

CITY OF ELLIOT LAKE



CITY COUNCIL - REGULAR MEETING  
ADDENDUM

Monday, May 13, 2019

7:00 pm

COUNCIL CHAMBERS

Pages

15. ADDENDUM

- |             |  |           |
|-------------|--|-----------|
| <b>15.1</b> | <b><i>By-Law No. 19-19</i></b>   | <b>3</b>  |
|             | Being a by-law to adopt the estimates for the sums required during the year 2019 for the Water and Wastewater Plant (User Pay) Operations, and to set 2019 Water Rates, and to amend By-Law No. 84-28  |           |
| <b>15.2</b> | <b><i>May 10, 2019. Memo from the Chief Administrative Officer</i></b>   | <b>12</b> |
|             | re: Hillside Drive North Funding Application   |           |
| <b>15.3</b> | <b><i>May 13, 2019. Expression of Interest</i></b>   |           |
|             | re: airport hangar space   |           |
|             | As this matter deals with the potential disposition of land by the municipality it may be discussed in closed session under section 239(2)(c) of the Municipal Act.                                    |           |
| <b>15.4</b> | <b><i>May 13, 2019. Recommendation from the Bylaw &amp; Planning Committee</i></b>   | <b>17</b> |
|             | re: Fire Permit By-Law   |           |
| <b>15.5</b> | <b><i>By-law 19-20</i></b>   | <b>28</b> |
|             | Being a by-law to regulate the setting of open air fires and to provide for the prevention of the spreading of fires within the Corporation of the City of Elliot Lake and to repeal By-Law No. 86-26. |           |
| <b>15.6</b> | <b><i>May 13, 2019. Recommendation from the Bylaw and Planning Committee</i></b>   | <b>36</b> |
|             | re: Zoning By-law Amendment Request - 206 Ottawa Avenue  |           |

**15.7      May 13, 2019. Recommendation from Bylaw and Planning Committee** **49**

re: Offer to Purchase two parcels of vacant residential land on Gauthier Place

As this matter deals with the potential disposition of land by the municipality it may be discussed in closed session under Section 239(2)(c) of the Municipal Act.

**15.8      May 13, 2019. Expression of Interest**

re: Sugarbush Heights - Lot 1

As this matter deals with the potential disposition of property by the Municipality it may be discussed in closed session as per section 239(2)(c) of the Municipal Act.

**15.9      May 13, 2019. Request for Support from Rural Health Hub** **51**

re: formation of an Ontario Health Team (OHT) for the East Algoma Region. (draft letter of support attached)

**15.10     May 13, 2019. Memo from Economic Development Coordinator** **54**

re: Notification of Application to Investing in Canada Infrastructure: Public Transit Stream

<b>THE CORPORATION OF THE CITY OF ELLIOT LAKE</b>
---

## ***B*Y-LAW NO. 19-19**

Being a by-law to adopt the estimates for the sums required during the year 2019 for the Water and Wastewater Plant (User Pay) Operations, and to set 2019 Water Rates, and to amend By-law No. 84-28.

The Council of The Corporation of the City of Elliot Lake Enacts as follows:

1. **THAT** By-law No. 84-28 is hereby amended by deleting therefrom Schedule "A" and substituting Schedule "A" attached hereto and forming part of this by-law.
  
2. **THAT** the City adopt the sum of Four Million, Four Hundred and Seventeen Thousand, Eight Hundred and Twenty Seven Dollars (\$4,398,828) as detailed in Schedule "B" attached hereto and which forms part hereof as the gross estimate of the funds required for water and wastewater plants operations, including the Water and Sewer Plants capital levy, and not including amortization of tangible capital assets.
  
3. **THAT** this by-law comes into force on January 1, 2019.

**PASSED** this 13<sup>th</sup> day of, May 2019.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CITY CLERK**

## City of Elliot Lake

By-Law No. **19-19**  
Schedule "A"

<b>2019 Water / Sewer Schedule &amp; Service Rates</b>		
Effective Jan. 1, 2019		
<b>Flat Water / Sewer Rates</b>		
<b>Annual Rate, Semi-Annual Billing</b>		
Each Residential Dwelling Unit - Annual		\$ 702.68
Each Commercial User – per unit Unit - Annual		\$ 702.68
Religious Institutions - Annual		\$ 351.34
<b>Multiple Dwellings, 7 Units or More</b>		
Each Dwelling Unit - Quarterly		\$ 175.67
<b>Meter Rates per Quarter</b>		
		<b>per m<sup>3</sup></b>
First 100 m <sup>3</sup>		\$ 0.82
Next 250 m <sup>3</sup>		\$ 1.51
Next 1,200 m <sup>3</sup>		\$ 1.09
Balance		\$ 0.66
Minimum Charge per quarter		\$ 175.67
<b>Service Disconnection Charge</b>		
		\$ 50
<b>Service Re-connection Charge</b>		
		\$ 50
<b>Thawing frozen Water Services</b>	Time & Materials (min. \$220.00)	\$ 225
<b>Service First Time Connection</b>	Time & Materials (min. \$220.00)	\$ 225
<b>Meter Re-sealing Service Charge</b>	Time & Materials (min. \$82.75)	\$ 84
<b>Refusal to Install Meter</b>	Flat Rate monthly fee	\$ 500
<b>Meter Tampering / By-pass Meter</b>	Per identified occurrence	\$ 1,000.00

## City of Elliot Lake

By-Law No. **19-19**  
Schedule "B"**CITY OF ELLIOT LAKE**  
**2019 User Pay Operating Budget - Draft**

Functional Division	2019 Base (\$)	2018 Base (\$)	Base Increase (\$)	Base Increase (%)
<b>Water &amp; Sewer System</b>				
General Expenses	\$ 2,975,820	\$ 3,100,190	\$ (124,370)	-4.01%
Capital Program Contributions	\$ 1,423,008	\$ 1,064,620	\$ 358,388	25.19%
Revenue Requirement	\$ 4,398,828	\$ 4,164,810	\$ 234,018	7.00%

## City of Elliot Lake

## By-Law No. 19-19

## Schedule "C"

Account	Function	Description	2017 Actual	2018 Actual YTD	2017 Budget	2018 Budget	2019 Budget	% increase	\$ increase
1-411-110-1010	Plants Admin	DISTRIBUTED WAGES	191,040	0	191,040	0		0.0%	-
1-411-110-1110	Plants Admin	REGULAR SALARIES & WAGES	0	0	0	90,070	139,000	54.3%	48,930
1-411-110-1509	Plants Admin	OVERALL BENEFITS	0	0	0	7,530	16,100	113.8%	8,570
1-411-110-1510	Plants Admin	GROUP BENEFITS	0	2,913	0	7,390	25,150	240.3%	17,760
1-411-110-1511	Plants Admin	OMERS PENSION	0	0	0	10,140	12,130	19.6%	1,990
1-411-110-2486	Plants Admin	PERMIT FEES	852	0	1,500	1,500	1,500	0.0%	-
1-411-110-2525	Plants Admin	PROTECTIVE CLOTHING	6,366	14,861	10,000	10,000	15,000	50.0%	5,000
1-411-110-2610	Plants Admin	GENERAL STATIONERY & OFFICE	1,633	1,463	2,000	1,500	1,500	0.0%	-
1-411-110-2635	Plants Admin	INTERNET	0	0	500	500		-100.0%	(500)
1-411-110-3120	Plants Admin	CONFERENCES & CONVENTIONS	0	14,735	0	9,100	18,000	97.8%	8,900
1-411-110-3140	Plants Admin	MEMBERSHIPS	1,593	790	2,000	1,000	1,000	0.0%	-
1-411-110-3220	Plants Admin	COURIER & DELIVERY	1,548	1,666	4,500	2,000	2,500	25.0%	500
1-411-110-3229	Plants Admin	CELL PHONE	1,583	1,092	2,000	2,000	4,000	100.0%	2,000
1-411-110-3240	Plants Admin	PHOTOCOPYING EXPENSES	1,220	1,136	500	1,000	1,000	0.0%	-
1-411-110-3410	Plants Admin	CONTRACTED SERVICES	9,153	21,507	10,200	10,250	11,000	7.3%	750
1-411-110-8110	Plants Admin	VEHICLE & MACHINERY	0	0	75,000	75,000	75,000	0.0%	-
			<b>214,988</b>	<b>60,162</b>	<b>299,240</b>	<b>228,980</b>	<b>322,880</b>	41.0%	93,900
1-411-113-1110	Plants Operations	REGULAR SALARIES & WAGES	534,660	538,005	509,290	572,130	542,500	-5.2%	(29,630)
1-411-113-1120	Plants Operations	TEMPORARY SALARIES & WAGES	8,184	18,295	9,680	17,390	18,610	7.0%	1,220
1-411-113-1130	Plants Operations	OVERTIME	27,843	28,117	67,530	19,250	24,500	27.3%	5,250
1-411-113-1140	Plants Operations	SHIFT PREMIUM	749	787	0	42,800	35,140	-17.9%	(7,660)

## City of Elliot Lake

By-Law No. **19-19**  
Schedule "C"

1-411-113-1509	Plants Operations	OVERALL BENEFITS	54,204	54,310	63,320	70,910	67,030	-5.5%	(3,880)
1-411-113-1510	Plants Operations	GROUP BENEFITS	57,138	55,739	45,120	58,510	62,500	6.8%	3,990
1-411-113-1511	Plants Operations	OMERS PENSION	51,859	53,304	47,160	53,630	50,600	-5.6%	(3,030)
			<b>734,637</b>	<b>748,557</b>	<b>742,100</b>	<b>834,620</b>	<b>800,880</b>	-4.0%	(33,740)
1-420-110-2299	Sewage Treatment Plant	SUNDRY GROUNDS MAINTENANCE	3,519	3,701	6,500	6,500	6,500	0.0%	-
1-420-110-2810	Sewage Treatment Plant	HYDRO	147,465	146,392	147,000	150,000	153,000	2.0%	3,000
1-420-110-2830	Sewage Treatment Plant	NATURAL GAS	31,807	58,459	36,000	38,000	60,000	57.9%	22,000
1-420-110-2850	Sewage Treatment Plant	MUNICIPAL TAXES	47,921	46,787	52,000	47,730	56,000	17.3%	8,270
1-420-110-2999	Sewage Treatment Plant	SUNDRY EXPENSES	8,973	6,332	7,000	7,500	6,000	-20.0%	(1,500)
1-420-110-3230	Sewage Treatment Plant	TELEPHONE	31,126	34,008	26,000	28,500	35,000	22.8%	6,500
1-420-110-3410	Sewage Treatment Plant	CONTRACTED SERVICES	11,635	13,989	11,500	11,500	11,500	0.0%	-
1-420-110-3910	Sewage Treatment Plant	INSURANCE PREMIUMS	50,000	50,000	50,000	50,000	-	-100.0%	(50,000)
			<b>332,446</b>	<b>359,668</b>	<b>336,000</b>	<b>339,730</b>	<b>328,000</b>	-3.5%	(11,730)
1-420-112-2310	Sewage Treatment Plant	REPAIR PARTS	2,433	10,760	27,000	27,000	27,000	0.0%	-
1-420-112-2320	Sewage Treatment Plant	LUBRICANTS	3,925	3,274	3,500	3,500	3,500	0.0%	-
1-420-112-2399	Sewage Treatment Plant	EQUIPMENT REPAIRS	11,536	8,353	9,000	8,000	8,000	0.0%	-
1-420-112-3410	Sewage Treatment Plant	CONTRACTED SERVICES	38,685	16,330	30,000	30,000	30,000	0.0%	-
			<b>56,579</b>	<b>38,717</b>	<b>69,500</b>	<b>68,500</b>	<b>68,500</b>	0.0%	-
1-420-113-2299	Sewage Treatment Plant	SUNDRY GROUNDS MAINTENANCE	145	269	2,000	2,000	2,000	0.0%	-
1-420-113-2410	Sewage Treatment Plant	CHLORINE	8,199	5,817	5,000	5,000	5,000	0.0%	-

