



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

Tuesday, July 7, 2026

4:00 pm - 5:30 pm

Biggings Room, Civic Centre

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

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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**

4 - 5

Mover \_\_\_\_\_

Seconder \_\_\_\_\_

Resolved that Minutes of Environmental Sustainability Committee meeting of April 15, 2026 be approved.

4. **Declaration of Pecuniary Interest**

5. **Adoption of Agenda**

Mover \_\_\_\_\_

Seconder \_\_\_\_\_

Resolved that the Agenda for Environmental Sustainability Committee meeting for July 7, 2026 as presented be approved.

6. **CDF Green Initiatives Fund 2026 Applications Review Q2**

- 6.1 Grocer 4 Good Community Garden Project - \$3,455.53** 6 - 29
- Mover \_\_\_\_\_  
 Seconder \_\_\_\_\_  
 Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the Grocer 4 Good Community Garden Project and recommends that Council approve \$\_\_\_\_\_ in project funding.
- 6.2 Holy Family School Little Forest Project Phase 1 - \$7,610.10** 30 - 47
- Mover \_\_\_\_\_  
 Seconder \_\_\_\_\_  
 Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the Holy Family School Little Forest Project Phase 1 and recommends that Council approve \$\_\_\_\_\_ in project funding.
- 6.3 Sault Area Hospital Energy Efficiency Project - \$7,895.10** 48 - 86
- Mover \_\_\_\_\_  
 Seconder \_\_\_\_\_  
 Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the Sault Area Hospital Energy Efficiency Project and recommends that Council approve \$\_\_\_\_\_ in project funding.
- 6.4 Sault Theatre Workshop Energy Efficiency Project - \$7,042.03** 87 - 107
- Mover \_\_\_\_\_  
 Seconder \_\_\_\_\_  
 Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the Sault Theatre Workshop Energy Efficiency Project and recommends that Council approve \$\_\_\_\_\_ in project funding.
- 6.5 Art Gallery of Algoma LED Lighting Project Phase 1 - \$7,875.00** 108 - 121
- Mover \_\_\_\_\_  
 Seconder \_\_\_\_\_  
 Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the Art Gallery of Algoma LED Lighting Project Phase 1 and recommends that Council approve \$\_\_\_\_\_project funding.
- 6.6 Sault Ste. Marie Innovation Centre Underwater Drone Aquatic Survey Project - \$5,100.00** 122 - 137

Mover \_\_\_\_\_

Secunder \_\_\_\_\_

Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the Sault Ste. Marie Innovation Centre Underwater Drone Aquatic Survey Project and recommends that Council approve \$\_\_\_\_\_ in project funding.

**7. Staff Update**

138 - 146

**8. Next Meeting**

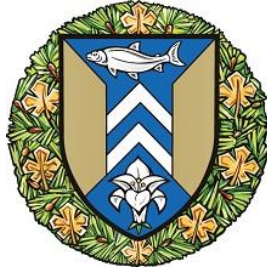
Tuesday, October 6, 2026, 4:00 – 5:30 PM – Regular Meeting – Hybrid (In-personal and virtual)

**9. Adjournment**

Mover \_\_\_\_\_

Secunder \_\_\_\_\_

Resolved that this Committee now adjourn.



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

Wednesday April 15, 2026  
12:00 PM

Present: D. Hilsinger, A. Riopel, E. Emilson, T. Parmar, S. Luzzi, C. Gardi,  
N. Roubal, V. Prouse, M. Britton

Officials: E. Cormier

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**1. Call to Order**

Meeting was called to order at 12:04 p.m

**2. Land Acknowledgement**

**3. Adoption of Minutes**

Moved by: C. Gardi

Seconded by: S. Luzzi

Resolved that Minutes of the Environmental Sustainability Committee meeting of April 9, 2026,  
be approved.

**Carried**

**4. Declaration of Pecuniary Interest**

**5. Adoption of Agenda**

Moved by: A. Riopel

Seconded by: M. Britton

Resolved that the Agenda for the Environmental Sustainability Committee meeting for April 9, 2026, as presented, be approved.

**Carried**

**6. CDF Green Initiatives Fund 2026 Applications Review Q1**

Moved by: C. Gardi  
Seconded by: M. Britton

Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the Prince Charles School Outdoor Classroom Project and recommends that Council approve \$11,546.36 in project funding.

**7. Staff Update**

**8. Next Meeting**

Tuesday July 7, 2026, 4:00 – 5:30 PM

**9. Adjournment**

Moved by: S. Luzzi  
Seconded by: A. Riopel

Resolved that this Committee now adjourn.

**Carried**

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Chair

## **CDF – Green Initiatives Program Fund Terms of Reference**

### **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 Environmental Sustainability Committee (ESC) may recommend the allocation of funds for eligible projects or programs that support 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 Fund (GIPF) 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 "Sustainability" means a broad, interconnected understanding of environmental stewardship. It is not just about preserving resources for future generations but it is also about ensuring that all life forms continue to thrive in balance.

The City of Sault Ste. Marie (the City), whose municipality is in the heart of Turtle Island within the Robinson Huron/Superior Treaty Territory, unsundered lands of the Anishinaabeg peoples, known to them as Bawating - the place of the rapids. The City was historically a centre for trade and knowledge sharing, which the City acknowledges at the start of each of its public meetings. Anishinaabe perspectives are included in the CDF Green Initiatives Program Fund terms of reference. Anishinaabeg peoples emphasize that sustainability decisions must consider the importance of the interconnectedness of all life forms, which they refer to as "relatives", including but not limited to: minerals, weather, plants and trees, fungi, birds, mammals, reptiles, amphibians; and arthropods<sup>1</sup>. This total view of seeing the environment can ensure that projects aiming towards sustainability consider that the health, survival, wellbeing of all life forms and the ways they are interconnected are taken care of and maintained for present and future generations.

All applicants are encouraged to consider the interconnectedness of ecosystem and the cyclical aspects of sustainability as part of their assessment of the environmental impacts of their proposed project(s). The well-being of all beings and the elements that affect them is essential for maintaining a balanced and sustainable ecosystem, with an understanding that the health of one affects the health of all.

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

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<sup>1</sup> <https://ir.lib.uwo.ca/etd/5520/>

- 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) reductions, improving water quality / aquatic habitat rehabilitation, increases to energy efficiency, improving the health and resiliency of the overall ecosystems, including habitat restoration, active transportation or waste reduction.

3.3 “Long-term impact” refers to: the lasting effects of a project on the environment, communities, and the economy, which extends beyond immediate carbon reduction. The goal is to ensure that decisions made today foster sustainable, equitable futures, with consideration for both ecological health and community well-being over the long term (e.g. assessing the sustainability of materials used, ethical practices in supply chains, environmental and social consequences or benefits, resource extraction and/or production, and the ways local businesses (e.g. goods and/or services produced in Sault Ste. Marie) are supported wherever and whenever possible).

#### **4.0 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 completed 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.

#### **5.0 Recommendations of Awards**

5.1 Funding amounts recommended for the award are at the discretion of the ESC. The committee may recommend funding the total amount requested or a portion of the amount requested, subject to the number/volume of other applications, the strength and alignment of the proposal with ESC terms of reference, and/or scoring and quality of the application.

#### **6.0 Accountability, Monitoring and Reporting of Results**

The following will be expected from the successful applicants:

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

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

6.3 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.

6.4 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 GIPF are provided on a reimbursement 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 Program Fund**

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.

<b>Intake</b>	<b>Submission Period</b>	<b>Application Due</b>	<b>ESC and Council Review</b>	<b>Project Implementation</b>
<input type="checkbox"/> Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
xQ2	April 1 – June 30	Last Friday in June of each calendar year	July	After August 1
<input type="checkbox"/> Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
<input type="checkbox"/> 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:**

- X 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:** Grocer 4 Good Ability Development Program

**Address:** 147 Gore St. Sault Ste Marie, Ontario P6A 1M3

**Phone Number:** 705-255-0445      **Fax:** none

**Contact Name:** Rachel Silva      **Email:** rachel@employment4good.ca

**Phone:** 705-257-9929

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

Darcy Lillie, Board Chair

Julia Dufour, Secretary

Andrew Tripp, Treasurer

**Briefly**

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

Employment 4 Good is the operating name of the registered charity Grocer 4 Good Ability Development Program. We operate two social enterprises in Sault Ste. Marie focused on creating inclusive, low-barrier employment opportunities for neurodivergent youth and adults facing barriers to employment.

Through Cafe 4 Good and Grocer 4 Good, participants build confidence, gain practical skills, and develop meaningful work experience in welcoming community spaces.

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

- Marc Muto of Carmen Muto Plumbing and Heating is providing access to the land and water for free between Grocer 4 Good and the former Club Princess. This partnership has been confirmed [marc@mutoplumbing.com](mailto:marc@mutoplumbing.com)
- The Algoma Community Foundation provided funds for supplies and youth wages of \$10,000 as part of the GSC Community Impact Fund: ACF Youth Mental Health Grant during the summer of 2025. Confirmed by Desiree Gravel [executive@algomacf.com](mailto:executive@algomacf.com)
- Harvest Algoma - free seeds for the garden confirmed with Lauren Moran [lmoran@harvestalgoma.ca](mailto:lmoran@harvestalgoma.ca)
- Clean North - worm compost and mulch confirmed by Don McGorman [mcgormd@hotmail.com](mailto:mcgormd@hotmail.com)

### **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 grant report)**

Youth Participants (between the ages of 16 and 25 as defined by the C4G program) will grow food in garden boxes, creating access to fresh produce to be used in the cafe and sold at Grocer 4 Good (G4G), providing affordable access to fresh, local produce. These youth participants will plan and execute the project under the mentorship of E4Gs Social Enterprise Manager, a volunteer carpenter and a volunteer gardener. The success of Garden 4 Good will be determined by 3 metrics: volume of food produced, community use of the third space, and attendance at garden events. The evaluation piece will include qualitative feedback from community members, volunteers, and staff who participated in or benefited from the garden project. The information gathered in the written evaluation will be passed along and used in upcoming growing seasons by future youth looking to establish and expand the garden project. While growing food to sell is one of the goals of this green space, the priority is the creation of third spaces where people can experience positive physical and mental health impacts both as community members and as paid staff who are learning about placemaking and social infrastructure through this project. Garden 4 Good paid several youth to break down the pallets, build a prototype garden bench and prepare for construction during the summer of 2025. Unfortunately, the lumber was stolen before the garden could be completed. As of Spring 2026 the offer of free soil for the garden fell through as well. Garden 4 Good currently exists as two planted pots of herbs with a bistro table and chairs in front of Cafe 4 Good at 326 Queen St E. Through further community investment and collaboration, we seek to meet the original goals of the project in 2026 by investing in galvanised steel garden boxes as recommended by Harvest Algoma. Beds can be assembled and soil delivered within 10 days of funding approval. The

garden will be planted with perennial herbs and vegetables as well as a few fall crops, as we account for the late start to the season. Gardens will be assembled and planted at the end of July 2026, with a garden launch party planned for September 21st to celebrate the harvest season.

**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).**

Garden 4 Good will be promoted on our website [www.employment4good.ca](http://www.employment4good.ca), on G4G Facebook (3.1k followers), G4G Instagram (1.3k followers), C4G Facebook (1k followers) C4G Instagram (1.2k followers). A garden launch party will be planned for late summer 2026. The launch will be promoted with a press release. This project is meant to support 16 to 25-year-olds in accessing green space to garden and gather in downtown Sault Ste Marie. Funders' logos will be featured on the garden banner, thank-yous will be issued in the press release and on all social media channels including recognition of the Community Development Fund and the City's logo.. The Mayo and members of the City's Environmental Sustainability Committee will be invited, along with the Algoma Community Foundation to celebrate the launch of Garden 4 Good.

#### **Section 4: Costs and Financing**

**Total amount of assistance requested \$3455.53**

**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.**

Funds from the Green Initiative Fund will be used to further develop the Garden 4 Good project that began in summer 2025 with financial support from the Algoma Community Foundation. Carmen Muto Plumbing and Heating has provided free access to land and water next to Grocer 4 Good at 147 Gore Street. The gardens will be maintained by youth 16 to 25 with the support of Don McGorman from Clean North and Rachel Silva, Team Lead at Cafe 4 Good. The garden project has lost volunteers and supplies over the year since it began. We require investment to bring this accessible third space to life. See attached budget for more details.

**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:**

Cafe 4 Good received ACAP funding for a writer's workshop series in 2025, totaling \$2,500

**Have you received Green Initiative funding from the City previously?**

xNo

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. Organizations that have previously received funding in previous years, may apply for additional grants in subsequent years, provided they have submitted a complete and satisfactory post-grant report for any previous funding received. However, to ensure broad and equitable community access to funding, priority will be given to first-time applicants and new organizations.

In cases where the total funding requested exceeds the available annual budget, funding will be allocated first to eligible new applicants and organizations that have not previously received support from this program. Returning applicants may receive funding only if sufficient resources remain after new applications have been considered.

**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 aims towards or achieves environmental sustainability.**

Garden 4 Good creates a third space that provides access to green space, local food and skill building for young people between 16 and 25. With support from our community partners, this space will provide access to local food, eliminating the need for transportation. We're combating food insecurity and will support the cultivation of knowledge for growing and harvesting local food. This helps to reduce the impact of transportation emissions and waste from packaging in our community.

**If your project looks to replace a piece of equipment (e.g. fluorescent lighting with LED), please explain how the old materials will be disposed of, ensuring that they are decommissioned properly or recycled, if applicable.**

N/A

**If applicable, has your project considered local, regional, and/or Provincial supply chain, such as the materials used in their production and transportation. If so please explain the**

**ways you have considered local supply chains in the materials of the goods or products you are seeking, and their impacts on sustainability.**

While the original project was meant to recycle pallets from the farm co-op into garden beds, we were advised by the gardeners at Harvest Algoma to invest in metal raised garden beds. This style of bed provides longevity and limits concerns of chemicals leaching from treated wood into garden beds. Garden beds of this size in galvanised steel are not available locally.

## **Section 6: Community Benefits**

**If applicable, does your project seek to support local businesses with the purchase of goods and/or services that you are applying for funding for?**

Garden 4 Good soil will be purchased through local company, Ideal Landscaper

**Does the project complement or connect to other local initiatives? If so, how?**

This project connects with our existing projects, Grocer 4 Good and Cafe 4 Good, providing access to locally grown produce as well as learning and mentorship opportunities for youth 16 to 25. Clean North and the Algoma Community Foundation both support this project with in-kind and financial support as outlined in this report. It also aligns with the City of Sault Ste. Marie's Community Greenhouse Gas (GHG) Reduction Plan<sup>2</sup>, Economic Development pillar, which relates to strengthening local food production and expanding opportunities for locally grown and produced products.

**What is the anticipated short, medium and/or long-term impact on the community as a whole from your planned project? Please refer to section 3.3 of the Terms of Reference.**

In the short term, Garden 4 Good will provide a safe, third space for young people to gather and learn about urban agriculture in downtown Sault Ste Marie. Garden 4 Good provides long-term benefits for the Gore Street community, providing green space and encouraging the growth of local produce in sustainably managed accessible garden beds. Youth who work in the gardens will learn to cultivate, harvest and package fresh produce throughout the garden season over the next three summers, at least. Federal funding for Cafe 4 Good provides a foundation for developing this project, with the goal of creating a sustainable, youth-driven garden project before our funding expires in 2028. The long-term existing partnership our organisation has with Carmen Muto Plumbing and Heating guarantees access to this property and the longevity of this project, beyond the Cafe 4 Good federal funding agreement.

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

Yes, learning about sustainable urban agriculture contributes to providing green spaces (which helps to cool urban environments), food sovereignty, strengthens food security and teaches water conservation in food gardens. These are all key pillars of the City's GHG Reduction Plan.

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<sup>2</sup> <https://saultstemarie.ca/wp-content/uploads/2025/09/2021-07-12-GHG-Reduction-Plan-Final.pdf>

**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 23 day of June, 2026

NAME	Title	Signature	Phone Number
<u>Rachel Silva</u>	<u>Team Lead</u>	<u></u>	<u>705-257-9929</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](mailto:e.cormier2@cityssm.on.ca)

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

**FOR OFFICE USE ONLY**

**Application Received By:** \_\_\_\_\_ **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.

### Address details

Rachel Silva  
705-257-9929  
326 Queen Street East  
Sault Ste. Marie, Ontario P6A 1Z2  
Canada

[Change](#)

### Delivery options



**Standard delivery**

**FREE**

Jun 5 – Jun 10



**Express delivery**

**\$27.50 CAD**

Jun 3 – Jun 4

Printed by Canva

### Payment method



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### Order summary



1 item



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**Qty: 1**

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Free

Subtotal

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Tax

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**Total**

**\$63.28 CAD**


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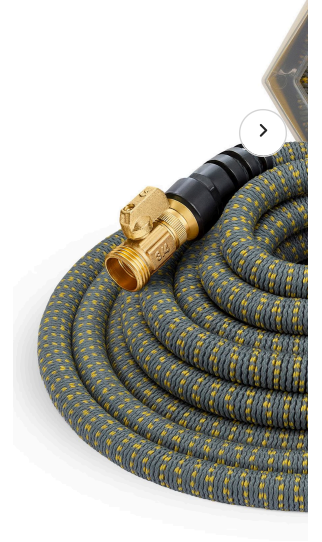
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### Product Details

The HydroTech 100 ft. Expandable Burst-Proof Garden Water Hose is the perfect solution for all your watering needs. This 100-ft. hose with a 5/8" inner core is lightweight and portable, making it easy to carry wherever you work. Ideal for tasks like yard maintenance, house cleaning, deck washing, car care, and more. Enjoy reliable performance and optimal water flow thanks to HydroTech's Patented Force Control Technology that protects from bursting and breaking. Weighing significantly less than a traditional garden hose, this hose is lightweight, tangle free, and easy to manage. No more dealing with a knotted-up hose before and after you work. When not in use, the expandable hose shrinks down to a compact size for hassle-free storage, making it perfect for saving space in your garage or shed. HydroTech is built to be the only hose you'll ever need — durable, flexible, and engineered for consistent, optimal water pressure. Water Anything. Anywhere with HydroTech.

### Features





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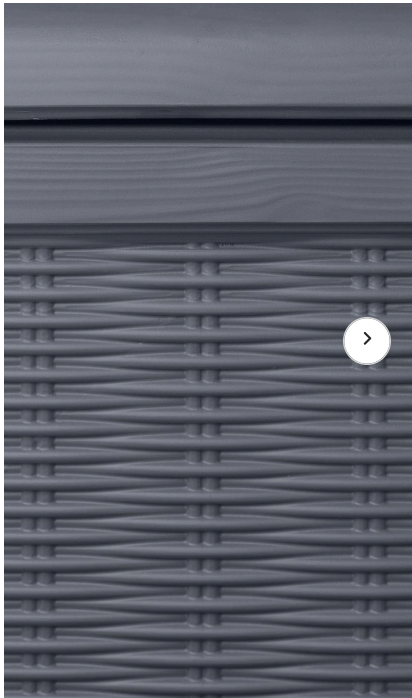
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\*Pre-tax. Conditions apply.



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+2

Keter

Keter Rattan Style Outdoor Storage Deck Box, Grey, 110-Gal #060-0138-0

★★★★☆ 4.3 (165)


[View Product Details](#) [View Similar Items](#)

**\$189.99** ~~\$249.99~~ Save 24% (\$60.00)




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Sale **Top Rated**

**Sale ends June 7, 2026**

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FREE  <b>Pick Up</b> Available	 Same-Day Delivery Unavailable	 Ship to Home Unavailable
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Pick up at Fort Frances, ON 

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8 In Stock  
Need more? 

- 1 + 

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New digital payments available on checkout page:




### Also Find It in Store:

8 In Stock at Fort Frances, ON ⓘ  
Seasonal Wall

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### You May Also Need




Vermont Castings Universal Stainless Steel BBQ Smoker Box, For Pellet & Wood Chunks

★★★★★ 5.0 (1)

**\$19.99**

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Leviton 32A Level 2 Hardwired J1772 EV Charger

★★★★★ 5.0 (1)

**\$735.99**

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when you purchase with Triangle Rewards<sup>®</sup>

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### Product Details

The Keter Rattan Style Outdoor Storage Deck Box combines style, comfort, and functionality in one sleek package. Featuring a durable, weather-resistant resin construction, this deck box has a rattan-inspired design that complements any outdoor décor while keeping contents dry and ventilated. With a spacious 416-litre capacity, it provides ample storage for cushions, gardening supplies, and more. Designed to double as a comfortable seat for two adults, this durable deck box is a versatile addition to your outdoor space.

