



**THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
COUNCIL MEETING
AGENDA
6:30 p.m. - Wednesday, February 5, 2025
Council Chambers – 1669 Arthur Street, Richards Landing**

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 – January 15, 2025

Recommendation: BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, January 15, 2025, be adopted as circulated.

5-10

6. Accounts

- a. Disbursements:

Recommendation: BE IT RESOLVED THAT the Cheque Register dated February 5, 2025, in the amount of \$181,550.40 be approved as presented.

11-12

7. Staff and Committee Reports

- a. Zoning By-Law Amendment Application – 826 I Line

Recommendation: BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the application for Zoning By-Law Amendment to Section 7, Table B1 – Residential Zone Standards for the Rural Zone, to reduce the minimum lot area from 2 hectares (5 acres) to 0.76 hectares (1.9 acres), at 826 I Line Road; and

13-16

That Council authorizes staff to begin the public notification process and schedule a public meeting for final consideration of the application.

- b. Integrity Commissioner Report

Recommendation: BE RESOLVED THAT the report from Ironside Consulting Services regarding the annual integrity commissioner report for the period covering January 1 to December 31, 2024, be received for information.

17

- c. On-Call Pay Process – Public Works

Recommendation: BE RESOLVED THAT BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the policy for on-call pay for public works employees be received, and

18-19

That Council authorizes staff to amend the employee conditions by-law section 3.a to eliminate the premium pay for time worked at night, and

That Council authorizes the addition of 2% to each pay for on-call pay for the positions of Public Works Superintendent and Equipment Operator(s), eliminating the current extra vacation week paid in lieu of on-call pay, and

That the respective job descriptions be updated to include on-call requirements and that these changes be effective as of February 1, 2025.

- d. Funding Application Request: NOHFC Go North 2025 20

Recommendation: the report from the Community Projects Coordinator regarding a Northern Ontario Heritage Fund application for the Go North Festival be received; and

THAT Council authorizes staff to apply for the Northern Ontario Heritage Fund, Northern Event Partnership Program for the 2025 Go North Music Festival for a maximum of \$15,000 in funding; and

THAT Council commits to cover any cost overruns for the project from reserves should the project budget be in excess of the approved amount.

- e. Go North Special Occasion Permit and Noise By-Law Exemption 21

Recommendation: BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding the Go North Music Festival Special Occasion Permit and Noise By-Law Exemption be received, and;

THAT Council deems this concert to be an event of municipal significance to the community and supports the application for a Special Occasion Permit for July 24, 25 & 26, 2025; and

THAT Council authorizes the exemption from the Noise By-Law to allow music to be amplified until 12:00 a.m. for the Go North Music Festival on July 27, 2025.

8. Correspondence

a. **Consent Agenda:**

Item #	Description	Action
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Items with a request for support (resolutions)

7	Town of Aylmer - Opposition to Provincial Legislation on Cycling Lanes and Support for Municipal Authority in Transportation Planning	22-23 24-25
8	FONOM – Expanding Producer Responsibility to include ICI recycling materials	26-27
9	Town of Hawkesbury – Municipal Code of Conduct	28-30
10	City of Peterborough – Bill 242, Safer Municipalities Act	34-40
11	Town of Halton Hills – Sovereignty of Canada	
12	Canadian Union of Postal Workers – Industrial Inquiry Commission Reviewing Canada Post	

Recommendation: BE IT RESOLVED THAT correspondence item #7 through #11 be received for information; and

THAT the recommended actions be taken.

9. Closed Session

Recommendation: BE IT RESOLVED THAT Council proceed into Closed Session at ____ 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. 2025 Public Works Amalgamated Tender

Recommendation: BE IT RESOLVED THAT Council does rise from closed session at ____ p.m.

10. By-Laws

- a. Signing Authority - Repeal 2010-2160

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-07 being a By-law to repeal by-law 10-2160 and to authorize signing authority to the Mayor and CAO/Clerk-Treasurer and other authorized officers of the municipality, to execute certain agreements, contracts and documents for the Corporation of the Township of St. Joseph; and

41-43

That said by-law be passed in open Council on February 5, 2025.

- b. Procedure By-Law

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-08 being a By-law to repeal By-Law 2020-13 and to amend By-law 10-2136, as amended, being a By-law to govern the calling, place and proceedings of meetings of Council and Committees of The Township of St. Joseph; and

44-57

THAT said by-law be passed in open Council on February 5, 2025.

- c. Appoint Integrity Commissioner

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-09 being a By-Law repeal By-Law 2022-19 and to appoint an Integrity Commissioner for The Township of St. Joseph; and

58-59

THAT said by-law be passed in open Council on February 5, 2025.

- d. Confirmation

60

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-10 being a By-Law to Confirm the Proceedings of the Regular Council Meeting held on February 5, 2025; and

THAT said by-law be passed in open Council on February 5, 2025.

11. 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, February 19, 2025, or at the call of the chair.



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

**6:30 p.m. - Wednesday, January 15, 2025
Council Chambers – 1669 Arthur Street, Richards Landing**

Present	
Council	Mayor Jody Wildman Councillor Steven Adams Councillor Bryon Hall (virtual) Councillor Greg Senecal
Staff	Amanda Richardson, CAO/Clerk-Treasurer Michelle Pearse, Deputy Clerk
Regrets	Councillor Cameron Ross
Members of the Public	Doug Clute Cody Wheten & Tim McBride (Pinchin)

1. Call to Order

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

2. Moment of Silent Reflection

3. Disclosure of Pecuniary Interest

4. New Business & Items for Discussion

- a. Tranter Rink (closed session)

5. Adoption of the previous minutes

- a. Council Meeting – December 18, 2025

Resolution #2025- 01

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, December 18, 2025, be adopted as circulated.

Carried.

6. Accounts

- a. Disbursements: December 14, 2024 – January 10, 2025

Resolution #2025- 02

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT the Cheque Register dated January 15, 2025, in the amount of \$357,026.40 be approved as presented.

Carried.

7. Public Meeting (6:40 p.m.)

a. Zoning By-Law Amendment – 1249 F&G Line Road

No comments or objections were received regarding the proposed zoning by-law amendment.

8. Presentation

a. Pinchin – Waste Management Study

Cody Wheten and Tim McBride attended to review the waste management study prepared for the municipal landfill site. Council expressed concerns with the value of the report relating to the scope of the project. Pinchin is to provide a final statement with recommendations as an amendment to the report version presented to Council.

9. Staff and Committee Reports

a. Rogers Cellular Towers Concurrence Request

Resolution #2025- 03

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT the Township of St. Joseph concurs with the proposal by Rogers Communications Inc. to erect wireless communication installations on lands known as:

1. 1120 Sailors Encampment Drive (CON A LOT 9PT PCL 66 ALG) (PIN 31465-0202)
2. CON D LOT 13 SPT (PIN 31458-0475); and

That the proposal is compliant, with the requirements of ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems", and all obligations for the municipal and public consultation requirements have been met; and

That staff send a statement of concurrence to Rogers Communication Inc. and to Innovation, Science and Economic Development Canada.

Carried.

b. Zoning By-Law Amendment Application – 826 I Line

Resolution #2025- 08

Moved By: Greg Senecal

Seconded By: Bryon Hall

BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the application for Zoning By-Law Amendment at 826 I Line Road to Table B1 – Residential Zone Standards for the Rural Zone, to reduce the minimum lot area from 2 hectares (5 acres) to 0.53 hectares (1.3 acres), and

To reduce the minimum lot frontage from 150 metres (500 feet) to 114 metres (375 feet), and

That Council directs staff to work with the applicant to attempt to meet the requirements of the Zoning By-Law.

Carried.

c. Notice of Application for Consent: Part Lot 16 Concession A (1615 A Line Road)

Resolution #2025- 09

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the notice of application for consent for Part Lot 16 Concession A (1615 A Line Road) be received for information, and

That Council has no objection to the application for consent to sever.

Carried.

d. 2025 Volunteer Appreciation Dinner

Resolution #2025- 10

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT the report from the Clerk Administrator regarding a Volunteer and Staff Appreciation Dinner be received; and

THAT council approves staff to plan the event for April 23, 2025.

Carried.

10. Correspondence

a. **Consent Agenda:**

Item #	Description	Action
Items with a request for support (resolutions)		
1	Township of Tarbutt – 2025 MPAC Levy	Support
2	FONOM – Request for Service Review and to Address Funding Shortfalls for Child Protective Services	Support
3	Town of Kearney - Changes to The Planning Act through More Homes Built Faster Act	Support
4	City of Woodstock- Adequate and Sustainable Funding for Children's Aid Societies	Support
5	Matthews Memorial Hospital Association – Request for continued support	Receive/Support
6	St. Joseph Island Planning Board – Notice of Provisional Approval: Pt Lot 1 Con V	Receive

Resolution #2025- 11

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT correspondence item #1 through #6 be received for information; and

That the recommended actions be taken.

Carried.

11. Closed Session

Resolution #2025- 04

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT Council proceed into Closed Session at 7:55 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. Update on Legal Matters
- b. Lottery Eligibility Review
- c. Rink Restriction

Carried.

Resolution #2025- 05

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT Council does rise from closed session at 9:10 p.m.

Carried.

Resolution #2025- 06

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Township's solicitor regarding ongoing legal matters be received for information.

Carried.

Resolution #2025- 07

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Deputy Clerk regarding lottery license reporting requirements and eligibility review be received; and

THAT Council authorizes staff to issue a 2025 lottery licence to the organization named in the report, pending receipt of a complete application, and

THAT an eligibility review be conducted in spring 2025, to be presented to Council for consideration prior to future licenses being issued.

Carried.

12. By-Laws

a. 2025 Tax Ratios

Resolution #2025- 12

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT leave be granted to introduce By-Law #2025-01 being a By-Law to establish tax ratios for the year 2025; and

THAT said by-law be passed in open council on January 15, 2025.

Carried.

b. 2025 Interim Tax Levy

Resolution #2025- 13

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-02 being a By-Law to provide for an interim tax levy for the year 2025; and

THAT said by-law be passed in open Council on January 15, 2025.

Carried.

c. 2025 Borrowing

Resolution #2025- 14

Moved By: Greg Senecal

Seconded By: Bryon Hall

BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-03 being a By-Law authorizing the borrowing and pledging of securities for the municipality; and

THAT said by-law be passed in open Council on January 15, 2025.

Carried.

d. 2025 Council Remuneration

Resolution #2025- 15

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-04 being a By-Law to provide remuneration for Members of Council, and to repeal By-law 2024-04; and

THAT said by-law be passed in open Council on January 15, 2025.

Carried.

e. Zoning By-Law Amendment: 1249 F&G Line Road

Resolution #2025- 16

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT leave be given to introduce By-Law 2025-05 being a By-Law to amend Zoning By-law 2011 - 34, section 7.1, Table B4 as amended, to increase the maximum height for a building from 6 metres (20 feet) to 9 metres (30 feet) for the property located at ST JOSEPH CON G LOT 6PT – also known as 1249 F&G Line; and

THAT said by-law be passed in open Council on January 15, 2025.

Carried.

f. Confirmation

Resolution #2025- 17

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-06 being a By-Law to Confirm the Proceedings of the Regular Council Meeting held on January 15, 2025; and

THAT said by-law be passed in open Council on January 15, 2025.

Carried.

13. Adjournment

Resolution #2025- 18

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 9:44 p.m. to meet again at 6:30 p.m. on Wednesday, February 5, 2025, or at the call of the chair.

Carried.

