



The Corporation of the City of Sault Ste. Marie
Environmental Sustainability Committee
Agenda

Tuesday, October 7, 2025

4:00 pm - 5:30 pm

Thompson Room, Civic Centre

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

Pages

1. **Call to Order**

2. **Land Acknowledgement**

I acknowledge, with respect, that we are on 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.

3. **Adoption of Minutes**

3 - 4

Mover _____

Seconder _____

Resolved that Minutes of Environmental Sustainability Committee meeting of July 15, 2025 be approved.

4. **Declaration of Pecuniary Interest**

5. **Adoption of Agenda**

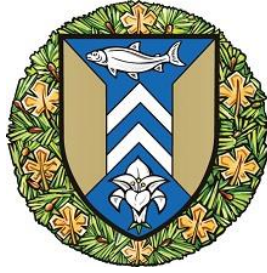
Mover _____

Seconder _____

Resolved that the Agenda for Environmental Sustainability Committee meeting for October 7, 2025 as presented be approved.

6. **ESC Composition Update**

7. **CDF Green Initiatives Fund Applications Review Q3**
- 7.1 **SSMRCA Environmental Monitoring Project - \$11,225.24** 5 - 29
- Mover _____
Seconded _____
Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the SSMRCA Environmental Monitoring Project and recommends that Council approve \$_____ in project funding.
- 7.2 **ARCH Hospice LED Lighting Phase 2 Project - \$3,250** 30 - 39
- Mover _____
Seconded _____
Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the ARCH Hospice LED Lighting Phase 2 Project and recommends that Council approve \$_____ in project funding.
- 7.3 **Helping Hands Circular Economy eCommerce Platform - \$10,778.58** 40 - 74
- Mover _____
Seconded _____
Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the Helping Hands Circular Economy eCommerce Platform Project and recommends that Council approve \$_____ in project funding.
8. **Staff Update** 75 - 79
9. **Next Meeting**
10. **Adjournment**
- Mover _____
Seconded _____
Resolved that this Committee now adjourn.



**The Corporation of the City of Sault Ste. Marie
Environmental Sustainability Committee Minutes**

Tuesday, July 15, 2025
4:30 PM
Video Conference – Virtual

Present: D. Hilsinger, V. Prouse, A. Riopel, M. Britton, N. Roubal

Absent: A. Judge, E. Emilson, C. Gardi,

Officials: E. Cormier

1. Call to Order

Meeting was called to order at 4:35 p.m

2. Land Acknowledgement

3. Adoption of Minutes

Moved by: T. Prouse

Seconded by: M. Britton

Resolved that Minutes of the Environmental Sustainability Committee meeting of July 8, 2025, be approved.

Carried

4. Declaration of Pecuniary Interest

5. Adoption of Agenda

Moved by: N. Roubal

Seconded by: T. Prouse

Resolved that the Agenda for the Environmental Sustainability Committee meeting for July 15, 2025, as presented, be approved.

Carried

6. 2023 -2024 Sustainability Report Letter Review

Mover: N. Roubal
Seconder: M. Britton

Resolved that the Environmental Sustainability Committee (ESC) approves the submission of the City of Sault Ste. Marie 2023 – 2024 Sustainability Report Outreach Letter to Mayor, Council and City Senior Management by the ESC Chair.

6. Next Meeting

Tuesday, October 7, 2025, 4:00 – 5:30 PM

7. Adjournment

Moved by: N. Roubal
Seconded by: T. Prouse

Resolved that this Committee now adjourn.

Carried

Chair

Community Development Fund Application Form - Green Initiatives Stream

Section 1: Intakes

Applications will be accepted quarterly every year and recommended for Council approval by the City's Environmental Sustainability Committee (ESC) at their quarterly meetings. Please select the intake round you wish to apply for funds.

Intake	Submission Period	Application Due	ESC and Council Review	Project Implementation
☐ Q1	January 1 - March 31	Last Friday in March of each calendar year	April	After May 1
☐ Q2	April 1 - June 30	Last Friday in June of each calendar year	July	After August 1
☒ Q3	July 1 - September 30	Last Friday in September of each calendar year	October	After November 1
☐ Q4	October 1 - October 31	Last Friday in October of each calendar year	November	After December 1

Section 2: Applicant Information

Please select which type of organization you represent:

☒ Incorporated Not-for-profit organization



SSM Region Conservation Authority

1100 Fifth Line East, Sault Ste. Marie, Ontario, P6A 6J8

Tel: (705) 946-8530

www.ssmrca.ca

Names of Organization Officers, Directors & Principals (if applicable):

Corrina Barrett, General Manager

Sandra Hollingsworth, Board of Directors Chair

Ron Zagordo, Board of Directors Vice Chair

Marchy Bruni, Director

Corey Gardi, Director

Margaret Christenson (Prince), Director

Community Development Fund Application Form - Green Initiatives Stream

2.1: Briefly describe the function or purpose of your organization

The Sault Ste. Marie Region Conservation Authority (SSMRCA) was established in 1961 under Ontario's Conservation Authorities Act to address flood risk and **protect local watersheds**. Its mandate includes a broad role in environmental stewardship, land use regulation, and natural hazard management along St. Mary's River and Lake Superior shorelines inland including the municipality of Sault Ste. Marie, and Prince Township. The SSMRCA's main responsibilities are twofold: **regulatory oversight and environmental monitoring**.

Through environmental monitoring, SSMRCA tracks watershed conditions such as streamflow, rainfall, snowpack, and water quality, providing critical data for flood forecasting and long-term watershed health.

On the regulatory side, through its core mandate, the SSMRCA administers Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits under the Conservation Authorities Act, R.S.O. 1990, c.27), which oversees development in wetlands, floodplains, shorelines, and other sensitive areas to protect people and property from natural hazards and to conserve ecological functions.

Its goals and objectives include reducing risks from flooding and erosion, conserving natural habitats, supporting sustainable land use planning, and ensuring that development aligns with watershed protection principles. In practice, this means working closely with municipalities, Indigenous communities, community partners and residents to review development proposals, issue permits, and maintain a balance between community growth and environmental protection.

Environmental monitoring in the watershed focuses on a broader health-based scope and includes activities focused on:

- Surface water quality (nutrients, metals, bacteria) at creeks, rivers, and stormwater outlets.
- Aquatic ecosystems (fish communities, benthic macroinvertebrates, habitat assessments).
- Wetland and shoreline (inventory and extent, health, encroachment).
- Climate change (rainfall intensity trends, drought indices, local climate variables).
- Biological (invasive species tracking, biodiversity surveys, species at risk (SAR) studies).
- Forest/land cover (canopy cover, carbon sequestration, aerial imagery/remote sensing).
- Citizen science (community sampling, tree health monitoring, volunteer data collection).
- Specialized watershed studies (cumulative impact assessments, climate resilience projects, wetland restoration).

Together, these regulatory and monitoring responsibilities allow the SSMRCA to provide science-based guidance, protect residents from natural hazards, and support the long-term sustainability of local ecosystems and communities.

Community Development Fund Application Form - Green Initiatives Stream

2.2 Potential Project Contributors

This project will be strengthened through a collaboration with researchers, educators, hobbyists, public and private sector employees, and the general. Each partner organization brings unique expertise and individual community networks to enhance research, data sharing, education, and outreach. Below is the growing list of persons who have responded in support of this project. Some have provided direct letters of support, and others are interested in helping with deployment and operational logistics.

Algoma University	Dr. Jennifer Foote	jennifer.foote@algomau.ca
	Dr. Pedro Antunes	pedro.antunes@algomau.ca
Sault College School of Natural Environment	Rob Routledge	Rob.Routledge@saultcollege.ca
	Lynne Goulding	Lynn.Goulding@saultcollege.ca
	Jojo Winter	Jordan.Winter@saultcollege.ca
Central Algoma Land Trust	Carter Dorscht	carter@calt.ca
	Corinne Wilkerson	corinne@calt.ca
Algoma Highlands Conservancy	Kees Van Frankenhuyzen	info@algomahighlandsconservancy.org
Sault Naturalists	Ron Prickett	saultnaturalists@gmail.com
NORDIK Institute	Dr. Elaine Ho-Tassone	elaine.ho-tassone@algomau.ca
Garden River First Nation Lands Department	Aaron Jones	ajones@gardenriver.org
Canadian Forest Service, Natural Resources Canada	Phil Wiebe	philip.wiebe@NRCan-RNCan.gc.ca

Together, this collaboration ensures that monitoring results are not only scientifically rigorous but also widely securely shared, applied, and communicated. This collective approach will enhance regional conservation outcomes, foster community engagement, and ensure that public investments deliver long-term environmental, educational, and social benefits.

Garden River First Nation Lands Department has indicated that they are interested in the creation of an environmental monitoring memorandum of understanding (MOU) with SSMRCA. This project is in alignment with the current MOU between Sault College and SSMRCA. SSMRCA intends to further develop MOU's with aligned organizations.

Partner institutions and organizations will contribute expertise to long-term monitoring design while benefiting from access to high-quality environmental data that supports academic study, applied research, conservation planning, and cross-jurisdictional watershed analysis. Students from Sault College and Algoma University will gain hands-on experience with monitoring technologies, data analysis, and environmental management, while faculty and researchers integrate real-world data from SSMRCA properties into teaching and research. Conservation organizations will use shared datasets to guide restoration, habitat management, and public awareness initiatives, with the NORDIK Institute helping connect research findings to community-based priorities.

Section 3: Project Information

The Sault Ste. Marie Region Conservation Authority (SSMRCA) proposes revitalizing its environmental monitoring capacity through the purchase and deployment of passive biomonitoring devices, including trail cameras, acoustic recorders, and water quality and weather monitoring instruments. These tools will enhance SSMRCA's ability to track biodiversity, assess watershed health, and improve flood forecasting.

Motion-activated wildlife camera traps

Wildlife camera traps are motion-activated weather resistant monitoring devices designed to capture images and video of animals with zero to minimal disturbance to their natural behavior. These units are equipped with infrared sensors for night detection and can operate for extended periods in remote field conditions.

Collecting time-stamped visual records provides verifiable data on species presence, abundance, movement patterns, and habitat use. This data is essential for conservation and management planning and for evaluating the success of any potential ecological restoration projects.

Managing imagery and videos will require software. Data organization, processing, and analysis will aid in community science and collaborative aspects of this project. Modern platforms (such as [Timelapse](#), [Camelot](#), or potentially AI-assisted tools like [Wildlife Insights](#) and [MegaDetector](#)) automatically classify species, flag human activity, and reduce researcher workload.

Together, the integration of camera traps and processing software enables efficient, cost-effective, and scientifically rigorous monitoring of local biodiversity. This technology will support evidence-based decision-making, enhance public engagement by making wildlife imagery accessible, and strengthens partnerships between conservation authorities, academic researchers, and community groups.

Passive acoustic monitoring

Passive acoustic monitoring (PAM) has emerged as a repeatable and low impact means to survey and monitor ecosystems for vocally active animal communities. Innovations have been led where relatively low cost, lightweight, and weatherproof recording devices are made by companies like [Wildlife Acoustics](#).

Autonomous recorders can be programmed to record vocalizing animals. Acoustic devices include microphones that can detect frequency ranges from animals like birds, canids (e.g., wolves), and frogs. Ultrasonic devices include microphones that detect the much higher-frequency calls of many bat species. These recordings serve as long-term records of local biodiversity.

New developments in software allow for rapid scanning and identification of species in large acoustic datasets making it an efficient way to screen habitats for SAR, and study changes in species composition over time.

[BirdNET](#) has proven accurate for identifying bird species common in our region and is continually expanding and improving its reference recordings to include wider taxa like frogs and mammals. [SonoBat](#) is a software package that works similarly and has been successfully used to identify all eight bat species found in Ontario. Researchers at Algoma University, Algoma Highlands Conservancy, and Central Algoma Land Trust have already been collaborating to use these tools to identify wolf and bat habitat locally.

Community Development Fund Application Form - Green Initiatives Stream

Students at Algoma University have been recording birds locally and have used these techniques to study a variety of species and communities. As such, there are synergies for collaboration between SSMRCA, Algoma University, and other local organizations to increase biodiversity monitoring across a greater variety of habitats. This project is integral to supporting a strong environmental monitoring network for the Algoma region.

Water and Climate Monitoring

The Sault Ste. Marie Region Conservation Authority (SSMRCA) is responsible for managing Fort Creek Dam, a key piece of infrastructure that protects downstream neighborhoods in the community, properties, and ecosystems. At present, the dam lacks an active monitoring system, leaving a critical gap in assessing: reservoir water levels, structural health, and weather-related risks. Reliable, real-time data is essential to ensure public safety, maintain the long-term integrity of the dam, and strengthen community resilience in the face of climate change.

Installation of water level loggers, geotechnical piezometers, a barologger, and weather stations will create a comprehensive monitoring network for this site. These instruments will track internal dam pressures, seepage, and water levels to detect early warning signs of potential issues. They will also provide accurate corrections for atmospheric pressure to ensure reliable water level readings. The delivery of continuous, site-specific weather data for hydrological modeling, flood forecasting, and operational decision-making will be of great benefit to the community.

By combining water level and climate monitoring, this system will allow the SSMRCA to anticipate changing conditions, respond quickly to extreme weather events, and adopt proactive maintenance strategies. Beyond dam safety, the data collected will contribute to watershed-scale climate adaptation planning, provide valuable information for researchers and partner organizations, and strengthen the SSMRCA's capacity to engage with the public on local environmental issues.

To conclude, this project will revitalize SSMRCA's environmental monitoring capacity and establish a stronger foundation for conservation and community safety through the integration of wildlife cameras, acoustic recorders, and environmental monitoring systems. By investing in this initiative, funders will help build a resilient monitoring system that protects people, strengthens ecosystems, and supports long-term sustainability across the Algoma region.

Importantly, the shared monitoring framework will generate **measurable impacts**: expanded coverage across dozens of sites, datasets accessible to at least six regional partners, and new training opportunities for students and volunteers each year, ensuring that knowledge and benefits are multiplied through collaboration.

Community Development Fund Application Form - Green Initiatives Stream

3.1 Objectives:

This project represents a proactive step toward safeguarding the Algoma region's natural environment and adapting to the challenges of a changing climate. By combining technology with collaboration, it will create new opportunities to understand local ecosystems, protect communities from environmental risks, and involve community members and students in meaningful stewardship. The initiative is grounded in the belief that reliable data, shared knowledge, and hands-on experience are essential for both environmental sustainability and community resilience. Objectives are as follows:

- 1) Establish a network of passive monitoring devices to collect real-time data on local wildlife habitat, biodiversity, water quality, and weather conditions.
- 2) Strengthen flood forecasting accuracy through improved watershed and climate data.
- 3) Support biodiversity monitoring on SSMRCA properties and research on Species at Risk (SAR), invasive species, ecologically sensitive species, and migratory populations.
- 4) Build collaborative partnerships with public, academic and environmental organizations to share data, inform policy, and enhance community engagement.
- 5) Create educational and experiential learning opportunities for students and volunteers.

3.2 Potential Performance Targets

To ensure that this project delivers measurable results, implementation milestones have been identified. They demonstrate moving from planning to action and provide outcomes that can be tracked. Each target reflects technical improvements in environmental monitoring and the collaborative benefits of data sharing, reporting, and engagement. Collectively, they establish a framework for accountability and highlight the tangible contributions this project will make to regional conservation and resilience.

Monitoring Infrastructure

- 1) Install at least 5 trail cameras for wildlife surveillance within priority areas by end of Year 1.
- 2) Deploy 4 acoustic monitors to capture bat and bird activity data during spring/summer 2026.
- 3) Install water quality sondes (sensors) and a weather station by Spring 2026 to integrate into SSMRCA's flood forecasting program.

