

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

COUNCIL MEETING

AGENDA

Wednesday, December 15, 2021

COUNCIL CHAMBERS - 1669 Arthur Street, Richards Landing

Virtual Link: <https://global.gotomeeting.com/join/638072597>

Canada (Toll Free): [1 888 455 1389](tel:18884551389)

Canada: [+1 \(647\) 497-9391](tel:+16474979391)

Access Code: 638-072-597

1. Call to Order

2. Moment of Silent Reflection

3. Disclosure of Pecuniary Interest

4. New Business/Items for Discussion

5. Adoption of the previous minutes

a. Council Meeting

3-6

Recommendation: BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, December 1, 2021, be adopted as circulated.

6. Accounts

Recommendation: BE IT RESOLVED THAT the Cheque Register dated December 15, 2021, in the amount of **7** \$277,147.27 be approved as presented.

7. Deputations

a. Mike and Janet Prpich – Pickleball

8. Staff and Committee Reports

a. 2022 Pay Grid Increase

Recommendation: BE IT RESOLVED THAT the report from the Treasurer regarding the 2022 pay grid increase recommendation be received, and

That Council approve an increase of ___% for the positions listed on the salary grid, and

That the increase also be applied to Council honourariums, and

That the Treasurer be authorized to implement this increase as of January 1, 2022.

8-9

b. Solar Panel Revenue and Status Update

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding 2021 solar panel revenue comparison and maintenance updates be received, and

THAT Council direct staff to _____.

10-11

c. Children's Library – Engineering RFQ for Chimney repairs

Recommendation BE IT RESOLVED THAT the report from the Office Assistant/Health Living Coordinator regarding a physical investigation and engineering of a solution for the Richards Landing Children's Library chimney be received; and

That Council authorizes staff to release an RFQ for local engineers to quote on physical investigation, engineering, and design.

12-24

d. Water Treatment Plant – Pressure Tank Repairs

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding repairs required on pressure tanks at the Water Treatment Plant be received; and

25-29

That Council accept the bid received from McLeod Brothers in the amount of \$16,658.00 plus HST, at the recommendation of the PUC, and
THAT Council authorizes staff to direct PUC to proceed with repairs, commencing as soon as possible.

- e. Request from Children’s Library to waive water/sewer fees for remainder of lease term (10 years)

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request received from the Children’s Library Board concerning water and sewer fees for the remainder of the lease term, ending in 2031 be received, and
That Council authorizes staff to _____.

30-31

9. Correspondence

- a. Town of Thessalon – Physician Recruitment
- b. Town of Georgina – Recycling Options for Agricultural Bale Wrap and Boat Shrink Wrap
- c. City of St. Catherines – National Childcare Program
- d. Federation of Northern Ontario Municipalities – Healthcare worker shortage

32-38
39-40
41-42
43

Recommendation: BE IT RESOLVED THAT correspondence items a-d be received for information, and
THAT Council directs staff to send letters of support for items _____.

10. Closed Session

Recommendation: BE IT RESOLVED THAT Council proceed into Closed Session at _____ pm in accordance with Section 239 of the *Municipal Act* to discuss personal matters about an identifiable individual, including municipal or local board employees.

- a) Senior’s Services Staffing
- b) Administrative Staffing

Recommendation: BE IT RESOLVED THAT Council does rise from Closed Session at _____ p.m.

11. By-Laws

- a. Confirmation

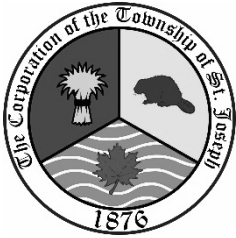
Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2021-40 being a By-Law to confirm the proceedings of the Council meeting held on December 15th, 2021; and

44

THAT said by-law be read a first and taken as read a second and third time and finally passed.

12. Adjournment

Recommendation: BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at _____ to meet again on Wednesday, January 19th, 2022.



**THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
COUNCIL MEETING
MINUTES**

Wednesday, December 1, 2021

COUNCIL CHAMBERS - 1669 Arthur Street, Richards Landing

Virtual Access: <https://global.gotomeeting.com/join/264651845>

Canada (Toll Free): [1 888 455 1389](tel:18884551389)

Access Code: 264-651-845

Present	
Council	Mayor Jody Wildman Councillor Steven Adams Councillor Cheryl Ambeault Councillor Barry Elliott Councillor Bryon Hall
Staff	Amanda Richardson, Clerk Administrator

1. Call to Order
2. Moment of Silent Reflection
3. Disclosure of Pecuniary Interest
4. New Business/Items for Discussion
5. Adoption of the previous minutes
 - a. Council Meeting

Date:	December 1, 2021
Resolution #:	2021-292
Moved By:	Bryon Hall
Seconded By:	Barry Elliott

BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, November 17, 2021, be adopted as circulated.

Carried.

6. Accounts

Date:	December 1, 2021
Resolution #:	2021-293
Moved By:	Cheryl Ambeault
Seconded By:	Steven Adams

BE IT RESOLVED THAT the Cheque Register dated December 1, 2021, in the amount of \$183,268.53 be approved as presented.

Carried.

7. Staff and Committee Reports

- a. Trefry Trail Proposal

Date:	December 1, 2021
Resolution #:	2021-294
Moved By:	Barry Elliott
Seconded By:	Bryon Hall

BE IT RESOLVED THAT BE IT RESOLVED THAT the report from the Office Assistant / Healthy Living Coordinator regarding the proposal for dedication of a name to HWY 548 be received.

Carried.

b. New Horizons for Seniors Program – Funding Application Request

Date: December 1, 2021

Resolution #: 2021-295

Moved By: Cheryl Ambeault

Seconded By: Steven Adams

BE IT RESOLVED THAT the report from the Manager Seniors & Persons with a Disability Services regarding a request to apply for funding under the New Horizons for Seniors Program Grant be received, and

That Council request that staff seek feedback from the Senior’s Advisory Committee, and

That Council authorize staff to submit an application.

Carried.

8. Public Meeting

a. Application for Zoning By-Law Amendment, 2304 Shore Road

The Township of St. Joseph has received an application to amend the Township’s Zoning By-Law regarding the property legally described as Part of Lot 20, Concession D, also known as 2304 Shore Road. The proposed Zoning By-Law Amendment would seek to reduce the minimum lot size from 1 hectare (2.5 acres) to about 0.35 hectares (0.87 acres).

9. Correspondence

- a. City Of Kitchener – Liquor Licence Sales and patio Extensions
- b. Lake of Bays – Support for Funding of Rural Infrastructure Projects
- c. Federation of Northern Ontario Municipalities – Rural Infrastructure Funding Announcement
- d. Ministry of Northern Development, Mines, Natural Resources and Forestry - Northern Ontario Resource Development Support (NORDS) Fund
- e. Ministry of Finance – 2022 Ontario Municipal Partnership Funding Allocation Announcement
- f. Ontario Provincial Police – Police Services Board Report September 2021

Date: December 1, 2021

Resolution #: 2021-296

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT correspondence items a-f be received for information.

Carried.

10. Closed Session

Date: December 1, 2021

Resolution #: 2021-297

Moved By: Steven Adams

Seconded By: Barry Elliott

BE IT RESOLVED THAT Council proceed into Closed Session at 7:22 pm in accordance with Section 239 of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees.

- a) Senior’s Services – Day Out Leader Interview Results
- b) Admin staffing discussion
- c) Internet Towers

Carried.

Date:	December 1, 2021
Resolution #:	2021-298
Moved By:	Bryon Hall
Seconded By:	Cheryl Ambeault
BE IT RESOLVED THAT Council does rise from Closed Session at 9:24 p.m.	
Carried.	

Date:	December 1, 2021
Resolution #:	2021-299
Moved By:	Cheryl Ambeault
Seconded By:	Steven Adams
BE IT RESOLVED THAT the report from the Clerk Administrator regarding the interview results for Senior's Services Day Out Leader Position be received; and	
That Council authorizes staff to offer the position to the recommended candidate named in the report, starting at Job Class 14, Level 3.	
Carried.	

Date:	December 1, 2021
Resolution #:	2021-300
Moved By:	Barry Elliott
Seconded By:	Bryon Hall
BE IT RESOLVED THAT the report from the Clerk Administrator regarding internet towers installed on municipal property be received; and	
THAT Council directs staff to discuss contract responsibilities and next steps with the Township solicitor.	
Carried.	

11. By-Laws

- a. Proposed Zoning By-law Amendment, 2304 Shore Road (Knox)

Date:	December 1, 2021
Resolution #:	2021-301
Moved By:	Steven Adams
Seconded By:	Cheryl Ambeault
BE IT RESOLVED THAT leave be granted to introduce By-law 2021-38 being a By-Law to amend By-law 2011-34, being the Township's Zoning By-law, to reduce the minimum lot size from 1 hectare (2.5 acres) to about 0.35 hectares (0.88 acres) at PT Lot 20, Conc. D, also known as 2304 Shore Road; and	
THAT said By-law be read a first and taken as read a second and third time and finally passed.	
Carried.	

- b. Confirmation

Date:	December 1, 2021
Resolution #:	2021-302
Moved By:	Barry Elliot
Seconded By:	Bryon Hall
BE IT RESOLVED THAT leave be granted to introduce By-Law 2021-39 being a By-Law to confirm the proceedings of the Council meeting held on December 1st, 2021; and	
THAT said by-law be read a first and taken as read a second and third time and finally passed.	
Carried.	

12. Adjournment

Date:	December 1, 2021
Resolution #:	2021-303
Moved By:	Bryon Hall
Seconded By:	Barry Elliott
BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 9:30 to meet again on Wednesday, December 15th, 2021.	
Carried.	