Joseph Wildman, Mayor

Amanda Richardson, CAO/Clerk-Treasurer

TOWNSHIP OF ST. JOSEPH

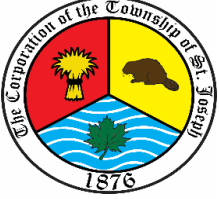
Disbursements

05-Feb-25

RESOLUTION #2025-

<u>CHQ #</u>	<u>DATE</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>Amount</u>
6584	2025-01-17	BRELYN ENTERPRISE	MARINA - ADVERTISING	\$ 593.25
6585	2025-01-17	EAST ALGOMA ROAD SUPERINTENDENT ASSOCIATION	ROADS - 2025 MEMBERSHIP	195.00
108778	2025-01-17	ABELL PEST CONTROL INC	OTH - PEST CONTROL	70.08
108779	2025-01-17	ALGOMA AG CENTRE	ROADS - FUEL	2,261.70
108780	2025-01-17	ALGOMA MANOR	SENIORS - VAN RENTAL	123.50
108781	2025-01-17	ALGOMA PUBLIC HEALTH	MUNICIPAL LEVY 1ST QUARTER	16,656.75
108782	2025-01-17	ATS	ADMIN - ALARM MONITORING	24.80
108783	2025-01-17	ASA CHONG	SENIORS - PROGRAM SUPPLIES	17.97
108784	2025-01-17	MELISSA CRIPPS	SENIORS - PROGRAM SUPPLIES	7.94
108785	2025-01-17	KERRY-MARIE DUTCHAK	SENIORS - YOGA PROGRAM	780.00
108786	2025-01-17	ISLAND MARKET - TOWNSHIP	ADMIN/REC - SUPPLIES	14.87
108787	2025-01-17	ISLAND MARKET - TREFRY	SENIORS - PROGRAM SUPPLIES	142.22
108788	2025-01-17	KENTVALE MERCHANTS LTD.	PW/REC - FUEL & RINK SUPPLIES	229.64
108789	2025-01-17	LOCAL AUTHORITY SERVICES	SENIORS - PROGRAM SUPPLIES	13.36
108790	2025-01-17	MASSEY WHOLESALE LIMITED	FIRE/SENIORS - PROGRAM SUPPLIES	671.88
108791	2025-01-17	NORTH CHANNEL HEATING & AIR CONDITIONING INC.	ADMIN - MAINTENANCE	908.24
108792	2025-01-17	NORTHSHORE SENTINEL	SENIORS - ADVERTISING	79.10
108793	2025-01-17	ONTARIO MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	OMERS CONTRIB DEC 2024	16,112.26
108794	2025-01-17	SOO OVERHEAD DOORS INC	FIRE - MAINTENANCE	700.60
PAP	2025-01-17	COLLABRIA VISA	VARIOUS DEPARTMENTS	4,662.82
Various	2025-01-24	SENIORS HOME MAINTENANCE VOLUNTEERS	SENIORS - HOME MAINTENANCE	908.25
Various	2025-01-24	VOLUNTEER FIREFIGHTERS	FIRE - 2024 FIRE POINTS POOL	9,197.99
6588	2025-01-24	FEDERAL EXPRESS CANADA CORPORATION	MARINA - SUPPLIES	51.02
6590	2025-01-24	SUPERIOR TRUCK CENTER LTD	FIRE - EQUIP MAINTENANCE	4,597.41
108795	2025-01-24	ALGOMA BUSINESS COMPUTERS	VARIOUS - MICROSOFT LICENCES	328.76
108798	2025-01-24	ALGOMA OFFICE EQUIPMENT	SENIORS - COPIES	71.70
108800	2025-01-24	MARILYN BOWYER	SENIORS - MILEAGE	195.84
108801	2025-01-24	BRANDT SUDBURY	ROADS - EQUIPMENT MAINTENANCE	293.46
108802	2025-01-24	BRIGHT HR LIMITED	ADMIN - PROGRAM LICENCE	417.22
108804	2025-01-24	MELISSA CRIPPS	SENIORS - PROGRAM SUPPLIES	218.29
108806	2025-01-24	JENNY ENNS	PSW PROGRAM - MILEAGE	351.65
108807	2025-01-24	EQUITABLE LIFE OF CANADA	GROUP BENEFITS	8,171.39
108808	2025-01-24	FOTENN CONSULTANTS INC.	COMMUNITY IMPROVEMENT PLAN	20,337.18
108810	2025-01-24	MARGO GIBSON	SENIORS - MILEAGE	97.20
108813	2025-01-24	KENTVALE MERCHANTS LTD.	VARIOUS - FUEL & SUPPLIES	144.42
108814	2025-01-24	ELIZABETH LANE	PSW PROGRAM - MILEAGE	321.84
108815	2025-01-24	LOCAL AUTHORITY SERVICES	ADMIN/SENIORS - SUPPLIES	958.16
108817	2025-01-24	MASSEY WHOLESALE LIMITED	SENIORS - PROGRAM SUPPLIES	1,442.59
108820	2025-01-24	NORTH CHANNEL HEATING & AIR CONDITIONING INC.	SENIORS - MAINTENANCE	169.50
108822	2025-01-24	SHERRY RODGERS	PSW PROGRAM - MILEAGE	401.04
108823	2025-01-24	RO-VON STEEL LIMITED	ROADS - MAINTENANCE	97.45
108824	2025-01-24	ROYAL CANADIAN LEGION BRANCH 374	SENIORS - DINERS HALL RENTAL	250.00
108827	2025-01-24	SOCIALLY FUSED MEDIA	GO NORTH ADVERTISING	1,130.00
108831	2025-01-24	TRACTION (UAP INC)	ROADS - FUEL	269.57
PAP	2025-01-24	ALGOMA POWER INC	VARIOUS - POWER DEC 2024	9,208.86
PAP	2025-01-24	RECEIVER GENERAL	SOURCE DEDUCTIONS JAN #1	12,774.89
PAP	2025-01-24	WORKPLACE SAFETY AND INSURANCE BOARD	WSIB PREMIUMS OCT - DEC 2024	13,150.34
PAP	2025-01-24	BI-WEEKLY PAYROLL	PAY PERIOD 2	31,585.84
6591	2025-01-31	DATAFIX	ADMIN - VOTERVIEW	932.25
6592	2025-01-31	H&C POLELINE CONTRACTORS	STREET LIGHT MAINTENANCE	1,252.69

<u>CHQ #</u>	<u>DATE</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>Amount</u>
108834	2025-01-31	ALGOMA BUSINESS COMPUTERS	COUNCIL - ACCOUNT SET-UP	88.99
108835	2025-01-31	ALGOMA AG CENTRE	ROADS - FUEL	844.79
108836	2025-01-31	ALGOMA OFFICE EQUIPMENT	SENIORS - COPIER LEASE	76.68
108837	2025-01-31	KENTVALE MERCHANTS LTD.	ROADS - FUEL & EQUIP MAINTENANCE	126.76
108838	2025-01-31	LAW OFFICE OF HUGH MACDONALD	LEGAL FEES	2,280.83
108839	2025-01-31	SUPERIOR PROPANE	VARIOUS - PROPANE	5,336.03
PAP	2025-01-31	BELL CANADA	WATER/SEWER - INTERNET	80.23
PAP	2025-01-31	BELL MOBILITY	VARIOUS - TELEPHONE	338.86
PAP	2025-01-31	COLLABRIA VISA	VARIOUS DEPARTMENTS	1,593.18
PAP	2025-01-31	RCAP LEASING INC.	ADMIN - COPIER LEASE	111.72
PAP	2025-01-31	PAYROLL	ANNUAL VAC & OT PAYOUT	7,079.55
			TOTAL	\$ 181,550.40

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, CAO/Clerk-Treasurer
	DATE:	February 5, 2025
	SUBJECT:	Zoning By-Law Amendment Application – 826 I Line (Bibba Enterprises Ltd.)
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the application for Zoning By-Law Amendment to Section 7, Table B1 – Residential Zone Standards for the Rural Zone, to reduce the minimum lot area from 2 hectares (5 acres) to 0.76 hectares (1.9 acres), at 826 I Line Road; and</p> <p>That Council authorizes staff to begin the public notification process and schedule a public meeting for final consideration of the application.</p>	

Background

A zoning by-law amendment application was received from the owner of 826 I Line Road (CON H LOT 1PT PCL 5474 ACS RP AR967 PART 1), Richards Landing and brought to Council at the meeting of January 15, 2025. The application is required to facilitate an application for consent to sever, as the proposed parcel to be severed would not meet zone standards for a new lot under the municipality’s zoning by-law. The application requested the reduction of minimum lot size and road frontage to allow the severance of a “surplus dwelling” without fragmentation of agricultural land.

The applicants had originally requested a change in Table B1 (table attached) as it pertains to their property. The applicants requested that Council reduce the minimum lot area from 2 hectares (5 acres) to 0.53 hectares (1.3 acres), and to reduce the minimum lot frontage from 150 metres (500 feet) to 114 metres (375 feet).

At its meeting of January 15, 2025, Council asked staff to work with the applicant to revise the application to attempt to meet zoning standards. The applicant has since revised their application to request that Council reduce the minimum lot area from 2 hectares (5 acres) to 0.76 hectares (1.9 acres). With the new proposed lot dimensions, the minimum lot frontage of 150 metres (500 feet) required by the Township Zoning By-Law would be met.

The applicant also included the following notes to be considered with the revised application:

- They do not wish to add any additional land to the left side of the property as this area is some of the best producing agricultural land and is already under cultivation.
- They are willing to add additional land to the other side of the proposed lot to bring it up to total frontage of 150 metres (500 feet) which is the current minimum lot frontage permitted by the zoning by-law. This would increase the total acreage to about 0.76 hectares (1.9 ac.).
- In consideration of locating the driveway (lot shape):
 - There is a large ditch/creek running along the road in front of the house.
 - The septic system is located in the front yard, directly in front of the house, which is another reason not to relocate the driveway.
- The house itself is located about 50 feet from the proposed closest sideline and over 300 feet from the other revised sideline, about 60 feet from the proposed rear property line and over 100 feet back from the road.

If approved, the applicants would seek to sever the property at 826 I Line into two parcels. If passed, the zoning by-law amendment would not be put into effect until a severance has been approved.

A key map, revised proposed site plan, and overhead property view have been attached to this report as reference.

Property Details

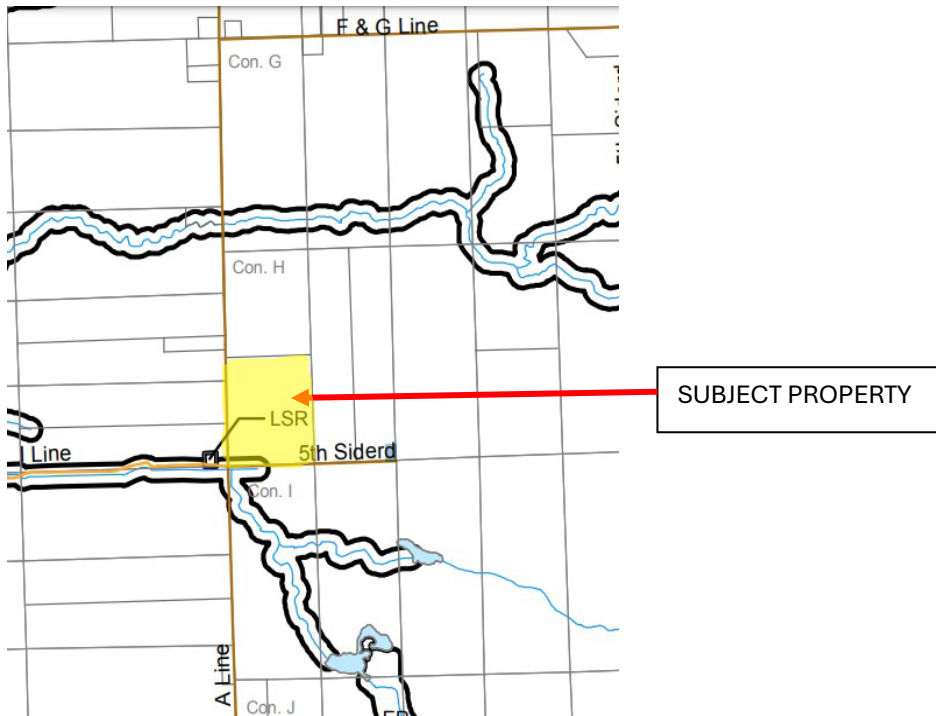
- Current Use: Rural Residential/Agricultural
- Proposed Use: Rural Residential (for parcel to be severed) & Agricultural (for parcel to be retained)
- Existing Building & Structure Information:
 - Parcel proposed to be severed
 - Residence 1300 sq. feet (1974)
 - Garage/Shed 586 sq. feet (1940)
 - Parcel proposed to be retained
 - Barn/Implement Shed 1871 sq. feet (1960)
- Zoning: Rural (RU)
- Total Property Size: 49.8 acres
- Frontage: 2965.2 feet

Summary

If Council deems the application complete, staff will schedule a public meeting and issue notice of such. If further clarification is needed, staff will collaborate with the applicants to provide the necessary information before resubmitting the application to Council for consideration.