Collaboration & Reporting

- 1) Produce summaries, provide and share data via cloud sharing
- 2) Integrate a rotating livestream for public consumption (non-sensitive species only).
- 3) Present to Municipal Council on implementation and early results by Fall 2026.
- 4) Contribute to, identify gaps, and establish a centralized data repository that integrates new monitoring results with existing records, ensuring accessibility and long-term tracking for partners and researchers.

Measurable Benefits

- 1) Expand Algoma's environmental monitoring network by at least 25% in geographic coverage, creating a denser habitat monitoring mesh.
- 2) Collect a minimum of 10,000 new unique data points within the first year of action.
- 3) Document at least 3 new or under-reported species occurrences or habitat use patterns within Conservation Authority lands, demonstrating the enhanced resolution of the monitoring mesh.

3.3 Positive Impacts:

The project will generate improved data for flood forecasting, biodiversity research, and long-term watershed stewardship, strengthening partnerships across the Algoma region and building capacity within the SSMRCA to support students, researchers, and young professionals locally. Beyond these technical and institutional benefits, the initiative will also deepen community connection to the local environment by making wildlife and watershed information more visible and accessible.

Importantly, this work takes place in Bawaating, the traditional territory of the First Nations communities of Batchewana and Garden River, and the homeland of local Métis communities. The SSMRCA recognizes the longstanding stewardship of these Nations and Métis peoples, and the project creates an opportunity to respectfully collaborate on monitoring and restoration activities that align with Indigenous values and priorities.

Supporting and expanding opportunities for Indigenous-led initiatives, like community-based monitoring, integration of Traditional Ecological Knowledge (TEK), and community youth participation, this project actively practices reconciliation. This approach ensures that local ancestral knowledge and multicultural perspectives are valued but also builds capacity for co-learning and shared decision-making in watershed stewardship.

Through volunteer involvement, collaborative research, and public outreach, the project will create meaningful pathways for all residents to engage with conservation activities. In this way, the initiative not only improves environmental knowledge and resilience but also fosters shared stewardship, community pride, and a stronger sense of responsibility for the region's natural heritage.

SSMRCA recognizes that environmental stewardship and climate resilience require collaboration that extends across jurisdictional boundaries. At present, the Authority has a five-year Memorandum of Understanding (MOU) with Sault College, and the Garden River First Nation Lands Department has expressed interest in developing a similar agreement. Establishing a broader network of MOUs with First Nations, academic institutions, conservation groups, and municipalities will help overcome the fragmentation created by differing mandates and jurisdictions. Such a network will provide a common framework for data sharing, joint research, and coordinated action, ensuring that monitoring results are applied effectively across the Algoma region and that all communities have a role in shaping long-term sustainability.

3.4 Limitations and Risks:

In its initial phase, device installations will be limited to high-priority sites. While this ensures immediate benefit, it may restrict monitoring coverage across the broader watershed. Funding constraints could also limit the total number of devices deployed and may delay future expansion of the monitoring network. Long-term sustainability will depend on securing resources not only for deployment, but also for ongoing maintenance, calibration, and eventual replacement of equipment. This will require future GIF applications and potentially additional funding sources.

Another consideration is staff and partner capacity. Effective oversight of maintenance, data management, and analysis will require consistent time and expertise, and competing organizational priorities may place pressure on available resources. Equipment deployed in accessible areas is also vulnerable to vandalism, tampering, or theft, which can result in data loss and added costs.

Community Development Fund Application Form - Green Initiatives Stream

There are also social and ethical risks to consider. Camera traps and acoustic monitors, while valuable for ecological research, must be deployed in a way that respects animal privacy and minimizes disruption to natural behavior. Similarly, care must be taken to avoid conflicts with hunters and recreational users, as misunderstandings about monitoring objectives could reduce community support or result in interference with devices. Clear communication and outreach will be essential to maintaining trust.

Fieldwork itself carries health and safety risks for staff, students, and volunteers, including challenging terrain, weather extremes, and potential encounters with wildlife. Robust safety protocols, appropriate training, and risk assessments will be necessary to ensure safe deployment and retrieval of equipment.

Finally, there is an inherent risk of data gaps caused by equipment malfunctions, extreme weather conditions, or technical limitations of monitoring devices. By acknowledging these risks, the project design incorporates strategies such as careful site selection, protective equipment housing, proactive coordination with partners, consistent outreach with land users, and strong safety planning to mitigate challenges wherever possible.

3.5 Methodology and Timing

The implementation of this project will be **phased through multiple GIF applications**, to balance immediate action with long-term sustainability. In the first stage (Fall/Winter 2025–2026), SSMRCA will focus on **initial procurement, identification of priority sites, and collaboration with academic and community partners**. This preparatory phase may also include some training opportunities for staff and students in the deployment protocols and data maintenance.

During 2026, a second GIF application will fund an increasing number of monitoring devices to be installed across SSMRCA properties within the watershed. Data collection and cloud storage will begin immediately following each new deployment. Early results will be used to refine new site choices and other monitoring protocols. Data analysis will be ongoing, with semi-annual progress updates provided to Council and partners in the network. A more comprehensive report will be scheduled (~end of 2026) to summarize outcomes, lessons learned, and recommendations for continuation.

Recognizing the importance of long-term environmental monitoring SSMRCA commits to return to the GIF and other funding streams over the next decade to expand and update this environmental monitoring network. While current technologies such as AI-assisted species identification and acoustic analysis tools are maturing, they are also evolving rapidly, creating opportunities for SSMRCA to integrate new capabilities over time. Future proposals must also explore partnerships with employment-focused funding programs, such as the Northern Ontario Heritage Fund Corporation (NOHFC), to support internships, Co-op placements, local job creation, and workforce development alongside green investments.

Taken together, this phased and adaptive approach ensures that the project is not only implemented successfully in the near term but also positioned to grow into a resilient, collaborative monitoring system that continues to provide benefits for watershed management, biodiversity protection, and community engagement well into the future.

3.6 Communication Strategy for Promoting the Project

SSMRCA will use a multi-platform communication strategy to ensure the project is visible to the public, partners, and stakeholders. Communications will highlight both the technical value of monitoring devices and the broader benefits for community resilience, biodiversity, and education.

The project's communication strategy will combine traditional, digital, and in-person outreach to maximize visibility and community engagement. Press releases will be issued at project launch and during major equipment installations, distributed through local media outlets. Social media campaigns on SSMRCA's channels will share updates, photos, and videos, with partner organizations tagged to broaden reach and opportunities for contests and community interaction. A dedicated page on the SSMRCA website will feature live or periodic data summaries, project milestones, and opportunities for public involvement. A community event, tentatively planned for summer 2025 in partnership with academic and community groups, will showcase monitoring equipment and demonstrate how data supports watershed management. Educational outreach will integrate project outcomes into school presentations, college and university labs, and public workshops, building awareness of conservation science. Finally, interim and final presentations to municipal councils will ensure transparency and highlight the project's community benefits.

Section 4: Costs and Financing - 2025 - amount of assistance requested: **\$11,225.24**

4.1 Passive Acoustic Monitoring Equipment and Software

If approved, funds will be used for the purchase and deployment of passive acoustic monitoring units to be used across SSMRCA properties. These devices will be rotated through a variety of ecosites, including wetlands, forest interiors, riparian zones, and upland habitats. This will support the capture of representative samples of biodiversity across its jurisdiction.

Data collected will be georeferenced and integrated into SSMRCA's GIS, where geospatial layers of biodiversity information can be intersected with hydrological, climate, and land use datasets. This integration will enable staff and partners to visualize species distributions alongside water quality and flood forecasting data, strengthening ecological assessments and land management planning. Over time, a richer "habitat mesh" of data points will emerge, improving the SSMRCA's ability to identify sensitive areas, track long-term changes, and guide restoration priorities.

Equally important, the investment will strengthen collaboration with academic and community partners. Sault College, Algoma University, the Central Algoma Land Trust, Algoma Highlands Conservancy, and Sault Naturalists already engage in some biodiversity monitoring, and these devices will provide shared data to enhance their research and stewardship efforts. Acoustic datasets can also be used in joint education initiatives, training students in ecological monitoring methods, data management, and species identification. Through collaboration, results can be communicated to the public, raising awareness of biodiversity in the Algoma region and inspiring community stewardship.

In this way, the Green Initiatives Fund will directly support the expansion of SSMRCA's environmental monitoring capacity while also ensuring that project benefits extend to the broader research, education, and conservation community.

❖ **One passive acoustic monitoring site will be set up in 2025, expanding to an additional 3 sites in 2026.**

4.2 Motion-Activated Camera Traps

A portion of the Green Initiatives Fund will be dedicated toward the purchase and deployment of two high-resolution wildlife camera traps positioned at known biodiversity “hotspots” on SSMRCA properties. These hotspots include areas where sensitive species have been observed, high-value habitats such as wetlands and riparian corridors, and sites of active restoration or conservation interest. High-resolution imagery and video will provide fine detail necessary for species identification, behavioral observations, and monitoring the success of habitat restoration over time. These records are invaluable for confirming the presence of SAR and assessing ecological health in priority locations.

In addition to these fixed locations, the Fund will support the purchase of lower-resolution camera traps that can be rotated and used for scouting new areas. These units will act as an early-detection tool, identifying areas of high wildlife activity or potential concern that warrant closer study. Once hotspots are identified through scouting, they can be transitioned to higher-resolution monitoring or integrated with acoustic devices to provide multi-sensory data.

- ❖ **One high resolution camera trap monitoring site will be deployed in 2025, followed by 3 additional sites in 2026.**

As with the acoustic recorders, all camera trap data will be georeferenced and incorporated into SSMRCA’s GIS systems, allowing spatial analysis of wildlife movements and habitat usage across the watershed. This visual dataset will complement flood forecasting and water quality data by providing a broader picture of how climate, hydrology, and biodiversity intersect.

These tools will also expand collaborative opportunities. Camera trap imagery can be shared with partners and local conservation organizations to support research, student training, and community education. Engaging committed volunteers in camera deployment and image review will further build community connection to the local environment, while public sharing of selected wildlife imagery will enhance outreach and stewardship messaging.

Through this investment, the Green Initiatives Fund will provide both targeted high-quality monitoring in known priority areas and flexible scouting capacity to discover new conservation opportunities, creating a dynamic and adaptable wildlife monitoring program.

4.3 Water and Climate Monitoring

The Green Initiatives Fund will also support the installation of an all-in-one weather and hydrological monitoring system at the Fort Creek Conservation Area, one of SSMRCA’s most critical sites for flood management and public safety. The centerpiece of this system is the **ATMOS 41W** Weather Station, a solar-powered unit capable of recording real-time meteorological conditions such as rainfall, temperature, wind, solar radiation, and humidity. This station will supply high-quality data essential for hydrological modeling, flood forecasting, and climate adaptation planning.

To complement this, the project includes the deployment of Solinst 3001 Levellogger 5 units, which continuously measure both groundwater and surface water levels and temperature, providing early detection of changing water conditions in the reservoir and downstream, enhancing the SSMRCA’s ability to manage dam safety and watershed health. Data from the levelloggers will be corrected and refined with the use of the Solinst 3001 Barologger 5, which records changes in atmospheric pressure and temperature to improve the accuracy of water level readings.

Community Development Fund Application Form - Green Initiatives Stream

Supporting fieldwork and data handling, the system will be equipped with a Solinst Field Readout Unit and Solinst Desktop Reader 5, enabling staff to quickly access, download, and transfer monitoring data. A 3001 Field Reader 5 Assembly ensures seamless communication with deployed loggers. Finally, a precision field laptop (Dell Precision 7680 mobile workstation), complete with required accessories and a rugged carry bag, will allow for reliable in-field data processing, backup, and integration into SSMRCA's GIS systems.

Together, these instruments will create a real-time water and climate monitoring hub that enhances flood preparedness, improves long-term watershed data, and provides critical information for both local decision-making and collaborative research. The resulting datasets will be shared with academic partners, municipal staff, and conservation organizations, maximizing the value of the investment while advancing community resilience and public safety.

- ❖ **Deployment of the weather monitoring system at Fort Creek is to be financed through a GIF application in the spring of 2026**

4.4 Cost Variability, Estimates, Financing, and Long-Term Project Sustainability

The SSMRCA recognizes that project financing must remain adaptive due to the complexity of sourcing specialized monitoring equipment. Final purchase prices may vary depending on supplier availability, exchange rates, and market fluctuations in technology costs. Shipping and handling and tariff fees may also change.

Taxes have been incorporated into the cost breakdown, with an expectation that the **SSMRCA will recover a portion through its HST rebate program**. Even so, upfront costs must be borne by the Authority, and adjustments may be required to account for timing of rebates and any potential changes in applicable tax rates.

Another financial consideration is the ongoing cost of maintenance, calibration, and potential repair or replacement of devices. Environmental monitoring equipment deployed in field conditions is subject to wear, damage, and occasional failure due to weather, wildlife, or human interference. To account for this, **extensions or additional GIF applications may be required**.

The financing strategy is designed to complete initial purchases and deployment of equipment, but also to demonstrate the Authority's commitment to sustaining the monitoring system into the future. To support this, the **SSMRCA anticipates submitting additional proposals to the Green Initiatives Fund in subsequent years to expand the number of monitoring stations**, while also exploring complementary funding opportunities through employment and innovation programs such as the Northern Ontario Heritage Fund Corporation (NOHFC). This blended approach will help manage long-term costs while maximizing the environmental, educational, and community benefits of the investment.

Estimated costs for this project are appended and have been estimated using supplier quotes, vendor catalogues, and some product estimates (screenshots of website shopping carts). Provisional figures will be refined as formal quotes are obtained. This will be accounted for regarding future GIF application submissions.

Community Development Fund Application Form - Green Initiatives Stream

The following table provides a detailed breakdown of the equipment required for the initial phases of the project (2025-2026). Each item has been specified by model and description, with costs based on **formal supplier quotes, product estimates, and vendor price lists** requested by SSMRCA. Subtotals reflect unit costs multiplied by quantity, with additional lines included for **shipping, handling, and applicable taxes** to ensure an accurate representation of total project costs. These estimates have been carefully reviewed to reflect current market pricing while allowing for fair comparison between vendors.