Jody Wildman, Mayor

Amanda Richardson, Clerk Administrator

TOWNSHIP OF ST. JOSEPH

Disbursements

DATE:
RESOLUTION #

15-Dec-21

<u>Chq #</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Cheq Amount</u>
5871	12/3/2021	ALGOMA PUBLIC HEALTH	Municipal Levy - 4th Installment	\$ 11,338.00
5872	12/3/2021	SHIRLEY LUKALA	Refund for Civic Addressing Signs	146.90
5575	12/3/2021	ALGOMA DISTRICT SERVICES ADMIN BOARD	Municipal Levy - December 2021	62,124.83
5576	12/3/2021	ALGOMA DISTRICT SCHOOL BOARD	Property Tax Levy - 4th Installment	87,591.60
5577	12/3/2021	ALGOMA OFFICE EQUIPMENT	Admin - Copies	61.17
5578	12/3/2021	ALLETRAM GROUP LTD	Landfill - Storage Container Rental	904.00
5579	12/3/2021	WENDY EAGLE	Seniors - MOW Supplies	189.42
5580	12/3/2021	GREEN FOR LIFE ENVIRONMENTAL	Sewer Collection - Richards St Repairs	1,098.36
5581	12/3/2021	LAW OFFICE OF HUGH MACDONALD	Admin - Legal Fees	4,209.37
5582	12/3/2021	GLEN IRWIN	CBO - Mileage for June-Nov 2021	727.00
5583	12/3/2021	KENTVALE MERCHANTS LTD.	Various Depts - Supplies	161.53
5584	12/3/2021	LE CONSEIL SCOLAIRE DU GRAND	Property Tax Levy - 4th Installment	396.65
5585	12/3/2021	MASSEY WHOLESALE LIMITED	Seniors - MOW Food / Supplies	355.83
5586	12/3/2021	PUBLIC UTILITIES COMMISSION	Water/Sewer - Contracted Services	12,662.76
5587	12/3/2021	ROYAL CANADIAN LEGION BRANCH 374	Seniors - MOW	250.00
5588	12/3/2021	STONES OFFICE SUPPLY	Admin - Desk	1,432.82
EFT	12/3/2021	ALGOMA POWER INC	Various Depts - Power Bills	4,045.54
DD	12/3/2021	BI-WEEKLY PAYROLL	Pay Period # 25	19,332.68
DD	12/7/2021	MONTHLY PAYROLL	November	7,304.63
5873	12/10/2021	BELL CANADA	Various Depts - Phone	942.86
5874	12/10/2021	ISLAND TIMBER MART	Admin - Building Maintenance	49.67
5875	12/10/2021	MINISTER OF FINANCE	Policing - OPP Billing Oct 2021	19,472.00
5589	12/10/2021	ALGOMA AG CENTRE	Roads - Fuel	3,131.09
Various	12/10/2021	Seniors - Transportation	Seniors - Transportation	2,301.64
5592	12/10/2021	CODE 4 FIRE & RESCUE INC	Fire - Supplies	379.68
5594	12/10/2021	GENEVIEVE GONNEAU	Seniors - MOW Supplies	39.63
5598	12/10/2021	KENTVALE MERCHANTS LTD.	Admin / Roads - Supplies	438.48
5599	12/10/2021	LOCAL AUTHORITY SERVICES	Seniors - Office Supplies	42.16
5601	12/10/2021	M&L SUPPLY	Fire - Annual Gear Replacement	2,381.87
5603	12/10/2021	NORTHSHORE COLOUR	Admin - Council Chambers Painting	1,356.00
5604	12/10/2021	OMERS	Pension Contributions Nov 2021	7,282.46
5605	12/10/2021	PUROLATOR COURIER LTD	Fire - Shipping Charges	253.25
5609	12/10/2021	SPECTRUM GROUP	Fire - Portable Radios	2,389.95
5610	12/10/2021	SUPERIOR PROPANE	Rink - Tank Rental	56.50
EFT	12/10/2021	RECEIVER GENERAL	Payroll Remittances Nov 2021	19,200.94
EFT	12/10/2021	TOWNSHIP OF ST. JOSEPH	Various Depts - Water and Sewer	3,096.00
		TOTAL		\$ 277,147.27



Township of St. Joseph	
Report To Council	
FROM:	Erica Pollock, Treasurer
DATE:	December 15, 2021
SUBJECT:	2022 Wages

RECOMMENDATION:

IT RESOLVED THAT the report from the Treasurer regarding 2022 wages be received; and
THAT Council approve a 2021 increase of ____% for the positions listed on the salary grid; and
THAT the increase also be applied to the honourariums for Council; and
THAT the Treasurer be authorized to implement this increase as of January 1, 2022.

Background

This report provides information on the budget impact of a salary grid increase on the 2022 budget. The increase would apply to all positions listed on the salary grid and to Council honourariums but would not apply to minimum wage employees or staff hired at a pre-determined wage not on the salary grid. Fire department honourariums are also not included. Any increase to those honourariums will be considered separately during budget deliberations.

Since 2011, increases have been made at a set rate across the salary grid and have been effective as of January 1. In most of these years, the increases have been based on inflation according to the Consumer Price Index.

Analysis

The Consumer Price Index for Ontario for October 2020 to October 2021 is 4.9%. The minimum wage in Ontario increased from \$14.25 to \$14.35 in October 2021, an increase of 0.7%. In Jan 2022, it is proposed to increase to \$15.00, a further 4.5% for a total increase of 5.2%. The attached 2022 Budget Impact Analysis shows that the cost of a 1% wage increase would be \$8,265 and a 4.9% increase would be \$40,500. The analysis also includes costs for a 2%, 3%, and 4% increase for reference.

Financial Implications

The financial implications are outlined in the attached Budget Impact Analysis and any increase approved would be included in the 2022 budget.

Summary

Council may approve a wage increase for 2022 or may defer wage discussions to budget deliberations.

Erica Pollock, CPA, CA
Treasurer

2022 Budget Impact Analysis

Increase applied to 2021 Wage Grid & Council Honorariums

Department	2021 Base*	2022 Estimated Budget			
	Wages & Benefits	with 1.0% Increase		with 4.9% Increase	
		Wages & Benefits	\$ Increase	Wages & Benefits	\$ Increase
Council	\$ 26,235	\$ 26,497	\$ 262	\$ 27,520	\$ 1,285
Administration	260,505	263,110	2,605	273,270	12,765
Public Works	224,045	226,285	2,240	235,023	10,978
Waste Site	40,310	40,713	403	42,285	1,975
Parks, Recreation, Marina	76,810	77,578	768	80,574	3,764
Seniors Services	198,640	200,627	1,987	208,373	9,733
Total	\$ 826,545	\$ 834,810	\$ 8,265	\$ 867,045	\$ 40,500

For Reference:

Cost for 2% increase	\$ 16,530
Cost for 3% increase	\$ 24,795
Cost for 4% increase	\$ 33,060

* Note: The 2021 base is the 2021 budget that has been adjusted for the following:

- wages for staff with pre-determined hourly rates that are not on the grid have been removed
- group benefits have been removed since they are not based on salary
- for positions that have turned over in 2021, wage rates have been adjusted to the current rates
- the provision for potential wage increases from the Pay Equity report that were included in the 2021 budget have been removed

Previous Increases	CPI for Oct
2021 = 1%	1.0%
2020 = 2%	1.7%
2019 = 3%	2.5%
2018 = 1.5% - 4.0%	1.3%
2017 = 1.5%	2.1%

the range was due to adjustment for \$14 min wage, majority of employees were 1.5 - 2.0% in Dec 2015, increase were approved for 2016 and 2017 at 1.5% per year



**Township of St. Joseph
REPORT TO COUNCIL**

FROM:	Amanda Richardson, Clerk Administrator
DATE:	December 15, 2021
SUBJECT:	2021 Solar Panel Revenue Update
RECOMMENDATION:	BE IT RESOLVED THAT the report from the Clerk Administrator regarding 2021 solar panel revenue comparison and maintenance updates be received, and THAT Council direct staff to

Background

Early in 2021, it was noted that the solar panels at both locations – Administrative Building and Centennial Grounds, were not functioning. Fred Beith, the technician who has worked on the towers was called at that time to inspect and recommend next steps. The panels were tilted to the best possible angle for the summer sun and have been moved again for the winter. They remain stationary, as no solutions have been found to date to repair them. Fred has indicated that there is nothing further than he can do.

Several local companies have been contacted in an attempt to repair the motor attached to the tracking system. It is staff's understanding that the equipment has become seized, and the motor is no longer operational.

Financial Implications

A summary of solar revenues for the past 10 years is attached for reference. 2021 was lower than average for both locations.

Summary/ Options

Council may receive the report for information and make no further attempts to fix the solar system or direct staff otherwise.