## City of Elliot Lake

By-Law No. **19-19**  
Schedule "C"

1-420-113-2440	Sewage Treatment Plant	ALUMINUM SULPHATE (ALUM)	74,177	83,689	55,000	65,000	85,000	30.8%	20,000
1-420-113-3410	Sewage Treatment Plant	CONTRACTED SERVICES	32,781	31,496	30,000	30,000	25,000	-16.7%	(5,000)
1-420-113-3415	Sewage Treatment Plant	SLUDGE DISPOSAL	12	1,840	2,500	2,500	2,500	0.0%	-
			<b>116,315</b>	<b>123,111</b>	<b>94,500</b>	<b>104,500</b>	<b>119,500</b>	14.4%	15,000
1-423-113-1010	Sanitary Sewer Connections	DISTRIBUTED WAGES	72,522	58,467	60,000	80,000		-100.0%	(80,000)
1-423-113-2300	Sanitary Sewer Connections	MATERIALS	49,011	71,384	35,000	35,000	50,000	42.9%	15,000
1-423-113-3410	Sanitary Sewer Connections	CONTRACTED SERVICES	61,298	48,428	45,000	48,000	60,000	25.0%	12,000
1-423-113-3424	Sanitary Sewer Connections	MANHOLE RESTORATION	0	6,197	65,000	30,000	50,000	66.7%	20,000
1-423-113-8110	Sanitary Sewer Connections	VEHICLE & MACHINERY	58,173	51,523	75,000	78,000	78,000	0.0%	-
			<b>241,003</b>	<b>235,998</b>	<b>280,000</b>	<b>271,000</b>	<b>238,000</b>	-12.2%	(33,000)
1-424-113-2310	Lift Stations	REPAIR PARTS	14,263	7,099	25,000	25,000	25,000	0.0%	-
1-424-113-2810	Lift Stations	HYDRO	162,542	191,805	165,000	165,000	195,000	18.2%	30,000
1-424-113-2999	Lift Stations	SUNDRY EXPENSES	3,898	3,259	5,000	5,000	5,000	0.0%	-
1-424-113-3410	Lift Stations	CONTRACTED SERVICES	10,941	6,903	6,500	6,500	6,500	0.0%	-
1-424-113-3415	Lift Stations	SLUDGE DISPOSAL	595	2,463	2,000	2,000	2,500	25.0%	500
			<b>192,239</b>	<b>211,529</b>	<b>203,500</b>	<b>203,500</b>	<b>234,000</b>	15.0%	30,500
1-430-110-2299	Water Treatment Plant	SUNDRY GROUNDS MAINTENANCE	944	498	3,000	3,000	3,000	0.0%	-
1-430-110-2810	Water Treatment Plant	HYDRO	264,262	299,949	245,500	270,000	305,000	13.0%	35,000
1-430-110-2850	Water Treatment Plant	MUNICIPAL TAXES	40,601	39,177	51,000	40,600	51,000	25.6%	10,400



City of Elliot Lake

By-Law No. **19-19**  
Schedule "C"

1-430-110-2999	Water Treatment Plant	SUNDRY EXPENSES	6,159	589	6,500	6,500	6,500	0.0%	-
1-430-110-3230	Water Treatment Plant	TELEPHONE	9,717	9,912	7,500	8,000	10,000	25.0%	2,000
1-430-110-3410	Water Treatment Plant	CONTRACTED SERVICES	25,414	18,176	24,000	18,000	25,000	38.9%	7,000
1-430-110-3910	Water Treatment Plant	INSURANCE PREMIUMS	50,000	50,000	50,000	50,000		-100.0%	(50,000)
			<b>397,097</b>	<b>418,301</b>	<b>387,500</b>	<b>396,100</b>	<b>400,500</b>	1.1%	4,400
1-430-112-2310	Water Treatment Plant	REPAIR PARTS	12,065	9,556	25,000	25,000	25,000	0.0%	-
1-430-112-2320	Water Treatment Plant	LUBRICANTS	523	2,690	3,000	3,000	3,000	0.0%	-
1-430-112-2399	Water Treatment Plant	EQUIPMENT REPAIRS	6,107	5,377	9,500	9,500	9,500	0.0%	-
1-430-112-3410	Water Treatment Plant	CONTRACTED SERVICES	18,339	28,058	30,000	30,000	30,000	0.0%	-
			<b>37,034</b>	<b>45,681</b>	<b>67,500</b>	<b>67,500</b>	<b>67,500</b>	0.0%	-
1-430-113-2410	Water Treatment Plant	CHLORINE	8,003	27,337	16,500	16,500	16,500	0.0%	-
1-430-113-2420	Water Treatment Plant	FLUORIDE-HYDROFLUOROSILIC	9,487	14,922	12,000	12,000	12,000	0.0%	-
1-430-113-2440	Water Treatment Plant	POLYALUMINUM CHLORIDE (STERN PAC)	28,460	46,511	55,000	55,000	55,000	0.0%	-
1-430-113-2480	Water Treatment Plant	LIME	6,694	6,375	10,000	10,000	10,000	0.0%	-
1-430-113-3415	Water Treatment Plant	SLUDGE DISPOSAL	4,701	6,246	4,000	4,000	7,000	75.0%	3,000
			<b>62,901</b>	<b>101,391</b>	<b>97,500</b>	<b>97,500</b>	<b>100,500</b>	3.1%	3,000
1-431-110-0161	Water Billing	WATER RATES	-	-	-	-	<b>(4,398,828)</b>	6.5%	(270,018)
1-431-110-0163	Water Billing	HYDRANT RENTALS	-143	-143	0	-140	(140)	0.0%	-
1-431-110-0793	Water Billing	SERVICE CHARGES	-8,228	-7,105	-8,000	-8,000	(8,000)	0.0%	-
1-420-110-0919	Water Billing	MISCELLANEOUS REVENUE	-4,012	-78,819	0	0	-	0.0%	-

## City of Elliot Lake

By-Law No. **19-19**  
Schedule "C"

1-431-110-0928	Water Billing	PENALTY ON WATER	-28,583	31,066	-28,000	-28,000	(28,000)	0.0%	-
1-431-110-3210	Water Billing	POSTAGE	8,759	7,510	8,500	8,700	9,000	3.4%	300
1-431-110-5933	Water Billing	WATER PENALTY W/O	819	1,904	1,500	1,000	1,000	0.0%	-
1-431-110-5949	Water Billing	WATER ACCOUNTS WRITE-OFFS	471	0	1,000	700	700	0.0%	-
1-431-110-6410	Water Billing	TRANSFER TO RESERVE FUND	894,760	409,126	894,760	1,064,620	1,423,008	33.7%	358,388
1-431-110-8310	Water Billing	AUDIT AND ACCOUNTING	0	0	75,000	75,000	75,000	0.0%	-
			<b>3,007,554</b>	<b>3,458,770</b>	<b>2,913,940</b>	<b>3,014,930</b>	<b>-2,926,260</b>	-2.9%	88,670
1-432-113-1010	Water Mains	DISTRIBUTED WAGES	86,447	139,120	95,000	157,000		-100.0%	(157,000)
1-432-113-2300	Water Mains	MATERIALS	36,910	86,519	67,000	75,000	75,000	0.0%	-
1-432-113-2840	Water Mains	WATER	115	90	9,600	6,000	6,000	0.0%	-
1-432-113-3410	Water Mains	CONTRACTED SERVICES	14,318	20,240	35,000	25,000	25,000	0.0%	-
1-432-113-3409	Water Mains	CONTRACTED WATERMAIN FLUSHING	21,151	16,558	60,000	25,000	25,000	0.0%	-
1-432-113-8110	Water Mains	VEHICLE & MACHINERY	54,248	97,310	70,000	115,000	115,000	0.0%	-
			<b>213,188</b>	<b>359,838</b>	<b>336,600</b>	<b>403,000</b>	<b>246,000</b>	-39.0%	(157,000)
		<b>net</b>	<b>-409,126</b>	<b>-755,817</b>	<b>0</b>	<b>0</b>	<b>0</b>	0.0%	(0)

## City of Elliot Lake

By-Law No. **19-19**  
Schedule "D"**WATER DEPARTMENT REVENUE ESTIMATE**

	<b>2016</b> 1.70%			<b>2017</b> 7.00%			<b>2018</b> 7.00%			<b>2019</b> 7.00%			Difference
	Rate	# Units	Revenue	Rate	# Units	Revenue	Rate	# Units	Revenue	Rate	# Units	Revenue	
ANNUAL FLAT RESIDENTIAL	\$573.60	3,675	2,107,980	\$613.75	3,675	2,255,531	\$656.71	3,675	2,413,409	\$702.68	3,675	2,582,349	\$ 45.97
RETIREMENT LIVING	\$573.60	442	253,531	\$613.75	442	271,278	\$656.71	442	290,266	\$702.68	442	310,585	\$ 3.83
MULTI-RES UNITS	\$573.60	1,744	1,000,358	\$613.75	1,744	1,070,380	\$656.71	1,744	1,145,302	\$702.68	1,744	1,225,474	
CHURCHES	\$286.80	11	3,155	\$306.88	11	3,376	\$328.36	12	3,940	\$351.35	12	4,216	
<b>Total Flat Rate</b>		5,872	3,365,024		5,872	3,600,564		5,873	3,852,918		5,873	<b>4,122,624</b>	
COMMERCIAL METERED		189	228,828		189	258,135		191	258,135		192	276,204	
<b>TOTAL</b>		6,061	\$3,593,853		6,061	\$3,858,699		6,064	\$4,111,053		6,065	<b>\$4,398,828</b>	



# MEMO

**To:** Ad Hoc Budget Committee / Council  
**cc.** Daryl Halloch  
**From:** Daniel Gagnon  
**Date:** May 10, 2019  
**Subject:** Motion of Support Needed

---

At the Ad Hoc Budget Committee meeting of May 6, 2019 the committee viewed favourably a staff recommendation to apply to the Northern and Rural Communities Grant program for 83.33% funding towards the degraded road surface and adjacent sidewalk portion of Hillside Drive North in front of the Fire Hall to Ontario Ave. The memo outlining the grant program is attached for more details. It should be noted that if successful this project can occur no earlier than 2020 and will have no impact on the 2019 municipal budget.

The deadline to apply is May 14<sup>th</sup> and a motion of support from Council is needed to accompany the application. Given the timing of the meetings and agenda deadlines, an addendum will be needed to the Council agenda to pass the motion. The budget committee may wish to recommend the motion below or simply do that at the Council table. This memo will serve the basis of the addendum provided to the clerk to ensure that the issue is on the agenda for the Council meeting on May 14<sup>th</sup> as per the procedural bylaw.

Motion of support wording needed:

That the City of Elliot Lake apply to the Northern and Rural Communities program for the Hillside Drive North road and sidewalk reinstatement project at an estimated project cost of \$1.7 million and that

the City commits to fund the 16.67% municipal portion needed to finance the project and that

the City acknowledges that any cost overruns are the city's responsibility and that

staff be authorized to submit the appropriate applications and execute any documents needed to implement this direction.

Respectfully Submitted,

Daniel Gagnon



# MEMO

**To:** Council  
**cc.** Daryl Halloch  
**From:** Daniel Gagnon  
**Date:** May 3, 2019  
**Subject:** Review of Upcoming Funding Opportunities

---

In recent months, the federal and provincial governments have announced various new funding streams. They are briefly outlined below. The City must identify infrastructure projects from our Asset Management Plan (AMP) that align with funding program objectives. The CAO, Director of PWs and Tulloch Engineering have reviewed the AMP and funding criteria and are prepared to make the recommendations.