Year Required	Item	Model	Description	#	Per unit \$CAD	Total \$CAD
One station in 2025, then additional units in 2026 via future GIF applications	Song Meter Mini Bat 2 (Li-ion)	SMMINI2-U-L	Device to record both ultrasonic and acoustic vocalizations.	1	1180.00	1180.00
	Acoustic Microphone Stub	MIC-STUB-SMMINI-AU	Additional microphone for Song Meter Mini Bat 2 for bird and land animals when not recording bats.	1	105.00	105.00
	Accessories	Li-ion Rechargeable Batteries	(4-pack) AA 3.7V 18650	2	30.00	60.00
		SDXC Memory Card	128GB of data storage	1	50.00	50.00
		WT500_2	Replacement Windscreens for microphones	1	21.00	21.00
		XTAR MC6C	Li-ion Battery Charger	1	70.00	70.00
Additional stations in 2026 in (Phase 2) via future GIF applications	Reconyx HyperFire 4K	HP4KLG	High resolution Trail camera for known sites (research grade)	2	630.00	1260.00
	GardePro A3S Trail Camera	GardePro A3S	Lower cost cameras for wildlife scouting	3	120.00	360.00
	Accessories	SDXC Memory Card	256GB of data storage	5	75.00	375.00
		Li-ion Rechargeable Batteries	(12 pack) AA 1.5V (x48 total required)	4	40.99	164.00
		Reconyx Cam mount	Adjustable screw-in mount (1/4" 20 thread)	5	30.00	150.00
Water quality in Phase 2 (Future GIF application in 2026)	Weather Station	ATMOS 41W	All-In-One Weather Station, cellular connected, solar powered	1	5930.24	5930.24
	Solinst 3001 Levellogger 5, M30	114612	Measures groundwater/surface water levels and temperature	1	900.00	n/a
	Solinst 3001 Barologger 5 M1.5 Assy	114608	Measures and logs changes in atmospheric pressure and temperature, which are then used to adapt water level readings	1	470.00	n/a
	SRU Solinst Field Readout Unit	115115	Records and displays instant water level readings.	1	526.00	n/a
	Solinst Desktop Reader 5	11404	Used for communication with a laptop via USB connection	1	142.00	n/a
	3001 Field Reader 5 Assembly	114403	3001 Field Reader 5 Assembly	1	131.00	n/a

Tallied subtotal (all categories): 9,725.24

Estimated Shipping: 400.00

Other Estimated Costs (25% tariffs): 1000.00

Estimated Taxes (after rebates applied): 100.00

Phase 1 (2025) Grand Total: 11,225.24

Community Development Fund Application Form - Green Initiatives Stream

Does your organization currently receive other financial assistance from the City, either in-kind or direct funding?

☒ Yes - SSMRCA receives an annual Operational Levy from the City of SSM.

Has your organization received Green Initiative funding from the City previously?

☒ Yes - Amount (\$) 5792.00

SSMRCA building LED lighting retrofit (2022)

The Sault Ste. Marie Region Conservation Authority completed a project to increase the energy efficiency of its office, garage, and associated facilities by replacing outdated ballasts and fixtures with modern, energy-efficient LED lighting. The initiative followed an assessment by the IESO's *Save on Energy* program, which identified the scope of upgrades needed and confirmed that the required work exceeded the limits of their Small Business Lighting Program. To address the shortfall, SSMRCA secured support from the Green Initiatives Fund to complete the retrofit.

The objectives of the project were to reduce overall energy consumption, improve the efficiency of building operations, and lower annual utility costs. These objectives were achieved by installing LED lighting throughout the facilities, which significantly decreased electricity use while enhancing the quality and reliability of interior and exterior lighting.

The project resulted in measurable environmental and financial benefits. Energy consumption was reduced by 11,054 kilowatt hours (kWh)—a 62.08% reduction from the previous usage of 17,806 kWh—leading to estimated annual cost savings of \$1,326.48. This investment not only reduced the organization's operating expenses but also demonstrated the SSMRCA's commitment to environmental sustainability by lowering greenhouse gas emissions associated with energy use.

A copy of the post-project report has been appended to this application.

Section 5: Environmental Benefits

This project directly supports environmental sustainability by strengthening the region's ability to monitor, understand, and respond to changing watershed and climate conditions. By deploying wildlife cameras, water level loggers, and a weather station, the initiative will generate high-quality data that informs conservation actions, infrastructure management, and community planning. Key contributions to sustainability are included below.

5.1 Reduction in Greenhouse Gas Emissions:

Improved hydrological forecasting and dam management will help optimize water storage and flow, reducing instances of emergency response that may involve energy-intensive interventions such as large-scale pumping, dredging, or emergency infrastructure deployment. By detecting changing conditions earlier and managing water systems more proactively, the SSMRCA can avoid reactive, high-cost interventions that typically consume greater amounts of fossil fuel energy.

In addition, real-time monitoring data from weather stations and water level loggers will support more efficient coordination between municipal operations, emergency services, and conservation staff. For example, proactive adjustments to reservoir levels ahead of storms or freeze/thaw events can reduce the need for rapid mechanical intervention and help prevent flood-related damage to infrastructure. This not only saves energy but also reduces greenhouse gas emissions associated with reconstruction, debris removal, and equipment usage following flood events.

Long-term, the collection of accurate climate and watershed data will contribute to broader climate adaptation strategies that mitigate GHG emissions across the region. For instance, datasets on precipitation, runoff, and biodiversity can be used by academic, municipal, and conservation partners to guide land use planning, habitat restoration, and reforestation projects that increase carbon storage and reduce the vulnerability of ecosystems to climate stressors. By enabling evidence-based decisions that preserve wetlands, forests, and riparian buffers, the project indirectly contributes to natural carbon sequestration and ecosystem-based climate solutions.

Through both direct operational efficiencies and indirect ecosystem benefits, this project supports measurable reductions in greenhouse gas emissions while positioning the Algoma region as a leader in climate resilience and sustainable watershed management.

5.2 Improvement in Water Quality:

Continuous water level monitoring will provide evidence to potentially inform on land use decisions, and reduce risks of sedimentation, erosion, or contamination. Real-time data on streamflow, groundwater, and reservoir levels will enable the SSMRCA and its partners to identify trends and respond proactively to changes that threaten water quality. For example, early detection of unusual fluctuations in water levels can indicate potential erosion events, infrastructure failures, or pollutant inputs, allowing for timely intervention before impacts become widespread.

Integration of these datasets into SSMRCA's GIS further strengthens the Authority's ability to provide support for decision-making regarding development, forestry, or recreational pressures that could compromise water quality. The City will benefit from this information by being better equipped to align land use approvals and infrastructure design with watershed conditions, thereby reducing cumulative impacts on rivers, wetlands, and aquifers.

Community Development Fund Application Form - Green Initiatives Stream

In the longer term, the expanding monitoring network will contribute to improved ecosystem resilience by informing habitat restoration efforts such as riparian planting, wetlands restoration etc. These measures improve water quality directly by filtering runoff and provide habitat for SAR, linking biodiversity goals with watershed health.

5.3 Healthy and Resilient Ecosystems:

Wildlife cameras, acoustic monitors, and other ecological tools provide detailed biodiversity information on species presence, movement, and habitat use. These insights help identify sensitive areas, track invasive species, and assess the effectiveness of restoration projects. By linking monitoring data directly to management decisions, the Authority can better target riparian plantings, wetland enhancements, and habitat protection measures that improve ecosystem connectivity and resilience.

Collaboration with Indigenous communities, land trusts, conservation groups, and academic partners ensures that data is not only collected but also applied to real stewardship outcomes. This coordinated approach strengthens the protection of species at risk by combatting jurisdictional fragmentation, supports adaptive management, and contributes to healthier, more resilient ecosystems capable of withstanding the pressures of climate change and human activity.

5.4 Education, Outreach, and Community Engagement:

By involving students, researchers, and community groups, the project builds local capacity for sustainable practices while creating hands-on learning opportunities in environmental monitoring and data analysis. Public access to wildlife imagery, acoustic findings, and watershed information will increase awareness of local ecosystems and make science more visible and relevant to the community. Partnerships with schools, conservation organizations, and volunteers will translate monitoring into outreach activities such as guided walks, workshops, and stewardship events. In doing so, the project fosters shared responsibility for the environment, supports low-impact recreation through trails and conservation lands, and encourages long-term community resilience rooted in awareness and active participation.

Together, these outcomes align with sustainability priorities by safeguarding water resources, supporting biodiversity, and ensuring that infrastructure and community development decisions are guided by sound environmental data.

Section 6: Community Benefits - How does the project complement other local initiatives?

This project complements and strengthens ongoing environmental and community initiatives across the Algoma region by providing shared data, practical tools, and collaborative opportunities. Many organizations are already advancing sustainability, conservation, and climate adaptation, and this project will act as an additional unifier that adds value to their efforts. This project also shows solidarity between local organizations with shared values and goals.

6.1 Watershed and Climate Adaptation Planning: The Sault Ste. Marie Region Conservation SSMRCA's Source Protection Program and flood forecasting services will benefit directly from enhanced hydrological and meteorological data. This aligns with regional efforts to protect drinking water, manage flood risk, and prepare for climate change impacts.

6.2 Conservation and Land Stewardship: Partner organizations such as Central Algoma Land Trust, Algoma Highlands Conservancy, and Sault Naturalists are actively engaged in habitat protection and restoration. The wildlife and water data generated by this project will inform their management decisions and strengthen ecosystem resilience projects.

Community Development Fund Application Form - Green Initiatives Stream

6.3 Postsecondary Education and Applied Research: Sault College's School of Natural Environment and Algoma University continue to expand experiential learning opportunities in environmental monitoring and climate studies. This project provides students and researchers with real-world data and field-based training that complements existing academic programs and research initiatives.

6.4 Community-Based Research and Engagement: Through collaboration with NORDIK Institute, findings will be linked to community priorities, ensuring the data is accessible and useful to a wide range of stakeholders, including municipalities, Indigenous communities, and local NGOs working on sustainability and social innovation.

By bridging academic, conservation, and community networks, this project ensures that local initiatives are not working in isolation but are strengthened through shared knowledge, coordinated action, and regional-scale impact.

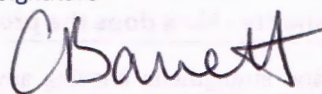
Section 7 – Declaration of Understanding and Certification

I UNDERSTAND that by signing this application, I agree that my project:

- Has a distinct start and end date within the year that the grant is provided.
- Has specific deliverables based on the project.
- Will benefit the residents of Sault Ste. Marie.
- City of Sault Ste. Marie property held by the organization must have current and up-to-date tax payments upon the City's receipt of application. Through the grant period, tax payments must be maintained and up to date. Organizations whose property taxes are in arrears will not be considered for this program. Organizations who default on their property taxes through the grant period will not receive any payment from the City of Sault Ste. Marie, and the grant agreement may be terminated immediately.

I CERTIFY that to the best of my knowledge, the information provided in the Green Initiatives Program Fund application is accurate and complete and is endorsed by the organization society or City department, which I represent.

DATED in Sault Ste. Marie, this 29th day of September 2025

NAME	Title	Signature	Phone Number
Corrina Barrett	General Manager		705 946 8530 ext. 1005

PLEASE RETURN THIS FORM AND RELATED SUPPORTING DOCUMENTATION TO:

Emily Cormier
Sustainability Coordinator, Community Development & Enterprise Services
99 Foster Drive, Level 1
Sault Ste. Marie, ON P6A 5X6
Telephone inquiries: (705) 989-8748
Email: e.cormier2@cityssm.on.ca

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

Community Development Fund Application Form - Green Initiatives Stream

FOR OFFICE USE ONLY

Application Received By:



Date: 2025 10 01

Collection of Personal Information Notice

Personal information of the [Green Initiative Fund Application](#) is collected under the authority of the Municipal Freedom of Information and Protection of Privacy ACT R.S.O. 1990 m c.M.56 and will be used solely to determine applicable information necessary for application. Questions about this collection should be directed to the address noted in the Competition Outline.

Community Development Fund Application Form - Green Initiatives Stream



September 22 2025

To whom it may concern

Re: Sault Ste. Marie Regional Conservation Authority Application to Green Initiatives Fund

The Algoma Highlands Conservancy is submitting this letter in support of the SSMRCA application for funds to purchase various devices for ecological monitoring of their holdings.

Long-term monitoring of biodiversity and anthropogenic and physical factors affecting biodiversity is a fundamental requirement for effective stewardship of the land and provides the basis for formulating sound management decisions and policies.

We are fortunate to live in an area of great ecological significance and to have a broad representation of unique local habitats under stewardship of the SSMCRA. It is our community's responsibility to ensure SSMCRA is appropriately equipped to gather the data that are needed for effective management and conservation.

With nature being under attack on a global basis and populations of a broad variety of organisms declining precipitously, it is now more important than ever before to monitor environmental health conditions. This urgent need fortunately coincides with the advent of automated recording technologies that make such monitoring possible in a highly effective and powerful manner.

We are excited about the prospect of SSMCRA conducting such monitoring and sharing the data with other groups and agencies for various conservation purposes.

Kees van Frankenhuyzen

President, Algoma Highlands Conservancy



Canadian address: PO Box 22037, Sault Ste. Marie, ON, P6B 0E9

American address: c/o CBSI, 3303 I-75 Business Spur, Sault Ste. Marie, MI, 49783

info@algomahighlandsconservancy.org • www.algomahighlandsconservancy.org



Gerad Lavoie

GIS Application Manager/DWSP Program Manager
Sault Ste. Marie Region Conservation Authority

September 22, 2025

To whom it may concern,

It is our pleasure to affirm our support for the SSMRCA's request for funding to obtain Video, Acoustic and Weather monitoring devices for their properties in Sault Ste. Marie. These devices would dramatically affect their ability to determine wildlife and weather monitoring.

Ron Prickett

President Sault Ste. Marie Sault Naturalists of Michigan and Ontario

Community Development Fund Application Form - Green Initiatives Stream



3 Mill & Main
Place
Suite 110
Maynard, MA
01754-2657
USA

+1 (978) 369-5225
sales2025@wildlifeacoustics.com
www.wildlifeacoustics.com

QUOTE Q-W1-74690

SHIP TO:

Gerard Lavoie
SSM Region Conservation
Authority
1100 Fifth Line E
Sault Ste. Marie, Ontario P6A 6J8
CANADA
Phone: 17059896483
Email: glavoie@ssmrca.ca

BILL TO:

Gerard Lavoie
SSM Region Conservation Authority
1100 Fifth Line E
Sault Ste. Marie, Ontario P6A 6J8
CANADA
Email: glavoie@ssmrca.ca

Quote date: 2025-Sep-26 16:05:52 (Pricing valid for 30 days)

Customer reference (purchase order):

Payment terms: Prepaid USD

Item/Description	Unit Price USD	Quantity Ordered	Total USD
Part # WINDSCR-2EA Replacement Windscreens (one pair) including clips.	\$15.00	1	\$15.00
Part # SD-128GB 128GB SDXC Class 10 Flash Card	\$24.00	1	\$24.00
Part # BATT-CHARGER-LIONX XTAR MC6C 6-bay 18650 Lithium-ion Battery Charger with 5V 3A Wall Adapter (USA Plug Type A)	\$50.00	1	\$50.00
Part # MIC-STUB-SMMINI-AU Acoustic Microphone Stub for Mini Family	\$75.00	1	\$75.00
Part # SMMINI2-U-L Song Meter Mini Bat 2 Li-ion Ultrasonic Recorder	\$849.00	1	\$849.00
Subtotal			\$1,013.00
Shipping and handling by UPS Standard to Canada. For shipments outside of the United States, additional duties, taxes and fees may apply.			\$72.86
Total			\$1,085.86

COMMENTS:

\$1,085.86 USD = \$1510.43 CAD

Community Development Fund Application Form - Green Initiatives Stream

Checkout



Address

[EDIT](#)

Shipping

Gaerard Lavoie
SSM Region Conservation Authority
1100 Fifth Line East
Sault Ste Marie, ON P6A 6J8
(705) 946-8530

Billing

Gaerard Lavoie
SSM Region Conservation Authority
1100 Fifth Line East
Sault Ste Marie, ON P6A 6J8
(705) 946-8530

Delivery

Expedited (International)

\$43.72

[EDIT](#)

Payment

☐ Credit Card



☒ Request a Quote

Choose this option to request a quotation to make payment via Purchase Order.

☒ I agree to the Reconyx [Terms and Conditions](#)

Order Summary

2 Items



HyperFire 4K Professional LoGlow
Camera



2

\$899.98

Enter promotion code...

