONS

Development options were considered within the Gateway site to determine the best use and preferred location for the project. One option involved the northwest corner, bounded by Bay St and Canal Drive, whereas the other option involved the northeast corner bounded by Bay St. and St. Mary's River drive. Although the northeast option incorporates Fort Creek, each option occupied roughly the same area. After careful evaluation, the northeast option was selected because of its visibility, accessibility, natural features, and the fact that the northwest parcel better lends itself to be sold. It is believed that the urban community living project can be leveraged to attract private interest in the remaining land, which is whole and intact (not separated by the creek). The site plans below illustrate the two options.



Northwest Option above – Northeast Option below



DEVELOPMENT AREA

The Gateway site, including the former railway track is approximately 16 acres large. The northeast option requires less than half and has a development area of approximately 25,000 SM or 6 acres.



Project Development Area for the Northeast Option

BUILDING TYPOLOGIES

Because the project footprint and Gateway site are limited in area, multi-storey residential buildings, containing apartments and /or condos are more appropriate than single dwelling units or townhouses because they allow for greater density and more efficient use of the land. Executed properly, this concentration of people will create a vibrant and bustling atmosphere, which in turn attracts complimentary uses that can be mixed throughout the development. It helps to create a sense of community or “village” that encourages 24/7 active living.

There are approximately 160 to 180 apartment units being considered. Unit types will vary between one- and two-bedroom apartments or condos depending on update demand prior to design. Apartments will be grouped into 5 storey buildings containing 40 to 45 units each. Residential amenities such as laundry rooms, community rooms, mail,

and building services will be located on the ground floor of each building, however common amenities such as banquet facilities, daycare space, party rooms, administration offices etc. can be developed in a two-storey building that connects to the multiple apartment buildings. Approximately 12,000 SF of amenities are programmed for this project. The ground floor of the apartment buildings is designed to be versatile and can accommodate innovative “home business” suites that involve commercial / business on the ground with the associated apartment unit located on level 2 but accessible from the same suite. These have been referred to as “home studios” (for the purpose of this report). Other commercial and retail space can also be developed in two-storey buildings that compliment the apartment buildings and located adjacent to them. Approximately 26,000 SF of commercial and retail space has been programmed at this time, however this component is scalable, and the quantity will depend on demand plus how much parking the project can achieve. Finally, a 5,000 SF Visitor Centre will also be accommodated within a two-storey structure. This piece will be more architecturally elaborate and serve as a beacon because it is highly visible and located in the main public entrance plaza.

THE VILLAGE CONCEPT

Low-rise building blocks, and programming have been strategically arranged to create a “village” like atmosphere. For example, Level One contains all the mixed-use programming that ranges from home business use to food and beverage, commercial, retail, personal services, rentable office space and amenities. Levels Two to Five is used mainly for residential accommodation (apartments or condos), except for the buildings located between

the five storey blocks, which contain flexible spaces that can be rented based on market demand.



Low rise buildings with mixed use programming

Building facades have been scaled to simulate a “Main Street”, reinforcing the concept of a “walkable” community with vibrant streetscapes, storefronts, and patios. The buildings are arranged to form a large inner courtyard where residents can park their vehicles and recreate on outdoor patios and activity areas. Fort Creek will be rehabilitated with natural landscaping and perimeter walkways that lead to a footbridge providing access to the city’s waterfront hub trails. Numerous pedestrian gateways are provided along Bay St. and St. Mary’s River Drive. The main pedestrian entrance however is located at the corner of Bay. St. and St. Mary’s River drive. A public plaza has been created there because this spot is highly visible and links well to Gore St and Andrew St., which in turn link the project to Queen Street (the city’s main shopping strip). The uniquely sculpted Visitor’s Centre is located at this Entrance Plaza.



Public Plaza – Main Pedestrian Entrance

SITE DEVELOPMENT

As described in the previous section, buildings have been strategically arranged to create an inner courtyard that contains resident parking and activity space. This helps to mask the parking from neighbouring streets, preserving the edges, where the streets are located, for pedestrian use. This type of planning respects the urban setting and reinforces the “village” concept. It also creates a safer and secure environment for the residents. The main vehicular entrance is located along Bay St. on the west side of Fort Creek. An internal driveway provides access to each cluster of buildings. A service duct structure will be provided to allow the driveway and underground utilities to cross Fort Creek. Two options were explored with respect to the site plan for this project. The main difference being the amount of parking provided, and the corresponding impacts to Fort Creek. This is an important planning parameter because the quantity of parking provided directly impacts the quantity of programming that the project can support. Option One achieves approximately 136 spaces, whereas Option Two achieves 195 spaces. In Option One, most of Fort Creek is preserved apart from the bridge structures previously noted. In Option Two, a large portion of Fort Creek will have to be reclaimed as land and an underground culvert installed to allow continued stormwater flow into the St. Mary’s River. Parking has been calculated on .75 spaces per dwelling unit and 3.5 spaces for every 100 SM of mixed-use. Reductions to required parking and setbacks etc., will be required to maximize the quantity of residential units and mixed uses being proposed under this project. The Gateway site is currently zoned as C3 Riverfront Commercial Zone, which permits the uses proposed, therefore re-zoning will not be required, however there

are holding provisions on this site that must be properly addressed as part of the regulatory approvals process.



Site Plan Option One



Site Plan Option Two

MUNICIPAL SERVICING

The Gateway site is surrounded by public streets that contain municipal services such as electricity, gas, water, sewer, communications. This project will require the extension of services as follows:

Sanitary Sewer

According to the City of Sault Ste. Marie GIS, a 300mm diameter sanitary sewer exists beneath Bay Street in front of the Gateway Casino site. The sanitary sewer flows easterly down Bay Street and begins east of the Fort Creek crossing. Two 300mm diameter service laterals branch off the sanitary sewer in the southerly direction and terminate at the property line of the project site. The age or condition of these laterals is currently unknown, but they could be a potential connection location for the new development as either would avoid the excavation of Bay Street. There does not appear to be other services connected to this section of sanitary sewer, thus the only flow conveyed within would be that generated from the proposed development. Upon the sewage reaching the intersection of Bay Street and Andrew Street, the 300mm sanitary sewer drains into a 1050mm sanitary sewer where the flow is conveyed southeast down Bay Street.

Connecting to the 300mm sanitary sewer within Bay Street would be the preferred alternative, granted there is available downstream capacity. Locating the proposed development elsewhere on site (i.e. west side) would eliminate the possibility of using any gravity fed sanitary sewer system and require pumping of the entire development. Depending on the proposed site layout, pumping of sanitary sewage from select buildings may be required in order to cross the Fort Creek which bisects the site. The preferred method of crossing the Fort

Creek would consist of directional boring beneath the creek and pumping of the sewage accordingly.

Storm Drainage and Stormwater Management

The project site is located west of St. Mary's River Drive and north of the St. Mary's River. Crossing through the site is the Fort Creek which flows from the northwest corner to the southeast corner of the site and discharges into the St. Mary's River. Given the proximity of the creek and river to the development, drainage does not appear to be an issue.

With respect to stormwater management, runoff would be discharged directly into the receiving body of water and not the municipal storm sewer system. In doing so, stormwater quantity management is typically not required, however, it is foreseeable that an Environmental Compliance Approval (ECA) will be required. In addition, stormwater quality management will be required, which for a site of this magnitude, is often achievable through a combination of Low Impact Development (LID) methods and an oil grit separator installed upstream of the outfall.

Water Supply

A 250mm diameter watermain exists beneath Bay Street in front of the Gateway Casino site. It is recommended that this watermain be the source of potable water for consumption and fire protection, assuming there is adequate pressure and flow. The available pressure and flow rates at the site are not known at this time and must be determined prior to performing further design. The water distribution system in the area is looped which will reduce stagnant water and improve water quality within the subject watermain. If the quantity of water supplied by the 250mm watermain is not sufficient for fire protection purposes, additional measures such as sprinkler systems

within the buildings, increased fire ratings on separation walls, different building materials, etc. could be explored prior to looking at options to upgrade the municipal system.

Power and Communication

Power and communications are readily available along Bay St. and can be easily extended to the site in a variety of locations. Determination for the location of incoming services will be made later as the project progresses into the more detailed stages of planning and design.

Roadways

This project requires an internal driveway that will be 7m wide and paved with 1m gravel shoulders. The internal road will be constructed to accommodate all classes of vehicles. An aqueduct structure will be required to allow crossing of Fort Creek, connecting the two development clusters associated with the site plan. This aqueduct will contain municipal services such as water, sewer, gas, power, and communications.

SCALABILITY AND PROJECT PHASING

This project is scalable (it can be sized), and sequenced (phased over time) accordingly to suit demand, availability of funds, and planning constraints such as parking. Scalability refers to reducing the project size rather than implementing the full build-out. Phasing refers to building the project over a prolonged period. This may be the case particularly as it relates to mixed-use programming, given that rentable space for commercial activity, food and beverage, office space etc., will only be in higher demand after the site has achieved a critical mass of residents. It is assumed, however, that there is adequate demand for the full build-out of the residential components based on

the market research and demand analysis provided in this study. This project has been conceived with this in mind. In other words, there will likely be a natural progression for its implementation based on initiating construction with the two 5-storey residential buildings located in the northeast corner of the site (Bay St. and St. Mary’s River Drive), along with the public entrance plaza, and the Visitor’s centre. The second phase can be focused on the cluster of residential buildings located at the southwest corner of the development including the residential amenities building that connects them. Finally, the third phase can include the two remaining mixed-use commercial buildings located on either side of the main apartment block located on Bay St. The project plan works no matter which component is implemented, and whether they are implemented over time, or not at all. The maximum potential of this project is achieved only if the full build-out has been accomplished. Depending on how successful this project is, the Gateway site is large enough to accommodate a duplicate community living project, such as this one, on the western parcel not being used for this project. The figure below illustrates the potential for the phasing described above.



Project Phasing

ENVIRONMENTAL

The Gateway site is a brownfield site. The term "brownfield" typically refers to land that has previously been used for industrial purposes and is now abandoned, vacant, or underutilized. Brownfield redevelopment is often seen as a more sustainable approach compared to developing greenfield sites because it promotes urban renewal, reduces urban sprawl, and makes use of existing infrastructure and resources. It can help revitalize neighborhoods, create new economic opportunities, and reduce the potential risks to human health and ecosystems. We know that this site will have a presence of contaminants based on historical data and due to its former use. A preliminary review was conducted by Tulloch Engineering to inform this study with respect to the issues to be considered and the process required moving forward. This study does not quantitatively identify the type or extent of contamination, nor does it suggest a preferred remediation plan. It gives a general understanding of the process that should be adapted and accentuates the need for and importance of ongoing environmental testing for the purpose of truly evaluating the viability and feasibility of implementing this project on the Gateway site.

Tulloch's review was based on existing historical data available for the Gateway property, applicable environmental regulatory compliance, and the future proposed residential and commercial uses described in this scoping report. In accordance with Ontario Regulation 153/04, any change of land use to a more sensitive land use (i.e., current industrial to future residential) will require the filing of a Record of Site Condition (RSC) as per the Environmental Protection Act. For this specific property, the process for filing an RSC

will require a Phase One and Two Environmental Site Assessment (ESA) at a minimum. Based on the existing historical data, there are confirmed environmental impacts within the soil and groundwater which will need to be further characterized and assessed. In addition, for a Record of Site Condition to be filed, the contaminants will either need to be remediated or have a Risk Assessment (RA) completed with the implementation of Risk Mitigation Measures (RMM). Due to the age of the existing historical data and lack of any current environmental testing, the extent of the impacts and concentrations of contamination are unknown. New data will be required before further evaluation of any remediation, RA or RMMs can be determined. Given the nature of the site and impacts, it is unlikely that remediation is an option based on the bulk and significant volume of fill material present across the site making full site remediation not practical. Current environmental testing is required to confirm this limitation. If RA is required, RMMs that should be considered for the site's development may include development and design restrictions such as capping of the fill material or restrictions on certain types of land uses. RMMs are designed later in the RA stage.

In addition to the above, consideration must be given to the Ontario Land Use Compatibility "D Series" Guidelines which provides guidance on the relative proximity between "sensitive land uses" and surrounding Industrial operations. This project qualifies as sensitive land use, primarily due to its residential component, therefore, it should be placed outside of the "minimum separation distance", and the "potential influence area" as recommended by the Provincial guidelines. Having performed a cursory review, and consulted with Algoma Steel, our research indicates that the only potential concern occurs with the nearby

Brookfield Power Generating station situated approximately 180 meters southwest of the proposed development area. This is only if the power generating station is categorized as a Class II Industry, as we have assumed. The degree of noise and air contaminants that an industrial operation is allowed to emit is partially governed by its proximity to "sensitive land use" receptors. Since their current approvals are likely based on the previous use of the Gateway site, the proposed future use may affect them, particularly if they are within the "potential area of influence. If the Brookfield power generating plant can be categorized as a Class I Industry, then there is no concern in this regard. In speaking with Environment at Algoma Steel. They figured that a residential development at the Gateway would not impinge on their existing approvals. Highrise developments may be an impact however given the elevation of their stacks. It appears that such risks are minimal, however, a more detailed review should be performed beyond this initial assessment and pre-consultation with surrounding industries and other regulatory stakeholders should be completed in advance of any development.

GEOTECHNICAL

In 1997, a geotechnical survey and report was prepared by Trow Consulting Engineers, for the land areas including and surrounding the Gateway site (prior to the casino being developed). Tulloch has reviewed this report and used it to inform this study, particularly the recommendations regarding foundations if low rise residential buildings were to be constructed on this site. In summary a structural slab on grade supported by driven piles is the likely preferred option. Shallow concrete foundations may not be advisable anywhere on site therefore having any sort of a

basement structure would be counter intuitive based on the environmental concerns for human health. It will be a requirement to limit excavations where possible. The till layer is very shallow, so piles are most likely only 20 feet long and easy to install. Eliminating foundation excavation and all below grade concrete will offset the extra cost for piles. Tulloch's review and borehole reference plan is appended to this report. The whole property is covered with a veneer of fill, consisting of sand and gravel, with slag and mill scale inclusions and with varying amounts of clay, organics and other miscellaneous debris in pockets or layers. The debris also contains organics (wood & logs, etc.), concrete chunks, bricks, cans, and other general construction rubble. It is also likely that old buried concrete foundations will be present in many areas (floor slabs, pier footings, etc.). The depth of fill is estimated to be between 2 metres and 6 metres thick across the site. Beneath the fill layer, a mix of loose silty material, silty clay and glacial till were encountered across the site. Sandstone bedrock was encountered in each of the four parcels at a range of 8.9-13.4 metres below grade. Groundwater was encountered at the time of the investigation at a depth of approximately 2.5 metres below grade, which was consistent with the water elevation of the St. Mary's River and Fort Creek.

With the understanding that this potential development would range between 3-5 storeys in height, foundation recommendations for medium or heavily loaded structures involve driven piles. The shallow depth of the glacial till layer will result in relatively short piles which would easily be installed through the alluvial layer. Preliminary information provided regarding potential options for environmental management on the site suggests that minimizing excavation activities and transportation of contaminated soil off site would be

preferable. As such, the preferred foundation configuration may consist of driven piles supporting a structural slab. Competent glacial till is located at approximately 7.0 metres below grade in this area. With the known environmental concerns on site, it is likely that minimizing below grade excavations and eliminating occupied space below grade would be preferred. The additional costs to supply and install the driven piles will potentially be offset from the savings of not constructing a basement. As there is potential for consolidation within the soil layers beneath the fill, it is recommended that any site grading design be limited to an increase in grade elevation of 0.6m. This limitation could be restrictive when developing the design of the environmental “cap” as well as general site landscaping. Additional design review will be required once a specific building concept has been developed. Supplementary geotechnical investigations may be required to suit the specific development. Environmental restrictions should be considered in the development of specific geotechnical recommendations.

SUPPORTING ONTARIO'S GREEN ECONOMY AND SUSTAINABILITY

This Forest Bio-Economy Showcase Community supports Northern Ontario's green economy by capitalizing on the use of locally produced primary and secondary forest products such as Cross Laminated Timbers (CLT), Glue Lam Post and Beams, light framing, biofuels, and lignin. The use of these products will also contribute to the overall sustainability goals for the project in the following ways:

- Wood products such as CLT, Glue Lam, and light framing have lower embodied carbon compared to traditional construction materials like concrete and steel. From an ecological standpoint, wood is also the only material that can provide a net carbon benefit, helping mitigate climate change by providing long-term storage for atmospheric carbon.
- Forest products like CLT, Glue Lam, light framing, biofuels, and lignin are a renewable resource derived from sustainably managed forests.
- By using forest products, we support the sustainable management of forests, which can lead to long-term environmental and social benefits.
- Biofuels such as wood pellets can be produced in Northern Ontario, therefore promoting our regional economy, while decreasing our dependence on fossil fuels.
- Lignin, a natural polymer found in wood, has valuable properties that can be utilized in various applications such as adhesives and concrete. Lignin requires less energy during production compared to traditional concrete, which involves resource-intensive processes like quarrying and cement production. Utilizing lignin also minimizes waste and maximizes resource efficiency.
- Lignin's insulating properties can enhance a building's energy efficiency, reducing the need for excessive heating or cooling and lowering energy consumption.

The use of the following “green building” and sustainability strategies have been considered for this project:

MASS TIMBER CONSTRUCTION

This project will be constructed utilizing mass timber construction. Wood presents savings since it is slightly cheaper than noncombustible construction materials and has an abundantly available skilled labour pool. The invention of Cross Laminated Timber (CLT) construction has expanded the use of wood products to larger and more sophisticated applications. Companies like Element 5, now produce readily available CLT products that can be used for floor and roof slabs, exterior insulated wall panels, shear walls, stairwell & elevator cores. CLT applications have also been developed for prefabricated mass timber construction solutions, including apartment buildings for affordable housing. In this case, large building components are manufactured and assembled in the factory and delivered to site instead of being strictly built on the site. The use of prefabricated mass timber components helps reduce the project's environmental impact, improve quality control, and reduce the overall construction schedule resulting in cost savings. Element 5's brochure on prefabricated housing has been appended herein for reference purposes.

This project has been conceived as a mass timber project utilizing CLT, Glue Lam and light frame construction. The structural systems will consist of loadbearing CLT panels and Glue Lam timber columns and beams. Exterior walls will use CLT insulated panels with cladding. Exposed wood walls, ceilings, and soffits provide a warm atmosphere, and are visually appealing. The soffits of the main 5-storey buildings will be exposed and can be seen from the surrounding streets. Likewise, the interior surfaces of the mixed-use spaces will have exposed CLT walls and ceilings providing a warm and welcoming atmosphere within each building. The CLT structure effectively reduces embodied carbon in comparison to typical steel framed building systems. Extended roof overhangs

utilize passive design strategies to restrict solar heat gain and direct sunlight during the summer months, while maximizing sunlight and heat gain during winter months (when it is most wanted). This effectively reduces the respective heating and cooling energy required during those months. Large windows provide maximum natural light which can be harvested to reduce lighting loads. The ratio of glazing to wall type has been considered to ensure an effective R-value throughout the whole project while maintaining naturally lit architectural spaces. The angle of the CLT roof structure has been sloped to suit photovoltaic panels which capture solar energy for use in the project.



Mass Timber Construction

LIGNIN OR LIGNUM

The use of lignin in construction materials is an active area of research but will be considered for use in varying application for this project. Lignin-based admixtures can be used in concrete applications for the exterior site and as part of the building floor toppings. Asphalt will contain lignin bio-based binders, replacing a portion of the petroleum-based binders as well as fibers that will be added to asphalt mixtures to reinforce the pavement. Other lignin based products that will be considered include decking, pergolas, fences, and exterior cladding. Its resistance to decay and weathering makes it suitable for these applications, allowing for long-lasting outdoor structures.

BIOFUELS

The use for biofuels was evaluated based on finding a suitable application given the relative scale of this development. FVB Energy Inc., whom are industry experts, were consulted during this study to provide advice in this regard. FVB identified the spectrum of possible biofuel applications ranging from district energy plant solutions whereby a centralized plant provides power to individual buildings, to biofuel fired equipment whereby wood pellet fired boilers can supplement each building as needed. In their view the projected energy consumption of this project, at less than 500 Kilowatt, will not substantiate the use district energy plant solution, which requires 500 Megawatts or more to be feasible. The use of wood pellet boilers is definitely feasible. Further research will be required to determine the relative cost, stability, and reliability of wood pellet supply within the local market. A back-up system consisting of gas or electric boilers may be required to offset such risks, resulting in increased capital costs to the project, that must be weighed against the potential operating cost savings associated with this type of energy. Wood pellets are stored in a silo that is connected to a 15 ft x 25 ft boiler house. It will be strategically placed on the site to provide efficient connection to each building and be easily accessible by service vehicles making routine stops for pellet supply. A representative example was provided by FVB and is appended herein for reference purposes.

NET ZERO CARBON PERFORMANCE STANDARD

This Forest Bio-Economy Showcase Urban Community Living Project will be designed to the Zero Carbon Building Design Standard v2 established by the Canada Green Building Council. Buildings will strive to be highly energy efficient, producing on site energy from Photovoltaics and reduce annual

carbon emissions. Listed below are some design considerations that have been made to meet Net-Zero Carbon performance.

- **Site Considerations**

This project can use Solar Canopy Car Charging Stations. The canopies while providing shaded areas in the parking lot also collect solar energy to be used for electric vehicles, exterior parking lights and the building itself. Making these site components independent from the building reduces the required load being drawn from the buildings electrical systems. In addition to this, rainwater harvesting will be stored and used to irrigate landscaping on site or can be used as grey water to flush plumbing fixtures within the common and mixed-use program components of the project.

- **Mechanical Considerations**

When designing mechanical systems to meet the Zero Carbon Building Standard, there are a variety of strategies that can be implemented to significantly reduce environmental impact without sacrificing performance.

The building's HVAC System will use high efficiency Tempeff energy recovery units as the Dedicated Outdoor Air System. These units have a Dual Core heat recovery system that allows for effectiveness rated at 92.8% in winter and 80.1% in summer conditions to reduce both heating and cooling loads for the building. An added benefit of Tempeff's dual core heat recovery system is that by swapping airflow directions across the core, the need for a traditional defrost strategy is eliminated, which significantly boosts effectiveness in winter conditions. Space heating and cooling for each building zone will be provided by VRF

heat pumps tied into a geothermal exchange loop. By circulating a glycol water solution through an underground piping loop, this system can take advantage of the Earth's stable ground temperatures to absorb and reject thermal energy to suit the building's demand. The heat is then transferred to the building's refrigerant loop, causing a temperature lift to produce the heat required to maintain and exceed building loads. Due to the minimal demand for electricity from the geo-exchange (only water pumps and refrigerant compressors) a well-designed geo-exchange system should deliver a COP of 3 to 6.

Designing with efficient mechanical systems is important for a Zero Carbon building, but a proper controls strategy ensures that these systems are used to their fullest potential. By grouping zones with similar exposure conditions and occupancy schedules, we can implement setback periods to reduce the HVAC system load when the demand is lower.

- **Electrical Considerations**

For electrical building systems there are several strategies in addition to typical reference buildings of this type proposed to meet the Zero Carbon Building Standard.

For lighting energy savings, all indoor luminaires are to be high-efficiency LED type DLC listed fixtures (>120 lumens/watt) with continuous dimming, daylight harvesting provided for controls of all spaces with windows and natural daylight in addition to all mandatory NECB 2017 lighting control requirements for maximum energy savings and to meet

IES recommended light levels for various applications.

All exterior parking lot and site lighting (except for building mounted wall-packs) will be powered by way of solar PV panel canopies and will be included with on-site energy/battery storage, DC-AC output inverter and distribution equipment to provide off-grid green power for a combination EV charging stations and site lighting power distribution.

For energy use offset there will be approximately 250 kW of AC solar generation with string inverters proposed; all to be roof mounted to cover up to 75% of the building roof area for on-site green energy generation related to servicing associated building lighting and mechanical equipment loads.

CAPITAL COST ANALYSIS

OVERALL DEVELOPMENT COSTS

This estimate provides a high-level opinion of the Capital Costs required to construct the project. It is expressed in terms of Project Capital Costs consisting of construction plus ancillary costs. The capital cost analysis is at a “Class D” level because it occurs at the initial stages of a contemplated project. The cost accuracy of the estimate is low because there is little information available to inform the estimate. For this reason, a Class d involves establishing unit rates for the construction, based on historical data gathered for similar projects within Sault Ste. Marie. Class D estimates are within 20% to 30% accuracy as described in the Cost Estimate Classification System illustration below.

The Total Anticipated Project Costs associated with the Forest Bio Economy Showcase Community is approximately \$91 million. These estimates are expressed in 2023 dollars and exclude escalation that will likely transpire between this date and project implementation. This estimate does not reflect any unique market conditions or increased escalation that may be affecting the local marketplace. This estimate does not include the cost of environmental remediation, or extraordinary costs associated with making the site “Development” ready. It reflects an “order of magnitude” for the baseline that would apply to a normal site that is ready to accept conventional construction design and construction techniques, located within the city’s downtown core.

COST ESTIMATE CLASSIFICATION SYSTEM						
AACE	Class 5	Class 4	Class 3		Class 2	Class 1
DND			Indicative		Substantive	
RAIC	OME	Sketch Design	Design Develop		Contract Documents	Tender Documents
GOC	OME	D	C	← B →		A
Design Documentation % Complete		12.5%	25.0%		95.0%	100.0%
Cost Estimate Accuracy (+/-%)	+/- 30%	+/- 20-30%	+/- 15-20%		+/- 10-15%	+/- 5-10%

Legend

- AACE Association for the Advancement of Cost Engineering
- DND Department of National Defence
- GOC Government of Canada
- RAIC Royal Architectural Institute of Canada
- OME Order of Magnitude Estimate

22045 Forest Bio Economy Showcase Community			
Building	Total GFA	Subtotal Project Cost	Cost / SF
Apartment Building 1			
Subtotal	45,000	\$ 15,553,750	\$ 346
Apartment Building 2			
Subtotal	45,000	\$ 15,553,750	\$ 346
Apartment Building 3			
Subtotal	45,000	\$ 15,553,750	\$ 346
Apartment Building 4			
Subtotal	45,000	\$ 15,553,750	\$ 346
Residential Community Amenities			
Allowance	14,500	\$ 5,069,375	\$ 350
Commercial / Retail 1			
Allowance	7,500	\$ 1,889,688	\$ 252
Commercial / Retail 2			
Allowance	7,500	\$ 1,889,688	\$ 252
Interpretive Centre / Project Showcase			
Allowance	1,500	\$ 528,438	\$ 350
Subtotal for Buildings	211,000	\$ 71,592,188	
Subtotal for Civil / Site Work	250,000	\$ 2,500,000	\$ 10
Soft Costs	12%	\$ 8,891,063	
Total Project Costs - Class D estimate		\$ 82,983,250	\$ 393

Excludes:

Premiums associated for Net Zero / Sustainability / Forest Bio Economy Design related features – assume 15% (approx. \$10 mill)

Extraordinary costs associated with making the site “Development Ready.”

Cost of contaminated soil removal and other environmental remediation

Furniture Fixtures and equipment

Escalation contingency

Financing costs

Value-added tax (e.g. Harmonized Sales Tax, Goods and Services Tax, or other)

Premiums associated with Public-Private Partnership procurement model.

Development charges

Easement costs and right of way charges

Land acquisition costs and impost charges

Legal fees and expenses

Owner’s staff and associated management

Professional fees and expenses

Demolition of existing facilities

Unexpected labour unavailability, productivity disruptions, and supply chain disruptions leading to delays and added costs

APPENDIX A

IDEA

PLANNING ANALYSIS

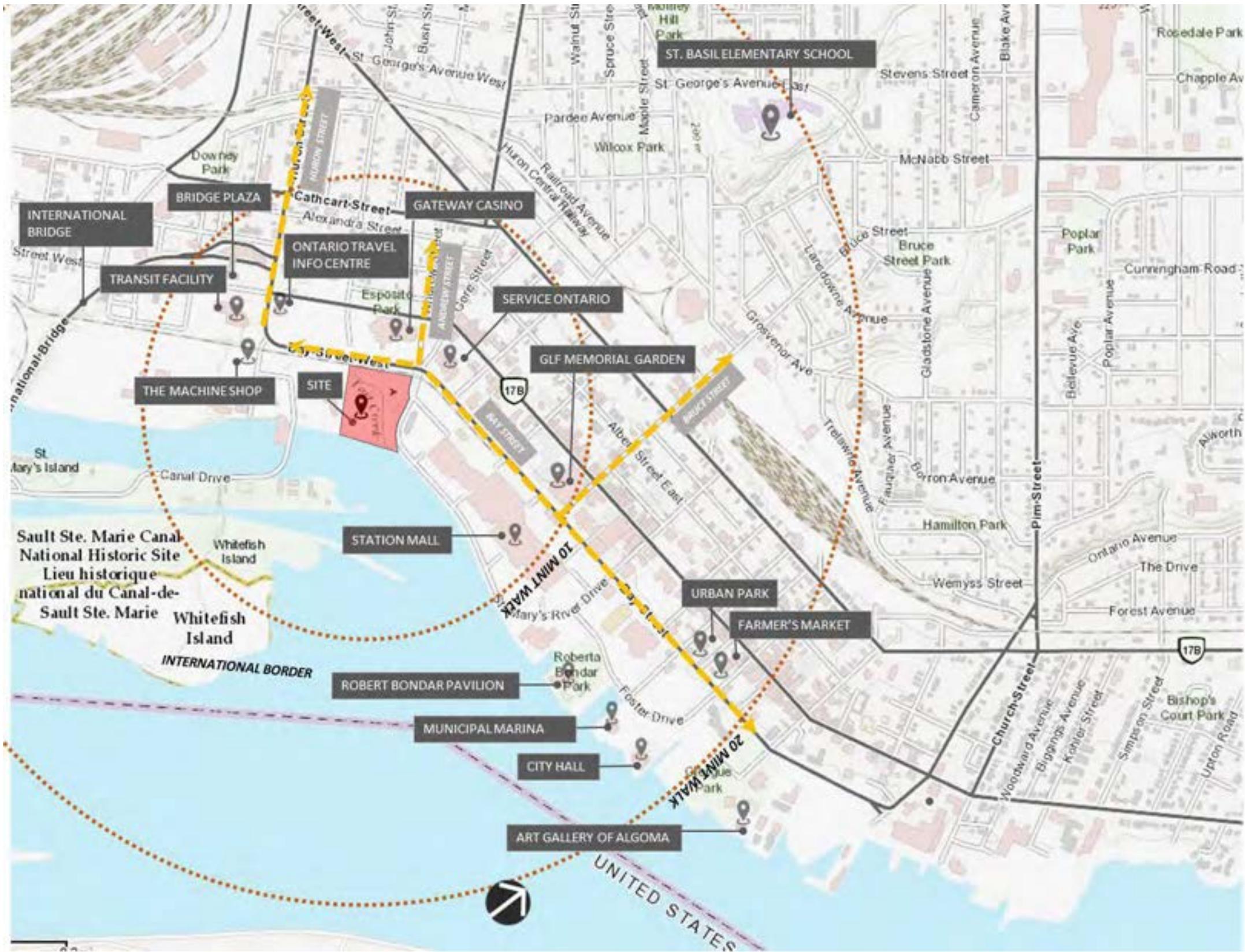
URBAN LIVING SHOWCASE COMMUNITY

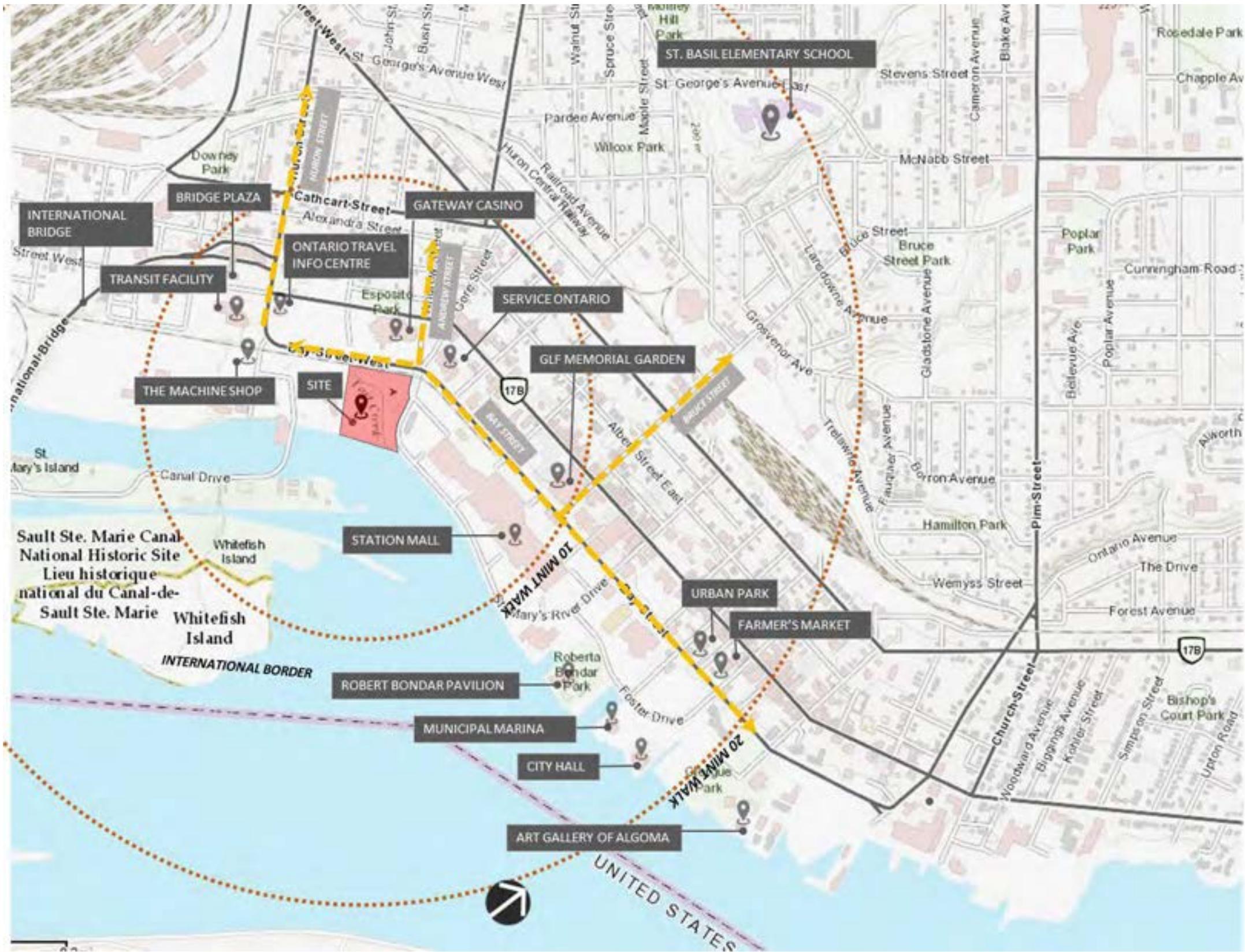
PROJECT SCOPING REPORT

IDEA

INTEGRATED DESIGN
ENGINEERING + ARCHITECTURE









SITE REQUIREMENTS FOR PROPOSED DEVELOPMENT

ZONING (BY-LAW 2005-150): C3
RIVERFRONT COMMERCIAL ZONE

SETBACKS:
 FRONT YARD = 12m (Bay street)
 EXTERIOR SIDE YARD = 7.5m (St. Mary's River drive)
 INTERNAL SIDE YARD = 7.5m (West property line)
 OTHER LOT LINE = 10m (Riverfront)

LANDSCAPE OPEN SPACE:
100% OF FRONT AND EXTERIOR YARD

SITE AREA
 TOTAL LAND AREA AVAILABLE GATEWAY
 SITE = 65292 SM approx.