Amanda Richardson, Clerk Administrator

Township of St Joseph
Microfit Grid Revenue Earned
2012 to 2021

Administration Panel	2012	2013	2014	2015	2016	2017	2018	2019	2020	AVERAGE	2021	Cumulative Total	VARIANCE	VARIANCE
										2012-2020			2021 TO AVG	%
January	-	241	39	95	174	239	489	288	263	228	343		115	50%
February	232	522	296	197	537	562	635	108	689	420	404		(15)	-4%
March	502	1,170	773	889	791	988	1,215	719	816	874	748		(126)	-14%
April	1,079	1,170	956	1,242	1,132	739	1,041	972	1,087	1,046	780		(267)	-25%
May	1,184	1,618	1,030	1,334	1,333	1,314	1,294	1,175	1,320	1,289	914		(375)	-29%
June	1,209	1,283	1,548	1,464	1,206	1,317	1,572	1,421	1,239	1,362	1,181		(181)	-13%
July	1,331	1,622	1,340	1,681	1,244	1,439	1,486	1,462	1,163	1,419	1,143		(276)	-19%
August	1,223	1,432	1,201	1,082	1,087	1,190	1,050	1,416	947	1,181	1,015		(166)	-14%
September	1,113	1,145	885	971	971	1,179	902	721	763	961	730		(231)	-24%
October	694	780	486	623	633	785	476	257	556	588	411		(177)	-30%
November	396	362	146	525	578	255	114	109	410	322	185		(136)	-42%
December	277	169	29	220	215	360	232	141	297	216	134		(81)	-38%
Total Administration	9,239	11,514	8,730	10,321	9,903	10,369	10,506	8,789	9,549	9,905	7,989	106,814	(1,916)	-19%

estimate for Dec 2021

Centennial Panel	2012	2013	2014	2015	2016	2017	2018	2019	2020	AVERAGE	2021	Cumulative Total	VARIANCE	VARIANCE
										2012-2019			2021 TO AVG	%
January	-	308	420	468	148	179	494	425	266	339	238		(100)	-30%
February	293	603	859	886	231	583	662	277	686	564	413		(151)	-27%
March	535	1,260	1,045	852	545	1,070	1,354	871	832	929	640		(290)	-31%
April	1,103	1,260	1,053	538	706	990	1,370	818	1,132	997	856		(141)	-14%
May	1,184	1,642	1,101	569	683	1,371	1,708	1,258	1,479	1,222	1,082		(140)	-11%
June	1,199	1,311	1,708	584	620	1,442	1,734	1,519	1,481	1,289	1,139		(149)	-12%
July	1,327	1,663	1,445	786	828	1,528	1,603	1,559	1,383	1,347	1,113		(234)	-17%
August	1,229	1,450	1,289	525	1,038	1,158	1,157	1,489	1,047	1,154	984		(170)	-15%
September	1,156	1,204	437	485	848	1,255	996	804	756	882	715		(167)	-19%
October	741	841	229	313	536	817	470	658	539	572	427		(145)	-25%
November	434	391	258	279	354	271	306	333	275	322	213		(109)	-34%
December	354	426	207	180	246	372	272	281	156	277	121		(156)	-56%
Total Centennial	9,555	12,358	10,051	6,466	6,784	11,036	12,128	10,293	10,033	9,894	7,941	106,538	(1,953)	-20%

estimate for Dec 2021

Combined Total	2012	2013	2014	2015	2016	2017	2018	2019	2020	AVERAGE	2021	Cumulative Total	VARIANCE	VARIANCE
										2012-2019			2021 TO AVG	%
January	-	549	459	563	322	417	983	713	529	567	582		15	3%
February	525	1,125	1,155	1,083	768	1,145	1,298	386	1,374	984	818		(167)	-17%
March	1,037	2,429	1,819	1,741	1,337	2,057	2,569	1,590	1,648	1,803	1,388		(415)	-23%
April	2,182	2,429	2,008	1,780	1,838	1,729	2,411	1,790	2,219	2,043	1,636		(407)	-20%
May	2,368	3,261	2,132	1,903	2,016	2,685	3,002	2,433	2,799	2,511	1,996		(515)	-21%
June	2,408	2,594	3,256	2,048	1,826	2,759	3,306	2,940	2,719	2,651	2,321		(330)	-12%
July	2,658	3,285	2,785	2,467	2,073	2,968	3,089	3,021	2,546	2,766	2,255		(510)	-18%
August	2,452	2,882	2,490	1,607	2,125	2,348	2,207	2,905	1,993	2,334	1,998		(336)	-14%
September	2,269	2,350	1,322	1,456	1,819	2,435	1,898	1,524	1,520	1,844	1,445		(398)	-22%
October	1,435	1,621	715	936	1,169	1,602	946	915	1,095	1,159	838		(322)	-28%
November	830	753	404	804	932	527	420	442	686	644	399		(246)	-38%
December	631	595	236	400	461	733	504	422	454	493	255		(238)	-48%
Combined Total	18,793	23,873	18,781	16,787	16,687	21,405	22,633	19,082	19,582	19,799	15,930	213,352	(3,869)	-20%

estimate for Dec 2021



**Township of St. Joseph
REPORT TO COUNCIL**

FROM:	Sherie Gladu, Office Assistant/Healthy Living Coordinator
DATE:	December 15, 2021
SUBJECT:	Children's Library Chimney Engineering
RECOMMENDATION:	BE IT RESOLVED THAT the report from the Office Assistant/Health Living Coordinator regarding a physical investigation and engineering of a solution for the Richards Landing Children's Library chimney be received; and That Council authorizes staff to release an RFQ for local engineers to quote on physical investigation, engineering, and design.

Background:

The structural review of the Children's Library foundation and building envelope was received in August of 2020. It indicated immediate attention is needed to certain areas of the building. As the retaining wall was also in disrepair, and the MTO committed to repairing it in 2021, renovations were put on hold. The MTO will have completed the retaining wall in spring 2022, with the majority of work being completed fall 2021.

Based on the 2020 report from Kresin Engineering (attached for reference) there are key areas that require attention. The report indicated that the stone chimney should either be rehabilitated removed.

From Report: Council should decide on repairing the chimney to preserve it as is or consider options for partial or full removal. Immediate action should include flashing to eliminate water infiltration from the crack between the chimney and the building.

A contractor has been asked to provide a temporary solution in fall 2021, with work pending.

Without physical investigation a long-term plan for mitigation can not move forward. A portion of the budget allocated to the porch and siding may be reallocated to cover this cost. To inform Council's decision regarding the chimney an RFQ may be released to local engineering firms to engage professional engineers in a physical investigation and preparation of costing of three options: 1. repair existing, 2. cut and cap chimney, or 3. Complete removal. Related engineering and design if options 1 or 2 are chosen will need to be prepared with a second RFQ for design of that option.

The Children's Library Board has indicated their preference to keep the chimney as it is an integral visual element of the heritage of the building.

Summary Options:

The 2020 and 2021 budget allocated funds for the repair of the porch (\$20,000) and siding replacement (\$20,000) deferred until the MTO work was complete. Council could reallocate some of these funds to a physical structural investigation and engineered design for repair to make informed decisions about the costs going forward, or Council may agree to proceed with selected portions of the recommended work from the budget allocated to this project for 2020, investigate funding options for work separate from the chimney and defer any work on the chimney.

Sherie Gladu, Office Assistant / Healthy Living Coordinator

July 10, 2020
KEC Ref. 2041
Delivered via email (stjoeadmin@bellnet.ca)

Attention: Carol Trainor, Clerk-Administrator
The Township of St. Joseph
P.O. Box 187, 1669 Arthur Street
Richards Landing, ON
P0R 1J0



RE: Richards Landing Children's Library – Foundation Structural Investigation (RFP 20-02)

Dear Ms. Trainor:

Kresin Engineering Corporation (KEC) is pleased to provide this letter report presenting the findings of our recent visual inspection of the Richards Landing Children's Library building.

Introduction

In June of 2020, the Township of St. Joseph (Township) retained KEC to carry out an investigation at the Richard's Landing Children's Library. The library is located at 1223 Richards Street and according to available information, the structure was built in 1942.

The Township specifically requested that the investigation include a review of the following:

- a) The building foundation,
- b) The porch foundation, and
- c) The stone chimney.

The purpose of the inspection and this reporting letter is to provide opinion and advice on the items listed above, as well as on the property in general from a structural engineering perspective. Although some comments in this letter may refer to items beyond the scope, a detailed review of building mechanical, electrical, accessibility, environmental and other systems was not completed.

Site Visits

KEC carried out two site visits to the library, first on May 15, and again on June 17, 2020. During the site visits, the building was visually inspected and photographed, measurements were taken and observations documented.

The inspections were non-destructive in nature and limited to accessible areas. The structure interior and exterior were viewed from ground/floor level. The crawlspace under the main building was not entered due to extremely tight clearance – this area should be considered a confined space and accessed in accordance with applicable safety regulations.

Observations

During the site visits, the following general observations were made (photos are attached at the end of the report):

Exterior

1. The library is a wood frame building with a gable style asphalt shingled roof and cedar shake siding. (Photos 1 and 2)
2. A shed style roof over the single storey rear portion of the building is fitted with galvanized steel sheet roofing. (Photo 3)
3. The building faces east, fronting on Richards Street (Highway 548).
4. The building consists of an original, two storey portion, (approximately 5m by 9m) as well as a single storey addition (approximately 5m by 7m) on the south side and a single storey addition (approximately 4.5m by 3.5m) on the rear. A sketch of the building layout is shown in Figure 1 below.
5. A covered porch is attached to the front of the original structure.
6. The building's main entrance is somewhat higher than Richards Street, accessed by a cast in-place concrete stair from street level to the porch. Cast in-place concrete retaining walls are integral with the stair installation.
7. In addition to the cast concrete stairs and retaining walls, an interlocking block retaining wall, of varying height, is constructed along the back of the sidewalk. The interlocking block retaining wall is showing signs of settlement. (Photo 4)
8. A large stone chimney is on the south end of the south addition.
9. The building is fitted with rain gutters and downspouts. The majority of the downspouts outlet adjacent to the building.
10. The rear yard grading appears higher than the building floor level and sloped towards the building. (Photo 5)
11. There is a separation apparent between the stone chimney and the building wall. The gap widens towards the top. (Photo 6)
12. A fibreglass oil tank is located at the rear of the building.
13. Minor cracking of the concrete foundation was observed.

