



The Corporation of the Municipality of St.-Charles

AGENDA

Committee of the Whole Meeting

May 3, 2023 at 6:00 PM

Council Chambers (Municipal Office)

1 MEETING CALLED TO ORDER AND ROLL CALL

1.1 Resolution to open the meeting

BE IT RESOLVED THAT the Committee of the Whole meeting of May 3, 2023 be opened at 6:00 p.m.

1.2 Indigenous Land Acknowledgement

2 ADOPTION OF AGENDA

2.1 Resolution to adopt the agenda

BE IT RESOLVED THAT the agenda for the Committee of the Whole meeting held May 3, 2023 be adopted as presented.

3 DISCLOSURES OF PECUNIARY INTEREST

4 PRESENTATIONS AND DELEGATIONS

5 ANNOUNCEMENTS AND INQUIRIES BY COUNCIL AND MEMBERS OF THE GENERAL PUBLIC

6 NOTICE OF MOTIONS

7 CLOSED SESSION

7.1 Resolution to enter into closed session

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby opens a closed session at _____ p.m. this 3rd day of May, 2023 to discuss:

_____ personal matters about an identifiable individual, including municipal or local board employees, as authorized under Section 239 (2) (b) of the *Municipal Act, 2001*, as amended;

Topic #1 - Department Head Reviews - Update

_____ labour relations or employee negotiations, as authorized under Section 239 (2) (d) of the *Municipal Act, 2001*, as amended;

Topic #1 - Department Head Reviews - Update

_____ a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, as authorized under Section 239 (2) (k) of the *Municipal Act, 2001*, as amended.

Topic #2 - Construction Agreement Negotiations

7.2 *Resolution to reconvene to open session*

BE IT RESOLVED THAT having dealt with all matters pertaining to the closed session, we hereby reconvene to the Committee of the Whole meeting at _____ p.m.

7.3 *Verbal Report from Mayor Following Closed Session*

8 COMMITTEES:

8.1 Environmental Services Committee

Chair Councillor Joshua Lachance / Co-Chair Councillor Mathieu Pothier

8.2 Finance Committee

Chair Councillor Julie Laframboise / Council

8.3 General Government Committee

Chair Mayor Paul Branconnier / Council

8.3.1 *Report to Council - Delegation of Powers Policy*
Prepared by: Denis Turcot, CAO

8.3.2 *Report to Council - Request for Qualifying Organization*
Prepared by: Denis Turcot, CAO

8.3.3 *Report to Council - Canada Day*
Prepared by: Denis Turcot, CAO

8.4 Health Services Committee

Chair Councillor Monica Loftus / Co-Chair Councillor Julie Laframboise

8.5 Parks & Recreation Services Committee

Chair Councillor Mathieu Pothier / Co-Chair Councillor Joshua Lachance

8.6 Planning & Development Committee

Chair Councillor Joshua Lachance / Co-Chair Mayor Paul Branconnier

8.7 Protection to Persons & Property Committee

Chair Councillor Mathieu Pothier / Co-Chair Councillor Joshua Lachance

*8.7.1 Report to Council - Speed Control Signs
Prepared by: Denis Turcot, CAO*

8.8 Social & Family Services Committee

Chair Councillor Monica Loftus / Co-Chair Councillor Mathieu Pothier

8.9 Transportation Services Committee

Chair Councillor Julie Laframboise / Co-Chair Councillor Monica Loftus

9 Manitoulin-Sudbury District Services Board (MSDSB)

Councillor Monica Loftus (2024) / Mayor Paul Branconnier (2025 - 2026)

10 St.-Charles Public Library Board (SCPLB)

Councillor Monica Loftus

10.1 St.-Charles Public Library Board minutes of January 12, 2023

10.2 St.-Charles Public Library Board minutes of March 9, 2023

11 Sudbury East Planning Board (SEPB)

Mayor Paul Branconnier / Councillor Joshua Lachance

11.1 For Information - Minor Variance Application SEPB File No. A/02/23/SC

12 Sudbury East Municipal Association (SEMA)

Mayor Paul Branconnier / Councillor Monica Loftus

13 ADJOURNMENT

13.1 Resolution to adjourn the meeting

BE IT RESOLVED THAT the Committee of the Whole meeting of May 3, 2023 be adjourned at _____ p.m.

Report to Municipal Council



Meeting Date: May 3, 2022	Report Date: April 28, 2022
Decision Requested: Yes	Priority: Med
Direction Only: No	Type of Meeting: COW

Report Title: Delegation of Powers Policy

Recommendation:

That Council review the current Delegation of Powers Policy (P-017) and consider adoption of a revised policy with more delegated powers to staff (see attached).

Analysis:

The current policy states the following:

“Council for The Corporation of the Municipality of St.-Charles deems is desirable to delegate administrative powers such as:

- Entering into service agreement
- Designating fire routes
- Approving employee administration policies
- Spending within respective budget
- Hiring of part time/temporary employees
- The power to issue and impose conditions on a license.

Council for The Corporation of the Municipality of St.-Charles does not deem it desirable to delegate legislative and quasi-judicial powers.”

From the above, in respect to Human Resources all matters relating to employees other than part-time / temporary employees must come to Council.

I have attached a proposed (prepared based on a neighboring municipality's policy) By-Law that is more relevant and specifically recognizes delegation in other municipal By-Laws. Relating to the CAO position, my job description does incorporate sufficient delegation of powers to administer HR independent of



Council. However, Council may wish to retain some powers in relation to Department Head hiring, dismissal,

Further as an example of how extensive delegation of powers by-law can be, a By-Law from the City of Oakville is also attached. Please note that some delegation of powers in this By-Law does not apply to our municipality.

Prepared by: Denis Turcot, CAO



2 King St. E., P. O. Box 70 St.-Charles, ON P0M 2W0

Delegation of Powers Policy

Policy No. P-017

Purpose:

The Municipality of St.-Charles will delegate certain powers and duties in order to support efficient management of municipal operations and to ensure appropriate accountability. This policy provides guidance regarding the scope of powers and duties that Council may delegate under its legislative and administrative authority.

Effective Date: April 16th, 2012

Approval: Resolution No. 2012-

Application

As required by Section 270 of the Municipal Act, 2001, this policy applies to all operations of the Municipality of St.-Charles.

Restrictions

Council cannot delegate the following functions;

- Adoption or amendment of the budget
- Setting of taxes, user fees, tax rates and ratios
- Power to appoint or remove statutory officers
- Power to incorporate municipal corporations
- Power to adopt or amend its Official Plan
- Approval of Community Design Plans or a zoning by-law

Delegated Powers

Council for the Corporation of the Municipality of St.-Charles deems it desirable to delegate administrative powers such as:

- Entering into service agreements
- Designating fire routes
- Approving employee administrative policies
- Spending within the respective budget
- Hiring of part time/temporary employees

- The power to issue and impose conditions on a licence

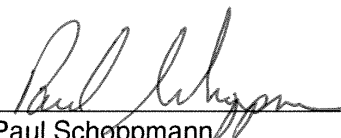
Council for the Corporation of the Municipality of St.-Charles does not deem it desirable to delegate legislative and quasi-judicial powers.

Review

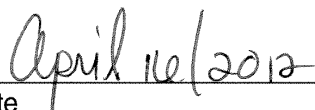
This policy shall be reviewed and amended if required at the beginning of each term of Council. All delegation of powers and duties may be revoked at any time without notice.



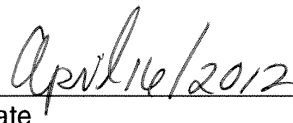
Theresa Niemi
Clerk-Treasurer/Administrator



Paul Schoppmann
Mayor



Date



Date

Section: **Administration & Governance**
Policy number: **P-017**
Subject: **Delegation of Powers and Duties Policy**
Effective Date: **April 16th, 2012**
Revision Date: **May____, 2023**

Corporation of the Municipality of St.-Charles Delegation of Powers and Duties Policy

1. Purpose

The *Municipal Act, 2001* (the “Act”), s. 270 (1), as amended, requires that all municipalities adopt and maintain a Policy with respect to the delegation of municipal power and duties.

The purpose of this Policy is to set out the scope of the powers and duties which Council may delegate its legislative and administrative authority and to establish principles governing such delegation. This Policy has been developed in accordance with the Act in order to comply with its other applicable sections, including Sections 23 and 270. This Policy applies to all Committees of Council, departments and staff.

2. Definition(s)

For the purpose of this Policy, the following terms shall have the meaning as described to them:

- i. **Legislative Powers** - Includes all matters where Council acts in a legislative or quasi-judicial function including enacting By-Laws, setting policies, and exercising decision making authority.
- ii. **Administrative Powers** - Includes all matters required for the management of the Corporation which do not involve discretionary decision making.

3. Policy Statement

The Council for the Municipality of St.-Charles, as a duly elected municipal government is directly accountable to its constituents for its legislative decision making, policies, and administrative functions. Council's decisions are generally expressed by By-Law or Resolution of Council carried by a majority vote. The efficient management of the municipal corporation and the need to respond to issues in a timely fashion require Council to entrust certain powers and duties to Committees and staff while concurrently maintaining accountability, which can be effectively accomplished through the delegation of legislative and administrative functions.

Council authority will be delegated within the context set out in the Act and will respect the applicable restrictions outlined in the Act.

4. Policy Requirements

1. All delegations of Council powers, duties or functions shall be effected by By-Law, except where deemed minor in nature, in which case the delegation may be authorized by Resolution of Council.
2. Unless a power, duty, or function of Council has been expressly delegated by By-Law or Resolution, all of the powers, duties and functions of Council remain with Council.
3. A delegation of a power, duty or function under any By-Law or Resolution to any member of staff includes a delegation to a person who is appointed as the CAO to act in the capacity of the delegate in the delegate's absence.
4. Subject to section 3, a person to whom a power, duty or function has been delegated by By-Law or Resolution has no authority to further delegate to another person any power, duty or function that has been delegated, unless such sub-delegation is expressly permitted.
5. Legislative matters may be delegated by Council where they are minor in nature or where Council has explicitly provided for the terms and conditions under which the powers shall be exercised and must take into account the limitations set out in the Act.
6. Administrative matters may generally be delegated to staff subject to the conditions set out in the delegation and in this Policy and must take into account the limitations set out in the Act.
7. All delegation of powers and duties can be revoked at any time without notice.
8. Any expenditure related to the matter shall have been provided for in the current year's budget (or authorized by the Purchasing By-Law).
9. The scope of the delegated authority shall not be exceeded by the delegate.
10. Where required by the specific delegated authority, reports shall be submitted to Council advising of the exercise of a delegated power and confirming compliance with the delegated authority and this Policy.
11. Delegates shall ensure the consistent and equitable application of Council policies and guidelines.

12. Any undertaking or contract with a third party shall be subject to the approval of Council.

5. Responsibilities

Municipal staff is responsible for adhering to the parameters of this Policy and for ensuring appropriate application of delegated authority.

6. Monitoring / Contraventions

The Municipal Clerk shall be responsible for receiving complaints and / or concerns related to this Policy. Upon receipt of a complaint and / or concern, the Municipal Clerk shall notify Municipal Council.

7. Delegation

The delegated powers and duties by Council to municipal officers is attached as Appendix "A" to this policy.

8. Attachments

Appendix "A" - Delegation of Powers and Duties

Appendix "A"

Delegation of Powers and Duties Number	Delegate	Delegated Powers & Duties	Criteria / Conditions
1	Chief Administrative Officer	Authority to Settle Small Insurance Claims	<ul style="list-style-type: none"> • Claims for amounts less than \$5,000. • Report to Council.
2	Chief Administrative Officer	Authority to Settle Small Third Party Claims	<ul style="list-style-type: none"> • Authority to pursue and settle with third parties for the recovery of Municipal property damage claims. • Report to Council.
3	Chief Administrative Officer	Authority to sign and submit Grant Applications for Council Approved Programs	<ul style="list-style-type: none"> • Grant applications submitted by the Municipality for existing approved programs where funding is either not required or is available within existing budgets or for budget approved programs. • Report to Council.
4	Chief Administrative Officer	Authority to execute / amend / terminate software and office equipment licensing, leasing, purchasing or service agreements	<ul style="list-style-type: none"> • Related expenses must be approved in the current year's budget. • Agreements must be administrative and minor in nature. • Report to Council.
5	Chief Administrative Officer	Signing authority for expenditures outside the current approved budget, exceeding \$50,000 <i>*Subject to Restrictions in Section 275 of the Municipal Act</i>	<ul style="list-style-type: none"> • Authority shall come into force and effect only in the event that less than 75% percent of the current Members of Council will be returning to sit on the new Council after Nomination Day of a Municipal Election as determined by the Clerk. • Report to Council.

6

Chief
Administrative
Officer

Signing authority to execute the agreement of Purchase and Sale, pertaining to the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal for the acquisition of property

**Subject to Restrictions in Section 275. of the Municipal Act*

- Authority shall come into force and effect only in the event that less than 75% percent of the current Members of Council will be returning to sit on the new Council after Nomination Day of a Municipal Election as determined by the Clerk
- Report to Council.



CONSOLIDATED VERSION AS OF April 25, 2022 - AMENDED BY BY-LAW 2022-022, 2022-036, 2022-040, 2022-045

**THE CORPORATION OF THE TOWN OF OAKVILLE
BY-LAW NUMBER 2021-077**

A by-law to delegate certain powers and duties under the *Municipal Act, 2001*, S.O. 2001 c.25, the *Planning Act*, R.S.O. 1990 c. P. 13, and other Acts.

WHEREAS a municipality is authorized to delegate its powers and duties under section 23.1 of the *Municipal Act, 2001*, (*Act*) subject to the restrictions set out in Part II thereof;

AND WHEREAS Council wishes to consolidate previous delegations of authority to officers, employees or committees, through various by-laws and to further delegate powers and duties as set out under this By-law;

AND WHEREAS delegations under certain other by-laws, are not intended to be addressed in this By-law but shall remain in full force and effect;

COUNCIL ENACTS AS FOLLOWS:

PART I – SHORT TITLE

1. This By-law may be referred to as the “Municipal Powers and Duties By-law”
2. The Delegation of Municipal Powers and Duties Policy concerning the delegation of powers and duties of this By-law pursuant to section 270 of the *Act* forms part of and provides guidance respecting the operationalization of this By-law.

PART II – DEFINITIONS

3. For the purposes of this By-law:

“*Act*” means the *Municipal Act, 2001*, S.O. 2001, c.25, as amended from time to time;

“Approval” includes authority to sign for approval and execute an agreement, contract, release, waiver, application or document intended to bind the Corporation, and includes any renewal, amendment or termination thereof, and “Approve” has a corresponding meaning;

“Approved as to Content” means that the content, substance and material dealt with in the document are approved and are in accordance with authority delegated under this By-law;

“Approved as to Form” means that the document is approved for execution in the correct form, style and procedures of the town in accordance with the authority delegated under this By-law;

“By-law” means this By-law and includes its Schedules;

“CAO” means the Town’s Chief Administrative Officer appointed from time to time by Council;

“Chief Building Official” or “CBO” means the Town’s Chief Building Official appointed from time to time by Council;

“Fire Chief” means the Town’s Fire Chief appointed from time to time by Council;

“Town Solicitor” means the Town Solicitor and includes an Assistant Town Solicitor or Legal Counsel acting under the direction of the Town Solicitor;

“Clerk” means the Town Clerk appointed from time to time by Council;

“Commissioner” means a head of a commission reporting directly to the CAO;

“Corporation” means The Corporation of the Town of Oakville;

“Council” means the elected Council of The Corporation of the Town of Oakville;

“Department” means a department with a director or acting director, within a commission of the town;

“Delegation of Municipal Powers and Duties Policy” means a policy that has been approved by Council in accordance with section 270(1)6 of the *Act*;

“Director” means head of a department reporting directly to a Commissioner, and may include CBO, Clerk, Fire Chief, Town Solicitor, and Treasurer;

“Legal Proceeding” means any court or administrative tribunal proceeding commenced by, or against the town;

“Limitation” means a restriction specified in Schedule “A”, which must be complied with prior to the exercise of the delegated authority;

“Procurement By-law” means By-law 2017-095, a by-law to Adopt and Maintain a Procurement Policy for the Town of Oakville, as it may be amended, or replaced;

“Purchasing Agent” means the Agent as defined in the Procurement By-law;

“Restricted Acts Period” means the period of time after nomination day but before voting day when Council’s powers are limited pursuant to section 275(1) of the *Act*;

“Treasurer” means the Treasurer of the Corporation appointed by Council pursuant to By-law 2019-028, a by-law to appoint a Treasurer and Deputy Treasurer for The Corporation of the Town of Oakville, as it may be amended, or replaced, in accordance with 286(2) of the *Act*;

“Usual Operations” means the activities and administrative decision making required as part of the day-to-day operations of the department in the ordinary course of business, which are not legislative or quasi-judicial in nature.