Amanda Richardson, CAO/Clerk-Treasurer

Key Map: 826 I Line



Overhead View: 826 I Line Road



**TABLE B1
RESIDENTIAL ZONES**

	ZONE STANDARD	R1	R2	RU	SR	LSR
1	Minimum <i>lot area</i>	675 m ² (7,265 sq. ft.)	1,000 m ² (10,765 sq. ft.)	2 ha (5 ac.)	1 ha (2.5 ac.)	1 ha (2.5 ac.)
2	Minimum <i>lot frontage</i>	15 m (50 ft.)	26 m (85 ft.)	150 m (500 ft.)	45 m (150 ft.)	45 m (150 ft.)
3	Minimum <i>required front yard</i> (1)	6.0 m (20 ft.)	6.0 m (20 ft.)	10.0 m (33 ft.)	10.0 m (33 ft.)	10.0 m (33 ft.)
4	Minimum <i>required exterior side yard</i>	6.0 m (20 ft.)	6.0 m (20 ft.)	8.0 m (26 ft.)	8.0 m (26 ft.)	8.0 m (26 ft.)
5	Minimum <i>required interior side yard</i>	2.0 m (6.5 ft.)	3.0 m (10 ft.)	4.5 m (15 ft.)	2.0 m (6.5 ft.)	2.0 m (6.5 ft.)
6	Minimum <i>required rear yard</i>	6.0 m (20 ft.)	6.0 m (20 ft.)	7.5 m (1) (25 ft.)	7.5 m (1) (25 ft.)	7.5 m (1) (25 ft.)
7	Minimum <i>dwelling unit area</i>	70 m ² (750 sq. ft.)	70 m ² (750 sq. ft.)	70 m ² (750 sq. ft.)	70 m ² (750 sq. ft.)	70 m ² (750 sq. ft.)
8	Maximum <i>lot coverage</i>	17%	17%	15%	17%	17%
10	Maximum <i>height</i>	10.0 m (33 ft.)	10.0 m (33 ft.)	10.0 m (33 ft.)	10.0 m (33 ft.)	10.0 m (33 ft.)

Special Provisions

1. All buildings and structures on lots which abut a shoreline shall maintain a minimum 30 metre (100 ft.) setback from the established high water mark, not including docks.
2. Refer to Sec. 4.1.2.1 a for side yard and front yard setbacks for Accessory buildings.
3. Minimum dwelling unit area for Hunt Camps shall be 37 square metres (400 sq ft.).



MEMORANDUM

TO: The Corporation of the Township of St. Joseph

FROM: Antoinette Blunt, Integrity Commissioner
Ironside Consulting Services Inc

DATE: Report Submitted: 23 January 2025

SUBJECT: Report of the Integrity Commissioner
Covering the period from January 1, 2024, to December 31, 2024

Appointment

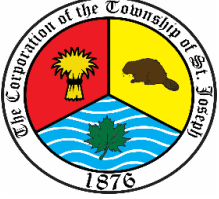
On February 13, 2019, the Council of The Corporation of the Township of St. Joseph appointed Antoinette Blunt, President, Ironside Consulting Services Inc. as the Municipality's first Integrity Commissioner. The appointment was effective January 23, 2019, until December 31, 2021, according to By-Law No. 2019-05. Subsequently, on March 16, 2022, Council passed By-Law 2022-19, extending the term of appointment until December 31, 2024.

Municipal Act, 2001

Section 223.6 (1) of the Municipal Act states, that" If the Commissioner provides a periodic report to the municipality on his or her activities, the Commissioner may summarize advice he or she has given but shall not disclose confidential information that could identify a person concerned. 2006, c. 32, Sched. A, s. 98."

Activities, Expenditures During Period and Total Since Appointment

There were no requests for advice or inquiries during this reporting period. There were no expenditures during this reporting period and none since date of appointment.

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, CAO/Clerk-Treasurer
	DATE:	February 5, 2025
	SUBJECT:	On-call Pay Process – Public Works
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the policy for on-call pay for public works employees be received, and</p> <p>That Council authorizes staff to amend the employee conditions by-law section 3.a to eliminate the premium pay for time worked at night, and</p> <p>That Council authorizes the addition of 2% to each pay for on-call pay for the positions of Public Works Superintendent and Equipment Operator(s), eliminating the current extra vacation week paid in lieu of on-call pay, and</p> <p>That the respective job descriptions be updated to include on-call requirements and that these changes be effective as of February 1, 2025.</p>	

Background

In 2014, Council approved on-call pay for public works staff in the form of an additional week of vacation on top of employee’s regular vacation entitlement. Traditionally, this extra week has not been taken as time off and is typically paid out to employees at the beginning of the following year.

Another current payroll practice is the payment of \$0.75/hour premium for hours worked between 12:00 a.m. – 8:00 a.m. Over the last 3 years, staff have been paid an average of 45 hours of nights (approximately \$35.00 total annually). This premium pay makes payroll auditing, tracking and entry more time consuming since all hours paid at the premium must be separated and entered at different rates, etc. The additional amount has very little impact on the employees’ overall pay and has become more work than reward to administer.

In an effort to streamline payroll processes, it is recommended that instead of extra vacation time and premium pay for nights which both take extra data entry and time to track and reconcile, that the positions of Public Works Superintendent and Equipment Operator receive an additional 2% of their gross pay on each pay cheque. This can be set up as an automatic calculation within the financial software and will save some payroll processing time.

A survey taken of other area municipalities in the fall of 2024 showed widely varied practices where it came to on-call pay, overtime and how they are administered. Administrative staff is working to draft an all-encompassing employee handbook/policy manual which will include current and recommended payroll practices and will consult with the personnel committee prior to presenting an updated by-law and final version of the handbook to Council for consideration.

Financial Implications

The only financial implications of these recommended changes will be that the 2% on-call pay will be subject to OMERS contributions by both the employee and the municipality, where vacation pay outs are not. This would total approximately \$500 annually for employer contributions to OMERS. There will be some savings


from the elimination of nights premium pay to offset this. Staff expect this change to remain essentially cost-neutral and will create efficiencies both for public works staff (time tracking) as well as administration (payroll processing).

Summary

The Public Works employees were consulted as part of this change to on-call pay structure and are in agreement with the recommendations above. Council can approve the recommendation as presented, deny, defer or consider other options.



Amanda Richardson, CAO/Clerk-Treasurer

	Township of St. Joseph	
	Report To Council	
	FROM:	Sherie Gladu, Community Projects Coordinator
	DATE:	February 5, 2025
	SUBJECT:	Northern Ontario Heritage Fund – Northern Event Partnership Program for the 2025 Go North Music Festival
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding a Northern Ontario Heritage Fund application for the Go North Festival be received; and</p> <p>THAT Council authorizes staff to apply for the Northern Ontario Heritage Fund, Northern Event Partnership Program for the 2025 Go North Music Festival for a maximum of \$15,000 in funding; and</p> <p>THAT Council commits to cover any cost overruns for the project from reserves should the project budget be in excess of the approved amount.</p>	

Background:

The Go North Music Festival 2025 is eligible to apply to The Northern Ontario Heritage Fund, Northern Event Partnership Program grant. This grant may be used to fund a number of elements of the Go North Music Festival from performances, production, advertising and materials. The grant will be used to support the expansion of the Go North music Festival in 2025.

The NOHFC awards Northern Event Partnership grants to support events that positively impact the community through tourism and supporting the local economy.

This grant is based on a percentage split. The contribution required by The Township of St. Joseph is 70% of the complete budget. The amount requested from the NOHFC for The Go North Music Festival is applying for \$15,000 which is the maximum grant.

Summary:

Council may approve staff to apply for the grant, defer or suggest other options.



Sherie Gladu, Community Projects Coordinator



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

FROM:	Sherie Gladu, Community Projects Coordinator
DATE:	February 5, 2025
SUBJECT:	2025 Go North Music Festival Special Occasion Permit and Noise By-Law Exemption
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding the Go North Music Festival Special Occasion Permit and Noise By-Law Exemption be received, and;</p> <p>That Council deems this concert to be an event of municipal significance to the community and supports the application for a Special Occasion Permit for July 24, 25 & 26, 2025; and</p> <p>That Council authorizes the exemption from the Noise By-Law to allow music to be amplified until July 27, 2025, at 12:00 a.m. for the Go North Music Festival.</p>

Special Occasion Permit

The Go North Music Festival intends to sell alcohol again in 2025; to serve alcohol the Go North Music Festival requires council approval to apply for Special Occasion Permits (SOP). The Liquor Control Board of Ontario also requires a resolution recognizing and approving this event as a significant community event.

Noise By-Law

The Go North Music Festival will offer three separate paid events, including a concert at the Centennial Grounds Thursday, July 24, concert/dance at the Old Town Hall on July 25, and the full Festival at the Centennial Grounds on July 26, 2025. Amplified music will end at the main stage by approximately 11:30 p.m. on July 26, 2025. The Noise By-Law provides that amplified music shall not exceed/surpass 11 p.m. The Committee requests an exemption from the By-Law until midnight.

The campfire acoustic music component is planned to occur between the hours of 11:30 p.m. and 2 a.m. on Thursday, Friday and Saturday; music will not be amplified. It is anticipated that acoustic campfire music will continue until 2 a.m. but will not be a nuisance as it is located away from residential area.

The Richards Landing Events and Cultural Committee requests Council to authorize an exemption from the Noise By-Law for this date to facilitate an enjoyable festival and campground music experience for the campers. Public notice can be provided if council deems it preferable.

Options:

Council may approve the noise by-law exemption for the main stage as presented: or may suggest amendments to the exemption.



Sherie Gladu, Community Projects Coordinator

January 9, 2025

The Honorable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1
premier@ontario.ca

Re: Motion regarding Opposition to Provincial Legislation on Cycling Lanes and Support for Municipal Authority in Transportation Planning

At their Regular Meeting of Council on January 8, 2025, the Council of the Town of Aylmer endorsed the following resolution:

WHEREAS the Government of Ontario has announced legislation requiring provincial approval for new cycling lanes;

AND WHEREAS this legislation would compel municipalities to demonstrate that proposed cycling lanes will not negatively impact vehicle traffic;

AND WHEREAS cycling infrastructure is crucial for environmental transportation, road safety, and public health, and provincial oversight in this matter represents an unwarranted intrusion into municipal authority;

AND WHEREAS the Town of Aylmer is evolving an active transportation plan to enhance walking and cycling infrastructure;

AND WHEREAS the Association of Municipalities of Ontario (AMO) has strongly criticized this proposed legislation as a "significant overreach" into municipal jurisdiction;

AND WHEREAS AMO has stated that none of its 444 member municipalities were consulted or shown evidence justifying the province's proposed veto power over new bike lanes;

THEREFORE, BE IT RESOLVED:

1. That the Town of Aylmer strongly opposes the proposed provincial legislation governing bicycle lanes and affirms its support for maintaining municipal jurisdiction over cycling infrastructure decisions.