**Federal Gas Tax:** the federal government has doubled their annual contribution of gas tax funding to municipalities. The previously anticipated amount of \$650,000 will be automatically doubled in this one-time funding windfall. The funding may be applied to infrastructure projects that align with the gas tax priority areas (roads, water/sewer, storm drain infrastructure and the like). There is no need for an application and there is no need make an imminent decision. The additional funds are earmarked for the 10-year capital asset plan and will simply be incorporated in that vein unless Council wishes to earmark it for a specific project.

**Connecting Link Funding:** The Connecting Link (CL) is a former provincial highway that was downloaded to the municipality and represents approx. 5.8 kms (Hwy. 108 from roughly Esten Drive South to just north of the junction of Timber Road North)

- **90% funding to a maximum of \$3 million**
- **Application Deadline: May 31, 2019**

This funding is specifically to make connecting link investments that:

1. Address critical connecting link improvement needs;
2. Extend the life of the asset;
3. Are cost effective and appropriate to address the connecting link need; and
4. Ensure the safe and efficient movement of provincial traffic.

The road surface was redone relatively recently and remains in good shape. The other eligible funding areas of this program provide the City with an opportunity to address long standing issues that have been raised by the public and Council in varying degrees in the

past. Many were set to be reviewed in the 2019 budget exercise, but may now possibly be funded at 90 cent dollars.

Staff and Tulloch are preparing the information needed for the CL funding application based on the areas below.

Improvements in the traffic pattern requires further discussion and review but possible improvements may include:

- ATV/Scooter/Bicycle lanes on shoulders in some areas. ATV use on the immediate gravel shoulder only serves to decrease the lifespan of the road surface. Scooter or bicycle use on the hwy is inherently more dangerous than using a dedicated asphalt path along the shoulder.
- The traffic pattern around the restaurant area (McDonald's and Tim Hortons) needs to be reviewed. Primarily to consider improvements to reduce periodic congestion in the Northbound lane.
- Esso at the advanced green onto Hillside South Drive. The City has received an estimate to extend the length of the turning lane to reduce the conflict between traffic continuing straight and those lining up to turn onto Hillside. (\$85,000)
- Potential to create a choke point at NAPA/RONA entrance - Extending the turning lane beyond No-Frills to include the NAPA/RONA entrance. (internal estimate \$80,000)
- Pedestrian/Electric Scooter and Bicycle traffic sharing highway Esten Drive North to Esten Drive South. Consider upgrades to the path in this area to continue to paved sidewalk along this corridor to the limit of the developed area. This would encourage use of transportation alternates serving the adjacent school and subdivision.
- Lighting is intermittent along the corridor and the safety of the pedestrians would be enhanced by an illumination system that was oriented to the sidewalk connector within the Highway right of way.
- The City will perform a review of guardrails along this corridor
- Review of Pedestrian requirements and potential to create a pedestrian crossing on Hwy 108 close to Hillside North

### **Rural and Northern Communities (under 100,000 population) Funding**

- **83.3% funding to a maximum of \$5 million**
- **Application Due May 14, 2019**

This is the first year of a multistage competitive intake process.

The projects that are eligible must meet certain criteria;

- Must include a capital component
- Must be one of the listed asset types: Road, Bridge, Air or Marine (air and marine are not eligible in Elliot Lake for various specific restrictions)

- A key caveat is that the water, sanitary and storm costs are not eligible: road surface and engineering costs only
- Projects must be contiguous in nature. One distinct stretch of road (no breaks) constitutes a project.
- Project should be informed by the Municipalities asset management plan (AMP).
- Only one (1) submission per Municipality.
- Focus appears to be on safety and reduction of collisions.

*Excerpt: Road infrastructure projects will be assessed for safety in terms of collisions and the reduction of collisions or collision severity associated with the project. This could be assessed through collision history, traffic volumes and Collision Modification Factor or Operational Performance Function depending on the project and information available.*

- There will also be consideration of the state of the road surface (pavement condition index) and active transport (i.e. bike lanes)

Unfortunately, there is no collision data readily available. The OPP does not track such data, the Ministry of Transportation does but the city is not registered for access to this data and the process will take no less than 3 months. The process has begun for future reference but will not be helpful for this intake.

In light of those somewhat limiting criteria, the city and Tulloch reviewed various contiguous roads section in poor repair that could qualify and are recommending a 400m portion of Hillside Drive North (at a minimum from 100m before the corner of Ontario Ave to approximately 100m beyond the Fire Hall). In our assessment, other sections of road aligned with the funding objectives would score even lower on safety index, having low traffic volumes and be even less competitive.

In the absence of hard data, we have secured the attached letter from the OPP Detachment Commander. We believe we can link the fact that critical stakeholders (the OPP detachment, Fire Hall and EMS) are all effected by the poor state of the adjacent road. Clearly, the underground water infrastructure is problematic and causing the degradation of the road surface. If 83% funding can be secured for the design and road surface the water/storm can be addressed with our own reserves and funding in the 10-year plan. This stretch of road was targeted for later years in the 10-year plan but can be moved up given the safety angle and this funding opportunity. The funding covers sidewalks and we can link the poor condition of the interlock stone sidewalks on the southern side near the fire hall as another safety aspect to address.

Because of the heavily competitive nature of this funding, staff feel that the chance of approval is relatively low but that making our best effort with a strategically selected relatively small project may be our best chance.

At the time of writing this memo, a detailed amount for the project was not available but will be by the time of the May 6<sup>th</sup> Budget Meeting. At that meeting, a motion to direct staff to pursue Hillside North project for funding would be appropriate. Again noting that the due date for submitting an application is May 14<sup>th</sup>.

Some elements of both the Hillside and Connecting Link projects will be in the 2019 municipal budget and if successful the 10% to 17% municipal share will be either built-in already or easily accessed with reserves.

Respectfully Submitted,

Daniel Gagnon





Chief Building Official

May 13, 2019

Mayor and Members of Council  
City of Elliot Lake  
45 Hillside Dr. N.  
Elliot Lake, ON P5A 1X5

Dear Mayor and Members of Council:

We wish to advise that at the regular meeting of the By-law and Planning Committee held Thursday, May 9, 2019 the Committee recommended the following resolution to Council:

**Res. 19/07**

**THAT** the Staff Report of the Director of Protective Services, dated May7, 2019 be received;

**AND THAT** the Draft 2019 Fire Permit By-Law # 19-20 be forwarded to Council for approval:

**AND THAT** the appropriate by-law be prepared.

Yours truly,

Leo Chaloux, CBO  
Secretary of Bylaw and Planning Committee

Attachments



## STAFF REPORT

### REPORT OF THE DIRECTOR OF PROTECTIVE SERVICES FOR THE CONSIDERATION OF COUNCIL

#### OBJECTIVE

That Council repeal By-law No. 07-23 and replace it with xxx.

#### RECOMMENDATION

**THAT** the report of the Director of Protective Services dated May 7, 2019 be received;

**AND THAT** the By-law and Planning Committee recommend to Council to repeal By-law No. 07-23 and replace it with xxx.

Respectfully Submitted

A handwritten signature in blue ink, appearing to read "John Thomas".

John Thomas  
Director of Protective Services

Approved

A handwritten signature in blue ink, appearing to read "Daniel Gagnon".

Daniel Gagnon  
Chief Administrative Officer

## BACKGROUND

By-law No. 07-23 controls open air burning within the nine townships of Elliot Lake. The by-law provides for regulating the prevention and the setting of open air fires. Issues arising during municipal fire bans, restricted fire zones and the use of flying lanterns have driven some of the recommended changes to the by-law.

## ANALYSIS

The existing by-law allows the issuance of permits by the Elliot Lake Fire Service so that citizens can have controlled safe campfires. The by-law also regulates open air burning of grass, bush, and brush. The existing and proposed by-law regulations are drafted to co-ordinate with the Forest Fire Protection Act of Ontario. The by-law cannot be less restrictive than the act but can be more restrictive.

The existing by-law had changes to reflect today's needs, such as:

- Allowing enforcement for burning during municipal fire bans or provincial restricted fire zones.
- Ban the use of flying lanterns within municipal boundaries.

## FINANCIAL IMPACT

N/A

## LINKS TO STRATEGIC PLAN

"Strong Municipal Corporate Administration and Governance" to review and update by-laws, policies, and procedures.

## SUMMARY

The changes recommended in the by-law will clearly help with enforcement, prevention and spreading of fire in the City of Elliot Lake.



<p><b>THE CORPORATION OF THE CITY OF ELLIOT LAKE</b></p>
--

***B*Y-LAW NO. 19-20**

Being a by-law to regulate the setting of open air fires and to provide for the prevention of the spreading of fires within the Corporation of the City of Elliot Lake and to repeal By-law No. 86-26.

**WHEREAS** Section 7.1 (1)(b) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c.4 as amended, states that a municipality may pass by-laws, regulating the setting of open air fires, including establishing the times during which open air fires may be set;

**AND WHEREAS** Section 7.1 (4) of the *Fire Protection and Prevention Act*, 1977, S.O. 1997, c.4 as amended, states that a municipality may appoint an officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with. 201, c.25, c.475 (3);

**AND WHEREAS** Section 7.1 (4) of the *Fire Protection and Prevention Act*, 1977 the exercise of powers by an officer appointed under this section shall be carried out in accordance with Part XIV of the Municipal Act, 2001, other than clause 431 (a) of that Act;

**AND WHEREAS** Section 425 (1) of the Municipal Act, S.O. 2001, c.25, as amended, provides a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under the Act is guilty of an offence;

**AND WHEREAS** Section 429 (1) of the Municipal Act, S.O. 2001, c.25, as amended, provides a municipality may establish a system of fines for offences under a by-law of the municipality passed under the Act;

**AND WHEREAS** Section 446 (1) of the Municipal Act, S.O. 2001, c.25, as amended, provides that if a municipality has the authority under any Act or under a by-law under any Act to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;

**AND WHEREAS** Council deems it necessary to adopt a new by-law to regulate and control open air burning with the City of Elliot Lake and to repeal By-law No. 7-23;

**NOW THEREFORE** The council of the Corporation of the City of Elliot Lake enacts as follows:

## PART 1 GENERAL PROVISIONS

### SECTION

#### 1.1 Short Title

This By-law shall be cited as the “*Burning By-law*”.

#### 1.2 Scope

The provisions of this By-law, which includes the Schedules and Appendices annexed hereto and the Schedules and Appendices are hereby declared to form part of this by-law shall apply to all property within the geographic limits of the City, except where otherwise provided.

#### 1.3 Enforcement

This By-law shall be enforced by a *By-law Enforcement Officer*, or a *Chief Fire Official*, or a *Police Officer*.

#### 1.4 Conflicts with other by-law

Where a provision of this By-law conflicts with a provision of another by-law in force in the City of Elliot Lake, the provisions of this By-law shall prevail in order to protect the health, safety and welfare of the general public.

## PART 2 DEFINITIONS

Definitions of words, phrases and terms used in this By-law that are not included in the list of definitions in this section shall have the meanings which are commonly assigned to them in the context in which they are used in this By-law.

The words, phrases and terms defined in this section have the following meaning for the purposes of this By-law.

### SECTION

**2.1 “Applicant”** means the person (18) or older that makes application to the Chief Fire Official for a permit to hold open air burning.

**2.2 “By-law Enforcement Officer”** means the *person* or *persons* duly appointed by the *Council* as Municipal Law Enforcement Officers for the purpose of enforcing regulatory by-laws of the *City*.