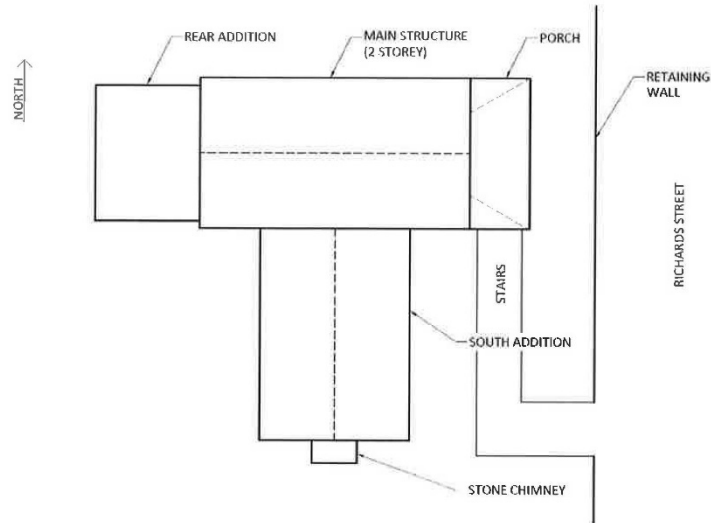


Figure 1: Building Layout

Interior

1. There is a basement under the south side addition, which houses an oil fired furnace, an electric tank-type water heater and provides storage area.
2. At the time of the site visits the basement was occupied by stored goods, obscuring much of the walls and floor.
3. There were signs of rodents in the basement (mouse droppings).
4. The basement is unfinished, with heating ducts hung from the floor framing above.
5. The oil furnace exhausts through a stainless steel chimney which has been routed through a former window opening.
6. The crawl space under the two storey portion of the building is accessible for limited viewing only, through a small opening in the basement wall. The majority of the crawl space was not viewable. (Photo X)
7. The main floor and upper floor are finished.
8. The floors have obvious slopes in various areas.

Discussion

Building Foundation

The building foundation is a combination of mortared stone and cast in-place concrete. It appears that the original building was constructed on a mortared stone foundation, which has been encased in concrete. The mortared stone is visible on the building foundation when viewed from beneath the porch floor.

The single storey south addition is constructed on a cast in-place concrete foundation/basement. This portion of the foundation is also cracked in various locations, possibly due to minor settlement and there also appears to be cracks at construction cold joints. (Photo 7)

Overall, although some cracks in the concrete are visible, they do not appear to be recent as a number of them were observed to have been painted over.

Porch Foundation

The porch foundation was viewed from the exterior as well as the interior. The interior of the porch foundation was accessed via an existing access cut into the porch floor. (Photo 8)

The foundation beneath the front porch is cast in-place concrete and presumably is part of the original construction. This portion of the foundation is partially constructed over a large boulder, which was likely too massive to move with available equipment/resources at the time. A crack in the concrete at the top of the boulder does not exhibit any signs of recent movement.

Anchor bolts for a previous staircase were noted on the street side of the porch.

Stone Chimney

The stone chimney on the south side of the building is founded on a cast in-place concrete foundation and houses flues from both the basement and the main floor. At the time of the inspections the flues were not in use. The oil fired furnace exhausts through a separate stainless steel vent.

There is a noticeable separation between the stone chimney and the wall of the building. The chimney appears to be tight to the building near the base, with the gap widening towards the roof. At the soffit, the separation is approximately 50mm wide and the wall sheeting is clearly visible. There is also a gap at the rooftop which has been previously caulked; the caulking appears to have pulled apart and there is currently an open gap at the rooftop as well which provides a pathway for water ingress.

There are visible cracks in the mortar as well as areas where the stones and mortar have separated near the base of the chimney, indicating some movement following construction. Previous mortar repairs are evident near the base and historical repairs are apparent above the roof line. Above the roof, two steel cables are wrapped around the chimney and the mortar has been repaired. (Photo 9)

The cause of the separation between the building and the chimney is not definitively apparent and may be a combination of factors including: settlement of the chimney foundation, deflection of the building framing and deflection of the chimney itself. The separation has compromised the building envelope and provides opportunities for water ingress, heat loss, un-controlled air movement, etc. The envelope failure may lead to more severe deterioration of the structure, as well as possibly contribute to mold growth.

It is apparent that the chimney is in a state of structural compromise and remediation options should be considered. Since the chimney is not serving any functional purpose, removal should also be considered.

Yard

The interlocking block retaining wall along the street side of the property is showing signs of failure; it is leaning towards the sidewalk. However, the concrete retaining walls surrounding the stairs and the stairs themselves appear sound.

Grading at the rear yard is sloped towards the building, directing surface water flows to the wall. This has caused severe degradation of the siding, wall sheathing and likely the structure. Grading improvements are needed in this area to ensure that water is kept away from the building.

Building Exterior

The building generally appears in need of maintenance; the siding is showing signs of rot in certain areas and requires new paint. Deterioration of the cedar shake siding is especially apparent along roof/wall interfaces, as well as near the base of the walls (Photos 10, 11). The siding also seems to have suffered damage possibly from woodpeckers.

The window frames and casings at the rear of the building are in need of re-painting. It was also noted that the frame around the rear door is not painted.

The roofing, soffit and fascia appear in good condition.

There is a window on the west side of the main floor which has been covered over on the interior.

Building Interior

Throughout the building interior, it was observed that the floors are sagged in some locations, however there were no indications of severe settlement or structural compromise. Generally the interior is as expected for an 80 year old wood frame house. There was no obvious signs of damage due to water intrusion.

Basement

Inspection of the un-finished basement was partially obscured due to the presence of stored materials.

A crack in the concrete foundation wall is clearly visible near the bottom of the stairs. This appears to be a construction joint or seam that occurred when the foundation was built. The wall in this area has been painted sometime after the crack formed (there is paint inside the crack), therefore it is not likely a result of recent movement. Signs of water intrusion through the crack were visible along the south wall.

There is a submersible sump pump located in the southeast corner of the basement. The sump was dry. The pump outlets through the wall and discharges adjacent to the building. There were also signs of water intrusion through cracks/joints near the sump pump.

A window on the street side of the basement has been removed and the opening modified to accommodate the furnace chimney. An assumed coal chute on the west side of the building has been boarded over.

In the north end of the basement, a portion of the original foundation wall has been broken out to facilitate access beneath the main floor for heating ducts and electrical wiring (Photo 12). The opening was stuffed with fiberglass batt insulation at the time of the inspection; in order to view beneath the main floor, the batts were removed. The access point was not sufficient to allow entry into the crawl space for detailed viewing.

Conclusions

The Richard's Landing Children's Library is housed in a building which is approximately 80 years old and appears to be in need of maintenance in many areas.

The cracks in the building and porch foundations, as observed at the time of the site visits, do not pose a concern to the structural stability of the building.

The gap between the stone chimney and the building has compromised the building envelope, and the chimney is in a deteriorated state. Previous repairs to the chimney have likely extended its life to present; however further rehabilitation is required.

The interlocking block retaining wall along the sidewalk is failing and requires remediation.

The year yard grading needs to be adjusted and the roof downspouts need to be extended in order to improve surface drainage.

Much of the cedar siding is in need of replacement.

The porch posts, decking and framing are exhibiting signs of decay and require rehabilitation or reconstruction.

Recommendations

The following recommendations are presented for your consideration:

1. Remove or rehabilitate the stone chimney. The chimney is not needed for any functional purpose and can possibly be removed and terminated with a waterproof closure at the top of its foundation. If the chimney is retained for esthetic/appearance purposes it is recommended to retain an experienced stone mason to re-point mortar joints where necessary, properly abandon the flues and affix a permanent waterproof closure at the top. Recommended budget: [REDACTED]
2. Reconstruct the interlocking block retaining wall. The wall is failing and needs to be reconstructed by an experienced contractor. The reconstruction should include complete excavation and dismantling of the existing wall, and reconstruction in accordance with manufacturer's recommendations or an engineer's design. Recommended budget for the above is [REDACTED]. When the wall is dismantled, the owner should consider installation of

a storm sewer connection to accommodate roof/yard drainage and sump pump discharge.

3. Yard grading improvements. Re-grade the rear yard to promote surface water drainage away from the structure. This will require excavation and landscape restoration, as well as possibly the installation of piped underground drainage. In connection with this work, roof downspouts should be extended and/or directed away from the building.
4. Renew the siding. The cedar siding is in a deteriorated state and is no longer providing adequate protection to the building. It is recommended to remove the siding and install a new system, including building wrap, flashings, door and window capping, etc. The wide variety of available siding types precludes a definitive budget estimate; options can include new cedar shakes, vinyl, manufactured stone, some combination of these, or one of many other alternatives. Special attention should be taken to eliminate any openings which can allow pests to enter, including properly sealing the basement window and the former coal chute.
5. Renew the porch. Portions of the porch construction are showing signs of deterioration. An experienced contractor should be retained to investigate the extent of damage, (which will require partial disassembly in order to view concealed areas) and to fashion repairs. Depending on the condition, total or partial reconstruction of the porch may be a required. Recommended budget: [REDACTED] This work should be coordinated with renewing the siding.
6. Basement crack sealing. Some cracks in the basement show signs of water intrusion. It is likely that the work described in item 3 above will reduce or eliminate this; however the cracks should be sealed to avoid pest entry and air movement. It is recommended that the cracks be injected with polyurethane. Recommended budget: [REDACTED]
7. Continue monitoring the building. As with any built structure, routine maintenance is required to reduce deterioration and extend the serviceable life. It is recommended that the owner regularly review the building for any changes, damage, etc. and address them appropriately. If any conditions arise which cause concern, a qualified engineer should be retained to investigate and comment.

Limitations

This report has been developed based on the observations made during the site visits. It is recognized that some portions of the structure may have been obscured or inaccessible at those times, and that the recommendations may change if additional observations are made. Should the owner become aware of any changed conditions, they shall advise KEC immediately so that the recommendations can be reviewed and possibly updated.

This report is not intended to provide comments on building mechanical, electrical, or plumbing systems, nor is it intended to address environmental conditions.

Closure

We trust that the above adequately describes our findings and recommendations.

Kresin Engineering Corporation is available to assist with implementation of the recommendations and we would be happy to meet with representatives of the owner to discuss the contents of this report, as well as the next steps needed to move forward with implementing improvements.

Should you have any questions or require clarification, please call.

Thank you.

Yours Very Truly,
Kresin Engineering Corporation


Michael Kresin, P. Eng.
Consulting Engineer
2041 mk ltr report.docx





Photo 1: Building viewed from street. East elevation.