[APPLY](#)

Subtotal: \$899.98
Shipping: \$43.72
Tax: \$0.00

Total (USD) \$943.70

\$943.70 USD = \$1312.88 CAD

Delivering to Gerard Lavoie

1100 Fifth Line East, Sault Ste. Marie, Ontario, P6A 6J8, Canada

[Change](#)

[Add delivery instructions](#)

[Pickup available nearby](#) ▼

Choose gift options



GardePro A35 Trail Camera, 64MP 1296p, Next-Gen Imaging Technology, Clear 100ft No Glow Night Vision, Fast 0.1s Trigger Speed

Style: A35

☐ This item is a gift



GardePro A35 Trail Camera, 64MP 1296p, Next-Gen Imaging Technology, Clear 100ft No Glow Night Vision, Fast 0.1s Trigger Speed

Style: A35

☐ This item is a gift



GardePro A35 Trail Camera, 64MP 1296p, Next-Gen Imaging Technology, Clear 100ft No Glow Night Vision, Fast 0.1s Trigger Speed

Style: A35

☐ This item is a gift

[Save gift options](#)

Save gift options

Items (3):	\$359.97
Shipping & Handling:	\$0.00
Estimated GST/HST:	\$46.80
Estimated PST/RST/QST:	\$0.00
Order Total:	\$406.77

Community Development Fund Application Form - Green Initiatives Stream

Select a payment plan
Like \$20.67/mo (36 mo) at 7.99% APR
Use a gift card, voucher, or promo code

Save time next time

☐ Use this shipping address and payment method for future purchases.

Arriving Oct 2, 2025

If you order in the next 2 hours and 19 minutes



JESSY 18650 Rechargeable Battery 3.7Volt 18650 Battery Button Top 3000mAh High Capacity 18650 Batteries for Flashlights, Headlamp (4 Pack)
\$27.74 (\$6.94 / count)

prime
Ships from Amazon.ca
Sold by GGINK GROUP

- 2 +

[Add gift options](#)

Subscribe & Save:

☐ Save up to 5% on future auto-deliveries
Delivery every: 1 month (most common)

- ☐ Wednesday, Oct 1
FREE Delivery
- ☒ Thursday, Oct 2
FREE Delivery



Kratrax 1.5V Rechargeable AA Lithium Batteries 12 Pack 3500mAh 1.5 Volt Li-ion Rechargeable AA Batteries, 1600 Cycles Long Lasting, Constant Voltage for Xbox Controller, Toy-Charger NOT Included
\$40.99 (\$3.42 / count)

prime
Ships from Amazon.ca
Sold by HywoodUSDirect

- 4 +

[Add gift options](#)

Arriving Oct 2, 2025

If you order in the next 2 hours and 19 minutes



SABRENT SD Card 256GB V60, UHS-II Card SDXC, Memory Card, Class 10, U3, Full HD & 8K UHD Card, 270MB/s for Professional Photographers, videographers, Vloggers (SD-TL60-256GB)
\$69.99

prime
Ships from Amazon.ca
Sold by Store4PC

- 5 +

[Add gift options](#)

- ☐ Wednesday, Oct 1
FREE Delivery
- ☒ Thursday, Oct 2
FREE Delivery

Place your order

By placing your order, you agree to Amazon's [privacy notice](#) and [conditions of use](#).

Items (11):	\$569.39
Shipping & Handling:	\$0.00
Estimated GST/HST:	\$74.04
Estimated PST/RST/QST:	\$0.00
Order Total:	\$643.43

Community Development Fund Application Form - Green Initiatives Stream



HOSKIN SCIENTIFIC LIMITED



ENVIRONMENTAL Monitoring



TEST & MEASUREMENT Instrumentation



GEOTECHNICAL & MATERIALS Testing

Quote : 360791

Contact : Gerard Lavoie
(705) 946-8530 1004 - glavoie@ssmrca.ca

Date : 2025-09-30

Bill to : Sault Ste. Marie Region
Conservation Authority
1100 Fifth Line East
Sault Ste. Marie, ON P6A 5K7

Ship to : Sault Ste. Marie Region
Conservation Authority
1100 Fifth Line East
Sault Ste. Marie, ON P6A 5K7
Attn: Gerard Lavoie

Here is the quote you requested.

#	Item	Description	Qty	Unit Price	Extended
1.	189542 E240-40293	ATMOS 41W All-in-One Wireless Weather Station with cellular communication for use in Canada on 4G/3G/2G cellular networks using H-2 SIM (group 2). Measures: • Solar radiation • Precipitation • Precipitation electrical conductivity • Relative humidity / Vapor pressure • Barometric pressure • Air temperature (min, max, average) • Wind speed • Wind direction • Maximum wind gust • Tilt	1	\$4,202.00	\$4,202.00
2.	109429 E240-40828	Bird Spike Kit for ATMOS-41	1	\$128.00	\$128.00
3.	E240-51172 E240-51172	ZENTRA Cloud Standard Plan, all METER Loggers. 12 Month Subscription.	1	\$326.00	\$326.00
4.	100375 E348-M-TPB-KIT	Complete 2M Tripod kit	1	\$492.00	\$492.00
		Approximate Shipping	1	\$100.00	\$100.00
		Subtotal			\$5,248.00
		HST 13 %			\$682.24
		Total with Taxes			\$5,930.24

continued on next page ...

PLEASE NOTE THAT ALL PRICES INCLUDED HEREIN ARE SUBJECT TO INCREASE BY IMPLEMENTATION OF TARIFFS RESULTING FROM THE CURRENT TRADE NEGOTIATIONS BETWEEN CANADA, USA AND MEXICO.

Unless otherwise stated :

1. All items quoted in Canadian Dollars.
2. Quote valid for 15 days.
3. Taxes extra - if applicable.
4. F.O.B. Hoskin Scientific Ltd. Oakville, ON
5. Terms net 30 days O.A.C.

Page 1 of 2

www.hoskin.ca	3280 South Service Road	Oakville, ON	L6L 0B1	t. 800.665.5871	f. 905.333.5510
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1 of 4

Community Development Fund Application Form - Green Initiatives Stream



Quotation # Q000144067

Customer/Prospect #: 22071

Date Printed: Sep-24-2025

Quote Date: Sep-24-2025

Bill To:

SSM Region Conservation Authority
1100 Fifth Line East
Sault Ste. Marie ON P6B 1G1
Canada

Ship To: 0

SSM Region Conservation Authority
1100 Fifth Line East
Sault Ste. Marie ON P6B 1G1
Canada

Solinst Canada Ltd.
35 Todd Road
Georgetown ON L7G 4R8
Canada
Fax: 905-873-1992/800-516-9081
Phone: 905-873-2255/800-661-2023

Attention: Gerard Lavoie
705-946-8530

Attention: Gerard Lavoie

email: instruments@solinst.com
web: www.solinst.com

Quote Expiration	Ship Via	Shipping Terms	Duty & Brokerage	HST/PST	GST		State Tax		Terms
Nov-23-2025	UPSG	FCA	N/A	HST_ON	GST EX		Customer remit		Credit Card
Qty	Part#	Description		U-M	List Price	Disc 1	Disc 2	Net Price	Ext Price
1.00	114608	3001 Barologger 5, M1.5 Assy.		EA	470.00	0.00	0.00	470.000	470.000
1.00	114612	3001 Levellogger 5, M30		EA	900.00	0.00	0.00	900.000	900.000
1.00	114403	3001 Field Reader 5 Assembly		EA	131.00	0.00	0.00	131.000	131.000
0.00	114404	3001 Desktop Reader 5 USB Assembly		EA	142.00	0.00	0.00	142.000	0.000
1.00	114598	3001 L5 Slip-Fit Adaptor Assembly		EA	97.00	0.00	0.00	97.000	97.000
1.00	115115	3001 Solinst Readout Unit (SRU)		EA	526.00	0.00	0.00	526.000	526.000
0.00	115009	3001 Levellogger 5 App Interface		EA	534.00	0.00	0.00	534.000	0.000
0.00	108965	3001 Kevlar Cord Assembly (100ft) for the Levellogger		EA	46.00	0.00	0.00	46.000	0.000
0.00	110099	3001 Well Cap Assembly (2") for the Levellogger		EA	34.00	0.00	0.00	34.000	0.000

114403/114404 – connects Levellogger 5 / Barologger 5 directly - PC for Data download, Calibration, firmware updates and Programming

Note: Levelloggers measure absolute pressure (water pressure + atmospheric pressure) expressed in feet, meters, centimeters, psi, kPa, or bar.

114608 - Used to compensate for atmospheric pressure fluctuations for long-term applications

Note: One Barologger can be used to compensate all Levelloggers in a 30 km (20 mile) radius and/or with every 300 m (1000 ft) change in elevation.

114598 – Connects Levellogger 5/ Barologger/ LevelVent - App Interface (115009)/ SRU (115115)/DataGrabber (116507)/PC Interface Cable (109609)

115115 - Data Download and view real-time information option

115009 - App Interface, you can download logged data, edit the datalogger's settings and start/stop the datalogger, apply a saved Setting, view and save real time readings, view saved data files, obtain diagnostic information, and perform a conductivity calibration on your Apple or Android device.

Community Development Fund Application Form - Green Initiatives Stream



Quotation # Q000144067

Customer/Prospect #: 22071

Date Printed: Sep-24-2025

Quote Date: Sep-24-2025

Bill To:

SSM Region Conservation Authority
1100 Fifth Line East
Sault Ste. Marie ON P6B 1G1
Canada

Ship To: 0

SSM Region Conservation Authority
1100 Fifth Line East
Sault Ste. Marie ON P6B 1G1
Canada

Solinst Canada Ltd.
35 Todd Road
Georgetown ON L7G 4R8
Canada
Fax: 905-873-1992/800-516-9081
Phone: 905-873-2255/800-661-2023

Attention: Gerard Lavoie
705-946-8530

Attention: Gerard Lavoie

email: instruments@solinst.com
web: www.solinst.com

Quote Expiration	Ship Via	Shipping Terms	Duty & Brokerage	HST/PST	GST	State Tax	Terms		
Nov-23-2025	UPSG	FCA	N/A	HST_ON	GST EX	Customer remit	Credit Card		
Qty	Part#	Description		U-M	List Price	Disc 1	Disc 2	Net Price	Ext Price

Sale Amount: 2,124.00

Order Disc(0.0000%): 0.00

Surcharge: N/A

Freight 0.00

Misc Charges: 0.00

GST: 0.00

HST/PST: 276.12

Total Amount: 2,400.12

Canadian Dollar

E&OE

Freight extra unless otherwise indicated

Please allow additional time for transit

ALL PRICES ARE SUBJECT TO PRODUCT AVAILABILITY AT TIME OF ORDER

Salesperson: Wilson, Nicholas

SIGNATURE _____

CDF – Green Initiatives Program Fund Overview

1.0 Purpose

The purpose of the Green Initiatives Program of the Community Development Fund (CDF) is to support green initiatives that result in improved environmental sustainability in Sault Ste. Marie.

2.0 Policy

The City of Sault Ste. Marie's (the City) Environmental Sustainability Committee (ESC) may recommend the allocation of funds for eligible projects or programs that support of the City's environmental plans and practices, in particular the reduction of greenhouse gas (GHG) emissions and other community environmental sustainability activities.

Funding applications will be reviewed by the ESC in accordance with the CDF – Green Initiatives Program guidelines and will be recommended to Council for approval.

Total funds available for all projects under the CDF – Green Initiatives Program is \$50,000. This amount will be reviewed on an annual basis.

3.0 Definitions

3.1 "Environmental sustainability" means: projects that support reducing our community GHG emissions and reducing pollution, maintaining our natural environment and managing the use of natural resources in a way that ensures their availability for future generations.

3.2 "Eligible Applicant" means either a:

- i. Incorporated Not-for-profit organization
 - ii. Unincorporated organization/collective – must be composed of at least 2 members and have been active as a group for at least 1 year
 - iii. Local School or School Group / Committee
 - iv. City of Sault Ste. Marie Department
- "Eligible Project" means any project or activity that demonstrates environmental benefits or improvements and is consistent with City policies, and may include, but is not limited to greenhouse gas (GHG) reduction, improving water quality / rehabilitation, increases energy efficiency, healthy and resilient ecosystems, including habitat restoration active transportation or waste reduction.

3 Processing for Evaluating Proposals

4.1 The Community Development and Enterprise Services Department (CD&ES) will provide the resources to support the intake of applications and support the proponent(s) in the development of their proposal.

4.2 City Finance and CD&ES will provide recommendations regarding economic resources available and related concerns (e.g., due diligence collaboration, risk management, etc.)

4.3 Once an application has been deemed eligible and complete by City staff, applications will be reviewed with the Environmental Sustainability Committee for recommendation to City council.

4.4. All requests will be presented to Council in writing with supporting presentations by the applicant, if required. A copy of the application will be included in the Council package, which is public. Any confidential material to support the application should be contained in a separate document and marked confidential.

4.5 City Council will make the final decision regarding the approval of financial contributions.

4 Accountability, Monitoring and Reporting of Results

The following will be expected from the successful applicants:

5.1 Recognition of the Community Development Fund contribution to the project in reports and appropriate marketing products, including the City logo.

5.2 Progress reports for longer duration projects as outlined in their application timetable and proposal to City Council.

5.3 A final project report containing an evaluation of the success of the initiative in meeting its goals and key performance targets as well as the benefits to the community is required within 60 days of project completion.

5.4 A complete report of all revenues and disbursements for the project within 6 months of completion of the project. The City Finance Department will require supporting financial documentation (e.g. paid invoices, etc.) and has the right to review or audit projects.

The Green Initiatives funds are provided on a re-imbusement basis, i.e., an organization incurs the cost, provides invoices to the City in a claim report and the City's contribution level to the project is then provided. Where other levels of government or other funding programs are involved, the City will receive claim packages as submitted to the other funding agencies and pay their proportional share of approved and eligible project costs.

Community Development Fund Application Form

Green Initiatives Stream

Before filling out an application, please discuss your project and/or activity with Community Development and Enterprise Services (CD&ES) staff. Contact information is available in Section 7 of the application. Staff will help guide potential applicants through the process and answer any questions regarding the program and application form.

Please fill in each of the following sections:

Section 1: Intakes

Applications will be accepted quarterly every year and recommended for Council approval by the City's Environmental Sustainability Committee (ESC) at their quarterly meetings. Please select the intake round you wish to apply for funds.

Intake	Submission Period	Application Due	ESC and Council Review	Project Implementation
☐ Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
☐ Q2	April 1 – June 30	Last Friday in June of each calendar year	July	After August 1
☒ Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
☐ Q4	October 1 – December 31	Last Friday in December of each calendar year	January	After February 1

Section 2: Applicant Information

Please select which type of organization you represent:

- ☒ Incorporated Not-for-profit organization
☐ Unincorporated organization/collective – must be composed of at least 2 members and have been active as a group for at least 1 year
☐ Local School or School Group / Committee
☐ City of Sault Ste. Marie (list Department): _____

Organization/Collection/School/School Group Name: ARCH Hospice

Address: 229 Fourth Line W, Sault Ste. Marie, ON P6A 0B5

Phone Number: 705-942-1556

Fax: _____

Contact Name: Julie Premo

Email: premoj@archhospice.ca

Phone: 705-942-1556 Ext. 261

Names of Organization Officers, Directors & Principals (if applicable):

Kim Streich-Poster - Interim Executive Director
Julie Premo - Operations Manager

Briefly describe the function or purpose of your organization (e.g. include a short history, mandate, goals and objectives)

ARCH Hospice provides quality, compassionate care through end-of-life to Algoma District families at no cost. The emotional, spiritual, and physical comfort of our residents and their loved ones is our highest priority. We offer a home-away-from-home during one of life's most important moments: the end-of-life journey.