**2.3 “Barbeque”** means a portable or fixed device designed and intended solely for the cooking of food in the open air, but does not include outdoor fireplaces and campfires.

- 2.4 “**City**” means the Corporation of the City of Elliot Lake.
- 2.5 “**City Property**” means any land situated within the *City* which is owned by the *City* or controlled by the *City* by lease or otherwise, but does not include a *highway*.
- 2.6 “**Combustible Material**” means materials capable of burning including wood, paper, plastic and vegetation.
- 2.7 “**Council**” means the Municipal *Council* of the City of Elliot Lake.
- 2.8 “**Designate**” means the person or persons appointed by the *Chief Fire Official* authorized to issue open air burning permits in accordance with this by-law.
- 2.9 “**Fire Ban**” means a period of time during which the Fire Chief or his/her designates, prohibits all outdoor burning activities within the *City*.
- 2.10 “**Fire Restricted Zone**” means the area in which the Ministry of Natural Resources has suspended all open air burning.
- 2.11 “**Open Air Burning**” means any fire that is conducted outside a building, including a fire conducted in a garden, yard, alley, field, park, industrial site, construction site, building lot, parking lot, street, or other open place. For the purpose of this definition *open air burning* does not include the following:
- (a) the operation of welding or similar equipment;
  - (b) a manufactured outdoor wood furnace installed and operated in accordance with the manufacturer’s instructions;
  - (c) an appliance which is fuelled by natural gas or propane, including but not limited to a *barbeque*.
- 2.12 “**Open Air Burning Device**” means a manufactured or non-manufactured, non-combustible, enclosed container that is not fueled by natural gas or propane is designed to hold a small fire for decorative, recreational, cooking or warmth purposes and the size of which is not larger than 1 metre (3.2 feet) in any direction and may include, but is not limited to a chiminea, unless approved by the Chief Fire Official or his/her designate.
- 2.13 “**Outdoor fire Pit**” means a non-combustible, contained pit that is not fueled by natural gas or propane and is designed to hold a small fire for decorative, recreational, cooking or warmth purposes and the size of which is not larger than 0.6 metres (24 inches) in any direction.
- 2.14 “**Owner**” means the registered owner of the land.
- 2.15 “**Person**” means an individual firm or corporation.

- 2.16** “**Police Officer**” means a member of the Ontario Provincial Police Service.
- 2.17** “**Provincial Offences Act**” means the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended.
- 2.18** “**Flying Lantern**” means a small hot air balloon or other device designed to carry an open flame as an airborne light, also known as Sky Lantern, Chinese Lantern, Kongming Lantern or Wish Lantern, or other similar device which are devices containing a fuel pack, which fuel pack is usually a petroleum or wax based fuel that when lit causes the lantern to rise.

### PART 3 REGULATIONS

#### SECTION

- 3.1** No *person* shall set out fires in open air at any time without first obtaining an open air burning permit.
- 3.2** The *Applicant* shall acquire a burning permit from the *Chief Fire Official* or his/her designate.
- 3.3** *Outdoor fire pits* and *open air burning devices* may be inspected at any time by the *Chief Fire Official* or by his/her designate to determine compliance with set out guidelines and regulations.
- 3.4** No person shall conduct an open air burn at any time in a Ministry of Natural Resources declared *fire restricted zone(s)* or during a City of Elliot Lake declared *fire* ban.
- 3.5** No *person* shall conduct an *open air burn* within the Municipality between the hours of ten o'clock in the morning and six o'clock in the evening during the period from the 1<sup>st</sup> day of April to the 31<sup>st</sup> day of October in each year unless written approval by the *Chief Fire Official* or his/her designate is issued.
- 3.6** Application to burn during *fire restrictive time(s)*, as outlined in Section 3.5 may be granted by the Chief Fire Official or his/her designate.
- 3.7** No person shall set any fire outdoors to burn, or shall burn outdoors, any grass or leaves except in rural or agriculture areas as designed by the City, as approved by the Chief Fire Official or his/her designate. No household garbage, construction materials or materials mad of/or containing rubber, plastic, tar, pressure treated or creosote treated wood, or any material which may emit noxious or poisonous substances or pollutants, including PCB's and other chemicals shall be burned at anytime.

- 3.8** All persons conducting an *open air burn* shall ensure that it is controlled and supervised at all times and completely extinguished before the burn site is vacated.
- 3.9** Without limiting in any way the prohibition set forth in Section 3.7, all persons shall ensure that only dry, woody type of materials that do not emit noxious or poisonous substances or pollutants other than those produced by the burning of wood, tree limbs or branches shall be permitted to be burned in an *open air burning device or outdoor fire pit*.
- 3.10** No *person* shall conduct an *open air burn* that causes an inconvenience or irritation to others.
- 3.11** Every *person* who is *open air burning* shall ensure that he/she has adequate safety equipment such as water, portable water pumps, portable multi-purpose fire extinguisher, rakes or any other tools necessary to contain the fire.
- 3.12** No *person* shall set *open air burning* in an area near grass or other vegetation where it may spread due to strong winds.
- 3.13** The *Chief Fire Official* or his/her designate can suspend or rescind an open air burning permit at any time.
- 3.14** *Open air burning permits* can be obtained from the City of Elliot Lake Fire Department located at 55 Hillside Drive North.
- 3.15** No persons within the Municipality of the City of Elliot Lake shall ignite or release an ignited *Flying Lantern*.
- 3.16** Any person who ignites or releases a *Flying Lantern* and causes an open fire in the Municipality of the City of Elliot Lake assumes full responsibility for fire control and shall:
- i. Be responsible for any damage to property or injury to persons or animals occasioned by said fire;
  - ii. Assumes full responsibility for fire control and may be liable for costs incurred by the Elliot Lake Fire Department, including costs of the personnel and equipment as authorized and set out in the City of Elliot Lake Fees By-law in effect at the time of the incident and authorized by the Fire Chief or his/her designate.



## PART 4 EXEMPTIONS

### SECTION

- 4.1 The City of Elliot Lake Fire Department shall be exempt from the provisions of this by-law with respect to open air fires for the purposes of training, educating individuals in fire safety or for research purposes;
- 4.2 The City shall be exempt from the provisions of this by-law with respect to open air fires related to municipal works and Council approved or sanctioned events upon approval of the Chief Fire Official or his/her designate.

## PART 5 PERMIT FEES

### SECTION

- 5.1 The fees for the issuance of *Open Air Burning Permits* shall be as follows:
  - (a) Annual permit: \$5.00

## PART 6 PENALTIES

### SECTION

- 6.1 Every person who contravenes any of the provisions of By-law ???? is guilty of an offence and upon conviction is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990. Chapter P.33, as amended.
- 6.2 Any *person* who contravenes any provision of the Ontario Fire Code and every director or officer of a corporation who knowingly concurs in such contravention is guilty of an offence and on conviction is liable to a fine of not more than \$50,000 for an individual or \$100,000 for a corporation or to imprisonment for a term of not more than one year or both.
- 6.3 Where an offence is a continuing offence, each day that the offence is continued shall constitute a separate and distinct offence.
- 6.4 Every person who sets a fire in contravention of this by-law or fails to extinguish a fire once ordered to do so by the *Chief Fire Official* or his/her designate shall, in addition to any penalty provided for herein, be liable to the *City* for all expenses incurred for the purposes of investigating, controlling and extinguishing any fire or left to burn, and such expenses may be recoverable by court action or in a like manner such as municipal taxes.

**PART 7**  
**VALIDITY**

**SECTION**

**7.1     Validity of By-law**

If any section, clause, or provision of this By-law, is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof, other than the section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of this By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

**THE CORPORATION OF THE CITY OF ELLIOT LAKE**

**SCHEDULE "A"**

**OPEN AIR BURNING BY-LAW NO. 19-20**

**PART 1 PROVINCIAL OFFENCES ACT**

**SET FINES**

<b>ITEM</b>	<b>SHORT FORM WORDING</b>	<b>OFFENCE CREATING PROVISION OR DEFINING OFFENCE</b>	<b>SET FINE</b>
1	Conduct open air burning without a permit.	Part 3, Section 3.1	\$100.00
2	Conducting open air burning in a restricted fire zone or during a fire ban.	Part 3, Section 3.4	\$300.00
3	Conducting open air burning during restricted times.	Part 3, Section 3.5	\$100.00
4	Fail to supervise open air burning.	Part 3, Section 3.8	\$100.00
5	Open air burning other than dry woody type materials.	Part 3, Section 3.9	\$100.00
6	Open air burning impacting others.	Part 3, Section 3.10	\$100.00
7	Fail to provide extinguishing agent.	Part 3, Section 3.11	\$100.00
8	Conducting open air burning too close to grass and vegetation.	Part 3, Section 3.12	\$100.00
9	Use of Flying Lanterns within Municipality of the City of Elliot Lake boundries.	Part 3, Section 3.16	\$????

# THE CORPORATION OF THE CITY OF ELLIOT LAKE

## ***B***Y-LAW NO. 19-20

Being a by-law to regulate the setting of open air fires and to provide for the prevention of the spreading of fires within the Corporation of the City of Elliot Lake and to repeal By-law No. 86-26.

**WHEREAS** Section 7.1 (1)(b) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c.4 as amended, states that a municipality may pass by-laws, regulating the setting of open air fires, including establishing the times during which open air fires may be set;

**AND WHEREAS** Section 7.1 (4) of the *Fire Protection and Prevention Act*, 1977, S.O. 1997, c.4 as amended, states that a municipality may appoint an officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with. 201, c.25, c.475 (3);

**AND WHEREAS** Section 7.1 (4) of the *Fire Protection and Prevention Act*, 1977 the exercise of powers by an officer appointed under this section shall be carried out in accordance with Part XIV of the Municipal Act, 2001, other than clause 431 (a) of that Act;

**AND WHEREAS** Section 425 (1) of the Municipal Act, S.O. 2001, c.25, as amended, provides a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under the Act is guilty of an offence;

**AND WHEREAS** Section 429 (1) of the Municipal Act, S.O. 2001, c.25, as amended, provides a municipality may establish a system of fines for offences under a by-law of the municipality passed under the Act;

**AND WHEREAS** Section 446 (1) of the Municipal Act, S.O. 2001, c.25, as amended, provides that if a municipality has the authority under any Act or under a by-law under any Act to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;

**AND WHEREAS** Council deems it necessary to adopt a new by-law to regulate and control open air burning with the City of Elliot Lake and to repeal By-law No. 7-23;

**NOW THEREFORE** The council of the Corporation of the City of Elliot Lake enacts as follows:

## PART 1 GENERAL PROVISIONS

### SECTION

#### 1.1 Short Title

This By-law shall be cited as the “*Burning By-law*”.

#### 1.2 Scope

The provisions of this By-law, which includes the Schedules and Appendices annexed hereto and the Schedules and Appendices are hereby declared to form part of this by-law shall apply to all property within the geographic limits of the City, except where otherwise provided.

#### 1.3 Enforcement

This By-law shall be enforced by a *By-law Enforcement Officer*, or a *Chief Fire Official*, or a *Police Officer*.

#### 1.4 Conflicts with other by-law

Where a provision of this By-law conflicts with a provision of another by-law in force in the City of Elliot Lake, the provisions of this By-law shall prevail in order to protect the health, safety and welfare of the general public.

## PART 2 DEFINITIONS

Definitions of words, phrases and terms used in this By-law that are not included in the list of definitions in this section shall have the meanings which are commonly assigned to them in the context in which they are used in this By-law.

The words, phrases and terms defined in this section have the following meaning for the purposes of this By-law.

### SECTION

**2.1 “Applicant”** means the person (18) or older that makes application to the Chief Fire Official for a permit to hold open air burning.

