THE CORPORATION OF
THE TOWNSHIP OF ST. JOSEPH
SPECIAL COUNCIL MEETING
MINUTES
WEDNESDAY, APRIL 8, 2020 at 5:00 pm
BY GoToMeeting

Present: Jody Wildman, Mayor
Steven Adams
Cheryl Ambeault
Barry Elliott

Regrets: Lorraine Aelick

Staff: Carol Trainor, Clerk Administrator
Erica Pollock, Treasurer

1. Call to Order

Mayor Wildman called this Special Meeting to order by GoToMeeting at 5:00 pm due to technical difficulties.

2. Moment of Silent Reflection

3. Disclosure of Pecuniary Interest

4. Adoption of the Previous Minutes

Resolution No: 2020 – 64
Moved by: S. Adams
Seconded by: B. Elliott
Be it resolved that the minutes of the previous Council meeting held on Wednesday, March 4, 2020, and the minutes of the Emergency Control Group meeting held on March 27, 2020 be adopted as circulated.
Carried

5. Accounts

Resolution No: 2020 – 65
Moved by: C. Ambeault
Seconded by: S. Adams
Be it resolved that the Cheque Register dated April 8, 2020 in the amount of $314,272.56 be approved as presented.
Carried

6. Staff and Committee Reports

a. Waiving Penalties and Deadlines

Council will review the deferral of penalties again before the end of June with consideration given to extension.

Resolution No: 2020 – 66
Moved by: C. Ambeault
Seconded by: S. Adams
Be it resolved that the report from the Treasurer regarding penalties and interest on property tax and water and sewage services be received; and
That the Treasurer be directed not to impose any penalties and interest for non-payment or late payment of taxes and water and sewage services until June 30, 2020; and
That By-laws 2020-02 and 05-1898 be hereby amended.
Carried

b. Marina Restaurant Equipment Purchase

The replacement of the old dishwasher in the marina restaurant is compatible with the lease agreement. Council discussed lease vs purchase and agreed that the lease provided best overall value.

Resolution No: 2020 – 67
Moved by: S. Adams
Seconded by: c. Ambeault
Be it resolved that the report from the Deputy Clerk/Treasurer be received; and
That staff be authorized to proceed with the procurement of a new dishwasher from the supplier recommended in the report.
Carried

c. Marina Operations, Spring 2020

Marinas have been declared a non-essential service and the Municipal Marina will remain closed for the foreseeable future, however the building will be de-winterized and the previously scheduled Engineering work will proceed.

Resolution No: 2020 – 68
Moved by: C. Ambeault
Seconded by: B. Elliott
Be it resolved that the verbal report from the Clerk Administrator regarding the Municipal Marina be received.
Carried as amended

d. Deferral of Tipping Fee Changes

Resolution No: 2020 – 69
Moved by: B. Elliott
Seconded by: C. Ambeault
Be it resolved that the report from the Clerk Administrator with respect to the proposed May 1 implementation of amended tipping fees be received; and
That Schedule "B" of By-law 2020-07 be amended to reflect that the changes to the fee schedule be deferred until June 1, 2020.
Carried as amended

e. Dr. H.S. Trefry Memorial Centre Addition

The services provided by the Dr. Trefry Centre are considered an essential service. Staff should clarify whether the construction would be permitted to proceed under these terms.

Resolution No: 2020 – 70
Moved by: C. Ambeault
Seconded by: S. Adams
Be it resolved that the verbal report from the Clerk Administrator regarding the proposed addition for the Dr. H.S. Trefry Memorial Centre be received; and
That Council authorizes staff to proceed to prepare and circulate the request for proposal.
Carried

f. Drainage Study Update

Council affirmed that the Drainage Study to be conducted by Tulloch Engineering be authorized to proceed as weather permits. The engineer is ready to begin next week.

g. Employee Sick Leave

Council discussed implementing a sick leave policy for part time staff which would allow six sick days per year after a 60 day waiting period, and which may not be carried over into the next calendar year.