Photo 2: Building viewed from street. North elevation



Photo 3: Rear addition.



Photo 4: Interlocking block retaining wall.



Photo 9: Top of stone chimney. Note lack of rain cap and steel cable wrap.



Photo 10: Roof wall interface at rear of south addition. Note siding deteriorated.



Photo 11: Typical condition of siding near foundation level.



Photo 12: Opening from basement to crawlspace.



Township of St. Joseph REPORT TO COUNCIL

FROM:	Amanda Richardson, Clerk Administrator
DATE:	December 15, 2021
SUBJECT:	Water Treatment Plant – Pressure Tank Repairs
RECOMMENDATION:	BE IT RESOLVED THAT the report from the Clerk Administrator regarding repairs required on pressure tanks at the Water Treatment Plant be received; and That Council accept the bid received from McLeod Brothers in the amount of \$16,658.00 plus HST, at the recommendation of the PUC, and THAT Council authorizes staff to direct PUC to proceed with repairs, commencing as soon as possible.

Background

Staff was made aware by PUC that the high lift pump at the Water Treatment Plant has been experiencing regular failures due to issues with the pressure tanks in the system. This issue has been occurring for over a year but has gotten to the point that it is requiring investigation, planning and oversight which is outside of the regular contract held with PUC. PUC has recommended that the pressure tanks be repaired immediately.

Three quotes were sought out for the repairs required:

1. S. & T. Group, \$15,320 + HST
2. McLeod Bros Mechanical, \$16,658 + HST
3. R. F. Contracting Inc, \$20,600 + HST

For the high life pump issues and troubleshooting, PUC recommends McLeod's (as the original installers w Kresin Engineering).

Financial Implications

This amount is within limits of remaining funds for the operating budget in the Water Treatment Department and no amounts will have to be taken from reserves to cover repair costs recommended by PUC.

Summary/ Options

Council may accept the recommendation as presented or consider other options.

Amanda Richardson, Clerk Administrator



65 WHITE OAK DRIVE EAST
 SAULT STE. MARIE, ON P6B 4J7
 PHONE: (705) 945-8459
 FAX: (705) 945-9149
 EMAIL: mcleodbros@shaw.ca

Quotation

Date: November 30, 2021

To: PUC Services Inc

**Project: Richards Landing
 Repair Expansion Tanks
 Replace Check Valve**

Attention: Troy Leyburne
 Email: troy.leyburne@ssmpuc.com

Quote Ref. No: 21-6142R

As per your request, we hereby submit the following quotation for your consideration

Supply & install;
 - 2 – expansion tank bladders (3 – 4 weeks delivery) \$ 6,349.00 each

Material	\$ 12,878.00
<u>Labour</u>	<u>\$ 3,780.00</u>
TOTAL	\$ 16,658.00

Acceptance of Proposal:

The above price, specifications and conditions are satisfactory and are hereby accepted. I authorize McLeod Bros. Mechanical Inc. to complete the work as specified.

Accepted this ____ day of _____ 2021. _____
 Signature & P.O

H.S.T. EXTRA

F.O.B. _____

Quotation valid for a period of 30 days
 Payment terms Net 30 Days.
 2% Per Month 24% Per Annum Charged on Overdue Accounts.

Respectfully Submitted
 McLeod Bros. Mechanical Inc.

 Ray Mueller

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



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

Quotation

To: PUC Services Inc.

Date: December 7, 2021

Re: Richard's Landing Pressure Tank Bladder Replacement

Quote: 210436

Attention: Troy Leyburne

We are pleased to submit the following quotation:

Work Includes:

- Isolate and drain the expansion tank.
- Open the tank and remove the existing bladder.
- Supply and install one new Well-X-Trol bladder for that model tank.
- Reassemble the tank and pressure test the tank.
- Travel is included.

Not Included:

- Any other work not listed above. Can be addressed if required.
- If there are issues to isolate the expansion tank, this can be addressed at the time of discovery.

Price: \$7,660.00

Thank you,

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

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

- Serving Northern Ontario Since 1984 -

**Jamie Esson
Mechanical Estimator**

Terms & Conditions of Sale

1. Contract Terms

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

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

2. Proprietary Information

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

3. Prices

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

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

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

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

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

4. Taxes

Prices quoted do not include taxes.

5. Terms of Payment

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

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

6. Delivery

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

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

7. Force Majeure

STG will not be liable for any non-performance of a contract if such delay or non-performance is due to any cause beyond the reasonable control of STG and/or which STG could not reasonably foresee and/or reasonably provide against and which prevents STG from carrying out the terms of the contract. This includes but is not limited to the following: war, revolution, insurrection or hostilities (whether declared or not), riot, civil commotion or uprising, flood, earthquake, tempest, hurricane, lightning, or other natural disaster; fire or explosion; strike, lockout or other industrial disturbance whether at STG or one of its suppliers; sabotage, accident, embargo, car shortage, wrecks, or delays in transportation, non-delivery of materials or order or action of government authority. Any delay resulting from such cause shall extend the date of delivery accordingly. STG reserves the right to cancel the contract, if in its opinion such circumstances threaten or cause extended delay in the performance thereof.

8. Cancellation

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

9. Liability

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

10. Warranty

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

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

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

11. Loss or Damage of Goods in Transit

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

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

12. Safety

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

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

13. Governing Law

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



R.F. CONTRACTING INC.

Industrial, Institutional, Commercial
Mechanical Contractors

Tel: 705-253-1151
Fax: 705-253-8541
general@rfcontracting.com

PUC SERVICES INC

500 Second Line East
Sault Ste. Marie, ON
P6B 4K1

December 8, 2021

ATTENTION: Troy Leyburne
troy.leyburne@ssmpuc.com

Tender for: **Richard's Landing Pressure Tank Bladder Replacement**

Dear Sir:

We are pleased to submit our Lump Sum price in the amount of \$ 10,300.00 plus HST for the work as detailed and outlined below.

Work Included:

- To remove the existing bladder.
- To replace with new bladder.
- Light cleaning and shop vacuum out of residual material.

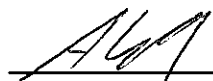
Work Not Included:

- Engineering.
- Premium Time.
- Electrical.

We thank you for the opportunity to quote, and should you have any questions, please contact our office.

Regards,

R.F. CONTRACTING INC.



Adam Carpenter - President



**Township of St. Joseph
REPORT TO COUNCIL**

FROM:	Amanda Richardson, Clerk Administrator
DATE:	December 15, 2021
SUBJECT:	Children's Library – Request for
RECOMMENDATION:	BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request received from the Children's Library Board concerning water and sewer fees for the remainder of the lease term, ending in 2031 be received, and That Council authorizes staff to

Background

The attached request from the Children's Library Board was received asking the Township to absorb water and sewer fees for the remainder of the current lease term, ending in 2031.

Covenants contained in the current lease agreement, effective March 1, 2021:

Tenant:

- *It will pay rent when due. (\$1.00/year)*
- *Pay all water, gas and electricity rates and any taxes and assessments, including any local improvements levied against the Premises for each of the years during the term*
- *Keep the Premises in a good state of repair, reasonable wear and tear excepted, including but not limited to all cleaning and maintenance of the premises and all repairs and maintenance of the capital nature (it being the intent hereof that the Tenant will have full responsibility for the repair and upkeep of the building)*

Landlord:

- *The Landlord covenants with the Tenant for quiet enjoyment.*
- *The Landlord will maintain insurance on the premises at its expense during the term of this lease for damage or loss by fire or other perils to the full insurable value of the Premises.*

Financial Implications

The expense to the Township would be approximately \$1,000 per year for the remaining 9 years of the lease term. This amount would be paid from the 'Other Cultural' operating budget.

Summary/ Options

Council may agree to absorb fees for water and sewer services for the remainder of the lease term, deny the request or defer for future discussion.



Amanda Richardson, Clerk Administrator

Dear Friends at the Township of St. Joseph,

December 1, 2021

The Children's Library Board would like to thank the council for your past, generous support for our little library. Due to rising costs and reduced avenues to fund raise, we continue to seek out ways to keep our library afloat. With this in mind, we respectfully request that for the remainder of the term of our present lease, that the Township absorb our water/sewer payments. While we recognize that this might sound like a "big ask" we are confident that you will consider this request in light of the contribution that the Children's Library has made, and continues to make, in the life of our vibrant community.

Respectfully,
The Children's Library Board

Resolution Received from the Town of Thessalon
Physician Recruitment

WHEREAS the Thessalon Hospital provides an essential and critical service to the Town of Thessalon and surrounding areas providing service to 2,500 people from April-September 2021.

WHEREAS the likelihood of contracts ending between the Ministry of Health and the remaining two Thessalon and Bruce Mines are physicians providing emergency department coverage at the NSHN Thessalon Site is a matter of grave concern and has reached a critical point.

THEREFORE we call upon the Ministry of Health and Ontario Health North to work immediately and collaboratively with the NSHN, the municipalities and First Nations to take immediate steps to fill existing and upcoming vacancies in order to continue to provide this essential service to our communities.

To be sent to:
Ministry of Health
Ontario Health North
Carol Hughes, MP
Michael Mantha, MPP

North Shore
Health Network



Réseau Santé
Rive Nord

THESSALON SITE PHYSICIAN COVERAGE

Prepared By: North Shore Health Network
December 2, 2021



NSHN POSITION STATEMENT

As of March 2022, the likelihood of contracts ending between the Ministry of Health and the remaining two Thessalon and Bruce Mines area physicians providing emergency department coverage at the North Shore Health Network’s (NSHN) Thessalon Site—is a matter of grave concern.

Physicians are under contract with the Ministry of Health, and are not employed or contracted by NSHN.

