

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
COUNCIL MEETING
AGENDA
6:30 p.m. - Wednesday, October 4, 2023
Council Chambers – 1669 Arthur Street, Richards Landing

1. **Call to Order**
2. **Moment of Silent Reflection**
3. **Disclosure of Pecuniary Interest**
4. **New Business and Discussion Items**
5. **Adoption of the previous minutes**
 - a. Regular Council Meeting – September 20, 2023 4-8

Recommendation: BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, September 20, 2023, be adopted as circulated.
6. **Accounts**

Recommendation: BE IT RESOLVED THAT the Cheque Register dated October 4, 2023, in the amount of \$281,553.54 be approved as presented. 9
7. **Staff and Committee Reports**
 - a. Roads Committee Update
 - i. Shore Road maintenance
 - ii. 2023 project review
 - b. RFQ Reissue - Public Works Storage Garage Floor 10

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the contract for the construction of a concrete floor within the existing Public Works storage garage be received, and

That Council authorizes staff to reissue the request for quotation for the project.
 - c. RFQ Results – Centennial Grounds Hydroseeding 11

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of Request for Quotations (RFQ) regarding Centennial Grounds hydroseeding be received for information, and

THAT staff be authorized to award the contract and enter into an agreement with _____ as quoted.
 - d. RFQ Results – Centennial Grounds Fencing 12

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of a Request for Quotation (RFQ) for New Chain Link Fencing at the Centennial Grounds received for information, and

THAT staff be authorized to award the contract and enter into an agreement with _____ as quoted.
 - e. Request to waive fee for – Children’s Library 13

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request from the Children’s Library to waive the rental fee for the Old Town Hall for a family jigsaw puzzle contest to be held February 19, 2024, be received for information, and

That Council authorizes staff to waive the rental fee for the event provided as a community benefit.

- f. Request to waive fee for – St. Joseph Island Lion’s Club 14

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request from the St. Joseph Island Lions Club to waive the rental fee for the Tranter Park space for their annual witches’ dance event to be held on October 29, 2023, be received for information, and

That Council authorizes staff to waive the rental fee for the event provided as a community benefit.

- g. 2023 Holiday Closure Schedule 15-17

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the 2023 holiday hours for the Municipal Office, the Dr. Trefry Centre and Landfill Site be received: and

THAT Council approve the recommended holiday closure strategy, with the Township Office and the Dr. Trefry Memorial Centre being closed from 4:00 p.m. on Friday, December 22, 2023, through to Monday, January 1, 2024, inclusive, reopening Tuesday, January 2, 2024; and

THAT the Landfill Site be open for regular hours during that period; and

THAT the Council schedule be adjusted to meet on January _____, 2024, and

THAT public notification of the scheduling change be provided.

- h. Planning Board Appointment 18

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the appointment for the St. Joseph Island Planning Board be received, and

That Council appointed _____ as a municipal representative on the Planning Board for the remainder of this Council term.

8. By-Laws

- a. Inventory and Classify Highways 19

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2023-33 being a By-Law to set out the various classifications of highways within the municipality; and,

THAT said by-law be passed in open council on October 4, 2023.

- b. Prescribe a Maximum Rate of Speed on Certain Highways 20

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2023-34 being a By-Law to prescribe maximum rates of speed on certain highways within the boundaries of the municipality; and

THAT By-Law Amends By-Law 1778, and

THAT said by-law be passed in open council on October 4, 2023.

21

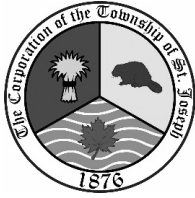
c. Confirmation

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2023- 35 being a By-Law to confirm the proceedings of the Council meeting held on October 4, 2023; and

THAT said by-law be passed in open council on October 4, 2023.

9. Adjournment

Recommendation: BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at _____ p.m. to meet again at 6:30 p.m. on Wednesday, October 18, 2023, or at the call of the chair.



THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
COUNCIL MEETING
MINUTES
6:30 p.m. - Wednesday, September 20, 2023
Council Chambers – 1669 Arthur Street, Richards Landing

Present	
Council	Mayor Jody Wildman Councillor Steven Adams Councillor Bryon Hall Councillor Cameron Ross Councillor Greg Senecal
Staff	Amanda Richardson, Clerk Administrator Dan See, Superintendent of Public Works
Members of the Public	Dwayne Sigfrid Peter Tarvudd Janice Willett

1. Call to Order

Mayor Wildman called the meeting to order at 6:30 a.m.

2. Moment of Silent Reflection

3. Disclosure of Pecuniary Interest

4. New Business and Discussion Items

- a. Councillor Adams: OTH Rental fee waiver request – 4H club for Country Roads Tour

5. Adoption of the previous minutes

- a. Council Meeting – September 6, 2023
Resolution #2023-233
Moved By: Greg Senecal
Seconded By: Bryon Hall
BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, September 6, 2023, be adopted as circulated.
Carried.

6. Accounts

- Resolution #2023- 234
Moved By: Cameron Ross
Seconded By: Greg Senecal
BE IT RESOLVED THAT the Cheque Register dated September 20, 2023, in the amount of \$611,384.07 be approved as presented.
Carried.

7. Deputation

- a. Dwayne Sigfrid – Shore Road winter maintenance
Request for winter maintenance to be completed earlier in the route than last winter. Discussion regarding normal route versus reasoning as to why and when roads are plowed in what order.

8. Public Meeting

a. Zoning By-Law Amendment – 2242 Canoe Pointe Road (PLAN 4215 LOT 16)

Property Location: PLAN 4215 LOT 16 (2242 Canoe Pointe Road) The application for zoning by-law amendment seeks to reduce the zone standard minimum lot area in the shoreline residential zone from 1 hectare (2.5 acres) to 0.9 hectares (2.22 acres) for the new lot and .8 hectares (2 acres) for the existing lot and, also to reduce the required minimum lot frontage from 45 metres (150 feet) to 18 metres (60 feet) for the new lot 43 metres (140 feet) for the existing lot.

9. Staff and Committee Reports

a. Landfill Committee Meeting Summary

Resolution #2023-235

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT the summary from the Landfill Committee meeting held September 18, 2023, be received for information, and

That Council authorizes staff to enter into an agreement with Pinchin to undertake a study regarding waste management strategies and report and presentation of findings at the rate quoted.

Carried.

Resolution #2023-236

Moved By: Cameron Ross

Seconded By: Bryon Hall

BE IT RESOLVED THAT Council approve a change in Landfill days schedule so that the Landfill will re-open for Sundays 2:00-8:00 p.m. on the first Sunday or April annually, and

That annual tipping weeks will be held during the week of Victoria Day and the week prior to Thanksgiving.

Carried.

b. Funding Application Request – FedNor Community Improvement Fund

Resolution #2023-237

Moved By: Cameron Ross

Seconded By: Bryon Hall

BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding a request to apply for funding from FedNor to cover costs of developing a Community Improvement Plan for downtown Richards Landing be received, and;

THAT Council authorizes staff to submit a funding application to FedNor.

Carried.

c. RFQ Results – Marina Lighthouse, Boardwalk Repairs & Trefry Eavestrough

Resolution #2023- 238

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of a Request for Quotation (RFQ) for Marina Lighthouse siding, boardwalk repairs and Trefry eavestrough work be received for information, and,

THAT staff be authorized to award the contract and enter into an agreement with Thomas Young Builders as quoted.

Carried.

10. Consent Agenda – Correspondence

Item #	Description	Action
Items with a request for support (resolutions)		
A	Municipality of Wawa – Maintaining OHIP coverage for chronic pain treatment	Support
B	FONOM – Support for Northern Ontario School of Medicine	Support
C	MMAH - Responding to the Housing Affordability Task Force’s Recommendations	Respond

Resolution #2023 – 239

Moved By: Bryon Hall

Seconded By: Steven Adams

BE IT RESOLVED THAT correspondence items A through C be received for information; and That the recommended actions be taken.

Carried.