**2.2 “By-law Enforcement Officer”** means the *person* or *persons* duly appointed by the *Council* as Municipal Law Enforcement Officers for the purpose of enforcing regulatory by-laws of the *City*.

**2.3 “Barbeque”** means a portable or fixed device designed and intended solely for the cooking of food in the open air, but does not include outdoor fireplaces and campfires.

- 2.4** “**City**” means the Corporation of the City of Elliot Lake.
- 2.5** “**City Property**” means any land situated within the *City* which is owned by the *City* or controlled by the *City* by lease or otherwise, but does not include a *highway*.
- 2.6** “**Combustible Material**” means materials capable of burning including wood, paper, plastic and vegetation.
- 2.7** “**Council**” means the Municipal *Council* of the City of Elliot Lake.
- 2.8** “**Designate**” means the person or persons appointed by the *Chief Fire Official* authorized to issue open air burning permits in accordance with this by-law.
- 2.9** “**Fire Ban**” means a period of time during which the Fire Chief or his/her designates, prohibits all outdoor burning activities within the *City*.
- 2.10** “**Fire Restricted Zone**” means the area in which the Ministry of Natural Resources has suspended all open air burning.
- 2.11** “**Open Air Burning**” means any fire that is conducted outside a building, including a fire conducted in a garden, yard, alley, field, park, industrial site, construction site, building lot, parking lot, street, or other open place. For the purpose of this definition *open air burning* does not include the following:
- (a) the operation of welding or similar equipment;
  - (b) a manufactured outdoor wood furnace installed and operated in accordance with the manufacturer’s instructions;
  - (c) an appliance which is fuelled by natural gas or propane, including but not limited to a *barbeque*.
- 2.12** “**Open Air Burning Device**” means a manufactured or non-manufactured, non-combustible, enclosed container that is not fueled by natural gas or propane is designed to hold a small fire for decorative, recreational, cooking or warmth purposes and the size of which is not larger than 1 metre (3.2 feet) in any direction and may include, but is not limited to a chiminea, unless approved by the Chief Fire Official or his/her designate.
- 2.13** “**Outdoor fire Pit**” means a non-combustible, contained pit that is not fueled by natural gas or propane and is designed to hold a small fire for decorative, recreational, cooking or warmth purposes and the size of which is not larger than 0.6 metres (24 inches) in any direction.
- 2.14** “**Owner**” means the registered owner of the land.
- 2.15** “**Person**” means an individual firm or corporation.

- 2.16** “**Police Officer**” means a member of the Ontario Provincial Police Service.
- 2.17** “**Provincial Offences Act**” means the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended.
- 2.18** “**Flying Lantern**” means a small hot air balloon or other device designed to carry an open flame as an airborne light, also known as Sky Lantern, Chinese Lantern, Kongming Lantern or Wish Lantern, or other similar device which are devices containing a fuel pack, which fuel pack is usually a petroleum or wax based fuel that when lit causes the lantern to rise.

### **PART 3 REGULATIONS**

#### **SECTION**

- 3.1** No *person* shall set out fires in open air at any time without first obtaining an open air burning permit.
- 3.2** The *Applicant* shall acquire a burning permit from the *Chief Fire Official* or his/her designate.
- 3.3** *Outdoor fire pits* and *open air burning devices* may be inspected at any time by the *Chief Fire Official* or by his/her designate to determine compliance with set out guidelines and regulations.
- 3.4** No person shall conduct an open air burn at any time in a Ministry of Natural Resources declared *fire restricted zone(s)* or during a City of Elliot Lake declared *fire* ban.
- 3.5** No *person* shall conduct an *open air burn* within the Municipality between the hours of ten o'clock in the morning and six o'clock in the evening during the period from the 1<sup>st</sup> day of April to the 31<sup>st</sup> day of October in each year unless written approval by the *Chief Fire Official* or his/her designate is issued.
- 3.6** Application to burn during *fire restrictive time(s)*, as outlined in Section 3.5 may be granted by the Chief Fire Official or his/her designate.
- 3.7** No person shall set any fire outdoors to burn, or shall burn outdoors, any grass or leaves except in rural or agriculture areas as designed by the City, as approved by the Chief Fire Official or his/her designate. No household garbage, construction materials or materials mad of/or containing rubber, plastic, tar, pressure treated or creosote treated wood, or any material which may emit noxious or poisonous substances or pollutants, including PCB's and other chemicals shall be burned at anytime.

- 3.8** All persons conducting an *open air burn* shall ensure that it is controlled and supervised at all times and completely extinguished before the burn site is vacated.
- 3.9** Without limiting in any way the prohibition set forth in Section 3.7, all persons shall ensure that only dry, woody type of materials that do not emit noxious or poisonous substances or pollutants other than those produced by the burning of wood, tree limbs or branches shall be permitted to be burned in an *open air burning device or outdoor fire pit*.
- 3.10** No *person* shall conduct an *open air burn* that causes an inconvenience or irritation to others.
- 3.11** Every *person* who is *open air burning* shall ensure that he/she has adequate safety equipment such as water, portable water pumps, portable multi-purpose fire extinguisher, rakes or any other tools necessary to contain the fire.
- 3.12** No *person* shall set *open air burning* in an area near grass or other vegetation where it may spread due to strong winds.
- 3.13** The *Chief Fire Official* or his/her designate can suspend or rescind an open air burning permit at any time.
- 3.14** *Open air burning permits* can be obtained from the City of Elliot Lake Fire Department located at 55 Hillside Drive North.
- 3.15** No persons within the Municipality of the City of Elliot Lake shall ignite or release an ignited *Flying Lantern*.
- 3.16** Any person who ignites or releases a *Flying Lantern* and causes an open fire in the Municipality of the City of Elliot Lake assumes full responsibility for fire control and shall:
- i. Be responsible for any damage to property or injury to persons or animals occasioned by said fire;
  - ii. Assumes full responsibility for fire control and may be liable for costs incurred by the Elliot Lake Fire Department, including costs of the personnel and equipment as authorized and set out in the City of Elliot Lake Fees By-law in effect at the time of the incident and authorized by the Fire Chief or his/her designate.



## PART 4 EXEMPTIONS

### SECTION

- 4.1** The City of Elliot Lake Fire Department shall be exempt from the provisions of this by-law with respect to open air fires for the purposes of training, educating individuals in fire safety or for research purposes;
- 4.2** The City shall be exempt from the provisions of this by-law with respect to open air fires related to municipal works and Council approved or sanctioned events upon approval of the Chief Fire Official or his/her designate.

## PART 5 PERMIT FEES

### SECTION

- 5.1** The fees for the issuance of *Open Air Burning Permits* shall be as follows:
  - (a) Annual permit: \$5.00

## PART 6 PENALTIES

### SECTION

- 6.1** Every person who contravenes any of the provisions of By-law ???? is guilty of an offence and upon conviction is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990. Chapter P.33, as amended.
- 6.2** Any *person* who contravenes any provision of the Ontario Fire Code and every director or officer of a corporation who knowingly concurs in such contravention is guilty of an offence and on conviction is liable to a fine of not more than \$50,000 for an individual or \$100,000 for a corporation or to imprisonment for a term of not more than one year or both.
- 6.3** Where an offence is a continuing offence, each day that the offence is continued shall constitute a separate and distinct offence.
- 6.4** Every person who sets a fire in contravention of this by-law or fails to extinguish a fire once ordered to do so by the *Chief Fire Official* or his/her designate shall, in addition to any penalty provided for herein, be liable to the *City* for all expenses incurred for the purposes of investigating, controlling and extinguishing any fire or left to burn, and such expenses may be recoverable by court action or in a like manner such as municipal taxes.

## **PART 7 VALIDITY**

### **SECTION**

#### **7.1      Validity of By-law**

If any section, clause, or provision of this By-law, is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof, other than the section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of this By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

**THE CORPORATION OF THE CITY OF ELLIOT LAKE**

**SCHEDULE “A”**

**OPEN AIR BURNING BY-LAW NO. 19-20**

**PART 1 PROVINCIAL OFFENCES ACT**

**SET FINES**

<b>ITEM</b>	<b>SHORT FORM WORDING</b>	<b>OFFENCE CREATING PROVISION OR DEFINING OFFENCE</b>	<b>SET FINE</b>
1	Conduct open air burning without a permit.	Part 3, Section 3.1	\$100.00
2	Conducting open air burning in a restricted fire zone or during a fire ban.	Part 3, Section 3.4	\$300.00
3	Conducting open air burning during restricted times.	Part 3, Section 3.5	\$100.00
4	Fail to supervise open air burning.	Part 3, Section 3.8	\$100.00
5	Open air burning other than dry woody type materials.	Part 3, Section 3.9	\$100.00
6	Open air burning impacting others.	Part 3, Section 3.10	\$100.00
7	Fail to provide extinguishing agent.	Part 3, Section 3.11	\$100.00
8	Conducting open air burning too close to grass and vegetation.	Part 3, Section 3.12	\$100.00
9	Use of Flying Lanterns within Municipality of the City of Elliot Lake boundries.	Part 3, Section 3.16	\$????



Chief Building Official

May 13, 2019

Mayor and Members of Council  
City of Elliot Lake  
45 Hillside Dr. N.  
Elliot Lake, ON P5A 1X5

Dear Mayor and Members of Council:

We wish to advise that at the regular meeting of the By-law and Planning Committee held Thursday, May 9, 2019 the Committee recommended the following resolution to Council:

**Res. 19/08**

**THAT** the Planning Report from J.L. Richards & Associates Limited dated April 23, 2019 regarding a zoning bylaw amendment for 206 Ottawa Ave. be received;  
**AND THAT** the request for a zoning bylaw amendment for the operation to convert an existing detached garage for the purpose of establishing an automotive shop, being a non-permitted use in a residential zone, be received;  
**AND THAT** the application be forwarded to council for their consideration.

Yours truly,

Leo Chaloux, CBO  
Secretary of Bylaw and Planning Committee

Attachments

# MEMORANDUM



**J.L. Richards  
& Associates Limited**  
314 Countryside Drive  
Sudbury, ON Canada  
P3E 6G2  
Tel: 705 522 8174  
Fax: 705 522 1512

Page 1 of 5

To: Ms. Natalie Bray, Clerk  
City of Elliot Lake

Date: April 23, 2019

JLR No.: 27355-007

CC:

From: Anne Dorion, Planner

Re: Zoning By-law Amendment – 206 Ottawa Avenue to  
permit an automotive shop (Harnell)

**PROPERTY DESCRIPTION** The property is described as Lot 89 of Registered Plan M-337, with municipal address 206 Ottawa Avenue. The subject property is approximately 572 square metres in area and has approximately 14.9 metres of frontage on Ottawa Avenue, a municipal road.

**APPLICATION** A local resident has initiated a Zoning By-law Amendment in order to convert an existing detached garage for the purposes of establishing an automotive shop. The current zone does not permit the proposed use of the lot, and as such, the applicant has applied to permit an automotive shop as an additional permitted use on the property (R1-special Zone).

**RECOMMENDATION** The application for Zoning By-law amendment as submitted to permit an automotive shop within the existing detached garage is ***not proper land-use planning*** and ***cannot be recommended for approval***. An automotive shop is not compatible with the surrounding residential area as it is anticipated that the use could create nuisances for the surrounding residential neighbourhood.

We recommend that Council refuse the Zoning By-law Amendment application as the proposed amendment is inconsistent with the intent and policies of the Provincial Policy Statement (PPS), does not conform to the Growth Plan for Northern Ontario, and does not conform to the City's Official Plan (OP).

## BACKGROUND

The City of Elliot Lake has requested our professional opinion regarding an application for a Zoning By-law Amendment for a special exception to the property located in Lot 89 of Registered Plan M-337, with municipal address 206 Ottawa Avenue, City of Elliot Lake. The applicant/owner has applied for a Zoning By-law Amendment to allow the establishment of an automotive shop within the existing detached garage as such a use is not recognized as permitted use under the current zoning.