LAND USED TO ACCOMMODATE THIS PROJECT
 SITE AREA OPTION 1 = 22213 SM
 SITE AREA OPTION 2 = 23373 SM



OPTION 1



OPTION 2

REQUIRED PARKING		Option 1	Option 2
Residential (180,000 SF)	117 spaces (0.75 x 156 units) <i>Minor variance – from 1.25 to 0.75/unit</i>	Residential Parking Req. 117 spaces Parking Provided = 136 spaces Remaining = 19 spaces	Residential Parking Req. 117 spaces Parking Provided = 195 spaces Remaining = 78 spaces
	Barrier free - 7 spaces <i>(6% of required residential)</i>	Commercial / Amenities GFA allowable = 5,850 SF w/o (minor variance 0.75 / 100 SM)	Commercial / Amenities GFA allowable = 24,000 SF w/o (minor variance 2 / 100 SM)
Commercial / Amenities (31,000 SF)	100 spaces (3.5/100sq. mt.) Barrier free - 4 spaces <i>[3(first fifty+1)]</i>		
TOTAL	228 spaces		

LEGENDS:
 BUILDING ENTRANCE
 VEHICULAR ACCESS

NOTE: Minor variance may be required for potential additional in parking structure.

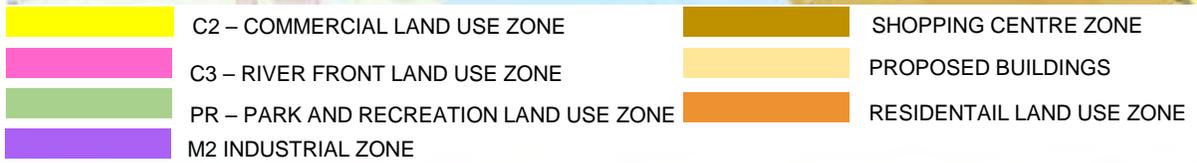
OPTION 1



PROJECT BENEFITS

- Capitalizes on the benefits of urban living due to its proximity to downtown attractions (Mill Square, Station Mall, Gateway Casino, Queen St. etc)
- Provides direct connectivity between the Mill Square site and the Station Mall, Casino and waterfront
- Compatible with and complements adjacent land uses.
- Connects to city's recreational trails (hub trail and waterfront walkway)
- Introduces much needed residential accommodations (condominium and rental apartment living) to the SSM
- Site is suitable for residential accommodations because it provides access to green space, and significant views to waterfront,
- Increases people density and economic activity in the downtown core
- Its high-profile location makes it suitable as a "living showcase" for:
 - Net Zero Carbon, Carbon Neutral, LEED certified development
 - Alternative energy development utilizing bio-fuel district heating, photovoltaic solar panels, and grey water capture and re-use technologies
 - Green building technologies utilizing regional forest products such as CLT, local materials, and heavy timber construction
 - Brown field conversion – environmental sustainability
 - unique and integrated programming experiment that explores mixed-use programming that will compliment the residential living with arts and craft studios, artisanal food and beverage shops, business and personal service, retail.

OPTION 2











PUBLIC PLAZA



ENTRANCE PLAZA



1.PRIVATE BALCONIES



2.OUTDOOR ACTIVITY AREAS





MIXED-USE PROGRAMING

Retail, Food & Beverage, Business and Personal Services, Interpretive Centre

APPENDIX B

IDEA

PROJECT ILLUSTRATIONS



IDEA

INTEGRATED DESIGN
ENGINEERING + ARCHITECTURE

URBAN LIVING SHOWCASE COMMUNITY

IDEA

INTEGRATED DESIGN
ENGINEERING + ARCHITECTURE



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APPENDIX C

BDO

MARKET RESEARCH AND NEEDS ASSESSMENT FINANCIAL ANALYSIS AND BROAD ECONOMIC IMPACT STATEMENT



SAULT STE. MARIE



City of Sault Ste. Marie
Forest Bio-Economy Showcase Community
Market Study/Needs Assessment and
Options Report



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INTRODUCTION & BACKGROUND

As of 2021, the City of Sault Ste. Marie is home to 79,331 residents, with 35,732 private dwellings occupied by usual residents. Presently, there is an ongoing concern with the lack of housing, particularly in the downtown core, further justified by the 10.7% core housing need in the City as of 2022.

As a result, the City of Sault Ste. Marie has requested a feasibility study that considers the growing demand for sustainable and affordable housing potentially situated on two prominent sites located on the city's waterfront and downtown core. The rationale for this build is clear, the project will create both social and economic opportunities for the community through expansion of urban housing opportunities, employment and development of the City's downtown core. Content throughout this report will evaluate mixed-used programming which may include; affordable community housing, multi-unit residential apartments, community centre, retail, business and personal services, cultural and/or education centre with the exploration of alternative energy sources for the project.

This document will detail the relevant market research and overall financial feasibility based on a review of options for the project, with an emphasis on sustainable building practices and technology.

Project Scope

The following outlines the approach taken in preparation of this report

- Conduct initial market research to establish demand for housing using;
 - Canadian Market Housing Corporation (CMHC) data on rental rates, core housing needs, vacancy rates, unit mix, etc.
 - StatsCan data on current and future Sault Ste. Marie demographics
 - StatsCan data on current and future housing starts in Sault Ste. Marie
 - City of Sault Ste. Marie future housing projects
- Perform a high-level financial analysis to determine mixed-used program options for feasibility purposes
- Conduct a high-level economic impact analysis to evaluate the impacts of project in Sault Ste. Marie
- Share the foregoing with the City of Sault Ste. Marie Project Team and provide suggestions/considerations
- Provide a final summary of findings/observations found throughout this report

MARKET ASSESSMENT

A market assessment provides a comprehensive analysis of the current local housing industry to enable decision making regarding need and demand for housing offerings.

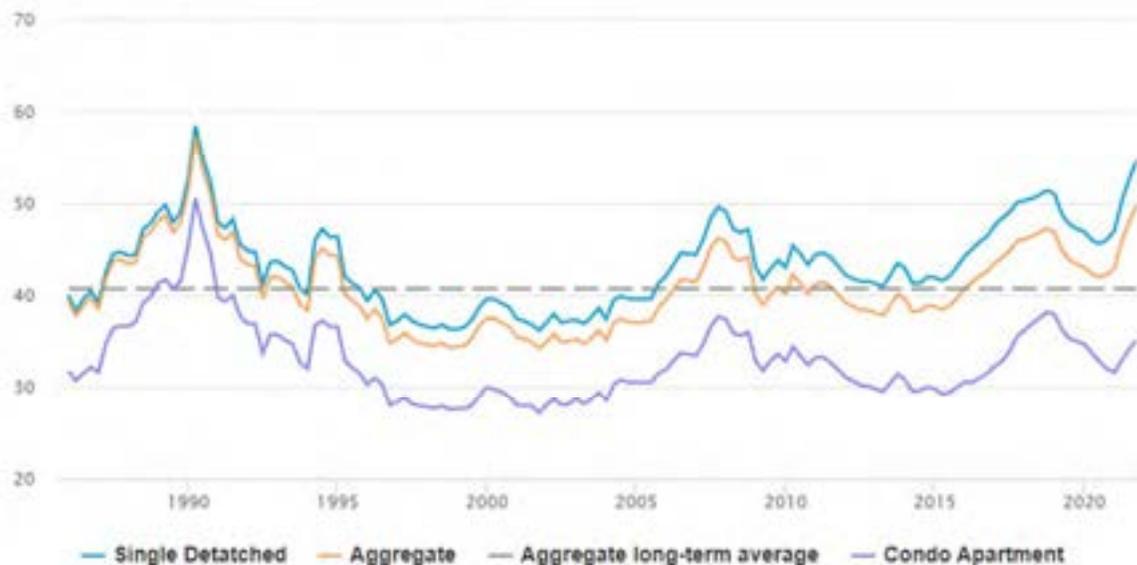
Canada - Housing Data

The Canadian housing market continues to be one of the more controversial topics across the country as prices continue to soar and affordability continues to worsen as a result. The following provides a snapshot of the current housing market in Canada and factors that contribute to the volatility.

According to a study conducted by RBC of the Housing Affordability Measures in Canada¹, ownership costs as a percentage of median household income in Canada is anticipated to peak in early 2023. The rapid price escalation has made it extremely difficult for many new and existing homebuyers and as rates continue on an upward trajectory, this will only have a negative effect on affordability levels. The chart below indicates the need nationally for affordable housing and increased demand for government support as the economics provide context for decision making.

RBC Housing Affordability Measures - Canada

Ownership costs as % of median household income



Source: RBC Economics

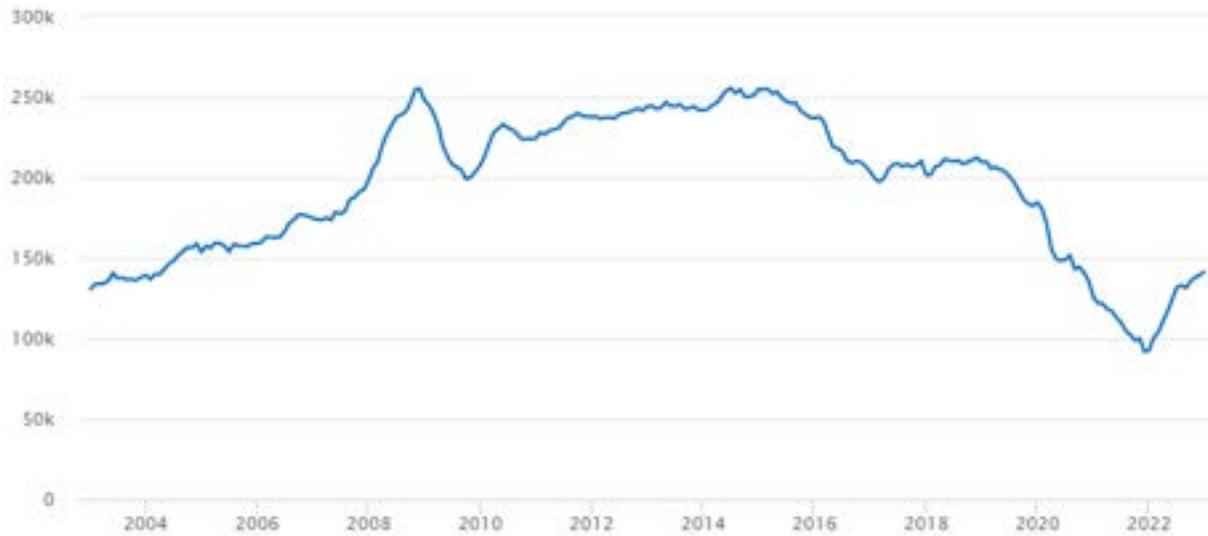
It is also important to note that based on the Canada Retail Association² homes for sale, inventories are at historic lows and there are no signs of overbuilding anywhere in the country. The population in Canada is continuing to grow, supported by immigration in the short-to-medium term and it is anticipated that housing stock must expand to accommodate population growth.

¹ [Housing affordability spiraling to worrisome levels \(rbc.com\)](https://www.rbc.com/economics/housing-affordability)

² [Canadian housing market outlook: The bottom of the downturn is in sight - RBC Thought Leadership](https://www.rbc.com/economics/canadian-housing-market-outlook)

Homes for sale inventories are still historically low

Active listings on MLS across Canada, number of units, seasonally adjusted



Source: Canadian Real Estate Association, RBC Economics

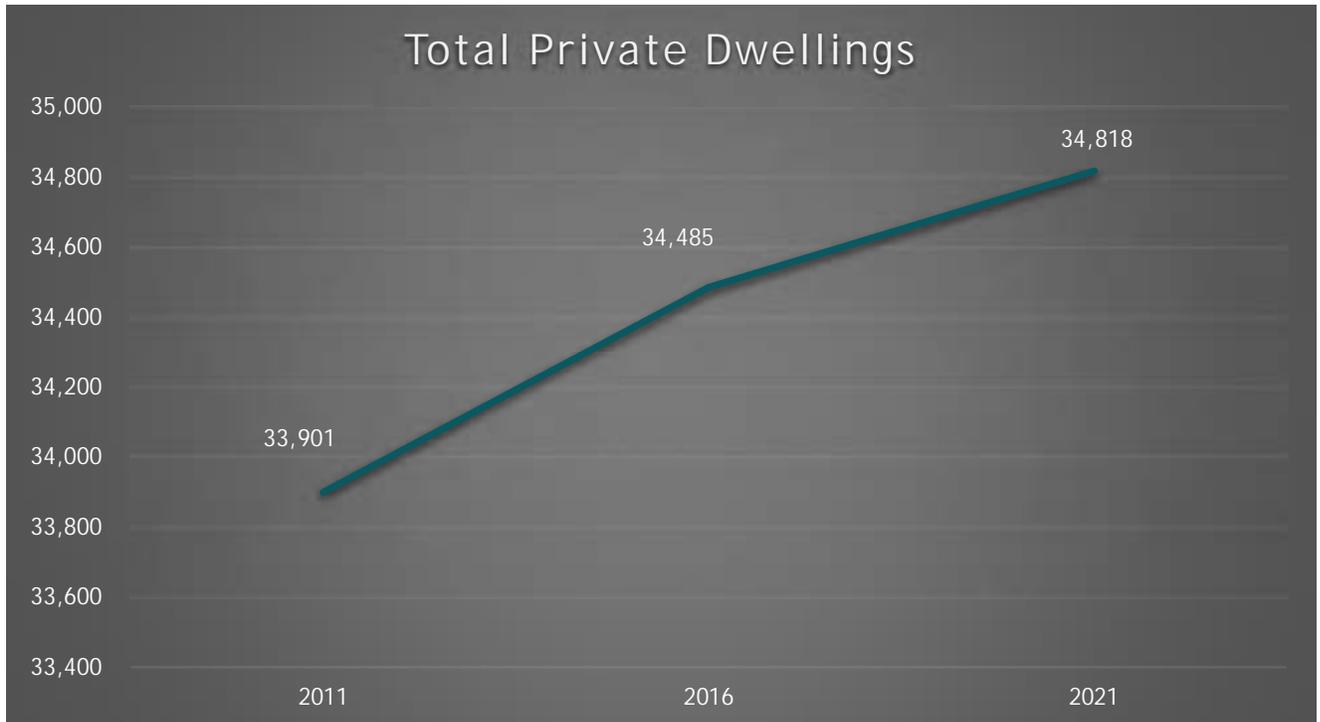
Canada Housing Market Summary

Housing inventories in Canada are at historically low levels and the ownership cost as a percentage of median household income is at historical highs, meaning that availability and affordability of housing across the country is an ongoing concern. Expansion in the housing market is required in order to stabilize and ultimately increase the affordability of homes in the country. The need for affordability at a national level is at a peak and government funding is more focused on sustainable models for mixed-income affordable housing.

Sault Ste. Marie - Housing/Demographic Data

Private Dwellings in Sault Ste. Marie

Definition: a set of living quarters designed for or converted for human habitation in which a person or group could reside in

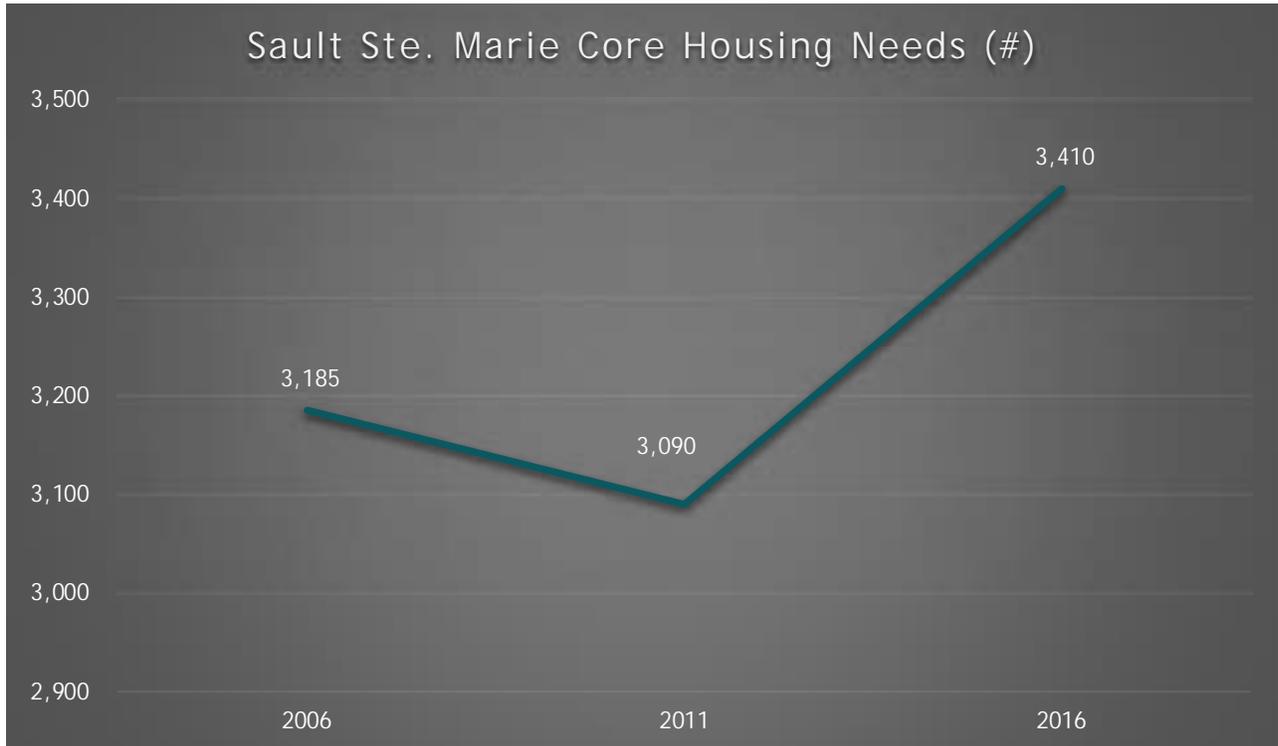


Findings: Total private dwellings in Sault Ste. Marie increased by 584 from 2011 to 2016 (or 116 per year) and 333 from 2016 to 2021 (or 66 per year). There is continued demand for building of private dwellings in Sault Ste. Marie over the last 10 years.

Core Housing Needs (CHN)

Sault Ste. Marie Core Housing Needs (#)

Definition of CHN: Households living in dwellings considered unsuitable, inadequate or unaffordable taking into consideration income levels such that one could not afford alternative suitable or adequate housing in their community.

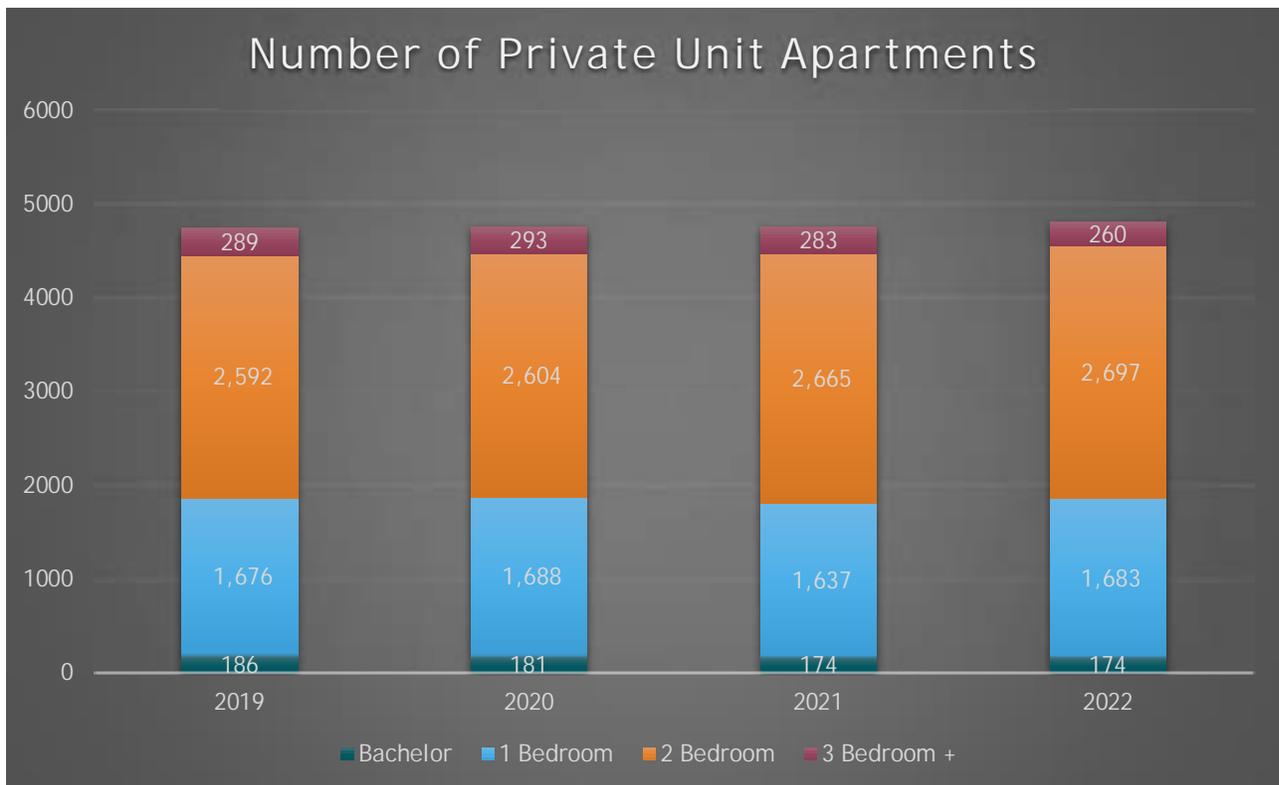


Findings: Sault Ste. Marie core housing needs have increased by 310 from 2011 to 2016 (62 per year) and a total of 7% from 2006 to 2016. As identified in the chart, the demand for core housing in Sault Ste. Marie has increased over the 10-years.

Multifamily Residential in Sault Ste. Marie

Definition: Multifamily residential (also known as multi-dwelling unit or MDU) is a classification of housing where multiple separate housing units for residential inhabitants are contained within one building or several buildings within one complex. Units can be next to each other (side-by-side units), or stacked on top of each other (top and bottom units). A common form is an apartment building. Sometimes units in a multifamily residential building are condominiums, where typically the units are owned individually rather than leased from a single apartment building owner.

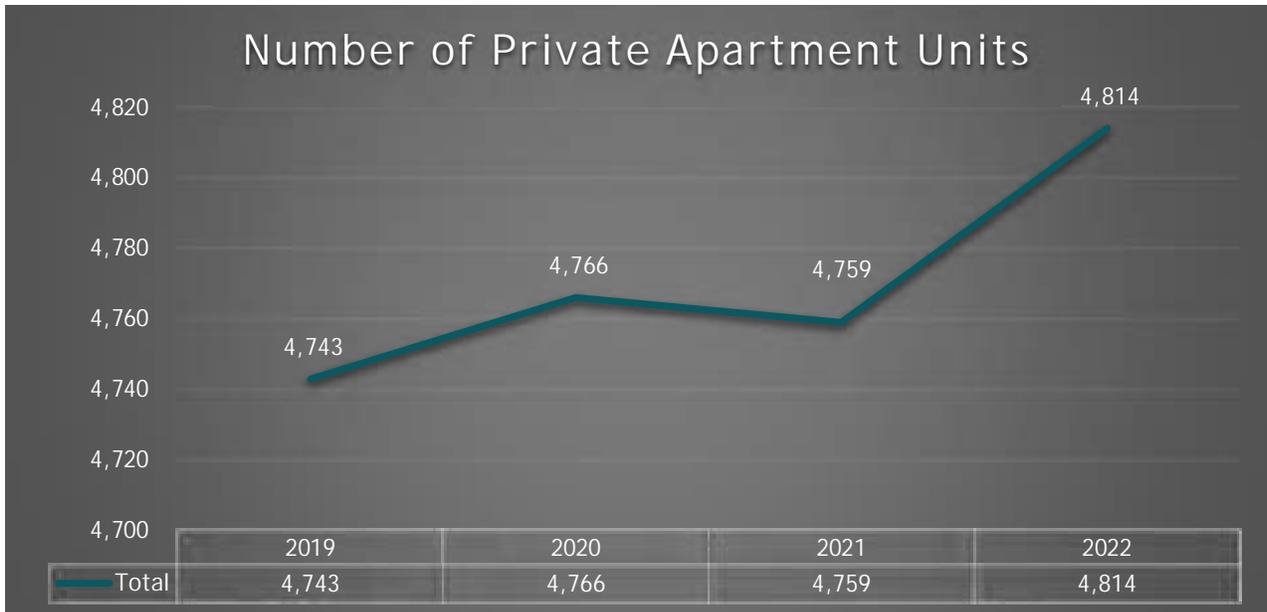
Historical



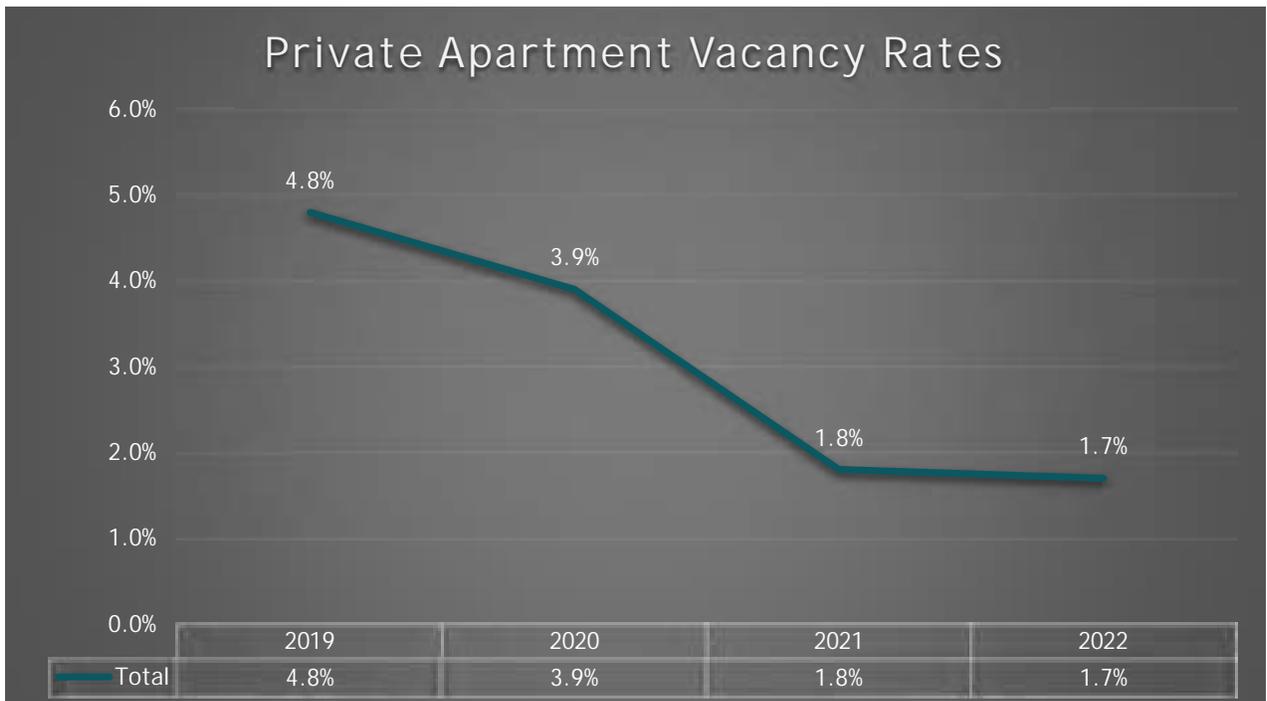
Findings: In 2022:

- 56% of total apartments were 2 Bedroom
- 35% of total apartments were 1 Bedroom
- 5% of total apartments were 3 Bedroom +
- 4% of total apartments were Bachelor

Of the total Private Unit Apartments, 1- and 2-bedroom apartments made up 91% of the total unit mix in Sault Ste. Marie. The remaining 9% of units were 3+ bedroom or bachelor. Refer to Appendix B for a further breakdown.



Findings: Since 2019 the number of private apartments has risen by 71 or approximately 18 apartments per year. The number of private apartments has increased over the last 4-years with continued demand anticipated beyond 2022.



Findings: Private Apartment Vacancy Rates are at a 4-year low of 1.7% and have steadily declined from 2019 to 2022. Demand is high and there is a continued need to provide more units than are currently being constructed in the City.



Findings: The average price of an apartment has risen by \$174 (20%) from 2019 to 2022 or on average \$43 per year.

Local/Regional Market Assessment Summary

From 2019 to 2022, the number of new apartments has increased 1.5% and the number of private dwellings has increased 2.7%. Although a slight increase, the average rent has gone up 20% from 2019-2022 and in that time the vacancy rate has significantly declined to a low of just 1.7%. In general, a healthy vacancy rate is considered to be around 3% for both renters and landlords. At these healthy levels, renters have enough options to choose from at a reasonable price and landlords should have no problem filling vacancies. The current vacancy rate in Sault Ste. Marie indicates that there are fewer units for people to rent, which has a direct impact on the price and housing affordability in the community. Based on that information, it could be safely assumed that there is significant demand for additional housing in Sault Ste. Marie at affordable prices.

Current/Planned MDU Development

Current or planned MDU construction in 2023-24 was provided by the City of Sault Ste Marie planning department. These number outlines major MDU development additions to the housing mix, but does not include smaller developments (e.g., 4-8plex, etc.). The assumption is that these will balance with those leaving the mix (e.g., conversions to single family or demolished).

Based on information provided by the City of Sault Ste. Marie project team, the following is a list of future larger MDU projects that are currently underway, or intended to commence construction in the next 12-24 months:

Building	Location	Units
Trinity Tower	352 Great Northern Road	58
Sault Legion	96 Great Northern Road	107
110 Pim St.	110 Pim St.	104
Windsor Park Retirement Home	617 Queen St. E	56
Tech	130 Wellington St. E	120

The results of the scenario analysis in Appendix A point to the fact that there is a need for further MDU developments in Sault Ste. Marie. The scenario analysis used existing CMHC data to establish trends in MDU growth, mix and vacancy rate and examined current/planned MDU development (data provided by the City) under the assumption that 100%/75%/50% of planned development will be constructed over the next five (5) years. Note that the analysis at the bottom of Appendix A explain the assumptions used in the analysis. Outcomes from the scenario analysis include:

- **Scenario 1** - 100% of Units are built from 2023-2027; average of 32 new units required annually to reach 3% vacancy rate
- **Scenario 2** - 75% of Units are built from 2023-2027; average of 99 new units required annually to reach 3% vacancy rate
- **Scenario 3** - 50% of Units are built from 2023-2027; average of 166 new units annually required to reach 3% vacancy rate

Appendix B outlines the mix of units, with 1- and 2-bedroom units make up 91% of existing units and will stay at that rate in the future. CMHC data does not define bachelor apartment vacancy rates, but if Windsor Park Retirement home opens, there would be another 56 units in the mix.

Market Assessment Summary

These numbers provide a high-level analysis of government and local housing data and indicate there is a need for additional MDU housing development in Sault Ste. Marie. Although the analysis shows there is housing demand exceeding supply in Sault Ste. Marie, further discussion and due diligence, particularly in the areas of population growth/mix/immigration and other planned housing developments experiencing inflationary pressures not captured in the local data are required to make informed decisions for a next phase of this project.

OPTIONS AND FINANCIAL ANALYSIS

With trends in the local market favouring the project and expressed need in the City of Sault Ste. Marie to improve the housing supply, two options were provided for consideration with costing by IDEA as follows:

- Option 1 - 4x 5-Storey 39 Unit Apartment Buildings
- Option 2 - 4x 5-Storey 39 Unit Apartment Buildings with Commercial Space

Opportunities for partnering, energy modelling, construction design options and associated funding will influence the level of development and affordability of these options. The affordability analysis follows with alternatives for contributions and funding/financing based on current state economic conditions.

Affordability Analysis

Major assumptions were utilized in order to analyze each of the options using the affordability matrix tool. The tool performs analysis on site/design options to identify significant annual revenue and expense line items, using Class D capital costs (derived from industry standard quantity estimating by IDEA and Tulloch), funding/financing scenarios and ability to service debt. It is a high-level visual representation of the current annual capital and operating conditions for the option. The red (not feasible), yellow (caution), and green (feasible) colours provide guidance on the risk/viability to the proponent of pursuing the options at a given contribution and borrowing level.