Features +

Specifications +

Resources +

Online Ordering & Returns +

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Patio, Lawn & Garden > Garden Structures & Germination Equipment > Raised Beds & Plant Support Structures > Raised Beds



# Land Guard 8x4x2 ft Galvanized Raised Garden Bed Kit, Galvanized Planter Box, Galvanized Garden Boxes Outdoor, Large Metal Raised Garden Beds for Vegetables.

Visit the Land Guard Store (3,054)

Amazon's Choice

2K+ bought in past month

-8% \$119.99

List Price: \$129.99

Colour Name: Silver



\$119.99  
~~\$129.99~~



\$139.99



\$179.99



\$189.99

See 5 options with no featured offers

Size: 8x4x2ft

4x2x1.5ft

6x3x1ft (2-Pack)

6x3x2ft

8x4x1ft (2-Pack)

8x4x2ft

12x4x1ft (2-Pack)

**Material** Metal  
**Colour** Silver  
**Special feature** Drainage Hole  
**Style** Modern  
**Planter Form** Raised Bed  
**Shape** Square

See more

## About this item

- 2 feet height: Compared with the ordinary 1-foot garden bed, this raised garden box has been improved in all aspects in terms of aesthetics, stable performance, and soil volume. It is time to replace the previous



Enjoy fast, free delivery, exclusive deals, and award-winning movies & TV shows.

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\$119.99

FREE delivery Tuesday, May 19

Or fastest delivery Sunday, May 17. Order within 5 hrs 35 mins

Delivering to Sault Ste. Marie P6A - Update location

In Stock

Quantity: 1

Add to cart

Buy Now

Ships from Amazon

Sold by taizhoushiqingtuodian zishangwuyouxiangongsi

Returns Eligible for Return, Refund or Replacement within ...

Payment Secure transaction

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Add to Wish List



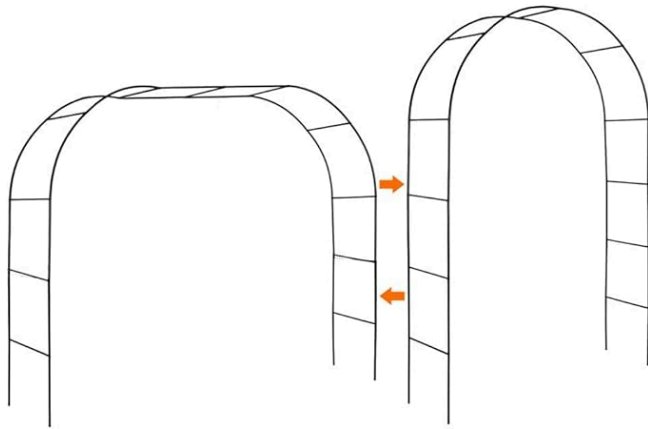
Click to see full view

VIDEO

4.3 ★★★★★ 76

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Patio, Lawn & Garden > Garden Structures & Germination Equipment > Raised Beds & Plant Support Structures > Arbours



Click to see full view



5+

VIDEO

## Mr.Ton Garden Arch Trellis, Durable Metal Arbor for Climbing Plants Outdoor Support Wedding Decoration Party Event Holiday, 7'8" High x 4'5" Wide

Visit the Mr.Ton Store

4.0 (1,384)

Amazon's Choice

200+ bought in past month

-32% \$38<sup>99</sup>

List Price: ~~\$56.99~~

Colour Name: **Dark Green**



<b>Colour</b>	Dark Green
<b>Material</b>	Metal
<b>Brand</b>	Mr.Ton
<b>Product Dimensions</b>	40W x 240H Centimetres
<b>Item weight</b>	4 Pounds
<b>Style</b>	Garden

See more

### About this item

- **[ONE OR MULTIPLE ARCHES]** this garden arch can use to a wider arch(7.5 feet Wide \* 6.4 Feet High ) or a high arch (4.6 Feet Wide\*7.9 Feet High) by using connection tubes.
- **[EASY TO ASSEMBLE]** Hardware and instruction included, pre-cut and pre-drilled holes with reinforced insert nut, easy to assemble.
- **[LIGHTWEIGHT & STRONG SUPPORT]** Constructed metal tube and powder- coated in weather-resistant black steel tube, high quality design for support tube
- **[GREAT FOR EVENTS]** Our wedding arch is great for Weddings, Quinceaneras, anniversaries, important occasions, Birthday Party and you can anchor the ends of the arch in the ground or in the containers full of socks, sand or soil.
- **[ATTRACTIVE ARCH]** Our garden arch can be decorated with vibrant flowers, tull EN



Enjoy fast, free delivery, exclusive deals, and award-winning movies & TV shows.

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\$38<sup>99</sup>

FREE delivery **Monday, June 1**

Or fastest delivery **Sunday, May 31**. Order within **13 hrs 12 mins**

Delivering to Sault Ste. Marie P6A  
- Update location

In Stock

Quantity: 2

Add to cart

Buy Now

Ships from Amazon

Sold by Mr.Ton-CA

Returns Eligible for Return, Refund or Replacement within ...

Packaging Ships in product packaging

See more

Add to Wish List

### Other sellers on Amazon

New (2) from \$38<sup>99</sup> & **FREE Shipping.**

**Project Name**

**Garden For Good**

Line No	Item	Units	Unit Cost	subtotal	Non-rebatable HST (include the % of HST that you do not receive as a rebate as a non-profit)	Total Cost	Notes and/or Description
1	Garden Boxes	8	\$ 120.00	\$ 960.00	\$ 24.96	\$ 984.96	<a href="https://www.amazon.ca/dp/B09D7QDLYC?ref=ppx_vo2ov_dt_b_fed_asin_title&amp;th=1">https://www.amazon.ca/dp/B09D7QDLYC?ref=ppx_vo2ov_dt_b_fed_asin_title&amp;th=1</a>
2	Soil + delivery	1	\$ 1,310.00	\$ 1,310.00	\$ 34.06	\$ 1,344.06	Ideal Landscaper quote (each box 396 gallons)
3	Garden 4 Good Banner	1	\$ 56.00	\$ 56.00	\$ 1.46	\$ 57.46	canva quote
4	Garden Trellis	2	\$ 38.99	\$ 77.98	\$ 2.03	\$ 80.01	<a href="https://a.co/d/06zhcNZ5">https://a.co/d/06zhcNZ5</a>
5	Lockable Deck Storage Box	1	\$ 189.99	\$ 189.99	\$ 4.94	\$ 194.93	<a href="https://www.canadiantire.ca/en/pdp/keter-rattan-style-outdoor-storage-deck-box-grey-110-gal-0600138p.html?rq=deck+boxes+">https://www.canadiantire.ca/en/pdp/keter-rattan-style-outdoor-storage-deck-box-grey-110-gal-0600138p.html?rq=deck+boxes+</a>
6	Flexible Garden Hose	1	\$ 89.99	\$ 89.99	\$ 2.34	\$ 92.33	<a href="https://www.canadiantire.ca/en/pdp/hydrotech-expandable-hose-100-ft-1592907p.html?rq=garden+hose">https://www.canadiantire.ca/en/pdp/hydrotech-expandable-hose-100-ft-1592907p.html?rq=garden+hose</a>
7	Transportation for youth gardeners	12	\$ 57.00	\$ 684.00	\$ 17.78	\$ 701.78	20 Ride Transit Passes for youth to be used through the garden season
<b>TOTAL</b>						<b>\$ 3,455.53</b>	

Line No	In Kind	Units	Unit Cost	HST	Total Cost	Notes
8	Algoma Community Foundation -		\$10,000.00		\$10,000.00	Youth Mental Health Fund
9	Muto Plumbing and Heating - land use and utilities		\$500.00		\$500.00	\$100/month water, land use is pro bono
					\$0.00	

# 2026 Transit Rates

## Regular Transit

---

Cash Fare .....	\$3.50
Exact Change Required	
20 Ride Pass .....	\$57.00
31 Day Pass (Adult) .....	\$81.00
31 Day Pass (Age 13-18) .....	\$35.25
Semester Pass .....	\$220.00
Algoma U & Sault College	
31 Day Pass (Senior 60+) .....	\$69.00
12 Ride Pass (Senior 60+) .....	\$24.75
6 Ride Pass (Senior 60+) .....	\$12.25

### Address details

Rachel Silva  
705-257-9929  
326 Queen Street East  
Sault Ste. Marie, Ontario P6A 1Z2  
Canada

[Change](#)

### Delivery options



**Standard delivery**  
Jun 5 – Jun 10

**FREE**



**Express delivery**  
Jun 3 – Jun 4

**\$27.50 CAD**

Printed by Canva

### Payment method



Credit or debit card



PayPal



Google Pay

### Order summary

1 item



**Banners** **\$56 CAD**

Qty: 1  
Landscape, Small (48 x  
24in), Vinyl  
Printed by Canva

Print item (1) **\$56 CAD**

Delivery **Free**

Subtotal **\$56 CAD**

Tax **\$7.28 CAD**

**Total** **\$63.28 CAD**

[Place order](#)



### Happiness Guarantee

If you're not happy with your order contact us and we'll fix it, reprint it or refund it!



**Harvest Algoma**

June 1 at 4:19 PM · 🌐

Who's ready to get gardening? 🌱🌻🍅

Our seedling sale has officially kicked off - each plant is \$4 and all proceeds are directly reinvested into our food rescue and food security initiatives

Here's what we have growing:

- 🌱 Herbs (sage, thyme, oregano, basil)
- 🌱 Tomatoes
- 🌱 Nasturtiums
- 🌱 Marigolds
- 🌱 Curly kale (green & purple)
- 🌱 Spinach
- 🌱 Lettuce
- 🌱 Cucumbers
- 🌱 Zucchini
- 🌱 and more!



**Ideal Landscaper**

to me ▾

4 Garden boxes would require 10 cubic yards = \$740.15 (includes delivery and taxes)

Soil =	\$600.00
Delivery =	\$55.00
HST =	\$85.15

8 Garden boxes would require 20 cubic yards = \$1480.30 (includes delivery and taxes)

Soil =	\$1200.00
Delivery =	\$110.00
HST =	\$170.30

Thank you,

Tony lacce  
 Operations Manager  
 The Ideal Landscaper  
 705 971 0855

## **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 reimbursement 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
<input type="checkbox"/> Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
<input checked="" type="checkbox"/> Q2	April 1 – June 30	Last Friday in June of each calendar year	July	After August 1
<input type="checkbox"/> Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
<input type="checkbox"/> 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: Huron Superior Catholic District School Board - Holy Family School

Address: 42 Rushmere Dr, Sault Ste Marie, Ontario, P6C2T4

Phone Number: 705-945-5514

Contact Name: Frank Guzzo

Email: frank.guzzo@hscdsb.on.ca

Phone: 705-945-5514

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

Huron Superior Catholic District School Board:

Fil Letterri - Chief Executive Officer

Stephanie Circelli - Superintendent of Education

Frank Guzzo - Principal Holy Family School

Anita Turcotte - Catholic Curriculum Coordinator K-12

Paula Trainor - Experiential Learning Lead

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

The Huron-Superior Catholic District School Board is a publicly funded Catholic school board serving students and families in Sault Ste. Marie and communities across the Algoma District. The board operates elementary and secondary schools that provide Ontario curriculum programs within a Catholic faith-based learning environment.

The Board governs with a faith-filled strategic perspective continually improving its process and capability to express Our Mission, on behalf of the Catholic community:

Rooted in Jesus Christ, we are a Catholic learning community called and committed to develop the full potential of each child and to nurture a personal relationship with Jesus that will inspire Catholic leadership. Dedicated to excellence in education and the desire to live the values of Jesus, we strive to:

- affirm the sacredness of life and respect for all creation
- revere the dignity of each person as a Child of God
- provide an enduring education that reflects the essence of our Catholic traditions
- proclaim Christ's message throughout the curriculum
- celebrate God's love in prayer, at Eucharist and in all sacramental moments of life
- create sacred learning environments
- cultivate enriching opportunities that will deepen faith

Guided by the Spirit on our journey, together with family and Church, we mutually invite, encourage and support one another in our efforts to transform the world.

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

- Sault Ste. Marie Climate Hub - Little Forest Committee
- Some of the tree species will be donated in-kind by private tree growers from around Ontario

- Sault College - Natural Environment program - some tree species in-kind
- Ontario Forest Research Institute - some tree species in-kind
- Holy Family Parent Council
- Holy Family Principal - Frank Guzzo
- Holy Family Staff - Kurtis Nott among others
- Holy Family Students - various grades
- Huron Superior Catholic DSB Superintendent of Education - Stephanie Circelli
- Huron Superior Catholic DSB Curriculum Coordinator - Anita Turcotte
- Huron Superior Catholic DSB Experiential Learning Lead - Paula Trainor
- Huron Superior Catholic DSB SHSM/STEAM Lab Tech - Kelly McKay
- Volunteers from homes around the school
- Specialist High Skills Major (SHSM) students volunteers
- St. Mary's College Outdoor Education program and teacher Michelle Guzzo

### 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)

In keeping with the mission of the Huron-Superior Catholic District School Board (HSCDSB), Holy Family School is proposing the creation of a 300 square metre "Little Forest" on school property in Sault Ste. Marie.

Currently, Holy Family School's playground contains little tree cover, offering limited shade, habitat, and opportunities for students to connect with nature. This project will transform an underutilized section of the school grounds into a diverse native forest ecosystem using the Little Forest methodology, which establishes densely planted native trees, shrubs, and groundcover species that mimic the structure and biodiversity of a naturally occurring forest.

The Holy Family School Little Forest Project is envisioned as a multi-phase initiative. Through this funding application, the Huron-Superior Catholic District School Board is seeking support for Phase 1: Building the Forest Floor, with work scheduled to begin in Fall 2026.

The primary objectives of the project are to:

- Increase biodiversity on school property through the establishment of a native forest ecosystem.
- Provide students with meaningful, hands-on experiential learning opportunities connected to curriculum expectations.
- Enhance student well-being by increasing access to green space and nature-based learning environments.

- Improve environmental conditions on school grounds through increased shade, improved air quality, stormwater management, and habitat creation.
- Foster environmental stewardship and a sense of responsibility among students, staff, families, and community partners.
- Support Indigenous perspectives on land stewardship and ecological restoration.
- Create a long-term community asset that will benefit future generations of students.
- Prepare the site for future phases of forest establishment through the creation of healthy soil conditions and foundational infrastructure.

The project will measure success using the following performance indicators:

- Preparation of approximately 300 square metres of land for future forest establishment.
- Completion of all Phase 1 site preparation activities by Fall 2026.
- Participation of Holy Family students, staff, families, and community partners in site preparation and stewardship activities.
- Development of a site plan and maintenance strategy for future planting phases.
- Increased student awareness of biodiversity, environmental stewardship, and ecological restoration.
- Readiness of the site for Phase 2 planting activities in 2027.

#### Environmental Impacts

- Improved soil quality and site conditions for future forest growth.
- Increased biodiversity potential through the creation of suitable habitat.
- Enhanced soil health.
- Foundation established for future carbon sequestration and air quality improvements.

#### Educational Impacts

- Meaningful experiential learning opportunities connected to Science, Geography, Environmental Studies, Indigenous Education, and Catholic Social Teaching.
- Increased student understanding of ecological restoration and environmental stewardship.
- Opportunities for students to participate in authentic, community-based environmental action.

#### Community Impacts

- Strengthened partnerships among Holy Family School, HSCDSB, families, community organizations, and environmental groups.
- Creation of a shared vision for a long-term community greening initiative.
- Increased awareness of environmental sustainability and biodiversity within the school community.

Potential challenges include:

- Weather conditions that may affect site preparation timelines.
- Availability of volunteers and community partners.
- Future funding requirements for Phases 2 and 3.
- Ongoing maintenance needs during the establishment period.
- There is no storage space for equipment inside the school
- Multiple break ins to previous sheds on school property create an issue trying to determine how to properly secure gardening equipment. The school does not have funds to replace gardening equipment potentially lost in a break in (We will apply to purchase a sea-can to ensure our equipment is locked up and secure) Avery construction has offered to cover the cost of delivering the sea-can!

These risks will be mitigated through careful planning, community engagement, and the phased implementation approach.

### **Spring–Summer 2026**

- Funding approval and project planning.
- Site assessment and design.
- Community and stakeholder engagement.
- Procurement of materials.

### **Phase 1: Building the Forest Floor (Fall 2026)**

- Site assessment and planning.
- Soil enhancement and remediation.
- Ground preparation and mulching.
- Development of stewardship and monitoring plans.
- Student and community participation in site preparation activities.
- Procurement and storage of infrastructure materials required for future phases.
- We will purchase a sea-can with grant funds in order to properly secure gardening equipment

**Phase 1: Building the Forest Floor in Fall 2026:** In partnership with and guided by the Sault Climate Hub and the Little Forest Committee, Holy Family School and the Huron-Superior Catholic District School Board will establish the foundation necessary for future forest planting and long-term ecological success while providing meaningful experiential learning opportunities for students and the broader community. In-class session(s) will be conducted by Little Forest Committee members to introduce students, staff, and members of the school community to the purpose of Little Forests, their importance to local ecosystems, the selection of appropriate tree species, and the planning and design of the Holy Family Little Forest. Participants will learn how their involvement will contribute to the long-term success of the project.

As part of the site preparation and long-term sustainability of the initiative, the school will also seek funding to purchase a secure sea-can for on-site storage. Multiple break-ins at previous

storage sheds on school property have highlighted the need for a secure storage solution. A sea-can will ensure that gardening tools, equipment, and supplies required for the establishment and maintenance of the Little Forest are safely stored and protected from theft or damage.

#### **Fall 2026**

- Begin Phase 1: Building the Forest Floor.
- Soil enhancement and site preparation.
- Student and community participation activities.
- Storage of materials required for future project phases.

#### **Spring–Summer 2027**

- Pursue additional funding opportunities.
- Finalize Phase 2 planting plans.

#### **Fall 2027 (Subject to Funding)**

- Implementation of Phase 2 planting activities.

The Holy Family School Little Forest Project represents a significant opportunity to transform an underutilized area of school property into a future native forest ecosystem that supports environmental restoration, student learning, community engagement, and Catholic stewardship of creation. By focusing on Phase 1: Building the Forest Floor in Fall 2026, Holy Family School and the Huron-Superior Catholic District School Board will establish the foundation necessary for future forest planting and long-term ecological success while providing meaningful experiential learning opportunities for students and the broader.

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)

Our communication strategy will include a combination of traditional media, digital communications, school-based engagement, and community outreach activities.

Key communication activities will include:

- Designating a project spokesperson or project team to coordinate communications and provide updates throughout the project.
- Developing and distributing a media release announcing the project, its objectives, project partners, and funding sources.

- Sharing project updates through Huron-Superior Catholic District School Board and Holy Family School communication channels, including newsletters, websites, and social media platforms.
- Creating social media graphics, photos, and student stories that highlight project milestones and learning opportunities.
- Providing project information through school council meetings and parent communications.
- Collaborating with Holy Family Parish to share information through parish bulletins, announcements, social media channels, and community events, helping to connect the project to the broader faith community.
- Hosting student and community participation events during site preparation and future planting phases.
- Installing interpretive signage at the Little Forest site that explains the purpose of the project, environmental benefits, Catholic stewardship connections, project partners, and funding contributors.
- Providing ongoing updates through media releases and social media posts as the project progresses through future phases.

#### **Section 4: Costs and Financing**

Total amount of assistance requested **\$7,660.10**

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.

**See the spreadsheet attached**

If you are a City Department, please elaborate on how you plan to use this 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**

Please select the category that your project best falls under (check all that apply)

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 Holy Family Little Forest Project will transform an underutilized area of the school grounds into a thriving native forest ecosystem. By replacing a portion of regularly maintained turf grass with diverse native trees, shrubs, and plants, the project will not only beautify the school environment but also reduce greenhouse gas emissions associated with routine lawn maintenance.

This initiative will provide students, staff, families, and community members with opportunities to connect with nature while supporting important environmental benefits such as carbon sequestration, urban cooling, improved water regulation, and enhanced biodiversity.

Through this project, approximately 218 native trees will be planted, creating a dense and resilient forest ecosystem. As these trees mature, they will actively remove carbon dioxide from the atmosphere and store carbon within their trunks, branches, roots, and surrounding soils. Careful site preparation and soil improvement efforts will increase tree survival rates and contribute to healthier soils, strengthening the long-term resilience of the ecosystem.

The increased vegetation cover and improved soil health created by the Little Forest will enhance water infiltration, helping to reduce stormwater and snowmelt runoff. Healthy forest soils act as natural filters, removing contaminants and improving water quality before water enters local waterways. In addition, the forest canopy and root systems will help prevent soil erosion and reduce sediment movement during heavy rainfall events.