Resolution No: 2020 – 71
Moved by: B. Elliott
Seconded by: S. Adams
Be it resolved that Council approves paid sick leave for part-time staff of up to 6 days per year, where a "day" would be equivalent to a daily shift and sick days would not be carried over to the next year.
Carried

7. By-laws

a. By-law to Defer all new Penalties and Interest (Water and Sewage Services)

Resolution No: 2020 – 72
Moved by: B. Elliott
Seconded by: C. Ambeault
Be it resolved that leave be granted to introduce By-law 2020-14, being a By-law to amend By-law 05-1898 to defer the imposition of all new penalties and interest for water and sewage service accounts; and
That said by-law be read a first, and taken as read a second and third time and finally passed.
Carried

b. Amend Interim Tax By-law to defer Interest and Penalties (Property Taxes)

Resolution No: 2020 – 73
Moved by: S. Adams
Seconded by: B. Elliott
Be it resolved that leave be granted to introduce By-law 2020-15, being a By-law to amend Interim Tax Levy By-law 2020-02, to defer the imposition of all new penalties and interest on property taxes; and
That said by-law be read a first, and taken as read a second and third time and finally passed.
Carried

8. Closed Session

Resolution No: 2020 – 74
Moved by: C. Ambeault
Seconded by: B. Elliott
Be it resolved that Council proceed into Closed Session at 6:14 pm in accordance with Section 239 of the *Municipal Act* in order to discuss personal matters about an identifiable individual, including municipal or local board employees, and about labour relations or employee negotiations.
Carried

a. Payroll during pandemic

Resolution No: 2020 – 75
Moved by: S. Adams
Seconded by: B. Elliott
Be it resolved that Council does rise from Closed Session at 6:42 pm.
Carried

Council discussed payroll considerations during COVID-19. At this time all staff are either working at their regular locations or remotely, including part time employees.

Council considered potential situations of staff caring for a family member with COVID or if the time required for pandemic care extended beyond an employee's banked sick time and concluded that only during a pandemic will staff be allowed to use sick days to care for someone suffering from the pandemic. Council will assess the situation week by week as required.

9. Confirmation By-law

Resolution No: 2020 – 76
Moved by: C. Ambeault
Seconded by: S. Adams
Be it resolved that leave be granted to introduce By-law 2020-16 being a by-law to confirm the proceedings of the Special Council meeting held this Eighth day of April, 2020; and
That said by-law be read a first, and taken as read a second and third time and finally passed.
Carried

10. Adjournment

Resolution No: 2020 – 77
Moved by: C. Ambeault
Seconded by: S. Adams
Be it resolved that this meeting of the Council of The Township of St. Joseph adjourn at 6:54 pm, to meet again on Wednesday, April 22, 2020 at a time to be determined.
Carried