PART III – NATURE AND SCOPE OF DELEGATION OF POWERS AND DUTIES

4. Council delegates the powers and duties set out in the attached Schedule “A” to those officers, employees and committees listed therein and subject to any Limitations specified therein.
5. Notwithstanding the foregoing, Council retains the authority to make or reconsider, at any time and without notice, revoke or restrict any delegated power that has been delegated pursuant to this By-law.
6. Any delegation to a Commissioner or Director shall be deemed to include the CAO.
7. Any delegation to a Director shall be deemed to include the applicable Commissioner.
8. Where this By-law has delegated power to the CAO, if the CAO has in writing designated a Commissioner to serve as Acting CAO or where an Acting CAO has been appointed by Council, in the absence of the CAO, the Acting CAO may exercise the delegated power or duty.
9. Where this By-law has delegated power to a Commissioner or Director, if the Commissioner or Director has in writing designated a Director or Manager to serve in an acting capacity, or where an Acting Commissioner or Director has

been appointed, the Acting Commissioner or Director may exercise the delegated power or duty.

10. Except as otherwise required by law, should any position identified in this By-law with delegated powers or duty be vacant; or no longer exist within the Corporation, the powers and duties of that position may be exercised by a person deemed to have authority in accordance with paragraphs 6, 7, 8 and 9 above, until such time as the position is either no longer vacant, or a new delegation for the corresponding delegated power or duty is approved.
11. Except for authority to deal with emergency situations, where the exercise of a delegated power or duty requires the expenditure of money or subjects the Corporation to a potential financial loss or obligation, funding for the expenditure or provision for the potential loss or obligation must be included in an approved budget and all relevant requirements of the Procurement By-law, as amended or replaced, from time to time, shall be followed as a condition to the exercise of the delegated authority.

PART IV – GENERAL

12. A document executed under authority delegated by this By-law shall first be Approved as to Content by the CAO, Commissioner, Director or designate, as required by Schedule "A" and Approved as to Form by the Town Solicitor;
13. In the event of any inconsistency between this By-law or any other town by-law, the more restrictive provision shall prevail to the extent of the inconsistency.
14. It is the opinion of Council that any of the legislative powers delegated pursuant to this By-law are of a minor nature within the meaning of subsection 23.2(4) of the *Act*.
15. Any reference to legislation, regulations or By-laws in this By-law shall be interpreted to include all amendments and any successor legislation thereof.
16. Throughout this By-law (i) the term "including" or the phrases "e.g.," or "for example" shall be interpreted to mean "including, without limitation", (ii) the singular includes the plural and vice-versa and (iii) any gender includes all genders, unless the context requires otherwise.
17. If a court of competent jurisdiction declares any provision, or any part of a provision, of this By-law to be invalid, or to be of no force and effect, it is the intention of Council in enacting this By-law, that each and every other

provision of this By-law authorized by law, be applied and enforced in accordance with its terms to the extent possible according to law.

18. With respect to monitoring and compliance, the Delegation of Municipal Powers and Duties Policy shall be followed.

PART V – EFFECTIVE DATE

19. This By-law is effective on the date of its passing.

PASSED this 28th day of September, 2021

Rob Burton

Mayor

Vicki Tytaneck

Town Clerk

Schedule "A"

	Delegation	Delegate	Limitation
CAO OFFICE			
Chief Administrative Officer			
1	A by-law to provide for the appointed office of Chief Administrative Officer and to define the duties and responsibilities of the position <i>Authorized by By-law 2007-144</i>	CAO	Subject to the limitations set out in the by-law
2	Execute grant agreements and applications for federal, provincial or other grant funding to the town	CAO	Relevant department to review and prepare grant application in consultation with Finance and Legal. Commissioner of Corporate Services and Treasurer to be secondary signature.
3	Execute agreements and other documents related to the general control and management of the affairs of the Town for the purpose of ensuring its efficient and effective operation in the exercise of authority under section 229 of the <i>Act</i> .	CAO / Clerk	Relevant department to review and prepare document in consultation with Finance and Legal.
3.1	The hiring or dismissal of any Commissioner or Fire Chief of the municipality.	CAO	Delegated authority only during 'Restricted Act' period ('lame duck' provision), in accordance with Section 275 of the <i>Municipal Act</i> . Following the exercise of the authority, must go to the new Council to ratify.

	Delegation	Delegate	Limitation
3.2	The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal, that was not included in the most recent budget adopted by the council before nomination day in the election.	CAO	Delegated authority only during 'Restricted Act' period ('lame duck' provision), in accordance with Section 275 of the <i>Municipal Act</i> . Following the exercise of the authority, must go to the new Council to ratify
3.3	Authority to make any expenditures or incurring any other liability which exceeds \$50,000, that was not included in the most recent budget adopted by the council before nomination day in the election.	CAO	Delegated authority only during 'Restricted Act' period ('lame duck' provision), in accordance with Section 275 of the <i>Municipal Act</i> . Following the exercise of the authority, must go to the new Council to ratify.
CORPORATE SERVICES COMMISSION			
<i>Clerk's department</i>			
4	Authority to comment on a Liquor Licence Application Authorized by Council resolution (confirming By-law 2002-109)	Town Clerk	Consultation required with Building, Zoning, Ward Councillors, Fire
5	Designate an event as an event of municipal significance for the purposes of prescribing it as a special event occasion where an application has been made pursuant to subsection 19(1) of the <i>Liquor Licence Act, R.S.O. 1990, c. L.19</i>	Town Clerk	In accordance with Requests for Designation of Public Events as Municipally Significant Procedure .

	Delegation	Delegate	Limitation
6	All of the powers and duties of the "head" in regard to the <i>Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, Chapter M.56.</i> <i>Authorized by By-law 2006-168</i>	Town Clerk	
Legal			
7	Authority to approve utility easements on town-owned lands that are required for the purpose of servicing those lands or the buildings located thereon. And that upon the recommendation of the Town Solicitor, or designate, such easement agreements may be executed in accordance with By-law 2013-057	Town Solicitor	Consultation required with Planning, Transportation and Engineering, Roads and Works, Parks and Open Space, as applicable
8	Delegated the authority to appoint or rescind the appointment of Screening Officers and Hearing Officers together with the authority to determine the appropriate terms of such appointments. <i>Authorized by By-law 2015-091</i>	Town Solicitor	.
9	Removal of expired or no longer relevant agreements or easements from title	Town Solicitor	Consultation required with Planning, Transportation and Engineering, Roads and Works, Parks and Open Space, as applicable
10	Removal of agreements or easements from title to lands being transferred to the Region / authority to grant easements	Town Solicitor	
11	<i>Land Titles Act</i> - Removal of s.118 restrictions (prevents transfer or mortgage of land) and consenting to registrations under a S.118 restriction	Town Solicitor	Subject to the restrictions contained in the s. 118 filing

	Delegation	Delegate	Limitation
12	Registering a transfer to split up a Town PIN for road purposes that does not have the effect of conveying land to a third party	Town Solicitor	May not convey land to a third party.
13	Title clean-up of Town lands that does not have the effect of conveying an interest in land to a third party	Town Solicitor	May not convey land to a third party.
14	Temporary licenses on Town Property, other than parks and roads, for limited access from abutting properties	Town Solicitor	Must obtain indemnification and insurance certificate from owner of abutting property
15	Lease renewals (short term and minor)	Town Solicitor	Only applies with respect to renewals of previous leases. No commitment beyond short term (2 years). Must have approval from Realty Services Committee.
16	Execution of required documentation in connection with a real estate closing where the real estate transaction itself has been approved	Town Solicitor	The real estate transaction which is the subject of the closing must have received the necessary approval(s)
Finance Department			
17	Authority to delegate the powers and duties of the Treasurer of The Corporation of the Town of Oakville during any period in which the Treasurer is absent from the municipality or otherwise unable to exercise their powers and duties <i>Authorized by By-law 2004-095</i>	Commissioner of Corporate Services	This delegation does not prevent the Treasurer from exercising their powers and duties.
18	Authority relating to assessment and taxation appeal matters <i>Authorized by By-law 2003-068</i>	Treasurer, or Treasurer's designate	Consult with Legal

	Delegation	Delegate	Limitation
19	Delegation to approve tax adjustments on behalf of the Town in accordance with sections 354, 356, 357, 358 and 359 of the <i>Municipal Act, 2001</i> . <i>Authorized by By-law 2018-126</i>	Treasurer, or Treasurer's designate	May not exercise any obligation of Council to hold a meeting or pass a by-law.
20	Delegated authority to implement and administer the Municipal Accommodation Tax By-law, to collect the MAT and to take all actions and make all decisions Required under the By-law. <i>Authorized by By-law 2018-137</i>	Treasurer, or Treasurer's designate	
Human Resources			
21	Execute minutes of settlement and contracts arising out of the arbitration of matters under Collective Agreements	Director, Human Resources	Consultation with subject department and Legal department.
COMMUNITY DEVELOPMENT COMMISSION			
Planning Services			
22	Transfer of servicing allocation between municipalities	Commissioner, Community Development	
23	A portion of Council's delegated authority with respect to plans of subdivision, plans of condominium and part lot control by-laws pursuant to the <i>Planning Act</i> . <i>Authorized by By-law 1998-272</i>	Director, Planning Services	Subject to the limitations of the By-law
24	Part of the authority vested in Council with respect to the giving of consents pursuant to sections 50 and 53 of the <i>Planning Act</i> . <i>Authorized by By-law 1998-273</i>	Director, Planning Services / Committee of Adjustment	Subject to the limitations of the By-law

	Delegation	Delegate	Limitation
25	Delegation of Council's powers under Section 41 of the <i>Planning Act</i> , to be exercised in accordance with By-law 2019-114.	Director, Planning Services	Notwithstanding the delegation of authority to approve site plans, the Director may present site plans to Council at any time prior to final approval and shall do so if requested by Town Council. Where the Director refuses to approve the plans or drawings referred to in Section 3.1 or where the owner of the land is not satisfied with any of the requirements or conditions imposed by the Director, the owner of the land may refer the matter to Town Council for a decision. The delegation under section 11 of By-law 2019-114 is delegated to the Director of Transportation and Engineering and not the Director, Planning Services.
26	A by-law to delegate certain powers and authority with respect to Official Plans, Official Plan amendments, Zoning By-law amendments, plans of subdivision, plans of condominium and consents. <i>Authorized by By-law 2007-087</i>	Director, Planning Services and the Secretary- Treasurer of the Committee of Adjustment	Subject to the limitations of the By-law
27	Power to authorize variances from the provisions of the Fence By-law <i>Authorized by By-law 2011-130</i>	Director, Planning Services	Subject to the limitations of the By-law with a right to appeal to the Appeal Committee

	Delegation	Delegate	Limitation
28	<p>Authorized to make revisions of a technical and administrative nature to the standard template of master list of conditions of draft plan approval as required.</p> <p><i>Authorized by Council resolution (confirming By-law 2013-075)</i></p>	Director, Planning Services	
29	<p>Delegate approval authority for the approval of the removal of the holding provision from the Zoning By-law 2013-096.</p> <p><i>Authorized by Council resolution (confirming By-law 2013-110)</i></p>	Director, Planning Services	Subject to the limitations of the resolution
30	<p>Delegate Council's power under Parts IV and V of the <i>Ontario Heritage Act</i> to address proposed alterations of protected heritage properties.</p> <p><i>Authorized by By-law 2018-020</i></p>	Director, Planning Services	Pursuant to subsections 33(15), 33(16), 42(16), and 42(17) of the <i>Ontario Heritage Act</i> , R.S.O. 1990, c.O. 18 and in accordance with Procedure G-GEN-010-001 .
31	<p>Once Council has approved a draft plan of subdivision, authority to approve an agreement of subdivision to the satisfaction of the Chief Administrative Officer and Town Solicitor</p>	Director, Planning Services	<p>Delegation only takes effect once Council has approved a draft plan of subdivision.</p> <p>Agreement must be satisfactory to the Chief Administrative Officer and Town Solicitor.</p> <p>Agreement to be executed in accordance with By-law 2013-057</p>

	Delegation	Delegate	Limitation
31.1	Approval of by-laws of a minor nature under s. 34 of the Planning Act with respect to: (a) A by-law to remove a holding symbol; (b) a by-law to authorize the temporary use of land, buildings or structures in accordance with s. 39(1) of the <i>Planning Act</i> ; and (c) a housekeeping by-law for the purpose of making clerical or other changes to assist in the interpretation of a zoning by-law	Commissioner of Community Development, or their designate	Limitations of the applicable Official Plan(s) and s. 39.2 of the <i>Planning Act</i>
Building Services			
32	Execute agreements made pursuant to clause (c) of subsection 8(3) of the <i>Building Code Act, 1992, S.O. 1992, c.23</i>	Commissioner of Community Development Commission	Conditional permit agreements (<i>Building Code Act</i>) Coordination required with Planning and Building required.
33	Power to prescribe additional forms under Section 7 (1) (f) of the <i>Act</i> , pursuant to Section 23.1(1) and (4) of the <i>Municipal Act, 2001</i> . <i>Authorized by By-law 2013-088</i>	Chief Building Official	Any forms prescribed under this subsection shall be approved in writing by the Chief Building Official and shall be applicable to applications received after such endorsement.
34	The powers and authority under section 41 of the <i>Planning Act</i> are delegated where the site plan application is a temporary structure	Chief Building Official	Providing it is exercised in accordance with the official plan
35	Execute site plan agreements or documents as required to implement the provisions of the site plan agreement related to a temporary sales office	Chief Building Official	
36	Execute shared services agreements, joint undertakings and limiting distance agreements	Chief Building Official and Director, Transportation & Engineering	Secondary sign off may be required (Transportation & Engineering)

	Delegation	Delegate	Limitation
37	Issue or refuse to issue a permit to demolish residential property upon application to Council pursuant to section 33(3) of the <i>Planning Act</i>	Chief Building Official	
38	Appoint inspectors pursuant to section 3(2) of the <i>Building Code Act</i> , 1992, S.O. 1992, c.23	Chief Building Official and Town Clerk	Certificate of appointment required (secondary sign off – Clerk). Clerk's certificate required pursuant to <i>Building Code Act</i> Section 3(8) .
Municipal Enforcement Services			
39	Authority to delegate the power to issue permits granting an exemption from any of the provisions of the Noise By-law with respect to any source of sound for which the person might be prosecuted <i>Authorized by By-law 2008-098</i>	Director, Municipal Enforcement Services (this is a change from Town Clerk pursuant to approval of this Schedule)	Subject to the limitations of the Noise By-law
40	Authority to delegate the power to issue permits for temporary on-street parking on a highway subject to any terms and conditions deemed appropriate <i>Authorized by By-law 2008-040</i>	Director, Municipal Enforcement Services	Subject to the limitations of the By-law

	Delegation	Delegate	Limitation
41	Authority to appoint or rescind the appointment of municipal law enforcement officers for the purposes of enforcing parking on private property contrary to the by-laws of The Corporation of the Town of Oakville. <i>Authorized by By-law 2014-116</i>	Director, Municipal Enforcement Services	
42	Delegated authority within the Licensing By-law Re: accept applications without documents that are considered non-safety related.	Director, Municipal Enforcement Services	Subject to the provisions of the Licensing By-law
42.1	Delegated authority within the Licensing By-law Re: extending or suspending the model year restriction for taxicabs	Director, Municipal Enforcement Services	Subject to the provisions of the Licensing By-law
43	Delegated authority to grant exemptions to the Sign By-law as contemplated by Part 15 <i>Authorized by the Sign By-law 2018-153, as amended</i>	Director, Municipal Enforcement Services	Limited as set out in Part 15, with further exemptions being authorized by Appeal Committee and/or Council
COMMUNITY INFRASTRUCTURE COMMISSION			
Transportation & Engineering			
44	A by-law to delegate the authority to designate a highway or portion of a highway as a construction zone and with that the authority to set the speed limit within that zone, for the purposes of <i>The Highway Traffic Act</i> , as amended <i>Authorized by By-law 2007-011</i>	Director, Transportation & Engineering	These powers and duties shall be exercised in consultation with the Commissioner of Community Infrastructure or designate as required.