2. That the Town of Aylmer endorses the AMO's position that municipalities are better positioned than the Ministry of Transportation to make decisions about local transportation matters based on local knowledge and community input.

3. That the Town of Aylmer calls on the Government of Ontario to withdraw the proposed legislation and respect the established authority of municipalities to make informed decisions about local transportation needs, including the implementation of cycling lanes.

4. That the Town of Aylmer reaffirms its commitment to its transportation plan and the continued development of safe, environmentally friendly, efficient cycling infrastructure for the benefit of all residents.

5. That the Town Clerk be directed to forward a copy of this resolution to the Premier of Ontario, the Minister of Transportation, the Member of Provincial Parliament representing constituencies within the Elgin-Middlesex-London region, to the Association of Municipalities of Ontario (amo@amo.on.ca) and all Municipalities in Ontario.

6. That the Town of Aylmer calls upon municipalities across Ontario to adopt similar resolutions in defense of local decision-making authority and sustainable, efficient and environmentally friendly transportation planning.

Thank you,

Owen Jaggard

Director of Legislative Services/Clerk | Town of Aylmer
46 Talbot Street West, Aylmer, ON N5H 1J7
519-773-3164 Ext. 4913 | Fax 519-765-1446
ojaggard@town.aylmer.on.ca | www.aylmer.ca

CC:

Hon. Prabmeet Singh Sarkaria prabmeet.sarkaria@pc.ola.org
Hon. Rob Flack rob.flack@pc.ola.org
Association of Municipalities of Ontario resolutions@amo.on.ca
All municipalities

Amanda Richardson

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>
Sent: January 23, 2025 8:00 AM
Subject: Resolution for Consideration - Expanding EPR to the ICI sector

Good morning Please share this email with your Mayor, Council and Senior Management

The BlueBox and recycling are essential to many of your citizens. In Northeastern Ontario, municipalities will transition to Full Extended Producer Responsibility (EPR) for the household BlueBox program over the next few years. EPR will be important for the Province of Ontario, as producers/stewards will soon create a sustainable circulatory economy for the paper, packaging and products a household recycles.

Producers/Stewards are not responsible for products purchased within the Industrial, Commercial, and Institutional (ICI) sectors. Products recycled at home are disposed of by an ICI-funded program or landfilled.

All municipalities are concerned with the lifespan of landfills, and FONOM believes it is important that the Province and the Producers/Stewards start discussing the transition to a producer-funded EPR system for the recyclables generated by the ICI Sector.

We ask your council to consider supporting the draft resolution below.

I am happy to answer any questions you may have.

WHEREAS under Ontario Regulation 391/21: Blue Box, producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only;

AND WHEREAS 'ineligible' sources which producers are not responsible for including businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings and not-for-profit organizations, such as shelters and food banks;

AND WHEREAS should a municipality continue to provide services to the 'ineligible' sources, the municipality will be required to oversee the collection, transportation, and processing of the recycling, assuming 100% of the costs;

AND WHEREAS these costs will further burden the municipalities' finances and potentially take resources away from vital infrastructure projects;

THEREFORE BE IT RESOLVED THAT the Council of the _____ hereby request that the province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources;

AND FURTHER THAT this resolution be forwarded to the Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks, **Your Local MPP**, AMO, ROMA and FONOM

Email addresses for thoses included in the further;

minister.mecp@ontario.ca; Your Local MPP, amo@amo.on.ca; pwolfbeiss@amo.on.ca;
fonom.info@gmail.com

Talk soon, Mac.

Mac Bain
Executive Director
The Federation of Northern Ontario Municipalities
665 Oak Street East, Unit 306
North Bay, ON, P1B 9E5
Ph. 705-498-9510

Hon. Paul Calandra:

Please find enclosed a letter from the Mayor of the Town of Hawkesbury, following the adoption of the resolution below at the Regular meeting held on January 13, 2025, regarding the above subject.

“Moved by Julie Séguin

Seconded by Jeanne Charlebois

Be it resolved to prepare and send a letter to the Minister of Municipal Affairs and Housing to inform him that the Municipal Council of the Corporation of the Town of Hawkesbury does not agreed with a unanimous vote by members of Council but rather a majority vote in a situation to remove and disqualify members of council and certain local boards for a period of four years for the most serious code of conduct violations following a recommendation from the local integrity commissioner and a concurring report from the Integrity Commissioner of Ontario, and;

Be it also resolved that a copy of this resolution be forwarded to all municipalities in Ontario.

Sincerely,

Sonia Girard

Greffière/

Clerk

Téléphone: 613 632-0106

600, rue Higginson, Hawkesbury, ON, K6A 1H1

Web: www.hawkesbury.ca

Courriel: sgirard@hawkesbury.ca



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E-mail

January 20th, 2025

Hon. Paul Calandra
Minister of Municipal Affairs and Housing
777 Bay Street, 17th Floor
Toronto, Ontario
M7A 2J3

SUBJECT: Municipal Accountability Act, 2024 - Municipal Code of Conduct

Hon. Paul Calandra:

Members of the Council of the Corporation of the Town of Hawkesbury received your correspondence at its Regular meeting held on January 13, 2025.

After discussion, we concluded that we do not agree with a unanimous vote by members of Council but rather a majority vote in a situation to remove and disqualify members of council and certain local boards for a period of four years for the most serious code of conduct violations, following a recommendation from the local integrity and a concurring report from the Integrity Commissioner of Ontario.

Sincerely,



Robert Lefebvre
Mayor

c.c. All municipalities of Ontario



January 21, 2025

Peterborough - Kawartha MPP Dave Smith;
Honourable Doug Ford, Premier;
Honourable Paul Calandra, Minister of Municipal Affairs and Housing;
Honourable Doug Downey, Attorney General;
Association of Municipalities of Ontario; and
Councils of each of Ontario's municipalities.

Subject: Bill 242, Safer Municipalities Act, 2024

The following resolution, adopted by City Council at its meeting held on January 13, 2025, is forwarded for your consideration.

Whereas:

- 1. A municipality's parks and open spaces are critical infrastructure that support a strong community, and the public's shared and safe use of the municipality's parks and open spaces is integral to ensuring that support.**
- 2. Ontario's municipalities are struggling to maintain their parks and open spaces for their shared and safe use by the public as a result of the increasing proliferation of encampments and illicit activities related thereto.**
- 3. Municipalities that enforce their standards regulating or prohibiting encampments in their parks and open spaces must have regard to the availability of shelter space for those who need shelter.**
- 4. On January 27, 2023, Justice Valente of the Ontario Superior Court of Justice rendered his judgment in *Waterloo (Regional Municipality) v. Persons Unknown and to be Ascertained* (2023), [2023] O.J. No. 417 (Waterloo Decision) which declared that the municipality's by-law violated section 7 of the *Charter* and was therefore inoperative insofar as it applied to prevent encampment residents from erecting temporary shelters on a site when the number of homeless individuals in the region exceeded the number of accessible shelter beds.**
- 5. The Waterloo Decision's analysis of the adequacy of shelter beds suggests an unworkable and unclear standard that goes beyond the number of shelter**

spaces and that includes the requirement to provide shelter spaces that must accommodate illicit drug use and other activities that could put shelter residents, workers and volunteers at risk. The result is that municipalities are impaired in their enforcement of their standards and have lost or are losing control of their parks and open spaces.

- 6. On December 12, 2024, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, introduced Bill 242, Safer Municipalities Act, 2024. Among its various initiatives, Bill 242 proposes to amend section 2 of the Trespass to Property Act by adding aggravating factors that must be considered in the court's determination of a penalty under that section. However, the key challenge is that a municipality's exercise of its rights at common law and under section 9 of the Trespass to Property Act to remove encampments from the municipality's parks and open spaces remains potentially subject to the unworkable and unclear standard for the adequacy of shelter space suggested by the Waterloo Decision.**
- 7. In these circumstances, municipalities need provincial legislation that clearly defines a workable standard for shelter space for the purposes of a municipality's jurisdiction to enforce its standards regulating or prohibiting encampments in its parks and open spaces.**

Now therefore, be it resolved:

- 1. That the provincial government be respectfully requested to amend Bill 242 to clearly define a workable standard for shelter space for the purposes of a municipality's jurisdiction to enforce its standards regulating or prohibiting encampments in its parks and open spaces.**
- 2. That, without limitation, Bill 242 provides that a municipality will have met the standard for shelter space for the purposes of the municipality's jurisdiction to enforce its standards regulating or prohibiting encampments in its parks and open spaces:**
 - a) despite the establishment and enforcement of shelter rules including rules that prohibit drug use and other activities that could put shelter residents, workers and volunteers at risk; and**
 - b) if an official designated by the municipality is satisfied that the number of available shelter spaces is at least equal to the aggregate of the number of individuals actually seeking shelter and the number of individuals against whom the municipality is planning to enforce its standards regulating or prohibiting encampments in its parks and open spaces.**
- 3. That a copy of this resolution be sent to:**

- a) Peterborough - Kawartha MPP Dave Smith;
- b) Honourable Doug Ford, Premier;
- c) Honourable Paul Calandra, Minister of Municipal Affairs and Housing;
- d) Honourable Doug Downey, Attorney General;
- e) Association of Municipalities of Ontario; and to
- f) Councils of each of Ontario's municipalities.

Sincerely,



John Kennedy
City Clerk

cc:
City of Peterborough Council
City of Peterborough Staff

January 29, 2025

All Municipalities in Ontario
Via Email

Re: Sovereignty of Canada

Please be advised that Council of the Town of Halton Hills at its meeting of Monday, January 20, 2025, adopted Resolution No. 2025-0010 regarding Sovereignty of Canada.

Attached for your information is a copy of Resolution No. 2025-0010.

Respectfully,



Melissa Lawr, AMP
Deputy Clerk – Legislation



THE CORPORATION
OF
THE TOWN OF HALTON HILLS

Resolution No.: 2025-0010
Title: Sovereignty of Canada
Date: January 20, 2025
Moved by: Councillor D. Keene
Seconded by: Councillor J. Brass

Item No. 12.2

WHEREAS incoming President Trump has suggested that with the use of “economic force” such as tariffs, Canada should become the 51st state of the United States, and further he suggests that many Canadians would agree;

AND WHEREAS residents of our community, known as Canada’s Most Patriotic Town, have demonstrated passion for and loyalty to our nation by opposing past "Buy America" trade measures; by celebrating Canada's 150th anniversary by simultaneously flying over 57,000 Canadian flags and along with other activities, by annually hosting popular Canada Day festivities throughout our municipality; and

AND WHEREAS Canada is a sovereign nation with a peaceful history of self-governance dating to its Confederation in 1867; and

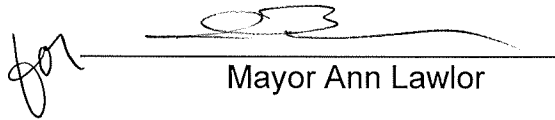
AND WHEREAS the Canadian identity is marked by a deep-rooted pride in its heritage and culture founded by French and British settlement, enriched by Indigenous culture and traditions and by more than a century and a half of multi-cultural immigration;

AND WHEREAS Canada has significant global standing, consistently supporting its allies, including the United States, in global conflicts such as two world wars, and wars in Korea and Afghanistan; and in international coalitions and in being consistently recognized as among the top countries in the world for quality of life;

AND WHEREAS the shared history of the United States and Canada has been one of friendship, respect and neighbourly relations;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Halton Hills categorically rejects any efforts by incoming President Trump or any others to undermine the sovereignty of Canada. We stand united with our Ontario Premier Doug Ford and our Canadian Prime Minister Justin Trudeau for a Canada that remains strong, free, independent, and characterized by peace, order, and good government.