_____
Joseph Wildman, Mayor

_____
Carol Trainor, Clerk

Township of St. Joseph
Disbursements

Resolution # 2020 - **April 22, 2020**

Cheque #	Cheque Date	Vendor Name	Description	Cheque Amount
DD	4/07/20	MONTHLY PAYROLL	MARCH 2020	$ 3,026.17
VARIOUS	4/09/20	SNRS MOW/TRANSP VOLUNTEERS	SNRS MOW/TRANSPORTATION	3,425.02
5432	4/09/20	BELL CANADA	VARIOUS DEPARTMENTS - PHONE	1,171.41
5434	4/09/20	CENLO ENTERPRISES	SNRS - CHANGES TO ADDITION PLANS	678.00
5435	4/09/20	FEDERATION OF NORTHERN ONT MUN	COUNCIL - 2020 MEMBERSHIP	220.50
5438	4/09/20	ISLAND TIMBER MART	ROADS - MATERIALS & SUPPLIES	73.81
5443	4/09/20	TOWNSHIP OF ST. JOSEPH	SNRS - PETTY CASH	313.60
4521	4/09/20	ALGOMA DISTRICT SERVICES ADMIN BOARD	MUNICIPAL LEVY APRIL 2020	62,920.36
4522	4/09/20	ALGOMA AG CENTRE	ROADS - FUEL	559.85
4523	4/09/20	ALGOMA OFFICE EQUIPMENT	SNRS - COPIES	84.19
4530	4/09/20	LAW OFFICE OF HUGH MACDONALD	FIRE - LEGAL FEES	2,260.00
4531	4/09/20	ISLAND CLIPPINGS	MARINA/ROADS - ADVERTISNG	203.40
4532	4/09/20	ISLAND MARKET - TREFRY	SNRS - MOW/DAY OUT FOOD	505.40
4534	4/09/20	KENTVALE MERCHANTS LTD.	ROADS - MATERIALS & SUPPLIES	44.25
4536	4/09/20	MASSEY WHOLESALE LIMITED	SNRS - MOW FOOD	539.66
4537	4/09/20	MUNICIPAL PROPERTY ASSESSMENT CORP	MUNICIPAL LEVY 2ND QUARTER 2020	9,372.95
4538	4/09/20	MICHELLE PEARSE	ADMIN - COVID POSTAGE	138.58
4540	4/09/20	ROYAL CANADIAN LEGION BRANCH 374	SNRS - MOW COVID KITCHEN FEE	530.00
4545	4/09/20	SUPERIOR PROPANE	ADMIN - HEAT	614.70
EFT	4/09/20	BELL CANADA	ADMIN - INTERNET	120.91
EFT	4/09/20	ALGOMA POWER INC	VARIOUS DEPTS - POWER FEB 2020	7,548.25
DD	4/09/20	BI-WEEKLY PAYROLL	PAY PERIOD # 8	16,251.79
		TOTAL DISBURSEMENTS		$110,602.80

THE TOWNSHIP OF ST. JOSEPH
REPORT TO COUNCIL

From: **Carol Trainor, Clerk Administrator**

Date: **April 22, 2020**

Subject: **Application for Consent to Sever Part of Lot 12, Con E and Part of Lot 12, Con F (Tulloch)**

RECOMMENDATION:

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the application for consent to sever a portion of the lands located at Part of Lot 12, Concession E, and Part of Lot 12, Concession F be received; and

That the Planning Board be advised that Council has no objection to the proposed severance, having met the intent of the Official Plan and the Township's Zoning By-law; and

That the standard conditions be applied to the consent approval including the 5% cash in lieu of parkland provision.

Background

The St. Joseph Island Planning Board has received an Application for Consent with intent to sever the vacant lands located at Part of Lot 12, Concession F, and the adjoining Part of Lot 12, Concession E into two parcels.

The portion to be severed consists of roughly 20 ha/50 ac and will be added to the adjacent parcel used for agricultural purposes. The parcel to be retained consists of roughly 39 ha/98 ac of agricultural land, with frontage of 276 m/905 feet on the F&G Line. These are all rural properties either currently or proposed to be used for agricultural purposes with no municipal services.

There are no easements or restrictive covenants on the lands, and the application meets the intent of the Township's Zoning By-law and the St. Joseph Island Official Plan for agricultural purposes, as well as being consistent with the Provincial Policy Statement under the Planning Act.

Financial Implications

There is no financial impact to the municipality as a result of this report. There are no outstanding fees and taxes levied in the name of the applicant.

Summary / Options

The portion to be severed and the portion to be retained is all agricultural land. The portion to be sold is intended to be used for agricultural production.

Council may accept the recommendation as presented; request additional information; request additional conditions be imposed; or consider other options.

Council's decision will be forwarded to the Planning Board for their next meeting.

Carol O. Trainor, A.M.C.T., Clerk Administrator

ST. JOSEPH ISLAND PLANNING BOARD

NOTICE OF APPLICATION FOR CONSENT

RECEIVED
MAR 1 3 2020
BY: .....

TAKE NOTICE that the St. Joseph Island Planning Board will meet on Monday, March 23rd, 2020 at 7:30 p.m. at the Township of Jocelyn Municipal Office, 3670 5th Side Road (Hwy. 548), St. Joseph Island, Ontario, to consider an application for consent.