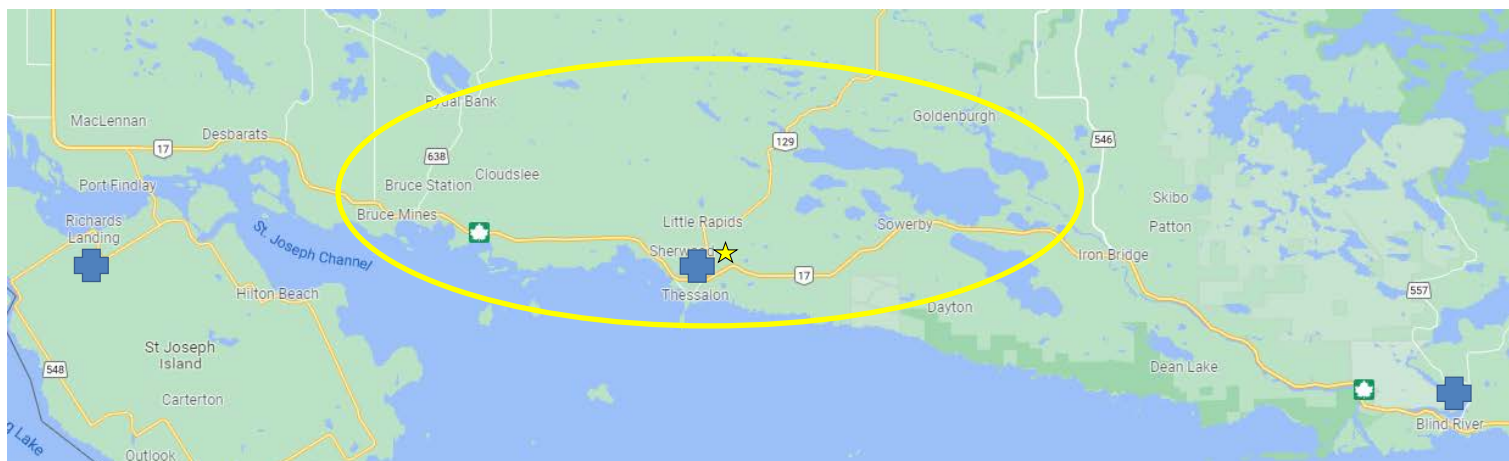
NSHN supports Thessalon area physicians in advocating for a change in funding model, supporting future recruitment, retention and stabilizing the delivery of Emergency Department, Acute Care, and Primary Care services for residents of Thessalon and surrounding areas.

In the absence of Ministry of Health contracted local physicians, NSHN is committed to working with our partners, Ontario Health North and the Ministry of Health, to identify solutions to maintain safe, high-quality compassionate health care services at the Thessalon Site. Every effort will be made to avoid disruption of emergency services.

For media inquiries please contact:

Ministry of Health Contact:	Ontario Health Contact:	North Shore Health Network Contact:
TBD	TBD	Melanie Kubatlija Corporate Strategy, Risk & Communications mkubatlija@nshn.care

GEOGRAPHICAL CONTEXT



★ The Thessalon Site is located between the Blind River and Richards Landing Sites – at the junction of two provincial King’s Highways – 17 (Trans-Canada Highway) & 129.

★ The Thessalon Site is impacted by rural isolation factors.



CURRENT SITUATION – THESSALON SITE

Challenges with physician coverage at the Thessalon Site of the North Shore Health Network (NSHN) have been an ongoing and long-standing concern, but have recently reached a critical stage. With news of additional vacancies upcoming, the lack of physician compliment could potentially result in closure of the Hospital in Thessalon. A number of meetings have been held with internal and external partners to actively and accurately present these challenges.

BACKGROUND & ACTION SUMMARY TO DATE

The information contained in this document is current as of November 26, 2021:

November 4/21

- A meeting was held between Ontario Health North (funder) and the North Shore Health Network re: the impacts to the Thessalon Site Emergency Department as a result of the possibility that the remaining 2 Thessalon Site physicians may vacate - providing notice to end their RNPGA contracts (MOH-OMA Physician Agreement).
- A document outlining suggested changes to the physician service delivery model at the Thessalon Site was submitted by the Thessalon Site Physician Lead to NSHN, Ontario Health North and the Ministry of Health.

November 4/21

- A follow-up meeting on Thessalon recruitment was held - with the Thessalon Site physicians present.
- The NSHN Recruiter is working with the Emergency Department Locum Program (EDLP) and the Ministry of Health to fill vacant ED shifts for the months of November and December at the Thessalon Site.
- A meeting was held with the Mayor of Thessalon, and the Chair of the NSHN Board of Trustees to provide an update.

November 18/21

- A follow-up meeting was held with Ontario Health North. Discussions highlighted that coverage at the Thessalon Site entirely with locums is not sustainable.
- The document re: suggested changes to the physician service delivery model was shared by Ontario Health North's Vice-President Clinical with the Ontario Medical Association (OMA) to further lobby for change.
- Reports of residents beginning to reach out the Nurse Practitioner-Led Clinic (NPLC) to be rostered (the NPLC is not currently accepting new patients).
- The physician group at the Blind River Site have expressed concerns with an expected increase in Emergency Department volumes as potential diversion to the Blind River Site may take place in the absence of coverage at the Thessalon Site.
- The Blind River physician group do not currently have the resources to provide coverage at the Thessalon Site nor the capacity to absorb the ED volumes that would result from a TH site closure in the Blind River Emergency Department.

November 18/21

- A meeting was held with the Ministry of Health - who were advised of the fragility of the Thessalon Site and the possibility of closure due to no physician coverage.
- Three situations were identified to be addressed:
 - **Immediate Situation** -- regarding the need to fill open shifts in November & December 2021 at the Thessalon Site;
 - **Medium-Term Situation** -- regarding the possibility that the RNPGA group could potentially be without a physician in Thessalon in the near future; and
 - **Longer-Term Situation** -- regarding addressing the change in model and recruitment / retention for the Thessalon Site.
- The group was made aware that the province of Ontario is experiencing an unprecedented number of vacancies for Emergency Department coverage during the month of December 2021. COVID-19 is a contributing factor, adding complexity to the availability of physicians.
- A meeting is to be scheduled to include the Ministry of Health, Ontario Health North, Primary Care Branch and NSHN.

November 19/21

- A meeting was held with the Mayor of Thessalon, NSHN Board Chair, MPP for Algoma-Manitoulin and NSHN to provide an update.
- It was suggested that a joint statement be released to the community of Thessalon and surrounding areas.



CURRENT PHYSICIAN FUNDING & REMUNERATION

Blind River Site (BR)



PHYSICIAN COMPLEMENT

Total Complement: **6**
Current # of Physicians: **5**
Current Vacancies: **1**

Thessalon Site (TH)



PHYSICIAN COMPLEMENT

Total Complement: **4***
Current # of Physicians: **2^~**
Current Vacancies: **2^~**

**2 physicians in Thessalon + 2 physicians in Bruce Mines*

^ 1 vacancy in Thessalon + 1 vacancy in Bruce Mines

~Of the current 2 physicians:

- 1 Leaving to go to RLM Site as of April 1, 2022.
- 1 Potentially leaving by March 1, 2022.

Richards Landing – Matthews Site (RLM)



PHYSICIAN COMPLEMENT

Total Complement: **2**
Current # of Physicians: **2****
Current Vacancies: **0****

***1 physician retiring March 31, 2022 and 1 physician from Thessalon moving to RLM site April 1, 2022.*

FUNDING MODELS

Emergency Department:

- Emergency Department Alternate Funding Agreement (ED AFA)

Primary Care:

- Family Health Team (FHT) / Family Health Organization (FHO)

FUNDING MODELS

Emergency Department:

- Rural and Northern Physician Group Agreement (RNPGA)

Primary Care:

- Rural and Northern Physician Group Agreement (RNPGA)

FUNDING MODELS

Emergency Department:

- Rural and Northern Physician Group Agreement (RNPGA)

Primary Care:

- Rural and Northern Physician Group Agreement (RNPGA)

LOCUM REMUNERATION

Emergency Department:

- **\$3,281.28** per 24hr Shift
 - 7 Days / Week
 - 8am – 8am (\$136.72/hr)

Primary Care:

- **\$871.92** per Clinic Day
 - \$762.93 (OH FHT Funding)
 - \$108.99 (Rurality Premium)

LOCUM REMUNERATION

Emergency Department:

- **A) \$2,477.26** per 24hr Shift
 - Monday-Friday
 - \$926.41 OH RFMLP
 - \$1,550.85 (\$103.39/hr)
- **B) \$2,458.35** per 24hr Shift
 - Monday-Friday
 - \$907.50 MOH Daily Stipend
 - \$1,550.85 On Call (\$103.39/hr)

NOTE: When providing locum coverage for a site physician model A applies. When providing coverage for a vacant practice (ED only), model B applies.