We are only partially government-funded, requiring \$850,000 annually in support as well as the generosity of over 140 volunteers to provide our services. By donating to ARCH, you are contributing to the comfort of the entire

Contributing partners (elaborate on the partner (name), type of partnership (e.g. joint venture, in-kind organization) or proposed collaboration, and provide references):

N/A

Section 3: Project Information

Please provide key information about your project including: project description, objectives, performance targets, impacts and limitations of project, methodology and timing (including key dates for progress reports and final report to council)

ARCH Hospice LED Lighting Retrofit Project: Phase 2

ARCH Hospice has been a part of Sault Ste. Marie since 2008. Most lighting in our original wings still relies on fluorescent bulbs. This project will replace outdated fixtures with energy-efficient LEDs in various offices, reducing energy use and addressing an inconveniently placed light switch. As a 24/7 facility, this upgrade will enhance efficiency and sustainability.

Outline your communication strategy for promoting the project you are seeking GIF for (e.g., press release, social media post, community event, etc.) and any plans to ensure that the project is brought to the attention of the community. Please also include the target audience of your project and anticipated impact (e.g., education, awareness, reduced emissions, water quality improvement)

Communication Strategy for the Project Implementation

1. Initial press release - an initial press release will be drafted once the project funding is approved. It will include details about the retrofit project, information regarding the Green Initiatives Program Fund, and a rough timeline. A second press release will be drafted once the project is finalized.

Section 4: Costs and Financing

Total amount of assistance requested \$ 3,250.00

Please specify as accurately as possible how the Green Initiatives Fund will be used if approved. Requests for capital purchases or printed material must include a minimum of one quote from a firm/business to provide the service/material.

If approved, the Green Initiative Fund will be used in full to pay for the ARCH LED Retrofit project. We have included a quote from S&T Group for the estimated costs of the project in this GIF application package.

If you are a City Department, please elaborate on how you plan to use this request to build a pathway into future operating and/or capital budgets. Please also tie this into the environmental sustainability section of the corporate strategic plan.

N/A

Does your organization currently receive other financial assistance from the City, either in-kind or direct funding?

☐ Yes

☒ No

If yes, please specify:

N/A

Have you received Green Initiative funding from the City previously?

☐ No

☒ Yes ☐ Amount (\$) 5,984.31

Project Title / Description:

ARCH Hospice LED Lighting Retrofit Project: Phase 1

What was the last year received: 2025 (specify year)

If yes, for the last year that the grant was received, append a copy of a Post-Project Report. Please note that applicants can apply more than once a year, providing their last project post-project report has been submitted to and approved by the City. For grants given to assist in capital purchases or printed material, please append an example and/or colour photo of the item(s).

Submit the following required attachments with your application:

- i) Detailed project costs
- ii) Financing arrangements (e.g., equity, loans, etc.) and funding partners
- iii) In-kind contributions
- iv) Balance, Financial Statements, Cash flow projections (historical and projected), where appropriate
- v) Demonstrated need for assistance and supporting documentation and applications to other government assistance programs, etc.

Section 5: Environmental Benefits

Description of how the project achieves environmental sustainability, such as a reduction in GHGs, improvement in water quality, energy efficiency, healthy and resilient ecosystems, including habitat restoration, active transportation and/or waste reduction.

The ARCH Hospice LED Lighting Retrofit Project: Phase 2 will allow us to continue our efforts to make our building completely LED lit. It is known that LED light bulbs are incredibly efficient, lasting 3 to 5 times longer than a CFL bulb, and up to 30 times longer than an incandescent bulb. LED bulbs also emit very little heat. In comparison, incandescent bulbs release 90% of their energy as heat, and CFLs release about 80% of their energy also as heat.

By having an entirely LED lit facility, will significantly reduce our energy expenditure. As stated before, LEDs use significantly less energy than CFLs while providing the same illumination, leading to immediate reductions in electricity costs. Additionally, LEDs longer life expectancy will mean lowering maintenance and replacement expenses over time. This efficiency upgrade will not only decrease our environmental impact but also allow us to redirect savings toward providing quality, compassionate care to our community.

Section 6: Community Benefits

How does the project compliment other local initiatives?

Our project directly compliments other LED retrofit projects in the community, aiming to reduce energy consumption and GHG emissions. By lowering electricity use, our project contributes to the city's broader sustainability efforts.

What is the anticipated impact on the community as a whole from your planned project?

This project will contribute to a greener, more energy-efficient community by reducing electricity consumption and lowering greenhouse gas emissions. By demonstrating the benefits of simple, cost-effective sustainability upgrades through our planned press releases and social media posts, we can inspire other local organizations to adopt similar energy-efficient solutions.

Additionally, the long-term cost savings from reduced energy use and maintenance will allow ARCH Hospice to allocate more resources to essential services, benefiting the families we serve. As part of a city-wide movement toward sustainability, this initiative supports Sault Ste. Marie's broader environmental goals while fostering a culture of responsible energy use.

If applicable, how does your project plan to increase environmental sustainability education and awareness in our community?

As a cherished local charity, ARCH Hospice provides quality, compassionate care through the end-of-life to hundreds of residents and their loved ones each year. Through our CDF – Green Initiatives Program Fund application, we expect that, upon approval and implementation, our staff can increase environmental sustainability education and awareness in our community by explaining the measures ARCH Hospice is implementing through this potential grant funding.

Section 7

I UNDERSTAND that by signing this application, I agree that my project:

- Has a distinct start and end date within the year that the grant is provided.
- Has specific deliverables based on the project.
- Will benefit the residents of Sault Ste. Marie.
- City of Sault Ste. Marie property held by the organization must have a current and up-to-date tax payments upon the City's receipt of application. Through the grant period, tax payments must be maintained and up-to-date. Organizations whose property taxes are in arrears will not be considered for this program. Organizations who default on their property taxes through the grant period will not receive any payment from the City of Sault Ste. Marie, and the grant agreement may be terminated immediately.

I CERTIFY that to the best of my knowledge, the information provided in the Green Initiatives Program Fund application is accurate and complete and is endorsed by the organization society or City department, which I represent.

DATED in Sault Ste. Marie, this 26th day of September, 2025

NAME	Title	Signature	Phone Number
<u>Julie Premo</u>	<u>Operations Manager</u>	<u>Julie Premo</u>	<u>705-942-1556 Ext. 261</u>

PLEASE RETURN THIS FORM AND RELATED SUPPORTING DOCUMENTATION TO:

Emily Cormier
Sustainability Coordinator, Community Development & Enterprise Services
99 Foster Drive, Level 1
Sault Ste. Marie, ON P6A 5X6
Telephone inquiries: (705) 989-8748
Email: e.cormier2@cityssm.on.ca

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

FOR OFFICE USE ONLY

Application Received By: Emily Cormier Date: _____

Collection of Personal Information Notice

Personal information of the Green Initiative Fund Application is collected under the authority of the Municipal Freedom of Information and Protection of Privacy ACT R.S.O. 1990 m.c.M.56 and will be used solely to determine applicable information necessary for application. Questions about this collection should be directed to the address noted in the Competition Outline.

Quotation

To: Arch Hospice _Julie Premo

Date: September 19 ,2025

Re: LED Lighting Upgrade

Quote: 20250919AH

*We are pleased to submit the following quotation:
Supply and installation description.*

Price includes the following items:

- Supply and install new 16 LED lights with dimmer in 4 offices discussed
- Repair switching in closet room discussed

Exclusions.

- No overtime
- Operating hours 7:30 am – 4:30 pm

Price

Total Price \$ 3,250.00 + HST

Thank you,

This quotation has been issued following the Global Coronavirus Pandemic. Given this and the highly unusual and unpredictable circumstances arising therefrom and notwithstanding what is otherwise provided in this Proposal and in addition to any other remedies provided hereunder, S.&T. Group shall be entitled to time extensions or other reasonable contractual adjustments including but not limited to increased cost of materials and equipment or the consequences of the delay in obtaining same, arising directly or indirectly out of or in connection with the Coronavirus Pandemic, which has or can lead to delays or other impacts in the delivery of goods or provision of services, or otherwise affect S.&T. Group's contractual obligations or duties hereunder.

"All Credit Card purchases may be subject to a service fee of 2.5%"

- Serving Northern Ontario Since 1984 -

Nelson Soares
Senior Electrical Supervisor

Terms & Conditions of Sale

1. Contract Terms

All contracts for the sale of goods and services concluded between S. & T. Electrical Contractors Limited, doing business as S. & T. Group, (herein after called "STG") and the purchaser, (herein after called the "Purchase Order") are subject to the following terms and conditions. Any variation from the terms and conditions herein contained will require written consent of STG signed by its duly authorized representative.

Purchase orders received from the purchaser for STG products will be subject to the standard STG terms and conditions. STG will not be bound by any terms and conditions or pricing stated on the purchase order, unless agreed to in writing by STG.

2. Proprietary Information

This is our submission which is proprietary to us and meant only for the sole purpose of forming part of your company's own bid submission for this particular project. It is being provided to you in confidence and in trust.

3. Prices

Unless otherwise stated, prices quoted are valid for acceptance for a period of 30 days from tender closing date. Should the decision to accept our offer be delayed to a later date, we would be pleased to either confirm our offer or rebid.

Unless otherwise stated, prices do not include the arrangement and cost of a utility shutdown. The shutdown must be arranged directly with the Utility by the purchaser.

Prices quoted are based on foreign exchange rates, sales tax, customs tariffs and other direct taxes in effect at the date of quotation. Any changes in foreign exchange rates, sales taxes, customs tariffs or other taxes shall be for the account of the purchaser.

Unless otherwise stated, prices do not include any external wiring or cabling from the equipment.

Unless otherwise stated, prices are FOB site. Shipping charges are extra.

4. Taxes

Prices quoted do not include taxes.

5. Terms of Payment

Terms are net 30 days from date of invoice. Late payments will be subject to interest charges at the rate of two (2%) per month.

Invoices for pro-rata payments become due on the date of shipment. If at purchaser's request, shipments are delayed, payments for the product will be invoiced to the purchaser to the extent of completion, as a percentage of the total contract price. Equipment held for the purchaser shall be at the risk and expense of the purchaser.

6. Delivery

Delivery dates quoted are subject to confirmation at the time of contract award. All confirmed dates are based on the prompt receipt by STG of all necessary information enabling work to proceed without interruption.

When the contract is for the supply and installation of equipment, a delivery date will be established at the time of contract award. Should the installation of the equipment be delayed beyond that date, STG reserves the right to invoice for the supply portion of the contract and ship or place the material into storage at the customer's option expense.

7. Force Majeure

STG will not be liable for any non-performance of a contract if such delay or non-performance is due to any cause beyond the reasonable control of STG and/or which STG could not reasonably foresee and/or reasonably provide against and which prevents STG from carrying out the terms of the contract. This includes but is not limited to the following: the effects of the Covid 19 Pandemic as decreed by the World Health Organization on March 11, 2020, whether or not the effects thereof are foreseeable or not, an Order, Decree or Directive under any Government Law, ordinance, or regulation, including but not limited to an Order pursuant to the Emergency Management and Civil Protection Act R.S.O. 1990 c. E-9 (or successor thereof) which inter alia mandates the closure of the construction site where the contract work is being performed, war, revolution, insurrection or hostilities (whether declared or not), riot, civil commotion or uprising, flood, earthquake, tempest, hurricane, lightning, abnormally adverse weather

conditions or other natural disaster; fire or explosion; strike, lockout or other industrial disturbance whether at STG or one of its suppliers; sabotage, accident, embargo, car shortage, wrecks, or delays in transportation, non-delivery of materials or order or action of government authority. Any delay resulting from such cause shall extend the date of delivery accordingly. STG reserves the right to cancel the contract, if in its opinion such circumstances threaten or cause extended delay in the performance thereof.

8. Cancellation

Purchase orders placed by the purchaser and accepted by STG may be canceled only with the consent of STG. A cancellation charge may be payable by the purchaser to cover costs, including design and engineering, materials purchased and production costs incurred to a maximum of 100% of the selling price.

9. Liability

STG shall not be liable for any damages arising from the use of the goods supplied there under, or for any special, indirect or consequential damages arising from delays, however caused through non-delivery, or through defects in materials or workmanship or from any other cause whatsoever. No claim of any kind whether as to a product delivery or for non-delivery of a product, shall be greater in amount than the purchased price of the product in respect of which the claim is made.

10. Warranty

STG warrants the goods and services described herein, of its own manufacture against defects in material or workmanship arising under normal use and service for a period of one year from the date of shipment or completion of the work. The obligation of STG under this warranty is limited to the replacement or repair without charge FOB the factory of STG provided that the purchaser will give STG written notice of the defect immediately after the defect has come to the purchaser's attention.

STG shall not be responsible for defects in material or workmanship of, or work done, goods furnished or repairs made by third parties.

These conditions shall supersede all warranties and conditions whether legal, conventional or implied, and STG assumes no responsibility for any excess warranty additional hereto, unless in writing and signed by an authorized officer of STG.

11. Loss or Damage of Goods in Transit

Delivery of goods by STG will be deemed to be made to the purchaser upon obtaining a signed receipt from the carrier showing receipt of the goods in good order. Title to the goods will remain with STG until payment in full is made by the purchaser and all risk for safekeeping and condition of the goods will become the responsibility of the purchaser upon deemed delivery.

STG is not liable for any loss or damage, delay or non-delivery. STG's responsibility ceases upon receipt of acknowledgment in writing from the carrier of shipments in good order.

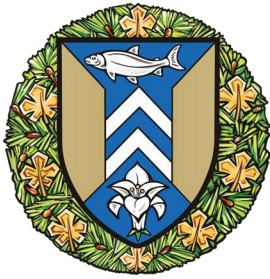
12. Safety

Site and working conditions must meet conditions as laid out in the applicable Health and Safety Act and Regulations.

If applicable, the purchaser must provide upon request to S. & T. Group personnel copies of appropriate WHMIS manuals and floor plans indicating areas where hazardous materials and chemicals are located and emergency exits for service rooms and other areas of operation.

13. Governing Law

The terms, provisions and conditions hereof and all matters arising out of the execution, construction, interpretation or breach thereof, are to be governed by the laws of Ontario, Canada. STG agrees to bring any action claims or legal proceedings in any way pertaining to this order, or the execution, construction, interpretation or branch thereof in the courts of the jurisdiction specified above and in no other court or tribunal whatsoever.



The Corporation of the City of Sault Ste. Marie
99 Foster Drive, Sault Ste. Marie, Ontario P6A 5X6
saultstemarie.ca | 705.759.2500 | info@cityssm.on.ca

Post Grant Report

The purpose of the Post Grant Report is to provide accountability to the City of Sault Ste. Marie for the financial assistance that was received.

Date of Grant: 2025-06-02

Amount: 5,984.31

Or In-Kind Service Provided: _____

Type of Grant: ☐ Cultural/Arts Organization
☐ Sports Organization
☒ Other

Purpose of Grant as per original application:

Green Initiatives Fund - ARCH Hospice LED Retrofit Project Phase 1

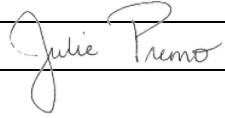
Did the use of the Grant deviate from original purpose? If so, please explain what grant was used for.

No.

Please provide details how the grant affected the activities of your organization.

Thanks to the LED Retrofit Phase 1, we expect to significantly decrease our organization's energy consumption, allowing us to have a smaller carbon footprint in the years to come.

If grant was for a one-time event, please provide a summary of expenditure and copies of invoices supporting the grant amount.