The purpose and effect of the subject application for consent is to permit the severance of part of Lot 12, Concession E, and Pertt of Lot 12, Concession F, in the Township of St. Joseph, into two parcels. The parcel proposed to be severed consists of an area of about 20 hectares (50 acres) of vacant land and will be added to an adjacent parcel currently used for agricultural purposes. The parcel to be retained consists of about 39 hectares (98 acres.) of agricultural land with frontage of about 276 metres (905 ft.) on F&G Line Road.

A copy of the application is enclosed. Your written comments on this application are requested and should be delivered to the St. Joseph Island Planning Board no later than March 23rd, 2020.

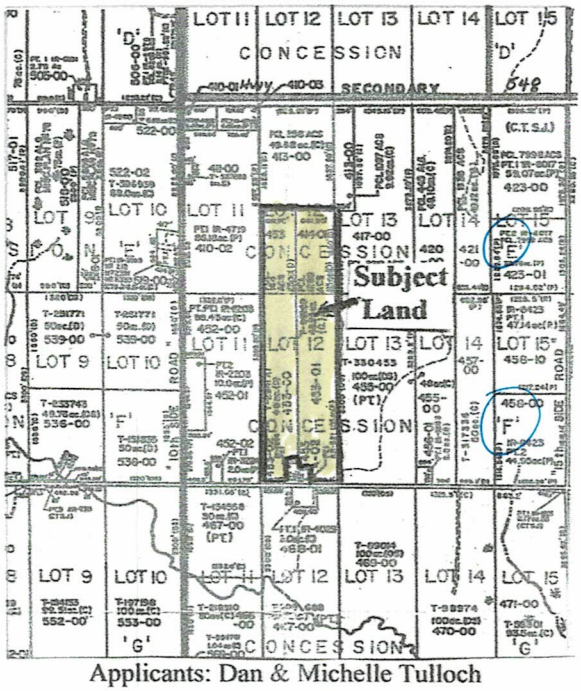
ADDITIONAL INFORMATION regarding the application is available for inspection by contacting the Secretary-Treasurer of the St. Joseph Island Planning Board at the address shown herein.

ANY PERSON may attend the meeting and/or make written or verbal representation either in support of or in opposition to the proposed consent. If a person or public body that files an appeal of a decision of the St. Joseph Island Planning Board in respect of the proposed consent does not make written submission to the St. Joseph Island Planning Board before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal.

If you wish to be notified of the decision of the St. Joseph Island Planning Board in respect of the proposed consent, you must make a written request to:

St. Joseph Island Planning Board
c/o P.O. Box 290
Richards Landing, Ontario
P0R 1J0

KEY MAP



Applicants: Dan & Michelle Tulloch
Consent Application # 1/20

Dated at St. Joseph Island
This 6th day of March, 2020

Michael Jagger, Secretary-Treasurer
St. Joseph Island Planning Board
Telephone: (705) 542-4606
Email: sjiplanningboard@gmail.com

St. Joseph Island Planning Board

APPLICATION FOR CONSENT

1. Name of Owner(s): DAN & MICHELE TULLOCH Telephone No. 705 256 0895
705 943 0895

Address: 2168 5TH SIDE ROAD

RICHARDS LANDING ON Postal Code P0R 1J0

Name of Owner's Solicitor or authorize agent (if any): .....

Address: .....

.....Postal Code:.....

(The owner's written authorization is required if this application is signed by a solicitor or agent)

Please specify to whom communication regarding this application should be sent:

Owner X *Solicitor* _____ *Agent* _____

2. (a) Type and Purpose of Transaction: (check appropriate spaces)

Transfer: ✓ creation of new lot(s)
___ addition of a lot
___ an easement
___ other (specify)

Other: ___ a charge/mortgage
___ a lease
___ correction of title

(b) Number of new lots (not including retained lots) proposed: 1

(c) Name of Person(s), if know, to whom the land or interest in the land is to be transferred, charged or leased: ***and relationship of any***:

JOSEPH FRANK ADAMO

(d) ***If a lot addition, identify the lands to which the parcel will be added:***

LOT 11 CONC. E

3. Location of the Subject Land: (complete applicable lines and include entire holdings)

Municipality ST JOSEPH Lot(s) No. ~~E~~

Concession/Plan E Reference Plan No. Part(s) No.