- **\$2,472.00** per 24hr Shift
 - Saturday & Sunday
 - 7am – 7am (\$103/hr)

Primary Care:

- **\$926.41** per Clinic Day
 - \$871.92 (OH RFMLP Funding)
 - \$54.49 (Rurality Premium)

**RFMLP: Rural Family Medicine Locum Program*

LOCUM REMUNERATION

Emergency Department:

- **\$2,117.92** per 24hr Shift
 - Monday-Friday
 - \$871.92 OH RFMLP
 - \$1,246 (\$77.87/hr 4pm–8 am)
- **\$1,871.00** per 24hr Shift
 - Saturday & Sunday
 - 8am – 8am (\$77.96/hr)

Primary Care:

- **\$926.41** per Clinic Day
 - \$871.92 (OH RFMLP Funding)
 - \$54.49 (Rurality Premium)

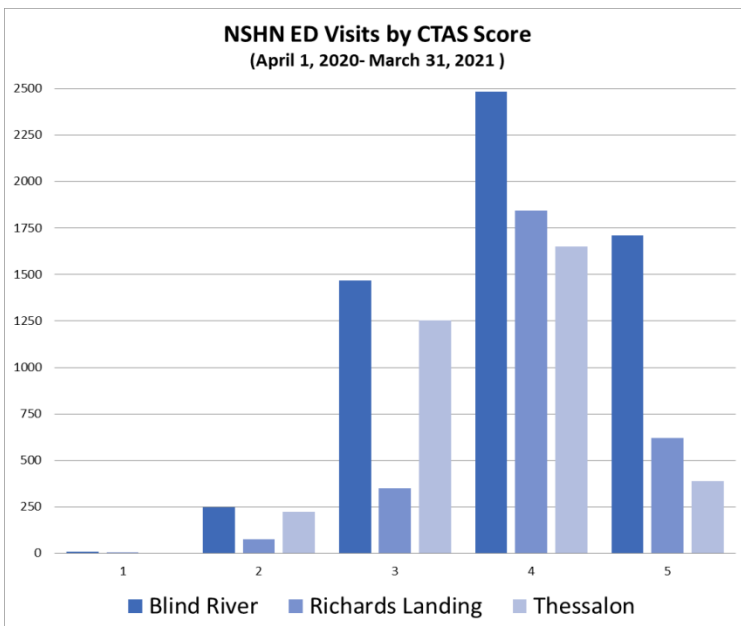


EMERGENCY DEPARTMENT UTILIZATION

Emergency Department (ED) visits for the 2020-2021 fiscal year (April 1, 2020 – March 30, 2021) at all NSHN sites totalled **12,333**.

The table below shows ED visits by North Shore Health Network Site sorted by Canadian Triage and Acuity Scale (CTAS) scores.

CTAS LEVEL	BR SITE	RLM SITE	TH SITE	TOTAL
(1) RESUSCITATION / LIFE THREATENING	9	7	3	19
(2) EMERGENT / POTENTIALLY LIFE-THREATENING	247	76	222	545
(3) URGENT / POTENTIALLY SERIOUS	1468	350	1252	3070
(4) LESS-URGENT / SEMI-URGENT	2485	1844	1652	5981
(5) NON-URGENT	1710	619	389	2718
GRAND TOTAL	5,919	2,896	3,518	12,333
TOTAL URGENT (CTAS 1-3)	1,724 (29%)	433 (15%)	1,477 (42%)	3,634



Of the total ED visits for the 2020-2021 fiscal year – Urgent Visits (CTAS 1-3) accounted for 29% of NSHN’s total emergency department visits.

TOTAL URGENT VISITS BY SITE (2020-2021)

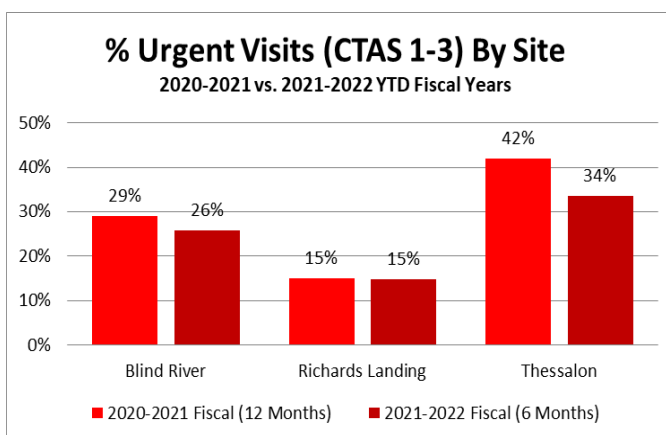
- Thessalon Site: 1477/3518 = **42%**
- Blind River Site: 1724/5919 = **29%**
- Richards Landing – Matthews Site: 433/2896 = **15%**

TOTAL ED VISITS (2021-2022 Year-To-Date)

During the first half of the 2021-2022 fiscal year (April 1, 2021 – September 30, 2021), ED visits at all NSHN sites totalled **8,186**.

The table below shows visits sorted by CTAS score.

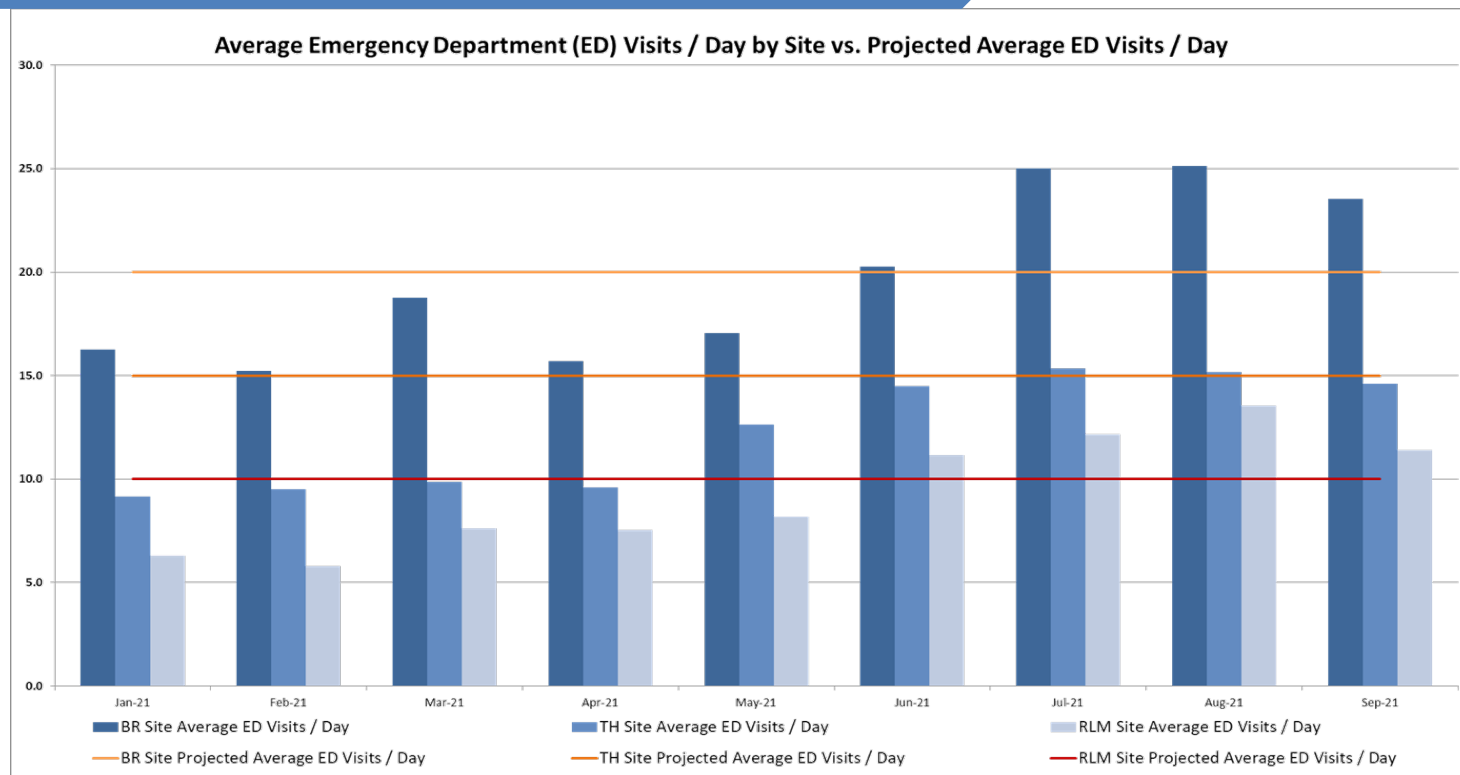
CTAS LEVEL	BR SITE	RLM SITE	TH SITE	TOTAL
(1) RESUSCITATION / LIFE THREATENING	8	4	5	17
(2) EMERGENT / POTENTIALLY LIFE-THREATENING	121	60	141	322
(3) URGENT / POTENTIALLY SERIOUS	839	224	689	1752
(4) LESS-URGENT / SEMI-URGENT	1792	1252	1379	4432
(5) NON-URGENT	989	410	273	1672
GRAND TOTAL	3,749	1,950	2,487	8,186
TOTAL URGENT (CTAS 1-3)	1,724 (26%)	433 (15%)	1,477 (34%)	3,634



A comparison of the 2020-2021 fiscal year urgent visits by site vs. the 2021-2022 year-to-date (YTD) period from April 1, 2021 – September 30, 2021.



AVERAGE ED VISITS vs. PROJECTED (2021)

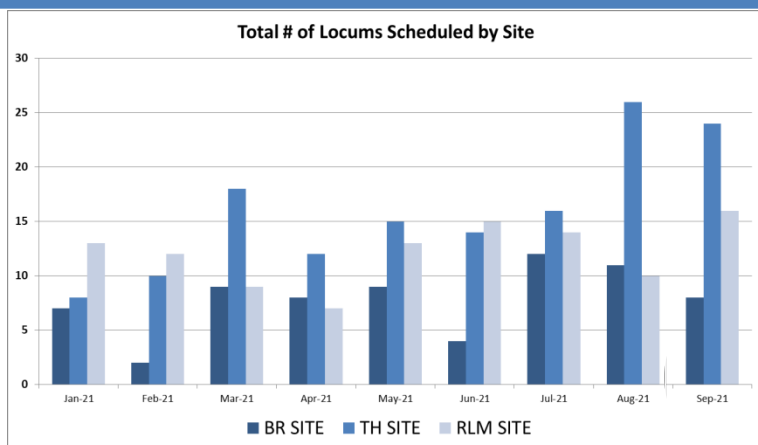


ED volumes projected to locums per 24 HR shift:

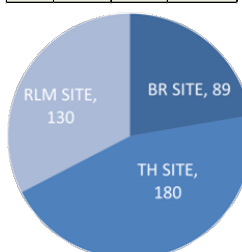
- BR Site: 15-25 patients
- TH Site: 10-20 patients
- RLM Site: 5-15 patients

	BR Site			TH Site			RLM Site		
	Total ED Visits	Total Days	Average Visits / Day	Total ED Visits	Total Days	Average Visits / Day	Total ED Visits	Total Days	Average Visits / Day
Jan-21	504	31	16.3	284	31	9.2	195	31	6.3
Feb-21	426	28	15.2	266	28	9.5	162	28	5.8
Mar-21	582	31	18.8	306	31	9.9	236	31	7.6
Apr-21	471	30	15.7	288	30	9.6	226	30	7.5
May-21	529	31	17.1	392	31	12.6	254	31	8.2
Jun-21	608	30	20.3	435	30	14.5	335	30	11.2
Jul-21	775	31	25.0	476	31	15.4	377	31	12.2
Aug-21	779	31	25.1	470	31	15.2	420	31	13.5
Sep-21	706	30	23.5	438	30	14.6	342	30	11.4

LOCUM COVERAGE (2021)



	BR SITE	TH SITE	RLM SITE
Jan-21	7	8	13
Feb-21	2	10	12
Mar-21	9	18	9
Apr-21	8	12	7
May-21	9	15	13
Jun-21	4	14	15
Jul-21	12	16	14
Aug-21	11	26	10
Sep-21	8	24	16
Oct-21	10	20	12
Nov-21	9	17	9
TOTAL	89	180	130



From January 1 – November 30, 2021 a total of 1002 ED shifts – 334 at each NSHN site – required physicians. Locums accounted for **39.8%** of the total coverage during this period.