### **Carbon Sequestration**

Research indicates that a mature tree can absorb approximately 10–40 kilograms of carbon per year, depending on species, age, and growing conditions. With approximately 218 canopy trees being planted at Holy Family School, the forest could sequester an estimated 2,180–8,720 kilograms of carbon annually as it becomes established and grows. This estimate does not include the additional carbon storage provided by understory vegetation, shrubs, groundcover plants, and the soil itself, meaning the total carbon sequestration benefits of the project will be even greater.

Beyond carbon storage, the Holy Family Little Forest Project will serve as a living outdoor classroom where students can engage in hands-on learning about ecology, biodiversity, climate change, Indigenous perspectives on stewardship, and environmental sustainability. Source: <https://ecotree.green/en/how-much-co2-does-a-tree-absorb>

### **Section 6: Community Benefits**

How does the project compliment other local initiatives?

The Holy Family Little Forest Project aligns with the environmental stewardship goals of the Huron-Superior Catholic District School Board, the City of Sault Ste. Marie, and numerous community organizations that are working to create a more sustainable and resilient future. By implementing a nature-based solution to climate change, the project supports efforts to increase urban tree canopy, enhance biodiversity, improve air and water quality, and reduce greenhouse gas emissions.

The creation of a diverse native forest ecosystem on school grounds will contribute to a growing network of naturalized spaces throughout the community. As trees, shrubs, and native plants mature, they will provide habitat and food sources for pollinators, birds, and other wildlife while strengthening ecological connections between existing green spaces. These habitats help support local biodiversity and contribute to broader conservation efforts across the region.

The project also complements local environmental initiatives focused on climate action, ecological restoration, watershed protection, and community beautification. By increasing vegetation cover and reducing the amount of intensively maintained turf grass, the Little Forest will help mitigate urban heat island effects, improve stormwater management, and contribute to long-term community sustainability goals.

Beyond its environmental benefits, the Holy Family Little Forest Project supports the development of the Ontario Catholic School Graduate Expectations (OCSGEs) by providing authentic opportunities for students to become responsible stewards of creation. Through participation in the planning, planting, monitoring, and maintenance of the forest, students will develop the knowledge, skills, and values needed to care for God's creation and contribute positively to their communities.

In particular, the project supports students in becoming:

- A Responsible Citizen who gives witness to Catholic social teaching by promoting the sacredness of life, respect for the environment, and the common good.
- A Caring Family Member who values community relationships and works collaboratively to improve the world around them.
- A Self-Directed, Responsible Lifelong Learner who develops environmental awareness through hands-on, inquiry-based learning experiences.
- A Collaborative Contributor who works effectively with peers, educators, community partners, and volunteers to achieve shared goals.
- A Reflective, Creative and Holistic Thinker who recognizes the interconnectedness of people, nature, and ecosystems and seeks innovative solutions to environmental challenges.

By combining environmental action with faith-based learning, the Holy Family Little Forest Project will serve as a living example of Catholic stewardship, helping students understand their responsibility to care for creation while contributing to a healthier and more sustainable community for future generations.

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

The Holy Family Little Forest Project has the potential to inspire environmental stewardship well beyond the school grounds. By demonstrating a practical, accessible, and impactful approach to climate action, the project can encourage families, community members, and local organizations to consider how they can incorporate native plantings, trees, and naturalized spaces into their own properties and community spaces.

As students, staff, and visitors observe the growth and ecological benefits of the Little Forest over time, the project will serve as a visible example of how small-scale actions can contribute to larger environmental goals. Through community engagement, educational opportunities, and the sharing of project successes, Holy Family School hopes to encourage others to take meaningful steps toward reducing their environmental footprint and enhancing local biodiversity.

The Little Forest will also act as a model for future naturalization and outdoor learning initiatives within the Huron-Superior Catholic District School Board. As a living classroom, it will provide rich opportunities for experiential learning across multiple curriculum areas, including science, geography, Indigenous education, environmental studies, mathematics, literacy, and religious education.

In alignment with the Board's commitment to Catholic education and environmental stewardship, the project will foster a deeper understanding of our shared responsibility to care for creation. Students will have opportunities to develop leadership skills, engage in inquiry-based learning, and participate in authentic environmental action that benefits both current and future generations.

By creating a vibrant, biodiverse learning space at Holy Family School, this initiative has the potential to inspire similar projects throughout the Board and the broader community, helping to build a culture of sustainability, stewardship, and care for God's creation.

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

The Holy Family Little Forest Project will provide a rich and engaging opportunity for environmental and sustainability education. Students will have the opportunity to participate in various stages of the project, including site preparation, planting, monitoring, data collection, maintenance, and long-term stewardship of the forest ecosystem.

As the Little Forest grows and matures, it will serve as a living outdoor classroom where students can engage in authentic, hands-on learning experiences across a variety of curriculum areas. Learning opportunities may include plant and soil science, biodiversity, ecosystems, forest succession, climate change, carbon sequestration, water cycles, food systems, natural resource management, Indigenous perspectives on land stewardship, and environmental sustainability.

The project supports inquiry-based and experiential learning while fostering connections between classroom learning and real-world environmental challenges. Students will have opportunities to collect and analyze data, observe ecological changes over time, develop critical-thinking skills, and explore solutions to local and global environmental issues.

The Little Forest also supports the development of the Ontario Catholic School Graduate Expectations by encouraging students to become:

- Responsible Citizens who recognize their responsibility to care for God's creation and contribute to the common good.
- Collaborative Contributors who work together to plan, implement, and maintain meaningful environmental initiatives.
- Reflective, Creative and Holistic Thinkers who understand the interconnectedness of people, communities, and the natural world.
- Self-Directed, Responsible Lifelong Learners who actively seek knowledge and take initiative in addressing environmental challenges.
- Effective Communicators who share their learning and advocate for environmental stewardship within their school and community.

By integrating faith, environmental stewardship, and experiential learning, the Holy Family Little Forest Project will create lasting educational opportunities that empower students to become informed, engaged, and hopeful leaders committed to caring for creation and building a sustainable future.

### 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 25th day of June, 2026

NAME: Paula Trainor

Title: Experiential Learning Lead

Signature: 

Phone Number: 705-943-4170

**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](mailto:e.cormier2@cityssm.on.ca)

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

**FOR OFFICE USE ONLY**

**Application Received By:**

**Date:**

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## Budget for Holy Family School Little Phase 1 (Forest Floor and infrastructure costs)

Item	Quantity	Cost each	Tax	Delivery	Total
Round Hay Bales	3	40	na		270
Composted Manure	14 yds	40	na		710
Mulch	50 cu yds	60		390	3550
Sea-can Storage Shed	1	2770		360.1	3130.1
<b>TOTAL Funds Requested</b>					<b>\$7,660.10</b>

**Actual****Notes**

verbal quote (Dr. Keith Good on Government Rd, Desbarats)

verbal quote (Matt Jerrell, 234 Watson Rd. Echo Bay)

<https://www.theideallandscaper.com/product-page/cedar-mulch>



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Prepared For  
Paula Trainor  
Huron Superior Catholic District  
School Board  
100 Ontario Ave  
Sault Ste. Marie, ON P6B 1E3

Estimate Date  
2026-06-24

Estimate Number  
0000016

Description	Rate	Qty	Line Total
Purchase and delivery of 20' used shipping container Delivery to Holy Family Catholic School	\$2,770.00 +HST/GST	1	\$2,770.00
		Subtotal	2,770.00
		HST/GST (13%)	360.10
		<b>Estimate Total (CAD)</b>	<b>\$3,130.10</b>

## **CDF – Green Initiatives Program Fund Terms of Reference**

### **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 Environmental Sustainability Committee (ESC) may recommend the allocation of funds for eligible projects or programs that support 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 Fund (GIPF) 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 “Sustainability” means a broad, interconnected understanding of environmental stewardship. It is not just about preserving resources for future generations but it is also about ensuring that all life forms continue to thrive in balance.

The City of Sault Ste. Marie (the City), whose municipality is in the heart of Turtle Island within the Robinson Huron/Superior Treaty Territory, unsundered lands of the Anishinaabeg peoples, known to them as Bawating - the place of the rapids. The City was historically a centre for trade and knowledge sharing, which the City acknowledges at the start of each of its public meetings. Anishinaabe perspectives are included in the CDF Green Initiatives Program Fund terms of reference. Anishinaabeg peoples emphasize that sustainability decisions must consider the importance of the interconnectedness of all life forms, which they refer to as “relatives” , including but not limited to: minerals, weather, plants and trees, fungi, birds, mammals, reptiles, amphibians; and arthropods<sup>1</sup>. This total view of seeing the environment can ensure that projects aiming towards sustainability consider that the health, survival, wellbeing of all life forms and the ways they are interconnected are taken care of and maintained for present and future generations.

All applicants are encouraged to consider the interconnectedness of ecosystem and the cyclical aspects of sustainability as part of their assessment of the environmental impacts of their proposed project(s). The well-being of all beings and the elements that affect them is essential for maintaining a balanced and sustainable ecosystem, with an understanding that the health of one affects the health of all.

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

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<sup>1</sup> <https://ir.lib.uwo.ca/etd/5520/>

- 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) reductions, improving water quality / aquatic habitat rehabilitation, increases to energy efficiency, improving the health and resiliency of the overall ecosystems, including habitat restoration, active transportation or waste reduction.

3.3 “Long-term impact” refers to: the lasting effects of a project on the environment, communities, and the economy, which extends beyond immediate carbon reduction. The goal is to ensure that decisions made today foster sustainable, equitable futures, with consideration for both ecological health and community well-being over the long term (e.g. assessing the sustainability of materials used, ethical practices in supply chains, environmental and social consequences or benefits, resource extraction and/or production, and the ways local businesses (e.g. goods and/or services produced in Sault Ste. Marie) are supported wherever and whenever possible).

#### **4.0 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 completed 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.

#### **5.0 Recommendations of Awards**

5.1 Funding amounts recommended for the award are at the discretion of the ESC. The committee may recommend funding the total amount requested or a portion of the amount requested, subject to the number/volume of other applications, the strength and alignment of the proposal with ESC terms of reference, and/or scoring and quality of the application.

#### **6.0 Accountability, Monitoring and Reporting of Results**

The following will be expected from the successful applicants:

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

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

6.3 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.

6.4 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 GIPF are provided on a reimbursement 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 Program Fund**

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.

<b>Intake</b>	<b>Submission Period</b>	<b>Application Due</b>	<b>ESC and Council Review</b>	<b>Project Implementation</b>
<input type="checkbox"/> Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
<input checked="" type="checkbox"/> Q2	April 1 – June 30	Last Friday in June of each calendar year	July	After August 1
<input type="checkbox"/> Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
<input type="checkbox"/> 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 Area Hospital

**Address:** 750 Great Northern Road, Sault Ste. Marie, ON

**Phone Number:** 705-759-3434 x4678 **Fax:** \_\_\_\_\_

**Contact Name:** Devon Clark, Director, Facilities **Email:** clarkd@sah.on.ca

**Phone:** 705-759-3434 x4678

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

Mark Lepore, Board Chair. Armand Capisciolto, First Vice Chair. Tim Lavoie, Second Vice Chair. Ila Watson, President & CEO.

Dr. John Heintzman, Chief of Staff. Dr. Brynlea Barbeau, President Medical Staff Association. Dr. Cissy Yi, Vice President Medical Staff Association

Mindy Lindstedt, VP Clinical Operations and CNE. Lori Bertrand. Mia Carella. Emily Cormier. Erich Isopp. Frank Kennedy.

Johanne Messier-Miann. Joe Santa Maria. Sherril Smith. David Zuccato.

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

Sault Area Hospital (SAH) serves as the primary healthcare provider for Sault Ste. Marie and the Algoma district. Its core function is to deliver a full continuum of hospital-based care - including emergency, medical, surgical, mental health, and regional specialty services - to support the health of the community.

SAH exists to improve health outcomes by providing accessible, high-quality, and patient-centred care, while also supporting regional programs (e.g., cancer and renal services) and training future healthcare professionals.

SAH's 2026 Strategic Plan as presented to our Board of Directors now includes priority initiative on "Care for the Environment."

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

We are not expecting any contributing partners, but as a Public-Private-Partnership (P3) hospital, EllisDon Facilities Services, acting as our Service Provider, has gotten a quote and will have local sub-contractors carry out the work.

**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 grant report)**

This project is the installation of solar control (heat gain reduction) film on the interior of the windows at the east end of the east corridors of SAH's 2A, 2B, 2C, 3A, 3B, and 3C wings. In most cases these are floor to ceiling, corridor-width windows that admit a significant amount of heat into the corridors during the morning hours. All corridors have a building automation system (BAS) connected thermostat with temperature trending. This project will reduce solar heat gain by at least 50%, leading to a reduction in trended temperatures and amount of cooling energy required. This project can be completed within 1 month from approval with progress and final grant reports able to be provided prior to the end of the quarter ending September 30, 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).**

Working with the SAH Communications Department, we will ensure this project seeking GIF will be well promoted by our significant social media following as well as in internal newsletters like Vital Links. This project will directly impact staff who work in these corridors as well as patients and their loved-ones visiting. Having much greater control of temperature will provide a comfortable environment, still allow almost all sunlight into the corridor without dramatic temperature rises. The communication would include the temperature reduction as well as estimated cooling system savings as a result of the project. This will also be used as a pilot for other areas of the building that could benefit from this type of window treatment.

**Section 4: Costs and Financing**

**Total amount of assistance requested \$ 7,895.10 (quoted value plus 1.89% net HST the hospital pays)**

**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.**

The GIF, if provided, will be used to pay for the purchase and installation of the solar heat gain reduction film. The quote for \$7,748.65 plus HST is attached from Hospital Infrastructure Partners (the private partner to which EllisDon Facilities Services is the service provider). The bulk of the money will go to the local company, Mobile Glass, for the supply and installation of the film.

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.

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

- Yes  
 No

If yes, please specify:

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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. Organizations that have previously received funding in previous years, may apply for additional grants in subsequent years, provided they have submitted a complete and satisfactory post-grant report for any previous funding received. However, to ensure broad and equitable community access to funding, priority will be given to first-time applicants and new organizations.

In cases where the total funding requested exceeds the available annual budget, funding will be allocated first to eligible new applicants and organizations that have not previously received support from this program. Returning applicants may receive funding only if sufficient resources remain after new applications have been considered.

**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 Attached as Hospital Infrastructure Partners quote dated June 8, 2026 for SW 2026-09.
- ii) Financing arrangements (e.g., equity, loans, etc.) and funding partners If GIF not approved, SAH may pay for this out of operations if energy payback is sufficient.
- iii) In-kind contributions None.

- iv) Balance, Financial Statements, Cash flow projections (historical and projected), where appropriate [Last year's audited financial statements are attached and also located at https://sah.on.ca/wp-content/uploads/2025/06/2025-03-31-Sault-Area-Hospital-FS-2.pdf](https://sah.on.ca/wp-content/uploads/2025/06/2025-03-31-Sault-Area-Hospital-FS-2.pdf)
- 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 aims towards or achieves environmental sustainability.

The greatest driver of energy use in a hospital is heating, cooling, humidification, and air handling. With 23 air handling units, 3 hot water boilers, 3 steam boilers, and 2 large chillers, the hospital uses significant energy on our conditioned environment. By installing the solar heat gain reduction film on these 6 large east-facing windows, we will reduce the energy needed to cool these corridors and adjoining rooms. This will lower temperatures and reduce cooling requirements and the amount of electricity needed for the chillers and air handling equipment. This is a small piece in a much larger sustainability plan. SAH has an Energy Team that looks at energy opportunities around the hospital and is continually looking to reduce our environmental impact. The Energy Team is supportive of this project as well as the application to the GIF.

### If your project looks to replace a piece of equipment (e.g. fluorescent lighting with LED), please explain how the old materials will be disposed of, ensuring that they are decommissioned properly or recycled, if applicable.

N/A. New film will be applied to existing windows - no removal or decommissioning required.

### If applicable, has your project considered local, regional, and/or Provincial supply chain, such as the materials used in their production and transportation. If so please explain the ways you have considered local supply chains in the materials of the goods or products you are seeking, and their impacts on sustainability.

This project follows the SAH Project Agreement through the Small Works process. Hospital Infrastructure Partners and EllisDon have engaged with a local supplier/contractor, Mobile Glass, to provide quotes on this installation. Through the quoting process, SAH understands that a similar film is being applied to the Roberta Bondar Place at a grand scale to reduce their energy use. Should this project be deemed sufficiently successful, it could lead to a wider project throughout the hospital.

## Section 6: Community Benefits

### If applicable, does your project seek to support local businesses with the purchase of goods and/or services that you are applying for funding for?

Yes, this will be supporting Mobile Glass with the purchase and installation of the solar heat gain reduction film.

### Does the project complement or connect to other local initiatives? If so, how?

SAH feels that as the largest health service provider in our region, it is imperative that we "do no harm" as the hippocratic oath requires. With the impacts to climate change, SAH will see additional patients who are affected by those changes. As a large energy consumer and emitter, we recognize the continual need for the hospital to drive better energy and emissions performance. Worldwide, Healthcare emits approximately 5% of the world's GHG. We want to reduce this and be a leader in our local community.

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**What is the anticipated short, medium and/or long-term impact on the community as a whole from your planned project? Please refer to section 3.3 of the Terms of Reference.**

This project, while very impactful, is limited in its wider impact by the physical scope of the project being limited to 6 inpatient units of the hospital. That being said, at an average census around 300 patients with all medical, surgical, rehabilitation, and continuing care patients touching these units, this will have an impact on a significant number of people in our community. The hospital is used by almost all residents of Algoma. When accounting for visitors, staff, patients, volunteers, and physicians, hundreds or thousands of our community members will be impacted. Short, medium, and long-term impacts are the same. The only long-term impact apart from ongoing energy savings and comfort will be the potential wider adoption of this film across the hospital's expansive windows.

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

With the social media and internal posts about this project, we are seeking to increase environmental sustainability actions in those who read about it and are impacted by the project. It is important to recognize that starting small is ok, but it is better to keep moving forward than to be overwhelmed by all that is left to do in creating a more sustainable future.

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**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 16th day of June, 2026

NAME	Title	Signature	Phone Number
<u>Devon Clark</u>	<u>Director, Facilities &amp; Environmental Services</u>		<u>705-759-3434 x4678</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](mailto:e.cormier2@cityssm.on.ca)

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

**FOR OFFICE USE ONLY**

**Application Received By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**SAH Small Works**

**Date:** June 8, 2026

**Project:** Sault Area Hospital

**Project Co:** HIP

**Project #:** SW 2026-09

**Description:** Energy Heat Reduction Window Film

**EDFS Costs**

Capital Cost (HST Extra)

\$7,748.65

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**Total cost for SW 2026-09 (HST Extra) \$ 7,748.65**



FACILITIES SERVICES

## Small Works Estimate Financial Summary

**Account Name:**

Sault Area Hospital (SAH)

Estimate Date: June 8-2026

Scope Confirmed: Yes

Revision No:

**Project issue date:**

May 19-2026

**Reference No:**

SW 2026-09

**Variation Enquiry Project Title:**

Energy Heat Reduction Window Film

**Description of Work / Scope of**

**Variation Enquiry Required:**

1. Install solar control (heat gain reduction) film on the interior of the windows at the end of the east corridors in 2A, 2B, 2C, 3A, 3B, 3C to reduce the heat impacts of the morning sun in those corridors and reduce summer energy consumption.