Name: <u>Julie Premo</u>	Title: <u>Operations Manager</u>
Signature: <u></u>	Date: <u>2025-10-01</u>
Name: _____	Title: _____
Signature: _____	Date: _____

** A Post Grant Report must be submitted no later than September 1st for financial assistance that was received in the current year, if applicable. No further grants will be awarded until Post Grant Report is received.*

CDF – Green Initiatives Program Fund Overview

1. Purpose

The purpose of the Green Initiatives Program of the Community Development Fund (CDF) is to support green initiatives that result in improved environmental sustainability in Sault Ste. Marie.

2. Policy

The City of Sault Ste. Marie's (the City) Environmental Sustainability Committee (ESC) may recommend the allocation of funds for eligible projects or programs that support of the City's environmental plans and practices, in particular the reduction of greenhouse gas (GHG) emissions and other community environmental sustainability activities.

Funding applications will be reviewed by the ESC in accordance with the CDF – Green Initiatives Program guidelines and will be recommended to Council for approval.

Total funds available for all projects under the CDF – Green Initiatives Program is \$50,000. This amount will be reviewed on an annual basis.

3. Definitions

3.1 "Environmental sustainability" means: projects that support reducing our community GHG emissions and reducing pollution, maintaining our natural environment and managing the use of natural resources in a way that ensures their availability for future generations.

3.2 "Eligible Applicant" means either a:

- i. Incorporated Not-for-profit organization
 - ii. Unincorporated organization/collective – must be composed of at least 2 members and have been active as a group for at least 1 year
 - iii. Local School or School Group / Committee
 - iv. City of Sault Ste. Marie Department
- "Eligible Project" means any project or activity that demonstrates environmental benefits or improvements and is consistent with City policies, and may include, but is not limited to greenhouse gas (GHG) reduction, improving water quality / rehabilitation, increases energy efficiency, healthy and resilient ecosystems, including habitat restoration active transportation or waste reduction.

3. Processing for Evaluating Proposals

4.1 The Community Development and Enterprise Services Department (CD&ES) will provide the resources to support the intake of applications and support the proponent(s) in the development of their proposal.

4.2 City Finance and CD&ES will provide recommendations regarding economic resources available and related concerns (e.g., due diligence collaboration, risk management, etc.)

4.3 Once an application has been deemed eligible and complete by City staff, applications will be reviewed with the Environmental Sustainability Committee for recommendation to City council.

4.4. All requests will be presented to Council in writing with supporting presentations by the applicant, if required. A copy of the application will be included in the Council package, which is public. Any confidential material to support the application should be contained in a separate document and marked confidential.

4.5 City Council will make the final decision regarding the approval of financial contributions.

4. Accountability, Monitoring and Reporting of Results

The following will be expected from the successful applicants:

5.1 Recognition of the Community Development Fund contribution to the project in reports and appropriate marketing products, including the City logo.

5.2 Progress reports for longer duration projects as outlined in their application timetable and proposal to City Council.

5.3 A final project report containing an evaluation of the success of the initiative in meeting its goals and key performance targets as well as the benefits to the community is required within 60 days of project completion.

5.4 A complete report of all revenues and disbursements for the project within 6 months of completion of the project. The City Finance Department will require supporting financial documentation (e.g. paid invoices, etc.) and has the right to review or audit projects.

The Green Initiatives funds are provided on a re-imbusement basis, i.e., an organization incurs the cost, provides invoices to the City in a claim report and the City's contribution level to the project is then provided. Where other levels of government or other funding programs are involved, the City will receive claim packages as submitted to the other funding agencies and pay their proportional share of approved and eligible project costs.

Community Development Fund Application Form

Green Initiatives Stream

Before filling out an application, please discuss your project and/or activity with Community Development and Enterprise Services (CD&ES) staff. Contact information is available in Section 7 of the application. Staff will help guide potential applicants through the process and answer any questions regarding the program and application form.

Please fill in each of the following sections:

Section 1: Intakes

Applications will be accepted quarterly every year and recommended for Council approval by the City's Environmental Sustainability Committee (ESC) at their quarterly meetings. Please select the intake round you wish to apply for funds.

Intake	Submission Period	Application Due	ESC and Council Review	Project Implementation
☐ Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
☐ Q2	April 1 – June 30	Last Friday in June of each calendar year	July	After August 1
☒ Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
☐ Q4	October 1 – October 31	Last Friday in October of each calendar year	November	After December 1

Section 2: Applicant Information

Please select which type of organization you represent:

- ☒ Incorporated Not-for-profit organization
- ☐ Unincorporated organization/collective – must be composed of at least 2 members and have been active as a group for at least 1 year
- ☐ Local School or School Group / Committee
- ☐ City of Sault Ste. Marie (list Department): _____

Organization/Collection/School/School Group Name: Sault Ste Marie Helping Hands

Address: 346 Wellington St W, Sault Ste. Marie, ON P6A 1J1

Phone Number: 249-889-9797

Fax: _____

Contact Name: Eric Holmes Email: ssmhhboard@gmail.com

Phone: 647 859 3441

Names of Organization Officers, Directors & Principals (if applicable): Emily Corbeil, Eric Holmes, John Korab, Michelle Nolan, Robert Peace

Briefly describe the function or purpose of your organization (e.g. include a short history, mandate, goals and objectives)

Helping Hands is a registered charity thrift store and community resource in Sault Ste. Marie. We cater to the whole community. We accept donations of used goods in useable and working condition. Our dual mandate is the concurrent alleviation of poverty and the diversion of consumer goods from the municipal waste stream. We execute this by intercepting, processing, and recirculating donated items, thereby maximizing their lifecycle and providing essential goods to vulnerable populations at minimal cost.

Contributing partners (elaborate on the partner (name), type of partnership (e.g. joint venture, in-kind organization) or proposed collaboration, and provide references):

N/A

Section 3: Project Information

Please provide key information about your project including: project description, objectives, performance targets, impacts and limitations of project, methodology and timing (including key dates for progress reports and final report to council)

Helping Hands is seeking funding to develop a secure and scalable e-commerce platform designed to recirculate post-consumer goods and reduce landfill waste in Sault Ste. Marie. This initiative promotes a circular economy by making it easier for residents to donate and purchase gently used items through a streamlined, local online marketplace. By digitizing its operations, Helping Hands will reduce its reliance on external funding, while advancing environmental and social sustainability in the community.

The platform will serve as an efficient hub for sales, donation management, and fulfillment, supporting local reuse efforts and reducing greenhouse gas emissions associated with both waste disposal and the production of new goods. At the same time, it will increase access to affordable second-hand items for residents. A key component of the project involves engaging youth volunteers, who will gain hands-on experience in digital tools, e-commerce operations, and sustainability practices—skills that are increasingly in demand in the modern workforce.

Key targets for the project include launching the platform by February 28, 2026, with at least 100 products (SKUs) listed and a local pick-up fulfillment model in place. Standard Operating Procedures will be created to ensure consistency and scalability in operations, and a minimum of five student volunteers will be actively engaged in the platform's day-to-day functions. The model will be financially self-sustaining through online sales, eliminating the need for continued public funding after the initial setup phase.

The environmental impact of this initiative will be achieved by diverting gently used goods from the landfill. The project will reduce solid waste and associated methane emissions. It will also decrease the demand for new goods, thereby lowering upstream emissions from manufacturing and transport. The local pickup model minimizes the carbon footprint of delivery, and the platform itself will raise community awareness about sustainable consumption and reuse.

While the project offers strong potential, there are some limitations to consider. The volume and variety of available inventory will depend on community donations, which may vary over time. The capacity for rapid scaling could be limited by volunteer availability, and some residents may face barriers to accessing the platform due to digital literacy or connectivity challenges. However, these risks will be addressed through proactive outreach and training.

Methodology

The project will be carried out in three phases

1. Planning & Development (Nov 1, 2025 – Jan 31, 2026)

- Hire professional Shopify developer, remote operations manager, and project manager (all consultant roles)
- Purchase and configure necessary software and digital tools
- Develop Standard Operating Procedures (SOPs) and volunteer training materials

2. Platform Launch (February 2026)

- Launch platform with a minimum of 100 SKUs
- Begin community outreach and marketing efforts
- Initiate order fulfillment through local pickup model

3. Operations & Evaluation (March 2026 onward)

- Monitor platform usage, customer feedback, and waste diversion impact
- Track revenue and cost performance to confirm sustainability
- Prepare impact analysis and finalize reports for stakeholders

Timeline and Key Dates

- Project Start Date - November 1, 2025
- Progress Report to Council - January 15, 2026
- Platform Launch Date - February 28, 2026
- Final Report to Council - April 10, 2026

Outline your communication strategy for promoting the project you are seeking GIF for (e.g., press release, social media post, community event, etc.) and any plans to ensure that the project is brought to the attention of the community. Please also include the target audience of your project and anticipated impact (e.g., education, awareness, reduced emissions, water quality improvement)

The primary target audiences for this project include residents of Sault Ste. Marie, environmentally conscious consumers, and post-secondary students. These groups are likely to be most engaged with the platform's environmental mission, affordability, and opportunities for community involvement.

To promote the project and raise awareness, we will use a multi-channel communication strategy. This includes issuing press releases to local media, posting regular updates on our website and social media platforms, and distributing email newsletters to our existing supporters and partners. We will also leverage a \$10,000/month in-kind Google Ad Grant to run geo-targeted digital advertising campaigns, specifically aimed at reaching local users searching for second-hand goods or sustainable shopping options.

Our messaging will highlight the platform's environmental benefits—such as waste reduction and emissions avoidance—alongside the financial and social advantages of supporting a community-based reuse initiative. We will also create content to educate the public on circular economy practices and the importance of diverting post-consumer goods from landfills.

Through this strategy, we aim to generate widespread community engagement, increase awareness of sustainable consumption, and inspire behavioural change that contributes to reduced emissions and a more environmentally responsible local economy.

Section 4: Costs and Financing

Total amount of assistance requested: \$10,778.58

Please specify as accurately as possible how the Green Initiatives Fund will be used if approved. Requests for capital purchases or printed material must include a minimum of one quote from a firm/business to provide the service/material.

Funding will be allocated to discrete, non-recurring costs: professional Shopify development (contract, consultant), a remote operations manager (contract, consultant) and a project manager (contract, consultant), and initial e-commerce software subscriptions. Total project cost is \$43,363.02 amount requested \$10,778.58; applicant cash contribution \$4,427.84; in-kind contribution \$28,160. Please see the attached "Project Budget" spreadsheet for a detailed breakdown of costs and financing.

If you are a City Department, please elaborate on how you plan to use this request to build a pathway into future operating and/or capital budgets. Please also tie this into the environmental sustainability section of the corporate strategic plan.

N/A

Does your organization currently receive other financial assistance from the City, either in-kind or direct funding?

☐ Yes

☒ No

If yes, please specify:

Have you received Green Initiative funding from the City previously?

☒ No

☐ Yes ☐ Amount (\$) _____

Project Title / Description: _____

What was the last year received: _____ (specify year)

If yes, for the last year that the grant was received, append a copy of a Post-Project Report. Please note that applicants can apply more than once a year, providing their last project post-project report has been submitted to and approved by the City. For grants given to assist in capital purchases or printed material, please append an example and/or colour photo of the item(s).

Submit the following required attachments with your application:

- i) Detailed project costs
- ii) Financing arrangements (e.g., equity, loans, etc.) and funding partners

- iii) In-kind contributions
- iv) Balance, Financial Statements, Cash flow projections (historical and projected), where appropriate
- v) Demonstrated need for assistance and supporting documentation and applications to other government assistance programs, etc.

Section 5: Environmental Benefits

Description of how the project achieves environmental sustainability, such as a reduction in GHGs, improvement in water quality, energy efficiency, healthy and resilient ecosystems, including habitat restoration, active transportation and/or waste reduction.

This project directly supports environmental sustainability by reducing greenhouse gas (GHG) emissions, minimizing landfill waste, and promoting circular economy practices within Sault Ste. Marie. By creating a centralized e-commerce platform for post-consumer goods, we will significantly increase the volume and efficiency of item recirculation—diverting an estimated 15–20 tonnes of reusable material from landfill annually.

Each item sold or donated through the platform avoids the carbon emissions associated with the production, packaging, and transportation of a new equivalent product. This reduction in demand for newly manufactured goods contributes to lower upstream emissions and conserves natural resources.

The platform is intentionally designed to prioritize hyper-local fulfillment, with local pick-up as the default delivery model. While shipping will remain available, operational protocols and geo-targeted digital advertising—made possible through a \$10,000/month in-kind Google Ad Grant—will actively promote transactions within the local area. This localized approach significantly limits transportation-related emissions.

Taken together, these strategies contribute to a measurable reduction in GHG emissions, support waste reduction goals, and help build a more circular, climate-conscious local economy. In addition to environmental outcomes, the platform also raises public awareness of sustainable consumption and provides a replicable model for other municipalities seeking low-cost, low-emission retail alternatives.

Section 6: Community Benefits

How does the project compliment other local initiatives?

Our digital thrift store directly supports and enhances the City of Sault Ste. Marie's existing waste diversion and environmental sustainability efforts. The City's Greenhouse Gas Emissions Reduction Plan highlights waste reduction as a key strategy to lower community emissions. By significantly increasing the recirculation of post-consumer goods and diverting 15–20 tonnes of material annually from landfill, our project contributes measurable reductions in greenhouse gas emissions, aligning with the City's emissions targets.

The platform complements the City's waste management programs, including curbside recycling, yard waste collection, and household hazardous waste depots by focusing on reuse and extending the life of goods that might otherwise be discarded. This approach reduces landfill burden and eases pressure on existing waste infrastructure.

We also support the objectives of the City's Green Initiatives Fund and Environmental Sustainability Committee by advancing circular economy principles and reducing reliance on resource consumption. Our project encourages local participation in sustainable consumption, directly contributing to the City's broader goals for environmental stewardship as outlined in their Corporate Strategic Plan. Our project also aligns with the City's strategic vision under the "Environmental Sustainability" pillar, promoting a healthier ecosystem and better quality of life for Sault Ste. Marie residents.

What is the anticipated impact on the community as a whole from your planned project?

The project will deliver broad social and economic benefits across the community. Residents will gain barrier-free digital access to affordable, quality goods, reducing household expenses and improving quality of life. The municipality will benefit from reduced waste management costs and a strengthened circular-economy infrastructure as more goods are recirculated rather than discarded. The physical and digital advertising will increase awareness of the opportunity for affordable goods access as well as an ethical alternative to dumping unwanted yet usable goods.

If applicable, how does your project plan to increase environmental sustainability education and awareness in our community?

Our project will actively promote environmental sustainability education by embedding engaging, accessible content directly within the online platform. This will include regularly updated blog posts, visually compelling infographics, and clear impact metrics that demonstrate the environmental benefits of choosing reused items—such as reductions in carbon emissions, waste diversion, and resource conservation specific to the Sault Ste. Marie community.

Beyond simply providing information, we will use storytelling to connect users emotionally to the local environmental impact of their purchasing choices, fostering a deeper sense of stewardship. We also plan to collaborate with local schools, post-secondary institutions, and community groups to amplify awareness through workshops, volunteer programs, and social media campaigns.

Section 7

I UNDERSTAND that by signing this application, I agree that my project:

- Has a distinct start and end date within the year that the grant is provided.
- Has specific deliverables based on the project.
- Will benefit the residents of Sault Ste. Marie.
- City of Sault Ste. Marie property held by the organization must have a current and up-to-date tax payments upon the City's receipt of application. Through the grant period, tax payments must be maintained and up-to-date. Organizations whose property taxes are in arrears will not be considered for this program. Organizations who default on their property taxes through the grant period will not receive any payment from the City of Sault Ste. Marie, and the grant agreement may be terminated immediately.