Resolution #2023 – 240

Moved By: Bryon Hall

Seconded By: Cameron Ross

WHEREAS the Township of St. Joseph recognized the urgent need for physicians in Northern Ontario as it is experiencing a shortage of trained physicians and specialist physicians, and

WHEREAS life expectancy of Northern residents is more than two years lower than the Ontario average, and mental health and addictions are at a four-times higher rate, and

WHEREAS one in eight Northern residents does not have access to a family doctor, and many must travel long distances to access healthcare services representing the failure of healthcare in Northern Ontario, and

WHEREAS communities in Northern Ontario require access to equitable health care, especially underserved rural, Indigenous, and Francophone communities, and

WHEREAS in April of 2022, the Government announced an unprecedented medical expansion for NOSM University’s medical programs, and

AND WHEREAS the current base funding rates for the Northern School of Medicine University (NOSM) have not been increased sufficiently to accommodate growth and expansion, and

THEREFORE, BE IT RESOLVED THAT the Township of St. Joseph urges the Provincial Government grant NOSM University’s request for a permanent increase in annual base funding by \$4.0 million before the end of this fiscal year so it can continue to deliver on the mandate that the Conservative Government initially established in response to the needs of Northern municipalities.

FURTHER BE IT RESOLVED THAT a copy of this motion be forwarded to Premier Doug Ford, Minister of Health and Deputy Premier Sylvia Jones, Minister of Colleges and Universities Jill Dunlop, MPPs Greg Rickford, Vic Fedeli, George Pirie, Ross Romano, Kevin Holland, Association of Municipalities of Ontario,

Northern Ontario School of Medicine University, Federation of Northern Ontario Municipalities, Northern Ontario Academic Medicine Association and the leaders of the opposition parties of Ontario.
Carried.

11. Closed Session

Resolution #2023 - 241

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT Council proceed into Closed Session at 8:53 p.m. in accordance with Section 239 of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees, a proposed or pending acquisition or disposition of land by the municipality or local board, and the security of the property of the municipality or local board.

- a. Shore Road Allowance Remediation
- b. Fire Department Staffing
- c. Purchase of Property adjacent to municipal property

Carried.

Resolution #2023 - 242

Moved By: Cameron Ross

Seconded By: Greg Senecal

BE IT RESOLVED THAT Council does rise from Closed Session at 10:03 p.m.

Carried.

Resolution #2023 - 243

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT the report from the Clerk Administrator regarding work being completed on the Township's property (Shore Road Allowance and Water lot) behind Richards Street be received for information, and

That Council authorize staff to proceed as discussed.

Carried.

Resolution #2023 - 244

Moved By: Bryon Hall

Seconded By: Cameron Ross

BE IT RESOLVED THAT the report from the Clerk Administrator regarding property adjacent to the municipal office be received, and

That Council authorize staff to enter into an agreement with Tulloch Engineering for survey costs to determine the legal description of parkland to be transferred to the municipality.

Carried.

12. By-Laws

- a. Zoning By-Law Amendment – 2242 Canoe Pointe Road (PLAN 4215 LOT 16)

Resolution #2023 - 245

Moved By: Cameron Ross

Seconded By: Bryon Hall

BE IT RESOLVED THAT leave be granted to introduce By-Law 2023-31 being a By-Law to amend Zoning By-law 2011 - 34, as amended, reduce the zone standard minimum lot area in the shoreline residential zone from 1 hectare (2.5 acres) to 0.9 hectares (2.22 acres) for the new lot and .8 hectares (2 acres) for the existing lot and, also to reduce the required minimum lot frontage from 45 metres (150 feet) to 18 metres (60 feet) for the new lot 43 metres (140 feet) for the existing lot; and

That said by-law be passed in open Council on September 20, 2023.

Defeated.

b. Confirmation

Resolution #2023 – 246

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT leave be granted to introduce By-Law 2023-32 being a By-Law to confirm the proceedings of the Council meeting held on September 20, 2023; and

THAT said by-law be passed in open Council on September 20, 2023.

Carried.

13. Adjournment

Resolution #2023 - 247

Moved By: Steven Adams

Seconded By: Cameron Ross

BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 10:10 p.m. to meet again at 6:30 p.m. on Wednesday, October 4, 2023, or at the call of the chair.

Carried.