2. Ensure the film provides at least a 50% solar heat reduction

3. Confirm that the film is window-manufacturer approved and does not void window warranty (if any) or change risk for

**Financial Summary:**

Impact on first cost:

**\$7,748.65**

**Note:**

PV impact on life cycle cost:

**\$0**

This quotation is valid for 30 days

PV impact on operations costs:

**\$0**

All costs excluding HST

Total cost impact:

**\$7,748.65**

Is the proposed alternate a variation from the original Design and Construction Requirements?  Yes  No

Will the proposed alternate require an amendment to the Life Cycle Costs and related payment schedules?  Yes  No

Will the proposed alternate require an amendment to the annual Operating Costs?  Yes  No

Is there an impact on energy consumption? If "Yes", what is the estimated impact?  Yes  No

Additional calculated annual energy consumption stated in KW/Hr

**Life Cycle Cost Impact:**

Contract Year	LCC \$ Impact	Contract Year	LCC \$ Impact	Contract Year	LCC \$ Impact
16	\$0	26	\$0	36	\$0
17	\$0	27	\$0	37	\$0
18	\$0	28	\$0		
19	\$0	29	\$0		
20	\$0	30	\$0		
21	\$0	31	\$0		
22	\$0	32	\$0		
23	\$0	33	\$0		
24	\$0	34	\$0		
25	\$0	35	\$0		

**Description of impact on LCC:**

**Operations and Maintenance Impact:**

Category	O&M \$ Impact	Total PV Impact
Maintenance and repairs	\$0.00	\$0

**Description of impact on O&M:**



1000684019 Ontario Inc. (Mobile Glass)  
 325 Wellington St W  
 Sault Ste. Marie ON P6A 1H9  
 7052547394  
 steve@mobileglassinc.ca  
 www.mobileglassinc.ca/  
 HST (ON) Registration No.: 782267553RT0001

# Estimate

ADDRESS
EllisDon Facilities Services (SAH) INC. 750 Great Northern Road Sault Ste Maire ON P6B 0A8

ESTIMATE #	DATE
4131	01/06/2026

DATE	SERVICE	DESCRIPTION	TAX	QTY	RATE	AMOUNT
	<b>CONTRACT.</b>	Supply and installation of 3M sun control film located at SAH. Corridor- 2A,2B,2C,3A,3B,3C Includes: 3M Prestige 40 Exterior Labor to install	H	1	6,260.00	6,260.00

SUBTOTAL 6,260.00  
 HST (ON) @ 13% 813.80  
**TOTAL \$7,073.80**

## TAX SUMMARY

RATE	TAX	NET
HST (ON) @ 13%	813.80	6,260.00





Accepted By

Accepted Date

## Product Description

- Helps reduce air conditioning costs.
- Stay cooler by reducing excessive heat in warmer months.
- Helps reduce glare and eye discomfort.
- Helps prolong the life and vibrancy of fabric, furniture and carpets.
- Helps reduce the chance of injury from flying glass.

## Product Performance & Technical Data

Affinity 15								
	Single Pane		Tinted		Double Pane		Double tinted	
Film	1/4" Clear	Affinity 15	1/4" tint	Affinity 15	Dual 1/4" Clear	Affinity 15	Dual 1/4" tint	Affinity 15
Solar Heat Gain Coefficient	0.82	0.23	0.63	0.28	0.70	0.34	0.51	0.28
Visible Light Transmitted	88%	12%	53%	7%	79%	11%	47%	7%
Visible Light Reflected Interior	8%	27%	6%	27%	15%	28%	13%	28%
Visible Light Reflected Exterior	8%	56%	6%	23%	15%	54%	8%	22%
U Value	1.03	1.01	1.03	1.01	0.47	0.47	0.47	0.47
UV Block	43%	99.4%	NA	99.8%	NA	99.6%	NA	99.8%
Total Solar Energy Rejected	18%	77%	37%	72%	30%	66%	49%	72%
Glare Reduction	NA	87%	NA	87%	NA	86%	NA	85%
Heat Loss Reduction	NA	2%	NA	2%	NA	1%	NA	1%
Solar Heat Reduction	NA	72%	NA	56%	NA	51%	NA	45%

### Commercial Solutions Division

3M Center, Building 220-12E-04 St. Paul, MN 55144  
3M.com/windowfilm

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## Health and Safety

When handling any chemical products, read the manufacturers' container labels and the Safety Data Sheets (SDS) for important health, safety and environmental information. To obtain SDS sheets for 3M products go to [3M.com/SDS](http://3M.com/SDS), or by mail or in case of an emergency, call 1-888-364-3577 or 1-651-737-6501. When using any equipment, always follow the manufacturers' instructions for safe operation.

## Technical Information

Technical information and data, recommendations, and other statements provided by 3M are based on information, tests, or experience which 3M believes to be reliable, but the accuracy or completeness of such information is not guaranteed. Such technical information and data are intended for persons with knowledge and technical skills sufficient to assess and apply their own informed judgment to the information. The typical values shown should not be used for the purpose of specification limits. If you have questions about this Product, contact the Customer Service Department at 1-800-852-9722.

## Product Use

Many factors beyond 3M's control and uniquely within user's knowledge and control can affect the use and performance of a 3M product in a particular application. Given the variety of factors that can affect the use and performance of a 3M product, user is solely responsible for evaluating the 3M product and determining whether it is fit for a particular purpose and suitable for user's method of application.

## Warranty

3M warrants that each 3M product will be free from defects in material and manufacture for the length of the product warranty. 3M MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

## Limited Remedy

If a 3M product does not conform to this warranty, the sole and exclusive remedy is, at 3M's option, replacement of the 3M product or refund of the purchase price.

## No Extension of Warranty

In the case of an approved warranty claim, the replacement Product will carry only the remaining term of the original warranty period.

## Limitation of Liability

Except where prohibited by law, 3M will not be liable for any loss or damage arising from the 3M product, whether direct, indirect, special, incidental or consequential, regardless of the legal theory asserted.

### Commercial Solutions Division

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[3M.com/windowfilm](http://3M.com/windowfilm)

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Financial Statements of

# **SAULT AREA HOSPITAL**

And Independent Auditor's Report thereon

Year ended March 31, 2025



**KPMG LLP**  
480 Pim Street, Unit 1  
Sault Ste. Marie, ON P6B 2V4  
Canada  
Telephone 705 949 5811  
Fax 705 949 0911

## **INDEPENDENT AUDITOR'S REPORT**

To the Board of Directors of Sault Area Hospital

### ***Opinion***

We have audited the financial statements of Sault Area Hospital (the Entity), which comprise:

- the statement of financial position as at March 31, 2025
- the statement of operations for the year then ended
- the statement of changes in net assets for the year then ended
- the statement of remeasurement gains and losses for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the “financial statements”).

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2025, and its results of operations, its remeasurement of gains and losses, its changes in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### ***Basis for Opinion***

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

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

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



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

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

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

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

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

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

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

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

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

We also:

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

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



Page 3

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Plan and perform the group audit to obtain sufficient appropriate audit evidence regarding the financial information of the entities or business units within the group as a basis for forming an opinion on the group financial statements. We are responsible for the direction, supervision and review of the audit work performed for the purposes of the group audit. We remain solely responsible for our audit opinion.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slightly slanted style. Below the signature is a horizontal line that starts under the 'K' and extends to the right, ending under the 'P'.

Sault Ste. Marie, Canada

June 23, 2025

# SAULT AREA HOSPITAL

## Statement of Financial Position

March 31, 2025, with comparative information for 2024


(in thousands of Canadian dollars)	2025	2024
<b>Assets</b>		
Current assets:		
Cash	\$ 35,996	\$ 52,081
Accounts receivable (note 2)	8,359	8,567
Inventories	3,162	3,018
Prepaid expenses	2,519	2,069
Current portion of capital funding receivable (note 3)	6,126	5,671
	56,162	71,406
Long-term assets:		
Interest rate swap	434	1,102
Capital funding receivable (note 3)	170,839	176,965
	171,273	178,067
Capital assets (note 4)	287,393	293,344
	\$ 514,828	\$ 542,817

## Liabilities, Deferred Capital Contributions and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities (note 5)	\$ 55,867	68,548
Current portion of lease liability (note 7)	215	208
Current portion of long-term obligations (note 8)	8,923	8,082
	65,005	76,838
Deferred capital contributions (note 9)	243,676	252,578
Long-term obligations:		
Lease liability (note 7)	4,272	4,487
Long-term obligations (note 8)	185,943	191,014
Employee future benefits (note 10)	10,790	10,616
	201,005	206,117
Total liabilities	509,686	535,533
Net assets	4,708	6,182
Accumulated remeasurement gains	434	1,102
	5,142	7,284
Contingencies (note 13)		
Commitments (note 14)		
	\$ 514,828	\$ 542,817

See accompanying notes to the financial statements.

On behalf of the Board:

  
Lisa Bell-Murray, Board Chair

Director

  
Ila Watson, President and CEO

Director

# SAULT AREA HOSPITAL

## Statement of Operations

Year ended March 31, 2025, with comparative information for 2024

(in thousands of Canadian dollars)	2025	2024
<b>Revenue:</b>		
Ministry of Health:		
Ontario Health North base allocation	\$ 214,874	189,042
One-time hospital grants	14,683	19,603
Cancer Care Ontario funding	29,636	23,997
	<u>259,193</u>	<u>232,642</u>
Other revenue:		
Patient revenue	12,924	11,083
Differential and co-payment	2,907	2,369
Recoveries and miscellaneous	24,806	25,382
Amortization of deferred capital contributions:		
- equipment	6,608	4,226
- buildings under capital lease	346	346
	<u>306,784</u>	<u>276,048</u>
Expenses:		
Compensation and benefits	183,223	169,115
Supplies and other	41,824	42,946
Drugs and medical gases	34,174	28,743
Medical staff remuneration	21,708	19,938
Medical and surgical supplies	17,494	15,980
Amortization of capital assets - equipment and buildings under capital lease	8,346	5,828
Interest	658	422
Bad debts	440	443
Rental and lease of equipment	349	216
	<u>308,216</u>	<u>283,631</u>
Deficiency of revenue over expenses from Hospital operations	(1,432)	(7,583)
Interest and amortization of building and service equipment and deferred contributions:		
Recovery of interest and other costs on long-term obligation	14,994	15,403
Interest and other costs on long-term obligation	(14,994)	(15,403)
Amortization of deferred capital contributions	7,914	7,914
Amortization of building and service equipment	(7,956)	(7,956)
Deficiency of revenue over expenses before undernoted	(1,474)	(7,625)
Bill 124 funding for retroactive liabilities	-	9,705
(Deficiency) excess of revenue over expenses	\$ (1,474)	\$ 2,080

See accompanying notes to the financial statements.

# SAULT AREA HOSPITAL

## Statement of Changes in Net Assets

Year ended March 31, 2025, with comparative information for 2024

(in thousands of Canadian dollars)	2025	2024
Net assets, beginning of year	\$ 6,182	\$ 4,102
(Deficiency) excess of revenue over expenses	(1,474)	2,080
Net assets, end of year	\$ 4,708	\$ 6,182

See accompanying notes to the financial statements.

# SAULT AREA HOSPITAL

## Statement of Cash Flows

Year ended March 31, 2025, with comparative information for 2024

(in thousands of Canadian dollars)	2025	2024
Cash flows from operating activities:		
(Deficiency) excess of revenue over expenses	\$ (1,474)	\$ 2,080
Items not involving cash:		
Amortization of capital assets	16,302	13,784
Amortization of deferred capital contributions	(14,868)	(12,486)
Loss on disposal of capital assets	10	1,564
	<u>(30)</u>	<u>4,942</u>
Changes in non-cash working capital:		
Accounts receivable	208	8,904
Inventories	(144)	(244)
Prepaid expenses	(450)	1,456
Accounts payable and accrued liabilities	(12,681)	(7,837)
Employee future benefits	174	306
	<u>(12,923)</u>	<u>7,527</u>
Cash flows from capital activities:		
Purchase of capital assets	(10,361)	(21,524)
Receipt of deferred capital contributions	5,966	9,574
	<u>(4,395)</u>	<u>(11,950)</u>
Cash flows from financing activities:		
Additions to long-term obligations	4,074	2,687
Payment of lease liability	(208)	(202)
Receipt of capital funding receivable	5,671	5,251
Principal payments on long-term obligations	(8,304)	(7,416)
	<u>1,233</u>	<u>320</u>
Decrease in cash	(16,085)	(4,103)
Cash, beginning of year	52,081	56,184
Cash, end of year	\$ 35,996	\$ 52,081

See accompanying notes to the financial statements.

# SAULT AREA HOSPITAL

## Statement of Remeasurement Gains (Losses)

Year ended March 31, 2025, with comparative information for 2024

(in thousands of Canadian dollars)		2025		2024
Accumulated remeasurement gains, beginning of year	\$	1,102	\$	1,132
Unrealized losses attributable to:				
Derivative - interest rate swap		(668)		(30)
Accumulated remeasurement gains, end of year	\$	434	\$	1,102

See accompanying notes to the financial statements.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

---

Sault Area Hospital (the "Hospital") was incorporated by amended letters patent under the Ontario Business Corporations Act on April 26, 2003.

The Hospital is principally involved in providing health care services to Sault Ste. Marie and the surrounding area. The Hospital is a registered charity under the Income Tax Act and as a result is exempt from income taxes under section 149 of the Income Tax Act.

## 1. Significant accounting policies:

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards including the 4200 standards for government not-for-profit organizations.

### a) Revenue recognition:

The Hospital follows the deferral method of accounting for contributions that include donations and government grants.

The Hospital is primarily funded by the Province of Ontario in accordance with budget arrangements established by the Ministry of Health (the "MOH") and Ontario Health North ("OHN").

Operating grants are recorded as revenue in the period to which they relate. Grants approved but not received at the end of an accounting period are accrued. Where a portion of a grant relates to a future period, it is deferred and recognized in that subsequent period. These financial statements reflect arrangements with the MOH with respect to the year ended March 31, 2025.

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

Externally restricted contributions are recognized as revenue in the year in which the related expenses are recognized. Contributions restricted for the purchase of capital assets, including restricted cash, are deferred and amortized into revenue on a straight-line basis at a rate corresponding with the amortization rate for the related capital assets.

Revenue from patient and other services is recognized when the performance obligations are settled, when the goods are sold or the service is provided, the amounts can be reasonably estimated and collection is reasonably assured.

### b) Inventories:

Inventories are recorded at the lower of average cost and net realizable value. Cost comprises all costs to purchase, convert and any other costs incurred in bringing the inventories to their present location and condition.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

---

## 1. Significant accounting policies (continued):

### c) Capital assets:

Capital assets are recorded at cost. Assets are amortized on a straight-line basis over their estimated useful lives:

---

Building and building improvements	20 – 40 years
Building service equipment	10 – 20 years
Leasehold improvements	20 years
Equipment	3 – 20 years
Computer software	10 – 15 years
Computer equipment	3 – 5 years
Buildings under capital lease	Term of the lease

---

Tangible capital assets that are not subject to amortization and received as restricted contributions are recorded at their fair value as a direct increase in net assets at the date of receipt.

Construction in progress is not amortized until construction is complete and the facilities are placed into use.

### d) Capital leases:

Leases are classified as either capital or operating leases. Leases that transfer substantially all of the benefits and inherent risks of ownership of property to the Hospital are accounted for as capital leases. At the inception of the capital lease, an asset is recorded together with its related long-term obligation to reflect the acquisition and financing. Buildings under capital lease are amortized on the same basis as described above. Payments under operating leases are expensed as incurred.

### e) Contributed services:

A substantial number of volunteers contribute a significant amount of their time each year. Because of the difficulty of determining the fair value, contributed services are not recognized in the financial statements.

### f) Related entities:

The notes to financial statements include information of the following entities (note 12):

Sault Area Hospital Foundation  
ONE Health Information Technology Services

The investment in the shared controlled not-for-profit entity, ONE Health Information Technology Services (“ONE HITS”), is accounted for by the modified equity method. The other entity is not consolidated.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

---

## 1. Significant accounting policies (continued):

### g) Employee future benefits:

The Hospital accrues its obligations for employee benefit plans. The cost of non-pension post-retirement and post-employment benefits earned by employees is actuarially determined using the projected benefit method pro-rated on service and management's best estimate of retirement ages of employees and expected health care costs.

Actuarial gains (losses) on the accrued benefit obligation arise from changes in actuarial assumptions used to determine the accrued benefit obligation. The net accumulated actuarial gains (losses) are amortized over the average remaining service period of active employees. The average remaining service period of the active employees covered by the employee benefit plan is 10.9 years.

Past service costs arising from plan amendments are recognized immediately in the period the plan amendments occur.

The Hospital is an employer member of the Healthcare of Ontario Pension Plan (the "Plan"), which is a multi-employer, defined benefit pension plan. The Hospital has adopted defined contribution plan accounting principles for the Plan because insufficient information is available to apply defined benefit plan accounting principles. The Hospital records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the Plan for past employee service.

### h) Use of estimates:

The preparation of the financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenues and expenses during the reporting periods. Significant items subject to such estimates and assumptions include the carrying amount of capital assets; valuation of receivables, inventories; and obligations related to employee future benefits. Actual results could differ from those estimates. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in operations in the year in which they are known.

### i) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Derivative instruments and equity instruments that are quoted in an active market are reported at fair value. All other financial instruments are subsequently recorded at cost or amortized cost unless management has elected to carry the instruments at fair value. Management has elected to record all investments at fair value as they are managed and evaluated on a fair value basis.

Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

---

## 1. Significant accounting policies (continued):

### i) Financial instruments (continued):

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations and any unrealized gain is adjusted through the statement of remeasurement gains and losses.

When the asset is sold, the unrealized gains and losses previously recognized in the statement of remeasurement gains and losses are reversed and recognized in the statement of operations.

Long-term debt is recorded at amortized cost.

### j) Funding adjustments:

The Hospital receives grants from the MOH, OHN and Cancer Care Ontario ("CCO") for specific services. Pursuant to the related agreements, if the Hospital does not meet specified levels of activity, the MOH, OHN or CCO is entitled to seek refunds. Should any amounts become refundable, the refunds would be charged to operations in the period in which the refund is determined to be payable. Should programs and activities incur a deficit, the Hospital records any recoveries thereon in the period in which collection is deemed received.

### k) Public private partnership:

The Hospital recognizes the obligations and rights associated with public-private partnership (PPP) arrangements. The Hospital enters into PPP arrangements to acquire, operate and maintain building capital assets. These arrangements involve a private sector entity, or partner, who shares in the risks and rewards associated with the provision of goods or services.

The Hospital recognizes a PPP asset when it has the right to control the use of the underlying asset, and it is expected that future economic benefits or service potential will flow to the Hospital. The PPP asset is initially measured at the Hospital's cost, which represents fair value at the date of recognition, and subsequently measured at cost less accumulated amortization and any impairment losses.

The Hospital recognizes a PPP liability when it has an obligation to the private sector partner that will be settled by future economic benefits or service potential. The PPP liability is initially measured at the same amount as the related asset, reduced for any consideration previously provided to the private sector partner and subsequently measured at amortized cost using the effective interest method at the discount rate implicit in partnership agreement. Where the implicit contract rate is not determinable, the weighted average cost of capital specific to the public private partnership arrangement, or the private sector partner's cost of capital is used. Payments made are allocated between principal payment on long-term obligations and interest and other costs on long-term obligation.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

## 2. Accounts receivable:

	2025	2024
Patients and clients	\$ 3,786	\$ 2,434
Other	1,692	1,969
Canada Revenue Agency	1,485	232
Cancer Care Ontario	1,177	1,217
Ontario Health North / Ministry of Health	598	2,552
ONE HITS	294	630
	9,032	9,034
Less: allowance for doubtful accounts	(673)	(467)
	\$ 8,359	\$ 8,567

## 3. Capital funding receivable:

	2025	2024
Capital project funding	\$ 176,965	\$ 182,636
Current portion of capital funding	(6,126)	(5,671)
	\$ 170,839	\$ 176,965

The Hospital has recorded a long-term receivable relating to funding from the MOH for construction of the new Sault Area Hospital facility. The MOH has committed to fund the principal repayments relating to the construction obligation, which amounted to \$176,965 at March 31, 2025 (2024 - \$182,636). The funding receivable is recorded at the net present value of MOH grants to be received monthly, with the last monthly grant to be received in October 2040. The net present value is calculated using the effective interest rate method and a discount rate of 7.74%, which is the rate used for the related long-term obligation. Information concerning the long-term obligation relating to the Sault Area Hospital facility is included in note 8.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

## 4. Capital assets:

2025	Cost	Accumulated Amortization	Net Book Value
Land	\$ 1,901	\$ –	\$ 1,901
Building	317,865	111,773	206,092
Building improvements	7,205	351	6,854
Building service equipment	31	31	–
Building under capital lease	5,110	623	4,487
Leasehold improvements	19,126	1,595	17,531
Equipment	87,431	57,476	29,955
Computer software	26,980	9,262	17,718
Computer equipment	2,832	2,832	–
Construction in progress	2,855	–	2,855
	\$ 471,336	\$ 183,943	\$ 287,393

2024	Cost	Accumulated Amortization	Net Book Value
Land	\$ 1,901	\$ –	\$ 1,901
Building	317,865	103,777	214,088
Building improvements	7,098	76	7,022
Building service equipment	31	31	–
Building under capital lease	5,110	415	4,695
Leasehold improvements	18,998	475	18,523
Equipment	81,700	53,035	28,665
Computer software	25,099	6,889	18,210
Computer equipment	2,991	2,991	–
Construction in progress	240	–	240
	\$ 461,033	\$ 167,689	\$ 293,344

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

## 5. Accounts payable and accrued liabilities:

Accounts payable and accrued liabilities consist of:

	2025	2024
Due to Ontario Health North / Ministry of Health	\$ 17,962	\$ 27,026
Accrued liabilities	11,759	19,615
Accrued vacation and sick time payable	10,387	9,419
Salaries and deductions payable	9,796	10,349
Trade payables	5,963	2,139
	\$ 55,867	\$ 68,548

Included in salary and deductions payable are \$2,127 (2024 - 1,902) relating to government remittances.