Major assumptions are listed below:

- Capital Costs are based on Class D estimates provided by IDEA and Tulloch (see main body of report)
- 156 total units³ made up of 40% 1-bedroom and 60% 2-bedroom (based on above market study of Private Apartment data in Sault Ste. Marie)
 - 50% of units are considered affordable (at 79% of median market rent) and 50% are charged at the median market rate⁴ to achieve maximum scoring for the CMHC Co-Investment Loan program. Other energy and accessibility criteria are assumed to be incorporated into design.
 - 1-bedroom median market rent in Sault Ste. Marie: \$917 (affordable: \$724)
 - 2-bedroom median market rent in Sault Ste. Marie: \$1,092 (affordable: \$863)
- Other revenue includes:
 - \$60/unit for parking
 - \$50/unit for storage
 - \$10/unit for laundry
 - 5% vacancy/bad debt

³ Up to 10% of total apartment units can be home studio apartments

⁴ a premium on MMR for new build "market" rents should be factored in based on design and location advantages in future phases

In addition to above, other revenue for ONLY Option 2 includes:

- 31,000 GFA of commercial/retail space leased at \$17.00 per sq. ft. on a triple net lease basis
- Operating expenses - estimated at 35% of revenue based on comparator development which includes:
 - Utilities
 - Repairs and Maintenance
 - Wages
 - Replacement Reserve
 - Management Fee
 - General and Admin
- Income Available for Debt Servicing - surplus of income from operations
- Loan Terms: 3% interest amortized over 30-years



Affordability Matrix: Option 1 - Apartment Rentals

City of Sault Ste. Marie - Feasibility Study - Forest Bio-Economy Showcase Community
 Option 1: 4 x 5-Storey 39 Unit Apartment Building
 Estimated Total Capital Cost: \$71,000,000 (7)

Stakeholder Contributions (Equity/Govt Programs)	Significant Line Items	Total \$
\$18M/25%	Revenue (1)	\$ 1,713,051
	Other Revenue (2)	213,408
	Expenses (3)	(674,261)
	Income available for debt servicing (4)	1,252,199
	Mortgage (\$53M Loan) (5)	(2,688,000)
	Surplus/(Shortfall)	\$ (1,435,801)
\$35.5M/50%	Revenue (1)	\$ 1,713,051
	Other Revenue (2)	213,408
	Expenses (3)	(674,261)
	Income available for debt servicing (4)	1,252,199
	Mortgage (\$35.5M) (5)	(1,791,767)
	Surplus/(Shortfall)	\$ (539,569)
\$46M/65% Breakeven (6)	Revenue (1)	\$ 1,713,051
	Other Revenue (2)	213,408
	Expenses (3)	(674,261)
	Income available for debt servicing (4)	1,252,199
	Mortgage (\$25M) (5)	(1,262,000)
	Surplus/(Shortfall)	\$ (9,801)
\$53M/75%	Revenue (1)	\$ 1,713,051
	Other Revenue (2)	213,408
	Expenses (3)	(674,261)
	Income available for debt servicing (4)	1,252,199
	Mortgage (\$18M Loan) (5)	(896,000)
	Surplus/(Shortfall)	\$ 356,199

Notes:

- 1) Revenue based on 156 total units - 40% 1-bedroom & 60% 2-bedroom + 50/50 affordable/market mix based on [CMHC MMR and Co-I funding](#)
- 2) Other revenue derived from parking + storage + laundry on a per-unit basis
- 3) Operating expenses based utilities and general & admin expenses using comparator data - 35% of total revenue
- 4) Income available (revenue less expenses) to service debt
- 5) Loan terms: 3% interest and 30 year amortization
- 6) Breakeven point of \$46M funding or 65%
- 7) Total Capital Cost of \$71M based on IDEA Class D cost estimates & Tulloch Site Servicing Review

Affordability Matrix: Option 2 - Apartment Rentals & Commercial/Retail Space

City of Sault Ste. Marie - Feasibility Study - Forest Bio-Economy Showcase Community
 Option 2: 4 x 5-Storey 39 Unit Apartment Building + Commercial/Retail Space
 Estimated Total Capital Cost: \$81,500,000 (7)

Stakeholder Contributions (Equity/Govt Programs)	Significant Line Items	Total \$
\$20.4M/25%	Revenue (1)	1,713,051
	Other Revenue (2)	740,408
	Expenses (3)	(858,711)
	Income available for debt servicing (4)	1,594,749
	Mortgage (\$61.1M Loan) (5)	-3,085,000
	Surplus/(Shortfall)	\$ (1,490,251)
\$40.75M/50%	Revenue (1)	1,713,051
	Other Revenue (2)	740,408
	Expenses (3)	(858,711)
	Income available for debt servicing (4)	1,594,749
	Mortgage (\$40.75M) (5)	(2,057,000)
	Surplus/(Shortfall)	\$ (462,251)
\$50M/61% Breakeven (6)	Revenue (1)	1,713,051
	Other Revenue (2)	740,408
	Expenses (3)	(858,711)
	Income available for debt servicing (4)	1,594,749
	Mortgage (\$31.5M) (5)	(1,590,000)
	Surplus/(Shortfall)	\$ 4,749
\$61.1M/75%	Revenue (1)	1,713,051
	Other Revenue (2)	740,408
	Expenses (3)	(858,711)
	Income available for debt servicing (4)	1,594,749
	Mortgage (\$20.4M) (5)	(1,028,000)
	Surplus/(Shortfall)	\$ 566,749

Notes:

- 1) Revenue based on 156 total units - 40% 1-bedroom & 60% 2-bedroom + 50/50 affordable/market mix based on [CMHC MMR and Co-I funding](#)
- 2) Other revenue derived from parking + storage + laundry on a per-unit basis in addition to 31,000 GFA of commercial/retail space rented at \$17.00 per sq. ft. on a triple net lease basis
- 3) Operating expenses based utilities and general & admin expenses using comparator data - 35% of total revenue
- 4) Income available (revenue less expenses) to service debt
- 5) Loan terms: 3.0% interest and 30 year amortization
- 6) Breakeven point of \$50M funding or 61%
- 7) Total Capital Cost of \$81.5M based on IDEA Class D cost estimates & Tulloch Site Servicing Review

ECONOMIC IMPACT

When considering affordable housing investment in Sault Ste. Marie, it is important to take into account the resulting downstream economic benefits to the city's industries, businesses, and residents. Estimating the impact of investment on a community is possible by modelling the correlations between economic factors (GDP, labour income, etc.) at a point in time. This allows for the division of the economic impacts into three categories:

- Direct impacts are effects directly created by the investment and its development; for this project, the direct effects would be on industries such as construction and professional and technical services sectors, with direct effects such as job and GDP creation.
- Indirect impacts are effects generated from the direct impacts from an investment. In this project, these arise through business-to-business interactions throughout the supply chain, such as the purchase of raw inputs from other industries further upstream in the supply chain, and the resulting revenue and job creation from those purchases.
- Induced impacts include the economic activity or jobs created through spending of the labour incomes from the project of investment. In this case, it would be the local spending on goods and services by workers employed in the direct or indirect jobs created by the investment.

National and Provincial Multipliers⁵ are input-output multipliers that quantify the effects on the economy of a change in final demand for the output of a given industry.

Direct Impact

In Ontario, investment in Residential Construction is affected by these direct impact multipliers on the value of the capital investment:

- GDP: \$0.481 per dollar invested (e.g., \$100 investment = \$48.10 increase in direct GDP)
- Labour income: \$0.316 per dollar invested (e.g. \$100 investment = \$31.6 increase in direct labour income)
- Jobs: 4.35 direct jobs per \$1,000,000 invested

Indirect and Induced Impact

In Ontario, investment in Residential Construction is affected by these indirect and induced multipliers on the value of the capital investment:

Indirect Multipliers:

- GDP: \$0.304 per dollar invested (e.g., \$100 investment = \$30.4 increase in indirect GDP)
- Labour Income: \$0.195 per dollar invested (e.g. \$100 investment = \$19.5 increase in indirect labour income)
- Jobs: 2.911 indirect jobs per \$1,000,000 invested

⁵ [Input-output multipliers, provincial and territorial, detail level \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/59-628-x/2016001/article/00001-eng.htm)

Induced Multipliers

- GDP: \$0.242 per dollar invested (e.g., \$100 investment = \$24.2 increase in induced GDP)
- Labour Income: \$0.100 per dollar invested (e.g., \$100 investment = \$10 increase in induced labour income)
- Jobs: 1.88 induced jobs per \$1,000,000 invested

Using StatsCan Provincial Multipliers displayed above, we can forecast the economic impacts of a housing construction project on the province, based on the capital investment. The following charts illustrate the economic impact of the project at the \$71 million, and \$81.5 million levels of investment.

Option 1 - \$71 Million Dollar Investment

Economic Impact of \$71M Investment			
Economic Factor	Direct Impact	Indirect Impact	Induced Impact
GDP	\$34,151,000	\$21,584,000	\$17,182,000
Labour Income	\$22,436,000	\$13,845,000	\$7,100,000
Jobs	309	207	133

Option 2 - \$81.5M Investment

Economic Impact of \$81.5M Investment			
Economic Factor	Direct Impact	Indirect Impact	Induced Impact
GDP	\$39,201,500	\$24,776,000	\$19,723,000
Labour Income	\$25,754,000	\$15,892,500	\$8,150,000
Jobs	355	237	153

Other Social/Economic Impacts

- Individuals who go from paying market rent prices to paying affordable rent prices gain disposable income equal to the difference in these two values (Miller and Ofrim, 2016),⁶ which can be then used for necessities or savings.
- Rehabilitating properties and proper ongoing maintenance were associated with increased property values.⁷

⁶ Miller and Ofrim (2016). *Social return on investment (SROI) of affordable housing development supported through the BC housing community partnership initiative*. Constellation Consulting Group.

⁷ Nguyen (2005). *Does affordable housing detrimentally affect property values? A review of the literature*. *Journal of Planning Literature* 20 (1): Pp. 1-12.

- Affordable housing leads to significantly fewer disease cases, healthcare cases, and healthcare costs, as well as lower greenhouse gas emissions, social assistance expenditure and crime.⁸
- Investment in supportive housing leads to reduced government expenditure on healthcare, social services, and justice systems at values over double the cost of investment.⁹
- Affordable housing may decrease emergency room usage, as 55% of vulnerably housed people use the ER at least once yearly compared to 13% of the general population.¹⁰

Economic Impact Summary

Modelling the impacts of investment into the Sault community's housing supply applies total multipliers to the investment of \$1.027 for GDP, \$0.611 for labour income, and 9.141 for job creation.¹¹ These multipliers can be divided into their direct, indirect, and induced economic impacts on the community for further analysis. Two investments of \$71,000,000 and \$81,500,000 provide projected values for GDP, labour income, and job creation from their respective projects, with each factor divisible into direct, indirect, and induced values. The larger \$81,500,000 investment creates more GDP, labour income, and job creation, but at a higher capital cost than the \$71,000,000 investment.

Economic Impacts of Investment		
Economic Factor	\$71M Investment	\$81.5M Investment
Total GDP Created	\$72,917,000	\$83,700,500
Total Labour Income Created	\$43,381,000	\$49,796,500
Total Jobs Created	649	745

The social, environmental, and economic impacts of affordable housing, such as decreased government costs in healthcare, justice, and social assistance, increased disposable income for renters, and lower greenhouse gas emissions are all factors beneficial for the community that go beyond the quantifiable economic effects found earlier in this section.

⁸ CANCEA (2015). *Socio-economic analysis: value of Toronto Community Housing's 10-year capital investment plan and revitalization*. The Canadian Centre For Economic Analysis.

⁹ Canadian Mental Health Association (2022). *CMHA election monitor: Supportive housing investment strengthens people and the economy*.

¹⁰ Zon, Molson, & Oschinski (2014). *Building blocks: the case for federal investment in social and affordable housing in Ontario*. Pp. 36.

¹¹ Unlike the other two multipliers, which are per dollar, the multiplier for job creation is per \$1 million invested.

FEASIBILITY SUMMARY

The analysis, to this point in prefeasibility, indicates that both options are worth studying further and contingent on meeting assumptions and providing contribution (equity, subsidies or government funding) as follows.

- Option 1 requires 65% equity/government funding to reach breakeven (adequate surplus to service debt);
- while Option 2 requires 61% equity/government funding to achieve breakeven.

With this in mind, consideration of the following will assist in further defining the project:

- Seek economies of scale for the building(s) to reduce capital costs and operating expenses. This may include seeking larger areas for energy distribution than the development itself.
- Continue to refine demand predictions for housing in the local Sault Ste. Marie market as projected residential construction projects occur
- Further assess local businesses or other user groups willing to lease space in Option 2 under identified terms
- Seek equity, subsidies, funding and identify equity gap support for project in addition to subsidies/grants for energy efficiency and innovative construction techniques

Next Steps are:

1. Confirm preferred option(s) for further study
2. Consult with partners/stakeholders on contributions and funding opportunities:
 - a. The City of Sault Ste. Marie to provide their own equity contribution in the project
 - b. Other programs are available (NOHFC, CMHC, OAHS, etc.) and should be considered as part of this project
 - c. Incorporate energy efficiency and wood-based products enhancements
3. Maintain a “shovel-ready” plan with ongoing design, costing, and financial adjustments as the development evolves:
 - a. Allows for quick response to short-term funding applications
 - b. Provides vision/targets for capital campaigns/equity gap support
 - c. Detailed cash flow analysis can be provided once capital contributions and revenue targets are confirmed

APPENDICES

Appendix A - Current/Projected Apartment Unit Supply

Sault Ste. Marie Current/Projected 2023-2027 Apartment Unit Supply

Scenario 1 - 100% of Units are Built from 2023-2027 (445 Total/5 years)										
Current (CMHC Data)					Projected (City Data)					
As of October 31	2019	2020	2021	2022	2023	2024	2025	2026	2027	5-Year Average
Total Units	4,743	4,766	4,759	4,814	4,903	4,992	5,081	5,170	5,259	5,081
Annual Additional Units		23	-7	55	89	89	89	89	89	89
Total Renters	4,515	4,580	4,673	4,732	4,808	4,885	4,963	5,042	5,123	4,964
Vacant Units	228	186	86	82	95	107	118	128	136	117
Vacancy Rate	4.80%	3.90%	1.80%	1.70%	1.94%	2.15%	2.32%	2.47%	2.59%	2.29%
Target Vacancy Rate					3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Target Units to achieve 3%					4,952	5,031	5,112	5,194	5,277	5,113
New Units required to reach 3% Vacancy					49	39	31	24	18	32

Scenario 2 - 75% of Units are Built from 2023-2027 (334 Total/5 years)										
Current (CMHC Data)					Projected (City Data)					
As of October 31	2019	2020	2021	2022	2023	2024	2025	2026	2027	5-Year Average
Total Units	4,743	4,766	4,759	4,814	4,881	4,948	5,014	5,081	5,148	5,014
Annual Additional Units		23	-7	55	67	67	67	67	67	67
Total Renters	4,515	4,580	4,673	4,732	4,808	4,885	4,963	5,042	5,123	4,964
Vacant Units	228	186	86	82	73	63	51	39	25	50
Vacancy Rate	4.80%	3.90%	1.80%	1.70%	1.49%	1.27%	1.02%	0.76%	0.48%	1.00%
Target Vacancy Rate					3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Target Units to achieve 3%					4,952	5,031	5,112	5,194	5,277	5,113
New Units required to reach 3% Vacancy					71	84	98	113	129	99

Scenario 3 - 50% of Units are Built from 2023-2027 (223 Total/5 years)										
Current (CMHC Data)					Projected (City Data)					
As of October 31	2019	2020	2021	2022	2023	2024	2025	2026	2027	5-Year Average
Total Units	4,743	4,766	4,759	4,814	4,859	4,903	4,948	4,992	5,037	4,948
Annual Additional Units		23	-7	55	45	45	45	45	45	45
Total Renters	4,515	4,580	4,673	4,732	4,808	4,885	4,963	5,042	5,123	4,964
Vacant Units	228	186	86	82	51	18	15	50	87	17
Vacancy Rate	4.80%	3.90%	1.80%	1.70%	1.04%	0.37%	-0.31%	-1.01%	-1.72%	-0.33%
Target Vacancy Rate					3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Target Units to achieve 3%					4,952	5,031	5,112	5,194	5,277	5,113
New Units required to reach 3% Vacancy					94	128	164	202	240	166

- 1) Historically, annual population growth is decreasing (-1.80% from 2016 to 2021) but number of renters have increased 1.60% annually on average from 2019-2022
- 2) Scenario 1 includes 100% of the projected unit developments - provided by the City (445 total)
- 3) Scenario 2 includes 75% of the projected unit developments - provided by the City (334 total)
- 4) Scenario 3 includes 50% of the projected unit developments - provided by the City (223 total)
- 5) Assumption of 3% target vacancy rate based on RBC Canadian Housing Study noting 3% to be a healthy rate based on a historical analysis of long-term price vs supply/demand averages in Canada
- 6) Based on the sensitivity analysis there is a need for additional units based on 5-year average

Appendix B - Historical Analysis

Sault Ste. Marie Historical Apartment Unit Analysis

Number of Private Apartment Units (#)					
	2019	2020	2021	2022	% of All Units
Bachelor	186	181	174	174	3.61%
1 Bedroom	1676	1,688	1,637	1,683	34.96%
2 Bedroom	2592	2,604	2,665	2,697	56.02%
3 Bedroom +	289	293	283	260	5.40%
Total	4,743	4,766	4,759	4,814	100.00%
Growth		0.48%	-0.15%	1.16%	

Private Apartment Vacancy Rates (%)					
	2019	2020	2021	2022	Avg.
Bachelor	-	-	-	-	
1 Bedroom	3.7%	4.0%	2.2%	2.0%	2.98%
2 Bedroom	5.4%	4.2%	1.8%	1.7%	3.28%
3 Bedroom +	1.5%	2.6%	0.0%	0.8%	1.23%
Total	4.8%	3.9%	1.8%	1.7%	3.05%
Growth		-18.8%	-53.8%	-5.6%	

Historical Analysis					
	2019	2020	2021	2022	Average
Total Units	4,743	4,766	4,759	4,814	
Growth		0.48%	-0.15%	1.16%	0.50%
Renters	4,515	4,580	4,673	4,732	
Growth		1.43%	2.04%	1.26%	1.58%
Vacancy	228	186	86	82	
Vacancy Rate	4.80%	3.90%	1.80%	1.70%	3.05%

APPENDIX D

TULLOCH

ENVIRONMENTAL AND GEOTECHNICAL MUNICIPAL SERVICING SUMMARY

Memorandum

Project #: 230696

Date: June 7, 2023
To: Franco Pastore, OAA, NCARB, AIA Mich
Principal
From: Dan Moody, A.Sc.T.

Subject: Forest Bio-Feasibility Geotechnical Summary

Dear Franco,

We have completed a preliminary review of available historical geotechnical information for the subject property. Specifically, the reviewed report was prepared by Trow Consulting Engineers in 1997 for a potential commercial tourism development.

The report divides the subject property into four quadrants as follows:

Parcel #1 Northwest Quadrant (approximately 3 ha.) This is Algoma Steel Inc. property and is located north of the Wisconsin Central Railway Tracks, west of Fort Creek, east of Huron Street and south of Queen Street West. This area was the location of the former Algoma Steel Chrome Plant.

Parcel #2 Northeast Quadrant (approximately 2.4 ha.) This is Traders Metal property and is located north of the Wisconsin Central Railway, east of Fort Creek, west of Andrew Street and south of Queen Street West.

Parcel #3 Southwest Quadrant (approximately 2.1 ha.) This is City of Sault Ste. Marie property and is located south of the Wisconsin Central Railway, east of Canal Drive and north of the St. Marys River. The east side is bounded by the Algoma Steel settling basins. The former City of Sault Ste. Marie Fish Hatchery (Mill Market) is located on this site.

Parcel #4 Southeast Quadrant (approximately 3.7 ha.) This property is owned by Algoma Steel Inc. and is located south of the Wisconsin Central Railway, west of Andrew Street and north of the St. Marys River. The Algoma Steel settling basins are located along the west boundary. Fort Creek traverses north to south through the central section of this parcel.

Boreholes referenced in the report can be located on Figure 1 (below).

The whole property is covered with a veneer of fill, consisting of sand and gravel, with slag and mill scale inclusions and with varying amounts of clay, organics and other miscellaneous debris in pockets or layers. The debris also contains organics (wood & logs, etc.), concrete chunks, bricks, cans, and other general construction rubble. It is also likely that old buried concrete foundations will be present in many areas (floor slabs, pier footings, etc.). The depth of fill is estimated to be between 2 metres and 6 metres thick across the site.

Beneath the fill layer, a mix of loose silty material, silty clay and glacial till were encountered across the site. Sandstone bedrock was encountered in each of the four parcels at a range of 8.9-13.4 metres below grade.

Groundwater was encountered at the time of the investigation at a depth of approximately 2.5 metres below grade, which was consistent with the water elevation of the St. Marys River and Fort Creek.

Foundation recommendations have been provided for light, medium and heavily loaded structures. With the understanding that this potential development would range between 3-5 storeys in height, the recommendations for lightly loaded structures would generally be applicable. Shallow, spread footings bearing on soil stratum with adequate bearing capacity are considered to be practical only at areas near boreholes 1, 3, 10 & 12. Initial discussion suggests that of the aforementioned areas for development, only the area in the vicinity of borehole 3 was practical.

Foundation recommendations for medium or heavily loaded structures (i.e. driven piles) may also be considered for this development. The shallow depth of the glacial till layer will result in relatively short piles which would easily be installed through the alluvial layer.

Recommendations

With the preferred development location on the site being in the Southeast Quadrant, preliminary foundation recommendations are limited to this area only.

Preliminary information provided regarding potential options for environmental management on the site suggests that minimizing excavation activities and transportation of contaminated soil off site would be preferable. As such, the preferred foundation configuration may consist of driven piles supporting a structural slab. Competent glacial till is located at approximately 7.0 metres below grade in this area.

With the known environmental concerns on site, it is likely that minimizing below grade excavations and eliminating occupied space below grade would be preferred. The additional costs to supply and install the driven piles will potentially be offset from the savings of not constructing a basement.

As there is potential for consolidation within the soil layers beneath the fill, it is recommended that any site grading design be limited to an increase in grade elevation of 0.6m. This limitation could be restrictive when developing the design of the environmental "cap" as well as general site landscaping.

Additional design review will be required once a specific building concept has been developed. Supplementary geotechnical investigations may be required to suit the specific development. Environmental restrictions should be considered in the development of specific geotechnical recommendations.

Environmental

Based on our review of the existing data for the Gateway property, along with the proposed residential conceptual plan, environmental considerations for regulatory compliance must be further characterized and reviewed. In accordance with Ontario Regulation 153/04, any change of land use to a more sensitive land use (i.e., current industrial/commercial to future residential) will require the filing of a Record of Site Condition (RSC) as per the Environmental Protection Act. For this specific property, the process for filing an RSC will require a Phase One and Two Environmental Site Assessment (ESA) at a minimum. Based on the existing historical data, there is confirmed environmental impacts within the soil and groundwater which will need to be further characterized and assessed. In addition, for an RSC to be filed, the contaminants will either need to be remediated or have a Risk Assessment completed with the implementation of Risk Mitigation Measures.

Due to the age of the existing data and lack of any current environmental testing, it is unknown as to the extent of the impacts and concentrations. This data will be required before further evaluation of any remediation, RA or RMMs can be determined. Given the nature of the site and impacts, it is unlikely that remediation is an option based on the bulk and significant volume of fill material present across the site making full site remediation not practical. Current environmental testing is required to confirm this limitation. If RA is required, RMMs that should be considered for the site's development may include development and design restrictions such as capping of the fill material or restrictions on certain types of land uses. RMMs are designed later in the RA stage.

In addition to the above, consideration should be given to the neighboring industrial properties and the impact to their existing operations by the placement of additional sensitive receptors in close proximity to their property boundaries (i.e., rail line operations, Algoma Steel, etc.). Industrial facilities can emit noise and air contaminants under certain regulatory approvals based on developments and applications at that time. Changes to their surroundings could have an impact on their approvals and should be considered in new nearby developments. It is recommended that pre-consultation with these and Regulatory stakeholders be completed in advance of development.



Figure 1: Borehole Location Plan.

We trust the above information will be adequate for your needs at this time. Please contact the undersigned at your convenience should you require anything additional.

Regards,



Dan Moody, A.Sc.T.
Project Manager

Memorandum

Project #: 230696

Date: June 8, 2023

To: Franco Pastore, OAA, NCARB, AIA Mich
Principal

From: Christopher Valela, PhD, BASc.
Engineering Intern

Subject: Site Servicing Review – Forest Bio-Economy Development

Dear Franco,

Servicing

The primary objective of this review is to comment on the available municipal services in the area of Bay Street and St. Mary's River Drive required to support the proposed residential/commercial development. This review has been completed based on the conceptual design provided by IDEA Inc. The components associated with this study are as follows:

1) Sanitary Sewer

According to the City of Sault Ste. Marie GIS, a 300mm diameter sanitary sewer exists beneath Bay Street in front of the Gateway Casino site. The sanitary sewer flows easterly down Bay Street and begins east of the Fort Creek crossing. Two 300mm diameter service laterals branch off the sanitary sewer in the southerly direction and terminate at the property line of the project site. The age or condition of these laterals is currently unknown, but they could be a potential connection location for the new development as either would avoid the excavation of Bay Street. There does not appear to be other services connected to this section of sanitary sewer, thus the only flow conveyed within would be that generated from the proposed development. Upon the sewage reaching the intersection of Bay Street and Andrew Street, the 300mm sanitary sewer drains into a 1050mm sanitary sewer where the flow is conveyed southeast down Bay Street.

Connecting to the 300mm sanitary sewer within Bay Street would be the preferred alternative, granted there is available downstream capacity. Locating the proposed development elsewhere on site (i.e. west side) would eliminate the possibility of using any gravity fed sanitary sewer system and require pumping of the entire development. Depending on the proposed site layout, pumping of sanitary sewage from select buildings may be required in order to cross the Fort Creek which bisects the site. The preferred method of crossing the Fort Creek would consist of directional boring beneath the creek and pumping of the sewage accordingly.

2) Storm Drainage and Stormwater Management

The project site is located west of St. Mary's River Drive and north of the St. Marys River. Crossing through the site is the Fort Creek which flows from the northwest corner to the southeast corner of the site and discharges into the St. Marys River. Given the close proximity of the creek and river to the development, drainage does not appear to be an issue.

With respect to stormwater management, runoff would be discharged directly into the receiving body of water and not the municipal storm sewer system. In doing so, stormwater quantity management is typically not required, however, it is foreseeable that an Environmental Compliance Approval (ECA) will be required. In addition, stormwater quality management will be required, which for a site of this magnitude, is often achievable through a combination of Low Impact Development (LID) methods and an oil grit separator installed upstream of the outfall.

3) Water Supply

A 250mm diameter watermain exists beneath Bay Street in front of the Gateway Casino site. It is recommended that this watermain be the source of potable water for consumption and fire protection, assuming there is adequate pressure and flow. The available pressure and flow rates at the site are not known at this time and must be determined prior to performing further design. The water distribution system in the area is looped which will reduce stagnant water and improve water quality within the subject watermain. If the quantity of water supplied by the 250mm watermain is not sufficient for fire protection purposes, additional measures such as sprinkler systems within the buildings, increased fire ratings on separation walls, different building materials, etc. could be explored prior to looking at options to upgrade the municipal system.

Costing

The following is a list of preliminary cost estimates associated with the potential site civil works:

Item	Estimated Cost
Sanitary sewer servicing (including pump station and creek crossing)	\$740,000.00
Storm sewer servicing	\$225,000.00
Water servicing	\$125,000.00
Roadworks (parking lot, sidewalks, topsoil & sod, etc)	\$580,000.00
Aqueduct creek crossing	\$810,000.00
Contingency (10%)	\$248,000.00
Estimated Total (excluding HST)	\$2,728,000.00

The cost estimates provided above shall only be considered budgetary in nature and possess limited accuracy. Furthermore, the cost estimates do not take into account any improvements



to the Fort Creek, nor do they include costs for any potential environmental mitigation items, such as “capping” of the site, as may be required to satisfy environmental regulations.

Closure

We trust that the information provided in this report will be found to be adequate in support of the proposed development feasibility study. Should further elaboration be required, we would be pleased to provide assistance.

Regards,

A handwritten signature in blue ink that reads 'Chris Valela'.

Christopher Valela, PhD, BAsC.

Engineering Intern

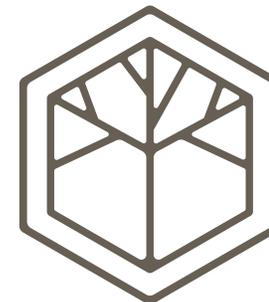
APPENDIX E

REFERNCE MATERIAL

- ELEMENT 5 – CLT
- BIOFUEL EXAMPLE PROJECT

A NEW PARADIGM FOR SUSTAINABLE AND AFFORDABLE HOUSING:

Prefabricated, panelized building solutions to address the urgent housing needs of vulnerable individuals.



ELEMENT5
MODERN TIMBER BUILDINGS



PARADIGM SHIFT:

MOVING AFFORDABLE HOUSING CONSTRUCTION OFF-SITE

ELEMENT5 PROVIDES STATE OF THE ART TOOLS

The construction industry today faces many challenges including increased complexity, thinning margins, labour shortages, supply chain disruption and poor productivity. Add to this the fact that we are in the midst of a global environmental crisis that is exacerbated by the carbon-intensive way we build, and it is clear that the construction industry is in serious need of transformation.

Prefabricated mass timber construction, where buildings are manufactured and assembled instead of being strictly site-built, reduces a project's environmental impact and helps reduce risk, improve quality, and shorten construction timelines. The team at Element5 are experts in the delivery of modern timber buildings and we are ready to help you transform the delivery of your next project.

Introducing Element5's Sustainable Affordable Housing Solution



WHY MASS TIMBER?

Affordable

The optimized CLT design incorporates manufacturing efficiencies that help drive down cost. Furthermore, the use of prefabricated mass timber components helps reduce the construction schedule which can generate significant cost savings over a strictly site-built project.

Sustainable

Wood is a natural, renewable, and sustainable construction material with a lighter carbon footprint than steel or concrete. Prefabricated mass timber offers enhanced sustainability by increasing performance and minimizing waste. We use sustainably sourced Ontario wood to manufacture our products.

Rapid

Site-built projects can be subject to weather delays, coordination issues, skilled local labour shortages, and other disruptions. In factory-built projects, timelines are compressed, with site preparation and fabrication often happening concurrently. Components are shipped in sequence for quick assembly.

Adaptable

Designed for manufacture and assembly, the optimized CLT structural grid presented in this solution is easily modifiable. No building is too big or small. It can be modified not only to offer alternative unit sizes, but also to meet the unique site, size, and height requirements, within certain parameters.

Durable & Secure

Mass timber residential buildings are pre-engineered to meet or exceed building code, fire code, acoustic, and envelope performance requirements. This efficient, safe and durable construction method delivers buildings that enhance occupant comfort and provide long-term value for building owners.

Energy Efficient

The superior quality control of the factory means a site assembled building performs better than a site built one. Our CLIPs envelope solution exceeds the energy efficiency standards of the 2015 National Energy Code for Buildings and can be customized to achieve any standard, even Passive House.

Healthy

People naturally respond to a warm, welcoming wood building. New research in the field of building science shows that this response is more than just a feeling. Incorporating wood and other natural elements into our buildings can directly contribute to the health and well-being of building occupants.

Construction Safe

In off-site construction, the controlled indoor setting makes the most efficient use of labour resources and greatly improves worker health and safety. There is a reduced need for working at heights, and the warm, well-lit, dry environment reduces the risk of slips, trips, and falls.

SOLUTION COMPONENTS

CLT
STAIRWELLS

CLT
ROOF PANELS

CLT
WALL PANELS

PREFABRICATED
ENVELOPE
PANELS
(CLIPs)

Windows
(pre or post
installed)

Optional
cantilevered
CLT or
modular
balconies

CLT
ELEVATOR
SHAFT

GLULAM
COLUMNS

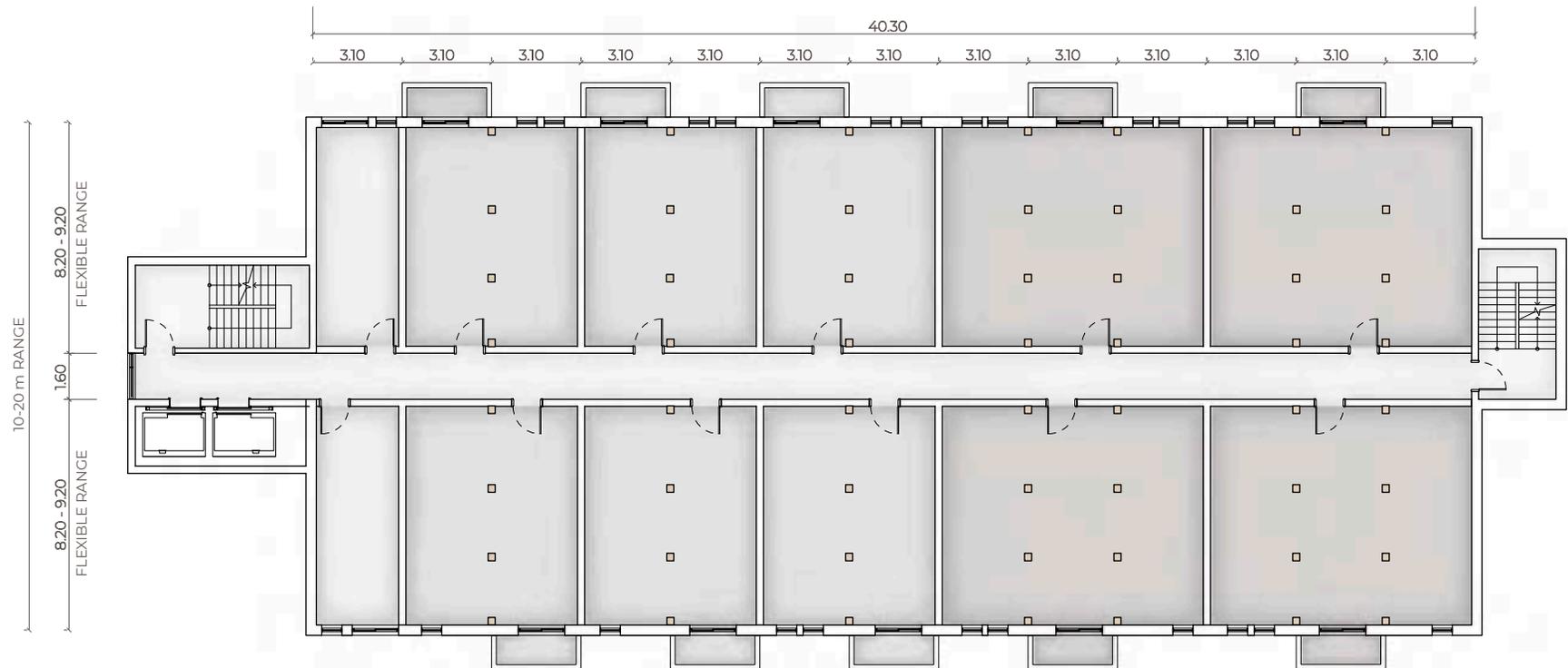
CLT
STAIRS

SUPERIOR SPEED

This four storey, 41 unit, 27,000 s.f. multi-unit residential building was assembled in only 20 working days.