Joseph Wildman, Mayor

Amanda Richardson, Clerk Administrator

TOWNSHIP OF ST. JOSEPH


Disbursements

DATE:

4-Oct-23

RESOLUTION #

<u>Chq #</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Chq Amount</u>
6320	9/21/2023	ALGOMA MANOR	SNRS - VAN RENTAL AUG 23	150.80
6321	9/21/2023	ALGOMA VETERINARY COMMITTEE	2023 MEMBERSHIP	427.05
6322	9/21/2023	ELLWOOD ROBINSON LTD	ROADS - SURFACE TREATMENT & PATCHING	190,157.13
6323	9/21/2023	TRICIA KENT REAL ESTATE	ADMIN - LETTER OF OPINION	200.00
107260	9/21/2023	ALGOMA AG CENTRE	ROADS - FUEL	2,582.38
107261	9/21/2023	ALGOMA OFFICE EQUIPMENT	SNRS/ADMIN - COPIES	175.49
107262	9/21/2023	BDO DUNWOODY	VARIOUS DEPTS - AUDIT FEES	18,076.04
107263	9/21/2023	BUSCH SYSTEMS INTERNATION INC	PARKS - RECYCLING BINS	1,341.96
107264	9/21/2023	KIMBERLY CHEESEMAN	PSW - MILEAGE	307.05
107265	9/21/2023	MELISSA CRIPPS	SNRS - DAY OUT MILEAGE	68.00
107266	9/21/2023	DEBOERS FARM EQUIPMENT LTD	ROADS - EQUIP MAINT & REPAIRS	2,305.26
107267	9/21/2023	JENNY ENNS	PSW - MILEAGE	322.50
107268	9/21/2023	EQUITABLE LIFE OF CANADA	GROUP BENEFITS - OCT 23	6,157.31
107269	9/21/2023	GENEVIEVE GONNEAU	SNRS - DAY OUT MILEAGE	68.00
107270	9/21/2023	KARLEE-LYNN HUBBARD	PSW - MILEAGE	153.00
107271	9/21/2023	KARHI CONTRACTING	SEW TREAT - SLUDGE HAUL	4,237.50
107272	9/21/2023	KENTVALE MERCHANTS LTD.	VARIOUS DEPTS - SUPPLIES	113.88
107273	9/21/2023	ELIZABETH LANE	PSW - MILEAGE	295.00
107274	9/21/2023	LOCAL AUTHORITY SERVICES	VARIOUS DEPTS - SUPPLIES	235.24
107275	9/21/2023	MASSEY WHOLESALE LIMITED	SNRS - MOW & DAY OUT FOOD	292.30
107276	9/21/2023	MECHANICAL ADVERTISING	ROADS - CIVIC ADDRESSING SUPPLIES	292.67
107277	9/21/2023	GRAEME PATEMAN	FIRE - REIMB FOR SUPPLIES	248.60
107278	9/21/2023	PUBLIC UTILITIES COMMISSION	WATER/SEWER - CONTRACTED SVCS	13,174.33
107279	9/21/2023	ROYAL CANADIAN LEGION BR. 374	SNRS - MOW RENTAL	250.00
107280	9/21/2023	SHERRY RODGERS	PSW - MILEAGE	387.00
107281	9/21/2023	TIM STEVENS	FIRE - REIMB FOR SUPPLIES	278.73
107282	9/21/2023	TOROMONT CAT	ROADS - FUEL SUPPLIES	75.60
107283	9/21/2023	UTIL-EQUIP MANUFACTURING INC	FIRE - MATERIALS & SUPPLIES	1,000.05
PAP	9/21/2023	TOWNSHIP OF ST. JOSEPH PAP	3RD QUARTER WATER & SEWER	3,471.00
DD	9/22/2023	BI-WEEKLY PAYROLL	PAY PERIOD #19	34,709.67
TOTAL				\$ 281,553.54

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	October 4, 2023
	SUBJECT:	RFQ Reissue - Public Works Storage Garage Floor
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the contract for the construction of a concrete floor within the existing Public Works storage garage be received, and</p> <p>That Council authorizes staff to reissue the request for quotation for the project.</p>	

Background

A Request for Quotations was circulated in the spring of 2023 for the construction of a 40’x60’x6” thick concrete slab floor within the Public Works Storage garage. The contract was awarded to First General who has not been able to commence work on the project after several attempts by staff to facilitate the work.