	Delegation	Delegate	Limitation
45	<p>Authority to delegate power to close a highway temporarily.</p> <p><i>Authorized by By-law 2007-135</i></p>	<p>Director of Transportation & Engineering and Director, Roads and Works</p>	<p>Traffic By-law (18.2). Temporary authorization is applicable to this by-law.</p>
46	<p>Authority to permit the use and occupation of a municipal right of way or portion thereof and enable fees for such permits</p> <p><i>Authorized by By-law 2012-116</i></p>	<p>Director of Transportation & Engineering</p>	<p>Subject to the restrictions of By-law 2012-116</p>
47	<p>Road Closures</p>	<p>Director, Transportation & Engineering</p>	<p>Importance of internal processes – reporting requirements. Compliance mechanism – Council update immediately following. Limitation: 12 months</p>
48	<p>Where the approval of a site plan application with respect to a development is only required as a result of subsection 4(b)(iv) of By-law 2019-114, delegated authority to approve or deny site plan applications and, subject to Section 7 of By-law 2019-114, impose conditions of approval.</p> <p><i>Authorized by By-law 2019-114</i></p>	<p>Director, Transportation & Engineering</p>	<p>This only applies to section 11 of By-law 2019-114. The remainder of the delegations under By-law 2019-114 are to the Director, Planning Services</p>
49	<p>Authority to approve operational aspects of commercial filming on Municipal streets, including the use of special effects; hours of filming; and notification and consent.</p>	<p>Director, Transportation & Engineering</p>	<p>Ward councillors to be notified by staff when a film application has been received prior to permit approval.</p>
50	<p>Traffic control in new subdivisions</p> <p><i>Authorized by Council resolution (Confirming By-law 2010-026)</i></p>	<p>Director, Transportation & Engineering</p>	<p>By-law may be submitted to Council without a report.</p>

	Delegation	Delegate	Limitation
51	Traffic control (stop signs and traffic signals)	Director, Transportation & Engineering	By-law may be submitted to Council without a report.
Roads & Works			
52	Renewals and amendments of boundary road and maintenance agreements for administrative and operational changes.	Director, Roads and Works	Subject to the satisfaction of the Town Solicitor Consultation required with Finance. CAO to be advised of all terms with Region or neighbouring municipalities.
53	Operational changes to existing Town agreements that with third party property owners (e.g. Oakville Golf Club re. channel inspections).	Director, Roads and Works	Subject to the satisfaction of the Town Solicitor Consultation required with Finance.

	Delegation	Delegate	Limitation
Transit			
54	Execute agreements for the primary purpose of improving the integration of transit services and fares, or improving connectivity between transit services	Director, Transit	Agreement must have no negative financial impact on the Town and allow the Town to terminate the agreement within six (6) months of providing termination notice Limitation - Providing the amount is budgeted for, for the purpose of integration = no negative financial impact. Example of fares: MTO Fare Service Integration
COMMUNITY SERVICES COMMISSION			
Recreation and Culture			
55	Authority for the execution of license agreements for the use of recreation facilities by not-for-profit groups only. <i>Authorized by Council resolution (confirming By-law 2011-116)</i>	Director, Recreation and Culture	Town Solicitor to approve form of agreement
56	Receiving grant applications from applicants for town grants	Director, Recreation and Culture	In accordance with Corporate Community Assistance Policy

	Delegation	Delegate	Limitation
57	Signing permits (facility booking)	Director, Recreation and Culture	Subject to the Administration of Recreation and Culture Programs and Services Policy and related procedures Subject to the rates and fees established by Council
58	Partnership agreements/letters of agreement with service providers to support Town programming.	Director, Recreation and Culture	Agreements must be in form satisfactory to Town Solicitor. Consultation with Finance required.
59	Applying to federal or provincial funding agencies re: operating subsidies / new activity/program subsidies / wage subsidy	Director, Recreation and Culture	
Parks and Open Space			
60	Power to sell or otherwise dispose of any abandoned vessel and/or trailer in the harbour or yard in accordance with the provisions of the Repair and <i>Storages Lien Act</i> , as may be amended or replaced. <i>Authorized by By-law 2012-007</i>	Director, Parks and Open Space	Consult with Legal
61	Delegated authority to execute provisions of the By-Law, including the imposition of conditions as necessary to ensure compliance with By-Law. Re: A by-law to establish rules and regulations for Town of Oakville Cemeteries <i>Authorized by By-law 2018-065</i>	Director, Parks and Open Space	Consult with Legal
62	Delegated authority to make designations assigned pursuant to the Parks By-law 2013-013.	Director, Parks and Open Space	

	Delegation	Delegate	Limitation
63	Authority to approve operational aspects of commercial filming on Municipal Parkland, including the use of special effects; hours of filming; and notification and consent.	Director, Parks and Open Space	Ward councillors to be notified by staff when a film application has been received prior to permit approval.
Fire Services			
64	Execute connection agreements to the Corporation's central fire alarm panel.	Fire Chief	

	Delegation	Delegate	Limitation
APPEALS COMMITTEE			
65	<p>Delegation of the powers and duties to hear and determine appeals relating to:</p> <p>A) appeals filed in accordance with any by-law passed under section 105 of the <i>Act</i> relating to the muzzling of dogs;</p> <p>B) appeals filed in accordance with any by-law passed under section 151 of the <i>Act</i> relating to licences;</p> <p>C) complaints received under section 20 of the <i>Development Charges Act, 1997</i>, relating to development charges;</p> <p>D) complaints received under section 257.85 of the <i>Education Act</i>, relating to education development charges;</p> <p>E) appeals filed in accordance with the Private Tree By-law relating to the issuance of tree permits;</p> <p>F) appeals filed in accordance with the Cemetery By-law relating to the rules and regulations for Town of Oakville cemeteries;</p> <p>G) appeals under Part 15 of the Sign By-law that are to be dealt with by the Appeals Committee;</p> <p>H) appeals under the Fence By-law that are to be dealt with by the Appeals Committee;</p> <p>I) appeals filed in accordance with the Noise By-law relating to the issuance of noise exemption permits;</p> <p>J) appeals filed in accordance with the Public Nuisance By-law relating</p>	Appeals Committee	Appeals Committee shall adhere to the relevant Rules of Practice and Procedure

	Delegation	Delegate	Limitation
	<p>to the issuance of exemption permits; and</p> <p>K) additional appeals and complaints as may be determined by Council in the future and included in the Appeals Committee mandate</p> <p><i>Authorized by By-law 2010-163</i></p>		

Report to Municipal Council



Meeting Date: May 3, 2023	Report Date: April 28, 2023
Decision Requested: Yes	Priority: Low
Direction Only: No	Type of Meeting: COW

Report Title: Request for Qualifying Organization

Recommendation:

That Council agrees to add the Growing Communities Committee Inc. to the list of Qualifying Organizations.

I would suggest these be the criteria for approval:

- Not for profit or charitable purposes
- Serves a local group at risk (Youth, senior, low income,) or is a recognized association that has an objectives of altruism / benevolence.
- Must have local participation or interest of residents.

Background:

In the Fees By-Law there is no specific qualification to be added or excluded from the list of Qualifying Organizations.

The purpose of being on the list is to receive a preferential rental rate.

See the request letter from Growing Communities Committee Inc.

Good Evening,

We have been advised that it would be best to issue a formal email in this regard.

We the Growing Communities Committee would like to request official recognition by the Municipality as non profit committee operating within the community. I believe that we have proven in the past year that our mandate of working with local groups to help strengthen and unite our communities is true.



We plan to continue to do so. While we will always work to support other groups in the area we would also like to give back to the community by aiding the Municipality. By this we mean with, Municipal Support we intend to launch fundraising campaigns to address the need of tables, benches, and a shelter for the splash pad to start. We would also like to address the need for new and updated playground equipment. We also intend to continue our endeavours with the Helping Hands Family Missions to bring food into the area to support our families in need and the food banks.

I have attached a copy of our certificate of incorporation as a non profit for your records. I hope that we can continue to receive your support as we continue to move forward and help our community thrive and grow.

*Sincerely,
Laura Schell*

St.-Charles Fireman Association
St.-Charles Minor Hockey
St.-Charles Bowling Association
St.-Charles Borromee School
Ontario Provincial Police
Sudbury East Soccer League
Sudbury East Planning Board
St.-Charles Special Events Committee
St.-Charles Library Board
St.-Charles Curling Club
St.-Charles Minor Ball
St.-Charles Parish or Religious Groups (local)
Club Alidor - Senior Club
Sudbury East Economic Development Corporation
Warren and District Lion's Club

* In order to be part of the list, a written request (via email is acceptable) to the Clerk or CAO to be brought forward at the next Regular Meeting of Council for Council consideration. The request must contain the reasons why you believe that your organization or club should be a qualifying organization.

Prepared by: Denis Turcot, CAO



Certificate of Incorporation

Certificat de constitution

Not-for-Profit Corporations Act, 2010

Loi de 2010 sur les organisations sans but lucratif

GROWING COMMUNITIES COMMITTEE INC.

Corporation Name / Dénomination sociale

1000461317

Ontario Corporation Number / Numéro de société de l'Ontario

This is to certify that these articles are effective on

La présente vise à attester que ces statuts entreront en
vigueur le

April 14, 2023 / 14 avril 2023

V. Quintanilla W.

Director / Directeur

Not-for-Profit Corporations Act, 2010 / Loi de 2010 sur les organisations sans but lucratif

The Certificate of Incorporation is not complete
without the Articles of Incorporation

Certified a true copy of the record of the
Ministry of Public and Business Service Delivery.

V. Quintanilla W.

Director/Registrar



Le certificat de constitution n'est pas complet s'il
ne contient pas les statuts constitutifs

Copie certifiée conforme du dossier du
ministère des Services au public et aux
entreprises.

V. Quintanilla W.

Directeur ou registrateur

Report to Municipal Council



Meeting Date: May 3, 2022	Report Date: April 28, 2022
Decision Requested: Yes	Priority: Med
Direction Only: No	Type of Meeting: COW

Report Title: Canada Day

Recommendation:

That Council receives the correspondence from the Special Event Committee and agrees to make available sporting equipment that is donated to the municipality at no cost to local programs delivered on municipal property.

That Council receives the Growing Communities Committee Inc.'s Canada Day proposal to host the event.

Options for Council to consider from the above proposal:

Council may wish to sponsor the event and waive rental fees with the condition that funds raised are fully disclosed and benefit the community.

or

Charge a fee that is reasonable and for the direct delivery of the program itself (e.g., cleaning, hydro, etc.).

or

Charge regular rental fee.

My recommendation is that if the funds donated to the Municipality are greater than the direct cost to the Municipality to prepare and clean up the event, that the rental fee be waived. The reason for this recommendation is that we do not control any financial documents of this external group. Option: Council to ensure that this "traditional" event continues, may decide to waive all fees but should still require insurance coverage.

As it relates to the grant, I recommend that Council make available to the Growing Communities Committee Inc. the funds from the Celebrate Canada



Grant for fireworks and / or Canada cake or other games as long as it meets Celebrate Canada Grant requirements (e.g., no entry fee).

Further that all expenses under this Grant and possible additional financial support of the Municipality (budget has \$3,500 including the grant) have the condition that all expenses are supported by original receipts and sign off by either the Treasurer or CAO.

All fireworks activity must be supported by a Safety Plan approved by the Fire Chief.

That Council supports the Firefighters Association fundraising fish fry and waive rental fee of the Community Center kitchen per past practice. To note, the Municipality does not control or audit any funds raised by this Association.

Analysis:

Past Canada Day events, Council has endorsed the event as a community event and has not charged rent to Special Events as the purpose of fundraising was for community parks (i.e., splash pad). In addition to this the Firefighter's Association was also allowed to utilise the kitchen for a fundraising activity for their Association.

From By-Law 2022-26

“Conditions required to be exempt or pay a nominal fee (direct cost) from rental fees

- That a significant portion of the participants are from the Municipality of St.-Charles
- The event is not for profit
- The event promotes physical activity or mental health wellbeing
- Significant majority of participants are under the age of 18 or over the age of 60 or event is geared toward any vulnerable group
- Event that has a portion of non-residents participating or adults between the age of 18 to 64 could be subject to a nominal fee
- That all safety equipment required for the specific sport is worn by all participants
- The event is open to all residents in respective age groups
- The event is of general interest.
- That cost to the municipality of maintenance, operation and capital is negligible or not compounding (i.e., lights / hydro use of existing equipment.)



- Not affiliated with any religious or special interest group
- Any fundraising activity must be for a Council approved purpose
- That any fee charged is reasonable and for the direct delivery of the program itself
- Direct cost may include cost of lighting, staff time during event if required, increase in cleaning time and so on
- *The Municipality reserves the right to amend or discontinue the rental fee reduction at its discretion*
- That a certificate of insurance with a minimum of \$1 million dollars is provided. Insurance waivers can be accepted in lieu for low risk activities

*All of the above conditions must be met to qualify for a reduction in rental rate
Municipal sponsored events and associated municipal groups and committees
are exempt from the above conditions"*

From Growing Communities Committee Inc.

As we have so much going on at the moment we can't remember who was supposed to or if we did send the email.

I know that Maria was going to contact you in regards to Special Events being disbanded.

That being said, Lise and I have been discussing Canada Day. Growing Communities is willing to hold Canada Day this year. But, we request to hold it at the arena. This is to allow for a larger assortment of vendors on the ice surface and to allow for inclement weather.

Our current plans are as such:

Vendors,

Kids and adult games and activities

Afternoon and evening movie upstairs for the kids

Soup and sandwich kitchen from upstairs kitchen in support of our food bank

Beer Tent

BBQ Pit

Evening dance and band on the ice surface

The large majority of proceeds going to the "Park" fund for new playground equipment and landscaping needs for the community centre.

I hope all of this acceptable. If you have ideas to add please let us know.

Working Together To Grow and Strengthen

Communities through Special Events.

President Laura Schell: 705-303-5529

Vice President Timothy Brazeau: 705-207-8446

2nd Vice: Lise Branconnier: 705-867-2418

Sent from [Mail](#) for Windows



From Special Events

Good morning Denis, the St-Charles Special Events Committee has decided against hosting Canada Day this year. The Growing Communities Foundation has expressed an interest in hosting if we were to choose not to do it this year and they have a lot of great ideas for this year's celebration. We really hope the municipality will work with them so that they can plan an amazing event for the municipality.