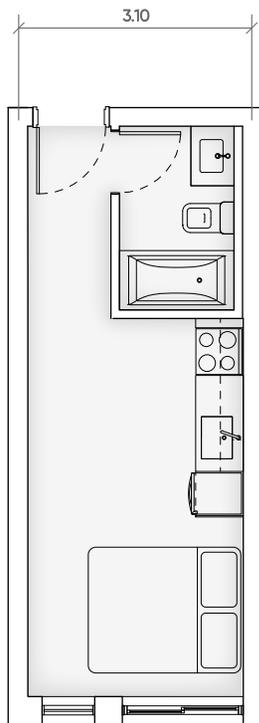


TYPICAL FLOOR PLAN

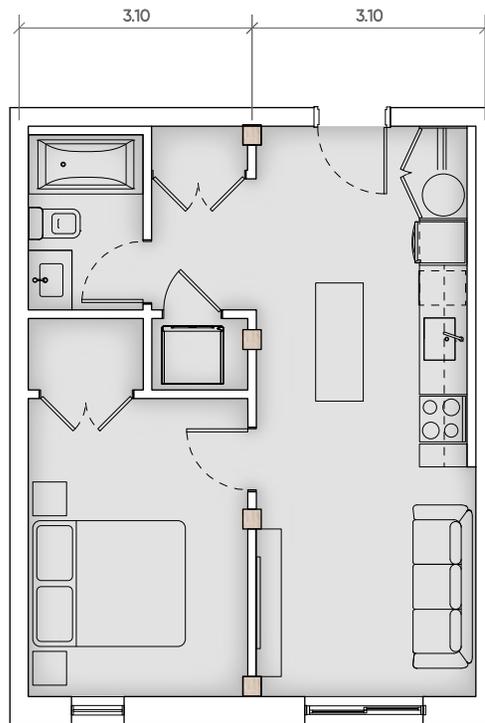


*Architectural design supplied by Edge Architects

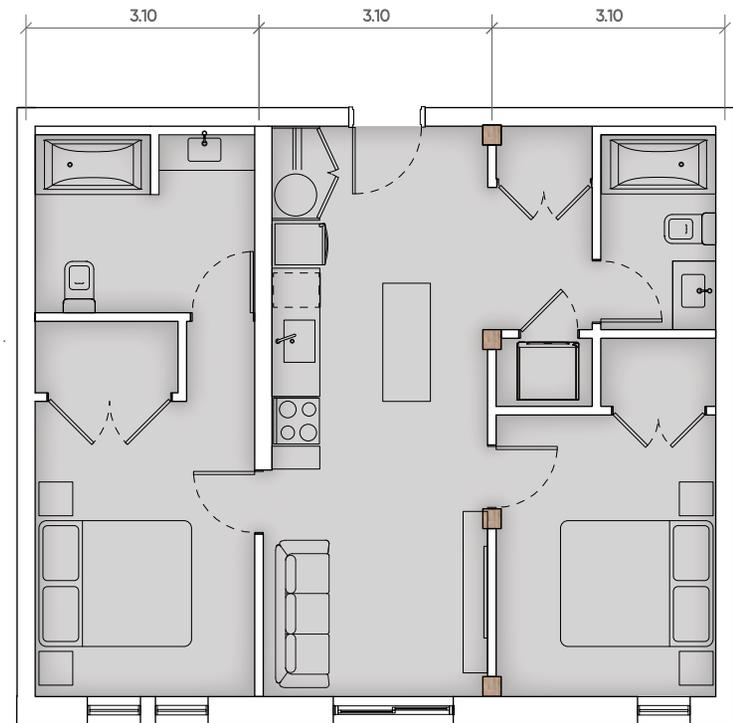
ADAPTABLE UNIT STRUCTURE



Studio
270-300 sqft



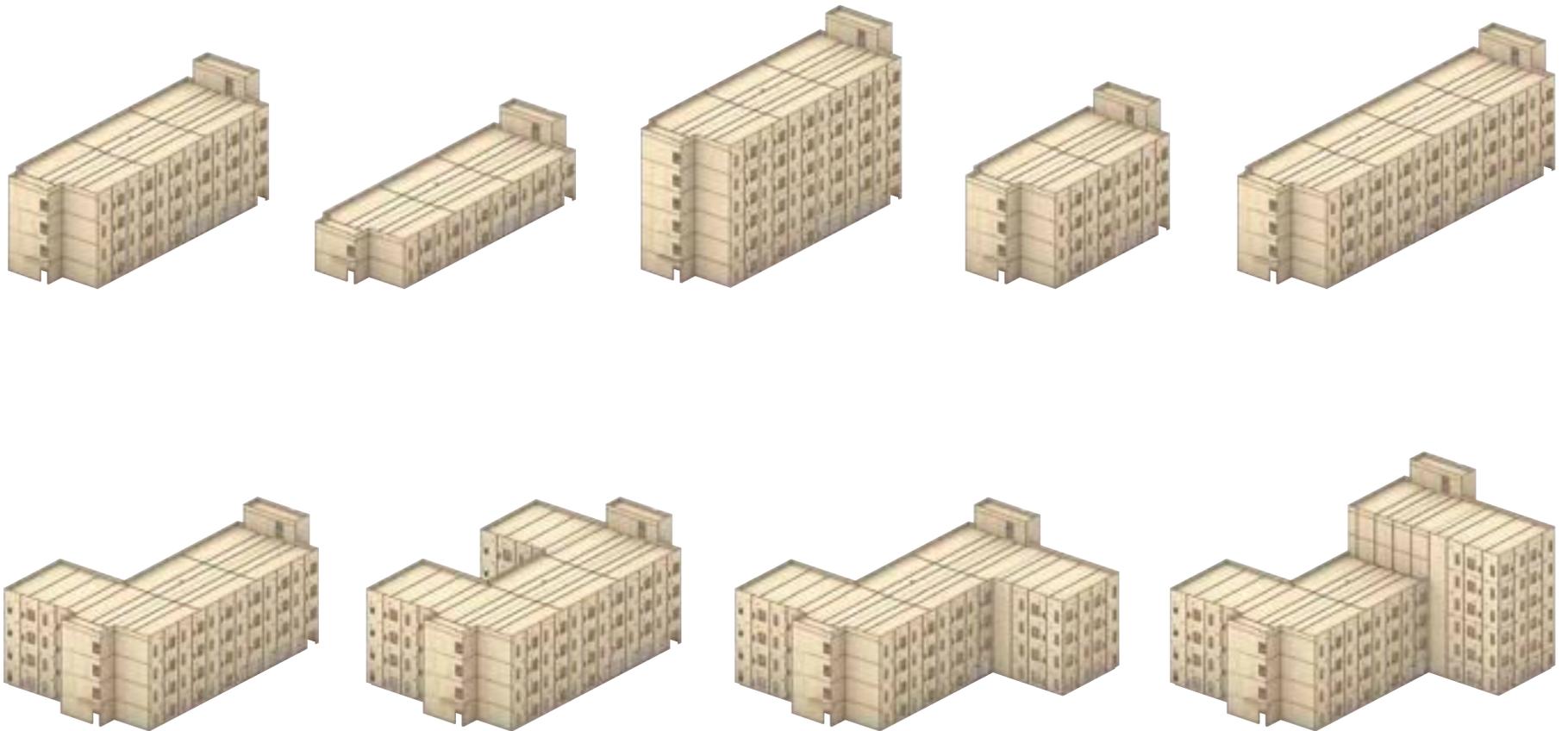
1-bed
540-600 sqft



2-bed
810-900 sqft

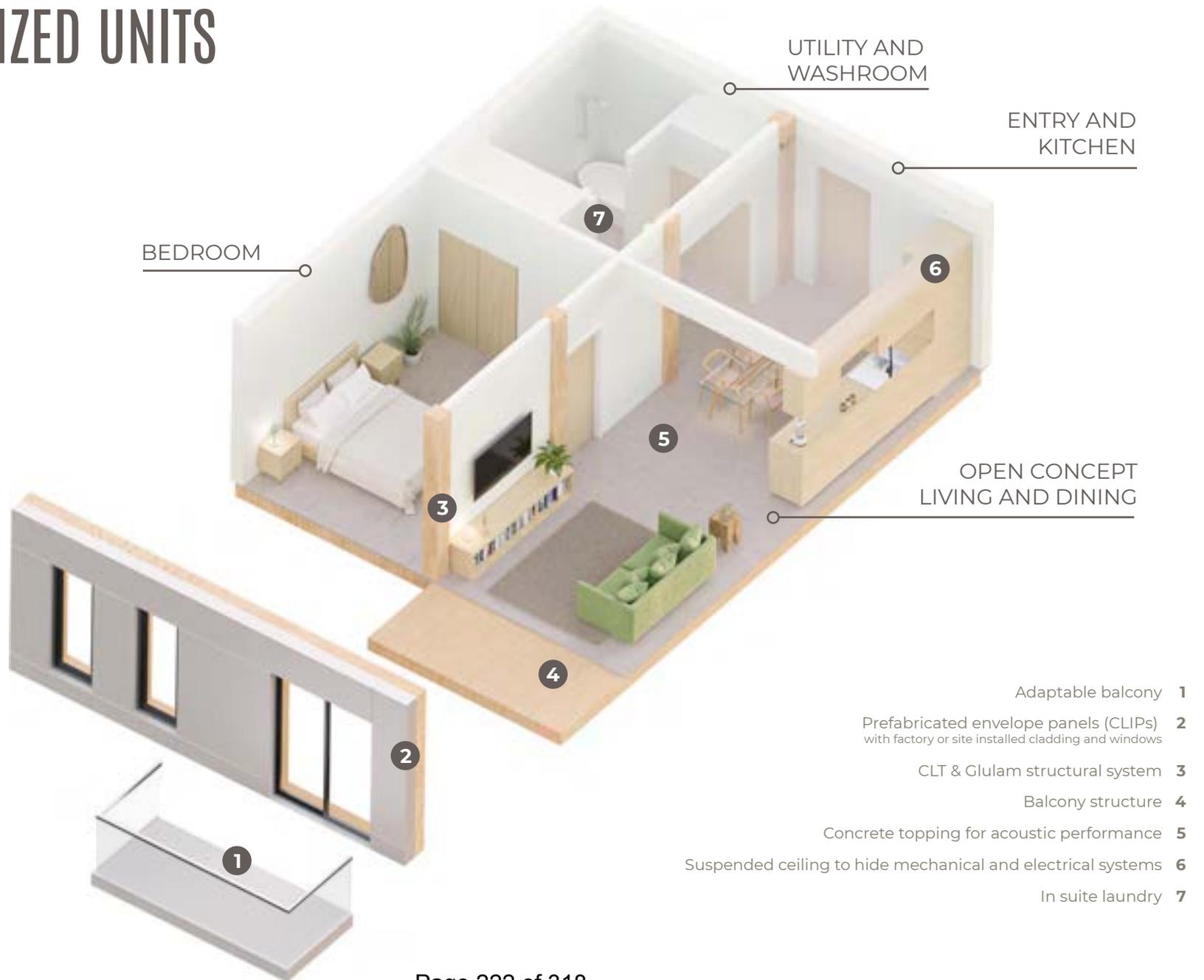
*Architectural design supplied by Edge Architects

ADAPTABLE BUILDING STRUCTURE



*Massing examples meant to convey a wide range of possibilities, not limited to those which appear on this page

OPTIMIZED UNITS





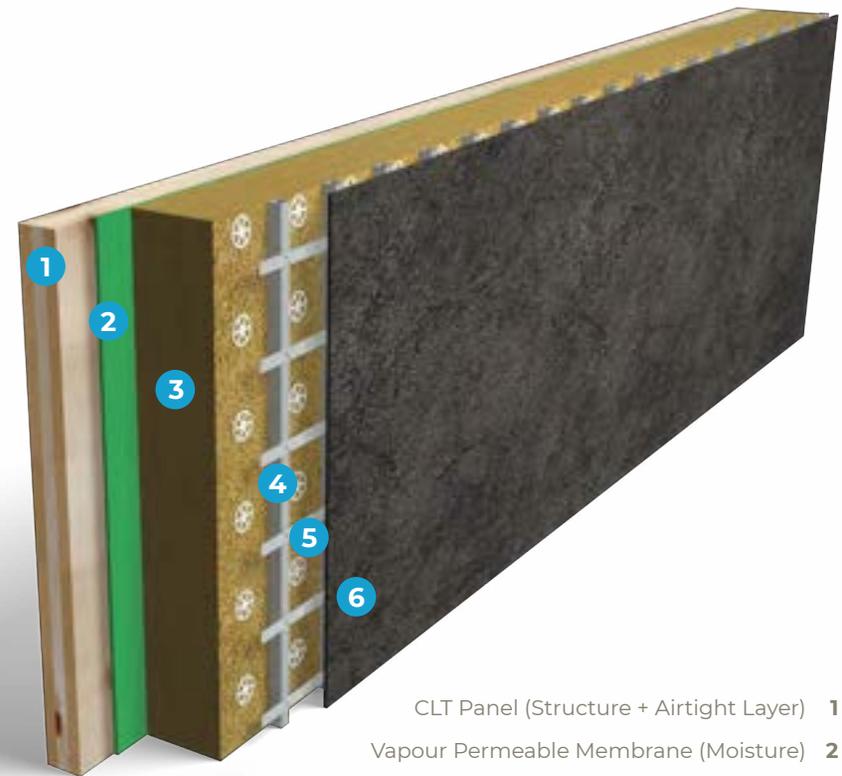




CROSS LAMINATED INSULATED PANELS (CLIPs)

Cross-Laminated Insulated Panels (CLIPs) are a cost-effective, customizable, complete building envelope solution made from CLT. CLIPs are prefabricated off-site in a controlled factory environment and add value to projects by shortening overall construction timelines, facilitating rapid building enclosure, and increasing both the quality and energy performance of the building envelope.

Although they are prefabricated components, CLIPs provide a bespoke solution that can be designed to meet the needs of each project. The wall assembly can be structural or non-structural and customized to achieve any R-value or thermal criteria including Passive House. They can be built to varying degrees of completion in the factory where windows, doors and cladding can all be pre-installed, and are suitable for both all-wood and hybrid construction.



- CLT Panel (Structure + Airtight Layer) 1
- Vapour Permeable Membrane (Moisture) 2
- Insulation (Thermal Layer) 3
- Insulation Screws with Washers (Fasteners) 4
- Battens (Ventilation Layer) 5
- Horizontal Channel (Cladding Attachment) 6
- Cladding (Protective Layer + Aesthetics) 7



CLADDING AND BALCONY OPTIONS

Fibre cement

Panel-framed balcony

*Architectural design supplied by Edge Architects
Renderings by Tango Studio



CLADDING AND BALCONY OPTIONS

HPL (High Pressure Laminates)

Picket balcony

*Architectural design supplied by Edge Architects
Renderings by Tango Studio



CLADDING AND BALCONY OPTIONS

ACM (Aluminium Composite Materials)

Hung balcony

*Architectural design supplied by Edge Architects
Renderings by Tango Studio



CLADDING AND BALCONY OPTIONS

Solar facades
Fibre cement

Framed balcony

*Architectural design supplied by Edge Architects
Renderings by Tango Studio

PERFORMANCE

FIRE

Fire Resistive Rating

Reference IBC 703.2

ASTM E119 1-hr and 2-hr floor and roof assembly

Through Penetration Fire stop

Reference IBC 714.4.1.2

ASTM E814 (Hilti)

Flame Spread Index and Smoke Development Index

Reference IBC 803.1.1

ASTM E84

SOUND

Acoustic floor assembly

ASTM E336

ASTM E1007

VIBRATION

Seismic panel strength

ASTN D5456 for in-plane shear strength



ENVIRONMENTAL STANDARDS

LEED

Materials And Resources

Credit 5 Regional Materials 1-2

Credit 6 Rapidly Renewable Materials 1

Credit 7 Certified Wood 1

Indoor Environmental Quality

Credit 4.4 Low-Emitting Materials:

Composite Wood and Agrifibre Products

NBCC ENVIROMENTAL SEPARATION

5.3.1.1. Required Resistance to Heat Transfer

Using CLT in an exterior wall assembly provides a continuous thermal break between interior and exterior providing up to 1.25 R/inch.

5.4.1.1. Required Resistance to Air Leakage

When designed as such, Wood can act as an air barrier. Consult a professional to ensure continuity if the air barrier system is achieved.

5.5.1.1. Required Resistance to Vapour Diffusion

A Vapour permeable membrane is part of the Element5 clip system.

PASSIVE HOUSE CANADA

Passive House windows

Adequate ventilation strategy

Thermal insulation

Airtightness

Thermal bridge reduced design



NRC · CMRC

PASSIVEHOUSE
CANADA Build better.
Feel better.

PRODUCT CERTIFICATIONS

Certified CLT

CLT from Element5 is manufactured and tested for its intended use in Canada and the U.S. in compliance with ANSI/APA PRG 320-2019 North American Standard for Performance-Rated Cross-Laminated Timber.

Our production facility in St. Thomas, Ontario, is 3rd party certified to meet the certification requirements of APA to manufacture cross laminated timber.

Certified GLULAM

Glulam products for use in Canada are manufactured and tested for its intended use in compliance with the CSA O122 standard for structural glued-laminated timber.

Our production facility in St. Thomas, Ontario, is 3rd party certified to meet the certification requirements of APA to manufacture structural glued laminated timber.

FSC Certified

Element5 is Forest Stewardship Council® (FSC®) Chain-of-Custody certified by SCS Global Services for manufacturing in St. Thomas, Ontario.

As an FSC Certificate Holder, we can produce mass timber products certified as FSC Mix (Trademark License Code: FSC-C166066).



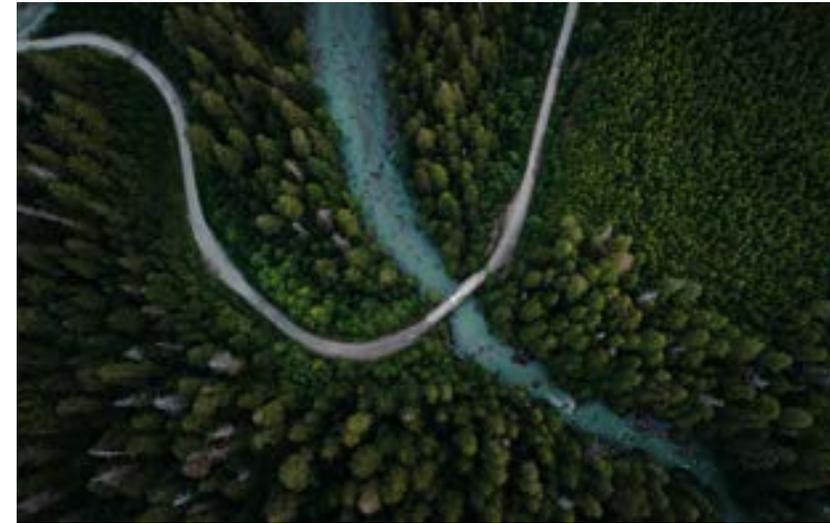
HEALTHY PEOPLE

There's no question anymore that building with wood products from sustainably managed forests is the best choice for the environment. Not surprisingly, new research is showing it is the best choice for people, too.

When considering the impact of the built environment on human health, there are many reasons to build with wood instead of alternative materials. Beyond its pleasing aesthetics, wood is hypoallergenic, has antimicrobial properties, has excellent sound absorption and does not emit VOCs. Collectively, these benefits help mitigate the negative physiological effects a building can have on occupants, creating instead natural, healthier indoor environments where people can thrive.

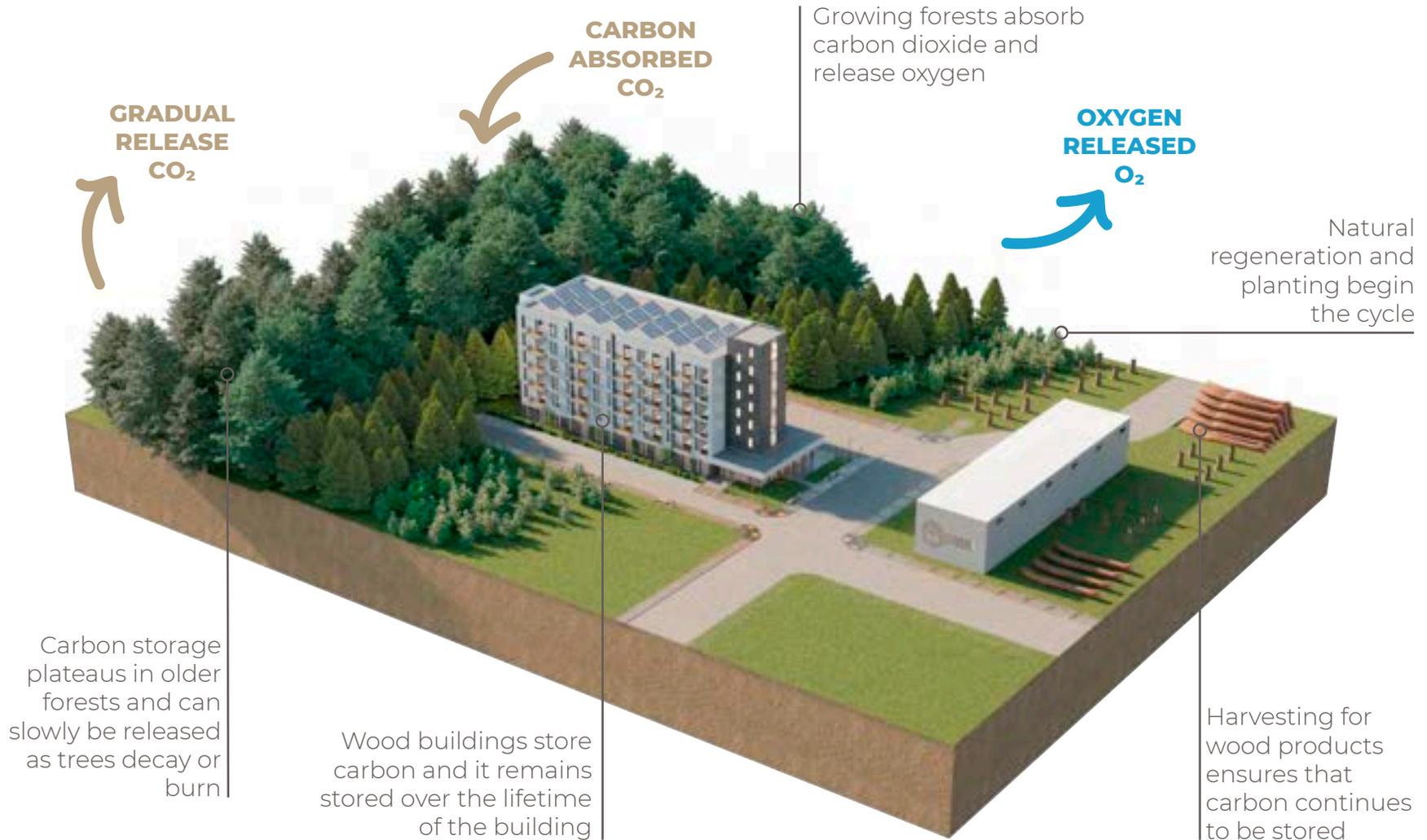
Recent studies suggest the use of wood indoors lowers stress reactivity of the sympathetic nervous system—which is associated with lower blood pressure, lower heart-rate, reduced psychological stress, improved resistance to illness, and a better ability to focus attention.

The term 'biophilia' that is commonly used today means 'the love of living things' in ancient Greek. Biophilic design is an antidote to humanity's growing disconnection from nature, and the negative human health impacts resulting from increasing urbanization. By incorporating wood, other natural materials, and biophilic design principles into our buildings, we have the power to make a significant, positive impact on occupant health and well being.



HEALTHY PLANET

BENEFITS OF BUILDING WITH WOOD



SERVICES OFFERED

Comprehensive professional services are part of the total solution.

Mass timber construction is bringing much-needed change to the way we build. Enhanced collaboration and offsite technologies are increasing the speed and quality of construction, delivering better value for owners and occupants alike.

If you are new to mass timber, we can help you assemble the skilled team needed to successfully realize a project under this delivery model.

Disciplines covered include:

- Cost Consulting
- Design Consulting
- Planning
- Timber Engineering
- General Contracting
- MEP Consulting
- Fire, Envelope and Acoustic Consulting
- 3D/BIM Modeling
- Shop Drawings
- Manufacturing
- Delivery
- Assembly

ABOUT ELEMENT5

Element5 is a rapidly growing fabricator and off-site manufacturing company committed to using sustainably sourced lumber to produce high-performance mass timber products and systems that improve the built environment.

We are specialists in the design for manufacture and assembly (DfMA), production, and installation of mass timber structures. The vertical integration of our company minimizes risk, reduces interferences, and maximizes value for project owners.

We support the advancement of mass timber construction by offering a fully integrated suite of professional services and products as a simplified solution for the design, supply, and construction of mass timber buildings.

Fabrication Excellence

We are Canada's newest and most technologically advanced mass timber manufacturer. We produce visually superior edge-glued CLT that is perfect for exposed architectural applications.

Investment in Innovation

Our St. Thomas operation is the most automated CLT production facility in North America. We also develop innovative, value-added components like Cross-Laminated Insulated Panels (CLIPs) and hollow core CLT floor cassettes (BOXX panels).

Integrated Professional Services

We offer a complementary suite of professional services and products as a single-point solution for the design, supply, and construction of mass timber structures. We help make mass timber easy.

Commitment to Sustainability

We take pride in using FSC - certified Ontario lumber inputs to manufacture our mass timber products for use in sustainable, high-performance wood buildings.



OUR PROCESS

Element5 is a mass timber fabricator and offsite manufacturing company that specializes in using sustainably sourced local lumber inputs to manufacture high performance mass timber components and buildings. We offer a fully integrated suite of professional services and products as a single point solution for the design, supply, and construction of mass timber buildings.

Interested in learning more? Scan the QR code to access a virtual tour of our factory to see our CLT manufacturing process up close.



THANK YOU FOR YOUR INTEREST IN ELEMENT5

We welcome the opportunity to answer any questions you may have about our products, services, or the design and development of sustainable mass timber housing that can be delivered quickly to meet the needs of housing providers and the people they serve.



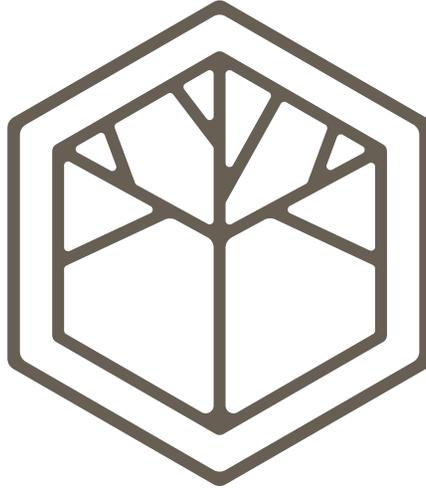
CONTACT US TODAY

Patrick Chouinard

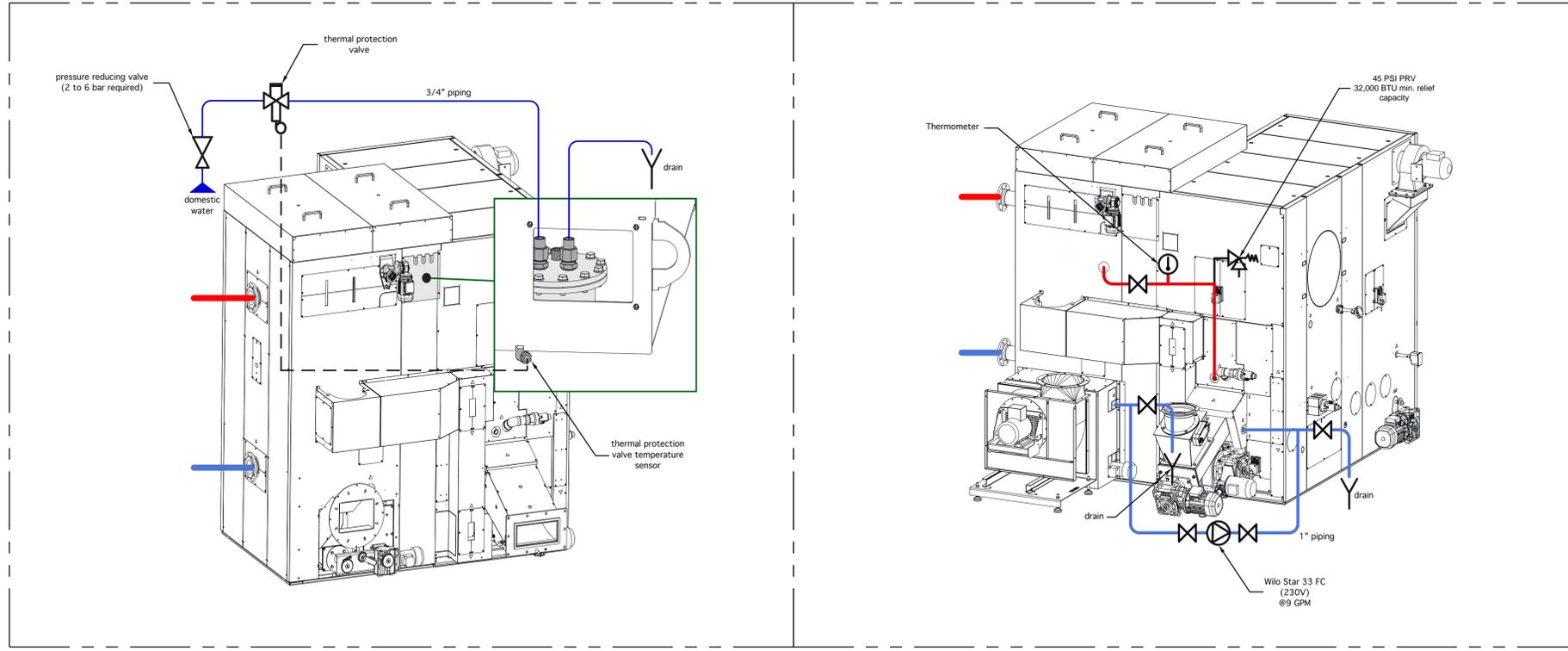
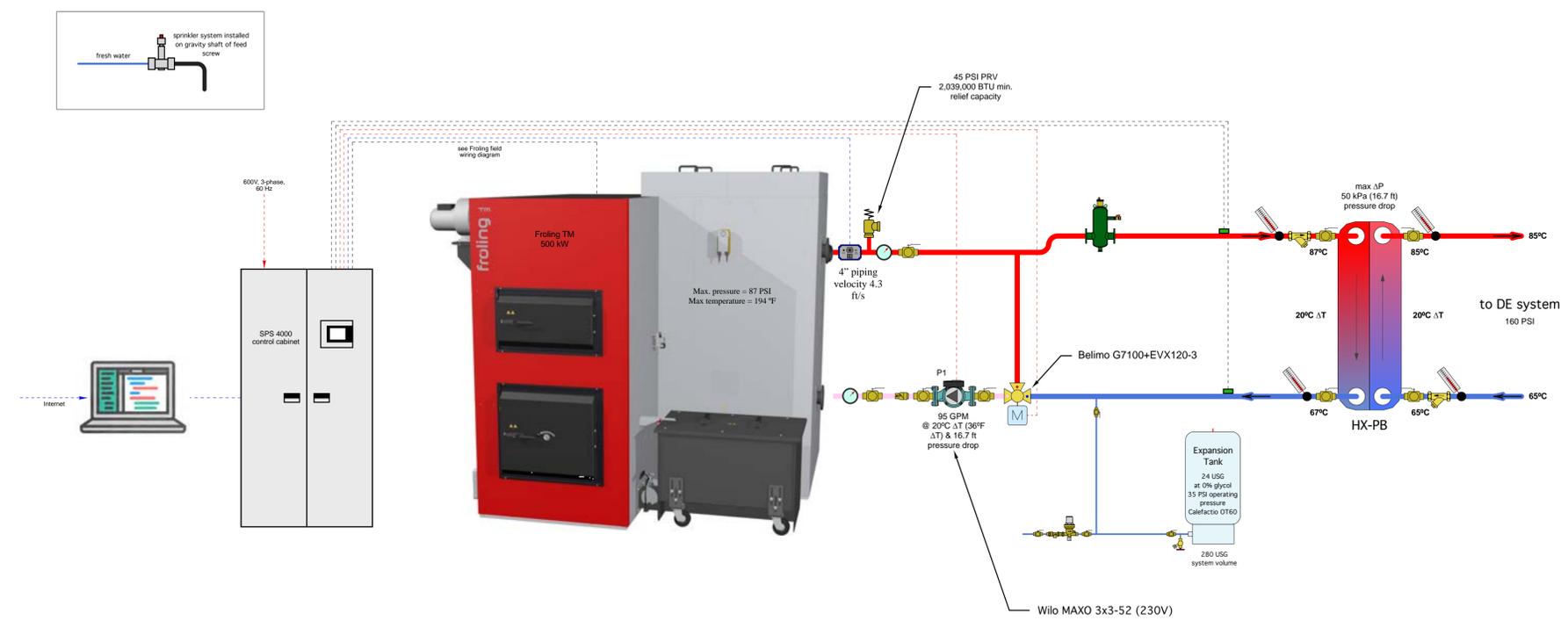
1-888-670-7713 X1

patrick@elementfive.com

www.elementfive.co



ELEMENT5
MODERN TIMBER BUILDINGS



	Caleffi QuickSetter		Pressure Gauge		Temperature Gauge		Caleffi Discal Air Separator		Mains Voltage
	Wilo MAXO 3x3-52 (230V)		PRV		Isolation Valve		STS 20 Thermal Protection Valve		24VAC
	Belimo G7100+EVX120-3		Low Water Cut-Off		Froling Strap-on Sensor		Caleffi Auto-fill Combo (Commercial)		RJ45 Communication
					Check Valve				Control Wires