AND FURTHER THAT the Mayor prepare correspondence containing this resolution for circulation to the office of the American president through our Canadian diplomatic channels with copies to The Right Honourable Justin Trudeau, Prime Minister, The Honourable Melanie Joly, Minister of Foreign Affairs, MP Michael Chong, Premier Doug Ford, The Honourable Vic Fedeli, Minister of Economic Development, Job Creation and Trade of Ontario, MPP Ted Arnott, Leaders of the Opposition Parties, AMO, FCM, and all municipalities in Ontario.


Mayor Ann Lawlor

BY EMAIL AND MAIL

January 16, 2025

Jody Wildman, Mayor
Township of St. Joseph
PO Box 187 1669 Arthur St
Richards Landing, ON P0R 1J0

Dear Jody Wildman:

RE: Industrial Inquiry Commission Reviewing Canada Post

As you may know, the Canada Industrial Relations Board, as instructed by the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission led by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

The Commission has been tasked with reviewing the obstacles to negotiated collective agreements, as well as making recommendations about the future structure of Canada Post. The Commission has until May 15, 2025, to submit its final report to the government.

While time is extremely short, the good news is that there is an opportunity for you to make a submission as part of the Commission's public review. CUPW would like to ensure that the views of municipalities are considered. Therefore, if at all possible, we would like you to provide input to the Commission.

During the last public review on the mandate of Canada Post in 2016, the active engagement of municipalities was critical in the decision to maintain door-to-door delivery and immediately stop the further rollout of community mailboxes. However, there is nothing to stop the Commission from making recommendations to bring that back or to suggest other cutbacks.

We have enclosed a sample resolution that your municipality can adopt about making a submission to the Commission, expanding services at the public post office, and the need for more robust public stakeholder consultation. We have also included a document with some suggested themes to consider for your written submission. If you can, please let us know if you plan to participate, pass a resolution, and can send us copies of the materials you submit.

Upcoming Federal Election

We also find ourselves in a period of federal political uncertainty, with the possibility of a federal election only months away. This will raise public discussion and debates on many issues affecting the public and all municipalities.

In all likelihood, it will be the next federal government that will determine what will be done with the Commission's report.



In the run-up to the federal election, we urge you to question the political parties on their intentions for Canada Post, and insist they make clear their public commitments regarding the following issues:

- Preserving our universal and public postal service;
- Maintaining the moratorium on post office closures;
- Maintaining door-to-door mail delivery; and,
- Establishing postal banking to offset the loss of financial services in many communities.

Thank you very much for considering our request. There's a lot at stake and we appreciate anything you can do to help. CUPW is confident that we can build on our past success and convince the Commission to recommend against service cuts, to maintain good jobs in our communities, expand services that generate additional revenues to keep Canada Post self-sustaining and allow us to build a universal, affordable and green public postal system for future generations.

For more information, please visit deliveringcommunitypower.ca or contact Brigitte Klassen at bklassen@cupw-sttp.org.

Sincerely,



Jan Simpson
National President

Encl.

c.c. National Executive Committee, Regional Executive Committees, Regional and National Union Representatives, CUPW Locals, Specialists





Canada Post is Under Review through Section 108 of the *Canada Labour Code*

As you may know, the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post just before the holiday break, ordering CUPW members to return to work under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission lead by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

It will review Canada Post's financial situation, the possible diversification or alteration of delivery models, Canada Post's viability as it is currently configured, as well as bargaining issues, including full-time employment, health and safety and job security and produce a report not later than May 15, 2025. Accordingly, Kaplan's "recommendations may include amendments to the collective agreement, and any other changes to be implemented, including the structures, rights and responsibilities of the parties in the collective bargaining process."

The Commission is Seeking Input

We have an incredibly short timeline to follow. Hearings will begin January 27 with statements from both CUPW and Canada Post. The good news is that there is an opportunity for third parties to send in a written submission to the Commission as part of its public review. CUPW and Canada Post must have their bilingual submissions in to the commission by end of day Monday, January 20. We do not have a date or mechanism yet for third-party submissions, but it could be very soon. CUPW would like to ensure that the views of community groups, municipalities, allied organizations and labour are also considered. Therefore, if at all possible, we would like you to provide input to the Commission.

Please let us know if you will be making a submission. Please contact Brigitte Klassen at bklassen@cupw-sttp.org, so we can provide you with more details on how to send it to the Commission as soon as we have more information.

As time is of the essence and to help get you started on your submission, here are some suggested themes to consider that are important supplements to CUPW's bargaining demands.

- Keep Canada Post a Public Service
- Maintain universal service at a uniform price
- Expanded services to diversify and generate new revenue streams, no service cuts
 - add financial services
 - maintain the moratorium on post office closures to enable community hubs (meeting spaces, sales of local crafts, community gardens, government services for all levels of government)
 - maintain door-to-door delivery and increase where financially viable
- Major changes to Canada Post should not be made without full public consultation conducted through a mandate review involving all stakeholders

Keep Canada Post a Public Service

The Commission will examine the financial situation at Canada Post. Currently, the Crown Corporation is required only to be self-sufficient. It is completely user-funded and does not rely on taxpayer dollars. Canada Post still tends to prioritize major, high-profit customers over the public and providing a public service. Canada Post must not lose sight of its public interest objectives.

Major changes to Canada Post and the *Canadian Postal Service Charter* should not be made without full public consultation and hearings conducted through a mandate review involving all stakeholders. There is simply not enough time to do this under the Labour Minister's *Canada Labour Code* Section 108 order.

Maintain universal service at a uniform price

There have also been calls in the media and by various think tanks to privatize or deregulate Canada Post with little regard for the impact on public service or working conditions. Though transaction mail has been in decline, there are still over 2 billion letters delivered every year to an increasing number of addresses. Canada Post has an exclusive privilege (a monopoly) to handle letters so that it is able to generate enough money to provide affordable postal service to everyone, no matter where they live, be it a large urban centre or a rural or isolated community. There is no comparison in the world of a deregulated or privatized post office that serves anything near Canada's vast size and geography.

It will become increasingly difficult for our public post office to provide universal postal service if the exclusive privilege is eroded or eliminated. The exclusive privilege funds its universality. If parts of the service are deregulated or privatized, competitors will leave it to Canada Post alone to provide increasingly expensive delivery service to rural and remote communities, while they compete in profitable urban areas.

Providing Canada Post with an exclusive privilege to handle addressed letters is a form of regulation. Reducing or eliminating this privilege is deregulation. We have this regulation for a reason.

Expanded services to diversify and generate new revenue streams, no service cuts

For years, CUPW has been advocating for new and expanded services to help diversify and create new revenue streams as a direct means to handling decline in letter volumes. Many of these services, such as postal banking, already exist in many other post offices around the world and they generate significant revenue. Around the world, more than 1.2 billion people hold postal bank accounts.

Providing new services through the existing corporate retail network ensures that good jobs remain for workers and their families in the communities in which they live.

Financial Services

Given Canada Post's vast retail network, postal banking would offer in-community service for those who are underbanked or who have had their financial institutions close and leave town. Today, there are many rural communities with post offices, but no banks or credit unions. Very few Indigenous communities are served by local bank branches. Hundreds of thousands of low-income Canadians don't have bank

accounts at all, and almost 2 million Canadians rely on predatory payday lenders for basic financial services.

Postal banking is relatively straightforward. Like commercial banks, post offices would provide everyday financial services like chequing and savings accounts, loans and insurance. Postal banking could also be used to deliver government loans, grants and subsidies to boost renewable energy projects and energy-saving retrofits.

In many countries, postal banking is also mandated to provide financial access for all citizens and to play a role in addressing social inequalities. Postal banking could provide reliable financial services that everyone needs at affordable rates.

Community Hubs and Moratorium on Post Office Closures

We have also advocated community hubs (provide government services for all levels of government, meeting space, sales of local crafts, community gardens) and EV charging stations.

One of Canada Post's demands during Negotiations was to have the *flexibility* to close more than 130 of the 493 corporate Retail Post Offices that are protected under the current CUPW-Canada Post Urban Postal Operations collective agreement. These are post offices that are run by Canada Post and are not franchises located inside another host business.

While about three-quarters of these are also covered by an additional 1994 moratorium on closures, for those that are not, they could end up being privatized or disappear altogether if we lose this contract language. Residents may then have to travel further for their postal needs. No franchise host business is going to give up retail space for community hubs, nor parking space for charging stations that generate revenue for Canada Post. Longstanding, good-paying, full-time jobs in our communities could be replaced with low-wage, part-time work.

You can find a list of the post offices under the moratorium and how they are protected here:

<https://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/bureaux-outlets-eng.html>

Senior Check-Ins

We have proposed creating a senior check-in service as well. Senior check-ins could bring peace of mind to loved ones and relatives who don't live nearby. Japan, France and Jersey in the British Isles currently offer effective and successful senior check-in services through their national postal services. Door-to-door postal workers are already watchful for signs that something isn't quite right. They could be allotted extra time on their routes to simply check in on seniors or people with mobility issues who sign up for the service to make sure everything is okay and deliver peace of mind.

Find out more about our service expansion proposals at <https://www.deliveringcommunitypower.ca>

Canada Post and the Industrial Inquiry Commission

Whereas the Canada Industrial Relations Board, as instructed by the Federal Minister of Labour, Steven MacKinnon, ordered the end to the postal strike and the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*.

Whereas the Federal Minister of Labour, Steven MacKinnon, created an *Industrial Inquiry Commission* under Section 108 of *Canada Labour Code*, led by William Kaplan, that will work with the Canadian Union of Postal Workers (CUPW) and Canada Post to examine the future of the public post office, including possible changes to the *Canadian Postal Service Charter*.

Whereas Canada Post is, first and foremost, a public service.

Whereas the *Commission* has been tasked with reviewing the obstacles to negotiated collective agreements between CUPW and Canada Post, the financial situation of Canada Post, Canada Post's expressed need to diversify and/or alter its delivery models in the face of current business demands, the viability of the business as it is currently configured, CUPW's negotiated commitments to job security, full-time employment, and the need to protect the health and safety of workers.

Whereas the *Commission* only has until May 15, 2025, to submit its final report to the government and make recommendations about the future structure of Canada Post.

Whereas while there is room for written input, the *Commission* process is not widely publicized, nor equivalent to a full and thorough public service review of Canada Post's mandate allowing for all stakeholder input, as has been undertaken by previous governments.

Whereas it will be crucial for the *Commission* to hear our views on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the *Canadian Postal Service Charter*, home mail delivery, parcel delivery, keeping daily delivery, adding postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure Canada Post's financial self-sustainability.

Therefore, be it resolved that (name of municipality) provide input to the *Commission* in the form of a written submission.