In order to complete the project before the winter season and allow the Public Works Department to utilize the salt shed, it is recommended that the RFQ be re-released with a project completion date prior to the end of 2023 (or first thing in spring 2024).


The contract with the original successful bidder has been cancelled at this time.

Financial Implications


The 2023 budget included \$40,000 from the capital asset replacement reserve for this project.

Summary

Council may accept the recommended course of action or consider other options.



 Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	October 4, 2023
	SUBJECT:	RFQ Results – Centennial Grounds Hydroseeding
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of a Request for Quotation (RFQ) for Hydroseeding at the Centennial Grounds be received for information; and,</p> <p>THAT staff be authorized to award the contract and enter into an agreement with _____ as quoted.</p>	

Background

A Request for Quotations was released for quotes to three soccer fields at the Centennial Grounds at 1511 10th Side Road in Richards Landing. Quotes were received from 3 contractors:

1. Hollandia Land and Environmental Solutions for \$33,000 plus HST.
2. DYC Properties for \$22,825 plus HST.
3. Chris Tranberg and Son Ltd. for \$12,000 plus HST.

The scope of the work for the project includes:

- Supply and install approximately 8000 square meters of hydroseed to three soccer fields.
- All work shall be of the highest grade.
- All work shall come with a minimum 1-year warranty (specify).
- Any cleanup and disposal of waste produced is the responsibility of the contractor.
- All scheduled work must be completed before Nov 15, 2023.

Financial Implications

Amounts were budgeted as follows:


This project was funded through Canada Infrastructure Program (ICIP), up to 78% (\$9,669 maximum) and \$13,245 total was budgeted for the project. Any funds over and above that amount would be funded from the parks and recreation reserve.

Summary

Council may accept one of the bids as presented, defer for further information, or consider other options.



Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	October 4, 2023
	SUBJECT:	RFQ Results – Centennial Grounds New Chain Link Fence
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of a Request for Quotation (RFQ) for a New Chain Link Fence at the Centennial Grounds be received for information; and,</p> <p>THAT staff be authorized to award the contract and enter into an agreement with _____ as quoted.</p>	

Background

A Request for Quotations was released for quotes to provide labour and materials to install new chain link fencing at the Centennial Grounds at 1511 10th Side Road in Richards Landing.

Quotes were received from 6 contractors:

1. Centennial Contracting Ltd. \$57,500 plus HST.
2. Steel Speed Civil Inc for \$53,510 plus HST.
3. M&G Fencing for \$49,400 plus HST
4. Point North Fence Ltd. \$48,400 plus HST.
5. DYC Properties for \$46,279 plus HST.
6. Northern Fencing for \$41,245 plus HST.

The scope of the work for the project includes:

- Supply and Install 780lf section of 6' high chain link fencing with all fittings to complete enclosure of the Coral Soccer Field.
- Supply and install one 16' wide sliding gate with all fittings.
- All material to be new, commercial grade, all posts set in concrete.
- All work shall be of the highest grade.
- All work shall come with a minimum 1-year warranty (specify).
- All scheduled work must be completed before Dec 31, 2023.

Financial Implications

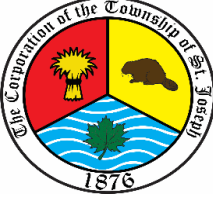
This project was funded through the Canada Infrastructure Program (ICIP) and \$18,000 was budgeted for the project. Any funds over and above that amount would have to be funded from municipal reserves.

Summary

Council may accept one of the bids as presented, defer for further information, or consider other options.



Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	October 4, 2023
	SUBJECT:	Request to waive rental fee for Town Hall – Children’s Library
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request from the Children’s Library to waive the rental fee for the Old Town Hall for a family jigsaw puzzle contest to be held February 19, 2024, be received for information, and</p> <p>That Council authorizes staff to waive the rental fee for the event provided as a community benefit.</p>	

Background

The Children's Library would like to use the Town Hall on Monday February 19th, 2024, for the day and are requesting that Council consider waiving the rental fee as has been done for fundraising events in the past for the group.

They are planning a Family Jigsaw Puzzle Contest on Family Day 2024. There will be an entry fee (the fundraiser) for teams.