## 6. Operating credit facilities:

The operating credit facilities are authorized to a maximum of \$30,000 (2024 – \$30,000), are repayable on demand, have interest calculated at bank prime minus 0.85% and are secured by a borrowing resolution. At March 31, 2025, the Hospital had \$30,000 (2024 – \$30,000) available on these credit facilities. The Hospital is in the process of transitioning to a new financial institution, at which point only one facility will remain that will be authorized to a maximum of \$15,000.

## 7. Lease obligation:

The Hospital entered into a 20 year capital lease agreement to obtain use of a rental property with payments due monthly. The lease has an interest rate of 3.00%, expiring on August 31, 2041. The annual lease payments are supported by funding from the MOH.

Future minimum lease payments under the capital lease are due as follows:

2026	\$	346
2027		346
2028		346
2029		346
2030		346
Thereafter		3,957
Total minimum lease payments		5,687
Less amounts representing interest at 3.00%		(1,200)
Present value of net minimum capital lease payments		4,487
Current portion of obligations under capital lease		(215)
	\$	4,272

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

## 8. Long-term obligations:

	2025	2024
Hospital Obligation, due October 13, 2040, monthly payments of \$1,633 including principal and interest at 7.74% secured by the Hospital Development Agreement	\$ 176,965	\$ 182,636
Term loan, due November 14, 2034, interest at 4.52%, payable \$6 monthly including interest	545	–
Term loan, due July 17, 2034, interest at 4.80%, payable \$40 monthly including interest	3,306	–
Term loan, due March 19, 2034, interest at 5.17%, payable \$26 monthly including interest	2,276	2,470
Term loan, due June 15, 2030, interest at 1.69%, payable \$181 monthly including interest (a)	10,921	12,894
Term loan, due May 3, 2030, interest at 4.52%, payable \$3 monthly including interest	167	196
Term loan, due March 27, 2030, interest at 2.63%, payable \$3 monthly including interest	183	216
Term loan, due October 30, 2029, interest at 4.43%, payable \$3 monthly including interest	171	208
Term loan, due August 1, 2028, interest at 5.52%, payable \$7 monthly including interest	249	313
Term loan, due March 28, 2026, interest at 5.63%, payable \$7 monthly including interest	83	163
	194,866	199,096
Current portion of long-term obligations	(8,923)	(8,082)
	\$ 185,943	\$ 191,014

The term loans and single draw credit facility are secured by a borrowing resolution.

The Hospital has an available \$2,000 term facility which is not drawn upon at March 31, 2025 (2024 – \$2,000). The Hospital can access this facility with multiple draws which are repayable quarterly after each draw over a period of four years. Interest can be at a fixed rate or variable rate at the time of the draw. The facility is secured by a borrowing resolution.

The Hospital also has a revolving, multi-draw credit facility authorized to a maximum of \$17,000 (2024 - \$17,000). Each draw from this facility is repayable five years from the date of the drawdown, has interest as prime minus 0.25% and is secured by a borrowing resolution. At March 31, 2025, eight draws (2024 - six draws) were outstanding against this facility totaling \$6,980 (2024 - \$3,566).

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

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## 8. Long-term obligations (continued):

- (a) The Hospital has entered into an interest rate derivative agreement to manage the volatility of interest rates for the term loan due June 15, 2030. The Hospital has converted floating rate debt for fixed rate debt. The fair value of the interest rate swap is an asset of \$434 (2024 - \$1,102) and has been determined using Level 3 of the fair value hierarchy. The related derivative agreement is in place until the maturity of the debt.

Principal due on the long-term debt is as follows:

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2026	\$	8,923
2027		9,400
2028		10,001
2029		10,601
2030		11,242
Thereafter		144,699
	\$	194,866

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### Hospital obligation:

The financial statements reflect an obligation associated with the construction of the hospital which will be fully extinguished in October 2040. On August 7, 2007, the Hospital entered into a Development Accountability Agreement with the MOH to support the implementation of the Sault Area Hospital Project. The funding of the total construction costs and related obligation are shared between the MOH at approximately 90% and the Hospital at approximately 10%. The Hospital paid its full obligation at substantial completion in October 2010 and the MOH's obligation, consisting of principal and interest, is to be paid annually and matures in October 2040. Annual funding from the MOH is conditional upon an appropriation of funds by the Legislature of Ontario in the fiscal year in which the payment becomes due.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

## 9. Deferred capital contributions:

Deferred capital contributions represent the unamortized amount received for the purchase of capital assets. The changes in the deferred contributions balance are as follows:

	2025	2024
Balance, beginning of year	\$ 252,578	\$ 255,490
Contributions received during the year	5,966	9,574
Less: amounts recognized in revenue	(6,954)	(4,572)
Less: amounts amortized to revenue	(7,914)	(7,914)
Balance, end of year	\$ 243,676	\$ 252,578

## 10. Employee future benefits:

The Hospital provides extended health care, dental and semi-private benefits to certain employees. Information about the Hospital's benefit plan is as follows:

	2025	2024
Employee future benefit liability, beginning of year	\$ 10,616	\$ 10,310
Benefit costs	737	716
Benefit contributions	(563)	(410)
Employee future benefit liability, end of year	\$ 10,790	\$ 10,616

The significant actuarial assumptions adopted in estimating the Hospital's accrued benefit obligations are as follows:

Discount rate	4.50%
Dental benefits cost escalation	2.75%
Medical benefits costs escalation - extended health care	4.50% - 6.00%

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

## 10. Employee future benefits (continued):

Included in compensation and benefits on the statement of operations, is an amount of \$174 (2024 - \$306) regarding employee future benefits and is comprised of:

	2025	2024
Current service cost	\$ 606	\$ 578
Interest cost	403	379
Amortization of actuarial losses	(272)	(241)
	737	716
Less: payments made	(563)	(410)
	\$ 174	\$ 306

## 11. Pension plan:

Employees of the Hospital are eligible to be members of the Healthcare of Ontario Pension Plan (the "Plan") which is a multi-employer defined benefit pension plan. Contributions to the Plan made during the year on behalf of the employees amounted to \$11,399 (2024 – \$11,319) and are included in the statement of operations.

## 12. Other entities:

This section addresses disclosure requirements regarding the Hospital's relationships with related entities. The relationship can be one of economic interest or shared control.

### (a) Sault Area Hospital Foundation:

The Hospital has an economic interest in the Sault Area Hospital Foundation. The Foundation was established to solicit funds on behalf of the Hospital. All of the Foundation's net assets must be provided to the Hospital or used for the Hospital's benefit. The Foundation has net assets totaling \$12,185 (2024 – \$12,375) for the benefit of the Hospital.

### (b) ONE Health Information Technology Services:

ONE HITS is a shared service organization established for the purposes of providing technology, information systems and related capital implementation and support services to participating hospitals in Northeastern Ontario on a full cost recovery basis. SAH has shared control over ONE HITS. Voting rights are outlined in the Membership Agreement and Amending Agreement #1 between ONE HITS and the member hospitals. SAH is a Class B member and has one vote of a total of 13 votes. SAH's proportionate share of financing requirements is 9.17%. Included in the Hospital's reported balance of accounts receivable at March 31, 2025 are amounts owing from ONE HITS of \$294 (2024 – \$630).

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

## 12. Other entities (continued):

### (b) ONE Health Information Technology Services (continued):

Financial information for ONE HITS for the March 31 fiscal periods reflected herein is as follows:

		2025		2024
<b>Financial position</b>				
Current assets	\$	19,885	\$	19,641
Non-current assets		30,617		26,951
Total assets	\$	50,502	\$	46,592
<b>Results of operations</b>				
Revenues	\$	16,088	\$	12,019
Expenses		16,088		12,019
Excess of revenue over expenses	\$	–	\$	–

## 13. Contingencies:

### (a) Legal matters and litigation:

The Hospital is involved in certain legal matters, litigation and disputes, the outcomes of which are not presently determinable. The loss, if any, from these contingencies will be accounted for in the periods in which the matters are resolved.

### (b) Employment matters:

During the normal course of operation, the Hospital is involved in certain employment related negotiations and has recorded accruals based on management's estimate of potential settlement amounts where these amounts are reasonably determinable.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

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## 13. Contingencies (continued):

### (c) Healthcare Insurance Reciprocal of Canada:

On July 1, 1987, a group of health care organizations, ("Subscribers"), formed Healthcare Insurance Reciprocal of Canada ("HIROC"). HIROC is registered as a Reciprocal pursuant to provincial Insurance Acts which permit persons to exchange the other person's reciprocal contract of indemnity insurance. HIROC facilitates the provision of liability insurance coverage to health care organizations in the provinces and territories where it is licensed. Subscribers pay annual premiums, which are actuarially determined, and are subject to assessment for losses in excess of such premiums, if any, experienced by the group of subscribers for the years in which they were a subscriber. No such assessments have been made to March 31, 2025.

### (d) Pay equity:

The Hospital is monitoring the development of potential future pay equity plans involving a specific employee group. It is not possible at this time to make an estimate of the amount that may be payable to this labour group and accordingly no provision has been made in the financial statements.

## 14. Commitments:

### Lifecycle and maintenance costs:

The Hospital signed an agreement with Hospital Infrastructure Partners (Sault), to build, maintain and finance the new Sault Area Hospital facility. Construction commenced in August 2007 with substantial completion on October 13, 2010 at which time the 30-year agreement commenced.

For the term of the agreement, variable monthly payments in excess of \$300 will be paid to cover facility maintenance and various lifecycle costs. A portion of the payments are indexed and escalate as per the agreement.

The MOH has approved an annual grant to fund the lifecycle component of these payments, with funding for the MOH's share of the facility maintenance costs incorporated into the Hospital's operating grants.

### Physician Recruitment Program:

The Hospital participated in a physician recruitment program in partnership with the City of Sault Ste. Marie and the Group Health Centre. The net expenditure for the year represents the Hospital's contribution to administrative costs of this program.

## 15. Other votes and other funding sources:

The Hospital administers a number of independent programs on behalf of the MOH and other agencies. These programs which provide separate and distinct funding for specific mandates and expenditures are limited to the amount of grant provided. Grants are recognized for specified levels of activity and any amounts to be returned to the Ministry are reflected in current liabilities. Expenditures in excess of the grants provided are the responsibility of the Hospital.

# SAULT AREA HOSPITAL

Notes to Financial Statements  
(in thousands of Canadian dollars)

Year ended March 31, 2025

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## 16. Financial risks and concentration of credit risk:

### (a) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. The Hospital is exposed to credit risk with respect to accounts receivable and other investments.

The Hospital assesses, on a continuous basis, accounts receivable and provides for any amounts that are not collectible in the allowance for doubtful accounts. The maximum exposure to credit risk of the Hospital at March 31, 2025 is the carrying value of these assets.

The carrying amount of accounts receivable is valued with consideration for an allowance for doubtful accounts. The amount of any related impairment loss is recognized in the statement of operations. Subsequent recoveries of impairment losses related to accounts receivable are credited to the statement of operations.

The Hospital follows an investment policy approved by the Board of Directors. The maximum exposure to credit risk of the Hospital at March 31, 2025 is the carrying value of these assets.

There have been no significant changes to the credit risk exposure from 2024.

### (b) Liquidity risk:

Liquidity risk is the risk that the Hospital will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Hospital manages its liquidity risk by monitoring its operating requirements. The Hospital prepares budget and cash forecasts to ensure it has sufficient funds to fulfill its obligations.

Accounts payable and accrued liabilities are generally due within 60 days of receipt of an invoice.

The Hospital's future liquidity risk increased in fiscal 2024 due to the effect of an operating loss and the impact of recent wage settlements and the impact of wage increases has continued in the current year. In addition, the impact of increasing inflationary cost pressures, investment in Information Technology, tariffs, general economic conditions and financial pressures from patient volumes and acuity will likely lead to additional cost increases. It remains uncertain whether the MOH will continue to fully fund these expenses on a go forward basis. The Hospital will require sufficient and timely funding from the MOH to fulfil its obligations on a timely basis and at a reasonable cost.

## 17. Comparative information:

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current period. The changes do not affect the prior year excess of revenue over expenses for the year.

# SAULT AREA HOSPITAL

## Schedule of Operations

Year ended March 31, 2025, with comparative information for 2024

(in thousands of Canadian dollars)	Hospital Operations	Other Votes	Other Funded	Total 2025	Total 2024
<b>Revenue:</b>					
Ministry of Health:					
Ontario Health North based allocation	\$ 199,546	15,128	200	\$ 214,874	\$ 189,042
One-time hospital grants	14,683	-	-	14,683	19,603
Cancer Care Ontario funding	29,636	-	-	29,636	23,997
	243,865	15,128	200	259,193	232,642
<b>Other revenue:</b>					
Patient revenue	12,924	-	-	12,924	11,083
Differential and co-payment	2,907	-	-	2,907	2,369
Recoveries and miscellaneous	23,553	593	660	24,806	25,382
Amortization of deferred capital contributions:					
- equipment	5,493	1,115	-	6,608	4,226
- buildings under capital lease	-	346	-	346	346
	288,742	17,182	860	306,784	276,048
<b>Expenses:</b>					
Compensation and benefits	169,637	12,858	728	183,223	169,115
Supplies and other	39,274	2,418	132	41,824	42,946
Drugs and medical gases	34,172	2	-	34,174	28,743
Medical staff remuneration	20,873	835	-	21,708	19,938
Medical and surgical supplies	17,476	18	-	17,494	15,980
Amortization of capital assets - equipment and buildings under capital lease					
	6,949	1,397	-	8,346	5,828
Interest	520	138	-	658	422
Bad debts	440	-	-	440	443
Rental and lease of equipment	299	50	-	349	216
	289,640	17,716	860	308,216	283,631
<b>Deficiency of revenue over expenses from Hospital operations</b>					
	(898)	(534)	-	(1,432)	(7,583)
<b>Interest and amortization of building and service equipment and deferred contributions:</b>					
Recovery of interest on long-term obligation	14,994	-	-	14,994	15,403
Interest on long-term obligation	(14,994)	-	-	(14,994)	(15,403)
Amortization of deferred capital contributions	7,914	-	-	7,914	7,914
Amortization of building and service equipment	(7,956)	-	-	(7,956)	(7,956)
<b>Deficiency of revenue over expenses before undernoted</b>					
	(940)	(534)	-	(1,474)	(7,625)
Bill 124 funding for retroactive liabilities	-	-	-	-	9,705
<b>Excess (deficiency) of revenue over expenses</b>	<b>\$ (940)</b>	<b>(534)</b>	<b>-</b>	<b>\$ (1,474)</b>	<b>\$ 2,080</b>

## **Community Development Fund Application Form**

### **Green Initiatives Program Fund**

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.

<b>Intake</b>	<b>Submission Period</b>	<b>Application Due</b>	<b>ESC and Council Review</b>	<b>Project Implementation</b>
<input type="checkbox"/> Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
<input checked="" type="checkbox"/> Q2	<b>April 1 – June 30</b>	<b>Last Friday in June of each calendar year</b>	<b>July</b>	<b>After August 1</b>
<input type="checkbox"/> Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
<input type="checkbox"/> 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 Theatre Workshop

**Address:** 121 Pittsburgh Ave, Sault Ste. Marie, ON P6C 5A9

**Phone Number:** N/A **Fax:** N/A

**Contact Name:** Megan Wigmore

**Email:** [megan.wigmore@gmail.com](mailto:megan.wigmore@gmail.com)

**Phone:** 705-297-4484

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

Bobbi Gasparelli – Chair

Calvin Lane – Vice Chair

Ada Crowder – Treasurer

CJ Morton – Secretary

Ron McLean – Building Manager

Sandra Houston – Box Office

Val Wilson – Costuming Supervisor

Megan Wigmore – Fundraising Chair

Marc Beaudette – Member at Large

Sandra Forsell – Member at Large

Darryl Patterson – Member at Large

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

Sault Theatre Workshop is Sault Ste. Marie's oldest theatre company, producing community theatre for over 75 years. Our mandate has included live amateur theatre productions, acting workshops, training opportunities, festivals, adjudicated productions, and youth theatre teaching programs. For the last 25 years, we have been stewards of the Studio Theatre at 121 Pittsburgh Avenue: an active arts and culture space that has played host to hundreds of events (rehearsals, productions, concerts, workshops, and more). As of May 2026, we now co-own that space with another local theatre company, Algoma Repertory Theatre (ART). Our recent partnership has aligned the interests and energies of two amateur theatre companies to revitalize the space at 121 Pittsburgh Avenue so that it can continue to fulfill Sault Theatre Workshop's mandate and expand to include more community theatre with ART.

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

As of May 2026, we are in a partnership with Algoma Repertory Theatre (ART). Should you wish to speak to a contact with ART, Marc Beaudette is the current President and can be reached at [algomarepertorytheatre@gmail.com](mailto:algomarepertorytheatre@gmail.com) or 705-943-9519.

**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 grant report)**

Sault Theatre Workshop is seeking support for improving the energy efficiency of our building by replacing 6 windows in the main performance space. The current windows are at least 50 years old, if not much older. They have wooden frames that are rotting, and single panes of glass. At least one was recently broken.



Three main windows on each side of the building will be replaced.

Replacing single-pane windows with modern units provides one of the highest returns on environmental sustainability in legacy facilities. We are hoping to replace these windows with ENERGY STAR rated windows which will support more efficient heating/cooling of our building.

Ideal timing for window replacement will be in the warmer months – with a goal of having this installation complete as soon as possible but by October at the latest to ensure minimal disruption to our upcoming theatrical programming. A proposed project timeline could look like this:

August 2026:	Procurement finalized upon grant approval notification.
Fall 2026:	On-site preparation by volunteers and professional window installation.
By December 2026:	Submission of Final Grant Report with final invoices.

**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).**

We have been actively communicating with the community regarding our needs to revitalize our building. Should we receive GIF support, we would happily share the news via press release and on our website and social media pages, and we would hold space in our programs for all theatrical performances for the next 2 years for an advertisement supporting GIF, and include them in any sections of the program that allow us to offer thanks for the support toward our project.

The target audience of our project is the arts community – specifically user groups and audience members who will benefit from these facility improvements. Anticipated impact will be improvements in energy efficiency, reduction in operating costs for our charitable organization, possibility of deferring a large capital purchase (replacement of our furnace) and increased usage of the facility. As a spillover, we hope that advertisement provided in recognition of the grant will also provide an education opportunity for our patrons.

**Section 4: Costs and Financing**

**Total amount of assistance requested \$7,042.03**

**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.**

GIF Funds will be used to purchase and professionally install 6 new, energy efficient windows for 121 Pittsburgh Avenue. Quotes and budget are attached for reference.

**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.**

We are not a City Department.

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

Yes  No

**If yes, please specify:** We have successfully received ACAP funding.

**Have you received Green Initiative funding from the City previously?**

No  Yes  Amount (\$) \_\_\_\_\_

Project Title / Description: We have not received GIF support.

**What was the last year received:** N/A (specify year)

**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  
*Please see attached quote and budget template.*
- ii) Financing arrangements (e.g., equity, loans, etc.) and funding partners  
*Sault Theatre Workshop has adequate cash reserves at present (thanks to the new partnership with ART) to support the initial outlay of expense for the windows prior to reimbursement.*
- iii) In-kind contributions  
*Volunteers will contribute time in-kind to support preparation for installation.*
- iv) Balance, Financial Statements, Cash flow projections (historical and projected), where appropriate  
*N/A*
- v) Demonstrated need for assistance and supporting documentation and applications to other government assistance programs, etc.  
*While our financial picture has improved over last year, Sault Theatre Workshop operates on a limited budget. We are seeking support from a variety of community groups, organizations and granting streams for facility improvements this year. Most recently, we submitted a request through Ontario's EASE grant program to support installation of a ramp and accessible washroom. Community support for facility improvements helps make the facility more attractive for community use. While community use rates are affordable, they do help offset the expense of operating the facility – helping our charity stretch operating dollars further for arts programming.*

## **Section 5: Environmental Benefits**

### **Description of how the project aims towards or achieves environmental sustainability.**

Replacement of old windows is recognized as an easy way to improve energy efficiency of any building. This replacement will mark a significant improvement: from wooden frame, single pane windows to new, well-insulated and ENERGY STAR rated efficient models. It is expected to permanently reduce our facility's heating and cooling energy demands, and consequently reduce our building's emissions.