Regards,

*Maria Tavares
President STCSEC*

Good evening, the St.Charles Special Events Committee has decided to go in a different direction and focus on creating more events for our community and dedicating as much time as possible to those events. In doing this our committee will be stepping away from organizing sporting events to free up more of our members time. The St.Charles Minor Hockey Association has agreed to host the summer sports programs that we have offered in the past and will be contacting the municipality to plan programs for this summer. We will also be donating all of the soccer and baseball equipment that we have purchased over the years to the municipality with the understanding that they are permitted to use the equipment.

Regards,

*Maria Tavares
President STCSEC*

Prepared by: Denis Turcot, CAO

Report to Municipal Council



Meeting Date: May 3 2022	Report Date: April 28, 2022
Decision Requested: Yes	Priority: Med
Direction Only: No	Type of Meeting: COW

Report Title: Speed Control Signs

Recommendation:

That Council review information and consider whether to add the expense to the 2023 budget. If Council does wish to proceed, I would also get an additional quote from ATS Traffic similar to the French River quote and set an upset limit to enable staff to purchase item.

Attached is the MTO mobile speed message signs on Provincial Highway, if Council proceeds with the purchase we would have to seek permission from the MTO Corridor Manager.

Background:

At the Goods Roads Conference I met with two (2) vendors and requested quotes:

Almon Thin 12c -\$2,729 (not on cloud, Bluetooth)

THIN-12C Driver Feedback 24" x 24" Sign

- Solar - THIN SIGN Technology, 202 amber LEDs for two 12" height Digits
- High Intensity grade Sign Face decal (lettering included)
- Intuitive Built-in display for parameters setup
- Bidirectional Data Collector. Classify type of vehicular, speed and time.
- Bluetooth & Data Analyser Software included
- Brightness levels automatically adjust
- Solar Power Unit included (30 Watts, 14 Ah LifePo4 Battery & MPPT charger)
- 2.5' extension cable between display and Solar Power Unit
- Installation hardware on existing poles included (round, 2" square or U post)



- Pole and traffic sign not included

Cedar Signs -Safe Pace Evolution 12 - \$3,624 (available on cloud but subscription after 1 year)

Each radar sign comes with cloud access, free for the first year. When you have the cloud, this allows you to remotely access the sign to change settings, check data, battery life and receive alerts in real time if someone exceeds a speed threshold. These units do collect data and record speed, time of day and vehicle count. These features allow you to pinpoint when violations occur and will help law enforcement to choose the best times to set up speed checks.

Cloud subscription is \$500 annually but if you prefer to not use the cloud, you can use Bluetooth at no charge to retrieve data and change the settings.

Included in the quote is unit pricing extra pole brackets and batteries. You can mount the extra pole brackets in your hotspots, making moving the sign around much easier; just unhook the sign from the current location and hang on the next pole bracket you have installed.

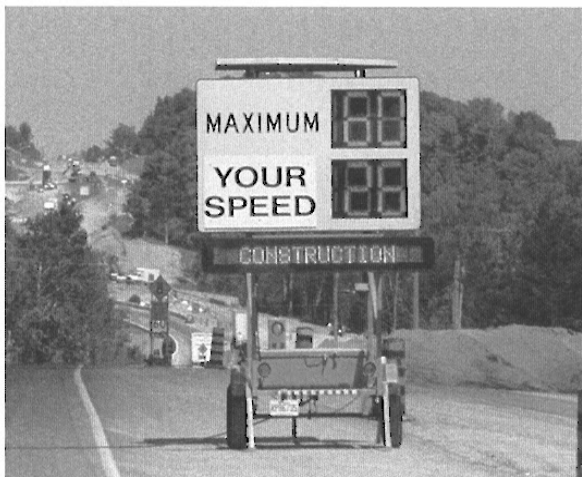
The Ev12 unit we had on display at the show is the most popular and most convenient to move around the municipality. The Ev15 and EV18 units are much bulkier and a bit more of a challenge to move around due to the size of the unit and larger solar panel. Let me know if you have any questions or if you would like more information on a certain model. I have more detailed spec sheets for each unit.

I Safge1 SL – Quote is from French River 2020 purchase, this unit has more options including messaging, I would get a quote from similar unit to the above, unless Council wishes to consider additional options.

Option: The data collection units (no speed sign) that were at the conference were more expensive than the signs as they were specialized in differencing traffic (e.g., atv, car, truck, transport).

Prepared by: Denis Turcot, CAO

Mobile Speed Message Signs on Provincial Highways




POLICY NUMBER: TO-2013-05

Effective Date: Upon Approval

Prepared by: Sharon Berg

Approved by: Sheri Graham, Manager


Manager's Signature

2013/12/10
Date

Traffic Office

Highway Standards Branch
Ministry of Transportation
301 St. Paul Street, 2nd Floor
St. Catharines, ON L2R 7R4

General Inquiries: (905) 704-2960
Fax: (905) 704-2888

Purpose and Background

The mobile speed message sign uses radar to measure the speed of an oncoming vehicle and display it on a Variable Message Sign (VMS). It is intended to improve adherence to the posted speed limit by advising the driver of their speed relative to the posted limit.

Use of the signs on **freeways** is primarily limited to temporary condition situations, such as maintenance and construction zones, where they have been moderately effective. The signs are owned or rented by the contractors and are a device deployed as part of the traffic control plan.

Municipalities on provincial highways, where there is a reduced regulatory speed zone, commonly use the signs to try and obtain better compliance. Some municipalities own their own sign while others rent. The signs are often supported by enforcement and may be used for enforcement blitzes.

Guidelines

This policy is specific to mobile speed message signs used on provincial highways including freeways.

Signs may be considered under the following conditions.

- Non-freeways (all conditions)
- Construction or maintenance zones of any highway including freeways
- Where the delivery and removal allows the towing vehicle to “slip-off” or “slip-on” in the direction of traffic and in accordance with the requirements of the Ontario Traffic Manual Book 7 Temporary Conditions.
- The sign will not obstruct existing signs or the visibility of an entrance or intersection and the message will be legible to approaching motorists
- There is sufficient space available for the sign to be offset from the right edge of pavement at least 1.5 m for posted speeds less than 70 km/h and 3 m for 70 km/h and above. Offset is not required if sign can be protected by barrier.

Installation and Operation

- Set up and operated according to the manufacturer’s specifications
- Installed level and the bottom of the sign display shall be at least 1.5 m above the roadway.
- Used during good weather (clear visibility) and road conditions (bare and dry).
- Must not display any advertising or sponsor.
- Once installed, the signs should not be staffed with personnel or operated with other displays.

- Signs shall be battery/solar powered and be capable of operating 14 days continuously in a construction zone. Operation in speed compliance blitzes should be capable of operating 8 hours continuously.

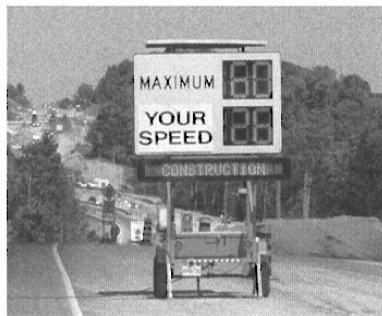
Process and Qualification Criteria

- A municipal request for the use of a vehicle speed display sign will be referred to the Corridor Management Office.
- Use in MTO construction or maintenance zones shall be approved by Regional Traffic.

Implementation

Sign Design and Installation

The sign is available in a number of sizes and variations and can be on a sign trailer or a tripod stand. An accompanying sign or readout mounted with the display must indicate the posted legal speed limit. There is no approved list of suppliers for these signs at this time. Additional text is allowed in the form of a tab and may be displayed electronically however, the display must be static or a maximum of two phases. Scrolling text is prohibited. Signs should be similar to the one shown in the figure below.



The sign trailer will be placed on the right shoulder of the highway at the location specified. Where practicable, in maintenance and construction zones the sign shall be 100 m in advance of a posted regulatory/advisory speed change or 100 m following the end of the taper for a lane closure

Design and Installations shall be in accordance with MTO's PVMS Best Practise Manual, May 2009 and OTM Book 10 – Dynamic Messaging Signs.

Fees

The proponent shall be responsible for the fees associated with the procurement, installation and operation of the sign. Non-ministry applications require a permit.

Other Considerations

The ability of these signs to slow traffic is limited. Strategic placement, operation and enforcement play a considerable role in their impact on traffic speeds. These signs are not a substitute for substandard design element and should not be used as the sole means of slowing traffic in construction and maintenance zones.

The signs should not be used on highways with multiple lanes open in the direction of travel as there is potential for increased late lane changes and speed variation.

Effectiveness is limited on high speed - high volume roads as the display changes too rapidly for motorist to make a connection to themselves.

Signs should not be used if they will distract motorist attention from more important warning and guidance signage through a temporary condition.

The signs will lose effectiveness without periodic enforcement.

On long work zone applications, multiple signs will be required through the work zone to maintain a reduced speed



Date: September 24, 2021

THIN 12C RADAR SIGNAGE INQUIRY

Attention: Denis Turcot

No of Pages 1

Company: Municipality of St. Charles

Hi Denis

It was a pleasure meeting you at this year's OGRA tradeshow and further to your interest please find the pricing for the 12C Radar Sign

THIN-12C Driver Feedback 24" x 24" Sign

- Solar - THIN SIGN Technology, 202 amber LEDs for two 12" height Digits
- High Intensity grade Sign Face decal (lettering included)
- Intuitive Built-in display for parameters setup
- Bidirectional Data Collector. Classify type of vehicular, speed and time.
- Bluetooth & Data Analyser Software included
- Brightness levels automatically adjusts
- Solar Power Unit included (30 Watts, 14 Ah LifePo4 Battery & MPPT charger)
- 2.5' extension cable between display and Solar Power Unit
- Installation hardware on existing poles included (round, 2" square or U post)
- Pole and traffic sign not include

Price per unit

\$2,729.00

Look forward to working with you

Sam Arnieri

Sam Arnieri

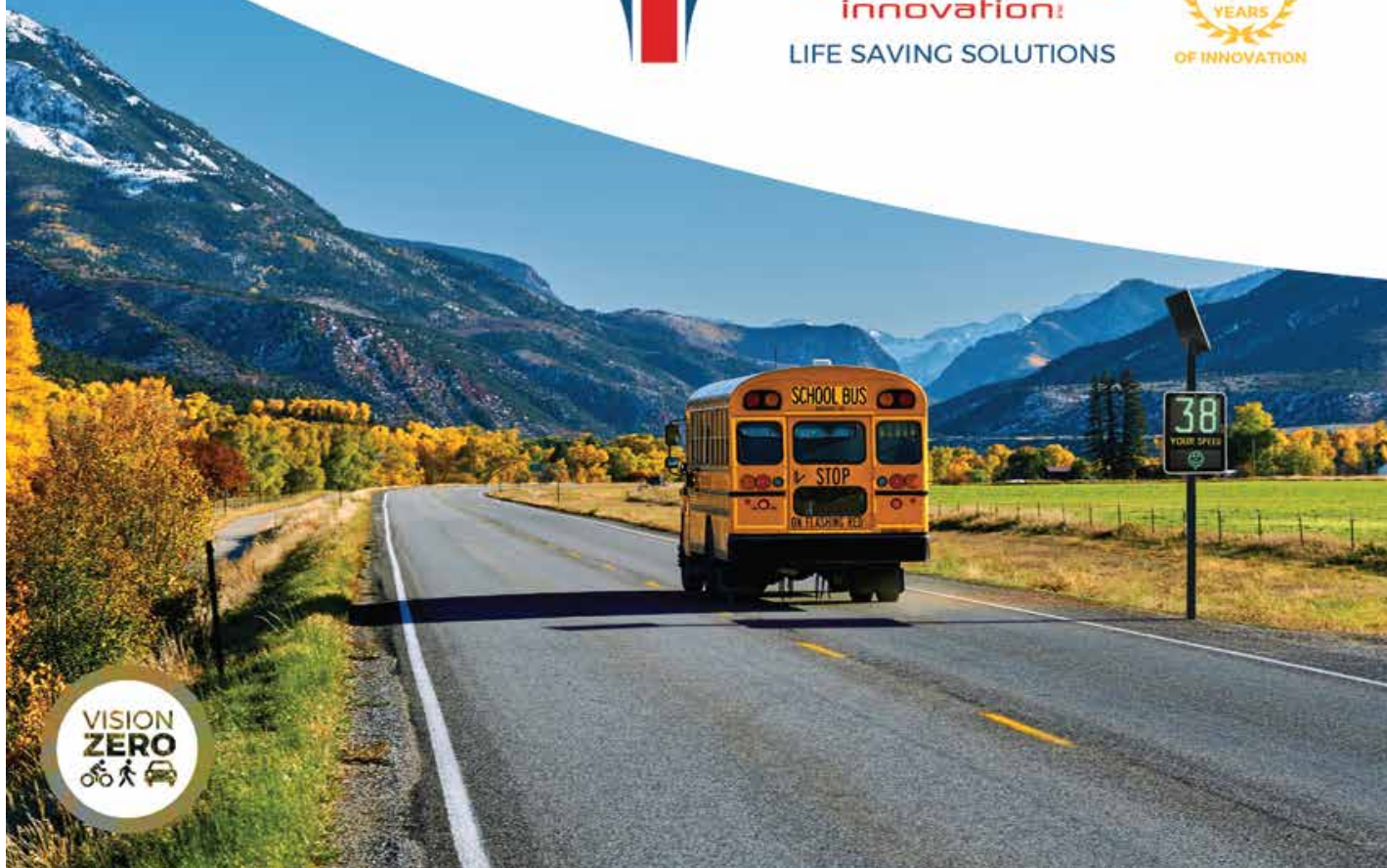
Cell 416 819-0341

Email: sama@almon.ca

45 RACINE RD TORONTO, ONTARIO M9W 2Z4
(416) 743-1771 ext. 271 FAX (416) 747-9940



TRAFFIC
innovation!
LIFE SAVING SOLUTIONS







Manufacturer and designer of advanced electronic traffic calming systems. We support planning engineers goals to improve road safety by providing innovative products and services.

TECHNOLOGIES

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Helping communities reach their goal of Vision Zero - eliminating all traffic fatalities and severe injuries - in order to ensure safe, healthy, equitable mobility for all.



Development that meets the needs of the present without compromising the ability of future generations.

DATA COLLECTION & DOPPLER RADAR

Highlighting low-profile design, fast and easy field setup, non-intrusive vehicle detection technology, the TNS-SV provides the most detailed dual direction traffic statistics among all Doppler-based devices on the market today.

RADAR TECHNOLOGY, DATA COLLECTION, USER-FRIENDLY SOFTWARE

The TNS-SV road traffic counter and analyzer, is discreet, non-intrusive and doesn't hinder traffic in any way.

This device is equipped with a high-performance radar that detects vehicles no matter the direction.

All collected data can be classified according to vehicle type, speed, time, etc. The data is customizable for easy to read graphs and in depth analysis.

Our experts at Traffic Innovation Inc. are available to provide traffic reports and basic recommendations in order to suit your specific needs.