I CERTIFY that to the best of my knowledge, the information provided in the Green Initiatives Program Fund application is accurate and complete and is endorsed by the organization society or City department, which I represent.

DATED in Sault Ste. Marie, this 2 day of October, 2025

NAME
Eric Holmes

Title
Helping Hands

Signature 

Phone Number
647-859-3441

PLEASE RETURN THIS FORM AND RELATED SUPPORTING DOCUMENTATION TO:

Emily Cormier
Sustainability Coordinator, Community Development & Enterprise Services
99 Foster Drive, Level 1
Sault Ste. Marie, ON P6A 5X6
Telephone inquiries: (705) 989-8748
Email: e.cormier2@cityssm.on.ca

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

FOR OFFICE USE ONLY

Application Received By: Emily Cormier **Date:** 2025 10 02

Collection of Personal Information Notice

Personal information of the Green Initiative Fund Application is collected under the authority of the Municipal Freedom of Information and Protection of Privacy ACT R.S.O. 1990 m.c.M.56 and will be used solely to determine applicable information necessary for application. Questions about this collection should be directed to the address noted in the Competition Outline.

Project: Helping Hands Digital Foundation for Waste Diversion

Scope: To fund a 4-month build-out of a digital e-commerce platform to create a self-sustaining system for diverting textile and household goods from landfill.

SECTION 1: Costs to be Funded by Green Initiatives Grant

Line No	Item	Units	Unit Cost	Non-rebat	Total Cost	Notes and/or Description
1	Remote Operations Consultant	4	\$1,000.00	\$157.50	\$4,157.60	Consultant to manage the platform build-out and launch.
2	E-commerce Platform Subscription (Shopify)	4	\$140.00	\$22.06	\$582.06	4-month subscription for the Shopify platform during the build-out phase (based on \$99 USD with conversion rate estimate)
3	Email Marketing Platform (Klaviyo)	4	\$100.00	\$16.55	\$436.55	4-month subscription for email marketing tools to support the platform launch (estimate \$100 / month - slider on website wouldn't go lower than \$105).
4	Shopify Developer Consultant	1	\$2,000.00	\$78.80	\$2,078.80	Consulting costs for a skilled developer to execute the professional build-out of the Shopify site.
5	Project Manager Consultant	113	\$30.00	\$133.57	\$3,523.57	Portion of project management consulting fee to be covered by grant funding.
TOTAL GRANT REQUEST					\$10,778.58	

SECTION 2: Costs to be Funded by Operational Revenue

6	Project Manager (Consultant Fee - Ops Funded)	142	\$30.00	\$167.84	\$4,427.84	Remaining project management hours to be covered by operational revenue generated post-launch.
TOTAL OPERATIONAL FUNDING					\$4,427.84	

SECTION 3: In-Kind Contributions

7	Student Volunteer Labour (Waste Diversion Associates)	1,600	\$17.60	\$-	\$28,160.00	Projected annual volunteer hours valued at Ontario's minimum wage.
TOTAL IN-KIND					\$28,160.00	

TOTAL PROJECT VALUE					\$43,376.42	
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Start your business today. For free.

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Start free trial




Non profit discount pricing plan; How to apply?

[billing-plans](#) [discounts](#)

SanfordCultural Merchant

Aug 2023

How does a non profit apply for pricing discounts

Moira Retired

Aug 2023

Hey [@SanfordCultural](#) ,

Welcome to the Shopify Community!

We offer two plans for non-profit organizations: **NPO Lite** and **NPO Full**. I would like to detail each plan's features and benefits so you are able to make an informed decision about which plan to choose:

- NPO Lite with an online store costs \$29 USD per month
- NPO Full with an online store costs \$99 USD per month

Some businesses do not require an online store and we offer a reduced price in that instance. We also offer an annual rate for each plan.

The *NPO Lite plan* offers additional features to the Basic Plan that are not normally available on that plan. These features are:

- 1% transaction fees if using a 3rd party payment provider (instead of 2% on the Basic plan - Shopify plan feature)
- Lower Shopify Payments credit card rates (Shopify plan rates instead of the Basic plan rates - Shopify plan feature)
- Accept donations through Shopify Payments if a registered charity in US/Canada.
- Unlimited Staff Accounts (instead of 2 - Plus plan feature)
- Real-time Carrier Shipping (Advanced plan feature)

[Skip to main content](#)

The *NPO Full plan* is similar to the Shopify plan, but comes with more robust features. These features are:

[Entrepreneurship](#) > [Shopify](#) > [Marketing](#) > [Community Corner](#) >

- 0% transaction fees if the merchant is using a 3rd party payment provider (instead of 1% on the Shopify plan - better than the Advanced Shopify plan feature)
- Lower Shopify Payments credit card rates than the Shopify Plan (Advanced Shopify rates)
- Unlimited Staff Accounts (instead of 5 on the Shopify plan - Plus plan feature)
- Accept donations through Shopify Payments if a registered charity in US/Canada.
- Real-time Carrier Shipping (Advanced plan feature)

In order to sign up for one of these plans you will need to contact Shopify Support directly so that they can verify your NPO status and apply the relevant plan changes. While we're not able to provide account-specific support via the Shopify Community at this time, we'd be happy to continue assisting you [through live chat](#).

What is it that you are planning on selling with Shopify? Could you tell me a little more about your organization? I would love to know more about your business so that I can provide more specific resources to help you get started.

[thetownies](#)

Sep 2023

How does one go about the process of getting verified? And how long does it take?

[Moir](#) Retired

Oct 2023

In order to sign up for one of these plans you will need to contact Shopify Support [directly here](#) so that they can verify your NPO status. The process is relatively quick if you can provide all the required information.

[vramsey](#)

Oct 2023

I see that NPO Full reflects the Shopify Plan. The one feature I need in Advanced is integrating 3rd party shipper rates from our fulfillment center. Is the Real-time Carrier Shipping that is included with NPO Full equate to being able to integrate 3rd party shipper rates?

[Skip to main content](#)

Oct 2023

Yes you are correct! If you have your own account with an eligible shipping carrier, then you can connect your third-party carrier account to your Shopify admin, and then display carrier-calculated shipping rates to your customers at checkout.

[vramsey](#)

Oct 2023

Confirming I can do this with the NPO Full. If I need Shopify Advanced, is there anything with NPO Full that would not be taken care of under NPO?

Also what would I need to get set up for non-profit status?

[Skip to main content](#)

[Skip to main content](#)

Related topics

[Skip to main content](#)

Topic	Replies	Views	Activity
How can a non-profit organization contact Shopify customer support? Hi, I've been trying to find a way to ... tax-documents fees	5	52	Apr 2024
Does Shopify offer specific plans for nonprofit organizations? I have been trying to get in touch w... billing-plans	10	1.2k	Jun 7
Suggestion to Include Duties and Import Taxes Feature in the Non profi Hello Shopify Community, I noticed... billing-plans	0	2	Jan 8
✓ Shopify kosten pro monat Ich möchte die monatlichen Kosten ... Solved	2	15	Feb 3
✓ Preise für Vereine oder NGOs? Gibt es bei Shopify speziell vergün... Solved	1	23	Oct 2023

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✕

Attract top freelancers

>

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Remote E-commerce Manager for Shopify-based Online Thrift Store

22 invites left

VIEW JOB POST

INVITE FREELANCERS
Unanswered Invites (7)

REVIEW PROPOSALS (4)
Shortlisted (0)

HIRE (0)

Posted 10 hours ago

📍 Worldwide

Summary

Job Title: Remote E-commerce Manager for Shopify Online Store
Organization: Sault Ste Marie Helping Hands (charity thrift store)
Location: Remote (Global)
Contract Type: Independent Contractor
Compensation: ~\$1000 CAD per month, 4-Month Contract

About Us

Helping Hands is a charity thrift store with a mission to reduce landfill waste and support community members in need. We are launching a new online Shopify store to expand our impact, and we need a passionate and skilled leader to run it from the ground up.

The Opportunity

This is a key leadership role for a skilled E-commerce Manager to take full ownership of our new Shopify store. You will be the engine of our digital operations, driving the online sales that directly fund our charitable work. This is a 4-month contract, remote position where you will manage everything from digital marketing to operational coordination, working closely with a dedicated team of on-site volunteers in Sault Ste. Marie, Canada. You will also train our staff towards the end goal of being able to run the online store without assistance.

Key Responsibilities

Full Shopify Store Management: Oversee all aspects of the e-store, including product listings, visual merchandising, running promotions, and analyzing performance.

Social Media Marketing: Develop and execute a content strategy for our 20,000-member Facebook group to drive community engagement, traffic, and sales.

Email Marketing: Build our email marketing program from scratch using Klaviyo, creating campaigns to nurture subscribers and drive repeat purchases.

Remote Volunteer Collaboration: Act as the primary remote partner and coordinator for our on-site volunteer fulfillment team. You will collaborate with volunteers in real-time, using communication tools (Slack/voice calls) and shared camera views of key operational areas (storage, packing, pickup) to answer questions, solve problems, and ensure the team has everything they need for a smooth and efficient workflow.

- Edit posting
- View posting
- Reuse posting
- Remove posting
- Make private

About the client

- Payment method verified
- Phone number verified

Canada
Sault Ste. Marie 10:43 AM

2 jobs posted
0% hire rate, 2 open jobs

Government & Public Sector
Small company (2-9 people)

Member since Sep 28, 2025

Job link

<https://www.upwork.com/jobs/>

Copy link

Growth & Strategy: Analyze sales data and customer behavior to identify trends and growth opportunities, providing regular performance reports to the Project Manager.

What We're Looking For

Proven Experience: You must have a strong track record of successfully managing a Shopify e-commerce store.

Marketing Expertise: Demonstrable skill in social media marketing (especially Facebook Groups) and email marketing (Klaviyo experience is a major asset).

Excellent Coordinator: You need outstanding communication skills and experience managing or coordinating teams (remotely is a plus).

Self-Motivated Leader: You are highly organized, reliable, and have the ability to work independently to drive results.

Fluent in English.

How to Apply

Please submit the following:

Your resume/CV.

A brief cover letter explaining why this mission-driven role is a great fit for you.

Links to 2-3 live Shopify stores you have previously managed.

Please note: This remote role is ideal for an experienced professional based in a location such as the Philippines.

 **\$4,000.00**
Fixed-price

 **Intermediate**
Experience Level

Project Type: Ongoing project

Skills and Expertise

Mandatory skills

Online Sales Management Shopify Klaviyo Data Entry Customer Service

Google Ads

Activity on this job

Proposals:  Less than 5

Last viewed by client:  7 minutes ago

Interviewing: 1

Invites sent: 8

Unanswered invites: 7

Other open jobs by this Client (1)

[Shopify Developer Needed for Charity Website Build \(Fixed-Price\)](#) Fixed-price

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Upwork Foundation

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- Privacy Policy

CA Notice at Collection

Your Privacy Choices

Accessibility
- Desktop App

Cookie Policy

Enterprise Solutions

Release notes
- Follow Us
- Mobile app

Klaviyo Pricing

 Recommended

Email + mobile messages

starting at

\$105 per month

30,000 Emails +

3,750 mobile messaging credits per month

* Based on Canada, MMS

* Any applicable carrier fees included in price

Take your marketing further by reaching customers through both email and SMS.

Sign up

- ✓ Customer profiles with all-time data
- ✓ 350+ built-in integrations
- ✓ Marketing Agent to get started fast
- ✓ Email support
- ✓ Generative AI to create content fast
- ✓ Multi-channel segmentation

QUOTE

From:

Eric Holmes

Project Manager

647 859 3441

daniel.e.holmes@gmail.com

12 Parkdale Drive, Sault Ste Marie, Ontario, P6A5P8

To:

CEO/Executive Director

Helping Hands Charity

346 Wellington St W, Sault Ste. Marie, ON P6A 1J1

ssmhhboard@gmail.com

Quote Number: 2025-09-29-01

Date: September 29, 2025

Valid Until: October 29, 2025

Project: Project Management Services for the Digital Foundation Initiative

This quote outlines the scope and cost for professional project management services for the successful planning, execution, and launch of Helping Hands' new Shopify e-commerce platform. This proposal is submitted for your review.

Scope of Services

As Project Manager, I will provide end-to-end oversight for the entire four-month build-out phase. My responsibilities will encompass all aspects of project delivery to ensure milestones are met on time and within budget.

- **Strategic Oversight:** Guiding the project to align with the strategic goals outlined in the initial proposal and grant application.
- **Contractor Management:** Sourcing, vetting, and managing the contracts for the Shopify Developer and the Remote E-commerce Manager.
- **Implementation & Launch:** Overseeing the development lifecycle from initial design to final platform launch, including testing and quality assurance.
- **Stakeholder Communication:** Acting as the primary point of contact and providing regular progress reports to the CEO.
- **Financial & Resource Management:** Tracking project expenses against the approved budget and ensuring resources are allocated effectively.

Cost Breakdown

Service Description	Rate (CAD)	Estimated Hours	Total (CAD, pre-tax)
Project Management Services (as outlined above)	\$30.00 / hour	255	\$7,650.00
Total Estimated Project Cost			\$7,650.00

Note: This total represents the full estimated cost for project management services over the four-month project term. The source of funds will be a combination of the secured Green Initiatives Grant and the organization's operational revenue, as detailed in the grant budget.

Project Timeline

- **Projected Start Date:** November 1, 2025
- **Projected Completion Date:** February 28, 2026

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Dixa B. 

📍 Toronto, Canada – 10:41 am local time

⚡ Available now

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91% Job Success



Top Rated



Message

Hire Agency



Applicant

Dixa has applied to or been invited to your or your company's job **Shopify Developer Needed for Charity Website Build (Fixed-Price)**

Get a second opinion

Invite coworkers to help you review freelancers

 Invite

Proposal Details

\$2,000.00

Proposed Bid

Cover letter

Hello There,

I specialize in creating seamless Shopify stores with an emphasis on user-friendliness, and I can help bring Helping Hands Charity's vision to life. With experience in e-commerce platforms, I can develop a website that not only looks professional but also supports your mission and is easily manageable by your non-technical team.

Some Of My Recent Projects:

- c2centreforcrafft.ca
- literacypartners.org
- www.blood.ca/en

What I Can Do For You:

- >> Research, recommend, and install a mobile-first Shopify theme that aligns with your organization's mission.
- >> Set up core store settings, including payment gateways, shipping, and local pick-up zones.
- >> Design and develop an engaging, mission-focused homepage featuring your story, TikTok feed, and curated product collections.
- >> Build essential static pages like "About Us," "Contact Us," "FAQ," and a mission page, ensuring clarity and engagement.
- >> Customize templates for product and collection pages to allow easy population by volunteers.
- >> Design an intuitive navigation system with a clear primary menu and footer.
- >> Optimize the checkout process for the "Local Pick-up" option, making it easy for users to select.
- >> Implement a "Make an Offer" functionality for select products, enabling a flexible payment model.
- >> Integrate marketing tools like Klaviyo for email sign-ups and Google Ads

conversion tracking to maximize the impact of your campaigns.

>> Incorporate social media feeds, particularly TikTok and Facebook, to connect with the community.

>> Conduct thorough testing to ensure the website is bug-free and mobile-responsive, ensuring a smooth user experience.

>> Provide a smooth handover process, transferring full ownership and administrative access to your team with detailed documentation.

My Suggestion: For increased engagement, I recommend adding a clear "Donate" or "Support Us" section on the homepage, making it easy for visitors to directly contribute to the cause, alongside the e-commerce offerings.