### **If your project looks to replace a piece of equipment (e.g. fluorescent lighting with LED), please explain how the old materials will be disposed of, ensuring that they are decommissioned properly or recycled, if applicable.**

Due to their extremely poor condition, the old windows cannot be refurbished or reused, but we are committed to minimizing landfill impact. We will work with our contractor to separate materials during extraction, ensuring that any recyclable glass or metals are diverted to appropriate local recycling streams, leaving only the non-salvageable material for safe landfill disposal.

**If applicable, has your project considered local, regional, and/or Provincial supply chain, such as the materials used in their production and transportation. If so please explain the ways you have considered local supply chains in the materials of the goods or products you are seeking, and their impacts on sustainability.**

Yes, our project has intentionally prioritized a Provincial supply chain for the procurement of our energy-efficient windows. The custom windows are being sourced from NorthStar Windows & Doors, located in St. Thomas, Ontario. NorthStar products are engineered specifically for the challenges of the Canadian climate, ensuring long-term product durability and peak thermal performance.

Shipping products domestically from Southwestern Ontario to Sault Ste. Marie eliminates the significant carbon footprint associated with long-haul international freight or cross-border shipping. This localized transportation loop substantially reduces greenhouse gas emissions (GHGs) directly associated with our project's procurement phase.

### **Section 6: Community Benefits**

**If applicable, does your project seek to support local businesses with the purchase of goods and/or services that you are applying for funding for?**

The quote provided for materials and installation is from Soo Mill, in Sault Ste. Marie. Utilizing this local vendor ensures that 100% of the grant's financial footprint directly supports our local retail economy and safeguards local trade and installation jobs here in the Sault.

**Does the project complement or connect to other local initiatives? If so, how?**

Facility improvements at 121 Pittsburgh Avenue are part of a larger project to revitalize the building and create a thriving small theatre space in Sault Ste. Marie. While our city offers access to many recreational spaces for sports and leisure, there are fewer dedicated spaces for arts and culture. The Studio Theatre offers a purpose-driven and affordable space for small performances (100-150 audience members) that is unlike any other venue in our community. Community theatre creates inclusive spaces for people of all ages and abilities, and is a venue where many find connection and purpose. Not only will new windows improve the efficiency of our building, reducing operating costs – they'll improve the experience of all who use the facility.

**What is the anticipated short, medium and/or long-term impact on the community as a whole from your planned project? Please refer to section 3.3 of the Terms of Reference.**

**Short term:** Efficiency improvements are expected to lower operating costs, and could additionally help to extend the life of our heating and cooling system – which have had to work harder due to the poor insulation provided by the current windows. The furnace in particular is nearing end of life, and will be a large expense for our charity to shoulder.

**Medium term:** Any improvements to our facility enhance the ability for our community to make meaningful use of the space. New windows improve the aesthetics of the space, and could help to encourage more groups to make use of the building for their arts and cultural activities.

**Long term:** Our hope is to host a thriving hub for arts in the community – facility improvements are expected to create positive momentum which will contribute to this long-term vision.

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

Our community theatre draws a disparate audience that GIF may not otherwise be reaching. As thanks for approving our request, we are happy to provide space in our program pamphlets (distributed to every audience member) that can be used by GIF to promote their program, or to place awareness messaging.

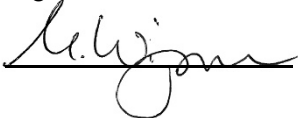
**Section 7**

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 25 day of June, 2026

NAME	Title	Signature	Phone Number
<u>Megan Wigmore</u>	<u>Fundraising Chair</u>		<u>705-297-4484</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](mailto:e.cormier2@cityssm.on.ca)

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDRED.**

**FOR OFFICE USE ONLY**

**Application Received By:** \_\_\_\_\_ **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.

**Energy Efficient Window Upgrade - Sault Theatre Workshop**

**Scope:** Replacement of 6 windows in main theatre space.

Item	Units	Unit Cost	Subtotal	Non-rebatable HST	Total Cost	Rebatable HST	Notes and/or Description
6 picture windows - manufacturer quote	6	\$ 440.49	\$ 2,642.92	\$ 104.13	\$ 2,747.05	\$ 239.45	See Manufacturer Quote - \$2986.50 incl HST
Installation services	1	\$ 4,132.17	\$ 4,132.17	\$ 162.81	\$ 4,294.98	\$ 374.37	Soo Mill Quote, minus Manufacturer quote
<b>TOTAL REQUESTED</b>					<b>\$ 7,042.03</b>	<b>\$ 613.82</b>	Total requested plus rebatable HST equals full quoted total from Soo Mil

# Soo Mill & Lumber Co. Ltd.

539 Great Northern Road  
Sault Ste. Marie, Ontario P6B 5A1  
(705) 759-0533  
installs@soomill.com | www.soomill.com



## RECIPIENT:

### Marc Beaudette

121 Pittsburgh Avenue  
Sault Ste. Marie, Ontario P6C 5A9  
Phone: (705) 254-3366

## Quote #12181

Sent on	Jun 25, 2026
Service	Windows
Payments	<a href="http://www.soomill.com/payonline">www.soomill.com/payonline</a>

<b>Total</b>	<b>\$7,655.85</b>
--------------	-------------------

Product/Service	Description	Unit Price
Supply & Install 6 New Windows	<p>Remove and dispose of windows down to the rough stud openings for the 6 windows in the theatre. See attached manufacturer quote for window specifications.</p> <p>Install new windows, including the following:</p> <ul style="list-style-type: none"><li>- Installation assuring that they are level and square in the opening.</li><li>- Shim as required</li><li>- Secure with nails and/or screws as required</li><li>- Insulate around the installed windows with low expansion foam</li><li>- Cap exterior of windows with white flatstock</li><li>- Seal exterior with premium exterior caulking in white</li><li>- Keep existing casings and apron</li></ul> <p>Haul away and remove all jobsite debris, leaving the work area clean.</p> <p>Customer is responsible for required building permits.</p>	\$6,775.09

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Product/Service	Description	Unit Price
Work Site Access for Windows & Doors	<p>1. Remove Window Treatments: Take down blinds, curtains, or drapes from the windows to prevent any damage and allow installers easy access to the frames. Reinstallation is the responsibility of the homeowner.</p> <p>2. Move Furniture: Clear the area around the windows/doors by moving furniture and other items a few feet away. This gives the installation team space to work safely and efficiently. The homeowner is responsible for restoring all furniture to its original placement.</p> <p>3. Clear the Exterior: If there are any obstructions outside, such as plants or decorations, consider moving them out of the way to allow easy access for the installers.</p> <p>4. Ensure Access: Make sure the installation team can easily access your home, including the entry points and window areas, both inside and outside. This includes snow removal and access paths to windows/doors.</p> <p>By preparing your home in advance, you can help the installation go smoothly and quickly! If you need any assistance or have special requests, feel free to reach out to us.</p> <p>Please note that Soo Mill &amp; Lumber Co., their employees/subtrades are not responsible for any damage or loss to any furniture that has to be moved or window treatments left in place that have to be removed.</p>	\$0.00

Warranty	<p>We, Soo Mill &amp; Lumber Co., provide a one-year workmanship warranty for all services performed. This warranty guarantees that our work is free from defects for one year from the completion date. It covers workmanship issues but excludes damage from misuse, neglect or lack of maintenance. Clients must report any defects in writing within 30 days. This warranty is non-transferable.</p> <p>Manufacturer Warranties:                      In addition to our one-year workmanship warranty, all other warranties are as specified by the manufacturer. These warranties may cover various aspects of the products used in our services, including defects in materials and workmanship. Please refer to the manufacturer's documentation for specific terms and conditions.</p>	\$0.00
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\* Non-taxable

**Prices are valid for 14 days unless otherwise specified. Please be aware that a deposit of \$3,827.93 is required upon acceptance.**

<b>Subtotal</b>	\$6,775.09
<b>HST (13.0%)</b>	\$880.76
<b>Total</b>	<b>\$7,655.85</b>


## Soo Mill & Lumber Co. Ltd.

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### Attachments

View online <https://l.jbbr.io/YebfIZq>

 STW Windows - 01140863.pdf

NOTE: Upon acceptance, a 50% deposit is required, followed by a 25% deposit before materials are delivered to the job site. The balance is due after the project has reached substantial completion and can be declared ready to use, or prior to material delivery if Soo Mill is not responsible for conducting the work.

Any additional work required owing to site circumstances known to the Owner but not reported, or which could not be reasonably expected, is not included in this estimate and will be added to the total cost of the project. All additional work must be approved in writing prior to the start of the job. Soo Mill & Lumber Company Limited is not responsible for delays caused by strikes, material unavailability or damage, clerical errors, unfavourable weather conditions, revisions to the scope of work, or other situations beyond Soo Mill's control that are not compensable. The Owner is responsible for any materials left on the job site, and any extra materials must be returned to Soo Mill once the job is completed. Soo Mill & Lumber Company Limited is fully insured, and our employees are covered by Workers' Compensation Insurance.

#### Interest & Balance:

Please note the balance is due upon receipt of invoice. If payment has not been received in 30 days, interest will occur. After 30 days, a payment of 10% of your balance owing is required; interest rates on unpaid balances are 2.4% per month and 28.8% per annum.

#### Online Payment Options:

Payments can be accepted via 'www.soomill.com/payonline' or Add 'Soo Mill & Lumber Company LTD' as a Payee through your Online Banking. \*\*Please use your Soo Mill Account Number when adding Payee.

"By electronically or physically signing this quotation, I authorize Soo Mill & Lumber Co. Ltd. to obtain credit information about me in conjunction with my acceptance of the agreement for work and other materials to be supplied for the completion of the job as indicated above".


Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Customer Quotation**

From  
 Soo Mill & Lumber Company  
 539 Great Northern Road  
 Sault Ste. Marie, ON P6B 5A1  
 705-759-0533

Customer  
 Sault Theatre Workshop

Ref # 1140863  
 PO #  
 Date 6/25/2026  
 Ord Type Installed

Line	Mdl	Qty	Description	Color	Width	Height	Unit Cost	Net	Wty	
1	1071	6	Picture (No Sash)	White	33 1/2	56 1/2	410.34	2,462.04		
			R.O. : 34 1/2 x 57 1/2							
			Low E							
			Argon	Yes			19.04	114.24		
										
Total Jamb Depth = 3.25										
ER: 41 Energy Star Qualified: Yes U: 0.28 SHGC: 0.63 VT: 0.71										
Line Item Total							429.38	2,576.28		

**Misc Parts**

96.0	FEET	Mullion Groove Cover - White	100.5278WHT	0.69	66.64
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<b>Sub Total</b>	<u>2,642.92</u>
<b>HST Tax</b>	343.58
<b>Deposit</b>	<u>0.00</u>
<b>Grand Total</b>	2,986.50

Windows Manufactured by North Star Windows and Doors

Screws through the nail fin only is NOT a full installation. Installation through the frame or using installation clips are the only approved methods of installation, failure to do so will VOID the warranty. Details can be found at: <https://www.northstarwindows.com/installation-instructions/> .

## PICTURE WINDOWS

Available in extrusions that match all of our operating windows, the picture window's simplicity makes it the most versatile of our line. They can be combined in a series of fixed and operable windows to enhance your décor and view.





*Shown with brickmould/sill and jamb receptor.*

## **NS 1000 SERIES**

Our most popular window, the 1000 Series, has a traditional look with a 3- $\frac{1}{4}$ " deep frame that is well suited for most applications. Energy efficient and durable, this window is available with various styles of brickmould and jamb extensions.

## IMPRESSIVE FEATURES, UNEQUALED PERFORMANCE

Whether you're building a new home or upgrading to today's standards, North Star has an extensive range of quality, energy-efficient and full-featured windows that are not only beautiful, but offer exceptional value.

A more energy efficient glass product will improve your home's energy performance in every season, so you'll save energy – and money – year-round.

### Standard Features For All Of Our Energy-Efficient Quality Windows

#### OPTIONAL TRIPLE PANE

The addition of a third glass pane provides a secondary chamber for optimal insulation and comfort. For unparalleled performance and superior energy efficiency, ask for North Star's optional triple pane windows.



#### 1. SUPER SPACER®

The Quanex Premium Super Spacer between glass panes resists condensation, reduces noise and boosts R-values by up to 30%.

#### 3. FUSION WELDED

The corners on all North Star frames and sashes are fusion welded for added strength and a perfect seal.

#### 2. ENERGY ADVANTAGE™ LOW-E

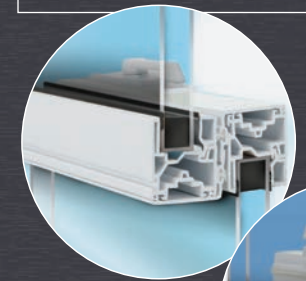
Energy Advantage Low-e is a high performance, energy-efficient glass that features a near-invisible coating that reduces the amount of heat lost while letting in light. Where solar heat gain protection is required, LoE366 upgrade is available.

#### 4. ENERGY EFFICIENT EXTRUSIONS

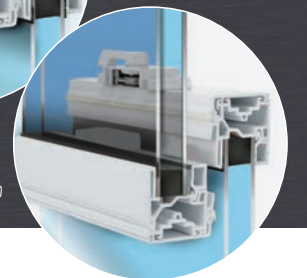
North Star's multi-chambered vinyl extrusions save energy and money, resist warping, cracking and peeling.

#### INTERLOCK

Interlocking meeting rail design adds strength and durability while keeping out air and water.



Closed position



Open position

### Quality Options and Accessories

#### VIRTUALLY MAINTENANCE-FREE EXTERIORS

Pilkington Activ™ Self-Cleaning Glass is available in every North Star window.

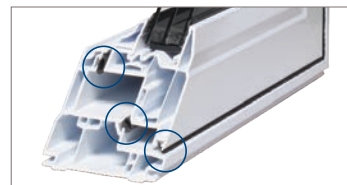
This optional self-cleaning glass features a unique treatment that allows the glass to break down organic dirt that collects on the surface. Dirt then washes away with the next rain.

#### STYLISH ACCESSORIES

North Star offers a range of accessory options, including wood or vinyl jamb extensions which make a seamless transition from the window frame to your interior finish. Exterior accessories include brickmould with built in siding J-channel and nail fins for ease of installation, and a weather-tight seal to the outdoors.

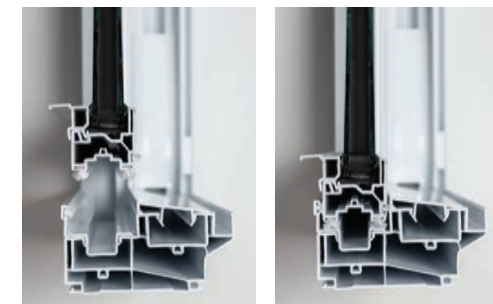
#### SEALS OUT THE WEATHER

Long lasting protection against water and air infiltration is a benefit of Triple Weatherstripping in our casement and awning windows.



#### POCKET SILL

Standard pocket sill for maximum energy efficiency. This proven design with four weatherstrip contacts ensures wind and water remain outside.



Open position

Closed position

Our products are tested and certified by Energy Star and comply with American Architectural Manufacturers Association (AAMA) standards. We're so confident in our windows and doors that we back them with a transferable, limited lifetime warranty.

Learn more at: [energystar.gc.ca](http://energystar.gc.ca) (Canada) [energystar.gov](http://energystar.gov) (USA)



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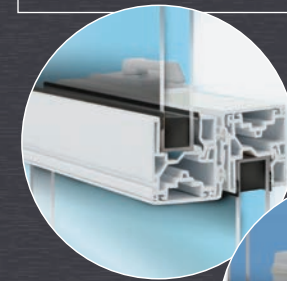
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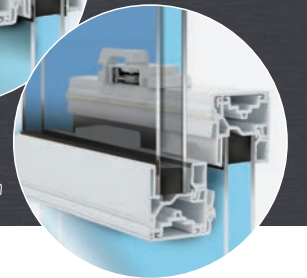
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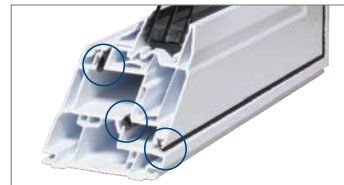
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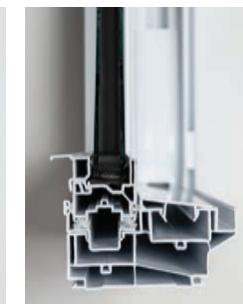


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## RECIPIENT:

### Marc Beaudette

121 Pittsburgh Avenue  
Sault Ste. Marie, Ontario P6C 5A9  
Phone: (705) 254-3366

## Quote #12181

Sent on	Jun 25, 2026
Service	Windows
Payments	<a href="http://www.soomill.com/payonline">www.soomill.com/payonline</a>

<b>Total</b>	<b>\$7,655.85</b>
--------------	-------------------

Product/Service	Description	Unit Price
Supply & Install 6 New Windows	<p>Remove and dispose of windows down to the rough stud openings for the 6 windows in the theatre. See attached manufacturer quote for window specifications.</p> <p>Install new windows, including the following:</p> <ul style="list-style-type: none"><li>- Installation assuring that they are level and square in the opening.</li><li>- Shim as required</li><li>- Secure with nails and/or screws as required</li><li>- Insulate around the installed windows with low expansion foam</li><li>- Cap exterior of windows with white flatstock</li><li>- Seal exterior with premium exterior caulking in white</li><li>- Keep existing casings and apron</li></ul> <p>Haul away and remove all jobsite debris, leaving the work area clean.</p> <p>Customer is responsible for required building permits.</p>	\$6,775.09

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Product/Service	Description	Unit Price
Work Site Access for Windows & Doors	<p>1. Remove Window Treatments: Take down blinds, curtains, or drapes from the windows to prevent any damage and allow installers easy access to the frames. Reinstallation is the responsibility of the homeowner.</p> <p>2. Move Furniture: Clear the area around the windows/doors by moving furniture and other items a few feet away. This gives the installation team space to work safely and efficiently. The homeowner is responsible for restoring all furniture to its original placement.</p> <p>3. Clear the Exterior: If there are any obstructions outside, such as plants or decorations, consider moving them out of the way to allow easy access for the installers.</p> <p>4. Ensure Access: Make sure the installation team can easily access your home, including the entry points and window areas, both inside and outside. This includes snow removal and access paths to windows/doors.</p> <p>By preparing your home in advance, you can help the installation go smoothly and quickly! If you need any assistance or have special requests, feel free to reach out to us.</p> <p>Please note that Soo Mill &amp; Lumber Co., their employees/subtrades are not responsible for any damage or loss to any furniture that has to be moved or window treatments left in place that have to be removed.</p>	\$0.00

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\* Non-taxable

**Prices are valid for 14 days unless otherwise specified. Please be aware that a deposit of \$3,827.93 is required upon acceptance.**

<b>Subtotal</b>	\$6,775.09
<b>HST (13.0%)</b>	\$880.76
<b>Total</b>	<b>\$7,655.85</b>


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### Attachments

View online <https://l.jbbr.io/YebfIZq>

 STW Windows - 01140863.pdf

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"By electronically or physically signing this quotation, I authorize Soo Mill & Lumber Co. Ltd. to obtain credit information about me in conjunction with my acceptance of the agreement for work and other materials to be supplied for the completion of the job as indicated above".


**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Customer Quotation**

From  
 Soo Mill & Lumber Company  
 539 Great Northern Road  
 Sault Ste. Marie, ON P6B 5A1  
 705-759-0533

Customer  
 Sault Theatre Workshop

Ref # 1140863  
 PO #  
 Date 6/25/2026  
 Ord Type Installed

Line	Mdl	Qty	Description	Color	Width	Height	Unit Cost	Net	Wty	
1	1071	6	Picture (No Sash) R.O. : 34 1/2 x 57 1/2	White	<b>33 1/2</b>	<b>56 1/2</b>	410.34	2,462.04		
			Low E Argon	Yes			19.04	114.24		
										
Total Jamb Depth = 3.25										
ER: 41 Energy Star Qualified: Yes U: 0.28 SHGC: 0.63 VT: 0.71										
Line Item Total								429.38	2,576.28	

**Misc Parts**

96.0	FEET	Mullion Groove Cover - White	100.5278WHT	0.69	66.64
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<b>Sub Total</b>	<u>2,642.92</u>
<b>HST Tax</b>	343.58
<b>Deposit</b>	<u>0.00</u>
<b>Grand Total</b>	2,986.50

Windows Manufactured by North Star Windows and Doors

Screws through the nail fin only is NOT a full installation. Installation through the frame or using installation clips are the only approved methods of installation, failure to do so will VOID the warranty. Details can be found at: <https://www.northstarwindows.com/installation-instructions/> .