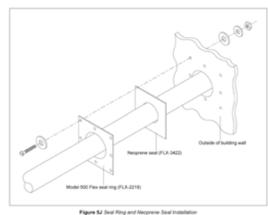
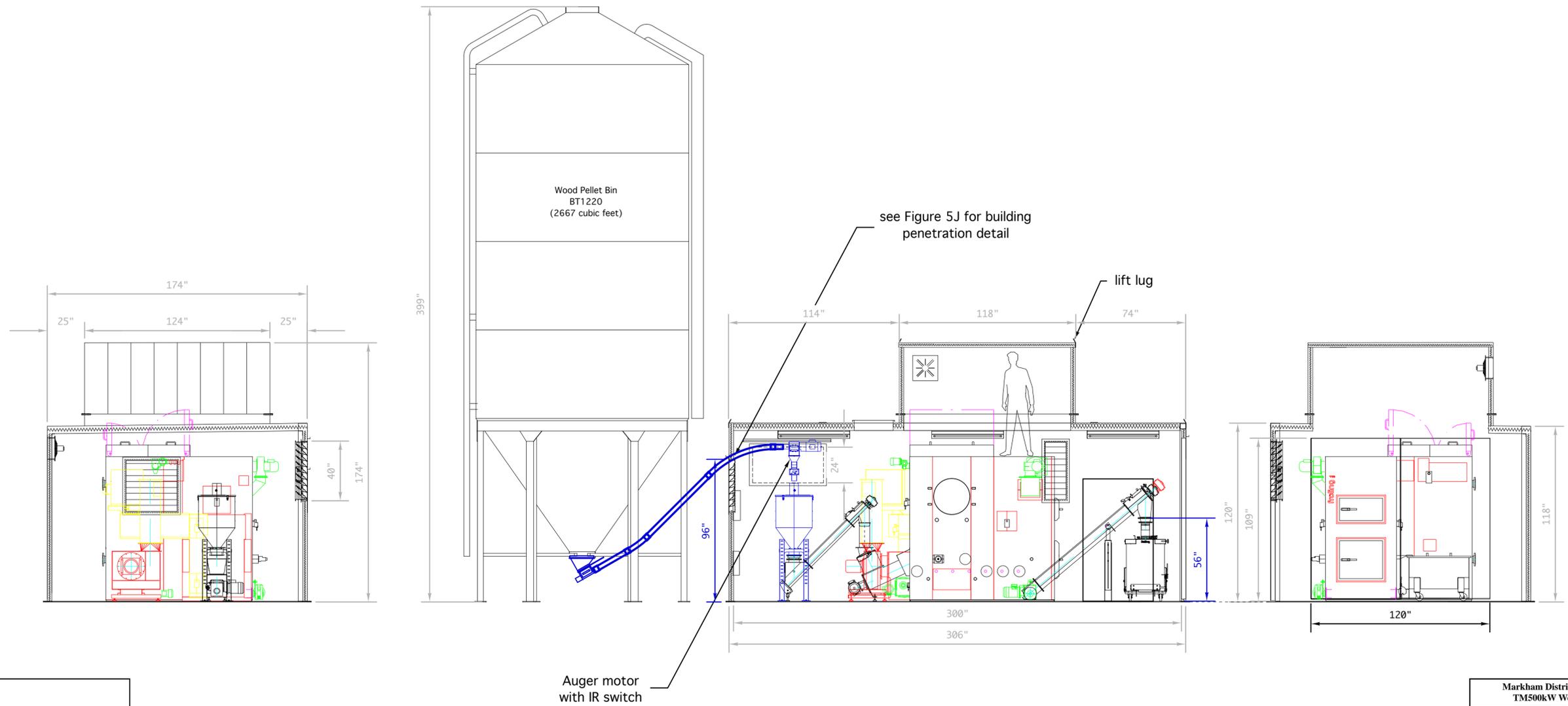
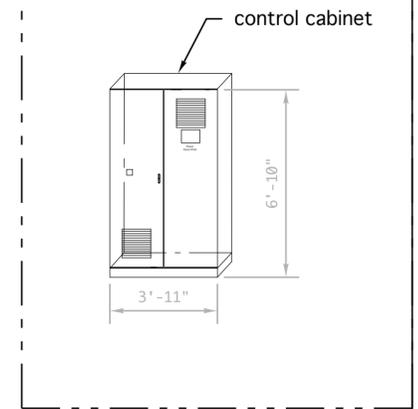
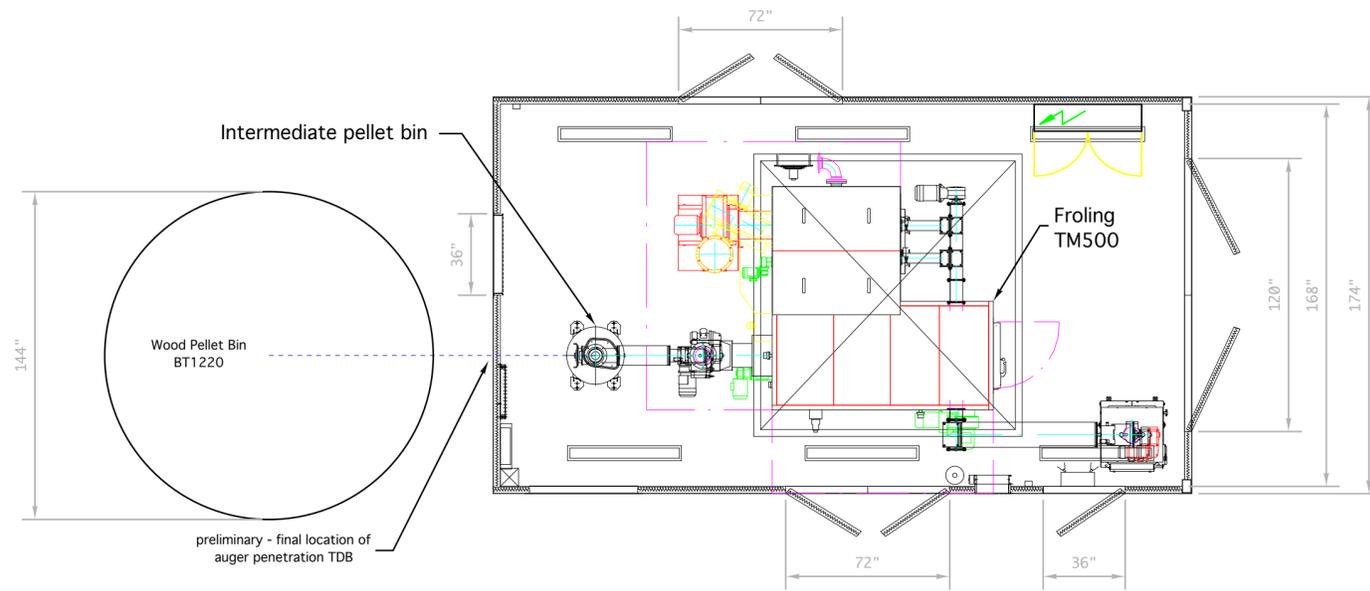
MDE - System Piping Schematic

Biothermic Wood Energy Systems Inc.
349 Mooney Ave.
Thunder Bay, ON, P7B 5L5
tel: (705) 455-2314

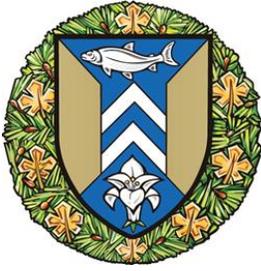
Drawing by: Mike Rutter

Piping schematic for the 500 kW wood pellet boiler for MDE.

Date January 2023	file: MDE_piping_v4
Scale: N/A	page: 1 of 1



Markham District Energy (MDE) - Froling TM500kW Wood Pellet Boiler System	
	Biothermic Wood Energy Systems Inc. 349 Mooney Ave. Thunder Bay, ON. P7B 5L5 tel: (705) 455-2314
Drawing by: Mike Rutter	
Froling Turbomat (TM) 500 kW wood pellet boiler system. Wood pellets stored in an exterior bin with flex auger feed system.	
Date January 2023	file# MDE_TM500_v5
Scale: 1:50	page: 1 of 1



The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Jeffrey King, Solicitor
DEPARTMENT: Legal Department
RE: Update to Vehicles on Hub Trail By-law for Power-Assisted Bicycles

Purpose

The purpose of this report is to request Council approval of By-law 2024-68, which amends the City's Hub Trail By-law 2018-13 to permit the use of power-assisted bicycles.

Background

Council enacted the above noted by-law to prohibit the use of motorized vehicles on the Hub Trail. A primary focus being to make it illegal to operate electric bicycles, commonly referred to as E-bikes on the Hub Trail. Staff with support from the Parks and Recreation Committee (PRAC) developed the by-law.

Analysis

Technological advancement and ingenuity, the development of the City's Active Transportation Master Plan, and a need to ease use by riders with accessible needs has created a need to revise this by-law to include power-assisted bicycles.

Power-assisted bicycles are not the same as E-bikes. Power-assisted bicycles have the same appearance as a non-electric assisted bicycle and the only means of using the electric charge is by way of peddling, which means it is without a bar mounted throttle. Figure 1 illustrates the difference between a E-bike and a Power-assisted bicycle.

Figure 1



A rickshaw bike, which enables the operator of the bike to carry a person(s) in front of them, also uses power-assisted bicycle technology. Figure 2 is an example of a power-assisted rickshaw bike.

Figure 2



The proposed amendment will enable power-assisted bicycles, being the more traditional image associated with a bicycle and power-assisted rickshaw bikes to operate on the Hub-Trail. These power-assisted bicycles will be subject to the conditions within the by-law, which includes adhering to the 20km/h speed limit for the Hub Trail.

PRAC supported the proposed amendment at its April 9, 2024 meeting.

Financial Implications

The report and proposed amend have no financial implications.

Strategic Plan / Policy Impact / Climate Impact

The proposed amendment links to the strategic directions identified in the Strategic Plan under the pillars of active transportation.

Climate impacts from the proposed amendment allowing power-assisted bicycles to be used on the Hub Trail to access destinations, encourage sustainable transportation solutions, by reducing carbon emissions and promoting active transportation.

Recommendation

It is therefore recommended that Council take the following action:

The relevant By-law 2024-68 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

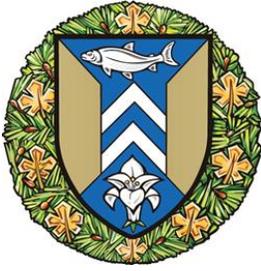
Respectfully submitted,

Jeffrey King

Solicitor

705.759.2662

j.king3@cityssm.on.ca



The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Jeffrey King, Solicitor
Emily Cormier, Sustainability Coordinator
DEPARTMENT: Legal Department
RE: Update to Streets and Related Matters By-law for
Boulevard Gardens

Purpose

The purpose of this report is to request Council approval of By-law 2024-65, which amends the Streets and Related Matters By-law 2008-131 for the creation of boulevard gardens subject to certain conditions.

Background

Council passed the following resolution on March 18, 2024:

Whereas the City of Sault Ste. Marie deems it necessary to regulate the maintenance and use of the boulevard portion of highways under its jurisdiction; and

Whereas the City of Sault Ste. Marie is committed to promoting environmental sustainability as outlined in its Strategic Plan and Greenhouse Gas (GHG) Reduction Plan; and

Whereas boulevard gardens can help beautify streetscape and well-chosen, non-invasive plants that are designed to retain moisture can reduce water usage and the need to use mowers and fertilizers, improving the health of our ecosystem; and

Whereas a key responsibility of the City's Environmental Sustainability Committee is to assist in formulating and recommending environmental and sustainability policies; and

Whereas various horticultural and environmental groups have expressed an interest in boulevard gardens; and

Whereas boulevard gardens can help beautify the streetscapes, and attract pollinators to the area, improving urban ecosystems; and

Whereas communities such as Barrie, Guelph, Caledon and others have developed boulevard garden guidelines and policies; and

Whereas there is a desire to support boulevard gardens;

Now Therefore Be It Resolved that Council request appropriate departments to work with the Environmental Sustainability Committee in developing a revised by-law to support boulevard gardens in the community.

In recent years, there has been a growing interest among residents and community stakeholders in utilizing boulevards for gardening purposes. Boulevard gardens beautify streetscapes and well-chosen, non-invasive plants that are designed to retain moisture can reduce water usage and therefore the need to use mowers and fertilizers. Despite these benefits, current municipal by-laws do not address the guidelines and regulations for establishing and maintaining boulevard gardens. An amendment to the Streets and Related Matters By-law will support and facilitate the development of boulevard gardens while ensuring safety, accessibility, and aesthetic appeal of public spaces.

Analysis

The proposed by-law amendments provide opportunity for planting perennial and annual plants no greater than 75 centimeters in height (approximately 30 inches), which is a common height for vehicular traffic sight lines and aligns with the zoning by-law sight triangles. It excludes any crop producing plants that may attract wildlife to the roadside and offers restrictions of invasive plant species. Existing provisions within the by-law provide enforcement mechanisms and defines a boulevard. Items such as, hard surfaces, objects, fencing, walls, and trees, may continue to be placed on boulevards at the discretion of the Deputy CAO of Public Works. Such items may require a licence of occupation to remain on the boulevard and a municipal consent for occupation of the City's roadway during any construction.

Additionally, all onus to confirm property boundaries and boulevard lot lines is on the abutting owner creating the boulevard garden which removes the obligation of enforcement to survey garden placement. Existing fixtures occupying the boulevard are not to be removed or altered by the gardener. Only the abutting owner to the boulevard may plant within a boulevard directly between their property boundary and the street. Meaning a person shall not make use of the neighbouring dwellings boulevard, unless the owner of that dwelling consents. All boulevards abutting property must be maintained per City property standards and yards maintenance by-laws, which includes grass surfaces being kept to no more than 20 centimetres (approximately 8 inches).

The proposed approach to boulevard gardens is consistent with other communities and has been prepared and reviewed by Public Works and Engineering Services, Community Development and Enterprise Services, and Legal. Given the restrictive permissions regarding heights and location for planting, public consultation has not taken place as this would slow the 2024 planting opportunities. City staff will review the amendment and consider input received in advance of the 2026 planting season to see if any changes are required.

To support the proposed amendment, the City will create a webpage with information on boulevard planting, including Clean Norths 'Grow Me Instead Guide'¹, which speaks to what to plant and why, and to avoid invasive species. Consultation with the City's Environmental Sustainability Committee will take place as part of the communication plan. The webpage will also include information on general provisions within the by-law that regulate planting on boulevards and inform of other issues that may arise, such as limited access by the City or any other agent because of existing easements.

Financial Implications

The report and proposed amend have no financial implications.

Strategic Plan / Policy Impact / Climate Impact

The by-law amendment to allow for boulevard gardening aligns with the City's Greenhouse Gas Reduction Plan, particularly the green space pillar. Boulevard gardens promote biodiversity and support mitigating stormwater runoff. By allowing residents to cultivate green spaces in boulevards, the City will increase the number of plants that absorb carbon dioxide, consequently reducing greenhouse gas emissions. Boulevard gardens support creating more resilient and sustainable communities in the face of climate change.

Recommendation

It is therefore recommended that Council take the following action:

The relevant By-law 2024-65 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,

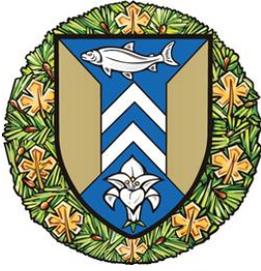
Jeffrey King
Solicitor
705.759.2662

j.king3@cityssm.on.ca

Emily Cormier
Sustainability Coordinator
705.989.8748

e.cormier2@cityssm.on.ca

¹ <https://www.cleannorth.org/sault-algoma-grow-me-instead-guide/>



The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Salvatore Marchese, Junior Planner
DEPARTMENT: Community Development and Enterprise Services
RE: The Rainbow Bridge

Purpose

The purpose of this report is to provide information to Council regarding establishing a location on the Hub Trail for a dedicated memorial for departed pets, referred to as the “Rainbow Bridge”.

Background

At its July 31, 2023 meeting, Council passed the following resolution:

Whereas pets and pet owners are among some of the most avid users of our outdoor amenities and walking trails; and

Whereas our pets play a vital role in the family dynamic in many households; and

Whereas memorializing our loved ones is an important tradition that provides many with closure and peace; and

Whereas “Crossing The Rainbow Bridge” is a widely used term associated With the passing of a beloved pet;

Now Therefore Be It Resolved that staff report back to Council on dedicating a bridge within the Hub Trail system as, “The Rainbow Bridge”. This bridge will be adorned with a plaque reading The Rainbow Bridge poem and will be equipped to allow citizens to hang their departed pet’s tags to memorialize them, while granting their owner’s a spot to fondly remember them.”

Analysis

Planning staff undertook a scan of various municipalities to compare “Rainbow Bridge” type projects that have been implemented that could be used as reference for this project. While undertaking this scan, it was found that there was not a comparable project that fully met the intent of the resolution.

Rainbow Bridge

April 29, 2024

Page 2.

A site has been identified adjacent to the western end of the bridge that crosses the river in Fort Creek Conservation Area that can be seen attached (Appendix A). A 10' wide by 4' high rainbow arch is proposed to be installed on a concrete platform as attached (Appendix B). The arch will have 2" by 2" wire mesh where the public can attach their pet tags with a lock. In addition, a bench will be installed next to the arch, along with a standing sign that will contain, "The Rainbow Bridge" poem by Edna Clyne-Rekhy.

Once implemented this installation will enhance the public realm while also providing a space for the public to reflect and remember their lost pets. This will be a unique project and will allow Sault Ste. Marie to have a special installation for both locals and visitors that are using the Hub Trail, to stop and take notice of the adoration the community has for its pet population.

The exact schedule for the installation of the "Rainbow Bridge" will be coordinated between the various departments that will be working on this project including Engineering and Public Works. These departments have indicated that the capacity exists for the project to proceed this summer with an expected completion date before the fall season.

Financial Implications

The total cost of this project is anticipated to be approximately \$18,000. With work coming from Engineering, Recreation and Culture, and Public Works, these expenditures are able to be covered within existing budgets.

Strategic Plan / Policy Impact / Climate Impact

This project is linked to Community Development under Social Activity of the Corporate Strategic Plan by creating a space where the public can gather with others and reflect upon their mutual appreciation for their pets.

There are no significant climate change impacts anticipated from this application.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Junior Planner dated April 29, 2024 concerning the "Rainbow Bridge" proposal be received and that staff be directed to implement the project in the summer of 2024.

Respectfully submitted,

Salvatore Marchese

Junior Planner

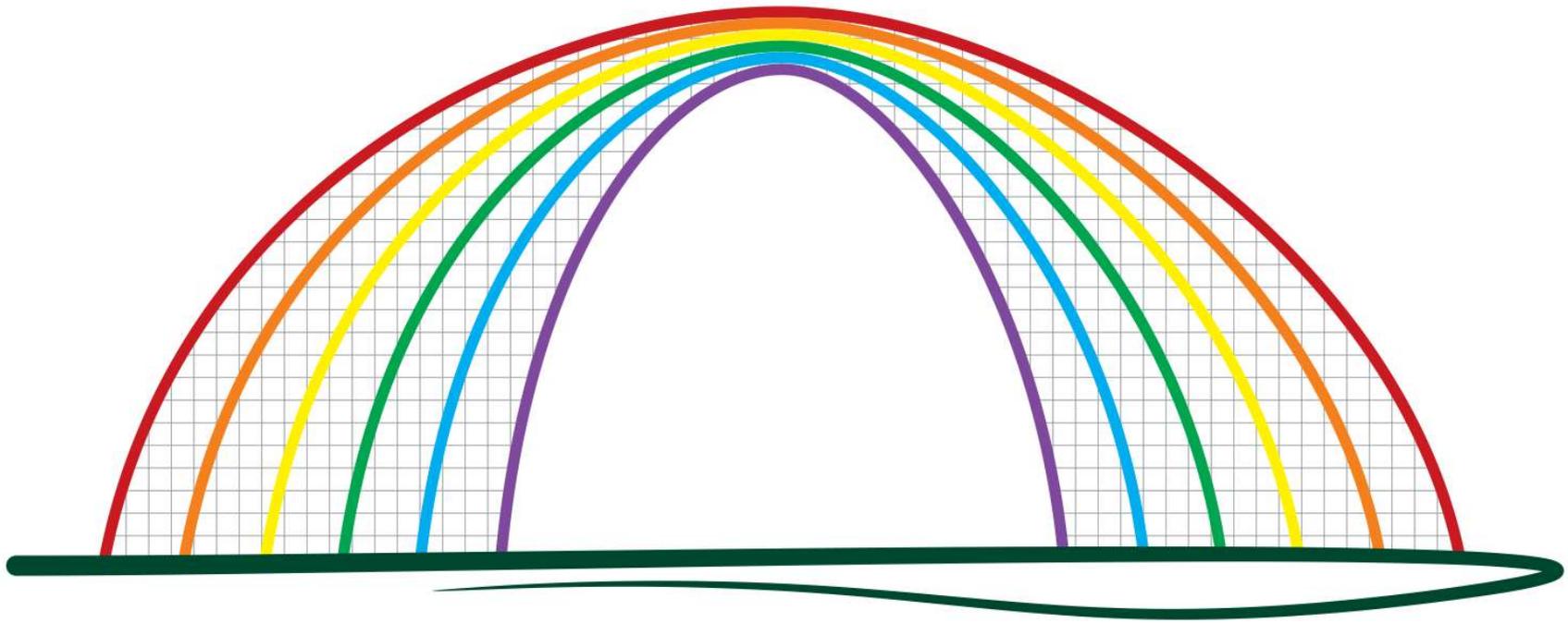
705.759.5445

s.marchese@cityssm.on.ca

Appendix A – Proposed Rainbow Bridge Location



Appendix B – Proposed Rainbow Bridge Mock-Up



Fort Creek Bridge – Near Third Line East

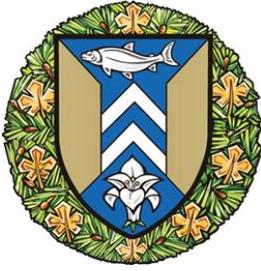


RAINBOW BRIDGE SITE PLAN



LEGEND	
ICON	DESCRIPTION
	RAINBOW BRIDGE
	BENCH
	FORT CREEK
	SIDEWALK
	HUB TRAIL
	GRASS/VEGETATION
	BRIDGE (THIRD LINE EAST)





The Corporation of the
City of Sault Ste. Marie

COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Nicholas Cicchini, Junior Planner
DEPARTMENT: Community Development and Enterprise Services
RE: A-4-24-Z.OP – 44 Great Northern Road – Amendment Report

Purpose

The purpose of this report is to correct the dimensions of the proposed area to be rezoned, regarding Planning Report for application A-4-24-Z.OP.

Background

On April 8, 2024, City Council approved application A-4-24-Z.OP, to permit major office space outside the downtown area in the Official Plan by the way of a notwithstanding clause and rezone the area from Shopping Centre (C5) Zone to General Commercial (C4) Zone.

Analysis

The planning report for application A-4-24-Z.OP provides the approximate area and dimensions of the area to be rezoned in several sections of the report (Proposed Change, Area to be Rezone, and Recommendations).

The dimensions outlined in the report for the area to be rezoned contained a length of 47.6 m (156.2 ft), depth of 59.0 m (194 ft), and a total area of 0.28 Ha (0.69 Acres). There is a 16.9 m (55.6 ft) discrepancy in the length fronting Great Northern Road of the area to be rezoned in the initial planning report.

Therefore, the area to be rezoned has been corrected to include an approximate frontage of 64.6 m (212 ft) along Great Northern Road with a depth of 59 m (194 ft) and a total area of 0.38 Ha (0.94 acres), depicted as “Part 1” on the attached site survey.

By-laws 2024-62 and 2024-63 have been prepared to reflect the above statement. The revised by-laws are present elsewhere on the Agenda.

Financial Implications

This report will not result in any incremental changes to municipal finances.

Strategic Plan / Policy Impact / Climate Impact

This report is not directly linked to any Strategic Directions contained within the Corporate Strategic Plan. There are no significant climate change impacts anticipated from this amendment.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Junior Planner dated April 29, 2024 concerning application A-4-24-Z.OP be received as information.

The relevant by-laws 2024-62 and 2024-63 are listed under item 12 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,

Nicholas Cicchini
Junior Planner
705.759.5375
n.cicchini@cityssm.on.ca

PLAN OF SURVEY OF
PART OF LOT 14
REGISTRAR'S COMPILED PLAN H-690
 TOWNSHIP OF ST. MARY'S
 NOW IN THE
 CITY OF SAULT STE. MARIE
 DISTRICT OF ALGOMA

SCALE: 1 : 500

 Monument Urso Surveying Ltd.



METRIC NOTE

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

INTEGRATION COORDINATE TABLE

OBSERVED REFERENCE POINTS (ORPs) DERIVED FROM REAL TIME KINETIC OBSERVATIONS USING MONUMENTS 'A' AND 'B' HAVING A BEARING OF N87°26'40"E UTM ZONE 16 NAD 83 (CSRS)(2010.0) COORDINATES TO URBAN ACCURACY PER SEC. 14(2) OF O.REG. 216/10.

POINT ID	NORTHING	EASTING
ORP A	5155945.365	705603.097
ORP B	5155948.083	705663.989
ORP C	5156000.302	705561.736

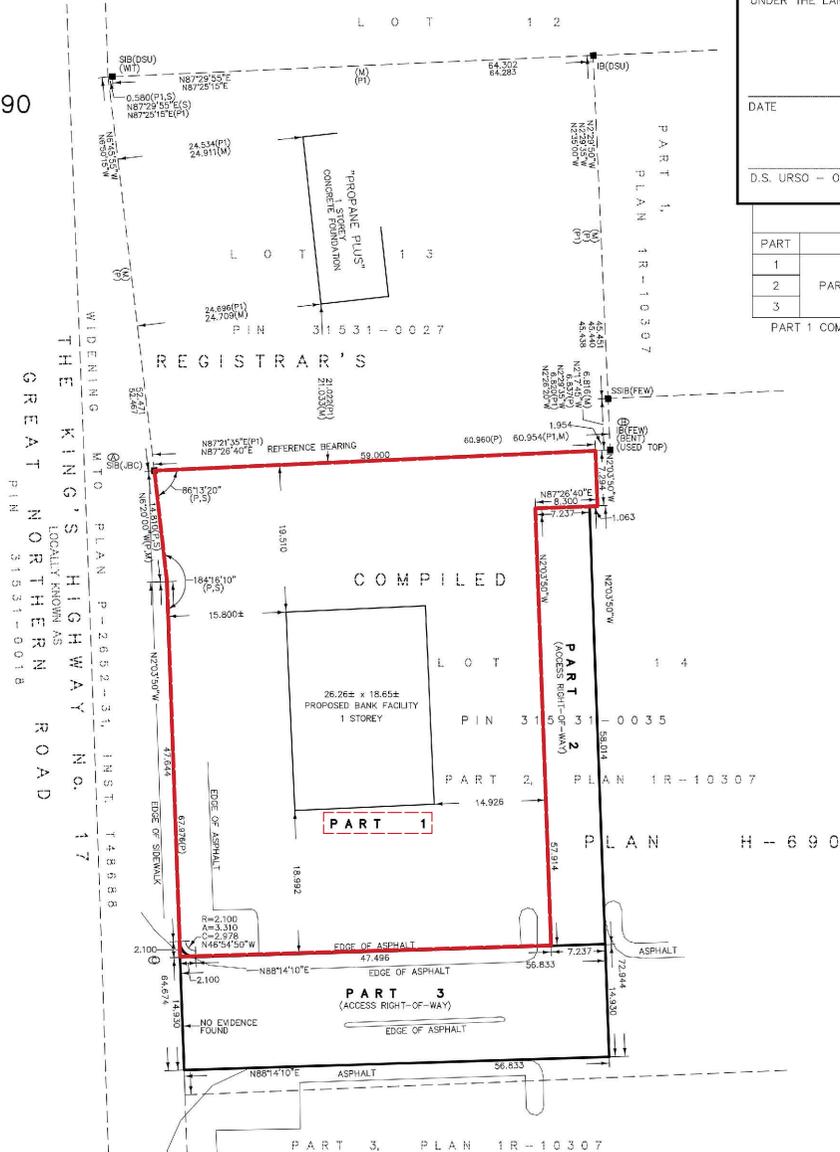
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

SCALE FACTOR NOTE

DISTANCES ON THIS PLAN ARE HORIZONTAL GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE AVERAGE COMBINED SCALE FACTOR OF 0.999901.

ROTATION NOTE

FOR BEARING COMPARISONS, A ROTATION OF 1°50'50" COUNTER CLOCKWISE WAS APPLIED TO 'P' TO CONVERT TO GRID BEARINGS.



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

DATE _____

D.S. URSO - ONTARIO LAND SURVEYOR

PLAN 1R- _____

RECEIVED AND DEPOSITED

DATE _____

REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF ALGOMA (N^o 1)

SCHEDULE

PART	LOT	PLAN	PIN	HECTARES
1			PART OF 31531-0035	0.328
2	PART OF 14	REGISTRAR'S COMPILED PLAN H-690	PART OF 31531-0035	0.085
3			PART OF 31531-0035	0.042

PART 1 COMPRISES PART OF PIN 31531-0035

LEGEND

- DENOTES FOUND EVIDENCE
- D DENOTES PLANTED MONUMENT
- IB DENOTES IRON BAR
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- M DENOTES MEASURED
- P DENOTES DEPOSITED PLAN 1R-10307
- P1 DENOTES PLAN BY D.S. URSO, O.L.S., FILE U-10422
- S DENOTES SET
- WIT DENOTES WITNESS
- JBC DENOTES J.B. CHAMBERS, O.L.S.
- FEW DENOTES F.E. WALL, O.L.S.
- DSU DENOTES D.S. URSO SURVEYING LTD.
- PIN DENOTES PROPERTY IDENTIFICATION NUMBER

BEARING NOTE

BEARINGS ARE UTM GRID DERIVED FROM REAL TIME KINETIC OBSERVATIONS ON MONUMENTS 'A' AND 'B', SHOWN HEREON, HAVING A BEARING OF N87°26'40"E AND ARE REFERRED TO THE CENTRAL MERIDIAN 87° WEST LONGITUDE OF UTM ZONE 16 NAD 83 (CSRS)(2010.0).

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYS ACT, AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 - THE SURVEY WAS COMPLETED ON THE

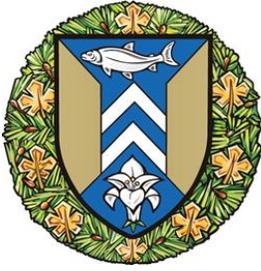
September 25, 2023
 SAULT STE. MARIE, ONTARIO
 D.S. URSO
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER:

Monument Urso Surveying Ltd.
 Ontario Land Surveyors • Canada Land Surveyors
 Planning Consultants

536 "C" FOURTH LINE EAST TEL: (705) 254-7851
 SAULT STE. MARIE, ONT. P6A 6J8 FAX: (705) 254-5571

DRAWN: KF	FIELD:	FILE NO:
CHECKED: DSU	LL / SS	U-12135



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Maggie McAuley, Municipal Services and Design Engineer
DEPARTMENT: Public Works and Engineering Services
RE: Contract 2024-6E Queen Street Improvements – Phase 1

Purpose

The purpose of this report is to obtain approval to award Contract 2024-6E. The project includes the resurfacing and streetscape improvements to Queen Street from Elgin Street to Brock Street, including the reconstruction of the underground services from Elgin Street to March Street.

Background

Council approved the Queen Street Improvements Phase 1 from Bruce Street to Pim Street in the 2024 Capital Budget. The conceptual design was approved at the August 23, 2023 Council meeting. Staff was also given the direction that the cost of the first phase of the project was to be no greater than \$6M and that the project limits of the project were to be adjusted to meet that requirement.

At the March 18, 2024 meeting, Council approved the application to the NOHFC for the Downtown Business District Revitalization Project which is a request for up to \$2M to support the streetscaping portion of the Queen Street Improvement project.

As detailed design proceeded and pre-construction estimates were prepared, the project limits were adjusted, and Queen Street from East Street to Bruce Street was tendered.

Tenders received via email submission for Contract 2024-6E were opened on Wednesday, April 24, 2024 in the presence of City staff. Tender results were made public on the project page in the electronic bidding system.

Analysis

Two tenders were received. The tender submission was reviewed and found to be complete and valid. The low tender of \$8,996,909.16 (excluding HST) was received from Avery Construction Limited.

The project team met to review the tenders and adjust the project limits to better suit the available funds. No decision on the NOHFC funding application has been made as of yet.

To meet the \$6M dollar budget requirement, the project limits are recommended to be from Elgin Street to Brock Street. If the NOHFC funding application is successful, the limits can be adjusted to include from Elgin Street to East Street.

These limits will include the replacement of underground sanitary infrastructure between Elgin Street and March Street, which is past its useful life. The sanitary sewer work was unforeseen during conceptual design and should be funded through the sewer surcharge revenue.

Financial Implications

When allowances for PUC street lighting, Public Works traffic, engineering costs and non-recoverable HST are added and recoverable PUC and other utility costs are removed, the City's cost to complete this project with the reduced project limit between Elgin Street and Brock Street is projected to be \$6,214,489. This is above the allocation in the 2024 capital budget of \$6,000,000; however, \$217,275 of the projects costs can be attributed to sanitary system, therefore the overrun of \$214,489 can be accommodated with sanitary funds allocated to other road projects.

Should the NOHFC funding application be successful and the project limits extended to East Street, the cost to complete the project is projected to be \$8,102,575. This includes the addition of allowances for PUC street lighting, Public Works traffic, engineering costs and non-recoverable HST and the removal of PUC and other utility costs. Also included are allowances for costs related to public art and other enhancements to downtown that are outside of the contract, and which form a part of the funding proposal. These projected costs can be accommodated within the budgets described above with the additional \$2,000,000 NOHFC funding, if approved.

Strategic Plan / Policy Impact / Climate Impact

This report is linked to the quality of life and infrastructure focus areas of the strategic plan.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Municipal Services and Design Engineer dated April 29, 2024 concerning Queen Street Improvements from Elgin Street to Brock Street be received and the recommendation that contract 2024-6E be awarded to Avery Construction Limited, be approved.

Further, that should the NOHFC funding application be successful, the project limits be extended and the CAO be delegated the authority to execute a change order to the contract up to the eligible amount of the funding in order to avoid delays in construction approvals.

Contract 2024-6E Queen Street Improvements – Phase 1

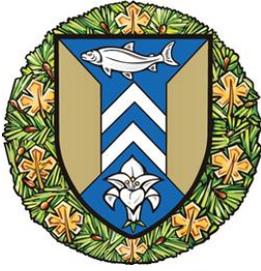
April 29, 2024

Page 3

The relevant By-laws 2024-72 authorizing execution of Contract 2024-6E and By-law 2024-73 authorizing the intermittent road closure of Queen Street between East Street and Elgin Street including intersections from May 1, 2024 to November 30, 2024 are listed under Agenda item 12 and will be read with all by-laws under that item.