Road/Street Name and Number .....

CON E LOT 12 CONF LOT 12 PCL 164 ACS

4. Description of Subject Land

		PORTION TO BE SEVERED	PORTION TO BE RETAINED
4.1 Description	Frontage	1323.8'	0
	Depth	1642.12'	3285.8'
	Area	50 AC	96.95 AC
4.2 Use of Property	Existing Use	VACANT	FARM
	Proposed Use	VACANT	FARM
4.3 Buildings or Structures	Existing	—	—
	Proposed	—	—
4.4 Type of Access (check appropriate space)			
- Provincial highway		—	
- Municipal road, maintained all year		—	✓
- Municipal road, maintained seasonally		—	
- Other public road		—	
- Right of way (i.e. private road)		—	
- Water access		—	

(If access to the subject land is by water only, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road: .....)

THE TOWNSHIP OF ST. JOSEPH
REPORT TO COUNCIL

From: **Carol Trainor, Clerk Administrator**

Date: **April 22, 2020**

Subject: **Proposed Bell Mobility Tower**

RECOMMENDATION:

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the installation of a Bell Mobility tower behind the municipal administration building be received; and

That Council authorizes staff to execute the lease agreement with Bell Mobility upon satisfactory completion of the public consultation process.

Background

The Township was approached by Bell Mobility roughly four years ago seeking authorization to place small cell boxes on municipal buildings in Richards Landing to improve cellular service. Council agreed to that concept but did not hear from Bell for some time. Staff were more recently approached by Bell Mobility in August 2019 stating that the small cells would not provide sufficient reach to customers, and they preferred to install a 30m tower behind the Municipal Administration Building. This tower would be ideally located to provide the reach that would accommodate the needs of many residents who have difficulty with cellular service as well as support the 5G network coming on.

Council made several requests including site survey, shadow impact on the solar panels, the community garden, disruption to other services, potential human impact from emissions, maintenance concerns, lighting and risk of damage to the panels. Bell has provided surveys, and responded to each of the questions to the satisfaction of the Township's insurer and the Township solicitor. There will be little to no impact to the solar panels or garden.

The provider is required to distribute a flyer as part of the consultation process, as noted in the proposal, as well as a newspaper notification. The notice can also be posted on the Township's website and social media if desired. Protocol requires that mail be provided directly to property owners within three times the tower height radius, but Bell has offered to distribute it more widely at the request of Council.

A public teleconference consultation can also be arranged, if requested.

As an added bonus, the aeronautical assessment from Transport Canada has been received and no lighting is required on the mono-pole.

The Township will receive annual compensation for a minimum of 20 years, or for the length of the agreement, for the tower being on municipal property.

Financial Implications

There is no financial impact to the municipality as a result of the placement of this tower; however there is financial remuneration for the length of the agreement.

Summary / Options

Negotiations had stalled recently while Bell was asked to investigate the long distance fraud charges that the Township continues to carry. At Council's request, Bell Mobility looked into this matter and have stated that, since the CRTC conducted a mediation and Bell agreed to reduce the bill from $71k to $12k, this was acceptable to the CRTC. The process is set out in tariff and Bell Mobility cannot interfere. Council is encouraged to pursue waiving the outstanding fraud charges through other means.

Bell has identified a second location for the tower if this proposal is not accepted by the municipality. The alternate location would be the Bell building property at the top of the town hill.

Council may adopt the recommendation as written to proceed with the agreement and distribution of the public information as public gatherings are not permitted during the declared emergency; or Council may amend the recommendation; or consider other options.

Carol O. Trainor, A.M.C.T., Clerk Administrator