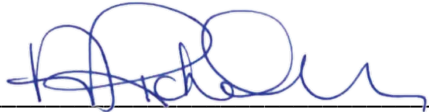
The group would require the use of tables and chairs and use of the kitchen for the lunch break.

Financial Implications

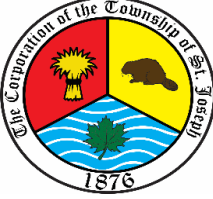
There are no financial implications resulting from this report.

Summary

Council may approve the request, defer their decision or consider other options.



 Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	October 4, 2023
	SUBJECT:	Request to waive rental fee for Tranter or Cenotaph Park – Lion’s Club
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request from the St. Joseph Island Lions Club to waive the rental fee for the Tranter Park space for their annual witches’ dance event to be held on October 29, 2023, be received for information, and</p> <p>That Council authorizes staff to waive the rental fee for the event provided as a community benefit.</p>	

Background

The St. Joseph Island Lions Club is hosting their 3rd annual Witches Dance in support of Matthews Memorial Hospital Retainment and Recruitment. Over the last couple of years, they have raised over \$400 in donations each year. The Lion’s Club are looking at changing locations and would like to bring the dance to Richards Landing and are requesting the use of either the Cenotaph or Tranter Park spaces for the event.

The Lion’s Club is hoping to have some vendors and have a few other ideas that we are working on, such as costume competition, involving children in a dance with lessons.

The event date would be Saturday October 28th, time to be determined.

Financial Implications

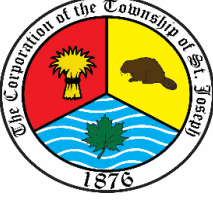
There are no financial implications resulting from this report.

Summary

Council may approve the request, defer their decision or consider other options.



 Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	October 4, 2023
	SUBJECT:	2023 Holiday Closure Schedule
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding 2023 holiday hours for the Municipal office, the Dr. Trefry Centre and Landfill Site be received: and</p> <p>THAT Council approve the recommended holiday closure strategy, with the Township Office and the Dr. Trefry Memorial Centre being closed from 4:00 p.m. on Friday, December 22, 2023, through to Monday, January 1, 2024, inclusive, reopening Tuesday, January 2, 2024; and</p> <p>THAT the Landfill Site be open for regular hours during that period; and</p> <p>THAT the Council schedule be adjusted to meet on January_____, 2024, and</p> <p>THAT public notification of the scheduling change be provided.</p>	

Background

This report is presented to seek Council approval for holiday closures for the Township Office and the Dr. Trefry Centre; and to authorize altering the January Council meeting schedule to accommodate the holiday schedule.

December 2023 and January 2024 calendars have been attached for reference.

Township Office and Dr. H.S. Trefry Memorial Centre

In the past, Council has agreed to closing the municipal office and the Trefry Centre at noon but paying staff for a full day on December 24th and 31st. In 2023, these dates fall on Sundays. It is recommended that the offices close at 4 p.m. on December 22nd instead. Staff would then be required to use 2 days' vacation and the 2 ½ days would cover the third closure day.

The Trefry Centre office would be closed, but Meals on Wheels, transportation and home maintenance services would still be provided throughout the holidays, as needed.

Council Meeting Schedule

The first Council meeting of 2024 would normally occur on the first Wednesday, January 3rd. The meeting schedule could be amended to January 10th and 24th, or only hold one meeting on January 10th, 17th or 24th. Regular Council schedule would resume on Wednesday, February 7th.

Landfill Schedule

Regular winter landfill hours are Wednesdays and Saturdays from 10 a.m. to 6:00 p.m. and closed on all statutory holidays. No changes would need to be considered for the Landfill this year.

Financial Implications

There are no financial implications resulting from this report. Staff will receive their regular wages for statutory holidays, and additional time off will be taken at the employee's choice of banked, vacation or other.

Summary/ Options

Council may adopt the recommended closure strategy in the report, or:

1. Close for a period other than that noted in the recommendation.
2. Open Admin and Trefry offices December 27th-29th.
3. Consider other options.