A Zoning By-law Amendment can only be approved if the change meets three tests:

- Is consistent with the Provincial Policy Statement;
- Conforms to the Growth Plan for Northern Ontario; and
- Conforms to the City's Official Plan.

The property is currently designated 'Residential' by the Official Plan and zoned 'Residential One and Two-Unit Dwelling (R1) Zone'.

April 23, 2019  
 JLR No.: 27355-007

Page 2 of 5

The subject lands are approximately 572 square metres (0.14 acres) in area with approximately 14.9 metres (48.9 feet) of frontage on Ottawa Avenue. The property is located within a residential neighbourhood which primarily consists of single detached dwellings. There are single detached dwellings immediately neighbouring the subject lands, and located across the street. Undeveloped and forested lands are located immediately behind and to the north of the subject property. With respect to forested areas, part of those undeveloped lands are zoned for residential uses (i.e. 'R1 Zone'). See Figures 1, 2 and 3.



Figure 1. Street view of subject property.

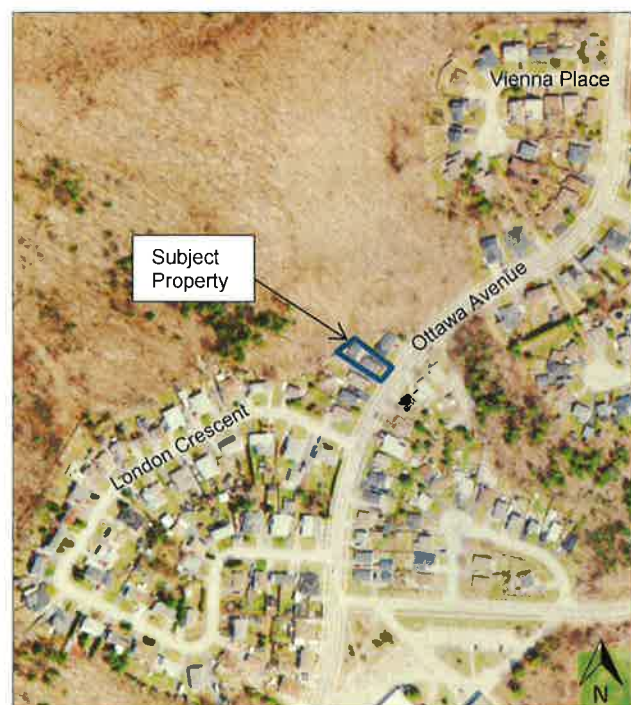


Figure 2: Aerial of surrounding lands

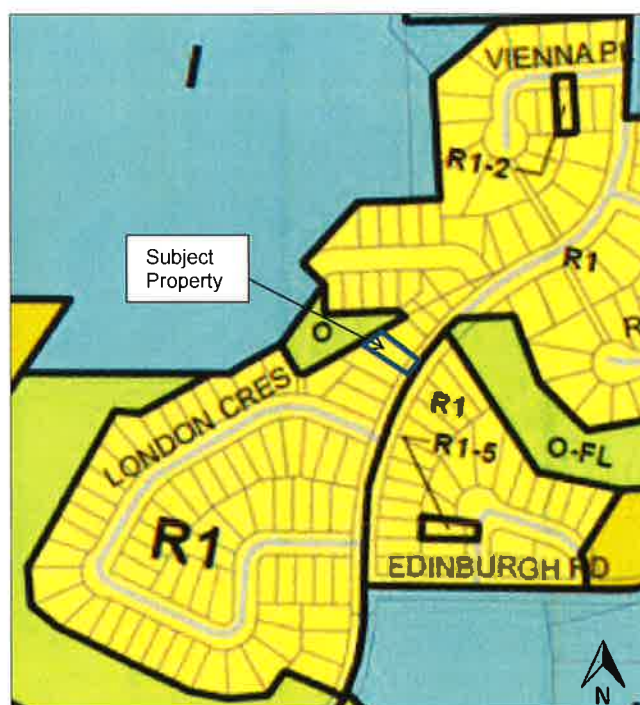


Figure 3: Excerpt from Zoning By-law 18-36, Schedule A

As proposed, the applicant intends to convert the existing 71.3 square metre (768 square foot) detached garage for the purposes of operating an automotive shop. The garage is located to the rear and north of the existing dwelling and can be seen from the roadside. Natural screening onsite is provided by hedges along the southern side lot line. Although there is no onsite screening along the north property line, there is a hedgerow present on the neighbouring property to the north.

See Figures 4 and 5.



April 23, 2019  
 JLR No.: 27355-007

Page 3 of 5

According to information provided by the applicant the services offered by the shop will be light car repairs and detailing. Equipment used would consist of a hoist, tire changer and balancer, vacuum, and hand tools. All activities from the shop are proposed to be indoors only, with the overhead door shut. From an operational perspective the shop would be opened five (5) days a week from Wednesday to Sunday, with proposed hours of operation from 10 a.m. to 7 p.m. As indicated by the owner, it is anticipated that four (4) customers would frequent the shop during the nine (9) hour work day, for an average of one (1) customer every 2 ¼ hours. As indicated, onsite customer parking will be provided by one designated spot in front of the garage. According to the applicant the driveway area can accommodate six (6) vehicles. No additional employees are proposed.



Figure 4: View of garage (photo provided by owner)



Figure 5: Street view of subject property and driveway

## ANALYSIS

### Provincial Policy Statement (PPS) 2014

The Provincial Policy Statement (PPS) Section 1.1.3.1 identifies settlement areas to be the focus of growth where their vitality and regeneration are to be promoted, as these areas are critical to the long-term economic prosperity of a community. Section 1.1.3 indicates that it is the interest of all communities to, among other items, promote efficient land use patterns. With regards to economic opportunities and competitiveness Section 1.3.1 b) of the PPS directs that planning authorities shall achieve this by: *"maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses"*.

In this case a commercial or employment opportunity is proposed within a residential area. As directed by the PPS the City's planning documents provide further direction on where those employment opportunities are to be located in order to achieve a suitable land use pattern. An automotive shop, as described herein, is not permitted in the current designation or zoning; rather, such a use is directed to lands zoned Commercial or Industrial. Incidentally, lands zoned 'C2' and 'M' are separated from lands zoned for residential purposes and are generally located along Highway 108.

April 23, 2019  
JLR No.: 27355-007

Based on our review, the subject application is inconsistent with the relevant policies of the PPS as it is contrary to the planned developed pattern of commercial and industrial uses within the City and is incompatible with the surrounding residential neighbourhood.

#### Growth Plan for Northern Ontario (GPNO) 2011

The GPNO indicates that communities function as the economic and service hub of the North. In order to ensure the prosperity of northern communities the GPNO directs that municipalities should prepare long-term community strategies. These strategies, among other items, should achieve economic sustainability, accommodate the diverse needs of all residents, now and in the future, and provide a high quality of place.

Permitting an automotive shop which can raise issues related to noise, odours related to fumes, storage, and traffic is incompatible with the residential area, and may limit opportunities for planned residential growth in the area. The intended use of the subject lands is therefore not supported by this Plan.

#### City of Elliot Lake Official Plan (2019)

The subject lands are designated 'Residential' in the City's Official Plan (OP). Section 5.1.2 of the OP sets out the City's permitted uses for lands designated 'Residential', which primarily focus on residential uses. The Official Plan further recognizes other uses which are compatible and necessary to serve residential neighborhoods, such as neighbourhood commercial uses and home-based businesses.

When considering a neighbourhood commercial use in the 'Residential' designation the OP directs that such a use shall have regard for the following matters:

- " 1. The compatibility of the use with adjacent developments, and the compatibility of the visual appearance of the use with adjacent development;*
- 2. The appropriateness of the location to serve the neighbourhood and to minimize potential traffic impacts;*
- and*
- 3. A preferred location on or in close proximity to an urban collector road."*

Policy direction for a home based business is provided in Section 4.7 of the OP which defines such a business as a use which is compatible with the residential neighbourhood and clearly secondary to the principle residential use. According to the OP the use is permitted subject to the provisions of the City's Zoning By-law and provided the use does not create a nuisance for the surrounding neighbourhood.

According to the information provided by the applicant the shop would be open 45 hours a week and could serve one new customer every 2 ¼ hours. The potential traffic and visual impacts of customers both arriving and leaving the site brings into question whether the use would be considered secondary to, or in keeping with, the residential use. In addition, possible land use conflicts related to noise, odours related to fumes, and storage are anticipated. Given the nature of an automotive shop, it is our opinion that such a use is not compatible with adjacent residential development, and is more appropriately located in the areas designated for commercial or industrial development in the City.

Based on our review the proposed use is not appropriate in a residential area as it does not meet the policy criteria for either a neighbourhood commercial use or a home based business. The automotive shop is therefore not permitted in the 'Residential' designation, and does not conform to the City's Official Plan.

#### City of Elliot Lake Comprehensive Zoning By-Law No. 18-36

The subject property is zoned 'Residential One and Two-Unit Dwelling (R1) Zone', which permits a single detached dwelling, semi-detached and duplex dwellings, boarding houses, group homes, bed and breakfast, and a home based business. The owner has applied for a Zoning By-law amendment as an automotive shop is not recognized as a permitted use under the current zoning.



April 23, 2019  
JLR No.: 27355-007

Page 5 of 5

With regards to compliance, the existing garage exceeds the maximum lot coverage for an accessory structure (maximum is 10%, whereas 12.5% is provided). Based on available information the automotive shop and existing residential use would collectively require two (2) parking spaces. Although the submitted sketch does not indicate the location nor the size of proposed parking spaces, the subject site provides for ample area to accommodate the required number of spaces.

Based on operational details provided by the applicant the proposed automotive shop would be identified as an 'automotive light' establishment. An automotive light establishment is not permitted in the current 'R1' Zone nor the 'Neighbourhood Commercial (C3) Zone'. Such a use is directed to lands zoned 'Tourist Highway Commercial (C2)' or 'Industrial (M)', which are generally located along Highway 108. In light of the potential land use conflicts associated with an automotive shop in a residential area it is our opinion that the application is inconsistent with the City's Comprehensive Zoning By-law.

## CONCLUSION

The application to rezone the subject lands from 'Residential One and Two-Unit Dwelling (R1) Zone' to permit an automotive shop on the property is inconsistent with the PPS and Growth Plan, and does not conform to the Official Plan. As such, we recommend refusal of the application for Zoning By-Law Amendment.

## NEXT STEPS

Should the City refuse the application the applicant will be notified of the refusal. The applicant has the right to file an appeal to the Local Planning Appeal Tribunal (Tribunal, which replaced the OMB in 2017). The City will be responsible for defending its decision should there be an appeal. It is the responsibility of the applicant to make a case in their appeal, and potentially before the Tribunal, as to why this report is incorrect.

Should you have any questions regarding the above, or if additional information is required, please contact the undersigned.

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



Anne Dorion, M.A.  
Planner

Reviewed by:



Sarah Vereault, MCIP, RPP  
Planner

AD:sv



Chief Building Official

May 6, 2019

By-Law & Planning Committee  
City of Elliot Lake  
45 Hillside Dr. N.  
Elliot Lake, ON P5A 1X5

**RE: Request for Zoning Amendment- 206 Ottawa Avenue**

Dear By-Law & Planning Committee Members:

We recommend that the By-Law and Planning Committee refuse the Zoning By-Law Amendment application as the proposed amendment for this property (R1) Zoning is not a permitted use under the current zoning By-Law.

Parking is insufficient for the proposed use, and street parking is not permitted on Ottawa Avenue.