## **CDF – Green Initiatives Program Fund Terms of Reference**

### **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 Environmental Sustainability Committee (ESC) may recommend the allocation of funds for eligible projects or programs that support 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 Fund (GIPF) 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 "Sustainability" means a broad, interconnected understanding of environmental stewardship. It is not just about preserving resources for future generations but it is also about ensuring that all life forms continue to thrive in balance.

The City of Sault Ste. Marie (the City), whose municipality is in the heart of Turtle Island within the Robinson Huron/Superior Treaty Territory, unsundered lands of the Anishinaabeg peoples, known to them as Bawating - the place of the rapids. The City was historically a centre for trade and knowledge sharing, which the City acknowledges at the start of each of its public meetings. Anishinaabe perspectives are included in the CDF Green Initiatives Program Fund terms of reference. Anishinaabeg peoples emphasize that sustainability decisions must consider the importance of the interconnectedness of all life forms, which they refer to as "relatives", including but not limited to: minerals, weather, plants and trees, fungi, birds, mammals, reptiles, amphibians; and arthropods<sup>1</sup>. This total view of seeing the environment can ensure that projects aiming towards sustainability consider that the health, survival, wellbeing of all life forms and the ways they are interconnected are taken care of and maintained for present and future generations.

All applicants are encouraged to consider the interconnectedness of ecosystem and the cyclical aspects of sustainability as part of their assessment of the environmental impacts of their proposed project(s). The well-being of all beings and the elements that affect them is essential for maintaining a balanced and sustainable ecosystem, with an understanding that the health of one affects the health of all.

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

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<sup>1</sup> <https://ir.lib.uwo.ca/etd/5520/>

- 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) reductions, improving water quality / aquatic habitat rehabilitation, increases to energy efficiency, improving the health and resiliency of the overall ecosystems, including habitat restoration, active transportation or waste reduction.

3.3 “Long-term impact” refers to: the lasting effects of a project on the environment, communities, and the economy, which extends beyond immediate carbon reduction. The goal is to ensure that decisions made today foster sustainable, equitable futures, with consideration for both ecological health and community well-being over the long term (e.g. assessing the sustainability of materials used, ethical practices in supply chains, environmental and social consequences or benefits, resource extraction and/or production, and the ways local businesses (e.g. goods and/or services produced in Sault Ste. Marie) are supported wherever and whenever possible).

#### **4.0 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 completed 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.

#### **5.0 Recommendations of Awards**

5.1 Funding amounts recommended for the award are at the discretion of the ESC. The committee may recommend funding the total amount requested or a portion of the amount requested, subject to the number/volume of other applications, the strength and alignment of the proposal with ESC terms of reference, and/or scoring and quality of the application.

#### **6.0 Accountability, Monitoring and Reporting of Results**

The following will be expected from the successful applicants:

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

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

6.3 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.

6.4 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 GIPF are provided on a reimbursement 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 Program Fund**

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.

<b>Intake</b>	<b>Submission Period</b>	<b>Application Due</b>	<b>ESC and Council Review</b>	<b>Project Implementation</b>
<input type="checkbox"/> Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
<input checked="" type="checkbox"/> Q2	April 1 – June 30	Last Friday in June of each calendar year	July	After August 1
<input type="checkbox"/> Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
<input type="checkbox"/> 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:** Art Gallery of Algoma

**Address:** 10 East Street Sault Ste. Marie, ON P6A 3C3

**Phone Number:** 705-949-9067

**Contact Name:** Jasmina Jovanovic, Executive Director

**Email:** [jasmina@artgalleryofalgoma.com](mailto:jasmina@artgalleryofalgoma.com)

**Phone:** 705-297-3769

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

- Mark A. Lepore, Board President, Lawyer, Partner at Spadafora Johnson Lepore
- Carol Caputo, Vice-President of the Board Partnership Coordinator, Destination Ontario
- David MacLachlan, Board Secretary, Executive Director of the Destination Northern ON
- Steven Murray, Board Treasurer, Accountant

- David Ellis, Vice President of the Board, Architect
- Rosalie Favell, Director, Artist
- Dr. Richard Fleming PhD. Director
- Dr. John Marrack, Director, MD
- Katrina Thibodeau, Director, Business Owner and Artist
- Neeta Marwah, Director, Business Owner

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

The Art Gallery of Algoma (AGA) was incorporated on July 7, 1975. The AGA is the only public art gallery between Sudbury and Thunder Bay. As a public art gallery the AGA collects, preserves, and displays works of art. In addition, the AGA offers a wide variety of art education programs for all age groups. The AGA presents, on average, 12 exhibitions per year. The exhibitions include exhibitions drawn from the permanent collection of over 5,500 artworks, travelling exhibitions from other art galleries, and exhibitions by local artists. The AGA's mandate is: To ensure the highest standards for the presentation, collection, preservation and interpretation of art. To deliver exhilarating intellectual experiences, entertaining artistic synergies, and expressive art education through interpretation and classes. To coordinate a fusion of arts, education, and entertainment activities through AGA's exhibition schedule and expanding collection. To nurture relationships and partnerships with outstanding people in the region.

The AGA is an all-inclusive organization; it fosters an environment where everyone feels respected, valued, supported, and able to participate fully. The AGA promotes equal opportunities, removes barriers to participation, and encourages a culture of belonging.

The AGA regularly includes Indigenous art and education programs in its exhibitions and art classes.

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

Though not applicable to this project, the AGA regularly partners with other local organizations in culture offering joint programs; every year participates in Ontario Culture Days with multiple programs offered free of charge and based on inclusion and equity; regularly partners with the Algoma Fall Festival offering a variety of programs; supports local causes such as Troy's Trail, Rotaryfest, multiculturalism days – to mention just a few; every year marks September 30<sup>th</sup> with the Indigenous programs; regular partnership with the two school boards to offer exhibition tours and hands-on art activities; Sault Area Hospital partnership through an Art and Wellness program offered to the Hospital staff and patients; Algoma University through the support for students exhibitions.

**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 grant report)**

***Project Description***

The Art Gallery of Algoma (AGA) is undertaking a multi-phase lighting retrofit project to replace existing fluorescent and incandescent lighting throughout the facility with energy-efficient LED

lighting. The project is intended to improve the building's energy performance, reduce greenhouse gas emissions associated with electricity consumption, and lower ongoing operating and maintenance costs.

Two quotations have been obtained for the complete facility-wide lighting conversion. To make the project financially manageable, the retrofit has been divided into multiple phases. This grant application is for Phase 1, which includes the replacement of lighting fixtures and lamps with LED technology in the Gallery Lobby and the Art Studio.

### ***Project Objectives***

The primary objective of this project is to reduce the Art Gallery of Algoma's energy consumption by replacing existing fluorescent and incandescent lighting with energy-efficient LED lighting in the Gallery Lobby and Art Studio. This retrofit will reduce the Gallery's environmental footprint by lowering electricity use and associated greenhouse gas emissions while also decreasing ongoing operating and maintenance costs through the installation of longer-lasting lighting. The project will improve the quality and reliability of lighting in two key public spaces, enhancing the visitor experience and supporting exhibitions, educational programming, and community use. As the first stage of a facility-wide lighting retrofit, Phase 1 will also establish the foundation for completing the remaining phases of the project.

### ***Performance Targets***

Phase 1 will complete the conversion of all existing fluorescent and incandescent lighting in the Gallery Lobby and Art Studio to LED technology. The project is expected to reduce electricity consumption in these areas while lowering maintenance requirements due to the extended lifespan of LED lighting. Upon completion, the Gallery will verify that all planned lighting has been successfully converted and will use the results of Phase 1 to support the planning and implementation of Phases 2 and 3 of the full facility LED conversion.

### ***Project Impacts and Limitations***

The project will deliver both environmental and financial benefits. Reduced electricity consumption will decrease the Gallery's operating expenses and contribute to the City's climate and sustainability objectives. Improved lighting quality will also enhance visitor comfort, support exhibitions and educational programming, and provide a more functional environment for staff, artists, and community users.

The primary limitation of the project is available funding. As a result, the full building conversion must be completed over three phases rather than all at once. Future phases will be dependent on the availability of funding and budget approvals.

### ***Methodology and Timing***

Upon confirmation of grant funding, the AGA will finalize the contractor selection based on the quotations received and schedule the work.

The anticipated project schedule is:

- August 2026 - Funding confirmation, contractor selection, and project planning.
- September–October 2026 - Procurement of materials and installation of LED lighting in the Gallery Lobby and Art Studio.
- October–November 2026 - Project completion, inspection, and verification that all lighting has been successfully converted.
- Progress Report - Submitted at the midpoint of the installation period, or as required by the Green Initiatives Fund.

- Final Grant Report - Submitted within the timeline specified by the grant program following project completion, including a summary of work completed, project outcomes, and final expenditures.

**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 AGA will acknowledge that GIF supports this project through the following sources:

A press release will be issued to announce the beginning of the project and the support received through GIF. The completion of the project will be also announced with a press release. The beginning, the completion and different project stages will be covered with multiple social media posts recognizing the support received through GIF. The funding will be posted on the AGA's website. The AGA members will be informed by email about the project with the acknowledgement of the contribution of the City if SSM GIF. All announcements will emphasize the importance of energy preservation and the use of green energy sources.

**Section 4: Costs and Financing**

**Total amount of assistance requested \$7,875.00**

**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.**

Please see the included quote. The two spaces that will be converted to LED lighting are the Lobby and the Art Studio.

**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:**

The AGA receives annual funding for the operation from the City of SSM. This funding is not to be used for any capital projects.

**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 of SSM. Organizations that have previously received funding in previous years, may apply for additional grants in subsequent years, provided they have submitted a complete and satisfactory post-grant report for any previous funding received. However, to ensure broad and equitable community access to funding, priority will be given to first-time applicants and new organizations.

In cases where the total funding requested exceeds the available annual budget, funding will be allocated first to eligible new applicants and organizations that have not previously received support from this program. Returning applicants may receive funding only if sufficient resources remain after new applications have been considered.

**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 aims towards or achieves environmental sustainability.**

The Art Gallery of Algoma is committed to improving the environmental sustainability of its operations by reducing the energy consumption of its nearly 50-year-old facility. The building's existing fluorescent and incandescent lighting system is outdated, inefficient, and requires more frequent maintenance and replacement than modern LED technology.

Phase 1 of the LED lighting retrofit will replace the existing lighting in the Gallery Lobby and Art Studio with energy-efficient LED fixtures and lamps. LED lighting consumes significantly less electricity, has a much longer service life, and generates less waste because bulbs and fixtures require replacement less frequently. These improvements will reduce the Gallery's overall energy use, lower greenhouse gas emissions associated with electricity consumption, and decrease maintenance requirements and operating costs.

This funding application supports the first phase of a three-phase facility-wide lighting conversion. Completing Phase 1 will make immediate progress toward the Gallery's long-term sustainability goals while establishing a foundation for future phases that will further improve the building's energy efficiency and environmental performance.

**If your project looks to replace a piece of equipment (e.g. fluorescent lighting with LED), please explain how the old materials will be disposed of, ensuring that they are decommissioned properly or recycled, if applicable.**

All existing fluorescent and incandescent lighting removed as part of this project will be decommissioned and disposed of in accordance with all applicable environmental regulations and waste management requirements. The successful electrical contractor will be responsible for the proper removal, handling, and disposal or recycling of all lighting fixtures, lamps, and associated materials. Any fluorescent lamps containing mercury will be transported to an approved recycling or hazardous waste facility to ensure they are managed safely and in compliance with provincial environmental requirements. Wherever possible, materials such as metal fixtures and other recyclable components will be diverted from landfill through appropriate recycling programs.

**If applicable, has your project considered local, regional, and/or Provincial supply chain, such as the materials used in their production and transportation. If so please explain the ways you have considered local supply chains in the materials of the goods or products you are seeking, and their impacts on sustainability.**

The Art Gallery of Algoma has prioritized the use of a local electrical contractor to supply and install the LED lighting. Procuring the project through a local contractor supports the regional economy while reducing transportation requirements associated with project delivery and installation. The contractor will source materials through established Canadian and regional suppliers wherever practical, balancing product availability, quality, energy efficiency, and cost. Using a local contractor also reduces travel associated with installation and future service requirements, contributing to the overall sustainability of the project.

#### **Section 6: Community Benefits**

**If applicable, does your project seek to support local businesses with the purchase of goods and/or services that you are applying for funding for?**

Yes. The Art Gallery of Algoma has obtained quotations from local electrical contractors for the LED lighting retrofit and intends to award the work to a qualified local contractor, subject to funding approval. Procuring the project locally supports businesses within the Sault Ste. Marie community while ensuring timely installation, ongoing service, and maintenance. Purchasing goods and services through local suppliers also contributes to the local economy and aligns with the Gallery's commitment to supporting the community it serves.

**Does the project complement or connect to other local initiatives? If so, how?**

Yes. This project complements the City of Sault Ste. Marie's broader environmental sustainability initiatives by improving energy efficiency and reducing the Art Gallery of Algoma's overall energy consumption. Replacing outdated fluorescent and incandescent lighting with high-efficiency LED lighting will reduce electricity use, lower greenhouse gas emissions associated with the building's operations, and contribute to the long-term sustainability of this community cultural facility.

The project aligns with the City's Greenhouse Gas Reduction Plan, which identifies energy efficiency improvements in buildings as a key strategy for reducing community emissions. It also supports the City's Corporate Strategic Plan, including its objective of achieving a community-wide net-zero target by 2050. By investing in energy-efficient infrastructure, the Art Gallery of Algoma is contributing to these shared municipal sustainability goals while demonstrating environmental leadership within the community.

**What is the anticipated short, medium and/or long-term impact on the community as a whole from your planned project? Please refer to section 3.3 of the Terms of Reference.**

In the short term, this project will improve the quality of lighting in the Gallery Lobby and Art Studio, creating brighter, more welcoming, and more functional public spaces for visitors, artists,

students, staff, and community groups. The upgraded lighting will enhance the visitor experience while supporting exhibitions, educational programs, workshops, and other public activities.

In the medium term, the LED retrofit will reduce the Art Gallery of Algoma's electricity consumption, operating costs, and maintenance requirements. These savings will help the Gallery direct more of its resources toward its artistic, educational, and community programming while improving the long-term sustainability of its operations.

In the long term, this project represents the first phase of a facility-wide LED conversion that will further reduce the Gallery's environmental footprint and greenhouse gas emissions. By investing in energy-efficient infrastructure, the Gallery is supporting the City of Sault Ste. Marie's sustainability objectives and demonstrating environmental leadership as a publicly accessible cultural institution. The project contributes to a more sustainable community while helping ensure that the Gallery remains a vibrant and environmentally responsible community asset for years to come.

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

While the primary focus of this project is to improve the energy efficiency of the Art Gallery of Algoma's facility, it also provides an opportunity to demonstrate practical environmental stewardship within a publicly accessible community space. The Gallery will be able to share information about the LED lighting retrofit and its environmental benefits with visitors, members, and the broader community through its communications channels, where appropriate.

As a community cultural institution, the Gallery recognizes the importance of leading by example. By investing in energy-efficient infrastructure and reducing its environmental footprint, the Gallery supports broader awareness of sustainable building practices and encourages the adoption of similar initiatives within the community.

**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 30 day of June, 2026\_

NAME	Title	Signature	Phone Number
<u>Jasmina Jovanovic</u>	Executive Director	<i>Jasmina Jovanovic</i>	705-297-3769_

**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](mailto:e.cormier2@cityssm.on.ca)

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDRED.**

**FOR OFFICE USE ONLY**

**Application Received By:** \_\_\_\_\_ **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.



158 Sackville Road  
Sault Ste Marie, ON P6B 4T6  
Tel: 705-942-3043  
Fax: 705-942-0614  
Email: mgirardi@stgroup.ca

## Quote

To: Sault Ste Marie Art gallery

Date: June 16, 2026

Re: LED Lighting Retrofit

Quote: 20260616AG

*We are pleased to submit the following quotation:*

Price includes the following items:

### Art Studio

- 21- 1x 4 fluorescent fixtures to 1x4 LED flat panels
- 3 – 6” LED pot lights retrofit

**Materials \$ 2,100.00**

**Labor \$ 4,140.00**

**ESA \$ 75**

### Lobby

- 20 Par 38 track head light bulbs to LED equivalent
- 3 – 6” LED pot lights retrofit

**Materials \$ 450.00**

**Labor \$ 1,035.00**

**ESA \$ 75**

### Gift Shop

- 9- 2x4 Fluorescents fixtures to 2x4 LED flat panels

**Materials \$ 975.00**

**Labor \$ 1,035.00**

**ESA \$ 75**

### Office 1 & 2

- 6- 2x4 fluorescents

**Materials \$675.00**

**Labor \$ 460.00**

**ESA \$ 75**

*This quotation has been issued during the fluctuating tariffs being imposed on goods & services caused by an ongoing trade dispute between multiple nations. 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 fluctuating tariffs, 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.*

*- Serving Northern Ontario Since 1984 -*

**Nelson Soares**  
**Senior Electrical Supervisor**



158 Sackville Road  
Sault Ste Marie, ON P6B 4T6  
Tel: 705-942-3043  
Fax: 705-942-0614  
Email: mgirardi@stgroup.ca

## Quote

### **Gallery 1**

- 50 – Par 38 bulbs
- 24- 1x4 fluorescent fixtures

**Materials \$ 3,750.00**

**Labor \$ 3,050.00**

**ESA \$ 75**

### **Gallery 2& 3& Storage**

- 25 – 1 x4 Fluorescent
- 12- Par 38 bulbs
- 6 – LED 6” retrofit pot lights

**Materials \$ 2,250.00**

**Labor \$ 3,050.00**

**ESA \$ 75**

### **Outside lighting**

- 16 -yoke mounts spot lights 100-watt HPS

**Materials \$ 4,700.00**

**Labor \$ 3,050.00**

**ESA \$ 75**

- 4 – pole mount 100watt HPS equiv

**Materials \$ 1,450.00**

**Labor \$ 975.00**

**Bucket Truck \$ 175.00**

**ESA \$ 75**

- 4 wall packs

**Materials \$ 650.00**

**Labor \$ 700.00**

**Bucket Truck \$ 175.00**

**ESA \$ 75**

*Thank you,*

*This quotation has been issued during the fluctuating tariffs being imposed on goods & services caused by an ongoing trade dispute between multiple nations. 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 fluctuating tariffs, 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.*

*- 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.

## **CDF – Green Initiatives Program Fund Terms of Reference**

### **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 Environmental Sustainability Committee (ESC) may recommend the allocation of funds for eligible projects or programs that support 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 Fund (GIPF) 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 "Sustainability" means a broad, interconnected understanding of environmental stewardship. It is not just about preserving resources for future generations but it is also about ensuring that all life forms continue to thrive in balance.

The City of Sault Ste. Marie (the City), whose municipality is in the heart of Turtle Island within the Robinson Huron/Superior Treaty Territory, unsundered lands of the Anishinaabeg peoples, known to them as Bawating - the place of the rapids. The City was historically a centre for trade and knowledge sharing, which the City acknowledges at the start of each of its public meetings. Anishinaabe perspectives are included in the CDF Green Initiatives Program Fund terms of reference. Anishinaabeg peoples emphasize that sustainability decisions must consider the importance of the interconnectedness of all life forms, which they refer to as "relatives", including but not limited to: minerals, weather, plants and trees, fungi, birds, mammals, reptiles, amphibians; and arthropods<sup>1</sup>. This total view of seeing the environment can ensure that projects aiming towards sustainability consider that the health, survival, wellbeing of all life forms and the ways they are interconnected are taken care of and maintained for present and future generations.

All applicants are encouraged to consider the interconnectedness of ecosystem and the cyclical aspects of sustainability as part of their assessment of the environmental impacts of their proposed project(s). The well-being of all beings and the elements that affect them is essential for maintaining a balanced and sustainable ecosystem, with an understanding that the health of one affects the health of all.

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

<sup>1</sup> <https://ir.lib.uwo.ca/etd/5520/>

- 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) reductions, improving water quality / aquatic habitat rehabilitation, increases to energy efficiency, improving the health and resiliency of the overall ecosystems, including habitat restoration, active transportation or waste reduction.

3.3 “Long-term impact” refers to: the lasting effects of a project on the environment, communities, and the economy, which extends beyond immediate carbon reduction. The goal is to ensure that decisions made today foster sustainable, equitable futures, with consideration for both ecological health and community well-being over the long term (e.g. assessing the sustainability of materials used, ethical practices in supply chains, environmental and social consequences or benefits, resource extraction and/or production, and the ways local businesses (e.g. goods and/or services produced in Sault Ste. Marie) are supported wherever and whenever possible).