Respectfully submitted,

Maggie McAuley, P. Eng.
Municipal Services and Design Engineer
705.759.5385
m.mcauley@cityssm.on.ca



The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHORS: Shelley J Schell, CPA CA, Chief Financial Officer &
Treasurer
Peter Tonazzo, RPP, MCIP, Director of Planning
DEPARTMENT: Corporate Services
RE: Municipal Vacant Home Tax

Purpose

The purpose of this report is to seek Council approval to implement a Municipal Vacant Home Tax (VHT) and to begin the development of the program.

Background

On March 20, 2023, Council passed the following resolution:

Whereas the City of Sault Ste Marie has seen a large increase in vacant homes and properties in the last 10 years, including a large increase in out of town investors buying property and allowing it to sit empty; and

Whereas much like the rest of the province, Sault Ste. Marie is in need of more housing, specifically affordable housing; and

Whereas Council has identified housing affordability as a major issue in Sault Ste Marie with a need to identify available tools to address this issue, thus creating the Affordable Housing Task Force; and

Whereas if successful, the vacant property tax would be a tool aimed at changing the behaviour of property owners and help release more housing to the market, as well as lowering the number of boarded up properties within the community; and

Whereas any revenue generated from this tax could go directly toward supporting affordable housing initiatives identified by the Affordable Housing Task Force;

Now Therefore Be It Resolved that the Affordable Housing Task Force review and report back to Council on the feasibility and benefit of

implementing a Vacant Property Tax in Sault Ste Marie (included in this report would be the definition of vacant for the purpose of the tax, parameters of implementation and enforcement, comparisons with other municipalities who have implemented a similar tax, an estimate on the amount of revenue that could be generated, and the rate at which vacant properties would be charged.)

Analysis

Housing Action Plan

The City's Housing Action Plan 2023-2028 includes a sub-action to assess the viability of enacting a VHT to discourage owners from leaving their residential properties unoccupied (sub-action 3.9). The Housing Action Plan was developed through extensive consultation with the Affordable Housing Task Force as well as stakeholders and the public.

The implementation of a VHT will contribute to achieving the goals of the Housing Action Plan by:

- *Decreasing the number of empty rental units in the City* - a VHT will motivate property owners to rent out or occupy their empty units. Similarly, a VHT will encourage property owners who do not intend to rent or occupy their vacant units to sell them to someone who will.
- *Increasing affordable housing options within the City* - a VHT is meant to increase rental housing supply which may have a downward pressure on rental prices within the City.

Municipal Vacant Home Tax Program

The Province announced a series of measures to address a number of housing issues under Ontario's Fair Housing Plan of 2017. Included in these measures was permitting designated municipalities to impose a tax on vacant homes with the intent to encourage owners to rent or sell empty properties to increase the supply of available housing in a community.

The 2024 Ontario Budget released on March 26, 2024 implemented a change to the municipal vacant home tax as "an unoccupied home is unacceptable in a housing crisis". Ontario empowered municipalities to make more vacant homes available for housing by:

- Extending authority broadly to all single and upper-tier municipalities to impose a tax on vacant homes, effective immediately.
- Releasing a Provincial Policy Framework that will support municipalities by setting out best practices for implementing a VHT.

Authority to impose an optional tax on vacant residential units is provided under Part IX.1 of the *Municipal Act, 2001*. A by-law must be passed by Council and contain the following criteria:

- The tax rate to be used;
- Conditions of vacancy that, if met, make a unit subject to the tax;
- Exemptions from the tax;
- Rebates of the tax;
- Audit and inspection powers; and
- The establishment and use of dispute resolution mechanisms.

The Province released its Provincial Policy Framework on April 4, 2024 (Appendix A). The policy sets out recommended exemptions and the definition of vacancy. Prior to the change in the 2024 Ontario Budget very few municipalities had implemented the VHT with the required Ministry approval. Current municipalities that have implemented include Toronto and Ottawa. Hamilton was to implement the tax in 2024 but was deferred and is now slated to be in effect for 2025. Windsor deferred 2024 implementation to await the Provincial Policy Framework, but it is expected to still be in place for 2024. A comparison of these municipal VHT programs and the Provincial Policy Framework are included in Appendix B.

Program Elements

The VHT is not intended to generate revenue. The intent is to encourage properties to be used for housing. If the program is successful, the amount of VHT collected annually will likely decrease and could result in an annual operating deficit after offsetting administrative costs of the program. If there is excess revenue it would be recommended that it be transferred to a new Housing Reserve that would be utilized to forward the City's housing initiatives.

Definition of Vacancy

The definition of vacancy as set out in the Provincial Policy Framework is a self-contained residential unit suitable for habitation that is classified in the residential property class. Although the Framework does not state a vacancy timeframe, the exemptions in the Framework reference greater than 6 months. Some other VHT programs state 183 or 184 days which provides better clarity to the definition. Specific property codes used by the Municipal Property Assessment Corporation are included in some by-laws to set out clearly the properties that would be subject to the VHT and those exempted. The City of Sault Ste Marie has 27,420 properties in the residential class, 89 of which, are estimated to be vacant.

Tax Rates

The rate of tax charged for implemented VHT's in Ontario are either 1% or 3% of the property's assessment. With only four municipal comparators with recent rollouts of VHT, there is not enough data to determine what rate accomplishes the best outcomes for the program. The intent of the program is to encourage owners to move vacant residential property to homes available for occupancy so the rate charged should be looked at as punitive. For comparison, the 2024 residential tax rate, including education is 1.789136%

The estimated VHT per \$100,000 of assessment is reflected in the table below.

Rate	Tax per \$100,000 assessment
1%	\$1,000
2%	\$2,000
3%	\$3,000

Types of VHT Programs

There are three primary methods of determining vacant units that have been identified by municipalities that have implemented the VHT:

- 1) Mandatory Declaration – all residential property owners would be required to declare annually if the property is occupied either as a principal residence, rental or other. This type of program could provide that a failure to respond results in the property being “deemed” vacant.
- 2) Vacant Unit Declaration– only those residential property owners who have a vacant property would be required to notify the municipality.
- 3) Complaint-based Enforcement – vacant residential properties would be identified at the time that a complaint or tip is received from the public. The City would also be able to register complaints on properties identified by staff in their duties, such as Taxation and Building, that possibly meet the criteria.

The mandatory declaration is being used by Toronto and Ottawa currently and is the proposed program for Hamilton. Toronto has been in the media for a “disastrous rollout” of the VHT due to confusion over billing errors and the declaration process. They have increased the tax from 1% to 3% in 2024.^{1 2}

Hamilton also experienced issues over the clarity of the implementation of the VHT, which delayed the implementation.³

A mandatory declaration requires all 27,420 residential property owners to declare annually, creating significant staff administration costs to review, audit, enforce, track and bill the tax. Having all residential properties declare annually also places an administrative burden on a significant majority of property owners who are not impacted by the VHT.

The vacant unit declaration has not been utilized by any municipalities. A property owner self assessing a tax may not provide the outcomes required as there would not be an incentive to declare ones own property to be taxed. This would lead to higher administrative costs to audit and verify vacancies that were not declared.

¹ https://www.thestar.com/news/gta/after-disastrous-rollout-of-vacant-home-tax-city-staff-propose-a-host-of-fixes/article_d9a7535e-f8fc-11ee-9767-33d65ca9905c.html

² <https://globalnews.ca/news/10404140/toronto-vacant-home-tax-late-fee-issues/>

³ <https://www.cbc.ca/news/canada/hamilton/vacant-unit-tax-1.7093382>

A complaint-based enforcement is being implemented by the City of Windsor in 2024. After a review of the Windsor program and the administrative requirements to manage it, staff recommend that this would be an effective and efficient program for the City.

Estimated VHT Budget

It is difficult to predict the number of vacant homes in the residential class within the City. Staff in the Building Division have been maintaining a list of vacant properties noted from their inspections and other reviews. Residential class properties on this list total approximately 90. It is not known how many would qualify for exemptions nor what the exemptions would be for the program at this time. A high-level conservative estimate of 45 properties and the average assessment of the properties identified in the Building Division list were used to provide budget scenarios.

There is the risk of non-remittance of tax, especially if the property is in a tax arrears position. Tax sale proceedings would apply but collection would be longer term.

Additional resources would be required in Finance's Taxation Division, to administer the program. It is anticipated that one Local 67, Tax Analyst would be required to implement the program. Program development and oversight can be managed at the start by the non-union Assessment Review Analyst due to the postponement of reassessment by the Province. Depending on when the program is rolled out, a 2024 in-year complement increase may be required with funding recommended from future VHT revenues. Once the program is running and the actual administrative requirements for Finance, and other supporting departments is known there may be additional resources required.

Once the program is implemented, it will be internally reviewed on a regular basis to determine if changes are required and to report thereof to Council.

There is a possible levy impact if revenue is less than administrative costs.

The estimated budget scenarios below are based upon a conservative estimate of 45 properties and provides a slightly better than breakeven point with a 2% tax.

Municipal Vacant Home Tax

April 29, 2024

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Revenue:

Estimated number of vacant homes	45
Average assessment	115,000

Proposed tax rate	1%	2%	3%
	<u>\$51,750</u>	<u>\$103,500</u>	<u>\$155,250</u>

Net surplus(deficit) after administration	<u>\$(44,910)</u>	<u>\$6,840</u>	<u>\$58,590</u>
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Expenditures:

Staffing Requirements	
Tax Analyst (Local 67 Job Class 10)	86,660
Program Expenses	10,000
	<u>96,660</u>

Program expenses include office set up, postage, website for online reporting, and other administrative costs.

Next Steps

If Council approves the implementation of a VHT, staff would seek to implement the tax in 2025, based upon 2024 vacancies.

The Provincial Policy Framework highly recommends public consultation on the implementation of the tax and that the results of these consultations be shared with the Province to help inform best practices going forward. The consultation would look to identify the support of a vacant home tax, the rate of tax that should be applied, and the type of exemptions that should be granted.

Further collaboration with other departments is required. This includes formalizing the definition of vacancy, program implementation requirements, appropriate tax rate, other possible immediate resource requirements, refinement of revenue and expense estimates, exemptions that best fit the community, audit and inspection requirements, dispute resolution mechanism, etc. The by-law would then be developed in conjunction with the Legal Department and presented to the Housing Task Force for review and endorsement. Subsequently staff would report back to Council with the implementation plan and to request approval of the by-law to establish the VHT.

A robust communication strategy is important. As noted previously, Toronto reported significant issues on roll out and incorrect penalties and taxes assessed. Hamilton deferred implementation due to lack of clarity in process. Corporate Communications would be utilized to implement a communication strategy, starting with a public announcement of the potential VHT for vacancies in 2024 to allow owners to have their properties occupied, if necessary, in 2024.

Financial Implications

At this time with limited information on estimated revenue and administration costs as well as an approved tax rate, there is not an ability to estimate the total net revenue position if the VHT program is implemented.

The intent of the program is not to generate revenue. The intent is for vacant residential properties to be used for housing. If the program outcomes are successful the amount of the VHT collected annually will likely decrease and could result in cost that would increase the levy in future years.

If a surplus does occur for the program, it is recommended that it be transferred to a new reserve that would be set up for the purpose of supporting the City's housing related initiatives.

Strategic Plan / Policy Impact / Climate Impact

Although addressing the increase in housing with the community is not a specific item on the 2021-2024 Corporate Strategic Plan, the implementation of a VHT does align with several strategic focus areas.

Promote Quality of Life Advantages: Adequate and affordable housing is a key quality of life indicator. A VHT promotes an increase in the overall housing supply and may have a positive effect on rental housing affordability within the City; thereby providing more housing options to a broader range of income levels.

Vibrant Downtown Areas: A disproportionate number of vacant homes are within the Downtown and older core areas of the City. A VHT will result in an increase in occupied residential dwellings in the Downtown and can help create a vibrant, complete community where people want to live and work.

The implementation of a VHT also aligns with the goals of the City's Housing Action Plan as it will contribute to an increase in the housing supply and may have a positive impact on housing affordability.

There is no climate impact

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Chief Financial Officer and Treasurer and the Director of Planning dated April 29, 2024 concerning a Municipal Vacant Home Tax be received and that a municipal vacant home tax be implemented in 2025 for 2024 vacancies.

Municipal Vacant Home Tax

April 29, 2024

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Respectfully submitted,

Shelley J. Schell, CPA, CA

Chief Financial

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Municipal Vacant Home Tax

Learn about Vacant Home Taxes, which are municipal taxes applied to the assessed value of vacant homes to help increase housing supply.

Overview

Vacant Home Taxes are municipal taxes applied to the assessed value of vacant homes. These taxes are intended to increase housing supply by creating an incentive for property owners to sell unoccupied homes or make them available to be rented.

Ontario extended the authority for all single- and upper-tier municipalities to impose a tax on vacant homes, effective March 27, 2024. Municipalities that choose to implement a Vacant Home Tax will be supported with a Provincial Policy Framework, which provides best practices and clarity about the expected elements of municipal Vacant Home Taxes, and promotes consistency in their application.

Context

In order to provide clarity for municipalities related to the expected elements of proposed municipal Vacant Home Taxes, as well as to promote consistency in the application of such taxes, this Provincial Policy Framework sets out provincial recommendations based on best practices related to municipal Vacant Home Taxes, as outlined in:

- Part IX.1 of the *Municipal Act* (<https://www.ontario.ca/laws/statute/01m25#BK438>)
- Part XII.1 of the *City of Toronto Act* (<https://www.ontario.ca/laws/statute/06c11#BK420>) (referred to in legislation as Optional Tax On Vacant Residential Units).

This framework contains guidelines and recommendations for municipal Vacant Home Taxes. Municipalities are expected to follow the policy intent and recommendations as a measure to increase the supply of housing available in their respective jurisdictions.

Although the framework is not legally binding, the framework is subject to any provisions of the *Municipal Act, 2001*, *City of Toronto Act, 2006* and regulations which are applicable to a municipal Vacant Home Tax.

Provincial Policy Framework

Recommended exemptions and definition of vacancy

The *Municipal Act, 2001* and *City of Toronto Act, 2006* state that municipal Vacant Home Taxes may apply to residential units that are classified in the residential property class under the *Assessment Act* and are taxable under that act for municipal purposes. Vacant Home Taxes are taxes on assessed value collected under Part X of the *Municipal Act, 2001*.

It is further recommended that:

- only self-contained residential units that are suitable for residential habitation be subject to Vacant Home Taxes
- no Vacant Home Tax be payable by a property if any of the following circumstances apply:
 - It is a principal residence.
 - It is rented out and occupied as a residence by a tenant for at least 6 months of a taxation year.
 - It was owned by a registered property owner who has died in the applicable reference year / tax year.
 - It is owned by a registered property owner who is in care (for example, institutionalized or hospitalized).
 - Ownership of the property was transferred in the reference year / tax year (where the year of sale or transfer is the reference year / tax year).
 - It is undergoing major redevelopment or renovations that, in the judgement of the municipality, are being pursued within a reasonable timeframe.
 - It is subject to a court or municipal order prohibiting occupancy and the owner has made reasonable efforts to remedy the circumstances that led to the order.
 - It is a seasonal property (including properties that are classified by Municipal Property Assessment Corporation as falling under property codes 363, 364, 385, 391, 392, and 395).

- o It is otherwise uninhabitable for reasons beyond the owner's control.
- o Other circumstances identified by a municipality as representing an appropriate use of a residential property (for example, a municipality may wish to exempt properties required for occupation for employment purposes).

Tax rate

The applicable legislation does not set out any requirements related to the tax rate for Vacant Home Taxes.

As context, for the 2023 tax year, Toronto and Ottawa both imposed 1% Vacant Home Tax rates.

Application to foreign-owned vacant homes

The province is committed to improving alignment of incentives to help ensure availability of housing to Ontario families, through tools such as municipal Vacant Home Taxes and the provincial Non-Resident Speculation Tax.

The province will work with municipalities to explore ways of identifying foreign-owned vacant homes, and to encourage imposing a higher Vacant Home Tax rate on such properties.

Tax year, tax collection and administration

It is recommended that a municipality imposing a Vacant Home Tax should establish a process for confirming the occupancy status of properties in the reference year.

Vacant Home Taxes should be imposed on the Current Value Assessment of properties in the reference year during which occupancy status is determined.

For example, Vacant Home Taxes collected in 2024 should be based on 2023 Current Value Assessment.

Appeals and dispute resolution

It is recommended that a municipality imposing a Vacant Home Tax should establish processes for appeals and dispute resolution related to the imposition of Vacant Home Taxes.

Public consultations

A municipality seeking the authority to impose a Vacant Home Tax should conduct consultations on the implementation of potential Vacant Home Taxes. It is further recommended that the

feedback received and results of these consultations be shared with the province to help inform best practices going forward.

Annual reporting

In order to support evidence-based evaluation of outcomes, a municipality imposing a Vacant Home Tax should include data related to its Vacant Home Tax in its annual Financial Information Return, according to the fields provided for relevant data (for example, total number of properties impacted, total revenues, etc.).

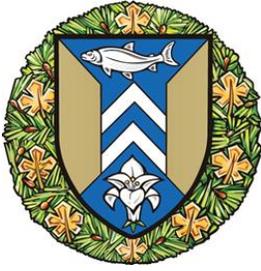
Upper tier and lower tier responsibilities

In the case of municipalities with an upper tier and lower tier system of government, it is recommended as a best practice that:

- upper tiers receive supportive statements or endorsements from lower tiers, including approaches to ensuring that lower tiers will be able to retain revenues sufficient to offset their costs of Vacant Home Tax collection and administration
- upper tiers be responsible for setting out key aspects of a Vacant Home Tax, such as rates and definition of vacancy
- upper tiers adopt Vacant Home Tax bylaws that specify in which lower tiers the Vacant Home Tax will be in effect, and in which lower tiers it would not be

Updated: March 27, 2024
Published: March 27, 2024

Exemption	Toronto	Ottawa	Hamilton	Windsor	Provincial Policy Framework
Definition of Vacant Home	More than 6 months during the taxation year	Unoccupied for more than the aggregate of 184 days during the previous calendar year	Unoccupied for more than 183 days in the previous calendar year or deemed vacant by the City	Unoccupied for more than 183 days in a taxation year	Self contained residential units suitable for residential habitation that are classified in the residential property class under the Assessment Act and are taxable under that act for municipal purposes. Vacancy time not provided, though 6 month referenced in exemptions
Tax Rate	3% effective January 1, 2024, 1% prior	1%	1%	3%	No requirement set out
Method of Identifying Vacant Units	Mandatory Declaration	Mandatory Declaration	Mandatory Declaration	Complaint-based Enforcement	Municipality should establish process for confirming the occupancy status of properties in the reference year.
Vacancy Reference Period	Prior Year Taxation, billed in subsequent year	Prior Year Taxation, billed in subsequent year	Prior Year Taxation, billed in subsequent year	Prior Year Taxation, billed in subsequent year	Prior Year Taxation, billed in subsequent year
Exemptions:					
Principal Residence	X	X	X	X	X
Rented out and occupied as residence by a tenant for at least 6 months of a taxation year	X-occupied as principal residence of permitted occupant (family member, friend of the registered owner). Occupied as a tenanted property (including business tenants).	X-occupied for residential purposes by an arm's length tenant under a tenancy agreement or arm's length subtenant under a sublease agreement for a term of at least 30 consecutive days	X	X	X
Owned by a registered property owner who has died in the applicable reference year/tax year	X-owner has died in the taxation year or in the previous taxation year	X-unoccupied for more than 184 days because of the death of the owner of the residential property in reference year and following year	X-death of an owner in the year of death plus one subsequent year	X-vacant for a period of up to 2 years following the death of the registered owner in the year	X
Owned by a registered property owner who is in care (hospitalization or long term care)	X-principal resident is residing in a hospital, long term care or supportive care facility for a period of an aggregate of at least six months during the taxation year	X-more than 184 days because all occupiers or tenants who previously occupied or all tenants or subtenants who were previously occupying the unit as a principal residence are currently residing in a hospital, long term or supportive care facility	X-principal resident of a residential unit resides in a hospital, long-term care or supportive care facility	X-residential units that are vacant for a period of up to 2 years following due to the registered owner being admitted to care (hospitalization, long-term care)	X
Ownership of the property was transferred in the reference year/tax year	X-legal ownership of the vacant unit has been transferred to an arm's length transferee in the taxation year	X-the transfer of 100% of the legal interest in the property was registered in the Land Title Office to an Arm's Length party	X-shall not apply in the year of sale provided that the transfer is to an arm's length transferee	X	X
Property is undergoing major redevelopment or renovations the, in the judgement of the municipality, are being pursued within a reasonable timeframe	X- all requisite permits have been issued and City's Chief Building Official is of the opinion that repairs/renovations are being actively carried out without unnecessary delay	X- all requisite permits have been issued and City's Chief Building Official is of the opinion that repairs/renovations are being actively carried out without unnecessary delay	X-supported by permits issued by City's building department under The Building Code Act	X-supported by permits issued by the City's building department	X
Property is subject to a court or municipal order prohibiting occupancy and the owner has made reasonable efforts to remedy the circumstances that led to the order	X-a court order is in force which prohibits occupancy of the vacant unit for at least six months of the taxation year	X-unoccupied for more than 184 days solely because a court order, court proceedings or order of a governmental authority prohibits occupancy, provided that the requirements set out by the order are being diligently pursued without unnecessary delay and that the Owner does not have an order imposed due to neglect of property	X-court order prohibiting occupancy of the residential property is in effect	X-residential units that are vacant due to Court order/proceedings	X
Seasonal properties classified by MPAC under the following property codes: 363, 364, 385, 391, 392, 395	N/A	X-used as a short term cottage rental as defined in short term rental by-law and owner has host rently permit and unit was rented for more than 100 days with proof of revenue and was located in specific rural zones	N/A	N/A	X
Uninhabitable for reasons beyond the owner's control	N/A	N/A	N/A	N/A	X
Other circumstances identified by a municipality as representing an appropriate use of residential property	Vacant Unit is required for occupation for employment purposes for an aggregate of at least six months in the taxation year by its owner who has a principal residence outside of the Greater Toronto Area. Snowbirds and other extended stay-travellers - program allows owners to be away from their principal residence for extended periods of time due to travel, work, and other reasons. Properties with multiple units can be deemed occupied if at least one unit is rented Vacant new inventory can be claimed by the developer for up to two consecutive years.	Newly built unit which was unoccupied for more than 184 days and continuously listed for sale/lease and not sold/leased is the first year the unit was added to the tax roll. Combination of tenanted and construction/ renovation.	Properties with multiple units can be deemed vacant and subject to VHT if at least one unit is vacant for more than 183 days.	Residential units that are listed for lease or sale for a period of up to 1 year. Mult-residential properties (more than 6 units). Residential units that are managed or considered social or affordable housing and are in receipt of funding from the City (DSSAB).	X



The Corporation of the
City of Sault Ste. Marie
COUNCIL REPORT

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Brent Lamming, Director of Community Services
DEPARTMENT: Community Development and Enterprise Services
RE: Outdoor Rinks

Purpose

The purpose of this report is to provide Council with information regarding outdoor rinks.

Background

The following resolution was passed at the December 11, 2023 budget meeting of Council:

Be It Resolved that Council direct a reduction in outdoor rinks by \$75,000 from the 2024 budget (maintaining the number of outdoor rinks in 2024), with a report to be brought forward regarding outdoor rinks for 2025.

The City of Sault Ste. Marie has a long history of providing outdoor rinks for the community.

Prior to 1992 City Owned and Operated Rinks

Nine outdoor ice rinks with caretakers were provided through grant funding.

When the grants were eliminated, costs had to be cut, resulting in removal of rink caretakers, and eventually reducing the number of rinks to four.

Since 1992 City-Owned and Operated Rinks (Boarded Hockey Rink and Skating Pad)

<i>Rink</i>	<i>Location</i>
Merrified	Henrietta Street (West)
Esposito	Queen Street West (Central)
Anna McCrea	Mark Street (East)

Art Jennings Speed Skating Oval (Elizabeth Street – oval and pad for skating only)

Hours of operation:
Monday to Friday – 3 p.m. to 10 p.m.
Saturday and Sunday – 10 a.m. to 10 p.m.

The 2018 winter operating budget for rink operations (Parks Division) totaled \$193,000. This includes snow removal, flooding, structural maintenance, and security.

Community-Operated Rinks History

When the number of City-operated rinks was decreasing in 1992, community groups, neighbourhood groups and schools were notified and given the opportunity to take over the care of the five rinks being closed. Eastside Neighbourhood and Bay View united to form Northern Neighbourhood Facilities Inc. The Ben R. McMullin rink operated for one year but did not have the volunteer support to continue.

Formal agreements were made with Eastside and Bay View neighbourhoods as they became self-sufficient, which required them to provide insurance coverage, maintain, operate, and supervise the rink. The City would install and remove the rink boards annually, advertise operating hours, and direct inquiries to the appropriate contact people. The City did not provide snow plowing, flooding, nor pay utility or equipment costs.

Northern Neighbourhood Facilities Inc. eventually dissolved and community operated outdoor rinks with City partnership were discontinued.

Outdoor Ice Rinks 2009 – Council resolution of December 7, 2009

Resolved that the report of the Commissioner of Community Services dated 2009 12 07 concerning Outdoor Ice Rinks Committee Update be accepted and the recommendation that Council authorize staff entering into partnerships with Tarentorus, Grandview and St. Pius X elementary schools in order to provide outdoor rinks at these schools and that the City's partnership level consist of the supply of the rink boards; and further that the initial cost of supplying the rink boards estimated at \$5,000 be funded from the 5% Subdividers Reserve account, be approved.

Additional Considerations

Community and Board of Education outdoor rinks operating issues arise due to a lack of volunteers and very unpredictable weather conditions that have deterred the establishment and maintenance of outdoor rinks.

Prior to community rink closures the few dedicated volunteers did issue a request for help through the media that the rink would close without community support; however, no new volunteers came forward.

There was minimal usage of outdoor ice surfaces by schools. City rinks that are used by schools are those that are located near the rinks (i.e. Queen Elizabeth Public School, Anna McCrea Public School, Algoma University). The reason attributed for decreased usage was that the students were required to wear CSA approved helmets and not all students have them or will wear them, so fewer are able to participate. Therefore, outdoor skating for programming during school hours is less frequent.

Some families build their own backyard outdoor rinks, some of which include rink boards, lights, and netting. These outdoor ice surfaces provide for their children and often friends in the neighbourhood.

In 2019 the Clergue Park skating trail was added to the delight of many ice-skaters. During the season it is open from noon to 10 p.m. during the week and 10 a.m. to 10 p.m. on the weekend. It provides a great opportunity for active recreation given the length of the trail, not to mention the beautiful views in the park setting adjacent to St. Marys River.

The Downtown Plaza rink opened in November 2023.

The resolution from Council to consider decreasing the outdoor rink budget was reviewed and considered by the Parks and Recreation Advisory Committee at its meeting of April 9, 2024. The following motion was carried:

Resolved that the Parks and Recreation Advisory Committee recommend that the number of outdoor rinks remain the same in 2025 and that the supporting budget be maintained, and further that staff explore the addition of future rinks.

Analysis

City staff have completed research of municipalities in Northern Ontario to compare what is provided (documented below):

Outdoor Rinks in Nearby Municipalities

Municipality	City-Run Boarded Rinks	Community or Volunteer Supported Boarded Rinks	Leisure Skating Options	Notes
Sault Ste. Marie <i>Pop. 72,501</i>	<ul style="list-style-type: none"> 3 (Esposito, Merrifield, Anna McCrea) 	<ul style="list-style-type: none"> 0 Private rinks at St. Basil's and Machine Shop 	<ul style="list-style-type: none"> Downtown Plaza Clergue Park Skating Trail Queen E Skating Oval 	All rinks are supervised
Thunder Bay <i>Pop. 108,843</i>	<ul style="list-style-type: none"> 13 Supervised 12 Unsupervised 	<ul style="list-style-type: none"> 6 	<ul style="list-style-type: none"> Prince Arthur Landing (supervised) Vickers Park Skating Trail (unsupervised) 3 unboarded and unsupervised rinks 	Most rinks also have a skating "pond." Some sites have 2 boarded rinks (included in total)
Sudbury <i>Pop. 166,004</i>	<ul style="list-style-type: none"> 26 in Sudbury 54 if including Greater Sudbury Combination of volunteer and city led maintenance 		<ul style="list-style-type: none"> Ramsey Lake Skating Path Queens Athletic Skating Oval 	Outdoor rinks assisted by volunteers offer limited hours (Tues/Thurs/Fri 5-9pm, Sat/Sun 12-6pm is typical). Funding is supplied by city and requires 100's of volunteers every year.
Timmins <i>Pop. 41,145</i>	<ul style="list-style-type: none"> 3 	<ul style="list-style-type: none"> 0 	<ul style="list-style-type: none"> Hollinger Skateway 	City run rinks are unsupervised. 2 of the boarded rinks are in the same location. Hollinger Skateway is community led partnership with the city including skate rental and heated trailer.
North Bay <i>Pop. 52,662</i>	<ul style="list-style-type: none"> 10 	<ul style="list-style-type: none"> 0 	<ul style="list-style-type: none"> Lee Park Oval/Trail 	Boarded rinks are unsupervised. No changing rooms or washrooms available. Recruit volunteers to assist in rink upkeep.

Sudbury does use volunteers to service their 54 rinks; however, did caution against expecting volunteers to take on a larger role to achieve cost savings. Sudbury employs a student worker at each rink for 20-25 hours per week. Any additional hours are covered by volunteers; however, some volunteers can be unreliable, requiring city staff to plow, flood or open a rink on short notice.

Outdoor Rinks

April 29, 2024

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Sudbury also employs five recreation coordinators to oversee rinks and volunteers. Currently the City of Sault Ste. Marie does not employ that number of staff in the recreation department. Management of volunteers in Sudbury is done by city staff and any volunteer liability is also with the city.

Implementing a system of volunteers has been tried unsuccessfully in past years in Sault Ste. Marie. City staff currently don't have the capacity to recruit, train, manage, and retain volunteers to perform ice maintenance duties. Overall savings would be negligible as a staff person would need to be hired to fill this role. Recruitment of volunteers has been found to be difficult for other City-related projects.

The table below provides overall attendance for each year as well as the number of days open. Usage of City-operated outdoor rinks has been very strong as depicted in the tracking chart below. The 2023-24 the season was shortened due to weather conditions. As a result, costing is much lower to operate as security is not required and City resources are deployed elsewhere while not in use.

Days of Use	2019-20	2020-21	2021-22	2022-23
Anna McCrea	57	59	76	59
Esposito	57	58	75	56
Merrifield	56	60	77	66

The Downtown Plaza rink opened for the 2023-24 season and reported usage by over 16,103 skaters from November 2023 until April 2024.

Outdoor rinks provide an important, free recreational opportunity for residents, particularly youth, in the winter months. Providing such amenities aligns with the Parks and Recreation Master Plan and a comparison with Northern municipalities does not indicate that the City is providing a surplus of outdoor rinks.

City staff are not recommending the closure of any outdoor rinks and are available to explore future rink additions in alignment with the resolution passed by the Parks and Recreation Advisory Committee.

Financial Implications

The outdoor boarded rinks and skating facilities are supported with a maintenance budget of \$388,000.

Staff are not recommending closing any outdoor rinks or skating facilities. If one had to be closed the recommendation would be the Anna McCrae boarded rink as the City does not own the land at this location and the Art Jennings Speed Skating Oval is in close proximity.

The closure of one outdoor rink would result in an estimated annual savings of between \$25,000 (security) to \$75,000 depending on the operating season due to weather. Salary of maintenance staff is still in place when not maintaining the rinks (for example due to poor weather) as they are redeployed within the Corporation.

Outdoor Rinks

April 29, 2024

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Strategic Plan / Policy Impact / Climate Impact

The recommendation supports the focus area of the Community Strategic Plan for 2021-2024 in a number of ways.

- Within the Service Delivery focus area, it continues to assist in delivering excellent customer service to citizens.
- It supports the Community Development and Partnership focus of Maximizing Economic Development and Investment with the commitment to maintain financial viability.
- Furthermore, it exemplifies communication and stakeholder consultation to create an environment that encourages engagement and the exploration of mutual goals to grow our community. Collaboration with community partners and stakeholders is essential to our success.
- Finally, the project aligns with the Quality of Life Focus Area – “The City of Sault Ste. Marie is distinctly poised to provide and promote a superior quality of life.”

Recommendation

It is therefore recommended that Council take the following action:

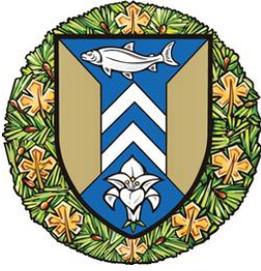
Resolved that the report of the Director of Community Services dated April 29, 2024 concerning Outdoor Rinks be received and that the City continue to maintain the six existing outdoor rinks/skating trails.

Respectfully submitted,

Brent Lamming, PFP, CPA, CMA
Director, Community Services
Community Development & Enterprise
Services
(705)759-5314
b.lamming@cityssm.on.ca

Outdoor Rink Usage				
Location	2019-20	2020-21	2021-22	2022-23
Anna McCrea	5,917	3,355	5,114	3,522
Esposito	2,071	1,562	2,244	1,587
Merrifield	4,021	4,765	5,470	4,095
Oval		13,556	11,630	11,630
Clergue	5,329	9,049	6,696	5,103
Total participants	17,338	32,287	31,154	25,937

Tracked Oval usage in 2020 to 2022 while security was in place re COVID



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

April 29, 2024

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Brent Lamming, Director Community Services
DEPARTMENT: Community Development and Enterprise Services
RE: YMCA Update

Purpose

The purpose of this report is to provide an update to Council on ongoing collaboration efforts between the City and local YMCA.

Background

The local YMCA was constructed in 1965 and has provided a variety of youth and family programming supporting the community for many years while at the same time producing Provincial and National-calibre athletes in sports such as swimming, gymnastics and boxing. The YMCA employs approximately 140 staff and offers important childcare programs for the community. Membership is approximately 3,300 which is up from 3,000 a year ago (it was 7,000 at its height of operations).

The YMCA is an independent, charitable organization. It has its own Board of Directors and operates completely separate from the City of Sault Ste. Marie. There has been no ongoing municipal funding support provided to the YMCA in the past and the City does not have any oversight or involvement in YMCA operations.

The YMCA approached City staff in late February 2024 to notify that the YMCA is experiencing significant financial hardship and operational issues that may cause the facility to shut down. The Board has been working with YMCA Canada (Y CAN) and YMCA Ontario (Y ON) to review the situation and provide guidance on a plan to either wind down operations or develop a sustainability plan. YMCA Canada declared that the Sault Ste. Marie YMCA (SSM Y) was in financial crisis in 2021.