Therefore, be it resolved that (name of municipality) will write the Federal Minister of Labour, Steven MacKinnon, and the Federal Minister of Public Services and Procurement of Canada, Jean-Yves Duclos, who is responsible for Canada Post, to demand that no changes be made to the *Canada Post Corporation Act*, Canada Post's mandate or the *Canadian Postal Service Charter* without a full, thorough, public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

PLEASE SEE THE MAILING INFORMATION FOR RESOLUTIONS ON REVERSE SIDE

MAILING INFORMATION

1) Please send your resolution to the Commission:

- We do not have a mailing address at this time. As we understand it, this is the email address that will collect the documents on behalf of the Commission:
edsc.cdi-iic.esdc@labour-travail.gc.ca

2) Please send your resolution to the Ministers responsible for Labour and Canada Post, and your Member of Parliament:

- Steven MacKinnon, Federal Minister of Labour, House of Commons, Ottawa, Ontario, K1A 0A6
- Jean-Yves Duclos, Federal Minister of Public Services and Procurement of Canada, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at <https://www.ourcommons.ca/Members/en>

3) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

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THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2025 - 07

A By-law to repeal by-law 10-2160 and to authorize signing authority to the Mayor and CAO/Clerk-Treasurer and other authorized officers of the municipality, to execute certain agreements, contracts and documents for the Corporation of the Township of St. Joseph.

WHEREAS the *Municipal Act*, 2001, S.O. 2001, c.25, as amended, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS subsection 249(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, (the "*Municipal Act, 2001*") provides that every by-law of a municipality shall be under the seal of the corporation, and shall be signed by the Clerk and by the head of Council or presiding officer at the meeting at which the bylaw was passed;

AND WHEREAS the Council of The Corporation of the Township of St. Joseph considers it desirable to authorize the Mayor and Clerk, and other authorized individuals, to execute other documents on behalf of the municipality to provide for the expeditious processing of such documents.

NOW THEREFORE, the Council of The Corporation of the Township of St. Joseph does hereby enact as follows:

1. Short Title

This By-law shall be cited as the 'Signing Authority By-Law'.

2. Definitions

- a. "Chief Administrative Officer (CAO), Clerk, Treasurer or Clerk-Treasurer" means the appointed CAO/Clerk-Treasurer for the municipality or person designated to act in their place.
- b. "Council" means the Council of the Corporation of the Township of St. Joseph.
- c. "Department Head" means and officer or employee of the municipality who is appointed by Council to oversee a department, or person designated to act in place of the department head. For the purposes of this by-law, Department Heads for the municipality are:
 - i. CAO/Clerk Treasurer (Administration)
 - ii. Public Works Superintendent (Public Works, Facilities and Recreation)
 - iii. Fire Chief/Manager of Protective Services (Facilities and Fire Department)
 - iv. Manager, Seniors and Persons with a Disability Services (Seniors and Persons with a Disability Services & Dr. H.S. Trefry Memorial Centre services and programming).
 - v. Marina Manager (Municipal Marina)
- d. "Documents(s)" any written instrument, including but not limited to a contract or agreement, in paper or electronic form which when duly executed, will have or is intended to have the effect of binding the municipality.

- e. "Mayor" means the Head of Council of the Corporation of the Township of St. Joseph elected or appointed in accordance with the Municipal Act, 2001 and the Municipal Elections Act, 1996 S.O. c.32, Sched. as amended, or the Acting Mayor as may be appointed or designated by Council.
- f. "Municipality" means the Corporation of the Township of St. Joseph.

3. General Administration

a. Scope of Authority

- i. The execution of a Document pursuant to this by-law shall be subject to compliance with any policies adopted by Council from time to time with respect to the transaction or activity to which the Document relates, and to any administrative procedures established by the CAO/Clerk-Treasurer.
- ii. No provision of this by-law shall be construed as waiving any provision of the Procurement Policy, as amended from time to time, and the said policy shall continue to apply to the procurement of deliverables on behalf of the municipality.

b. Records Retention

- i. The CAO/Clerk-Treasurer or Department Head, as applicable, shall retain and file a record of each Document executed pursuant to this by-law in accordance with the municipality's Records Retention By-law.

c. Delegation of Authority and Document Execution

- i. The Mayor and CAO/Clerk-Treasurer are authorized to execute, under seal, Documents on behalf of the municipality provided the general intent, purpose and effect of the Document has been approved by resolution or by-law duly passed or enacted by Council.
 - 1. any Document, provided that the general intent, purpose and effect of the Document has been approved by resolution or by-law duly passed or enacted by Council;
 - 2. any Document originally authorized by Council for the purchase of goods or services by the municipality from the successor of an operator with whom the municipality had a similar agreement immediately prior to the change in operator, where such Document is required by reason of a change of name, ownership, address or legal status of the operator; and
 - 3. any ancillary Documents necessary to give effect to the original Council approval and shall include the authority to amend the original Document to clarify the legal obligations or contractual interpretation of the Document, provided that such amendments do not result in any additional financial obligation to the municipality.

In the absence of the CAO/Clerk-Treasurer, the Deputy Clerk is authorized to act in their place for the execution of any documents set out in section C.

- ii. The Mayor, CAO/Clerk-Clerk Treasurer and Deputy Clerk are hereby authorized to execute the following documents on behalf of the municipality:
 - 1. Cheques for payment of goods or services provided that the

disbursement of funds meets requirements set out in the municipality's procurement by-law and/or has been approved by Council either through the annual budget or via resolution or by-law.

2. banking resolutions and account agreements as required by banking and financial institutions; and
3. grant or donation agreements to receive funding from federal or provincial governments or institutions.

iii. Department Heads are hereby authorized to execute the following Documents on behalf of the municipality:

1. Invoices and other documents relating to procurement, provided that said document meets requirements set out within the municipality's procurement by-law and/or has been approved by Council either through the annual budget or via resolution or by-law.

4. Authority

- a. That By-Law #10-2160 and any by-law or portion thereof previously approved by Council which conflicts with this By-law shall be hereby repealed.
- b. This By-Law shall come into force and take effect on the day it is passed.

Passed in open Council February 5, 2025.

Joseph Wildman
Mayor

Amanda Richardson
CAO/Clerk-Treasurer

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2025-08

A By-law to repeal By-Law 2020-13 and to amend By-law 10-2136, as amended, being a By-law to govern the calling, place and proceedings of meetings of Council and Committees of The Township of St. Joseph.

WHEREAS Section 238(2) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, states that every municipality and local board shall pass a procedure by-law for governing the calling, place and proceedings of meetings, and shall provide for public notice of meetings; and

WHEREAS Section 238 (3.1) of the *Municipal Act* provides that a procedure by-law may provide that a member of council, of a local board or of a committee of either of them, can participate electronically in a meeting to the extent and in the manner set out in the by-law; and

WHEREAS Section 238 (3.3) of the *Municipal Act, 2001* provides that, should they choose to, members of Councils, local boards and committees who participate electronically in open and closed meetings may be counted in determining whether or not a quorum of members is present at any time during the meeting; and

WHEREAS Section 102(2) of the *Municipal Statute Law Amendment Act, 2006*, S.O. 2006, c.32 amends Section 238 of the *Municipal Act, 2001*, to define the meaning of “meeting” to mean any regular, special or other meeting of Council, a local board, or a committee of either of them; and

WHEREAS The Council of The Corporation of The Township of St. Joseph further deems it advisable to further amend By-law 10-2136 to govern the proceedings of Council, Advisory and Subcommittees appointed by Council, the conduct of its members and the calling of meetings; and

NOW THEREFORE BE IT RESOLVED THAT the Council of The Township of St. Joseph does hereby enact as follows:

1. THAT Schedule A to By-law 10-2136 be amended to add
 - a. Section 10 – “Duties of Members of Council and Committees”, and
 - b. Provisions for electronic participation in meeting; and
 - c. Other general amendments; and
2. THAT any by-law or portion thereof previously approved by Council which conflicts with this By-law shall be hereby repealed.
3. Should any section, subsection, clause, paragraph or provision of this By-law be declared by a court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of any other provision of this by-law or the by-law as a whole.
4. That the Clerk of The Township of St. Joseph is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-law and

any schedules attached thereto, where such modification or correction does not alter the intent of the by-law or its associated schedule.

5. THAT this By-law and the amended "Schedule A to By-Law 10-2136" attached hereto shall take effect on the day of passing.

Passed in open Council on February 5, 2025.

Joseph Wildman
Mayor

Amanda Richardson
CAO/Clerk-Treasurer

DRAFT

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
APPENDIX "A" TO BY-LAW 10-2136/BY-LAW 2025-08
PROCEDURE BY-LAW

The Council of The Corporation of The Township of St. Joseph enacts as follows:

1. DEFINITIONS

- 1.1. "Chair" means the Mayor, Acting/Deputy Mayor or other person appointed by a committee or local board to preside over meetings.
- 1.2. "Clerk" means the Clerk appointed by the Council of the municipality.
- 1.3. "Closed Session" means a meeting or part of a meeting which is closed to the public when the subject matter being discussed complies with Section 239 of the *Municipal Act, 2001*.
- 1.4. "Committee" means any advisory or other committee, subcommittee, task force or similar entity of which at least 50 per cent of the members are also members of one or more Councils or local boards;
- 1.5. "Deputation" means a presentation or address made to Council or the Local Board by an individual or group at a regularly scheduled meeting.
- 1.6. "Electronic (Remote) Participation" means the participation of a Council Member remotely via electronic means, who shall have the same rights and responsibilities as if the member was in physical attendance.
- 1.7. "Head of Council" means the Mayor or Chair of a Committee or Local Board who is the presiding officer at such meetings.
- 1.8. "Local board" means an area services board, a local services board, a local roads board and any other board, commission or local authority exercising any power with respect to municipal affairs or purposes in unorganized territory, excluding a school board, a hospital board and a conservation authority, a police services board, public library board, a district social services administration board, or a local housing corporation described in section 23 of the *Social Housing Reform Act, 2000*, and any other prescribed body performing a public function.
- 1.9. "Mayor" means the Mayor or Acting Mayor, as appointed, under the *Municipal Elections Act*.
- 1.10. "Meeting" means any regular, special or other meeting of a Council, of a local board or of a committee of either of them.
- 1.11. "Member" means a person who is either elected as a member of Council or appointed by Council to act on a committee or local board.
- 1.12. "Presiding Officer" means the Chair, Acting Chair or Head of Council.
- 1.13. "Recorded Vote" means the recording of the name and vote of every member on any matter or question, as requested by a voting member of Council or a committee.
- 1.14. "Quorum" means three members of Council being present, that is a simple majority of five, shall constitute a quorum.
- 1.15. "Township" means The Corporation of The Township of St. Joseph.

2. REGULATIONS

- 2.1. No meeting of Council shall be held in the absence of the Clerk or designate.
- 2.2. The rules and regulations in this By-law shall be observed in all proceedings of the Council, and shall be the rules and regulations for the order and dispatch of business by Council, its

subcommittees, advisory committees and local boards, with the exception of Library Boards and Police Services Board.

- 2.3. Open and closed meetings of Council (and its boards and committees) may take place physically or electronically or a hybrid of both. Members who participate in open or closed meetings electronically shall be counted for purposes of quorum.
- 2.4. Procedures in this By-law may be suspended by a majority vote of Council or a local board with the exception of the procedures set out for Closed Session, Conflict of Interest, or any other provision governed by the *Municipal Act, 2001*.
- 2.5. No other business of Council shall be dealt with at a meeting after the Confirmation By-law has been passed.
- 2.6. Where a procedure occurs which has not been established in this By-law, Council, a committee or local board shall refer to Robert's Rules of Order for guidance.

3. TIME, LOCATION, NOTIFICATION AND PROCEEDINGS

- 3.1. Unless otherwise specified, Council meetings shall be held in the Council Chambers of the Municipal Office at 1669 Arthur Street, Richards Landing. Regular Council meetings shall be held on the first and third Wednesday of each month at 6:30 p.m., save and except certain periods when the schedule of meetings may be altered by resolution of Council, or when a Special Meeting has been called in accordance with this by-law.
- 3.2. The Inaugural Meeting of Council following a regular election shall be held on the first Wednesday in December following a regular municipal election at a time to be established by by-law.
- 3.3. Public Notice of the Council meeting schedule, or changes to the affirmed meeting schedule, may be given in one of the following ways as deemed appropriate by the Clerk:
 - a. A resolution passed at a meeting open to the public;
 - b. Advertising in a publication with general circulation to the community at large for meetings outside of the regular schedule;
 - c. Posting on the Township website;
 - d. Posting on public notice boards at the Township office and within the community;
 - e. Any other manner deemed appropriate by the Secretary.
- 3.4. If no quorum is present one-half hour after the time appointed for a Council or committee meeting, the Clerk or secretary shall record the names of those present and the meeting shall stand adjourned until the next regularly scheduled meeting, or until rescheduling.
- 3.5. Where possible, Public Notice of a cancelled meeting shall be given, including the date, time and location of the rescheduled meeting, prior to the regularly scheduled meeting in at least one of the methods provided herein.