#### **4.0 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 completed 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.

#### **5.0 Recommendations of Awards**

5.1 Funding amounts recommended for the award are at the discretion of the ESC. The committee may recommend funding the total amount requested or a portion of the amount requested, subject to the number/volume of other applications, the strength and alignment of the proposal with ESC terms of reference, and/or scoring and quality of the application.

#### **6.0 Accountability, Monitoring and Reporting of Results**

The following will be expected from the successful applicants:

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

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

6.3 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.

6.4 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 GIPF are provided on a reimbursement 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 Program Fund

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
<input type="checkbox"/> Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
<input checked="" type="checkbox"/> Q2	April 1 – June 30	Last Friday in June of each calendar year	July	After August 1
<input type="checkbox"/> Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
<input type="checkbox"/> 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 Innovation Centre  
**Address:** 99 Foster Drive Sault Ste. Marie  
**Phone Number:** 705 607 0346  
**Contact Name:** Daniel Featherstone  
**Phone:** 705 607 0346  
**Fax:**  
**Email:** dfeatherstone@ssmic.com

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

Sandra Moore, Executive Director, David Thompson Vp of Programs Cathy Bouchard Manager of RAIN Programs

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

SSMIC has experts in business development, agriculture, IT, science and technology. We exist to drive business growth, facilitate research and commercialize innovation in science and technology. Lake Huron North (a SSMIC program) is a network of organizations who strive to improve water quality through collaboration and community stewardship via local groups, volunteers, landowners and the public service, to protect and improve water quality and habitats in and around the St. Marys River and the West North Channel of Lake Huron.

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

Lake Huron North (SSMIC program) will be working with local environmental organizations to share footage for both educational and promotional use, including a four-part video series highlighting the diverse aquatic ecosystems of the St. Marys River. The goal is to raise awareness and showcase the importance and beauty of these freshwater systems.

We've already had discussions with the St. Marys River Remedial Action Plan and Tourism Sault Ste. Marie, and both have shown interest in using the project's footage.

We're also open to sharing footage or lending out the drone to partner groups interested in capturing underwater content that supports environmental education, natural history interpretation, or regional tourism.

### **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 grant report)**

**Project Description:** Purchasing a FIFISH QYSEA V6 Expert M200A Underwater Drone and SD card to film underwater diversity, survey for invasive species such as zebra mussels, capture iconic migratory fish species using various habitats and use the drone claw to remove litter and fishing debris.

**Metrics:** 4 10-minute YouTube videos in a documentary style.

**Impacts:** Raising awareness of natural history, iconic St. Mary River migratory fish species, and environmental issues in our community. We will also use the drone claw tool to remove debris such as fishing lures, plastic bags, and other litter that we find in the St. Mary River. **Limitations:** We are unsure of how much litter will be cleaned up, nor how much we can remove with the drone claw. This is because we do not know how much litter we will find or if the strong currents will make some litter gathering too difficult.

**Timing:** August purchase of drone and SD card, August-October video recording, September-November boosting \$100 of social media ads to raise awareness of the video series, Sept. 15<sup>th</sup> progress report, in Nov. 15 final report and video series completion.

**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).**

We plan to share the footage taken through the Lake Huron North Facebook, Instagram, and YouTube. Lend the footage to the Sault Ste. Marie Tourism Department, St. Mary River Remedial Action Plan and other interested groups for their own videos. 100 dollars for boosted ads on META platforms to raise awareness and highlight the series. We plan to get several thousand views, hundreds of interactions, and dozens of shares on reels. This will raise awareness of freshwater

ecosystem health, fisheries and invasive species.

**Section 4: Costs and Financing**

**Total amount of assistance requested \$5100**

**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.**

\$5000 Drone cost, \$100 for boosted social media ads

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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

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

Yes

No

If yes, please specify:

LHN does not receive funding from the city. SSMIC has worked with the city on several projects.

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Have you received Green Initiative funding from the City previously?

No

Yes       Amount (\$) 6,975.62

Project Title / Description: Litta Trap Pilot Project. This project installed Litta traps to collect litter from sewage drainage. In total, 8 traps were installed at the Bay St. and East Street intersection. This project was approved, completed, and the GIF has received all reporting from the Litta Trap Pilot Project.

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What was the last year received:                      2023                      (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. Organizations that have previously received funding in previous years, may apply for additional grants in subsequent years, provided they have submitted a complete and satisfactory post-grant report for any previous funding received. However, to ensure broad and equitable community access to funding, priority will be given to first-time applicants and new organizations.

In cases where the total funding requested exceeds the available annual budget, funding will be allocated first to eligible new applicants and organizations that have not previously received

support from this program. Returning applicants may receive funding only if sufficient resources remain after new applications have been considered.

**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 aims towards or achieves environmental sustainability.**

Our project aims to make the local community more aware of the local aquatic ecosystems and their health, as well as capture professional footage so the public can view these water systems and freshwater ecosystems around Sault Ste. Marie. This will be shown via social media as well as being able to lend footage to the tourism department of Sault Ste. Marie. By learning about freshwater ecosystems, people can better appreciate how important they are to wildlife, clean drinking water, and healthy communities. Greater awareness inspires action and helps build a more sustainable future through conservation and responsible environmental practices. The drone

will also allow LHN to survey for submergent aquatic invasive species and clean up litter from fishing gear, which often contains heavy metals such as lead, which are toxic when ingested by birds and fish.

**If your project looks to replace a piece of equipment (e.g. fluorescent lighting with LED), please explain how the old materials will be disposed of, ensuring that they are decommissioned properly or recycled, if applicable.**

At the end of the drone battery's lifespan, which is expected to be several years, it will be taken to a municipal waste or battery recycling facility for proper disposal. This will ensure the battery is handled responsibly and help prevent any negative environmental impacts.

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**If applicable, has your project considered local, regional, and/or Provincial supply chain, such as the materials used in their production and transportation. If so please explain the ways you have considered local supply chains in the materials of the goods or products you are seeking, and their impacts on sustainability.**

N/A

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## **Section 6: Community Benefits**

**If applicable, does your project seek to support local businesses with the purchase of goods and/or services that you are applying for funding for?**

Our project indirectly supports local businesses by helping promote tourism and eco-tourism in the region. Through videos showcasing local waterways, fish species, and habitat restoration efforts, the project highlights the natural beauty and ecological value of the St. Marys River, encouraging more visitors to explore and engage with local outdoor recreation opportunities.

This increased interest can benefit local businesses such as outdoor retailers, fishing outfitters, guides, and tourism operators. The project also helps raise awareness of local environmental organizations and conservation initiatives, further strengthening community engagement and support for sustainable economic growth.

**Does the project complement or connect to other local initiatives? If so, how?**

There are plans to collaborate with local environmentally focused organizations, such as the St. Marys River Remedial Action Plan. Working with these groups will help amplify their conservation efforts, raise awareness of their initiatives, and create opportunities for stronger collaboration on future projects and regional stewardship efforts.

Following the completion of this project, we hope to continue using the drone to highlight other regional waterways, showcase conservation areas managed by our partners at the Central Algoma Land Trust, and support ongoing submerged litter cleanups wherever they are needed. This will help expand the project's long-term impact by promoting environmental stewardship and protecting important freshwater habitats across the region.

**What is the anticipated short, medium and/or long-term impact on the community as a whole from your planned project? Please refer to section 3.3 of the Terms of Reference.**

**Short-Term Impacts:**

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A four-part video series highlighting migratory fish species, invasive species, diverse aquatic habitats, and the impacts of litter on local waterways. This series will help increase public awareness and engagement around freshwater ecosystem health.

**Medium-Term Impacts:**

Expanded invasive species monitoring and strengthened collaboration with partner organizations through shared use of drone technology for research, mapping, and data collection. This will support more coordinated and efficient environmental management efforts.

**Long-Term Impacts:**

Ongoing litter and abandoned fishing gear removal in high-use areas to improve habitat quality and reduce ecological harm. Continued use of drone technology for aquatic surveying, with potential to support invasive species mapping and monitoring with a focus on Eurasian Watermilfoil and zebra/quagga mussels.

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

Our project supports environmental education by using video footage from well-known local waterways and community spaces. These visuals help make topics like fish migration, invasive species, prevention strategies, hydrology, and the impacts of litter in freshwater systems more accessible and engaging for the public.

By featuring recognizable locations such as the Whitefish Island rapids and the Bellevue Park Marina, the content helps connect local residents to the ecosystems in their own backyard.

**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 \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

NAME	Title	Signature	Phone Number
<u>Sandra Mooi</u>	<u>Executive Di</u>	<u></u>	<u>7059896226</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](mailto:e.cormier2@cityssm.on.ca)

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDRED.**

**FOR OFFICE USE ONLY**

**Application Received By:**

**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.

## Appendix 1: Drone Quote

Electronics > Camera, Photo & Video > Underwater Video & Photography > Underwater Camcorders



**QYSEA FIFISH V6 Expert M100A Underwater Drone with Robotic Arm, AI Vision Lock Portable ROV with Q-Interface, Underwater Robot with Industrial Case, 6 Hours Working Time, 4K Camera, 330ft Dive**

[Visit the FIFISH Store](#)

5.0 ★★★★★ (1) | [Search this page](#)

**\$4,999<sup>00</sup>**

[Price history](#)

Or **\$852<sup>38</sup>** /month (6 months). [Select from 2 plans](#)

Save up to 2% with business pricing. Sign up for a free Amazon Business account

Colour Name: **Black**



<b>Brand</b>	FIFISH
<b>Model name</b>	V6E
<b>Special feature</b>	Portable

[Click to see full view](#)






# GIF Funding Application

Final Audit Report

2026-06-30

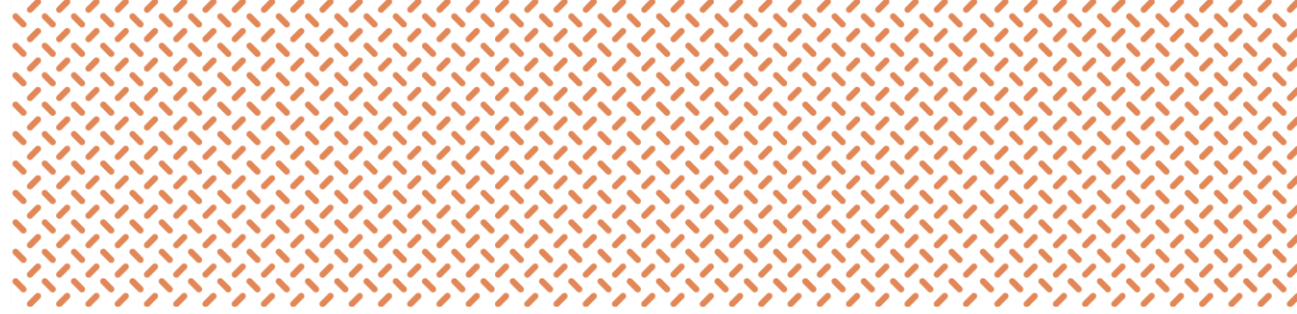
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By:	David Thompson (dthompson@ssmic.com)
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## "GIF Funding Application" History

-  Document created by David Thompson (dthompson@ssmic.com)  
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-  Document emailed to Sandra Moore (smoore@ssmic.com) for signature  
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-  Email viewed by Sandra Moore (smoore@ssmic.com)  
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**SAULT  
STE. MARIE**



# **Environmental Sustainability Committee Meeting**

Tuesday July 7, 2026; 4:00 – 5:30 PM

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

## 9. Staff Update

- FCM CEF Phase 2 (WIP) – ETA August 2026
- Climate Adaptation RFP – bid review complete – kickoff expected this month
- Corporate EV Charging Costing Study Project (WIP): PowerON Energy Solutions – an OPG company selected. ETA on completion July 2026 – will inform future budget requests (including 2027)
- Transit Depot Solar Roof Project (WIP)
- 2025 BPS – COMPLETE
- Energy Conservation and Demand Management Plan (WIP)
- Deep Energy Retrofit Accelerator RFI – reviewing bids (WIP)
- BNZ Project Update (WIP)

## 9. Staff Update

- Ecological Corridor Phase 2 (WIP)
- 2025 Sustainability Report – WIP
- John Rhodes Public EV Charger Project (WIP)
- Urban Tree Management Plan – funding application under review by GMF
- Grant application submitted to the Local Blue Economy Growth Fund to pilot innovative technology that detects, filters, and monitors microplastics in municipal stormwater, helping to better understand and reduce pollution in local waterways. If approved, the project will generate baseline data, evaluate the effectiveness of new clean technology solutions, and strengthen collaboration between municipal, academic, and industry partners while supporting more resilient freshwater management.
- Tree Planting Funding application submitted to GMF to double City's tree planting budget – (1,500 trees over 5 years)
- 11 Corporate Energy Retrofits Underway - including John Rhodes GICB Project (LED Lighting, Roof Replacement, Accessibility Bleachers, Heat Recovery, Queen E Field B LED Conversion) (WIP)

# 9. Staff Update

## Community Engagement

- On **May 7, 2026** the City's Environmental Sustainability Committee (ESC), in partnership with the PUC, hosted Dr. Bruce Lourie for two events focused on the connection between sustainability and economic development
- In the morning a Leadership Breakfast convened local leaders from Arauco, Tenaris, Bonifero Millworks, Algoma University, Sault College, SSMIC, and the PUC to exchange ideas and discuss how climate action is shaping business and economic opportunities.
- In the afternoon, a free Public Presentation featured Dr. Lourie delivered *The New Bottom Line: Building a Resilient Low-Carbon Economy at Sault College*, highlighting opportunities for Sault Ste. Marie in renewable energy, green steel, clean technology, AI, and sustainable finance.
- More than 100 attendees registered for the public event, which emphasized collaboration as a driver of economic growth and environmental leadership.
- A follow-up meeting with the CAO, Mayor, and Councillor Gardi is planned to continue discussions and explore opportunities identified during the event for clean innovation.
- To learn more, [click here](#).

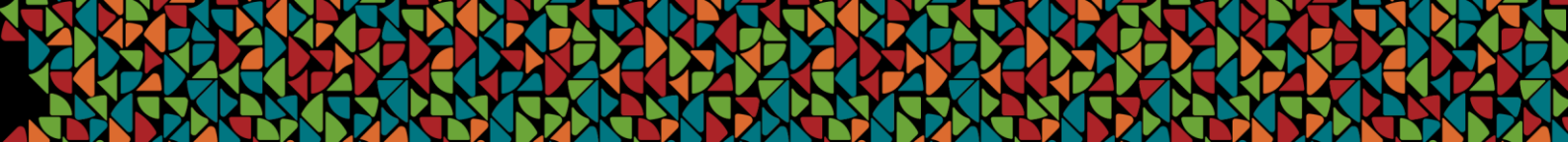


Sustainability Leaders Roundtable



L to R: Mark Britton, PUC / Vice-Chair of the ESC, Donna Hilsinger, Chair of the ESC, Emily Cormier, City of Sault Ste. Marie, Dr. Bruce Lourie, Ivey Foundation.





# 9. Staff Update

## Community Engagement

**June 1, 2026:** The City’s Sustainability Coordinator went for a site Tour at the Tenaris Mill in Sault Ste. Marie and spoke with their Environmental Team to discuss their energy and sustainability efforts.

**June 18, 2026:** A floating wetland has officially been installed on the St. Mary’s River beside City Hall. As part of the City of Sault Ste. Marie's Waterfront Master Plan, this pilot project aims to improve water quality, support biodiversity, and create habitat for local wildlife. Funded through the City’s Green Initiatives Fund, the project is being led by Tourism Sault Ste. Marie, in partnership with the Sault Naturalists and Sault College’s School of Natural Environment.



L to R: Magali Kauf, Tenaris, Gianluca Greco, Tenaris, Emily Cormier, City of Sault Ste. Marie



L to R: Emily Cormier and Travis Anderson, City of Sault Ste. Marie



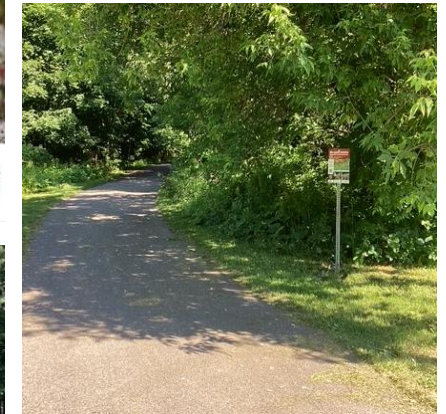


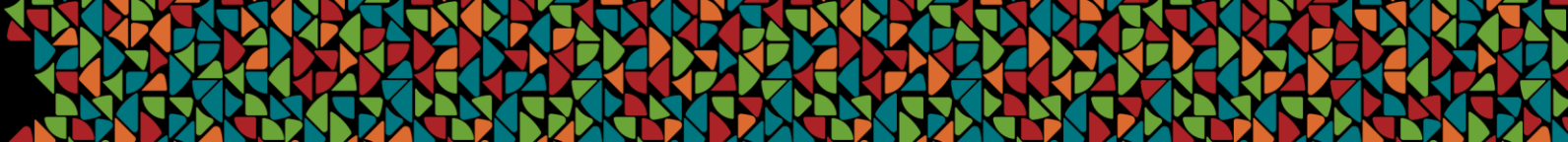
# 9. Staff Update

## Community Engagement Continued

### July 2026

- Stanley Smith Invasive Species Sign Project – 20 signs encouraging no yard waste dumping have been erected in City parks including: Sutton Park (Bristol Place), Sutton Park (Texas Avenue), East End Park, Birchwood Park, Hub Trail P Patch (Northern Avenue), Hub Trail P Patch (Black Road), Wishart Park, Parkland Park, Victoria Park, Snowdon Park, Drake Street Park, Clark's Court, Indiana Park, Arizona Park, Centennial Park, Joseph Park, Green Acres Park, Green Field Park, Westwood Park, Windfield Park
- This was a collaborative project between the City, the Invasive Species Centre, the Sault Naturalists and Clean North.
- Temporary signs have been installed; permanent signs will be installed in Fall 2026



# 9. Staff Update

## Meet the City's 2026 Sustainability Project Assistant!

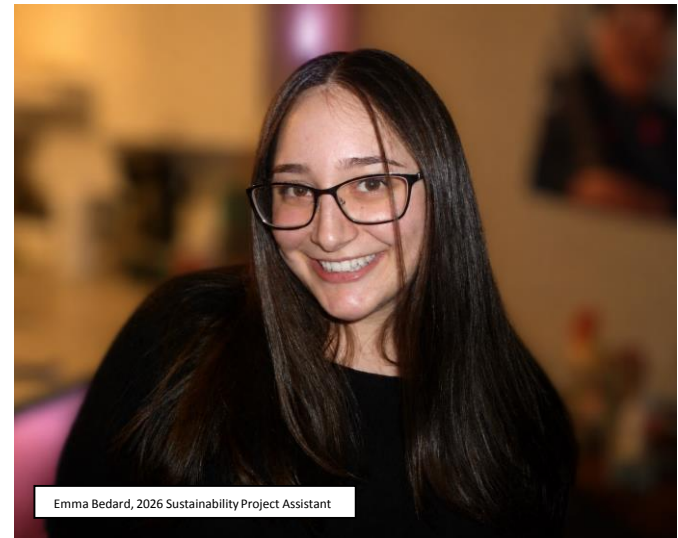
- Emma Bedard is a recent graduate from Western University (B.Sc. Biology, Minor in Geography & the Environment). She is pursuing a Master's in Physiotherapy.
- Supporting corporate and community carbon accounting, ESG policy research, sustainability communications, and Green Fund initiatives.
- Coordinating Green Fund applicant spotlights to showcase local sustainability projects.
- Co-led the Junior Gardener Program, delivering hands-on sessions on composting and pollinators for youth aged 8 – 12 at the Old Stone House
- Helped construct and plant the City's Floating Wetland.
- Leading the City Hall Green Team, including a department-wide Sustainability Challenge that inspired initiatives such as a propagation station and lending library
- Organized a battery recycling drive, collecting 1,300+ batteries for proper hazardous waste disposal.
- Currently leading a City Hall clothing drive in support of Helping Hands.
- Hosting an environmental education booth at Rotary Fest (check them out next week!)
- Organizing a Local Business Sustainability Challenge to encourage businesses to adopt more sustainable practices.
- **And so much more!**



City Hall Lending Library



City Hall Propagation Station



Emma Bedard, 2026 Sustainability Project Assistant



## 10. Next Meeting

- Tuesday, October 6, 2026, 4:00 – 5:30 PM
- Regular Meeting – Hybrid (In-person and virtual)



**Thank You. Questions?**