The SSM Y has approximately \$1.5 million outstanding in debt obligations.¹

¹ <https://www.sootoday.com/local-news/ymca-leadership-gets-earful-from-frustrated-members-blindsided-by-closure-news-8615463>

Local YMCA representatives advised that having a sustainable operating plan is the number one priority for SSM Y in order to be able to continue as a viable entity and satisfy requirements of Y CAN and Y ON.

Analysis

City staff have met with SSM Y, Y CAN and Y ON representatives and have been advised the following:

- YMCA Childcare programs are anticipated to continue in Sault Ste. Marie, with a different YMCA oversight organization. YMCA is working with the Sault Ste. Marie Social Services on this item. Their preference is YMCA of Northeastern Ontario (Sudbury, Timmins, North Bay).
- YMCA Health and Fitness services will end May 15, 2024.

Upon learning of the dire circumstances of the YMCA, staff engaged with the interim CEO and Board members in discussions to explore options and alternatives to avoid closure. Beyond the initial discussions, staff undertook the following steps:

1. Requested 2022-2023 re-stated financial statements. **Received**
2. Requested cash flow statements and projections. **Received**
3. Requested a copy of the 2007 Building Condition Assessment. **Received**
4. Requested a copy of an Executive Summary of Building Condition dated 2019. **Received**
5. Requested a list of major repairs/renovations completed over the past fifteen (15) years. Advised the value of investment is more than \$4 million in building improvements since the condition report was issued. **Received**
6. Met with Y CAN and Y ON representatives to gain a clear perspective on the operating models that are working well.
 - i. 37 independent charity YMCA operators in Canada
 - ii. 14 of them operate in Ontario (most are regional). Sault Ste. Marie is one of the last remaining stand-alone entities.
 - iii. For successful operations of current day YMCA's, it is typically under a regional model and in collaboration with the local municipality. Often the municipality will own the building and the YMCA is the operator. Examples include London, Stoney Creek, Goderich, Kingston, Toronto, Middlesex, Innisfil, Wasaga Beach etc.
 - iv. Northeastern Ontario and Southwestern Ontario are two options to pursue for a regional operating model for health and fitness and childcare operations.
7. Ongoing meetings continue to occur with the City, DSSAB, SSM Y interim CEO, Y ON, Y CAN and Board representatives.

The potential closure of the SSM Y will have a detrimental effect on the community in several ways including:

1. Increases pressure on the John Rhodes swim lesson programming and eliminates an indoor pool available to the community. Approximately 325 swim lessons are being provided at the YMCA per session (1,175 annually).
2. Eliminates opportunities for disadvantaged youth for programming (youth basketball-YBC, swimming, gymnastics, day programming, new resident programming and drop-in programming). 130-day camp spots per week over 9 weeks to total 1,170 per summer.
3. Affects 3,300 health and fitness members.
4. Impacts staff – currently there are approximately 135 staff on payroll. Approximately, 50% are childcare and the 45% would be Facility staff (health and fitness, cleaning and maintenance) and 5% are administrative support.
5. Currently there are three rental agreements within the facility:
 - a. GHC – cardiac rehab program;
 - b. Adult Enrichment Centre;
 - c. Café Services;
 - d. Additionally, there are room rentals from different community groups.
6. From a user perspective, the YMCA works with many groups including Community Living Algoma, Ken Brown Home and the Indigenous Friendship Centre to assist their clients benefitting from the use of the YMCA's programs and services.
7. The YMCA has a subsidized membership program which operates from the principle of people paying, as able, for a YMCA membership. In recent years, the SSM Y have observed a growth in the number of new Canadians using the YMCA as a means of integrating into the broader community.
8. The Y day camps utilize two community sites (Waterfront Adventure Centre (formerly RYTAC) and the St. Kateri Outdoor Learning Centre.

City staff participated in the YMCA Board meeting held Tuesday April 9, 2024 and notified the Board that the City is supportive to explore options to aid in the continued viability of operations for the YMCA.

This centered around the following:

1. Participation in discussions to stabilize banking arrangements (current bank and or new bank);
2. Explore preparation of a capital request submission for Council to review to address urgent repair(s) using the City grant program in combination with potential NOHFC funding;
3. Explore regional model of governance, hiring of new leadership and City options to support;
4. Should a resolution not be found for the existing building, establish a working group with various partners to explore the potential to construct a new, efficient building for a long-term prosperous YMCA;
5. Explore an application to the recently announced \$200 million Sports and Recreation Funding stream from the Province of Ontario.

Moving forward, it was agreed a working group will be established consisting of staff from the City, DSSAB, Community Living Algoma, three SSM YMCA board members and YMCA ON representative(s).

There has been some interest since the property has been listed for sale. The City will help assist in any way it can to coordinate any potential opportunities or partnerships that see a continued SSM Y operation.

The current situation with the YMCA is evolving and staff continue to engage with the YMCA and community stakeholders to explore options and alternatives. It is recognized the important role the YMCA plays in the community but also that the YMCA is an independent charitable corporation governed by a Board of Directors that is making the decisions on the organization's future. The City has indicated that it is willing to explore options to support the YMCA.

Financial Implications

There are no impacts to the 2024 Operating budget at this time.

Strategic Plan / Policy Impact / Climate Impact

The recommendation supports the focus area of the Community Strategic Plan for 2021-2024 in several ways.

- Within the Service Delivery focus area, it supports a key focus area of creating areas to provide citizens with new and exciting activities.
- It demonstrates Fiscal Responsibility in managing municipal finances in a responsible and prudent manner.
- Furthermore, it exemplifies communication and stakeholder consultation to create an environment that encourages engagement and the exploration of mutual goals to grow our community. Collaboration with community partners and stakeholders is essential to our success.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Director of Community Services dated April 29, 2024, concerning the YMCA Update be received as information.

Respectfully submitted,

Brent Lamming, PFP, CPA, CMA
Director, Community Services
Community Development & Enterprise Services
(705)759-5314
b.lamming@cityssm.on.ca

THE CORPORATION OF THE CITY OF SAULT STE.MARIE

BY-LAW 2024-62

OFFICIAL PLAN AMENDMENT: A by-law to adopt Amendment No. 251 to the Official Plan for the City of Sault Ste. Marie (3476847 Canada Inc. c/o Dave Urso – 44 Great Northern Road).

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 17 of the *Planning Act*, R.S.O. 1990, c. P.13 and amendments thereto, **ENACTS** as follows:

1. The Council hereby adopts Amendment No. 251 to the Official Plan for the Sault Ste. Marie planning area in the form attached hereto.
2. Subject to any referrals under the Planning Act, this by-law shall come into force on the date of its final passing.

PASSED in open Council this 29th day of April, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI

**AMENDMENT NO. 251 (T-166)
TO THE
SAULT STE. MARIE OFFICIAL PLAN**

PURPOSE

This Amendment is an amendment to the Text of the Official Plan as it relates to the Commercial Policies of the Plan.

LOCATION

Part 1 of PT LT 14 RCP H690 St. Mary's PT 2 1R10307 S/T T247922; SAULT STE. MARIE, PIN 31531-0035 (LT), having Civic Address 44 Great North Road, Sault Ste. Marie, ON, located on the east side of Great Northern Road, approximately 200 meters north of McNabb Street.

BASIS

This Amendment is necessary in view of a request to permit office uses with a Gross Floor Area (GFA) up to 450m² on the subject property.

The proposal does not conform to the existing policy C.4 of the official plan.

Council now considers it desirable to amend the Official Plan.

DETAILS OF THE ACTUAL AMENDMENT & POLICIES RELATED THERETO

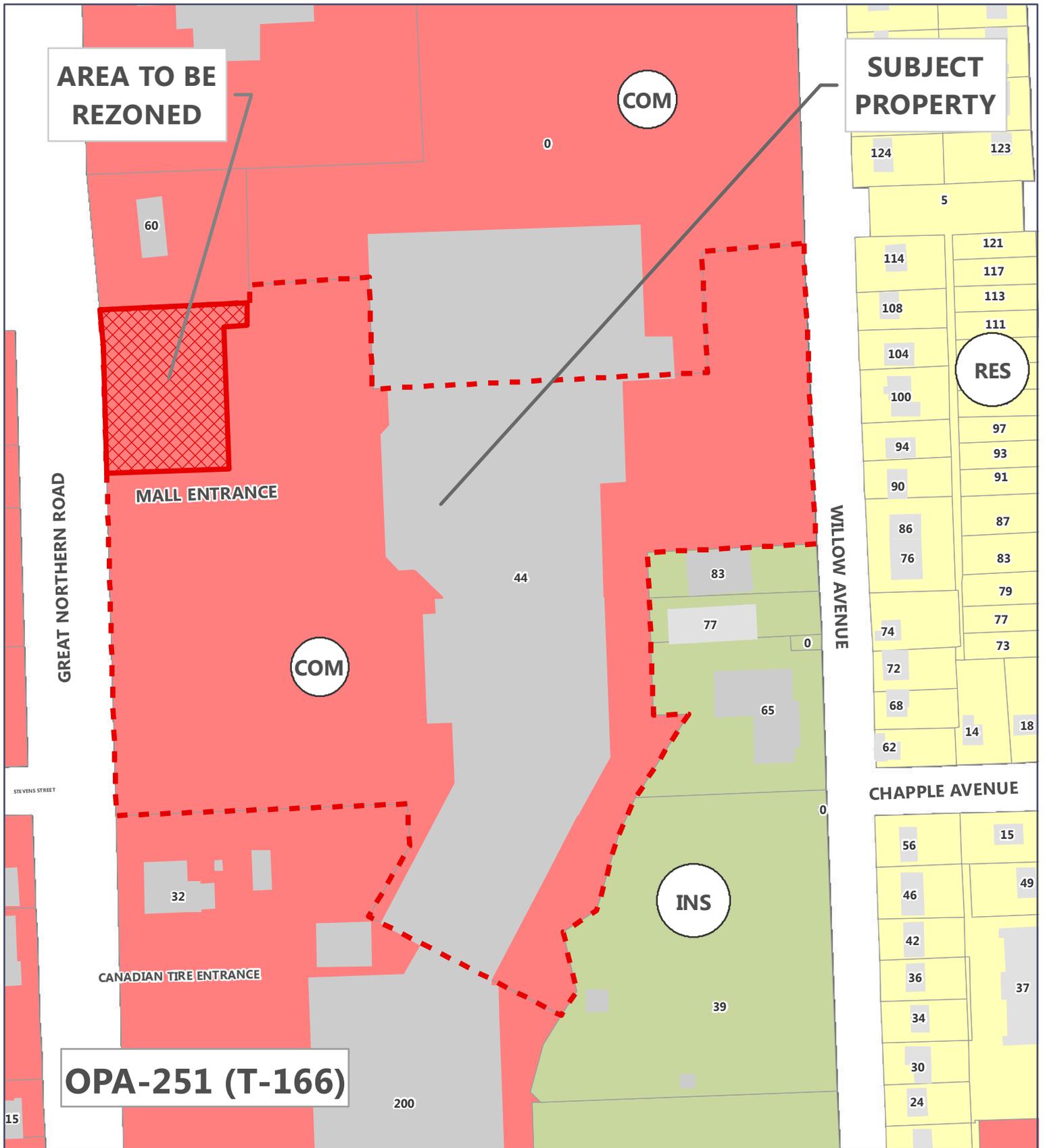
The Official Plan for the City of Sault Ste. Marie is hereby amended by adding the following paragraph to the Special Exceptions Section:

"Special Exceptions"

166. Notwithstanding the Commercial policies of the Official Plan, the property described as Part 1 of PT LT 14 RCP H690 St. Mary's PT 2 1R10307 S/T T247922; SAULT STE. MARIE, PIN 31531-0035 (LT), having Civic Address 44 Great North Road may be occupied by office uses with a GFA up to 450m².

INTERPRETATION

The provisions of the Official Plan as amended from time to time will be applied to this Amendment.



Application A-4-24-Z.OP: Official Plan Land Use

Property Information



Planning and Enterprise Services

Community Development and Enterprise Services Department
 99 Foster Drive, Sault Ste Marie, ON P6A 5X6
 saultstемarie.ca | 705-759-5368 | planning@cityssm.on.ca

- Area to be Rezoned
- Subject Property: 44 Great Northern Road
- Parcel Fabric
- Residential
- Commercial
- Institutional
- Parks Recreation
- Industrial
- Airport Lands

Civic Address: 44 Great Northern Road
 Roll No.: 030038009000000
 Map No.: 43/1-50
 Date Created: March 8, 2024



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2024-63

ZONING: A by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 44 Great Northern Road (3476847 Canada Inc. c/o Dave Urso).

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 34 of the *Planning Act*, R.S.O. 1990, c. P.13 and amendments thereto, **ENACTS** as follows:

1. **44 GREAT NORTHERN ROAD; LOCATED ON THE EAST SIDE OF GREAT NORTHERN ROAD APPROXIMATELY 200M NORTH OF THE GREAT NORTHERN ROAD AND MCNABB STREET INTERSECTION; CHANGE FROM SHOPPING CENTRE (C5) ZONE TO GENERAL COMMERCIAL (C4.S) ZONE WITH A “SPECIAL EXCEPTION”**

The zone designation on the lands described in Section 2 of this by-law, which lands are shown on Map 43/1-50 of Schedule “A” to By-law 2005-150, is changed from Shopping Centre (C5) Zone to General Commercial (C4.S) Zone with a “Special Exception”.

2. **BY-LAW 2005-151 AMENDED**

By-law 2005-151 is amended by adding section (437) and heading as follows:

“(437) – 44 Great Northern Road

Despite the provisions of By-law 2005-150, the zone designation on the lands located on the east side of Great Northern Road approximately 200m north of the Great Northern Road and McNabb Street intersection and having civic no. 44 Great Northern Road and outlined and marked “Subject Property” on the map attached as Schedule 437 hereto is changed from Shopping Centre (C5) Zone to General Commercial (C4.S) Zone with a “Special Exception” to:

1. Increase the maximum Gross Floor Area for Office Uses outside of the downtown from 300 m² to 450 m².”

3. **SCHEDULE "A"**

Schedule "A" hereto forms a part of this by-law.

4. **CERTIFICATE OF CONFORMITY**

It is hereby certified that this by-law is in conformity with the Official Plan for the City of Sault Ste. Marie authorized and in force on the day of the passing of this by-law as amended by Official Plan Amendment No. 251.

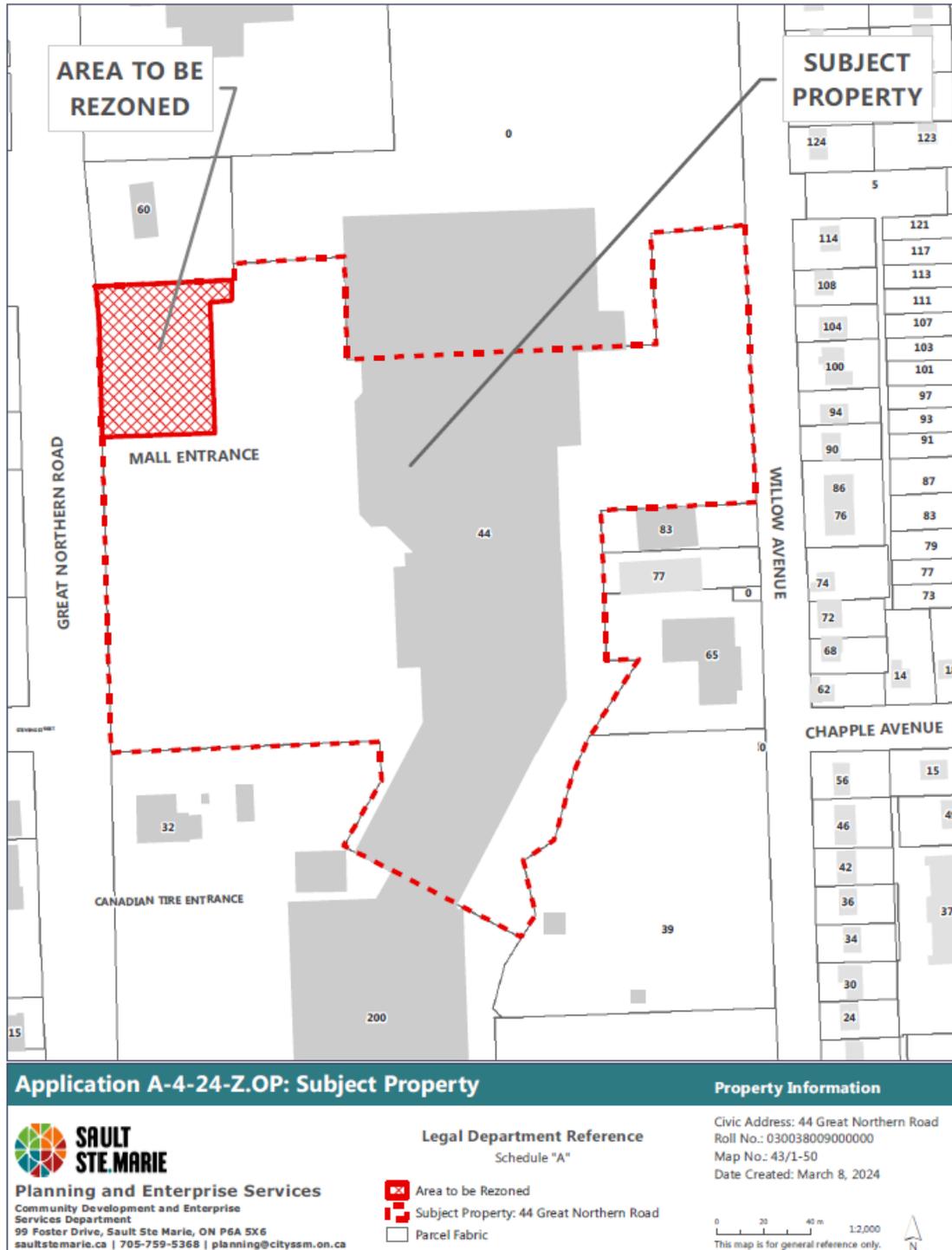
PASSED in Open Council this 29th day of April, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI

ep \\citydata\LegalDept\Legal\Staff\LEGAL\ZONING\3. 2024\Great Northern Road, 44\2024-63 (Z) 44 Great Northern Road.docx

SCHEDULE "A" TO BY-LAW 2024-63 AND
SCHEDULE 437 TO BY-LAW 2005-151



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2024-64

AGREEMENT: A by-law to authorize the execution of the Agreement between the City and the Electrical Safety Authority for the Continuous Safety Services Program for the three year term of April 1, 2024 to March 31, 2027.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENT**

The Mayor and City Clerk are hereby authorized for and in the name of the Corporation to execute and affix the seal of the Corporation to the Agreement between the City and the Electrical Safety Authority, a copy of which is attached as Schedule "A" hereto. This Agreement is for the Continuous Safety Services Program for the three year term of April 1, 2024 to March 31, 2027.

2. **SCHEDULE "A"**

Schedule "A" forms part of this by-law.

3. **BY-LAW 2024-28 REPEALED**

By-law 2024-28 is hereby repealed.

4. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

PASSED in open Council this 29th day of April, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI



Application to the Continuous Safety Services Program

The Electrical Safety Authority ("ESA") operates as a delegated authority on behalf of the provincial government in accordance with Part VIII, section 113 of the *Electricity Act, 1998*, S.O. 1998, c.15, Sched.A, and the *Safety and Consumer Statutes Administration Act, 1996*, S.O. 1996, c.19. As part of its mandate, the ESA is responsible for inspecting electrical work performed in accordance with the Ontario Electrical Safety Code (the "Code"). Under Rule 2-006 of the Code, periodic inspection by the ESA is permitted and available to businesses that qualify to participate in the Continuous Safety Services Program ("CSS") program.

Code Rule 2-006 Periodic Inspection

- (1) An application for inspection may be made by the owner, owner's agent or occupant of any manufacturing, mercantile, or other building where electrical installation work of a routine nature in connection with the maintenance or operation of the building or the plant therein is required to be performed at frequent intervals.
- (2) Acceptance of the application by the inspection department shall authorize the commencement and carrying out of such work during the period for which the acceptance is issued and Rule 2-004 does not apply.
- (3) Upon request, an inspection shall be made at such time and in such manner as the inspection department determines.

By submitting a completed application to the ESA you acknowledge that you have read and understand the requirements of participation in the CSS program and agree to the Terms and Conditions as outlined at <http://www.esasafe.com/assets/files/esasafe/pdf/CSS/CSS-Terms-and-Conditions-REV-June.14.pdf>

The scope of work covered by the CSS program is explained at http://www.esasafe.com/assets/files/esasafe/pdf/CSS/1412_CSS_Scope_of_Work.pdf

Applicant / Billing Information			
Company (Legal) Name:	<u>CITY OF SAULT STE MARIE</u>	City:	<u>SAULT STE MARIE</u>
Address:	<u>99 FOSTER DR, PO BOX 580</u>	PO Box:	<u> </u> Postal: <u>P6A 5N1</u>
Contact Person:	<u>ANDY STARZOMSKI</u>	Title:	<u> </u>
Phone:	<u>705-574-1074</u>	Fax:	<u> </u> Email: <u>al.starzomski@cityssm.on.ca</u>
<i>The inspector should contact the following person to arrange for the inspections:</i>			
Name:	<u> </u>	Phone:	<u> </u> Email: <u> </u>

The Applicant acknowledges that ESA has the right to terminate their membership in the CSS program for any reason by providing 30 days written notice to the Applicant. The ESA acknowledges that the Applicant has the right to terminate their membership in the CSS program for any reason by providing 30 days written notice to the ESA.

Signature: _____ Date: _____
Mayor - Matthew Shoemaker

Schedule A – Fee Schedule _____ City Clerk - Rachel Tyczinski _____ Date _____

The Applicant agrees to pay the following fee to ESA for the period as specified:

\$32,190.00 plus HST paid annually for the period beginning **April 1, 2024** and ending **March 31, 2027**, to be invoiced **Quarterly in Advance**.

Year 1 **\$32,190.00** plus HST for period April 1 2024 to March 31 2025

Year 2 **\$32,190.00** plus HST for period April 1 2025 to March 31 2026

Year 3 **\$32,190.00** plus HST for period April 1 2026 to March 31 2027

At the end of the term as specified above, the annual fee will increase based on the Ontario Consumer Price Index (CPI) from Statistics Canada, Table 326-0020.

For more information please contact us at 1-877-854-0079



Application to the Continuous Safety Services Program

Schedule B – Facilities The following facilities are covered by the CSS Program:

Site ID	Site Name	Street Address	City	Building Type	Year 1 Visit	Year 2 Visit	Year 3 Visit
154564	CENTRAL FIRE STATION	72 TANCRED ST	SAULT STE. MARIE	Fire Station	1	1	1
154714	BONDAR MARINA DOCKS	65 FOSTER DR	SAULT STE. MARIE	Marina	1	1	1
154747	FIRE HALL NO 3 CITY OF SSM	100 BENNETT BLVD	SAULT STE. MARIE	Fire Station	1	1	1
154748	GLASGOW AVE PUMP STATION CITY OF SSM	891 BONNEY ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154749	TRANSIT CENTRE CITY OF SSM	111 HURON ST	SAULT STE. MARIE	Transportation Facility	1	1	1
154750	ROSSMORE RD PARK WAS ELLIOT PK CITY OF SSM	110 ROSSMORE RD	SAULT STE. MARIE	Park	1	1	1
154751	POINTE DES CHENES PARK AND BUILDINGS CITY OF SSM	57 POINTE DES CHENES CRES	SAULT STE. MARIE	Park	1	1	1
154755	GFL MEMORIAL GARDENS FRMLY ESSAR STEELBACK CENT MEMORIAL GDNS	269 QUEEN ST E	SAULT STE. MARIE	Arena / Outdoor Rink	1	1	1
154757	MAIN LIBRARY	50 EAST ST	SAULT STE. MARIE	Library	2	2	2
154758	HURON ST PUMP STATION	99 HURON ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154762	ROBERTA BONDAR PUMP STATION	65 FOSTER DR	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154763	GREENHOUSES POTTING BLDG BELL PK CITY OF SSM	45 LAKE ST	SAULT STE. MARIE	Green House	1	1	1
154766	GORE ST PUMP STATION	75 GORE ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154771	SENIOR CITIZENS DROP IN CENTRE CITY OF SSM	619 BAY ST	SAULT STE. MARIE	Community Hall	2	2	2
154775	K9 OBDIENCE SCHOOL CITY OF SSM	76 4 LINE W	SAULT STE. MARIE	Police Station	1	1	1
154776	JOHN RHODES ARENA AND POOL CITY OF SSM	260 ELIZABETH ST	SAULT STE. MARIE	Sport/Fitness Club	2	2	2
154777	V E GRECO POOL CITY OF SSM	269 ALBERT ST E	SAULT STE. MARIE	Sport/Fitness Club	1	1	1
154778	PETER G MANZO POOL CITY OF SSM	710 YOUNG ST	SAULT STE. MARIE	Sport/Fitness Club	1	1	1
154779	ANNA MCCREA PARK RINK AND CHANGEROOMS CITY OF SSM	250 MARK ST	SAULT STE. MARIE	Park	1	1	1
154780	INDUSTRIAL PARK COURT B PUMP STATION CITY OF SSM	95 INDUSTRIAL PARK CRES	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154781	MARY ST PUMP STATION CITY OF SSM	31 MARY AVE	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154782	TALLACK BLVD PUMP STATION CITY OF SSM	1 TALLACK BLVD	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154783	FORT CREEK DR PUMP STATION CITY OF SSM	39 FORT CREEK DR	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154784	VARSIITY AVE PUMP STATION CITY OF SSM	1677 QUEEN ST E	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154786	PINE ST PUMP STATION CITY OF SSM	48 PINE ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154787	LOWER LAKE PUMP STATION CITY OF SSM	25 LAKE ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154788	MCGREGOR AVE PUMP STATION CITY OF SSM	5 MCGREGOR AVE	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154789	MURIEL DR PUMP STATION CITY OF SSM	3 MURIEL DR	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154790	BONNEY ST PUMP STATION CITY OF SSM	765 BONNEY ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
154796	ERMATINGER STONE HOUSE AND OTHER CITY OF SSM	831 QUEEN ST E	SAULT STE. MARIE	Museum / Art Gallery	1	1	1
154797	MUSEUM CITY OF SSM	690 QUEEN ST E	SAULT STE. MARIE	Museum / Art Gallery	1	1	1
154800	FIRE HALL NO 2 CITY OF SSM	363 2 LINE W	SAULT STE. MARIE	Fire Station	1	1	1
154801	POLICE HEADQUARTERS AND STORAGE BLDG CITY OF SSM	580 2 LINE E	SAULT STE. MARIE	Police Station	2	2	2
154929	WELCOME SIGN SSM E CITY OF SSM	TRUNK RD	SAULT ST MARIE	Street Lights	1	1	1
155483	CITY SSM TRAFFIC LGHT VARIOUS LOCATIONS CITY OF SSM	99 FOSTER DR	SAULT STE. MARIE	Traffic Signals	3	3	3
155551	FRONTENAC PUMP STATION CITY OF SSM	665 FRONTENAC ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
155552	BUS DEPOT CITY OF SSM	160 QUEEN ST E	SAULT STE. MARIE	Transportation Facility	1	1	1
155554	ESPOSITO PARK RINK AND CHANGEHOUSE CITY OF SSM	124 QUEEN ST W	SAULT STE. MARIE	Arena / Outdoor Rink	2	2	2
155558	MILLWOOD PUMP STATION CITY OF SSM	19 MILLWOOD ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
155560	LANDFILL SITE OFFICE SCALE GARAGE CITY OF SSM	402 5 LINE E	SAULT STE. MARIE	Municipal Building	2	2	2
155561	CIVIC CENTRE CITY OF SSM	99 FOSTER DR	SAULT STE. MARIE	Municipal Building	2	2	2
156211	PARKING LOTS CITY SSM VARIOUS LOCATIONS CITY OF SSM	99 FOSTER DR	SAULT STE. MARIE	Parking Facility	1	1	1
156378	CEMETERIES OFFICE CHAPEL STORAGE CITY OF SSM	27 4 LINE E	SAULT STE. MARIE	Cemetery / Funeral Home	1	1	1
163190	CITY WORKS CENTRE EQUIP STORAGE CITY OF SSM PUBLIC WORKS	128 SACKVILLE RD	SAULT STE. MARIE	Storage Facility	3	3	3
174466	SERVICE BLDG AND TENT STRUCT BONDAR PAV CITY OF SSM	65 FOSTER DR	SAULT STE. MARIE	Park	2	2	2
174467	PINE ST MARINA FUEL PUMPS & SERV BLDGS CITY OF SSM	20 PINE ST	SAULT STE. MARIE	Marina	2	2	2
174468	PINE ST MARINA DOCKS CITY OF SSM	20 PINE ST	SAULT STE. MARIE	Marina	1	1	1
174470	BANDSHELL CANTEN AND WASHROOMS CITY OF SSM	1301 QUEEN ST E	SAULT STE. MARIE	Park	1	1	1
174471	MAUSOLEUM AND ROTUNDA HOLY SEP CEMETERY CITY OF SSM	28 4 LINE E	SAULT STE. MARIE	Cemetery / Funeral Home	1	1	1
174472	EQUIPMENT GARAGE FUEL PUMPS 3 STORAGE BL CITY OF SSM	1504 PEOPLES RD	SAULT STE. MARIE	Storage Facility	1	1	1
174473	NORTH ST FIELD GRANDSTANDS & CHANGEROOMS CITY OF SSM	427 NORTH ST	SAULT STE. MARIE	Sports Stadium	2	2	2
174474	OFFICE REC STORAGE CITY OF SSM	316 ELIZABETH ST	SAULT STE. MARIE	Storage Facility	1	1	1
174478	FIREHALL 4 EMS STORAGE & REPAIR GARAGE CITY OF SSM	65 OLD GARDEN RIVER RD	SAULT STE. MARIE	Fire Station and EMS	1	1	1
174481	BOARD WALK LIGHTING AND DIST CITY OF SSM	200 ST MARYS RIVER DR	SAULT STE. MARIE	Street Lights	1	1	1
174559	UPPER LAKE ST UNDERGROUND PUMPING CITY OF SSM	LAKE ST	SAULT STE. MARIE	Water Facility / Water Storage	1	1	1
174568	MERRIFIELD RINK AND CHANGEHOUSE CITY OF SSM	91 HENRIETTA AVE	SAULT STE. MARIE	Arena / Outdoor Rink	1	1	1
174571	QUEEN ELIZABETH PARK AND BUILDINGS CITY OF SSM	280 ELIZABETH ST	SAULT STE. MARIE	Park	2	2	2
174572	STRATHCLAIR PARK AND BUILDINGS CITY OF SSM	1064 2 LINE E	SAULT STE. MARIE	Park	2	2	2
195492	WELCOME SIGN SSM N CITY OF SSM	99 FOSTER DR	SAULT STE. MARIE	Street Lights	1	1	1
195493	NORTHERN COMMUNITY CENTRE CITY OF SSM	556 GOULAIS AVE	SAULT STE. MARIE	Community Hall	2	2	2
195494	5 LINE LANDFILL PUMP STATION CITY OF SSM	402 5 LINE E	SAULT STE. MARIE	Wastewater Facility	1	1	1
195495	OVERFLOW STATIONS CITY OF SSM	99 FOSTER DR	SAULT STE. MARIE	Wastewater Facility	1	1	1
200695	HOUSEHOLD HAZARDOUS WASTE DEPOT CITY OF SSM	402 5 LINE E	SAULT STE. MARIE	Municipal Building	1	1	1
NEW 400927	SOO MARKET	73 BROCK ST	SAULT STE. MARIE	Food and Beverage Store	1	1	1
REMOVED 154773	MCMEEKIN ARENA - COMBINED WITH 195493						
REMOVED 174457	FARMERS MARKET - OLD - BEING SOLD OR DEMOLISHED						
REMOVED 174465	LOCK TOURS - COMBINED WITH 174466						

For more information please contact us at 1-877-854-0079



Application to the Continuous Safety Services Program

Schedule C - Special Provisions

The following services are included in the CSS Program:

- 1 ESA will conduct an initial facility review.
- 2 ESA will occasionally conduct facility reviews during scheduled visits.
- 3 ESA will provide access to use the on-line logbook system (CSSL).
- 4 ESA will provide the training workshops itemized in Schedule D.

Disclaimer:

The Electrical Safety Authority (ESA) makes no representations, warranties, or conditions of any kind, express or implied, including, without limitation, implied warranties or conditions as to the work performed under Schedule C – Special Provisions. In no event shall ESA, its employees, directors, or officers, be liable for any damages caused in connection with any work done, or any direct, indirect or incidental damages, injury, loss, costs or expenses, including but not limited to, special or consequential damages, lost revenue, business interruption, or any other commercial or economic loss, howsoever caused, irrespective of whether ESA is advised of the possibility of such damages, injury, loss, cost or expense.

Schedule D - Service Details

Total # of Sites: 64

Total # of Visits: 81

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2024-65

STREETS: A by-law to amend By-law 2008-131 (being a by-law respecting streets and related matters).

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to the provisions of subsection 10(2) *The Municipal Act, 2001*, S.O. 2001, c. 25 and amendments thereto **ENACTS** as follows:

AMENDMENTS TO STREETS BY-LAW 2008-131

1. By-law 2008-131 is amended as follows:

Add before Section 1 the following recitals:

“WHEREAS the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the “Act”), s. 8, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS the Act, s. 9, provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS paragraph 1 of subsection 10(2) of the Act provides that a municipality may pass by-laws respecting public assets of the municipality acquired for the purpose of exercising its authority under this or any other Act; economic, social and environmental well-being of the municipality, including respecting climate change; health, safety and well-being of persons;

AND WHEREAS the Act, s. 128, provides that a local municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances;

AND WHEREAS offences and penalty provisions for contraventions are as set out in section 425, 429 and 431 of the Act;

AND WHEREAS the Act, s. 445, provides that if a local municipality is satisfied that a contravention of a by-law has occurred, the municipality may make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to do work to correct the contravention;

AND WHEREAS Municipal Council of The Corporation of the City of Sault Ste. Marie deems city property and boulevard maintenance regulations necessary to prevent nuisances and the accumulation of waste, debris, and refuse, and also permit regulated use of boulevards for gardens.