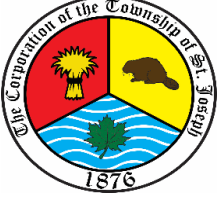
Amanda Richardson, Clerk Administrator

December 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
	<small>Anniversary of the Statute of Westminster</small>					
17	18	19	20	21	22	23
				<small>December Solstice</small>		
24	25	26	27	28	29	30
<small>Christmas Eve¹</small>	<small>Christmas Day</small>	<small>Boxing Day¹</small>				
31		<small>1: AB (optional), NB, NL, NS, NT, NU, ON, SK, YT</small>				<small>©MichelZbinden.com</small>
<small>New Year's Eve</small>		 Michel Zbinden / Calendar Canada				

January 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	<small>New Year's Day</small>	<small>Day After New Year's Day¹</small>				<small>Epiphany</small>
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
		<small>1: Quebec</small>				<small>©MichelZbinden.com</small>
		 Michel Zbinden / Calendar Canada				

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	October 4, 2023
	SUBJECT:	Planning Board Appointment
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the appointment for the St. Joseph Island Planning Board be received, and</p> <p>That Council appointed _____ as a municipal representative on the Planning Board for the remainder of this Council term.</p>	

Background

Due to recent staffing changes, one of the municipal representatives on the St. Joseph Island Planning Board has stepped down. An advertisement was sent out to replace the board member and two applications were received:

1. Rick Thomas
2. Dallas Glawson

Financial Implications

There are no financial implications resulting from this report.

Summary

Council may accept one of the applications and appoint a new Planning Board member, readvertise, or consider other options.



Amanda Richardson, Clerk Administrator

THE CORPORATION OF THE TOWNSHIP OF ST JOSEPH
BY-LAW NO. 2023 - 33

A By-Law to Inventory and Classify Highways

WHEREAS the Municipal Act, 2001, Regulation 239/02 sets out various classifications of highways and minimum standards of repair.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH ENACTS THE FOLLOWING:

1. Schedule A attached to and forming this by-law sets out the various classifications of highways within the municipality.

Any previous Township By-laws to Inventory and Classify Highways are hereby rescinded.

This by-law takes effect on the final date of passing.

Passed in open Council on this day, October 4th, 2023.

Joseph Wildman
Mayor

Amanda Richardson
Clerk Administrator

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2023 - 34

A By-Law to Prescribe a Maximum Rate of Speed on Certain Highways

WHEREAS the Highway Traffic Act, C. H. 8, R.S.O. 1990, provides that the Council of a municipality may, for motor vehicles driven on a highway or portion of a highway under its jurisdiction, by by-law prescribe a rate of speed different from the rate set out in subsection 128 (1) of the said Act.

AND WHEREAS section 2.1 of the Highway Traffic Act, C. H. 8, R.S.O. 1990 provides that the Council of a municipality may designate an area in the municipality and prescribe a rate of speed, which must be less than 50 kilometres per hour, that applies to all highways within the designated area that, absent a by-law passed under subsection (2), would have a prescribed rate of speed of 50 kilometres per hour under clause (1) (a). 2017, c. 9, s. 4 (1).

AND WHEREAS AND the Council of the Corporation of the Township of St. Joseph deems it desirable to prescribe a maximum rate of certain highways and portions of highways in the Township of St. Joseph.

NOW THEREFORE, BE IT ENACTED, as follows:

1. No person shall drive a motor vehicle at a rate of speed greater than the kilometres per hour stated on any highway or portion of a highway set out on Schedule "A" hereto.
2. Schedules "A" hereto form parts of this by-law.
3. All by-laws or parts of by-laws conflicting with this by-law are hereby repealed.
4. This by-law comes into effect when the said highway is "signed" in accordance with the Highway Traffic Act, C. H. 8, R.S.O. 1990

Passed in open Council on October 4, 2023.

Joseph Wildman
Mayor

Amanda Richardson
Clerk Administrator

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2023 - 35

**A By-Law to Confirm the Proceedings of the Regular Council Meeting held on
October 4, 2023.**

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 October 4, 2023, 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.

Passed in open Council on October 4, 2023.

Joseph Wildman
Mayor

Amanda Richardson
Clerk Administrator