The existing Garage (24 x 24) is currently over the allowed maximum lot coverage for this property.

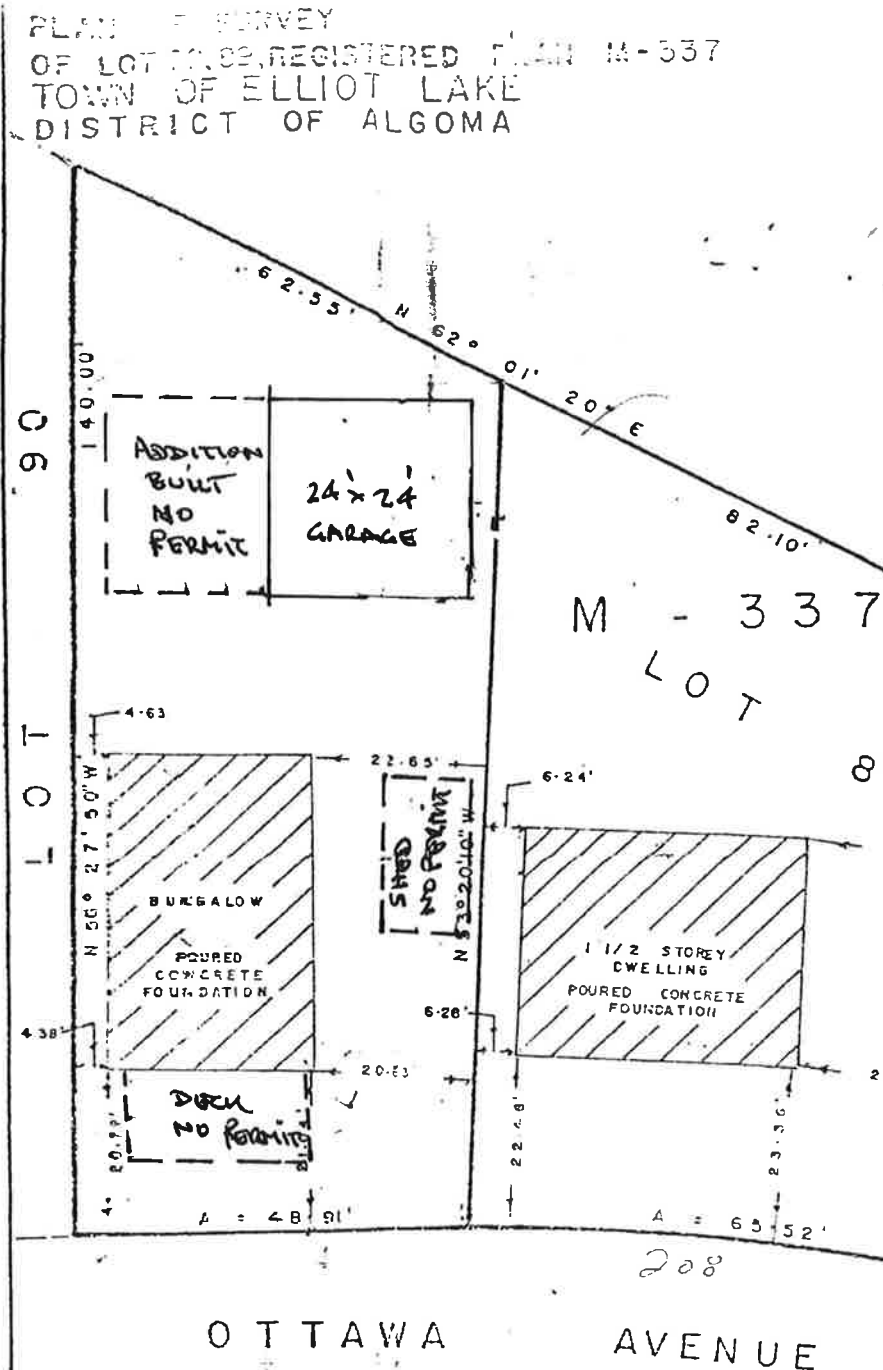
A site inspection discovered that an addition was constructed on the south side of the garage without a building permit; a storage shed was built on the north side of the property without a building permit and a front deck was also built without a building permit.

Yours truly,

A handwritten signature in black ink, appearing to read "Leo Chaloux".

Leo Chaloux, CBCO  
Chief Building Official

Attachments

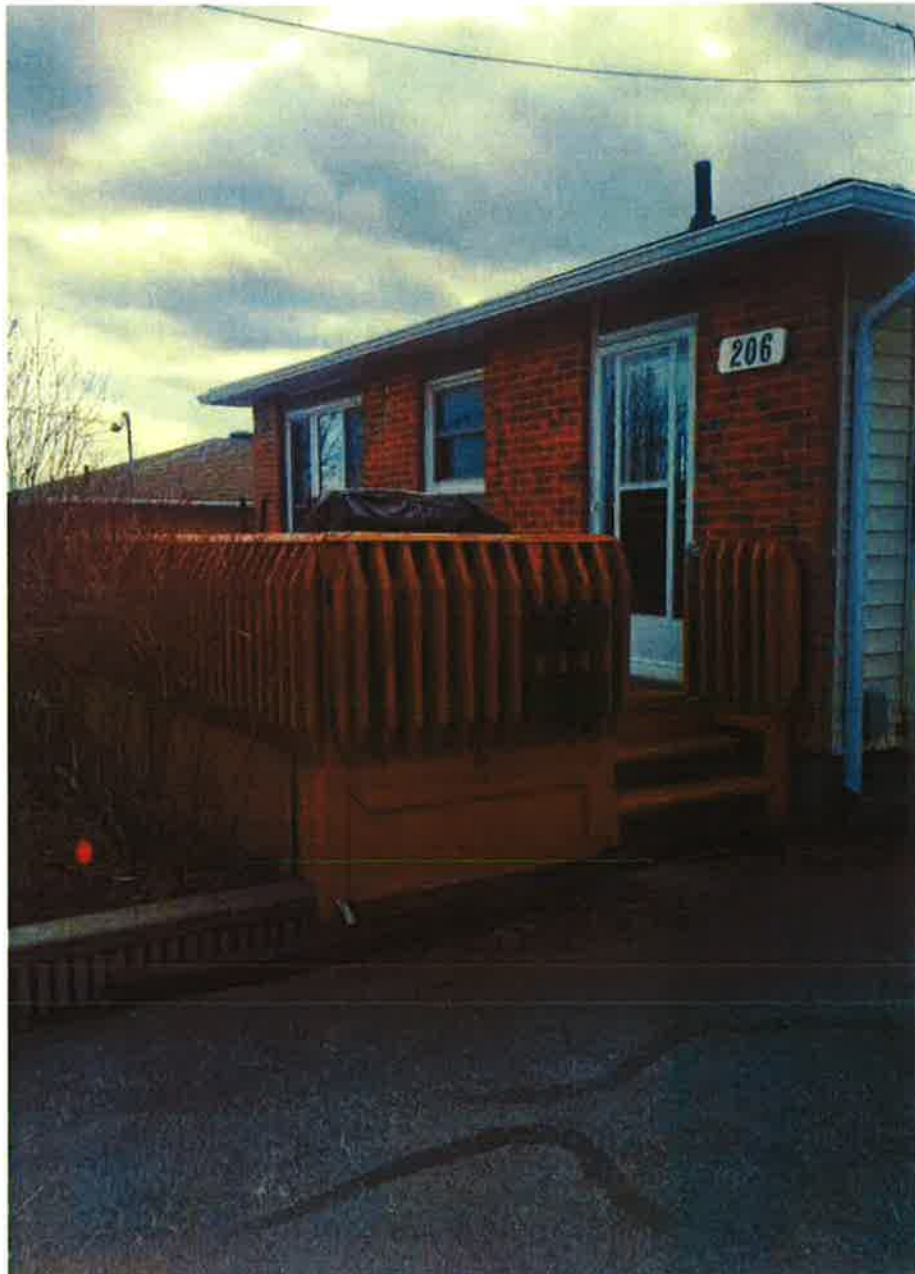


"ALL TIES ARE TO CONCRETE FOUNDATION"