DATA ANALYSIS (FREE SOFTWARE)

Individual real-time records
Average, minimal and maximal speed of each vehicle
Vehicles size / radar cross section
Speed variation (acceleration / deceleration)
Programmable speed bins summary



ROAD DATA COLLECTION

Analyzes the behaviour of up to 2 million road users



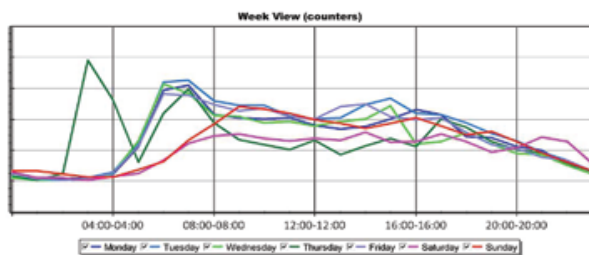
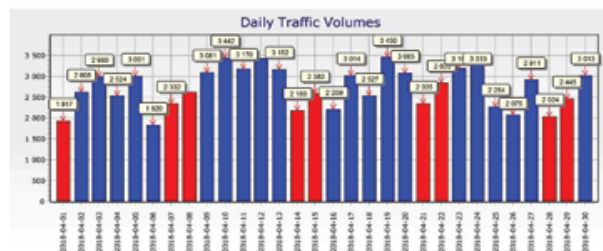
DATA STORAGE

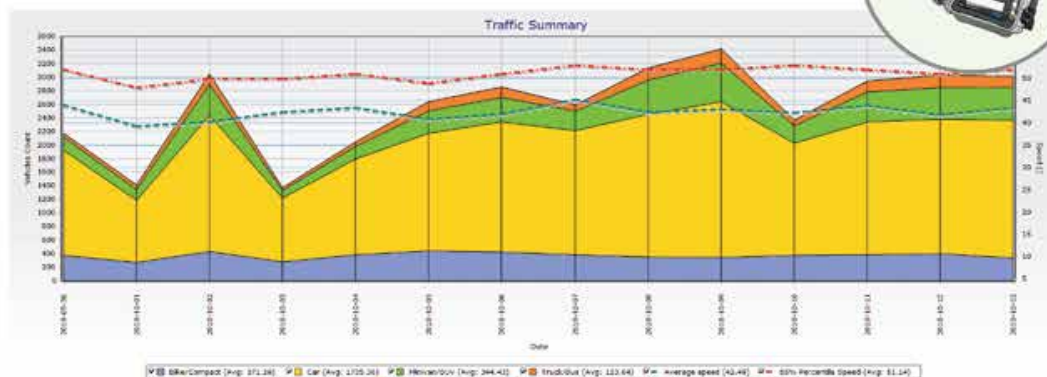
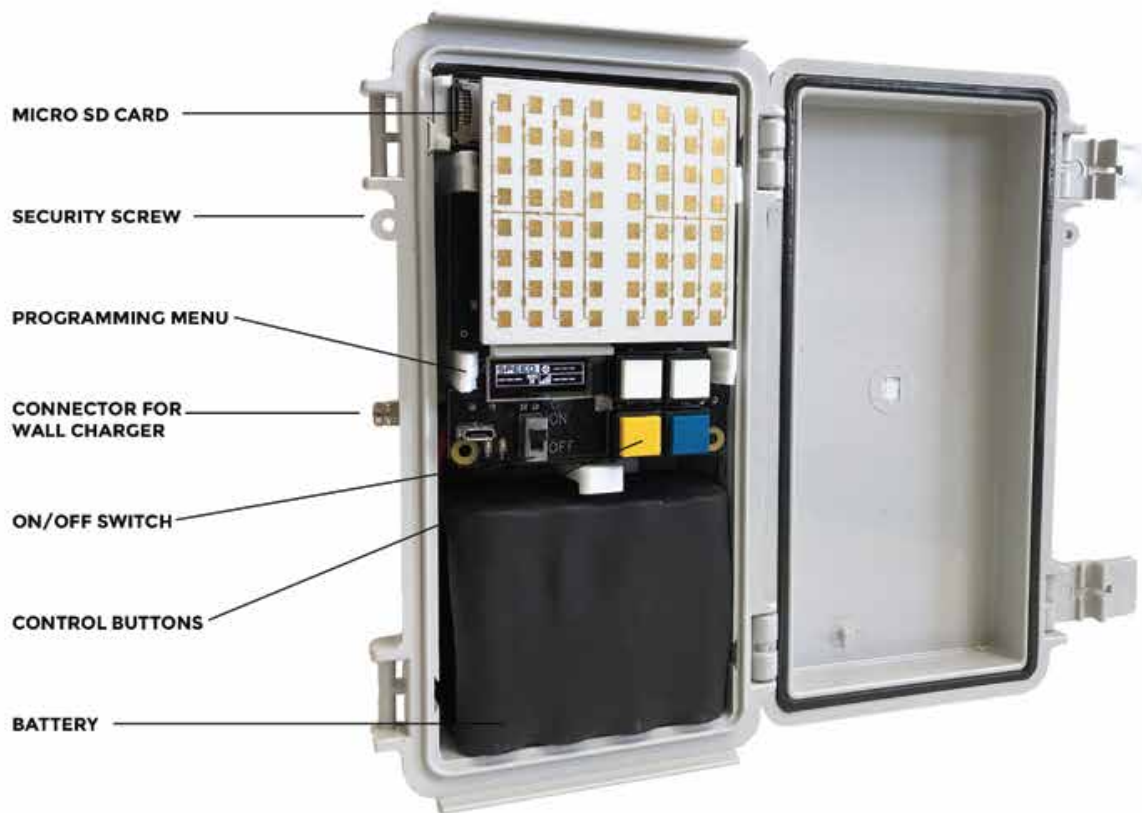
All information is stored on a removable micro SD card and easy-to-process CSV files which are compatible with Microsoft Excel.



Vehicle detector

7-day autonomy data collector







KAMELION

DRIVER FEEDBACK SIGNS

The KAMELION speed display is the perfect communication tool to make drivers aware of their behavior. The power of communication is at its best when a full color pictogram or text message enhance the display of your speed. An excellent tool for school zones and all situations where speeding endangers pedestrians.

DRIVER FEEDBACK SIGNS :

- Speed Display
- RGB (7 colors) full matrix
- Alert Beacons (RRFB Strobes)
- Data collection

These added values make the KAMELION driver feedback signs one of the most powerful speed reduction tools on the market. As a bonus, the Kamelion is also a data collector.

*** An important factor about the KAMELION 15 is it's ability to display a lot more than speed when a vehicle is approaching: upon detection of a vehicle, it can display a school zone message, road maintenance schedule advisory, MUTCD traffic signs, evacuation routes, meeting points, specific messages to drivers, display special events, new signage in effect, etc. ***



Kamelion TEXTO



Kamelion 15



Kamelion 12.5



Custom pictograms



MODEL	THIN - 12	KAM - 12.5	KAM - Texto	KAM - 15
MAIN USE	Street & Road Work	Street & Arterial	Street	Arterial & collector
DIGIT SIZE	12"	12.5"	12.5" + 6" (text)	15" (text)
VISIBILITY	150 m (500 ft)	160 m (525 ft)	160 m (525 ft)	190 m (625 ft)
RADAR RANGE	100-300 meters (325 - 975 feet)			
DIGIT COLOR	Amber	Green, yellow, red	Green, yellow, red	Green, yellow, red
FULL MATRIX	No	Yes	Yes	Yes
PICTOGRAM	No	Yes	Yes	Yes
RGB DISPLAY	No	Yes	Yes	Yes
VMS OPTION	No	No	No	Yes
SIZE & THICKNESS	24 x 30 x 1/4" 60 x 15 x 0,6 cm	24 x 30 x 4" 60 x 15 x 10 cm	24 x 30 x 4" 60 x 15 x 10 cm	24 x 30 x 4" 60 x 15 x 10 cm
STROBE	Optional	Yes	Yes	Yes
STROBE COLOR	White	Amber	Amber	Amber
NIGHT DIMMER	Yes	Yes	Yes	Yes
RECOMMENDED SOLAR UNIT	30W	50W	100W	100W
DATA COLLECTION	Free	Free	Free	Free
STAT EXPERT SOFTWARE	Free	Free	Free	Free
WARRANTY	2 years	2 years	2 years	2 years



Dolly



Trailer



Mobile unit



Pole mount



KAMELION

VARIABLE MESSAGE SIGN

The KAMELION is a full matrix, full color & Compact as a 24" x 30" (60 x 75cm) standard street VMS.

It is called a Kamelion sign as it can be adapted to the users needs.
With its internal calendar it may become:

- Speed Limit sign with different speed displays according to a preprogrammed time frame.
- MUTCD built in interchangeable traffic sign following a scheduled time frame.
- Special event communication sign.
- Directional & communication sign board.
- Combined with the radar, it can be used as a speed display sign when not used as a VMS.



SCHEDULE

Allows to alternate messages according to the time and day of the week. With the addition of a radar, the VMS can also alternate between a VMS and a speed display according to the programmed schedule.



RADAR ACTIVATION OR 24H

As an option, a radar detector can be added to the VMS to activate the screen only when a vehicle approaches and so allow the VMS to work with solar power.



COLLECT ROAD DATA

When a radar is added to the VMS, each vehicle pass will be recorded to allow analysis of driver's behavior. Analysis software included for free.



Variable traffic sign



Kamelion VMS



Variable Speed Limit

CONTROL MENU ON THE RADAR
Allows you to quickly program speeds, pictograms, stroboscopes and data collection. (Also programmable via Bluetooth)

TWO SUPER POWERFUL FLASHERS
Programmable to activate during excessive speeds. Blink alternately to simulate an emergency light and encourage drivers to slow down. Compliant with the MUTCD standard.

25" X 19" (640 MM X 480 MM) FULL MATRIX DISPLAY
Displays digits with a height of 15" (380 mm). Readable at a maximum distance of 218yd (200m). The color of the figures varies according to the speed. Displays up to 3 digits.



ADJUSTABLE STAND-ALONE RADAR
Allows a perfect orientation of the radar with the circulation. Without the screen, the radar turns to spy-mode, collecting and analyzing traffic data. One radar can display on two screens simultaneously (bluetooth).

GLARE FREE POLYCARBONATE WINDOW
Improves visibility in addition to being unbreakable

PHOTOELECTRIC CELL
Adjust brightness automatically.



THIN

LIGHTWEIGHT LED TRAFFIC SIGNS

The THIN electronic sign system was developed with a **PATENTED** manufacturing process that incorporates all the electronics into the thickness of a standard traffic sign with reflective sheeting. Lightweight, compliant with the IP67 standard, such as dust and water protection and easily installed on any type of signpost or structure.

In combination with the Traffic Solar Power Unit, it is one of the least expensive systems for retrofitting an existing structure. You will find our THIN sign technology in our 7 segment Radar Display sign, Flashing Beacons and Dual Flashing Beacon sign, Stop sign, Chevron sign and No Parking signs.



LOW COST
INSTALLATION



PATENTED
TECHNOLOGY



LIGHT AND
THIN DESIGN



Chevron



Dual Beacon Sign



Radar Speed Display



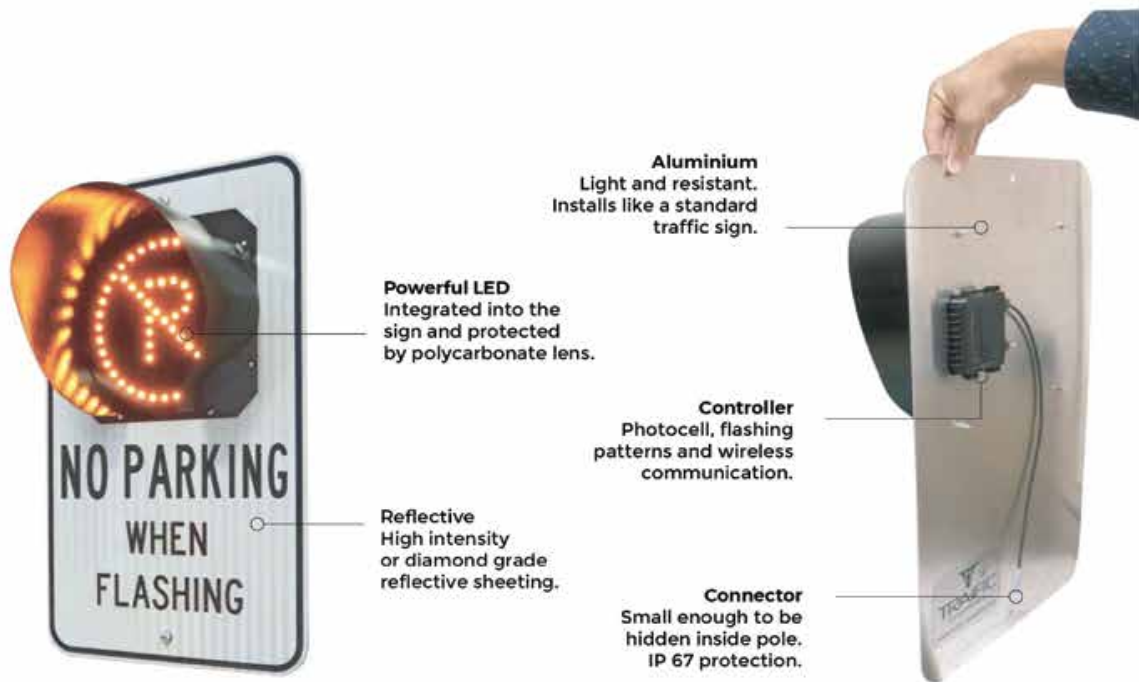
No Parking



Single Beacon



Stop



BIG SAVINGS ON STRUCTURE AND INSTALLATION COSTS



**MOST COMMON LED
SIGNAGE INSTALLATION**

**OUR THIN LED
SIGN SYSTEM**

SMART & WIRELESS

PIEZOELECTRIC TECHNOLOGY

Each thin sign has a smart control that allows custom programming based on usage. The smart controller can determine the type of operation (day, night, 24h, push-button), the type of flashing (0.1sec, 0.2sec, 0.5sec, Tri-Flash, WW + S and more) and pairing between the button and the controller or between a controller and another controller.

Programming is easily done using the dipswitches on the circuit board or using PC software. This software also allows the programming of the internal calendar for activation according to a schedule. A photocell is present on the smart controller to avoid blinding drivers during the night.



EASY PAIRING
Wireless sign connection easily done on the field.



DATA RECORDING
Every event is recorded in the controller.



SCHEDULE
Turn ON and OFF to desired date and time.



EASY SETUP
Dipswitches are used to change settings without a computer.



CONTACT ACTIVATION
Dry contact input for any external sensor.



WIRELESS
Optional for setup by computer and push-button activation.



Smart Controller



Wireless Option



USB to wireless for computer

Our technology is wireless, without batteries and maintenance free. This technology provides communication between sign and activation systems such as: push-button, free-standing push-button, FOB or programmable time frame operation schedule.

This system has many pre-programmed patterns (20) as RRFB flashing pattern, dual flashing, sequencing... and is programmable to suit your specific needs.



TRAFFIC SOLAR POWER UNIT

The Traffic Solar Power Unit is an All IN ONE system that includes :

- Photovoltaic energy collector panel
- Powder coated aluminium enclosure
- Long lasting Lithium LifeP04 battery
- MPPT charger to maximize charging
- Battery status LED indicator
- Universal bracket for ease of installation
- IP 67 connector cable

Lightweight, easy to install and quickly connects to any of our LED Traffic signs. This TRAFFIC SOLAR POWER UNIT combined with our THIN signs is perfect for retrofitting on existing structures.



PLUG AND PLAY
No cabinet, no battery to install.