Let's discuss how we can make this project a success and build a platform that enhances your charity's mission. I'm available for a quick call or message to go over the details. Looking forward to working together!

Best,
Dixa B

Proposed Milestones

#	Description	Delivery Date	Amount
1	We'll discuss it later.	Oct 5, 2025	\$2,000.00

View profile

- Web Design
- Ecommerce Website Development
- All work >

\$90K+

Total earnings

181

Total jobs

1,616

Total hours

Web Designer & Developer | SEO | 100k+ earning stores

\$30.00/hr

Are you tired of searching for reliable web designer or web developer?

If that's you, then don't look any further. I'll handle your web designing and development needs with much more things which needed it to be highly conversion.

...
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- Hours per week
- As Needed - Open to Offers
- Open to contract to hire New

Languages

English: Native or Bilingual

Work history on Upwork

Summary

An experienced web designer and developer specializing in e-commerce platforms like Shopify and WordPress. Successfully completed projects

Verifications

ID: Verified 

Education

Lambton college

Master's degree, cyber security and computer forensics
2023-2025

Dr. C.V. Raman University

Master of Computer Science (MScS), information technology
2020-2022

Sutex Bank College of Computer Application and Science

Bachelor of Computer Applications, Website Development
2017-2020

Associated with



PI Tech LLC
971 hours
 91% Job Success
 Top Rated

include Shopify theme migrations that enhanced conversion rates for health product websites [1] and developed responsive WordPress sites for premium brands [2]. Proficient in user interface design, SEO optimization, and integrating various web functionalit... [Show more](#)

Generated by Uma, Upwork's Mindful AI, from relevant completed jobs

Relevant skills

Shopify Ecommerce Website Development Elementor Landing Page
Shopify Templates WordPress

Most relevant (5) Completed jobs (143) In progress (38) 

Experienced Shopify Developer Needed for New Ecommerce Brand Launch

Apr 25, 2025 - Sep 18, 2025

No feedback given

\$2,000.00 Fixed price

Shopify Theme Migration & Sales Optimization - Health Products E-commerce

★★★★★ 5.0 of 2 reviews | Jun 16, 2025 - Sep 17, 2025

★★★★★ 5.0

[Show 1 more](#)

\$2,189.01 \$20.00 /hr 100 hours

WordPress Site Development with Elementor

★★★★★ 5.0 | Jul 9, 2025 - Sep 9, 2025

"Excellent developer. The deliverables were exactly as expected and Dixia was very professional. Would highly recommend for WordPress work!"

\$1,900.00 Fixed price

WordPress Designer for Upscale Medicated Product Website Development

★★★★★ 5.0 of 2 reviews | Jan 14, 2025 - Apr 14, 2025

★★★★★ 5.0

"Great job Dixia! We love the new site, and we appreciate all the hard work you put into this one."

[Show 1 more](#)

\$2,000.00

Ecommerce site conversion rate optimization

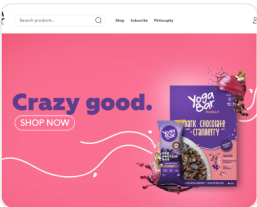
★★★★★ 5.0 | Jun 13, 2024 - Jul 12, 2024

"Dixa was a pleasure. Very organized and a fantastic communicator. Her work was top notch."

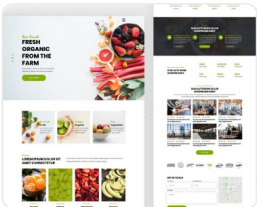
\$1,200.00

Fixed price

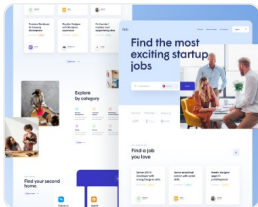
Portfolio



YogaBar - Shopify website



Health - website



Finding job - website

< 1 2 3 4 5 >

Skills

- WordPress
- Bootstrap
- WordPress Plugin
- HTML
- Shopify
- CSS
- Wix
- WordPress Development
- WordPress SEO Plugin
- WordPress Theme

Employment history

Senior Web designer & Ecommerce developer | Par Infotech

April 2018 - August 2021

Website Design & Development:
- WordPress Development (Custom Themes, Premium Themes, ACF's, Page Builders, Custom Plugins)...
[more](#)

Wordpress Developer/ Website Designer | Excellence Inc.

January 2014 - March 2018

My expertise ranges from molding themes into the perfect well-tested responsive and lightweight design to modifying functionality, cart and checkout process and more....

[more](#)

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Shopify Developer Needed for Charity Website Build (Fixed-Price)

29 invites left

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Shortlisted (0)

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Summary

Project Description & Scope of Work
Project Title: Shopify E-commerce Platform Development
Organization: Helping Hands Charity
Date: September 28, 2025
Budget: \$2,000 CAD (Fixed-Price Contract)
Project Duration: November 1, 2025 – February 28, 2026

1.0 Organization Overview

Helping Hands is a registered non-profit organization based in Sault Ste. Marie, Ontario. Our mission is twofold: to divert consumer goods from the municipal waste stream and to alleviate poverty by providing these goods to vulnerable populations. We are launching a strategic initiative to build a self-sustaining e-commerce platform to amplify our environmental and social impact.

2.0 Project Goal

The primary goal of this project is to design, build, and launch a professional, secure, and user-friendly Shopify e-commerce website. This platform will serve as a new, sustainable revenue stream to fund our charitable operations. A critical success factor is that the final product must be easily manageable by our non-technical team of student volunteers. The site's design and functionality must be optimized for local commerce, encouraging community members to purchase goods for in-store pick-up.

3.0 Scope of Work & Key Deliverables

The contractor will be responsible for the end-to-end development of the Shopify website. The scope of work is defined by the following key deliverables:

Phase 1: Foundation & Setup

Theme Selection & Installation: Research and recommend a premium, mobile-first Shopify theme that is fast, flexible, and aligns with the project goals. Install and configure the selected theme.

Basic Configuration: Set up core store settings, including payment gateways (Shopify Payments), shipping/local pick-up zones, and tax information.

Phase 2: Design & Development

- ✎

Edit posting
- 👁

View posting
- 🔄

Reuse posting
- ✕

Remove posting
- 🔒

Make private

About the client

- ✔

Payment method verified
- ✔

Phone number verified

Canada
Sault Ste. Marie 10:44 AM

2 jobs posted
0% hire rate, 2 open jobs

Government & Public Sector
Small company (2-9 people)

Member since Sep 28, 2025

Job link

<https://www.upwork.com/jobs/>

Copy link

Homepage Design: Create an engaging, mission-focused homepage that prominently features our organization's story, an integrated TikTok feed, and curated product collections.

Core Page Creation: Build and populate essential static pages, including "About Us," "Contact Us," "FAQ," and a page detailing our mission and how store profits support the community.

Template Customization: Design and implement clean, reusable templates for product pages and collection pages that are simple for volunteers to populate.

Navigation: Create an intuitive primary navigation menu and footer.

Phase 3: E-commerce Functionality & Integrations

Checkout Optimization: Configure the checkout process to prioritize and streamline the "Local Pick-up" option for customers.

"Make an Offer" Functionality: Research, recommend, and install a Shopify app to facilitate a "make an offer" or "pay what you can" model on select products. Configure the app to ensure offers are submitted to staff for review before a transaction is completed.

Marketing & Analytics Integration:

Klaviyo: Ensure seamless integration of Klaviyo for email marketing sign-up forms and customer data synchronization.

Google Ads: Implement Google Ads conversion tracking tags to accurately measure the performance and ROI of our ad campaigns funded by our NPO Google Ad Grant.

Social Media Integration: Install and configure apps to display social media feeds (specifically TikTok and Facebook) on the homepage.

Quality Assurance: Conduct thorough end-to-end testing of the website, including the offer submission process, checkout, mobile responsiveness, and all interactive elements to ensure a bug-free launch.

Phase 4: Handover and Documentation

Project Handover: Transfer full ownership and administrative access of the Shopify store to the Helping Hands project manager upon final project approval.

4.0 Timeline & Key Milestones

The project will be executed over a four-month period.

Month 1 (November 2025): Project kickoff, theme selection, and finalization of site architecture and design mockups.

Month 2 (December 2025): Development of homepage, core pages, and product/collection templates.

Month 3 (January 2026): App integration ("Make an Offer," marketing, social), checkout configuration, and internal testing phase.

Month 4 (February 2026): Final revisions, official site launch, and project handover.

5.0 Contractor Requirements

Proven expertise in Shopify development with a strong portfolio of live e-commerce websites.

Ability to work independently and manage the project to the agreed-upon timeline.

Excellent communication skills, with a commitment to providing regular progress updates.

Experience in creating user-friendly back-end experiences for non-technical users.

 \$2,000.00

Fixed-price

 Intermediate

Experience Level

Project Type: Complex project

Skills and Expertise

Mandatory skills

Wix

Shopify

Google Ads

Klaviyo

Activity on this job

Proposals:  20 to 50

Last viewed by client:  2 hours ago

Interviewing: 1

Invites sent: 1

Unanswered invites: 0

Other open jobs by this Client (1)

[Remote E-commerce Manager for Shopify-based Online Thrift Store](#) Fixed-price

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⚠️ We do not have your complete address on file. Please click [here](#) to update your tax address.



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Anahit B. 

📍 Yerevan, Armenia – 6:38 pm local time

[View profile](#)



Message

Hire



Applicant

Anahit has applied to or been invited to your or your company's job
Remote E-commerce Manager for Shopify-based Online Thrift Store

Proposal Details

\$4,000.00

Proposed Bid

Get a second opinion

Invite coworkers to help you review freelancers

 Invite

Cover letter

Dear Helping Hands Team,

I am excited about the opportunity to join Helping Hands as a Remote E-commerce Manager and help launch your new Shopify thrift store. I strongly admire your mission to reduce waste and support the community, and I believe my skills in Shopify management, social media marketing, and remote coordination make me a great fit for this role.

I have hands-on experience managing Shopify stores from the ground up: creating product listings, setting up categories, optimizing SEO, and ensuring a professional, conversion-focused storefront. I have also worked with large product catalogs, where attention to detail and consistency were key to success.

Beyond store operations, I bring experience in social media marketing and content creation, particularly in driving engagement and sales through Facebook groups and other platforms. I am also eager to build and manage your email marketing program in Klaviyo, ensuring strong customer retention and repeat purchases.

I have worked with teams remotely, using Slack, calls, and shared tools to coordinate tasks in real time, solve challenges quickly, and keep operations running smoothly. I am highly organized, self-motivated, and committed to delivering results, while also capable of training your volunteers so they feel confident running the store independently after the contract ends.

You can view examples of Shopify stores I have managed in my Upwork portfolio. Helping Hands' vision inspires me, and I would be honored to contribute to your mission. I look forward to the opportunity to discuss how I can help grow your online store and make it a sustainable success.

Warm regards,
Anahit Baghramyan

\$25

Total earnings

2

Total jobs

Shopify Store Manager | Product Listing, Customization & Marketing

\$5.00/hr

Hours per week

More than 30 hrs/week

Open to contract to hire

New

Languages

English: Conversational

Russian: Fluent

Verifications

ID: Verified

Education

Vanadzori Petakan Mankavaržakan Institut

Bachelor's degree, Teacher of English language and literature

2008-2012

I help businesses build and grow their Shopify stores with a focus on sales, speed, and user experience.

✔ Shopify store setup from scratch

✔ Theme customization to match your brand

✔ Product upload with SEO optimization

✔ Payment & shipping integration...

more

Work history on Upwork

Summary

A Shopify Store Manager specializing in product listing, customization, and marketing. Successfully executed a complex integration of product variations for a wall art print-on-demand store, ensuring a clean and user-friendly interface [1]. Focuses on enhancing user experience through effective store setups, theme customizations, and SEO optimization. Proficient in Shopify, Grupify, and product... Show more

Generated by Uma, Upwork's Mindful AI, from relevant completed jobs

Relevant skills

Shopify

Completed jobs (1) In progress (1)

Shopify Expert Needed to Combine Product Variations into One Product Page

★★★★★ 5.0 | Aug 28, 2025 - Aug 30, 2025

"Fair and easy to work with. Can recommend."

\$25.00 Fixed price

Portfolio



https://www.upwork.com/ab/applicants/1972518858964177555/1972667795554149031

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Merganna's Spices –
Shopify Store Design
and Product Upload

Skills

Shopify Shopify Development Shopify Templates Shopify SEO
Product Listings Ecommerce Website Shopify Theme Ecommerce SEO
Store Migration Shopify Apps Shopify Dropshipping Set Up Shopify Site

Employment history

Accounting Assistant & Administrative Manager | Spitak Medical Center

November 2021 - March 2023

Assisted with financial operations, including cash transactions and invoice processing. Managed administrative tasks related to accounting, ensuring proper documentation and reporting. Worked closely with the chief accountant to support daily financial...

Sorting Department Manager | HayPost

February 2018 - September 2020

Received newspapers and sorted them for distribution to various post offices across different cities in Armenia. Managed incoming deliveries from the central hub and ensured accurate and timely dispatch,

Manager | HayPost

September 2014 - January 2017

Managed postal operations, provided customer service, handled financial transactions and ensured efficient workflow.

Other experiences

Wildberries Store Manager

Have been successfully managing my own online store on Wildberries for over a year, acquiring all necessary skills to effectively handle the platform's seller account. Experienced in product listing, order management, customer support and inventory...

[more](#)

Social Media Content Creator & SMM Specialist

Manage and create content for a personal YouTube channel focused on culinary topics, producing high-quality recipe videos and engaging with the audience. Run an Instagram blog dedicated to cooking, sharing everyday recipes and personal stories....
[more](#)

Makeup-Artist

Provided professional makeup services for clints, including bridal, evening and daily makeup. Specialized in eyebrow shaping and eyelash extensions, enhancing clients natural beauty. Ensured high-quality service and customer satisfaction in a salon...

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**SAULT
STE. MARIE**

Environmental Sustainability Committee Meeting

Tuesday, October 7, 2025 4:00 – 5:30 PM

****NB: ESC meetings are fast paced. Please come prepared by reviewing the materials in advance.***

6. ESC Committee Composition Update

- Dr. Andrew Judge is no longer on the committee – Thank you, Andrew for your service to the ESC.
- Welcome Trishala Parmar to the ESC
- 1 vacancy – City Clerks has reposted

8. Staff Update

- ESC GIF TOR Update (delayed to November 2025, draft TOR will be circulated in advance via email for feedback)
- Corporate EV Charging Study (WIP)
- Transit Depot Solar Project (WIP)
- John Rhodes Roof Replacement Project (WIP)
- FCM CEF Phase 2: Program Design for a home-grown community retrofit program in SSM (WIP)
- 2024 City of SSM Energy Conservation and Demand Management Plan (WIP)
- Eco-corridor Project (WIP) - Staff from the City of Sault Ste. Marie, Central Algoma Land Trust, along with representatives from the Algoma Highlands Conservancy, Garden River First Nation, Sault Ste. Marie Region Conservation Authority, NORDIK Institute, and Sault Ste. Marie Field Naturalists participated in the Ecological Corridors Field Assessment Protocol Training presented by Ontario Nature. This training was used to conduct field assessments to fill knowledge gaps within the Sault Ste. Marie and Garden River National Priority Area for Ecological Corridors. The project will wrap up by December 2025.
- BNZ final deliverable – business case and draft Green Development guidelines (voluntary) and plan for implementation – ETA mid-2027
- ESC Letter Update to City Council and SMT

9. Next Meeting

- Tuesday, October 7, 2025, 4:00 – 5:30 PM)
- Regular Meetings – In-person participation strongly encouraged



Thank You. Questions?