Blind River (BR) Site:

- 89/334 (26.6%) shifts covered by locums.

Thessalon (TH) Site:

- 180/334 (53.9%) shifts covered by locums.

Richards Landing – Matthews (RLM) Site:

- 130/334 (38.9%) shifts covered by locums.



November 29, 2021

COMMUNICATED VIA EMAIL

Hon. David Piccini, Minister; Andrew Evans, Director of Policy
Ontario Ministry of the Environment, Conservation and Parks
minister.mecp@ontario.ca; Andrew.Evans4@ontario.ca

Hon. Jonathan Wilkinson, Minister
Environment and Climate Change Canada
jonathan.wilkinson@parl.gc.ca

Hon. Lisa Thompson, Minister; Jack Sullivan, Issues Manager & Press Secretary
Ontario Ministry of Agriculture, Food and Rural Affairs
minister.omafra@ontario.ca; jack.sullivan@ontario.ca

Hon. Marie-Claude Bibeau, Minister
Minister of Agriculture and Agri-Food
Marie-Claude.Bibeau@parl.gc.ca

**RE: LACK OF RECYCLING OPTIONS
AGRICULTURAL BALE WRAP AND TWINE AND BOAT SHRINK WRAP**

To Whom this May Concern:

Residents of the Town of Georgina are concerned about the lack of options for recycling boat shrink-wrap and agricultural bale wrap and twine. We note that the [Inventory of recycling programs](#) in Canada, listed on the Government of Canada website specifies that the only location in Canada to recycle bale and silage wrap is in Manitoba as part of a pilot program by CleanFARMS. The Region of York has advised that there are additional pilot programs in Bruce County, Clinton, and Ottawa Valley however, none of these locations are accessible to the residents of Georgina, nor to many other rural communities in Ontario. Moreover, CleanFarms has advised that expansion beyond Bruce County is highly unlikely due to financial limitations.

Every year, tons of plastic waste are burned on farms around Ontario and across Canada, and more is buried or dumped in municipal landfills. [CBC reports that a 2012 survey](#) found that only 17 percent of farmers send their plastic for recycling. Accordingly, 83 percent of farmers have been forced to adopt

other means of disposal, largely, or entirely due to a lack of options for agricultural plastics within the province. As you are aware, burning plastics releases potent environmental toxins into the air and buried plastics are not biodegradable.

Just recently, Prince Edward Island announced [regulatory amendments](#) that will transition pilots for items like silage wrap and twine into permanent, industry-funded programs starting December, 2022. More recently still, Quebec took similar [regulatory action](#). Are similar initiatives currently under consideration for Ontario?

We seek to work with you, however possible, and with neighboring municipalities, in order to promote the well-being of our environment and to make recycling programs more accessible to farmers and boaters across the country. We look forward to hearing from you regarding concrete steps that can be implemented between government, agricultural and marine groups, and municipalities for the furtherance of these causes.

Kind Regards,

FOR THE TOWN OF GEORGINA

Council of the Town of Georgina
Georgina Agricultural Advisory Committee
Georgina Environmental Advisory Committee
Georgina Waterways Advisory Committee

Cc: Scot Davidson, MP, York-Simcoe, Scot.Davidson@parl.gc.ca
Caroline Mulroney, MPP, York-Simcoe, caroline.mulroneyc@pc.ola.org
Laura McDowell, Regional Municipality of York, Director, Environmental Promotion and Protection Branch, Laura.McDowell@york.ca
Cleanfarms Inc., info@cleanfarms.ca
Dr. Shrink, drshrink@dr-shrink.com
Switch Energy Corp., dnott@switchenergycorp.com
Neighbouring Municipalities

December 1, 2021

The Honourable Doug Ford, M.P.P.
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

**Re: National Childcare Program
Our Files:**

Dear Premier Ford,

At its meeting held on November 15, 2021, St. Catharines City Council approved the following motion:

“WHEREAS the province of Ontario has the most expensive childcare in the country, presenting a financial hardship for many families and a barrier for women’s full economic participation; and

WHEREAS the \$34 billion early learning and childcare spending commitment announced this year by the federal government will bring transformative change to childcare by lowering parent fees and expanding the supply of regulated not-for-profit and public childcare in this country; and

WHEREAS the federal government has already reached childcare agreements with BC, Nova Scotia, Manitoba, Saskatchewan, Yukon Territory, PEI, Newfoundland and Labrador and Quebec; and

WHEREAS the provisions of each agreement vary to some degree, but the majority of the jurisdictions have agreed to use the federal funds to:

- (a) lower parent fees by 50 per cent by the end of 2022 and to \$10 a day by 2025-26 or sooner;
- (b) improve the wages and working conditions of early childhood educators, and
- (c) publicly fund the expansion of not-profit and public childcare;

THEREFORE BE IT RESOLVED that the City of St. Catharines request that the provincial government take the necessary steps to work with the federal government on

a bilateral agreement to ensure the new national child care program be made available to Ontarians, and that it focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response; and

BE IT FURTHER RESOLVED that staff actively monitor federal developments and engage in provincial and regional discussions; and

BE IT FURTHER RESOLVED that City Council request the City Clerk circulate Council's decision to other municipalities in Ontario, the Ontario Municipal Social Services Association and the Association of Municipalities of Ontario.”

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:mb

cc: Niagara Area MPPs
Ontario Municipal Social Services Association
Ontario Municipalities
Association of Municipalities of Ontario, amo@amo.on.ca

FONOM

The Federation of Northern Ontario Municipalities

December 5, 2021

MEDIA RELEASE

FONOM is concerned with the Physician, Nurse and Health Care Professionals shortage in Northern Communities

The Federation of Northern Ontario Municipalities (FONOM) Board started its last meeting of 2021, pausing for a Moment of Silence in honour of the late Austin Hunt. Aussie, a long-time Board Member and Past President of FONOM passed away on November 10th at the age of 95.

During the meeting, the Board received presentations from Corina Moore and Al Spacek of Ontario Northland Transportation Commission, Mary Dawson-Cole and Al Spacek of the Municipal Property Assessment Corporation, and Dr. Robert Haché of Laurentian University. The Board appreciates receiving an update on the recent activities of these organizations. "We were happy to hear the account of ONTC's Test Train" and "MPAC's exciting venture in Northern Ireland," stated President Danny Whalen. He further commented, "it was welcome news to hear that the scholarships and bursaries for the University and the Northern Ontario School of Medicine are secure." Dr. Haché reassured the Board that the CCAA process is not impacting the student life of those enrolled in Laurentian's programs.

The shortage of Health Care Professionals was discussed at length by the Board. Many of the communities in the North either have a Doctor and Nurse shortage. Some communities have no physicians at all. "FONOM and many of its member municipalities had lobbied for the creation of the NOSM," commented Danny Whalen, "and now we will ask the Province to increase the enrollment to address the shortages in our communities." Also, the Board will discuss with the Ministry of Health the funding of small Hospitals receives to attract and retain nurses.

The communes being created in unorganized townships were also discussed, similar to the Boreal Forest Medieval Project. The creation of such projects will harm the environment! There are health and safety concerns, and the impact they will have on neighbouring Municipal and Emergency Services is a concern to FONOM.

FONOM is an association of some 110 districts/municipalities/cities/towns in Northeastern Ontario mandated to work for the betterment of municipal government in Northern Ontario and strive for improved legislation respecting local government in the North. It is a membership-based association that draws its members from northeastern Ontario and is governed by an 11-member board.



President Danny Whalen
705-622-2479

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2021-40

**A By-Law to Confirm the Proceedings of the Regular Council Meeting held on
December 15, 2021.**

WHEREAS the Municipal Act, 2001, S.O. 2001, c25, as amended, provides that a municipal Council shall exercise its powers by by-law, except where otherwise provided; and

WHEREAS in many cases, action which is taken or authorized by Council to be taken does not lend itself to an individual by-law;

NOW THEREFORE the Council of the Corporation of the Township of St. Joseph hereby enacts as follows:

1. That the actions of the Council of the Corporation of the Township of St. Joseph at its meeting on December 15, 2021, in respect to each motion, resolution, direction and other action passed and taken by Council, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed.
2. That the Mayor and the proper officers of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action or actions, to obtain approvals where required, and to execute any and all documents as may be necessary, and to affix the corporate seal to all such documents as required.

READ A FIRST AND TAKEN AS READ A SECOND AND THIRD TIME and finally passed in open Council on December fifteenth, 2021.

Jody Wildman, Mayor

Amanda Richardson
Clerk Administrator