**GREEN
ENERGY**



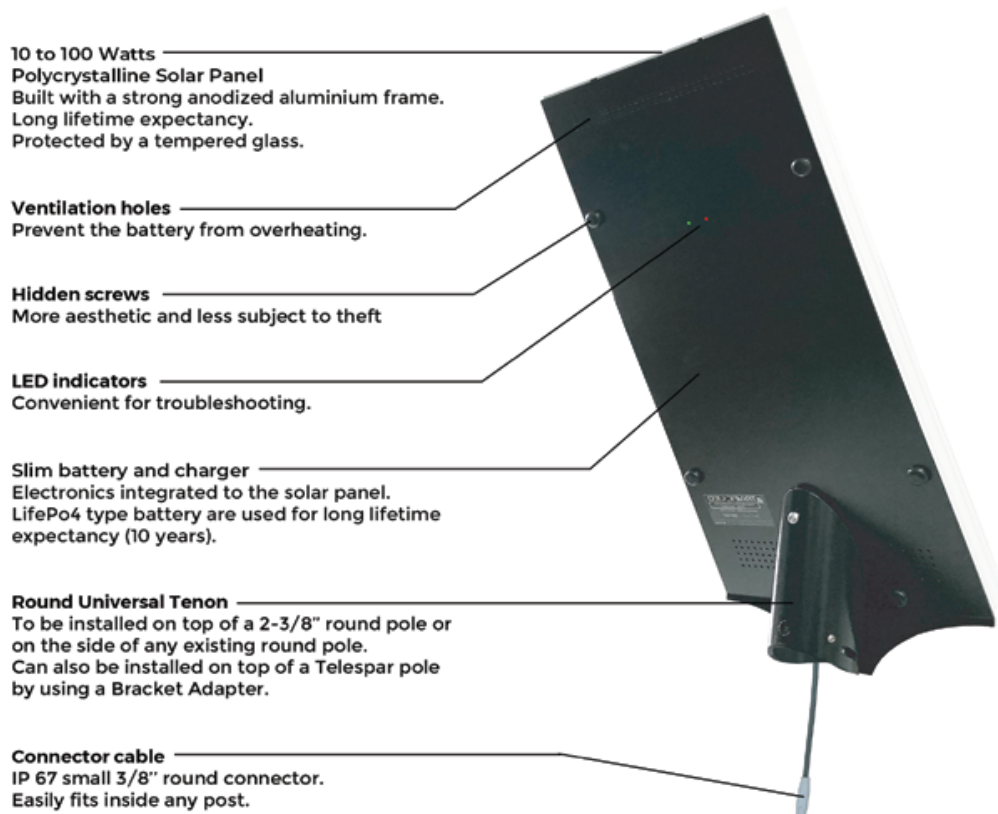
**LIFE EXPECTANCY OF
MORE THAN 10 YEARS**



**DISCREET, LIGHT
AND THIN DESIGN**

Available in
10, 20, 30, 50
and 100 watts.





BIG SAVINGS ON INSTALLATION & TIME



The design of the 50 & 100W Traffic Solar Power Unit may vary as described on our data sheets.



COMMON SOLAR
PANEL SYSTEM

OUR TRAFFIC SOLAR
POWER UNIT

DEFLEX

TRAFFIC CALMING DEVICE

The Deflex is a high performance delineator designed to maximize safety for all road users in cities and highways. The Deflex's height is it's most important safety feature.

At 1200mm / 48" the Deflex provides eye-catching visibility for truck drivers at night and all road users 24 hours a day. Four reflective and flexible stripes are embedded into each Deflex and remain securely attached after multiple impacts. The reflector's durability is equal to the Deflex post which can withstand more than 200 collisions. The product's design also provides a pleasant visual environment for road users. This traffic calming device is the best channelizing delineator on the market to help improve traffic control.

The DEFLEX delineator is unique in its category because of height, one-piece construction, resistance to 200 impacts, wind stability with rubber base, 4 embedded diamond grade reflective sheet stripes and variety of colors for specific needs.

MANY INSTALLATION OPTIONS



RUBER BASE
16 lb

ASPHALT
ANCHOR

SEVERAL COLORS FOR MULTIPLE APPLICATIONS



LANE DIVIDER



ROADWORK



BICYCLE PATHS



TRAFFIC CALMING



PARKING LOTS



EVENTS





AUTHORITY STANDARD

NHCRP-350 compliant conforms to the majority of government standards.



MONOCOQUE (ONE PIECE)

No mechanical parts for easy maintenance. Less fragments on the road if damaged.



360° DELINEATOR

Visible and flexible from all angles. No orientation needed for installation.



REFLECTIVE BANDS FLEXIBLE AND EMBEDDED

Reflective and flexible bands are embedded for longer life. Their high level of reflectivity (ASTM Type IV) increases visibility at night.



VERSATILE INSTALLATION

Can be permanently installed (anchors), moved with a 16 lb. weight or installed with a curve anchor system for quick installation and removal.



SCHOOL ZONE

Our children's safety is one of our main priorities. Most drivers are also sensitive to children's safety in school zones although awareness signals are often required to get their attention.

Our product developments lead us to create very good tools for school zone awareness:

- RRFB, Flashing Beacon and Dual Beacons Signs FOB activated by crossing guards, by a wireless push-button or by a motion sensor.
- KAMELION VMS, with a changeable speed limit upon different time frames.
- Radar speed display
- No Parking flashing signs
- STP LUX lighting system for crosswalk safety





SPEED LIMIT MANAGEMENT

KAMELION VMS can be used as a speed limit sign with variable limits programmed during school operation hours. In combination with the radar, the RRFB strobe will flash when SPEEDING and collect data information about driving performance 24/7 in school zones.



RADAR & DATA COLLECTION



TIME SCHEDULE



OVER SPEED STROBE ACTIVATION

See page 8 for technical specifications



SCHOOL ZONE CROSSWALK SAFETY

With its black background, this dual flashing beacon sign will enhance the school zone crosswalk in its environment. The THIN sign wireless communication system will activate the flashing beacons on demand either with: crossing guard with a FOB, push-button, motion sensor or school zone pre-programmed schedule.



FOB FOR CROSSING GUARD



SOLAR POWERED



PUSH BUTTON (Optional)

See page 10 for technical specifications



TRAFFIC CALMING

All KAMELION display signs have proven to be a very effective tool for speed reduction. The full color screen, combined with pictograms, interacts with drivers. Unlike the effect of standard speed displays which blend into the environment, the Kamelion stands out and gets the driver's attention. Children are amused by the KAMELION happy face when Mom & Dad drive safely.



PICTOGRAMS & TEXT



FULL COLOR SCREEN



DATA COLLECTION

See page 6 for technical specifications

APPLICATIONS



SIGNAGE REINFORCEMENT

All flashing beacons, either single or dual, can be radar activated for specific needs. There are various settings to suit your needs: steady, continuous flashing, pre-programmed flashing schedule, motion sensor, push-button or FOB activated at crosswalks or by crossing guards.

See page 10 for technical specifications



**SOLAR
POWERED**



**MANY FLASHING
PATTERNS**



**FAST & EASY
INSTALLATION**



SCHOOL DROP OFF PICK-UP

Improving traffic flow in school zone. Parking management becomes an issue during school hours. With the proper time frame information, the pre-programmed flashing pattern will start in advance to ensure the zone is cleared.

See page 10 for technical specifications



**CALENDAR
ACTIVATED**



**SOLAR
POWERED**



**THIN SIGN
EASY
INSTALLATION**



SCHEDULE SPEED LIMIT VARIABLE SPEED ZONES REMINDER

Adding a double flashing beacon to a variable speed sign in a school zone greatly helps capturing driver's attention. Using solar power it can be used anywhere.

See page 6 for technical specifications



**SOLAR
POWERED**



**DRIVER
AWARENESS**



**BRIGHT
LEDS**



SMART CITIES

According to road users, all Traffic Innovation products are very good communication tools to help road managers in their day to day efforts to make roadways safer. Data collection & sensors will provide the big picture and the proper equipment will inform road users.





ANALYSING TRAFFIC FLOW

This Doppler radar Traffic Analyzer will provide information on speed, quantity and type of vehicles within the selected time frame.



**FUNCTIONAL
IN ALL WEATHER
CONDITIONS**



**QUICK
INSTALLATION**



**USER FRIENDLY
SOFTWARE (free)**

See page 4 for technical specifications



ROAD USERS COMMUNICATION

This compact Variable Message Sign is very versatile. It can be transformed from a Speed Display Sign with any type of text message or pictogram (ex: Don't Drink & Drive, Share the Road, Caution School Zone Ahead ...) or, into an informative message sign for maintenance purposes, or into a variety of MUTCD traffic signs within a time frame schedule or special event or ...



**FULL
MATRIX**



**FREE
SOFTWARE**



**CUSTOMIZABLE
SETTINGS &
SCHEDULE**



PARKING MANAGEMENT

Ideal for street parking management when curbs need to be free of vehicles. You may combine these signs with the KAMELION VMS upon arrival in a sector to advise about a specific time frame & informative message. Major uses for Drop OFF / Pick UP zones, Special event parking management, street maintenance & more.



**CALENDAR
OR FOB**



**SOLAR POWERED
OR HARD WIRED**



**EASY
INSTALLATION**

See page 10 for technical specifications

APPLICATIONS



VARIABLE SIGNAGE MANAGEMENT

The KAMELION VMS has various applications such as: truck delivery daily schedule, no left turns programmed on two time frames a day, reverse traffic flow time frame information, lane management, etc. There are so many good reasons that make the KAMELION a great and effective communication tool.

See page 8 for technical specifications



CUSTOM SCHEDULE



FULL MATRIX



PERSONALIZED SETTINGS



PROVIDE SAFER INTERSECTIONS

All STOP signs need to be visible from far as they represent DANGER. Having a THIN sign with LEDs surrounding the pictogram will maximize the perception and reaction time for safer driving. The TNS radar may also be used to activate this STOP sign when needed in residential areas.

See page 10 for technical specifications



MAXIMUM VISIBILITY



SOLAR POWERED



20 MINUTE INSTALLATION



MOBILE COMMUNICATION

Depending on the signage requirements and the quantity of deep cycle batteries (max 3), this portable unit will provide all KAMELION functions on a free-standing unit for 3-5 weeks of usage without charging or, for continuous use, there is the option of using solar power.

See page 6 for technical specifications



NARROW FOOTPRINT

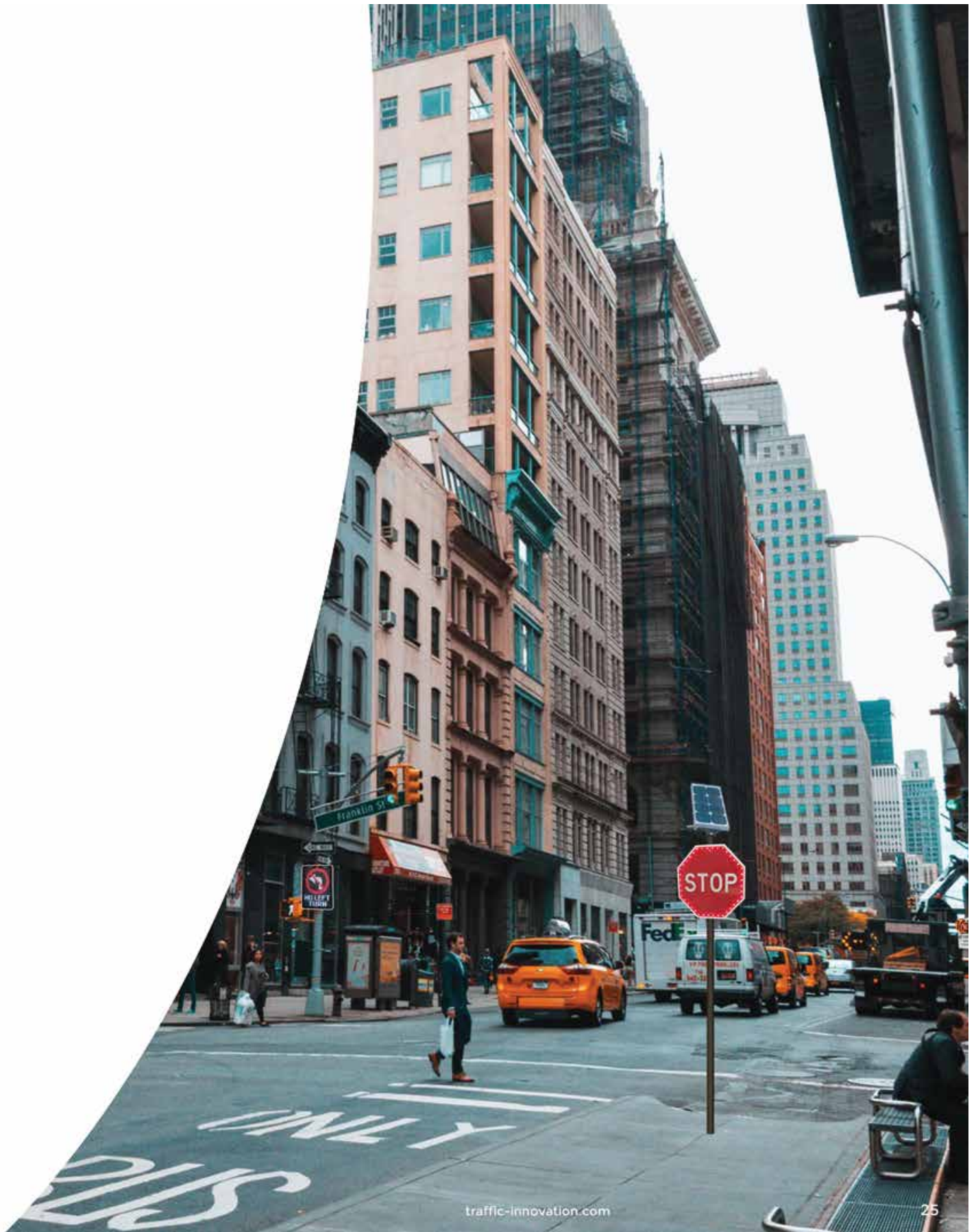


HEAVY DUTY & LONG LASTING



QUICK SET-UP





CROSSWALK

Lighting system

In the USA, over 4 pedestrians are killed per hour, every day, crossing a street, which is now becoming very hazardous. The STP-LUX is a lighting system that activates vertical and horizontal light patterns. Thanks to this system, pedestrians have a walkway which is illuminated from above and lit on either side, so drivers can see them without a doubt.

When there is no pedestrian in the crosswalk area:

- Daytime system is on standby.
- Nighttime lighting remains on (40% brightness) just enough to identify crosswalk.



When a pedestrian is engaged in the crosswalk area, the push button can be pressed for activation, or if forgotten, the pedestrian will be captured by a motion sensor when engaged in the crosswalk:

- Daytime: activation of the flashing beacons
- Nighttime: activation of the flashing beacons, plus, the lighting will intensify from 40% brightness to 100% (350 LUX), creating a horizontal and vertical lighting tunnel effect.

STP-LUX

Horizontal & vertical crosswalk lighting system

Pedestrians must be visible day and night to be safe when crossing the road. The STP-LUX lighting system was specifically designed to illuminate crosswalks for pedestrians and drivers. Its asymmetric optics project light beams vertically and horizontally to illuminate both the pedestrian and markings on the road. With an average luminescence of 100 to 350 lux, the STP-LUX lighting system provides a stark contrast between the crosswalk and its surrounding environment to ensure maximum visibility and safety for all road users.



Automatic night activation with photoelectric cell integrated in the system.



The flashing beacons light up day and night to ensure maximum safety for pedestrians.



Push-button, pedestrian detector or both can be added to the system.



Wireless communication between the panels and lighting system.



Energy-saver: ambient lighting is set to 40% then raised to 100% when a pedestrian is detected.

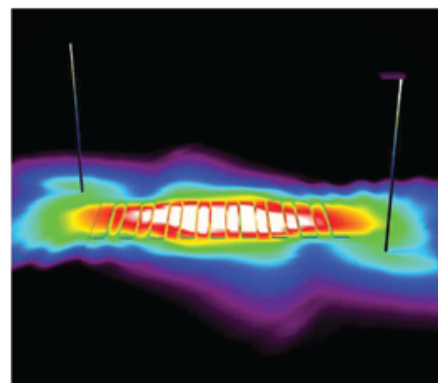
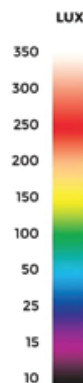


Efficient in all weather conditions. Visibility is highly improved even in winter months.



STP-LUX-P350

350 lux
Maximum
luminescence





INCREASING PEDESTRIAN SAFETY

LEDs integrated into pictograms or other sign shapes such as 'stop' or 'yield' are a way to communicate directly to drivers and reduce reaction time.