ROLAND HOLLANDY

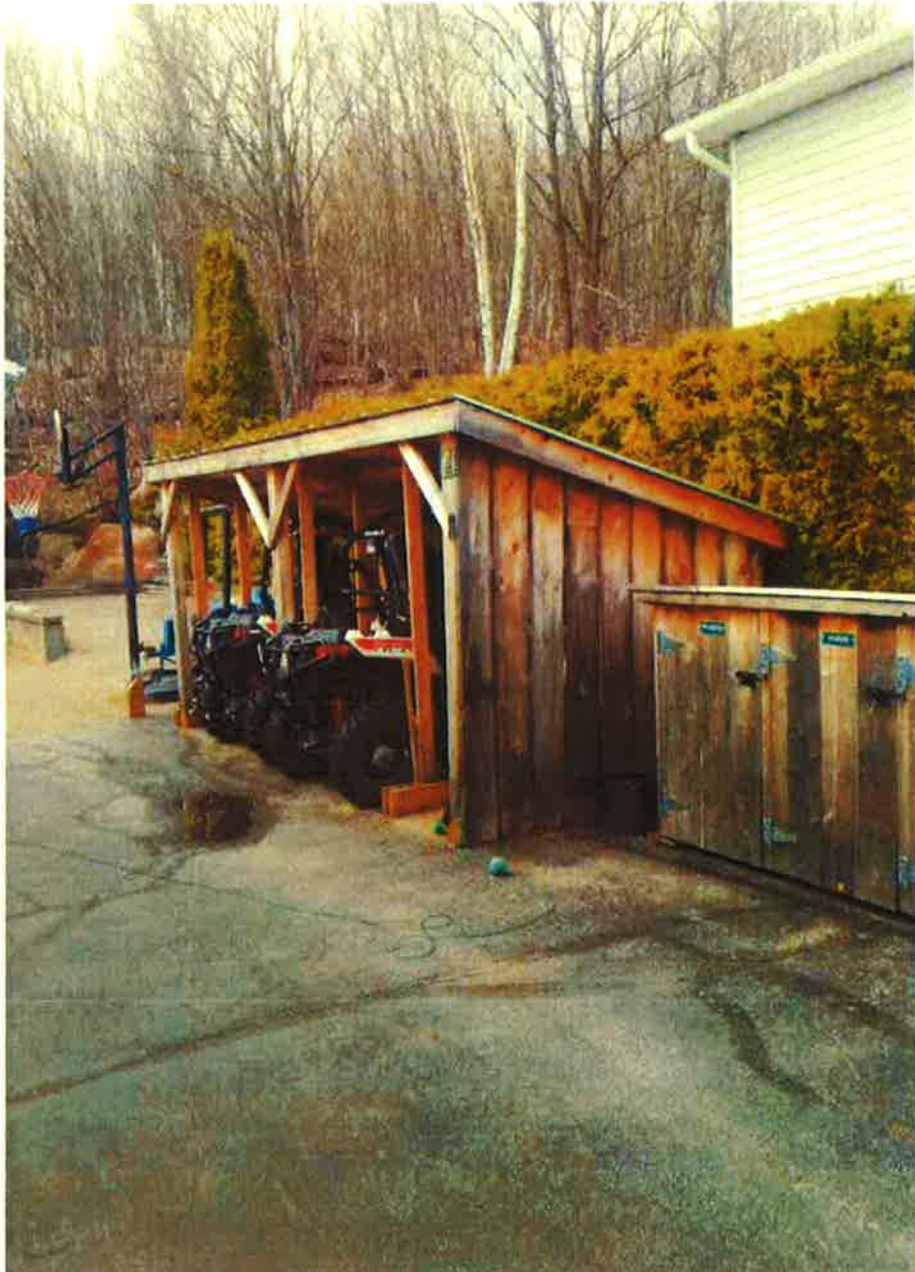
Marshall Mackin Menaghan Limited

15-77-530-88, 93

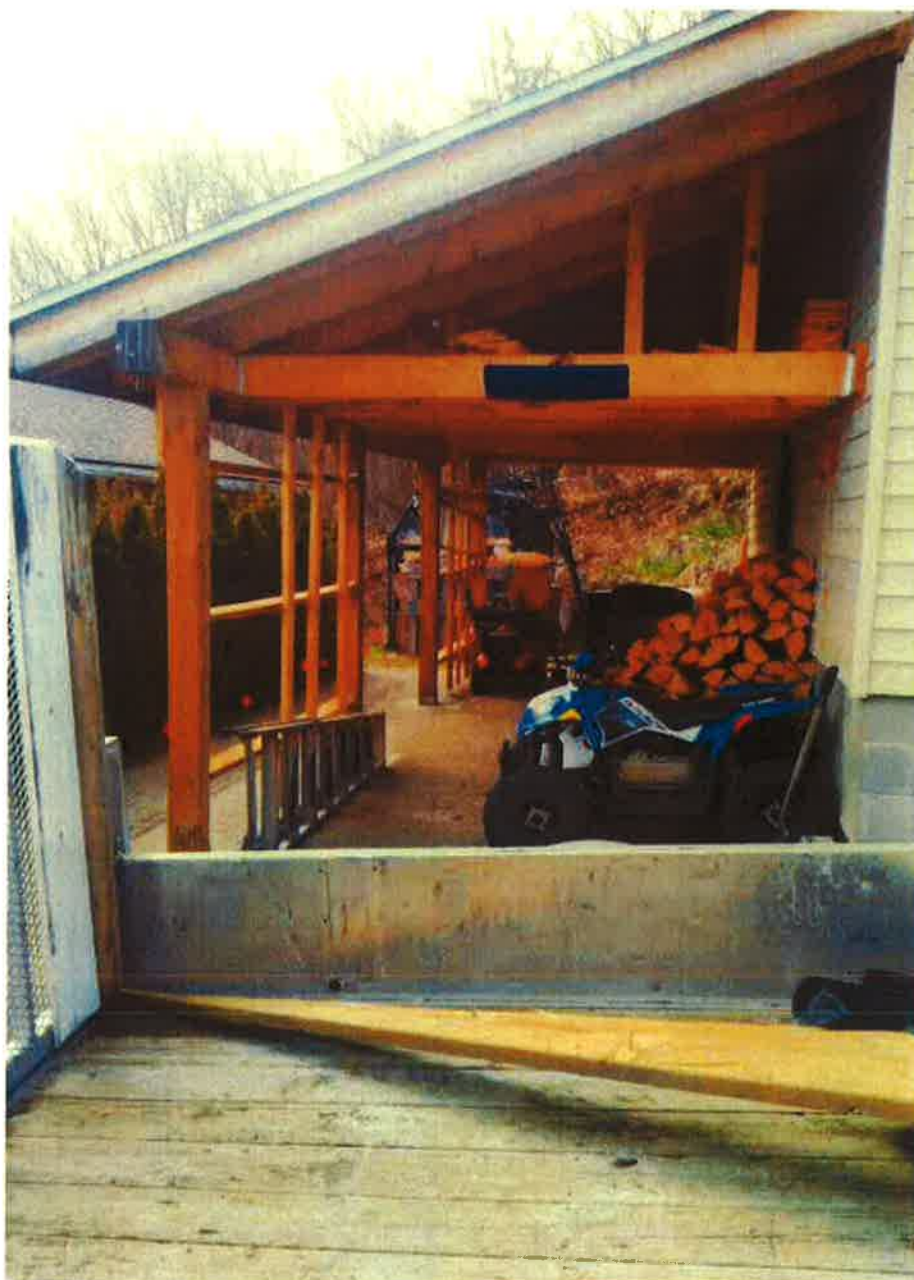
















Chief Building Official

May 13, 2019

Mayor and Members of Council  
City of Elliot Lake  
45 Hillside Dr. N.  
Elliot Lake, ON P5A 1X5

Dear Mayor and Members of Council:

We wish to advise that at the regular meeting of the By-law and Planning Committee held Thursday, May 9, 2019 the Committee recommended the following resolution to Council:

**Res. 19/11**

**THAT** the Staff Memo on Offer to Purchase two parcels of vacant residential land on Gauthier Place from the City Clerk, dated, April 30, 2019 be received;  
**AND THAT** the offer be forwarded to Council.

As this matter deals with the potential disposition of land by the municipality it may be discussed in closed session under Section 239(2)(c) of the Municipal Act.

Yours truly,

Leo Chaloux, CBO  
Secretary of Bylaw and Planning Committee

Attachments



# MEMO

To: **Bylaw and Planning Committee**  
From: **Natalie Bray, Clerk**  
Date: **April 30, 2019**  
Subject: **Offer to Purchase**

---

We have received an offer to purchase two parcels of vacant residential land on Gauthier Place.

As this matter deals with the potential disposition of land by the municipality it may be discussed in closed session under Section 239(2)(c) of the Municipal Act.

Natalie Bray  
Clerk

Good afternoon:

As you may recall, the Rural Health Hub group has been working toward applying to the Ministry of Health for the formation of an Ontario Health Team for eastern Algoma. This would include communities from along the corridor from Echo Bay to Spanish and include St. Joseph Island and Elliot Lake and would provide a voice for health care in East Algoma, which is at risk.

The deadline for submissions to submit an Expression of Interest is May 15th and work is currently underway on the application form, led by Dr. Janet McLeod. As a result of the work the Rural Health Hub has already done collaboratively over the past 2.5 years, we are well positioned to meet many of the expected goals. The focus of the application will be on the patients and families of our communities and the hope is that MOH could come to view our group as a potential model for development of rural health teams.

Dr. McLeod has indicated that **demonstration of community support is a key component for our success** with this Expression of Interest, so we have volunteered to coordinate letters of support from the municipalities in the catchment area. The application is not a binding document and if the group is invited to the next step of actually creating a team, there will be opportunities for municipal representation to participate in the design. Attached is a draft letter that your municipality could use, but you should also feel free to make modifications or draft your own.

If you have any questions, we would be happy to forward these to the group for clarification. Please send your signed letters to myself, or directly to Allison Costello at Ontario Health Teams. [OntarioHealthTeams@ontario.ca](mailto:OntarioHealthTeams@ontario.ca)

If at all possible, we would like to have these back in time to include in the May 15<sup>th</sup> submission. We will package them together and delivered to Dr. McLeod for inclusion.

We realize this is a very short turnaround time, but in the interest of meeting the May 15 deadline, anything you can do to garner the support of your Council prior to their next meeting would be greatly appreciated.

Also please share this with others whose support would assist the submission. If I have left any municipalities off the list, please feel free to forward.

## **Re: Endorsement of Ontario Health Team in East Algoma**

To Whom It May Concern:

We are writing to indicate our support for the work being done toward the formation of an Ontario Health Team (OHT) for the East Algoma region.

Residents of rural Northern Ontario face many challenges when compared to urban counterparts and compared to provincial averages. Statistics show that rural and northern communities have an older population, lower median income, higher unemployment, higher rates of smoking, obesity and alcoholism, and higher rates of chronic disease and cancer in comparison to our provincial counterparts. We recognize that due to economies of scale and a lack of critical mass, there are unique challenges to delivering high-quality health care in rural and remote areas.

We also recognize the pressures facing our health care system and understand that health care providers in rural areas need to be generalists and that our residents will always need to seek specialized health care outside of our area at some point in their lives. That is why we fully support the overarching goal of our local Rural Health Hub team to improve health outcomes by strengthening our local community resources to reduce the demand for those specialized services and help coordinate care to transition patients back home with access to the supports and services necessary to reduce the likelihood of unnecessary hospital visits.

In November 2016 work began on a Rural Health Hub with an extensive needs assessment and mapping exercise to identify gaps, issues, and “bright spots” throughout the catchment area between Echo Bay and Spanish (including St. Joseph Island and Elliot Lake). Specifically, our geographic area includes at least twenty municipalities and First Nation communities, and many unorganized townships with a population of approximately 30,000 residents.

Through innovative local solutions we believe an Ontario Health Team would be positioned to address the health care needs of our rural residents by:

- Strengthening the collaborative community health network that spans health and social service sectors, and engaging community partners to develop strategies that coordinate and integrate services.
- Approaching planning, delivery of services, evaluation and adjustment as necessary to ensure that funding targeted for rural areas can be managed more transparently and delivered directly to patients.
- Building a team that enhances local community services to care for our communities to ensure that we address the social determinants of health, access to primary care, a more connected home and community care system, and enhanced mental health and addictions services.

- Addressing transportation disadvantages with a local system that brings patients to services both within and outside the catchment increased opportunities to get health care in the right place, at the right time.

We believe that this model will result in enhanced community resources, Primary Care, home care, and other services that will improve the overall health of our population by providing more robust services in our home area and divert people from accessing hospital care.

Yours sincerely,



# MEMO

**To:** Elliot Lake Council  
**cc.** Daniel Gagnon, Daryl Halloch  
**From:** Ashten Vlahovich  
**Date:** May 13, 2019  
**Subject:** Notification of Application to Investing in Canada Infrastructure: Public Transit Stream

---

## ***ICIP:***

The Investing in Canada Infrastructure Program (ICIP) is a bilateral funding program that is separated into five main infrastructure priorities. The five priorities include;

- Public Transit
- Green
- Social
- Trade and Transportation
- Rural and Northern Communities

The government is investing more than \$180 billion over 12 years in the five main priority streams and have opened applications for two of them. Rural and Northern Communities and the Public Transit streams are currently open for submission with a deadline of May 14, 2019.

Due to the recent change in transit fleet, discussion on accessibility for transit and the priority from Council to provide opportunities for extended services and routes it is recommended that the City of Elliot Lake submit an application to the Public Transit stream. As ICIP is dedicated to improving infrastructure, the funding may include planning costs but must result in capital purchases.

In order to continue improving the overall transit system the following multi-year project is recommended for application.

***Transit Project:*** Proposed project is a planning and capital project that would be implemented over 3-5 beginning in 2020.

Planning and Design: complete detailed transit route and capital review that will provide potentially new routes, or schedules to meet community need, as well as a capital plan to

implement new route system including fleet purchase, equipment for tracking/booking, rehabilitation of existing transit shelter stops for accessibility and installation of new transit shelters.

Capital Purchases: based on route and capital review, phased in capital purchases for fleet, onboard equipment and rehabilitation and new installations of transit stops and shelters.

***Funding:***

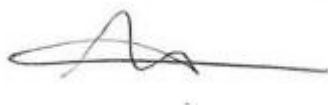
The Public Transit Stream of ICIP will fund up to 73.33% of planning and new capital purchases and 83.33% of rehabilitation projects up to and over \$20 Million.

Implementing the project above, dependent on approved funding application, would be an estimated \$750,000 with the contribution from the City being \$195,025. The City may use their Provincial Dedicated Gas tax as their contribution towards the project costs. On average the City receives \$130,000 annually, which would cover the required contribution over multiple years.

***Process:***

The deadline to submit the application is May 14, 2019 however a motion from Council is not required now. Should the City be a successful applicant, notification will be received by the fall of 2019 and at that point, the project would be considered in the 2020 budget process and would then require a resolution from Council entering in an agreement for the funding. This memo serves as information to Council regarding the submission of a funding application to the ICIP Public Transit Stream.

Respectfully Submitted,



Ashten Vlahovich

Economic Development Coordinator