4. ELECTRONIC MEETINGS & ELECTRONIC PARTICIPATION IN MEETINGS

- 4.1. Any member may participate electronically in a Meeting that is open to the public or in Closed Session.
- 4.2. Any Member who is participating electronically in a Meeting shall be counted in determining whether or not a Quorum is present at any point in time during the Meeting.
- 4.3. For staffing and scheduling purposes, any Council Member who is participating electronically in a General Committee or Council Meeting shall notify the Clerk, at least twenty-four (24) hours prior to the General Committee or Council Meeting.

- 4.4. Deputations may participate electronically in a Meeting, by notifying the Clerk, in writing, in accordance with the Deputation protocols and submission deadlines outlined in this by-law.
- 4.5. A Member who participates electronically in a Meeting shall have the same rights and responsibilities as if they were in physical attendance, including the right to vote.
- 4.6. Electronic participation in a Meeting shall be conducted by way of electronic means, including, but not limited to, audio teleconference, video teleconference, or by means of the internet, following instructions provided by the Clerk in order to ensure that a Meeting may proceed in the most transparent and successful manner under the current timelines and circumstances.
- 4.7. Any meeting called by electronic participation shall be held to the same provisions for Notice, and Recording, presentation of recommendations and passing of resolutions shall be recorded as minutes.
- 4.8. THAT motions and recommendations which are presented to Council in an electronic meeting format shall be counted and recorded by Recorded Vote.

5. SPECIAL MEETINGS

- 5.1. The Head of Council may, at any time, summon a Special Meeting of Council.
- 5.2. Upon receipt of a petition of the majority of Council members, the Clerk shall call a Special Meeting for the purpose, and at the time and date mentioned in the petition.
- 5.3. A Special Meeting shall be held no sooner than 48 hours following the summons or receipt of the petition, and the Clerk shall provide written notice of the Special Meeting immediately following receipt of the summons or petition.
- 5.4. Notwithstanding the Notice requirement set out herein, the meeting may be held as soon as practicable following receipt of the summons or petition as the case may be, and notice may be given by telephone, e-mail, or personal contact as determined by the Clerk.
- 5.5. Council may, by resolution, alter the date or time of a regular meeting provided that adequate notice of the change is posted and advertised in accordance with Section 238 of the Municipal Act, 2001.
- 5.6. The Notice of a Special Meeting shall specify the purpose of the meeting and the matter(s) to be discussed. Only the matters set out in the notice shall be discussed.

6. RECORD OF MEETING

- 6.1. The Clerk or appropriate officer of the municipality, local board, or committee shall record, without note or comment, all resolutions, decisions and other proceedings at a meeting of the body, whether it is closed to the public or not.
- 6.2. Clause 6 (1) (b) of the *Municipal Freedom of Information and Protection of Privacy Act* does not apply to a record of a meeting closed under the closed meeting provisions of the *Municipal Act*.

7. MAYOR OR CHAIR

- 7.1. The Mayor shall, except where otherwise provided, preside at all meetings of Council.
- 7.2. When the Mayor is absent, declares a **conflict of interest, pecuniary interest or point of privilege**, with a matter to be discussed, or refuses to act, or if the office is vacant, another member of Council shall be appointed by By-law or Resolution to act in the place of the Head, and while so acting, the appointed member has and may exercise all the rights, powers and authority of the Mayor.

8. DUTIES OF THE MAYOR:

8.1. The Mayor or other Presiding Officer shall:

- a. Open the meeting by taking the chair and calling the members to order;
- b. Announce the business before Council in the order in which it is to be acted upon;
- c. Receive and submit all motions presented in the proper manner;
- d. Put a vote to all questions which are moved and seconded, or necessarily arise in the course of the proceedings, and to announce the result;
- e. Decline to put to vote motions which infringe upon the rules of procedure;
- f. Enforce on all occasions the observance of order and decorum among members;
- g. Call by name any member persisting in breach of the rules of order thereby ordering the member to vacate the Council chamber;
- h. Order any individual or group in attendance at the meeting to cease and desist any behaviour which disrupts the order and decorum of the meeting;
- i. Adjourn the meeting without question in the case of grave disorder arising in the Council Chamber;
- j. Authenticate by signature all By-laws, Resolutions and Minutes of the Council, and such signature shall be imprinted with the seal of the corporation;
- k. Inform the Council on a point of order or usage when necessary;
- l. Select members of Council who are to serve on Committees;
- m. Represent and support the Council, declaring its will and implicitly obeying its decisions in all things;
- n. Ensure that the decisions of Council are in conformity with the laws and By-laws governing the activities of the municipal corporation.
- o. The Mayor or presiding officer may expel from a meeting any person found to be disruptive or using offensive language, or who does not abide by the conduct of procedures of the Council, may be removed from the Council Chambers.

9. DUTIES OF THE CLERK

9.1. A municipality shall appoint a Clerk whose duty it is:

- a. To record, without note or comment, all resolutions, decisions and other proceedings of Council, committees or local boards;
- b. To record the name and vote of every member voting on any matter or question before Council, if required by any member present;
- c. To keep the originals or copies of all by-laws and of all minutes of the proceedings of the Council, committee or local board;
- d. To perform other duties required under the Municipal Act, 2001, as may be amended from time to time, or under any other Act; and
- e. To perform such other duties as are assigned by the Township or Local Board, including, but not limited to:
 1. Preparation of the agenda, including recommendations for consideration;
 2. Preparation of Resolutions for consideration by Council, committee or a local board;
 3. Recording the names of the members, staff, and any consultants in attendance at the meeting.

- f. Committees and Local Boards are to appoint a Secretary who is to comply with items a, b, and e above.

10. DUTIES OF THE MEMBERS OF COUNCIL AND COMMITTEES

10.1. Members are responsible for, where applicable:

- a. Carry out the responsibilities of the role of Council as described in the *Municipal Act, 2001*, *Municipal Conflict of Interest Act* and any other legislation;
- b. Attending scheduled Meetings;
- c. Carefully considering and making decisions about Meeting business, including seeking information and advice from staff prior to and during a Meeting;
- d. Voting on Motions put to a vote, unless the *Municipal Conflict of Interest Act* prohibits it;
- e. Respecting the Rules of Procedure in this Procedure By-law;
- f. Listening attentively, participating in a Meeting and not interrupting, unless to raise a Point of Order or Point of Personal Privilege;
- g. Remaining silent in their seats while Council or a Committee votes and until the Chair announces the result of the vote;
- h. Refraining from using indecent, offensive or insulting language or speaking disrespectfully of any individual;
- i. Refraining from engaging in private conversation while in the Meeting or using communication devices in any manner that disrupts the Member speaking or interrupts the business of Council;
- j. Respecting and following the decisions of Council or a Committee;
- k. Not disclosing any of the content of a Meeting that was closed to the public or provide confidential documents or materials to unauthorized individuals;
- l. Complying with the Chair's rulings and Council's decisions; and
- m. Complying with the municipality's Council Code of Conduct.

11. VOTING

- 11.1. A simple majority of the quorum is needed to pass any motion.
- 11.2. Except as otherwise provided, every member of Council shall have one vote.
- 11.3. Except as provided in sections 233 and 238 of the *Municipal Act*, no vote shall be taken by ballot or by any other method of secret voting, and any vote so taken is of no effect.
- 11.4. Any question on which there is a tie vote shall be deemed to be lost, except where otherwise provided by any Act.
- 11.5. If a member present at a meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his or her vote openly and the Clerk shall record each vote.
- 11.6. Any member who is present and qualified to vote, and fails to vote, shall be deemed to be a negative vote.

12. CLOSED SESSION

- 12.1. Except as provided herein, all meetings shall be open to the public.

- 12.2. Before all or part of a meeting is closed to the public, Council shall state by Resolution the fact of the holding of the closed meeting, and the subject matter under Section 239(2) of the *Municipal Act, 2001*, under which the matter is to be considered at the closed meeting.
- 12.3. In accordance with Section 239(2) of the *Municipal Act*, a meeting or part of a meeting may be closed to the public if the subject matter being considered:
- a. the security of the property of the municipality or local board;
 - b. personal matters about an identifiable individual, including municipal or local board employees;
 - c. a proposed or pending acquisition or disposition of land by the municipality or local board;
 - d. labour relations or employee negotiations;
 - e. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
 - f. advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - g. a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
 - h. information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
 - i. a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
 - j. a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
 - k. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.
- 12.4. In order to maintain confidentiality, any member participating in a closed session electronically, shall do so on camera, in a space where no person other than the member can hear or participate in the discussion, or with the use of a headset where this is not possible.
- 12.5. During a closed session, no member shall discuss or otherwise deal with any matter in a way that materially advances the business or decision making of the Council, local board or committee.
- 12.6. No meeting shall be closed to the public during the taking of a vote unless the vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality, local board or committee of either of them.

13. AGENDAS AND SUPPORTING MATERIAL

- 13.1. The Clerk or recording secretary shall prepare agendas of Council and committee meetings as assigned.
- 13.2. Insofar as is feasible, Council agendas and supporting materials shall be prepared and made available to Council members by e-mail no later than the Friday prior to a regular meeting.

- 13.3. Agendas shall be made available to the public as soon thereafter as possible by at least one of the methods outlined in Sec. 3.3 herein.
- 13.4. Agendas shall be formatted as follows but modifications to the order of business may be amended with the concurrence of a majority of members:
 - a. Call to Order
 - b. Moment of Silent Reflection
 - c. Disclosure of Pecuniary Interest
 - d. Agenda Additions/New Business
 - e. Adoption of Previous Minutes
 - f. Business Arising/ Activity Log
 - g. Deputations/Presentations/Public Meetings (where applicable)
 - h. Staff and Committee Reports
 - i. Correspondence - Action Items
 - j. Correspondence - Information Items
 - k. Addendum/ Other Business
 - l. By-laws
 - m. Closed Session
 - n. Confirmation By-law
 - o. Adjournment
- 13.5. In the event that any agenda item is also the subject of a deputation or presentation, the item may be brought forward to the beginning of the agenda at the discretion of the Mayor.
- 13.6. The Clerk shall provide a recommendation on the agenda for the disposition of all correspondence. If any member of Council disagrees with the Clerk's recommendation, the wording of the recommendation may be revised by consensus. Such motion may be debated, amended, referred or deferred.
- 13.7. Any item not included on the agenda as circulated, but which has been determined by the Clerk to be requiring Council's attention prior to the next scheduled meeting may be added to an Addendum. No items shall be added to an Addendum after 12:00 noon on the Tuesday before the Council meeting.
- 13.8. The Addendum shall be circulated to Council members and posted on the Township website at the earliest possible opportunity prior to the meeting in order to provide public notification of items to be discussed.

14. DEPUTATIONS

- 14.1. Individuals or groups wishing to appear before Council shall submit a request in writing to the Clerk no later than 1:00 p.m. on the Wednesday prior to the meeting at which they wish to be heard. The written request shall state the nature of the matter to be discussed, and the person(s) named to make the deputation. Persons addressing Council shall confine their remarks to the stated business. The letter of request for deputation, and all supporting documentation, shall be circulated with the agenda.
- 14.2. The Clerk shall be empowered to refer requests for deputation to appropriate committees, where applicable, or to defer deputations to a subsequent meeting.