See page 10 for technical specifications



**FAST & EASY
TO INSTALL**



**MANY ACTIVATION
SYSTEMS**



**QUICK
AWARENESS**



SIGNAGE REINFORCEMENT

This is one of the most efficient flashing beacons to enhance traffic crosswalk signs. A variety of pre-programmed flashing patterns are available along with the free programmable software.

See page 10 for technical specifications



**RETROFIT
FRIENDLY
SYSTEM**



**REINFORCES
CROSSWALK**



**MUTCD
STANDARD**



SAFETY ENHANCEMENT

The Rectangular Rapid Flash is becoming a very common tool in Traffic Calming campaigns and Crosswalk Awareness systems.

What makes it unique is the wireless, no battery, push-button and all the activation systems. The use of the F.O.B. activation is a good back-up for crossing guards as well as radar activation or motion sensors.

See page 12 for technical specifications



**SAE J595
STANDARD**



**ALL MUTCD
FLASHING
PATTERNS**



**EASY
RETROFIT**

ALL COMPATIBLE WITH
BATTERY FREE AND
WIRELESS TECHNOLOGY



WORK ZONE

Work Zones are dangerous environments for road work crews. Driver awareness tools are **LIFE SAVERS** for those risking their lives every day and night in this hostile environment.

In the past 20 years, R&D at Traffic Innovation has been oriented towards VISION ZÉRO, knowing that road workers are at risk every day. Our goal in developing safety tools is to combine a safe environment without maintenance in narrow roadwork.





CHANNELIZING ROAD WORK

The DEFLEX delineator is the best channelizing equipment for narrow roadwork, thanks to its resistance to high winds and impacts, truck drafting, and other long-lasting features.

See page 16 for technical specifications



**FLEXIBLE
POLYMER**



**WITHSTANDS
200 IMPACTS**



**ONE-PIECE,
NO MECHANICAL
PIECES**



WORK ZONE SPEED REDUCTION

This tool has major features & benefits in narrow spacing roadwork. A narrow footprint unit, the galvanized frame is long lasting, the Thin radar display sign has 7 segments, or, the Kamelion 12,5 offers full matrix and full color is another option. Plus, there is an included removable towing pole and Solar Powered Unit (concealing all batteries and charger on top) preventing theft.

See page 10 for technical specifications



**LONG
LASTING**



**DATA
COLLECTION**



**QUICK & EASY
DEPLOYMENT**



TRUCK CROSSING SAFETY MANAGEMENT

The combination of a Solar Powered dual beacon system connected to the TNS radar will enhance the signage of truck crossing or roadway truck entry into traffic. This system is a good tool to warn drivers of incoming trucks from a work zone, that might not see all vehicles in the lane beforehand.

See page 4 & 10 for technical specifications



IDEAL FOR:
- Construction field
- Gravel pit
- Fire Station
- Landfill site
- Snow pit
- Logging road



**ULTRA-BRIGHT
LEDS**



**EASY
INSTALLATION**

CHANNELIZING ROADWAYS

Road configuration and obstacles are efficient traffic calming methods. On wide roadway configurations, users need to be channelized and guided in the right direction. Delineators, flashing beacons and Chevron signs are among the best ways of finding equipment to provide a sense of security to drivers.





CHANNELIZING

There are so many reasons to choose this world renowned roadway delineator system. The rubber base provides stability on roadways with high winds. The 48" (1,20m) height allows good visibility for SUV's, trucks & buses. The diamond grade, embedded, highly reflective stripes (4) exceed standards. The Deflex is the best delineator on the market, resisting to 200 impacts, it includes a special system for asphalt installation. Plus, choose from a variety of embedded, UV protected, solid colors, molded in one-piece, to match traffic codes.

See page 16 for technical specifications



48"
HEIGHT



WITHSTANDS
200 IMPACTS



FLEXIBLE
POLYMER



SIGNAGE REINFORCEMENT

Drivers need to make quick decisions when seeing road hazards. Signage needs to be easily recognizable with a short reaction time. Flashing beacons help drivers identify those hazards and can be a LIFE SAVER in critical situations.

The 24/7 or radar activated THIN flashing beacon sign can be installed within minutes on an approved standard signpost with a very affordable overall cost.

See page 10 for technical specifications



RADAR
ACTIVATED



SOLAR
POWERED



EASY
INSTALLATION



SHARP CURVES SAFETY

Sharp curves need to be seen in advance to avoid tragedies. The THIN LED Chevron is a very versatile wireless system, solar powered or hard wired, 24/7 flashing or radar activated, it works in pre-programmed or programmable sequences. It is very visible, long lasting, and can be installed on any approved standard signpost at a very low cost.

See page 10 for technical specifications



SYNCHRONIZED



ULTRA-BRIGHT
LED



RADAR
ACTIVATED

BICYCLE PATHS

The 48" high DEFLEX delineator has a calming effect on traffic by reducing the road's width while adding a reserved corridor for cyclists, providing a safer environment.

Of all the DEFLEX's features, these are the most important :

- Height of 48" (1,20m) to ensure visibility for SUV's, trucks & buses
- Four (4) diamond grade, above standard, highly reflective stripes for night performance
- Low maintenance, resists 200 impacts





CHANNELIZING CYCLE PATHWAY

Made from 100% flexible polymer, the Deflex will not puncture tires when rolled over by bikes, cars or trucks. In case of a fall, cyclists will not get hurt by the Deflex.

See page 16 for technical specifications



100%
RECYCLABLE



FLEXIBLE
POLYMER



NCHRP
STANDARD



WITHSTANDS
200 IMPACTS



360°
VISIBILITY



CHDX
48" height
Variable arm length



CHSX
48" height
Variable arm length



CHDX
48" height
Variable arm lengths

INTERSECTIONS SAFETY

Bike gates or bike chicanes are used to slow down cyclists when approaching intersections, they are lockable to allow emergency vehicle access or crew vehicles.

Voir site internet pour spécifications techniques



REDUCES
CYCLIST SPEED



PIVOTS OPEN
IN CASE OF
EMERGENCY



IMPROVES
SAFETY FOR
ALL USERS



RUGGED,
STURDY
STRUCTURE



Yes, we **love** technology.



Mission



Vision



Value

THIN
LIGHTWEIGHT
LED TRAFFIC SIGNS

TRAFFIC
SOLAR



DEFLEX
Flexible post

traffic-innovation.com

1-866-623-2580





Cedar Signs Inc
1507 Clyde Rd
Cambridge N1R 5S7
Canada
519-740-0376

Quotation # SO21096

Invoice to:

St Charles, Municipality of
2 King St E
PO Box 70
St Charles ON P0M 2W0
Canada

Ship to:

St Charles, Municipality of
2 King St E
St Charles ON P0M 2W0
Canada

Quotation Date:

04/21/2023

Valid Until:

05/21/2023

Customer Account:

40200

Quote Created by:

John Rivers

Salesperson:

John Rivers

Description	Quantity	UOM	Unit Price	Amount
Solar Power				
[0037520] Safe Pace Evolution 12 With Universal Mounting Bracket and 12mth network access to cloud (Solar Panel)	1	Units	3624.00	\$ 3,624.00
[0037748] Safe Pace Evolution 12FM Full Matrix With Universal Mounting Bracket and 12mth network access to cloud (Solar Panel)	1	Units	3724.00	\$ 3,724.00
[0037755] Safe Pace Evolution 15SD With 12mth network access to cloud (Solar Panel)	1	Units	3499.00	\$ 3,499.00
[0032434] Safe Pace Evolution 15FM Full Matrix With 12mth network access to cloud (Solar Panel)	1	Units	4499.00	\$ 4,499.00
[0037743] Safe Pace Evolution 18FM Full Matrix With 12mth network access to cloud (Solar Panel)	1	Units	4599.00	\$ 4,599.00
Subtotal				\$ 19,945.00
Battery Power				
[0037522] Safe Pace Evolution 12 With Universal Mounting Bracket and 12mth network access to cloud (2 x Battery 12V DC)	1	Units	3724.00	\$ 3,724.00
[0037750] Safe Pace Evolution 12FM Full Matrix With Universal Mounting Bracket and 12mth network access to cloud (2 x Battery 12V DC)	1	Units	3974.00	\$ 3,974.00
Subtotal				\$ 7,698.00
Optional Products				
[0036273] Lithium Ion Battery	2	Units	429.00	\$ 858.00

@ sales@cedarsignsinc.com ☎ http://www.cedarsignsinc.com 📠 HST: 872982525



Cedar Signs Inc
1507 Clyde Rd
Cambridge N1R 5S7
Canada
519-740-0376

[0032429] Pole Bracket for Safe Pace Evolution 11 and 12 Radar Sign	1	Units	95.00	\$ 95.00
[0040608] Pole Bracket for Safe Pace Evolution 15 and 18 Radar Sign	1	Units	190.00	\$ 190.00
			Subtotal	\$ 1,143.00
			Subtotal	\$ 28,786.00
			HST 13%	\$ 3,742.18
			on \$ 28,786.00	
			Total	\$ 32,528.18










Delivery Method: Prepay & Charge Shipping

Unless otherwise noted shipping charges do not include additional services such as power tailgate, delivery appointment or redirect. If additional services are used charges may apply.

SafePace® Evolution Comparison Chart

Harness the power of driver awareness with real-time data for safer, smarter streets.



	Evolution 12	Evolution 12FM	Evolution 15	Evolution 15FM	Evolution 18FM
Digit Size	12"	12"	15"	15"	18"
Digit Colour Options					
Weight (without batteries)	20 lbs	20 lbs	28 lbs	28 lbs	28 lbs
24/7 Scheduling	✓	✓	✓	✓	✓
Data Collection	✓	✓	✓	✓	✓
Custom Messaging		Full VMS	Static "Slow Down"	Full VMS	Full VMS
Messaging Colour Options					
Solar Compatability	✓	✓	✓	✓	✓
Battery Operated (Lead acid or Lithium Ion)	✓	✓			
A/C Power	✓	✓	✓	✓	✓
Universal Mounting	✓	✓			
Cloud Compatability	✓	✓	✓	✓	✓
Trailer, Dolly, Hitch Compatability	✓	✓	✓	✓	✓
Stealth Mode	✓	✓	✓	✓	✓
Violator Strobe	✓	✓	✓	✓	✓
Warranty	2 Years	2 Years	2 Years	2 Years	2 Years

Cedar Signs Inc | 1-888-854-3720 | www.cedarsignsinc.com | sales@cedarsignsinc.com



982 Powell Avenue
 Winnipeg, MB R3H 0H6
 Phone: 204-233-1600
 Toll Free: 1-877-953-1600
 Fax: 204-233-1906
 winnipeg@atstraffic.ca
 website: www.atstraffic.ca

QUOTE	1440-50008262
Date	8/27/2020
Page	1/1
Printed By	jillh
Ordered By	Michelle
Phone #	7058982900
Lane	Lane 2

BILL TO:

LAS Municipal Buying Group c/o RMA
LAS Municipal Buying Group c/o RMA trade@rmalberta.com Nisku, AB T9E 8N5 Canada P: 20485623670000

SHIP TO:

Municipality of French River
Michelle 44 St. Christophe Street Suite 1 Noelville, ON P0M 2N0 Canada P: 7058982294

Purchase Order #	Customer ID	Salesperson ID	Shipping Method		Payment Terms
QUOTEISAFE1	14001456	MB620	COLLECT	TBD	NET 30
ORD	SHIP UOM	Item #	Description	Price	Extended Price
1	EACH	33112077	I-SAFE1 SL Speed Display - Complete System	\$3,350.00	\$3,350.00

Return Authorization

Goods may be returned within 30 days of purchase with a Return Authorization number. Goods returned without authorization will be refused and returned at sender's expense. All items returned must be in original manufacturer's packaging, and be in new condition. Credit cannot be given for merchandise returned in damaged condition due to improper packaging.

All items returned are subject to a 15% restocking charge.

Returns of items made specially or ordered specifically do not fall within our return policy and cannot be returned.

GST	\$0.00	Subtotal	\$3,350.00
PST	\$0.00	Tax	\$402.00
		Freight	\$0.00
		Total	\$3,752.00



**We make
highways
talk™**

I-SAFE 1 SL



Variable Message Sign (VMS) with alternating speed and text/images



The I-SAFE 1 sign links the speed information (green, orange or red displayed depending on driver's behavior) to a 768 LED matrix on which you can display personalized pictograms.

With its internal radar and removable battery, the I-SAFE 1 is mobile and easy to use. It can also be powered using a solar power kit or AC power.

Benefits

- Compact
- Light
- Predefined settings
- Calendar function (up to 4 periods/day)

User-Friendly

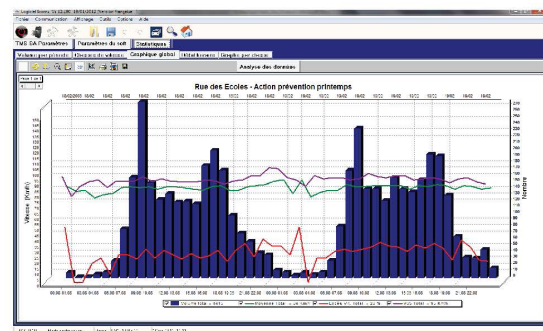
- Comprehensive software for data analysis
- Full standard kit including the fastening system

Multi-Purpose

- 1 product = 4 power possibilities (battery, solar, public lighting, mains power)
- Possibility to display 2 pictograms successively for one measure
- Anti-speeding record function
- Fully customizable settings

Features

- Vehicle activated traffic calming
- Amber LED or 3-LED display colours (green, orange, red)
- Personalized pictograms (or short messages)
- Set up using PC software and USB flash drive



Specifications

Adjustable Settings

Choice of predefined speed zones settings (digit encoder) & user-set zone (USB key)

- Min. and max. speed displayed thresholds
- Colour speed thresholds (green, orange, red)
- Blinking flash threshold
- Text or pictograms by the user
- Display intensity
- Working days/hours

Compact, Easy to Use, and Very Bright

- Large format display board (39 cm) (15.35")
- 768 LED matrix to display coloured pictograms (user definable)
- Mobile and very easy to handle
- Mounting system suitable to all pole type.

Options

- Bluetooth®
- GPRS



* The Bluetooth® word mark and logos are registered trademarks owned by Bluetooth SIG, Inc. and any use of such trademarks by International Road Dynamics Inc. is under license. Other trademarks and trade names are those of their respective owners.

Electromagnetic compatibility and electrical safety: the I-SAFE 2 complies with the essential requirements and other relevant provisions of the R&TTE Directive 1999/5/EC. FCC ID: VECDF6, IC ID: CS20152

Specifications	
Displayed speed	From 5 to 199 km/h (3.1 to 123.65 mph)
Measured speed	From 5 to 250 km/h (3.1 to 155.34 mph)
Digits size	384 x 513 mm (15.1" x 20.19") (H x L)
Panel size	775 x 665 x 140 mm (30.5" x 26.18" x 5.5") (H x L x P)
Weight	12.4 kg (27.3 lb) (without battery)
Environmental protection	IP65
Mounting system	2 hooks at panel's rear + 2 specific pole brackets
Operating temperatures	From -35°C to +65°C (-31°F to +149°F)
Power supply	12 V DC - rechargeable 12V/24 Ah or 220 V (network or public lighting) or solar powered
Autonomy	Depending on power supply option selected (battery/AC)
Radar frequency	K band : 24.125 GHz
Transmitted power	< 5 mW
Communication set-up	USB (options : Bluetooth or GPRS)
Memory	540,000 measures
Software	
PC Running	Windows XP or higher, minimum 256 MB RAM
Disk Space	100 MB
Detection range	Car : 120 m (393.7 ft) Truck : 150 to 200 m (492.1 ft to 656.1 ft)

Contact us today for more information.