NOW THEREFORE the Council Of The Corporation Of The City Of Sault Ste. Marie hereby **ENACTS** as follows:”

2. Delete Section 5 and Replace Section 5 with the following:

“SECTION 5

5. BOULEVARDS

(1) Established

All such portions of the highways as are situate between the curb or edge of the roadway and the nearest street line, exclusive of the area covered by the public sidewalk, are hereby set apart for the purpose of boulevards. Any abutting property owner to a boulevard that abuts a Class A road, being a road with sidewalks, curbs, or shallow ditches, shall maintain said boulevard in accordance with this by-law and any related municipal by-law, including but not limited to the City’s Yard Maintenance By-law.

(2) Boulevard Improvements by Abutting Owners

Subject to any other relevant by-law of the Corporation, no abutting owner or occupier to a boulevard shall maintain the boulevard abutting their property other than in grass, flowers, and shrubs, and in accordance with the following standards:

- (a) Unless maintained in grass, a 30 cm setback shall remain in place for all sidewalks, curbs and driveway edges.
- (b) All flowers and shrubs used to create a boulevard garden shall be limited to perennial or annual plant material up to 75 cm tall except within street intersection lots where flower and shrubs shall not exceed 30 cm tall.
- (c) Boulevard gardens shall not consist of any crop producing plants.
- (d) Decomposable mulches are permitted.
- (e) Noxious weeds and invasive plants are not permitted.
- (f) Nothing that is protruding, sharp or dangerous in any way or which may injure any person shall be permitted.

- (g) No grasses or weeds shall exceed a height of 20 cm.
- (h) The landscape treatment shall maintain positive surface drainage.
- (i) The property owner at their sole expense shall locate all servicing, including but not limited to gas, phone, Hydro, cable, prior to commencing any improvement permitted herein on the boulevard.
- (j) The property owner shall not remove or modify any existing infrastructure, electrical facility, or other existing object previously placed upon a boulevard by the Corporation or any utility.
- (k) The property owner at their sole expense shall locate their property line through their legal survey and ensure all improvements follow the City's Zoning By-law.
- (l) Save for a designated driveway located between curb depressions, hard surfaces such as asphalt or concrete shall not be permitted.
- (m) Trees, light fixtures, fences, pillars, signage, little libraries, fencing, posts, walls, in-ground irrigation systems, or hard mulches such as pea gravel or small rocks or bricks or concrete slabs shall not be permitted.
- (n) No improvement shall be permitted in a location that may, in the opinion of the Deputy CAO - Public Works & Engineering, or their designate, impede or block access to any sidewalk or utility or interfere with snow removal or create a traffic safety issue.
- (o) Improvements to a boulevard that include items not permitted in the above subsections require prior approval from the Deputy CAO - Public Works & Engineering, or their designate, and may also require a municipal consent and a licence of occupation with the Corporation.

(3) Removal of Improvements

- (a) No person shall acquire any right or interest in any improvement made on or to a boulevard, as herein provided, as against the Corporation. The Deputy CAO – Public Works & Engineering, or their designate, may at any time enter on any such boulevard and remove, demolish, or otherwise alter or destroy any such improvement when, in their opinion, it is in the interest of the Corporation so to do.
- (b) The owner or occupier of property abutting a boulevard shall remove any plantings located within the boulevard at their own expense upon 10 days' notice from the Corporation (except in cases of emergency) if such removal is considered necessary by the Corporation or a utility for the installation, repair, or maintenance of any utility or for the maintenance of sight lines or if the plantings interfere with

the use of the utility. The owner may re-establish the boulevard improvement within 30 days, if communicated to the Corporation or utility otherwise the boulevard shall be established to grass. The Corporation assumes no responsibility for the cost of repairs of any of the damage to the garden on the boulevard due to removal for any reason.

(4) Prohibition

- (a) No person shall willfully break, injure, dig up or destroy the earth, sod or grass of or in any such boulevard or drive any vehicle on the boulevard, or place or permit anything whatsoever to remain thereon, except as provided by this by-law or any other by-law of the Corporation or as otherwise permitted by law or for the purposes of improvements in accordance with the above conditions.
- (b) No person shall throw, place or deposit any refuse or debris on any boulevard.
- (c) No owner or occupier shall permit any refuse or debris to be deposited on the boulevard abutting his property.
- (d) Every owner and occupier shall remove all refuse or debris from the boulevard abutting their property.
- (e) No owner or occupier shall place or deposit or permit to be placed or deposited any fill in a road ditch or drainage course located within a boulevard abutting their property.
- (f) No person shall leave unattended any obstruction on any boulevard, to wit an obstruction may include any basketball net, hockey net, skateboard ramp or any other object that interferes with the safe movement of pedestrians or vehicles.

(5) Improvements Removed

The Corporation reserves the right to require with due notice that the boulevard be returned to grass at any time at the property owner's expense, failing which the Corporation may remove all non-compliant material and restore the boulevard to grass.

(6) Indemnification – boulevard improvements

An owner who improves any part of the boulevard abutting their property pursuant to section 5 agrees by way of doing so, to indemnify and save harmless the Corporation from all claims, demands, loss, costs, charges and expenses from which the Corporation may sustain, incur or be liable for in consequence of the erection or maintenance the aforesaid items.

3. **EFFECTIVE DATE**

This by-law is effective from the date of its final passing.

PASSED in open Council this 29th day of April, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI

\\citydata\LegalDept\Legal\Staff\COUNCIL\BY-LAWS\2024\2024-65 Streets and Boulevard Gardens.docx

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2024-66

AGREEMENT: A by-law to authorize the execution of the Donation Agreement between the City and Village Media Inc.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENT**

The Mayor and City Clerk are hereby authorized for and in the name of the Corporation to execute and affix the seal of the Corporation to the Donation Agreement dated November 16, 2024 between the City and Village Media Inc., a copy of which is attached as Schedule "A" hereto.

2. **SCHEDULE "A"**

Schedule "A" forms part of this by-law.

3. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

PASSED in open Council this 16th day of November, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI

DONATION AGREEMENT

This Donation Agreement made this 16th day of November 2023

BETWEEN:

VILLAGE MEDIA INC.

(hereinafter referred to as "Village Media")

- and -

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

(hereinafter referred to as the "City")

"WHEREAS the City is the registered owner of the property referred to as the Downtown Plaza, comprising the lands and premises shown in the diagram attached as schedule "A" to this agreement, in the City of SAULT STE. MARIE, ON hereinafter referred to as "the Downtown Plaza";

AND WHEREAS the City will be adding a stage and large-scale entertainment screen to a portion of the Downtown Plaza;

AND WHEREAS Village Media has agreed to assist the City in the acquisition of the stage and screen and to provide advertising to promote Downtown Plaza events by donating funds to the City for that purpose.

NOW THEREFORE the parties hereto agree as follows:

1. DONATION

Village media agrees to donate funds in the amount of Fifty Thousand (\$50,000.00) Dollars to the City for the exclusive purpose of purchasing and the construction of the stage and entertainment screen for The Downtown Plaza. The amount will be paid to the City at Ten Thousand (\$10,000) Dollars a year for five (5) years, commencing November 16, 2023 and payable each year by November 30; and

Village media agrees to donate One Hundred Thousand (\$100,000) Dollars to the City in advertising to promote the Downtown Plaza events. The advertising will be equal to Ten Thousand (\$10,000) Dollars a year for a period of 10 years commencing in 2023.

2. USE OF DONATION FUNDS

The City covenants and agrees that the donation of funds provided to it by Village Media shall be used solely towards the cost of purchasing and constructing the stage and entertainment screen at the Downtown Plaza and for no other purposes.

3. INSTALLATION & MAINTENANCE

The City acknowledges and agrees that the purchase and construction of the stage and screen will be the sole responsibility of the City.

The City acknowledges and agrees that all necessary maintenance of the stage and screen will be the sole responsibility of the City.

The parties hereto acknowledge and agree that if at any point in the future the stage and screen equipment becomes unfit for use, the City may remove and/or replace it at its sole discretion and expense.

4. APPRECIATION

The City agrees to place signage on the front of the stage for the ten (10) year term of this agreement, or until the agreement is ended, whichever comes first. The sign will reflect Village Media's contribution and agrees to work with the City to develop a design that is acceptable to both parties. The City also agrees to purchase, install and maintain a sign recognizing Village Media as a corporate donor elsewhere within the Downtown Plaza.

5. DEFAULT

(1) In the event that the City breaches any provision of this Donation Agreement, the Village Media shall notify the City in writing of the nature of said breach, and the City shall be given thirty (30) days to remedy the violation. If the City has not remedied the violation to the satisfaction of Village Media at the expiration of thirty (30) days from such notification, Village Media may:

- (a) Waive the breach;
- (b) Make any other mutually agreeable arrangement with the City; or
- (c) Terminate this Donation Agreement and provide the City with written notice of same.

(2) In the event that the Village Media breaches any provision of this Donation Agreement, the City shall notify Village Media in writing of the nature of said breach, and Village Media shall be given thirty (30) days to remedy the violation. If Village Media has not remedied the violation to the satisfaction of the City at the expiration of thirty (30) days from such notification, the City may:

- (a) Make any other mutually agreeable arrangement with the City; or
- (b) Terminate this Donation Agreement and provide Village Media with written notice of same.

IN WITNESS WHEREOF the parties hereto have affixed their hands and seals this 16th day of November 2023:

VILLAGE MEDIA INC.

Per: 
SIGNING OFFICER

Per: 
SIGNING OFFICER

**THE CORPORATION OF THE CITY
OF SAULT STE. MARIE**

Per: _____
MAYOR – MATTHEW SHOEMAKER

Per: _____
~~CITY CLERK – RACHEL TYCZINSKI~~
CITY CLERK - RACHEL TYCZINSKI

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2024-68

HUB TRAIL: A by-law to amend By-law 2018-13 (being a by-law to restrict the use of vehicles on the Hub Trail).

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to the provisions of subsection 10(2) *The Municipal Act, 2001*, S.O. 2001, c. 25 and amendments thereto **ENACTS** as follows:

AMENDMENTS TO HUB TRAIL BY-LAW 2018-13

1. By-law 2018-13 is amended as follows:

Delete the existing recitals and replace with the following recitals:

“WHEREAS on July 16, 2012, City Council passed a resolution requesting the Parks and Recreation Advisory Committee in consultation with the appropriate staff, Police Services and the Accessibility Advisory Committee, to review which types of motorized vehicles should be permitted to be used on the John Rowswell Hub Trail and provide recommendations to City Council;

AND WHEREAS the Parks and Recreation Advisory Committee in consultation with the appropriate City staff, Police Services and the Accessibility Advisory Committee have agreed to the types of motorized vehicles that should be permitted to use the John Rowswell Hub Trail and connecting spoke trails;

AND WHEREAS the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the “Act”), s. 8, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS the Act, s. 9, provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS paragraph 1 of subsection 10(2) of the Act provides that a municipality may pass by-laws respecting public assets of the municipality acquired for the purpose of exercising its authority under this or any other Act; economic, social and environmental well-being of the municipality, including respecting climate change; health, safety and well-being of persons;

AND WHEREAS offences and penalty provisions for contraventions are as set out in section 425 and 429 the Act;

NOW THEREFORE the Council Of The Corporation Of The City Of Sault Ste. Marie hereby **ENACTS** as follows:”

2. Delete the definition of “Electric Bicycle” and replace with the following:

“Electric Bicycle” or “E-Bike” means a vehicle that has the appearance of a motorcycle, with a saddle designed to be straddled and a footrest, pedals or pegs where the rider’s feet may remain secure, and is capable of being propelled on level ground by a throttle or any means other than muscular power.”

3. Delete the definition of “Power-Assisted Bicycle” and replace with:

“Power-Assisted Bicycle means

(a) a pedal-driven bicycle of conventional exposed fork-and-frame bicycle design and appearance that does not resemble an E-bike as defined herein, a motor scooter, or motorcycle and that,

(i) has two or three wheels,

(ii) is fitted at all times with pedals that are always operable to propel the bicycle,

(iii) is capable at all times of being propelled on level ground solely by using muscular power to operate the pedals,

(iv) has steering handlebars,

(v) has wheels that have a width of not less than 35 millimetres and a diameter of not less than 350 millimetres,

(vi) has one or more electric motors that, singly or in combination, have a continuous rated output power not exceeding 500 watts and that is incapable of providing propulsion assistance when the bicycle attains a speed of 32 kilometres per hour or more, and

(vii) weighs not more than 55 kilograms, and

(viii) may have one or more riders if equipped to properly transport them.”

4. Delete and replace Section 2 with the following:

“2. **VEHICLES ON THE HUB TRAIL PROHIBITED**

(a) No person shall drive or operate any Vehicle, except a Bicycle or Power-Assisted Bicycle as defined within this By-law, on the Hub Trail.

(b) No person shall permit any Vehicle, except a Bicycle or Power-Assisted Bicycle as defined within this By-law, from being driven or operated on the Hub Trail.

- (c) Without restricting the sections above, no person shall operate an E-Bike on the Hub Trail.”

5. Delete and replace Section 3 with the following:

“3. **EXCEPTIONS**

Section 2 of this by-law does not apply to:

- (a) Ambulances, Police or Fire Services Vehicles, or any other emergency Vehicle which is actively engaged in the performance of their duties;
- (b) Vehicles actually and actively engaged in works undertaken for or on behalf of the City, a public transit agency authorized to operate in the City, or a public utility, including telecommunications, energy, water supply, wastewater related services, and the Sault Ste. Marie Region Conservation Authority; and
- (c) A Person with a Mobility Needs utilizing a Personal Mobility Device.”

6. **EFFECTIVE DATE**

This by-law is effective from the date of its final passing.

PASSED in open Council this 29th day of April, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2024-69

AGREEMENT: A by-law to authorize the execution of the Agreement between the City and The Dollywood Foundation of Canada to launch a Dolly Parton Imagination Library affiliate in Sault Ste. Marie.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENT**

The Mayor and City Clerk are hereby authorized for and in the name of the Corporation to execute and affix the seal of the Corporation to the Agreement between the City and The Dollywood Foundation of Canada, a copy of which is attached as Schedule "A" hereto. This Agreement is to launch a Dolly Parton Imagination Library affiliate in Sault Ste. Marie.

2. **SCHEDULE "A"**

Schedule "A" forms part of this by-law.

3. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

PASSED in open Council this 29th day of April, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI



MEMORANDUM OF AGREEMENT

THIS MEMORANDUM OF AGREEMENT is entered into between **The Dollywood Foundation of Canada** (herein the "Foundation") and the

_____ (herein the "Affiliate").

WITNESSETH:

WHEREAS, the Foundation is a non-profit organization with the goal of assisting the early educational development of children; and

WHEREAS, to serve such purpose, the Foundation has created a service known as "Dolly Parton's Imagination Library" which consists of the free gift to all persons who are registered of books delivered at the rate of one per month for the succeeding sixty months after birth; and

WHEREAS, the Affiliate is keenly interested in the early educational development of children in a general geographical area; and

WHEREAS, the parties desire to enter into this Agreement related to the aforesaid purposes; and

WHEREAS, the parties have determined that it is in their respective best interests to enter into this Agreement.

NOW, THEREFORE, for and in consideration of the covenants and promises set forth herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Foundation and the Affiliate agree to work together to replicate Dolly Parton's Imagination Library in:

_____ (Name of Town or Reserve, Name of Province) (herein the "Community").

The Foundation and the Affiliate shall agree to establish a target for the number of children to be registered.

2. This Agreement shall commence on _____ (Date and year), and expire one year thereafter. The Agreement will be automatically renewed each year unless written notification is provided by either party to the other within sixty days of the annual anniversary of the execution of the Agreement.

3. The Affiliate agrees to use the Foundation's registration and delivery system to distribute one book per month to each registered child in accordance with the guidelines established by the Dollywood Foundation of CA. Descriptions of said system and guidelines are contained in the Operations Manual.

4. The Affiliate agrees to use the name "Dolly Parton's Imagination Library" and the official logo for its book distribution program and to use the name and logo in any and all written references to the program, including, but not limited to, brochures, fact sheets, advertising, book labels, leaflets, annual reports, prospectuses, and any and all other forms of public written communication about the program. The Affiliate shall submit draft versions of any material which contains the logo to the appropriate Regional Director for review and approval.

5. The Affiliate agrees to make reasonable efforts to register every child under the age of five in accordance with the mutually agreed upon target number of children for the Community. This section may be modified by the parties in order to launch the program in the Community; provided, that each such modification must be set forth in writing, signed by both parties, and included as an attachment to this Agreement.

6. The registration list shall be used solely for activities related to this Agreement and shall not be sold or used for any other purpose. Furthermore, the parents or guardians of any and all active participants in the program shall not be solicited for fees or donations of any kind.

7. All of the monthly book deliveries shall normally be at the home residence of the child, and shall normally be made by use of Canada Post. This section may be modified; provided that each such modification must be set forth in writing, signed by both parties, and included as an attachment to this Agreement.

8. All book titles distributed pursuant hereto shall be approved by the Foundation. Said approval shall not be unreasonably delayed or withheld. The Affiliate shall adhere to the procedures for ordering books.

9. The Affiliate is responsible for securing adequate funding to carry out its obligations as established by this Agreement. It is understood and agreed by the parties that this Agreement does not require the Foundation to provide any funding to the Affiliate. The parties understand that the cost of books and postage is currently approximately \$47 a child per year. The Affiliate acknowledges that this amount is subject to change.

The Affiliate agrees to pay in full the monthly invoice by the First of each month and to utilize one of the payment options approved by the Foundation.

10. The name, likeness, and image of Dolly Parton are valuable and irreplaceable, for which Ms. Parton and the Foundation cannot be adequately compensated if damaged. Therefore, the Affiliate shall not have any right to use, except with the prior written consent of the Foundation, or as specifically set out in paragraph No. 4 above, Dolly Parton's name, likeness or image, implied or otherwise, in conjunction with domain names, posters, signs, advertisements, products, packaging, or any other representation, whether in regard to the subject matter hereof or otherwise, and whether during or after the term of this Agreement. Except as is mandated by in paragraph No. 4 above, it is specifically understood that this Agreement prohibits the use of the name and any image of Dolly Parton or her personal logos in photograph, written advertisements, and any other manner, without the prior written consent of the Foundation. These terms shall survive the termination of this Agreement.

11. Written permission must be obtained from the Foundation if the Affiliate desires to use images from the books for any promotional and educational purpose. This includes both the artwork and any copyright lines that are required by copyright law. The Foundation will provide a mechanism to seek such permission and provide the response in a timely manner.

12. The Affiliate shall not directly or indirectly, for or through itself or any other person or business entity, in any capacity, undertake to replicate the Dolly Parton Imagination Library program except with the prior written consent of the Foundation. This specifically prohibits the use of the name, publisher, and mail service used by the Foundation except with the prior written consent of the Foundation. This competition restriction shall apply to the Community and to any and all other areas or localities, and shall remain in full force and effect for a period of five years from the date of expiration of this Agreement. The Affiliate hereby acknowledges and confirms that the breach of this competition restriction would cause immediate and irreparable injury, loss, and damage to the Foundation and that an adequate remedy at law for such injury, loss, or damage may not exist. Therefore, the Affiliate agrees that, in the event of any such breach, the Foundation shall be entitled to institute and prosecute proceedings in a court of competent jurisdiction to obtain temporary and permanent injunctive relief to enforce this stipulation, in addition to any other remedies that may be available to it.

13. All attachments to this Agreement are deemed to be a part of this Agreement and are incorporated herein by reference.

14. This Agreement may be cancelled by either party upon sixty (60) days' written notice to the other party prior to the effective date of such cancellation.

15. The parties agree to indemnify, defend, and hold the other party, its officers, director, trustees, agents, employees, and members harmless from and against any and all liability or expense (including reasonable attorneys' fees) in connection with any claim by a third party arising directly or indirectly from any act, activity or omission of the other party relating to this Agreement. If a party receives notice of such claim, it shall promptly so notify the other party of the claim and the basis of the claim of indemnification and permit the other party to conduct the defense (including any settlement discussions) with counsel of the indemnitor's own choice. The indemnitee shall cooperate in such defense, provided all costs incurred by the indemnitee in providing such cooperation shall be paid or reimbursed by the indemnitor. The obligation of this stipulation shall survive the termination of this agreement.

16. This Agreement may be executed in any number of counterparts, all of which, when taken together, shall constitute one original.

17. Neither party may assign this Agreement without the written consent of the other. Upon the assumption of this Agreement by such assignee, the assignor will be released from all liability under this agreement.

18. In the event that notices are required for any reason under the terms of this Agreement, notice shall be either mailed by Canada Post, return receipt requested, forwarded by overnight nationally recognized courier service, sent by email or facsimile to the respective parties, at the addresses below (or at such other address as such parties shall advise the other parties in writing from time to time), postage prepaid, and shall be deemed received when delivered to a national overnight delivery service for delivery the following day, upon hand delivery or refusal to accept delivery and in the case of facsimile or email transmission, upon the sending of the facsimile or email properly addressed:

Notice to the Foundation shall be addressed to:

The Dollywood Foundation of Canada
P.O. Box 24022
Brantford, ON N3R 7X3

Notice to the Affiliate shall be addressed to:

Name of Local Champion _____
Address _____
City, Province _____
Postal Code _____

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day, month, and year first below written.

THE DOLLYWOOD FOUNDATION

SIGNED _____ DATED _____
NAME _____ TITLE/POSITION _____
(Please Print) _____

AFFILIATE

SIGNED _____ DATED _____
NAME _____ TITLE/POSITION _____
(Please Print) MAYOR - MATTHEW SHOEMAKER

CITY CLERK - RACHEL TYCZINSKI

Addendum A

Dollywood Foundation of Canada - Affiliate Data Sharing Policy

The Dollywood Foundation - Affiliate Data Sharing Policy

Updated: February 2020

All Book Order System (BOS) Users who have access to confidential data agree to strictly adhere to The Dollywood Foundation policies detailed in this agreement.

The Dollywood Foundation complies with the international data protection standards of General Data Protection Regulation (GDPR). GDPR defines The Dollywood Foundation (DWF) as a Data Controller for Dolly Parton's Imagination Library (DPIL), responsible for the secure capture, storage, use and disposal of all Personally Identifiable Information (PII) captured in association with the program. Our lawful basis for processing PII is consent of the parents on behalf of their minor children. In addition to agreeing to the Terms & Condition and Privacy Policy, all parents or authorized adults explicitly consent to the following:

I hereby explicitly consent to allow the Dollywood Foundation, Inc. to use the information provided herein for the purposes of participating in Dolly Parton's Imagination Library book gifting program. To measure the benefits of this program we may create datasets with the information provided herein and share them with research and educational advancement partners. By checking the box and continuing this registration you expressly consent to the terms set forth herein.

As a BOS User, you agree to receive confidential data from The Dollywood Foundation and to observe the following security provisions in capturing, storing, using and disposing of the data.

Policy for data capture

All registration information, change of address information or Personally Identifiable Information (PII) offered by families participating or seeking to participate in Dolly Parton's Imagination Library may only be entered into the Book Order System (BOS) made available by the Dollywood Foundation. It is not permissible to capture PII through any other website, database or service.

Data may be submitted by the registering parent or authorized adult online at imaginationlibrary.com, via DPIL's online registration embedded on another website or via an approved Dolly Parton's Imagination Library paper registration brochure that includes the Dollywood Foundation's explicit consent language. Paper registrations must be promptly entered into the BOS by an approved user and all paper registrations shall be destroyed after 30 days. Absolutely no other source or method may be used to capture DPIL information.

Policy for data storage

The location of all copies of the data must be carefully tracked.

Any downloaded data, such as monthly child lists, may only be stored on an encrypted external hard drive, on a password protected desktop computer or on an encrypted, password

protected laptop. PII should never be stored in an online cloud drive.

Personally Identifiable Information (PII), including names, addresses, email addresses, phone numbers, and the like may never be uploaded to third party software or contact management tools not provided by The Dollywood Foundation.

Data files, both electronic and paper, must remain secure throughout the duration of data storage.

Policy for data usage

Any BOS User are required to have their own username and password, and this login information may not be shared with anyone else.

Only registered BOS Users may access data. Data may not be shared with any other individuals outside those detailed in a Research Data Sharing Agreement provided and explicitly approved by The Dollywood Foundation.

*If a BOS User receives a court order to provide confidential data held in the BOS, the User agrees to promptly direct any such request to The Dollywood Foundation's Data Protection Officer at dpo@imaginationlibrary.com. As the Data Controller, it is The Dollywood Foundation's responsibility to address court orders for information.

BOS User shall not permit any individual to utilize the BOS if such individual has been charged with and/or convicted of any crime involving children.

Data may only be used in a manner that respects privacy and confidentiality of all concerned parties, especially regarding registered children and their parents and caregivers.

Data may only be used for the purposes of running reports, investigating mailed books, updating addresses and contact information, addressing mailing issues and research as outlined in 3.b.

Publicly available discussions, presentations and reports based upon the confidential data may not include information that would make it possible to identify a registered child, parent or address registered or previously registered for DPIL.

Internal discussions and reports should protect the privacy, anonymity and confidentiality of all concerned parties and must ensure that any internal document not become publicly available.

LOGOS: Affiliate Use

Below you will find the two approved templates for affiliates to identify themselves as associates of the Imagination Library using our official DPIL logo. When using the trademarked name 'Imagination Library' to identify the local program, the official DPIL logo is the only logo that may be used. There should not be a person's name or title (other than Dolly Parton's) before or after 'Imagination Library'. An organization name or covered geographical area name may be used with 'Imagination Library', however if the organization name or covered geographical area is used before 'Imagination Library', it may not be in the possessive form:

1. Examples that work: **Sevier County Imagination Library** or **Imagination Library of Sevier County**
2. Example that **does not** work: **Sevier County's Imagination Library**.

If using a local affiliate organization's name and logo in addition to Dolly Parton's Imagination Library, the co-branding formula below may be used.

The DPIL logo should appear on the left side as pictured below.

OFFICIAL DPIL LOGO TEMPLATES: Area at the bottom allows for the affiliate name to be entered into the secondary, outer ring or beneath the logo using the public domain font named Century Schoolbook Bold.



Affiliate Name Here

CO-BRANDING FORMULA: An existing affiliate logo may be placed next to the Imagination Library's official logo using the below indicated line element, distances and proportions.



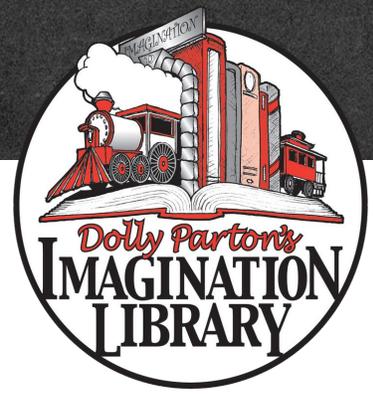
A: Use a gray stroke of 50% black and equal in weight to the black circular stroke in the Imagination Library's logo. The stroke should be as tall as the Imagination Library logo from the tallest point to the base.

B: The height of the initial capital "I" in "IMAGINATION" should be maintained between each logo and the gray line.

Both logos should have equal visual weight but the affiliate logo should never be larger than that of the Imagination Library's logo.

DOLLY PARTON'S IMAGINATION LIBRARY • BRAND STANDARDS 2020

Canada Payment Policies



Invoicing

Book Orders will take place each month and generate a corresponding invoice. Invoices are:

- Emailed immediately following the Book Order.
- Dated the first day of the month
- following the Book Order. Due within 10 days of the Invoice Date.

Past Due

The Dollywood Foundation of Canada will communicate Past Due notices via email to the Affiliate's Billing Contact in advance of the next Book Order. At the time of each monthly Book Order, any affiliate with a Past Due invoice will be moved from Operating status to Temporarily Inactive status, and books will not be ordered.

Payment Options

- **ACH Transfer:** (Automated Clearing House Transfer) *This is different than online bill-pay; ask your bank if this option is available. The Affiliate electronically pays the monthly invoice using their bank's electronic payment (ACH funds transfer) system. If you use this electronic transfer, you must enter your affiliate's account code and number in the description/memo line so that we can ensure that payment is posted to the proper account.
- **Pre-Pay:** (also called credit balance) With this method, you send a large amount of funds every so often, and The Dollywood Foundation of Canada applies a credit to your invoice until the pre- payment is exhausted. You will still receive an invoice, but it will show with a zero balance on it. If at any point our Imagination Library partnership ends, any invoices will be paid from the fund balance and then all remaining funds will be returned to you.
- **e-Transfer:** Affiliates can send funds directly to Dolly Parton's Imagination Library of Canada through Interac eTransfer® to invoice@dollyfoundation.com with your affiliate code and number (Example: ONBRANTFORD #89) in the message box. Interac e-Transfer is only available to send or receive funds in CAD from any financial institution enrolled with Interac e-Transfer within Canada.

*Please direct inquiries to invoice@dollyfoundation.com.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2024-70

AGREEMENT: A by-law to authorize the execution of the Agreement between the City and ESRI Canada Limited for the ESRI software platform to deliver contracted GIS services.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENT**

The Mayor and City Clerk are hereby authorized for and in the name of the Corporation to execute and affix the seal of the Corporation to the Agreement dated November 9, 2023 between the City and ESRI software platform, a copy of which is attached as Schedule "A" hereto. This Agreement is for the ESRI software platform to deliver contract GIS services.

2. **SCHEDULE "A"**

Schedule "A" forms part of this by-law.

3. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

PASSED in open Council this 29th day of April, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2024-72

ENGINEERING: A by-law to authorize the execution of the Contract between the City and Avery Construction Limited for the resurfacing and streetscape improvements to Queen Street from Brock Street to Elgin Street, including the reconstruction of the underground services from March Street to Elgin Street (Contract 2024-6E).

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENT**

The Mayor and City Clerk are hereby authorized for and in the name of the Corporation to execute and affix the seal of the Corporation to the Contract dated April 29, 2024, between the City and Avery Construction Limited, a copy of which is attached as Schedule "A" hereto. This Contract is for the resurfacing and streetscape improvements to Queen Street from Brock Street to Elgin Street, including the reconstruction of the underground services from March Street to Elgin Street (Contract 2024-6E).

2. **SCHEDULE "A"**

Schedule "A" forms part of this by-law.

3. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

PASSED in open Council this 29th day of April, 2024

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI

Schedule "A"

**THE CORPORATION OF THE CITY OF SAULT STE. MARIE
QUEEN STREET IMPROVEMENTS – PHASE 1
(Bruce Street to East Street)
Contract No 2024-6E**

FORM OF AGREEMENT

This Agreement, made (in triplicate) this 29th day of April in the year 2024, by and between
Avery Construction Limited, hereinafter called the “**Contractor**”, AND

The Corporation of the City of Sault Ste. Marie, hereinafter called the “**Owner**”.

WITNESSETH: That the Contractor and the Owner undertake and agree as follows:

1. The Contractor will provide all the materials and all of the works shown and described in the Contract Documents entitled:

**QUEEN STREET IMPROVEMENTS – PHASE 1
(Bruce Street to East Street)
Contract No 2024-6E**

which have been signed in triplicate by both parties and which were prepared by **AECOM Canada Ltd.**, acting as Contract Administrator and herein entitled, “The Contract Administrator”.

2. The Contractor will do and fulfill everything indicated by the Agreement (being this form of agreement), Addenda (if any), the Special Provisions, Contract Drawings, the Standard Specifications, Standard Drawings, Tender, Supplemental General Conditions, OPSS.MUNI 100 (November 2019 version or newest), and working drawings.

3. The Contractor will complete all work in accordance with the terms of the Contract. The Contractor is responsible for the controlling the quality of the work. The Owner may undertake quality assurance reviews and checks as the work progresses and work must be completed to the satisfaction of the Contract Administrator within the period of time specified. Owners' quality assurance inspectors will not be responsible for any other roles on site except for quality assurance.

4. The Owner shall pay to the Contractor the contract price as set forth in the Form of Tender in accordance with the provisions set forth in the General Conditions, Supplemental General Conditions, and the Special Provisions. The quantities contained in the Form of Tender are approximate only and the final payment shall be made for the actual quantities that are incorporated in or made necessary by the work covered by the contract.

5. The Owner shall pay the Contractor for work that is ordered in writing by the Contract Administrator and that cannot be classified as coming under any of the contract units and for which no unit price, lump sum, or other basis can be agreed upon, on a time and material basis as set out in the General Conditions, or as otherwise stipulated in the Form of Tender.

6. The Contractor, both during and after the term of this Agreement, shall at all times, and at its own cost, expense and risk, defend, indemnify and hold harmless the Owner and, its elected officials, officers, employees, volunteers, agents, the Contract Administrator, all respective heirs and executors, successors and assigns, from all loss, damages, costs, charges and expenses of every nature and kind whatsoever which may be made or brought against them, their officers, employees and agents,

by reason or in consequence of the execution and performance or maintenance of the work by the Contractor, its employees, agents or officers.

7. Prior to the commencement of any work, the Contractor shall sign and deliver to the Public Utilities Commission of the City of Sault Ste. Marie, PUC Distribution Inc. and PUC Services Inc., the PUC Indemnity attached as Schedule "A" which forms part of this Agreement wherein.

8. All communications in writing between the Owner, the Contractor and the Contract Administrator shall be deemed to have been received by the Addressee if delivered to the individual, a member of the firm or an officer of the Owner for whom they are intended, or if sent by post addressed as follows:

Owner: The Corporation of the City of Sault Ste. Marie
c/o Engineering Division
99 Foster Drive
Sault Ste. Marie, ON P6A 5X6

The Contractor: Avery Construction Limited
940 Second Line West
Sault Ste. Marie, ON P6C 2L3

The Contract Administrator: AECOM Canada Ltd.
523 Wellington Street East
Sault Ste. Marie, ON P6A 2M4

IN WITNESS WHEREOF the parties hereto have executed this Agreement by the day and year first above written.

Signed, Sealed and Delivered in the presence of

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

MAYOR – Matthew Shoemaker

MUNICIPAL CLERK – Rachel Tyczinski

THE CONTRACTOR (AVERY CONSTRUCTION LIMITED)

SIGNATURE

NAME: _____

I have authority to bind the corporation

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2024-73

TEMPORARY STREET CLOSING: A by-law to permit the temporary closing of Queen Street between East Street and Elgin Street including intersections from May 1, 2024, to November 30, 2024 to facilitate the Queen Street Improvements.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie pursuant to section 10 of the *Municipal Act, 2001*, S.O. 2001, c. 25 and amendments thereto **ENACTS** as follows:

1. **TEMPORARY STREET CLOSING OF QUEEN STREET**

The Council of the Corporation of the City of Sault Ste. Marie hereby authorizes the closing to vehicular traffic of Queen Street from May 1, 2024, to November 30, 2024 to facilitate the Queen Street Improvements.

2. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

PASSED in open Council this 29th day of April, 2024.

MAYOR – MATTHEW SHOEMAKER

CITY CLERK – RACHEL TYCZINSKI