- 14.3. No member of the public shall be permitted to address Council on any subject without the prior approval of the Clerk through the process of a written request, or unless they are invited to do so by the Mayor or presiding officer.
- 14.4. No deputation may be scheduled for a closed session, nor shall deputations be heard regarding any personnel matter where an individual may be identified.
- 14.5. No more than three (3) deputations shall be permitted per Council meeting without the approval of the Mayor.
- 14.6. A person wishing to address Council may speak, with the leave of Council, for up to ten (10) minutes. Members of Council may ask questions following the deputation but shall not enter into debate with the deputant.
- 14.7. No member shall interrupt a deputant while they are addressing Council except on a point of order.
- 14.8. Groups making deputations shall be requested to appoint one spokesperson.
- 14.9. In the case of an urgent matter, the Clerk will advise the Mayor if a late request for deputation has been received. Upon the consensus of Council to suspend these procedures, the person may be permitted to address Council.
- 14.10. Any person who has addressed Council within the last six (6) months on a particular matter shall not be permitted to make the same deputation unless they will provide new information over and above what has already been presented.
- 14.11. Any person wishing to appear as a deputation before a subcommittee or local board shall give notice in writing, including the subject matter of the deputation, to the Secretary, no less than one week prior to the regular meeting so that notice of such deputation may be shown on the agenda and public notice provided.
- 14.12. Any individual or group making a deputation shall conduct themselves with decorum at all times and refrain from using any slanderous or abusive language or behaviour.
- 14.13. Every communication, including a petition designed to be presented to Council, shall be legibly written or printed and shall not contain any obscene or improper matter or language and shall be signed by at least one person, including the address and telephone number, and filed with the Clerk. Such information shall be included with the agenda and shall become a matter of public record.

15. MINUTES

- 15.1. The minutes of Council, a committee or local board shall record the place, date and time of the meeting; the name of the Chair, members and staff present; the names of any invited guests; the adoption of previous minutes; all other proceedings and decisions of the Council or local board.
- 15.2. Draft minutes of Council meetings shall not be made available to the public until they are presented for adoption with the agenda of the next regular meeting.

16. MOTIONS AND RESOLUTIONS

- 16.1. No motion shall be debated or put forward unless it has been written, moved and seconded.
- 16.2. A Motion to Amend shall:
 - a. Be presented in writing;
 - b. Be dealt with by Council before a previous amendment or before the main motion;

- c. Not be further amended more than once provided that further amendment may be made to the main motion;
 - d. Be relevant to the main motion;
 - e. Not propose a direct negative to the main motion.
- 16.3. A Notice of Motion may:
- a. Be introduced by a member, having provided a written copy of the draft resolution, signed by the mover and seconder, to the Clerk no later than 12:00 noon on the Wednesday preceding a Council meeting, or
 - b. Be presented to the Clerk as a draft Resolution at the Council meeting under the New Business section. The draft Resolution shall be included on the agenda for the next regular Council meeting in order to provide public notice of the resolution.
 - c. Immediately prior to voting on a motion, the Mayor or presiding officer shall state the question in the precise form it is to be recorded, including any amendments to the question, and announce that the motion was passed or defeated.

17. POINTS OF ORDER AND PRIVILEGE

- 17.1. Unless otherwise authorized by the Mayor, all members, staff and guests shall address Council through the Chair, and only when recognized by the Chair to do so.
- 17.2. When two or more members seek to address Council, the Mayor or presiding officer shall designate the member who may speak first.
- 17.3. Any member may require the question or motion under discussion to be read at any time during the debate, but not so as to interrupt a member while speaking.
- 17.4. A Motion to Suspend the Rules of Procedure may be introduced without notice and without leave, but such motions shall be in writing and signed by the mover and seconder.
- 17.5. After an amended motion is finally tabled, no member shall speak to the question, nor shall any other motion be made until after the vote is taken and the result is declared.
- 17.6. On an unrecorded vote, the manner of determining the decision on a motion shall be at the discretion of the Mayor or presiding officer and may be by voice, show of hands, standing or otherwise.
- 17.7. Any motion on the floor may be altered by a Friendly Amendment with the approval of the mover and seconder, and with the agreement of a majority of members.
- 17.8. A motion may be withdrawn by the mover with the agreement of the seconder.
- 17.9. If a majority of Council or a committee determine that further information is required to vote on a matter, the Chair may mark the motion "tabled" and the motion shall be brought forward on the agenda of the next regular meeting.
- 17.10. All motions shall be moved and seconded with the exception of a motion to adjourn, which does not require a seconder.
- 17.11. The Mayor or presiding officer shall declare the result of all motions following the vote.
- 17.12. The manner of determining the decision on a motion shall be shown by voice, a show of hands, or by standing.
- 17.13. An affirmative vote by the majority of members present is required to pass a motion.
- 17.14. Each member present shall vote to indicate their agreement or disagreement with the motion on the table when the Chair calls the vote.

- 17.15. The Mayor or presiding officer, except where disqualified from voting, may vote on all questions and, when so doing, shall vote only after all other qualified members have voted.
- 17.16. Where a member requests that the vote be recorded, each member present, except those disqualified from voting, shall, in an order, to be read aloud by the Clerk, announce their vote openly, and any failure to vote by a qualified member shall be deemed to be a negative vote. The Clerk shall record each vote and announce the result.
- 17.17. Except where provided by statute, any question on which there is a tie vote shall be deemed to be defeated.
- 17.18. The Mayor or presiding officer shall preserve order and decide questions of order.
- 17.19. Council shall, if requested, decide the question without debate and its decision shall be final.

18. ADJOURNMENT

- 18.1. A motion to adjourn a meeting shall include the time of adjournment along with the date and time of the next scheduled meeting, where it is known.
- 18.2. The hour for adjournment of a Council meeting shall be no later than 11:00 p.m.
- 18.3. A Resolution of Council is required to suspend these rules extending beyond 11:00 p.m.

19. BY-LAWS

- 19.1. Every By-law, when introduced by the Mayor, shall be in typewritten form and shall contain no blanks except such as may be required to conform to accepted procedure or to comply with the provisions of any Act, and shall be complete with the exception of the number and date passed.
- 19.2. Every By-law shall be given three readings prior to being passed, **which may be given at one meeting**, and the following statement affixed to each by-law: **Passed in Open Council on (date) day of (month), (year)**.
- 19.3. Every By-law enacted by Council shall be numbered and dated and shall be sealed with the seal of the Corporation and signed by the Mayor or Presiding Officer, and the Clerk or Deputy Clerk, and shall be deposited in the Office of the Clerk.
- 19.4. Any By-law enacted by Council shall be available for public inspection at the Office of the Clerk, whether in electronic or paper format.
- 19.5. A Confirmation By-law shall be passed at each and every meeting of Council to confirm the decisions of Council and any direction given by Council. A confirmation by-law shall be listed on the Agenda as the last item for consideration. No decisions shall be made after passing of the Confirmation By-law.

20. CONDUCT OF ATTENDEES AND GUESTS

- 20.1. The use of cameras, recorders and any other mechanical or electronic device used for recording or transcribing proceeds by auditory or visual means shall be permitted only upon the concurrence of a majority of members present. Use of such equipment without express consent may result in a suspension of the proceedings, or a request for removal from the Chambers.
- 20.2. Any member of the public who repeatedly interrupts Council proceedings and/or interjects without being invited to do so, who breaches decorum, or refuses to apologize or retract statements found to be offensive shall be requested by the Mayor to cease and desist. If the

person(s) does not comply after such request, the Mayor shall recess the meeting until the individual leaves the Chambers. A peace officer may be called to remove the offender from the Chambers at which time the meeting may be reconvened.

21. DISCLOSURE OF INTEREST

Every member of Council, a committee or local board thereof as defined by the Municipal Conflict of Interest Act, as may be amended from time to time, shall comply with the provisions of the Municipal Conflict of Interest Act including the declaration of any potential pecuniary interest as prescribed by the Act:

- 21.1. Where a member, either on their own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the Council or local board at which the matter is the subject of consideration, the member;
 - a. shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
 - b. shall not take part in the discussion of, or vote on any question in respect of the matter; and
 - c. shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. s. 5 (1).
 - d. *At a meeting at which a member discloses an interest under s. 5, or as soon as possible afterwards, the member shall file a written statement of interest and its general nature with the clerk of the municipality or the secretary of the committee or local board, as the case may be.*
- 21.1.1. Where the meeting referred to above is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. s. 5 (2).
- 21.1.2. Where the interest of a member has not been disclosed as required by subsection (1) by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of the Council or local board attended by the member after the meeting referred to in subsection (1).s. 5 (3).
- 21.1.3. Every declaration of interest and the general nature thereof made under section 5 shall, where the meeting is open to the public, be recorded in the minutes of the meeting by the Clerk or secretary of the committee or local board, as the case may be. s. 6 (1).
- 21.1.4. Every declaration of interest made under section 5, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public. s. 6 (2).
- 21.1.5. Where the number of members who, by reason of the provisions of the *Municipal Conflict of Interest Act*, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, despite any other general or special Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two. s. 7 (1).
- 21.1.6. *The Clerk or secretary of the committee or local board, as the case may be, will establish, maintain and make available to the public a registry in which shall be kept:*

- a. A copy of each statement filed under s. 5.1 or 5.3 of the *Municipal Conflict of Interest Act*; and
- b. a copy of each declaration recorded under s. 6.

By-Law 2025-08 was approved by Council at its meeting of February 5, 2025

DRAFT

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2025 - 09

A BY-LAW TO REPEAL BY-LAW 2022-19 AND TO APPOINT AN INTEGRITY COMMISSIONER FOR THE TOWNSHIP OF ST. JOSEPH

WHEREAS the *Municipal Act*, 2001, S.O. 2001, c.25, as amended, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS Section 223.3 of the *Municipal Act*, 2001, S.O. 200, c.25, as amended, authorizes a municipality to appoint an Integrity Commissioner who reports to Council and who is responsible for performing in an independent manner the functions assigned by the municipality with respect to any or all of the following:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to members of council and of local boards.
4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule, or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.
7. The provision of educational information to members of council, members of local boards, the municipality, and the public about the municipality's codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*; and

AND WHEREAS Council deems it advisable to appoint an Integrity Commissioner for The Township of St. Joseph pursuant to the Act, as amended,

NOW THEREFORE BE IT RESOLVED THAT the Council of The Township of St. Joseph does hereby enact as follows:

1. THAT Ironside Consulting Services Inc. be appointed as the Integrity Commissioner for the Corporation of The Township of St. Joseph with the term to commence as of the date of passing of this by-law, and end on December 31, 2026, with the option to renew for an additional three-year period.

2. THAT The Township of St. Joseph enter into an agreement with Ironside Consulting Services Inc. to perform the duties of Integrity Commissioner.
3. THAT the Mayor and the Clerk be authorized to sign and execute, on behalf of the municipality, the Agreement with Ironside Consulting Services Inc.
4. THAT By-Law #2022-19 any by-law or portion thereof previously approved by Council which conflicts with this By-law shall be hereby repealed.
5. THAT this By-law shall come into force and effect on the day of passing.

Passed in open Council February 5, 2025.

Joseph Wildman
Mayor

Amanda Richardson
CAO/Clerk-Treasurer

DRAFT

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2025-10

**A By-Law to Confirm the Proceedings of the Regular Council Meeting held on
February 5, 2025.**

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 February 5, 2025, 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 February 5, 2025.

Joseph Wildman
Mayor

Amanda Richardson
CAO/Clerk-Treasurer