ATS Traffic - Regina

410A Henderson Drive, Regina, SK

T 306.565.8808

E info-regina@atstraffic.ca

ATS Traffic - Saskatoon

806C 43 Street, Saskatoon, SK

T 306.242.4407

E info_saskatoon@atstraffic.ca



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Pricing Information



**We make
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talk™**

I-SAFE 1 SL



Variable Message Sign (VMS) with alternating speed and text/images



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I-SAFE 1 SL

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Memory	540,000 measures
Software	
PC Running	Windows XP or higher, minimum 256 MB RAM
Disk Space	100 MB
Detection range	Car : 120 m (393.7 ft) Truck : 150 to 200 m (492.1 ft to 656.1 ft)

Key Points

- I-Safe 1 is supplies and MFG by IRD in Saskatoon.
- I-Safe 1 meets both 11" and 15" display.
- 95 Watt Solar Panel.
- Mounting system suitable to all pole types.
- The I-Safe 1 can have up to 3 revolving screens that display 2-3 numerical speed text (roads under 100km/hr and roads over 100km/hr), messages, pictures, etc. **It is the most versatile display on the market.**
- Can do multiple colors (Green, Orange, Red) text or pictograms by user
- White blinking flash threshold
- This device has and can store data of up to 540,000 measures. And is Bluetooth so no data card and monthly data plan is needed. Truly is the most cost effective method of retrieving data. Most others are \$1,000 plus a year.
- This product is locally serviced by ATS Traffic Winnipeg. Local part supply is in Saskatchewan as it is MFG in SK.

IRD WARRANTY



INTERNATIONAL ROAD DYNAMICS INC.
INTELLIGENT TRANSPORTATION SYSTEMS

IRD Standard Product Warranty Statement

International Road Dynamics Inc. (IRD) warrants all IRD manufactured materials and equipment for a period of two (2) years from the original date of delivery, unless otherwise agreed in writing or specified differently within this statement. This warranty covers the manufacture of the equipment and includes manufacturer's workmanship, material defects, and assembly, but does not include re-installation. This warranty does not cover physical damage caused by improper installation or vandalism, lightning, flood, fire, accident, damage by terrorism, or Acts of God.

The warranty on OEM equipment which IRD resells, whether as standalone equipment or as part of an IRD integrated system, is as provided by the OEM manufacturer.

IRD Warranty will be considered void should third party equipment be integrated with IRD delivered materials without prior written consent and approved connection method.

Customers must inspect all IRD delivered materials and equipment on receipt and must notify IRD within ten (10) calendar days of equipment delivery of any material damage, defects or non-conforming items. In the absence of such notification, all delivered materials and equipment shall be deemed by IRD to have been accepted by the Customer as received.

Materials and equipment that fail during the warranty period may be repaired or replaced at the discretion of IRD. All repairs shall be performed by IRD authorized personnel unless otherwise agreed on a case by case basis. Customers requesting warranty repair or replacement shall return the original materials or equipment properly packaged according to IRD RMA guidelines.

IRD shall not under any circumstances be liable for any special, incidental, indirect or consequential damage, including without limitation, damages from the use or malfunction of the product, loss of profits or revenues or cost of replacement goods, whether IRD has been informed or not in advance of the possibility of such damages.

Please note that extended warranties are available from IRD. Please ask an IRD Sales Representative for further information.

Effective date: November 8, 2018



702 - 43rd Street East, Saskatoon, Saskatchewan CANADA S7K 3T9 Telephone: (306) 653-6600 Facsimile: (306) 242-5599
US IRD Corp: Spring Grove, Illinois Telephone: 1-877-444-4IRD (4473) Facsimile: (306) 242-5599
www.irdinc.com



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BIBLIOTHEQUE PUBLIQUE ST-CHARLES PUBLIC LIBRARY

January 12th 2023

Minutes of the regular Library Board meeting held at 7:00 p.m., January 12th 2023

Present: Sheila Mehes (Chairperson)

Monique Kadlec

Ron Morck

Absent: Monica Loftus (Councillor)

Suzanne Dzimidowicz

Staff: Marie Richer

1. Call to order: 7:07 p.m.

2. Approval of the agenda:

23-01 Moved by: Sheila Mehes

Seconded by: Ron Morck

Carried

That the agenda be approved
as presented.

3. Pecuniary interests: none

4. Approval of the minutes:

23-02 Moved by: Monique Kadlec

Seconded by: Sheila Mehes

That the minutes of the meeting of
November 10th, 2022, be approved
as presented.

5. Delegation: None

6. Standing Business: Policies

7. Unfinished business: None

8. New Business:

23-03 Moved by: Sheila Mehes

Seconded by: Monique Kadlec

Carried

To accept reviewed Personel Policy
#13 Salary & Wages Scales.

9. Reports:

Chairperson Report:

* International Womens Day- March 9th

Library will be attending.

CEO Report:

10. Budget Variance Report: None Available

Moved by:

Seconded by:

Carried

11. Trustee Comments:

12. Next meeting is to be held February 9th, 2023 at 7:00 p.m.

13. Adjournment:

23-04 Moved by: Ron Morck
 Seconded by: Sheila Mehes
 Carried

That the regular Board Meeting of
January 12th 2023 be adjourned
at 7:56 pm.

BIBLIOTHEQUE PUBLIQUE ST-CHARLES PUBLIC LIBRARY

March 9th 2023

Minutes of the regular Library Board meeting held at 7:00 p.m., March 9th 2023

Present: Sheila Mehes (Chairperson)
Monica Loftus (Councillor)
Suzanne Dzimidowicz
Ron Morck

Absent: Monique Kadlec

Staff: Marie Richer

7:05 p.m.

1. Call to order:

2. Approval of the agenda
23-05 Moved by: Monica Loftus
Seconded by:
Carried

That the agenda be approved
as presented.

none

3. Pecuniary interests:

4. Approval of the minutes
23-06 Moved by: Suzanne Dzimidowicz
Seconded by: Ron Morck

That the minutes of the meeting of
January 12th, 2023, be approved
as presented.

None

5. Delegation:

Policies

6. Standing Business:

None

7. Unfinished business:

8. New Business:

23-07 Moved by: Ron Morck
Seconded by: Sheila Mehes
Carried

To accept reviewed Circulation policy
Outreach Services

23-08 Moved by: Monica Loftus To accept reviewed Local History policy
 Seconded by: Sue Dzimidowicz #1
 Carried

9. Reports:
Chairperson Report:

CEO Report:

10. Budget Variance Report: That the Dec 2022 budget variance be
23-09 Moved by: Sheila Mehes approved as presented.
 Seconded by: Ron Morck
 Carried

11. Trustee Comments:

12. Next meeting is to be held April 13th, 2023 at 7:00 p.m.

13. Adjournment: Ron Morck That the regular Board Meeting of
23-10 Moved by: Sheila Mehes March 9th 2023 be adjourned
 Seconded by: at 8:45 pm.
 Carried



April 13th, 2023

Tammy Fortin
69 Main Street
St. Charles ON P0M 2W0

Dear Ms. Fortin:

Re: **Minor Variance Application – SEPB File No. A/02/23/SC**
Owner: Tammy Fortin
Part of Lot 1, Concession 1
in the Township of Appleby
now in the Municipality of St.-Charles
Territorial District of Sudbury
Being Part 1, Plan 53R-8543 and Part 1, Plan 53R-21506
(Roll No. 5204-000-003-105-01)

This will acknowledge receipt of your request for a minor variance, received by this office on **April 4th, 2023**. The file has been assigned **Application number A/02/23/SC**.

A summary review of the application would indicate that it contains all of the prescribed information and material under the Planning Act, R.S.O. 1990, Chapter P.13. As such, the Planning Board will begin processing the application as soon as possible. You will be advised of the date when the application will be considered as soon as it is set.

Please quote both the application number and the assessment roll number on any correspondence with this office.

Should you have any questions, please do not hesitate to contact our office.

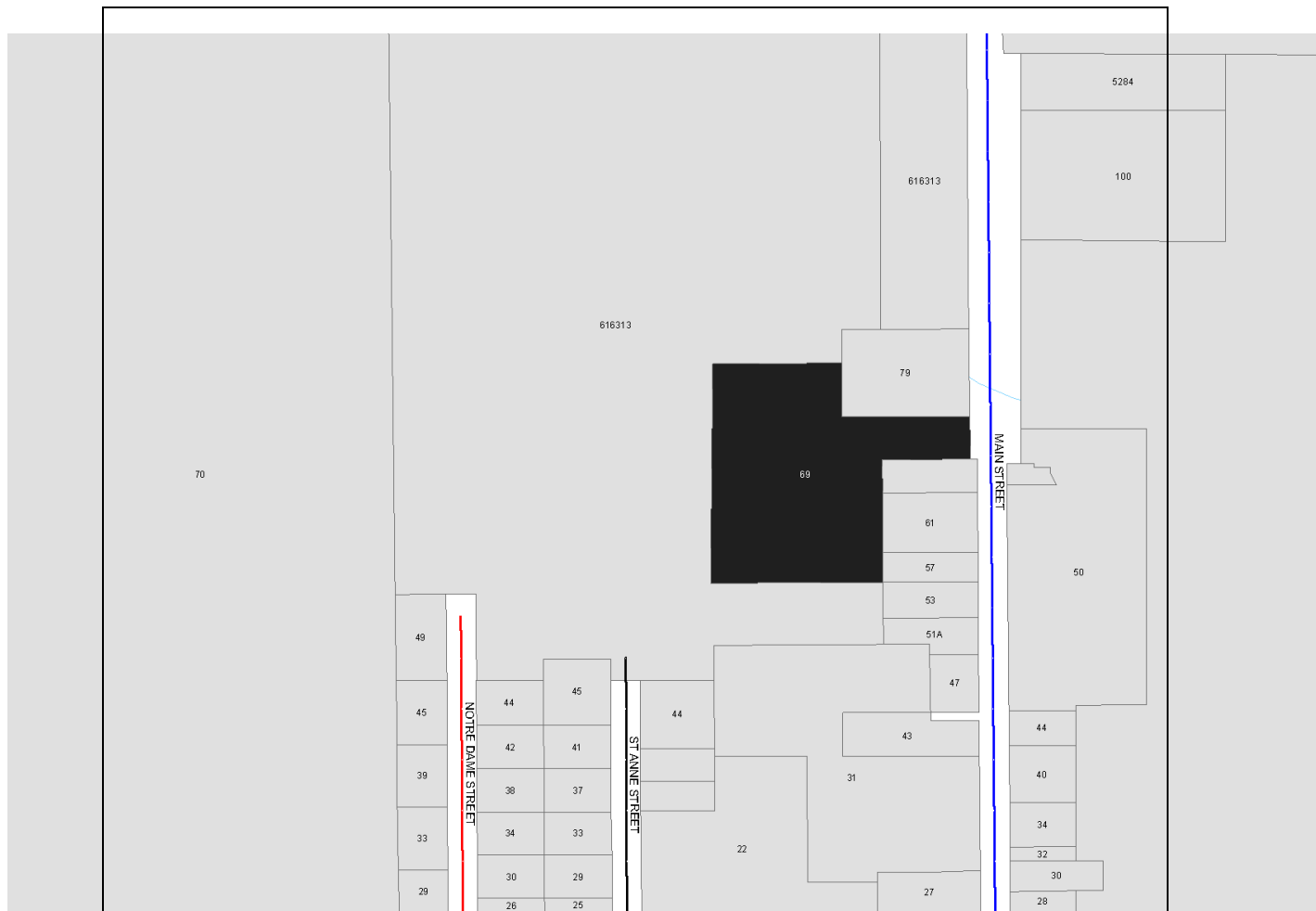
Yours truly,

'Matthew Dumont'

Matthew Dumont, MCIP, RPP
Director of Planning

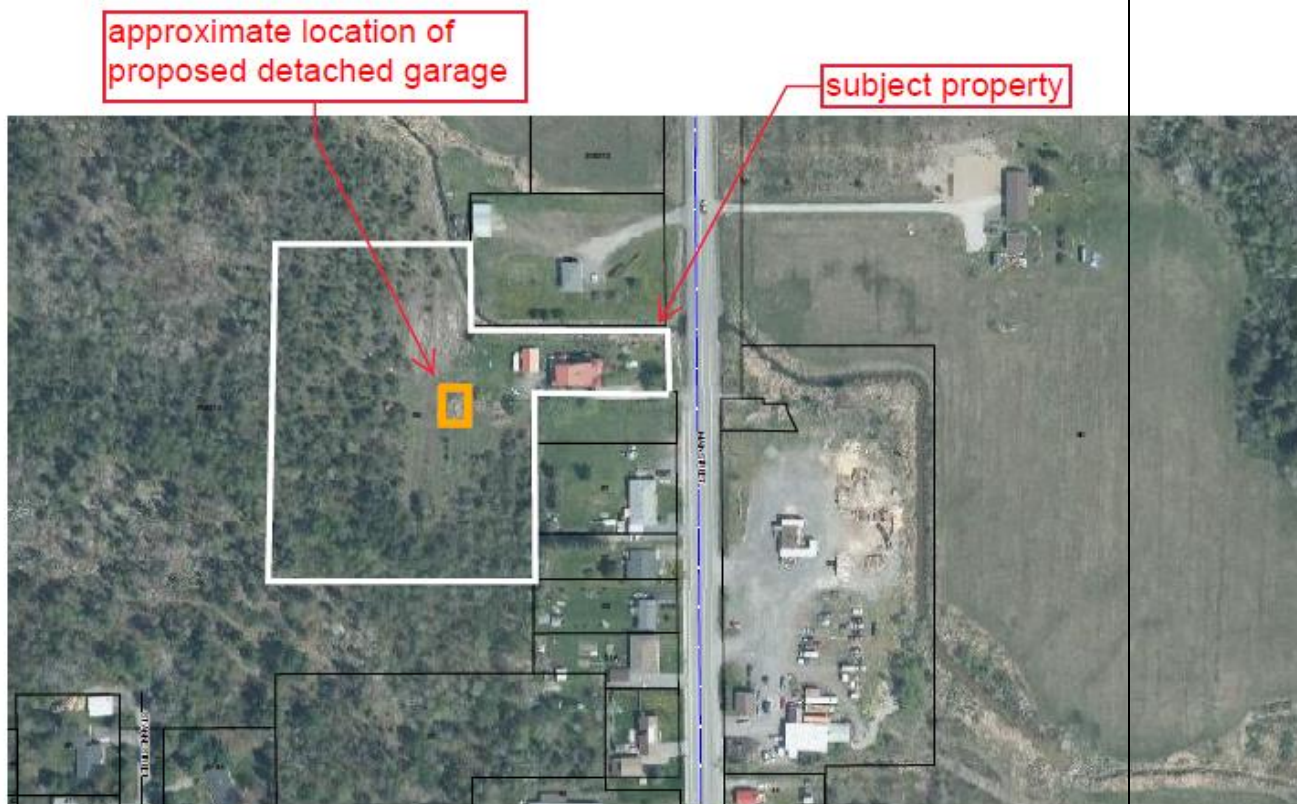
MD:nr
Encl.

Copy: Municipality of St. Charles



KEY MAP

Minor Variance Application
 (Tammy Fortin)
 Part of Lot 1, Concession 1
 in the Township of Appleby
 now in the Municipality of St.-Charles
 Territorial District of Sudbury
 Being Part 1, Plan 53R-8543 and Part 1, Plan 53R-21506
 (Roll No. 5204-000-003-105-01)
 (SEPB File No. A/02/23/SC)



AERIAL PHOTOGRAPHY

Minor Variance Application
(Tammy Fortin)

Part of Lot 1, Concession 1
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Territorial District of Sudbury

Being Part 1, Plan 53R-8543 and Part 1, Plan 53R-21506
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(SEPB File No. A/02/23/SC)