



THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
COUNCIL MEETING
AGENDA
6:30 p.m. - Wednesday, September 4, 2024
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** **5-10**
5. **Adoption of the previous minutes**
 - a. Council Meeting – August 14, 2024
Recommendation: BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, August 14, 2024, be adopted as circulated.
6. **Accounts** **11-12**
Recommendation: BE IT RESOLVED THAT the Cheque Register dated August 14, 2024, in the amount of \$283,955.27 be approved as presented.
7. **Staff and Committee Reports**
 - a. Zoning By-Law Amendment Application: 2488 Canoe Point Road
Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the application for Zoning By-Law Amendment at 2488 Canoe Point Road to Section 4.14.1 to increase the allowable expansion of a legal non-complying dwelling unit located in the shoreline setback from a maximum of 30% to a maximum of 60%, be received for information and, **13-17**

That Council authorizes staff to begin the public notification process and schedule a public meeting for final consideration of the application.
 - b. Marina Restaurant: Purchase of food prep table **18**
Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the purchase of replacement food prep tables for the marina restaurant be received for information, and

That Council authorizes staff to purchase two four-foot food preparation tables from S.T.O.P Restaurant Supply Ltd.
 - c. Human Resources Management Software Agreement **19-25**
Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding a Human Resource Management System for the Township be received, and

That Council authorizes staff to enter into a 3-year agreement with BrightHR for related services.

- d. 2024 Municipal Insurance Renewal 26-27

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the municipality's 2024 insurance renewal be received for information.

- e. 2024 Biennial Bridge & Culvert Inspection Report Summary 28-29

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of the 2024 Bridge Inspection Report conducted by Kresin Engineering be received; and

That the list of maintenance requirements be brought forward for discussion during 2025 Budget deliberations.

- f. Funding Application Request: NOHF (Tranter Rink) 30

Recommendation: BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding the Northern Ontario Heritage Fund Corporation (NOHFC) – Rural Enhancement Stream be received; and

That Council authorizes staff to apply to The NOHFC for the Tranter Rink Resurfacing, Lighting and Accessible Door Project; 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.

- g. Old Town Hall: Request for Use (Huron Shores Family Health Team CBT Group) 31

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request from the Huron Shores Family Health Team for use of the Old Town Hall for group therapy sessions be received, and

That Council agree to waive the rental fee for group activities run by the Family Health Team providing that they do not conflict with other scheduled events or rentals.

- h. Water Treatment Plant: Generator Repairs 32-33

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding required generator repairs at the Water Treatment Plant be received for information, and

That Council approves the recommended repairs to be completed by Reliable Automotive & Industrial Radiator Inc. as quoted.

8. Correspondence

a. Consent Agenda:

Item #	Description	Action
Items with a request for support (resolutions)		
85	City of Cambridge – Mental Health & Addictions Crisis	34-35
86	City of Quinte West – Canada Community Building Fund	36-37
87	Township of Stirling Rawdon – Public Sector Salary Disclosure	38
88	Township of Nairn and Hyman - Transport & Deposition of Naturally Occurring Radioactive Material (NORM) at the Agnew Lakes Tailings Management Area	39-41 42-43
89	Township of Russell – Support for AMCTO Provincial Updates to Municipal Elections Act	

Recommendation: BE IT RESOLVED THAT correspondence item #85 through #89 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 and litigation, including matters before administrative tribunals, affecting the municipality:

- a. Legal update – ongoing matters (8:00 p.m. conference call with Township Solicitor)
- b. Administrative staffing

10. By-Laws

- a. Site Plan Control Agreement – 240 Mariners Cove Road
Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2024-37 being a by-law to enter into a Site Plan Agreement with the Owners of CON NEEBISH LOT 17PT PCL 1039 ACS RP 1R9244 PARTS 1 & 2 (240 Mariners Cove Road), Township of St. Joseph, and **44-46**

THAT said By-Law be passed in open Council on September 4, 2024.

- b. Trailer By-Law: Amend Schedule “B”
Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2024-38 being a by-law to amend By-Law 28, and **47-48**

THAT Council hereby amends By-Law 2024-28 Schedule “B” Provincial Offences Act Fines, and

THAT said By-Law be passed in open Council on September 4, 2024.

c. Confirmation

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2024-39 being a By-Law to confirm the proceedings of the Council meeting held on September 4, 2024; and

49

THAT said by-law be passed in open Council on September 4, 2024.

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, September 18, 2024, or at the call of the chair.



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

**6:30 p.m. - Wednesday, August 14, 2024
Council Chambers – 1669 Arthur Street, Richards Landing**

Present	
Council	Mayor Jody Wildman Councillor Steven Adams Councillor Bryon Hall Councillor Cameron Ross Councillor Greg Senecal
Staff	Amanda Richardson, Clerk Administrator Duncan Rydall, Fire Chief/Manager of Protective Services Marcy Clark, Manager Seniors and Persons with a Disability Services
Members of the Public	Paul & Marigje Cooper

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. Councillor Ross – Follow up on paving of Landfill site driveway entry
- b. Councillor Senecal – Pharmacy accepting benefit plan
- c. Mayor Wildman – Flying American flag at Pickleball Courts

5. Public Meeting

- a. Zoning By-Law Amendment Application #2024-05: 1468 C Line Rd
Council passed By-Law #2024-35 approving the reduction of high-water setback and allowing an accessory structure in the front yard. The property is long and narrow, making most of it difficult to build on and limiting the potential area for placement of new structures.

6. Adoption of the previous minutes

- a. Council Meeting – July 17, 2024
Resolution#2024-195
Moved By: Steven Adams
Seconded By: Bryon Hall
BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, July 17, 2024, be adopted as circulated.
Carried.

7. Accounts

Resolution#2024-196

Moved By: Cameron Ross

Seconded By: Bryon Hall

BE IT RESOLVED THAT the Cheque Register dated August 14, 2024, in the amount of \$520,837.73 be approved as presented.

Carried.

8. Staff and Committee Reports

a. Seniors Services Update

Resolution#2024-197

Moved By: Greg Senecal

Seconded By: Bryon Hall

BE IT RESOLVED THAT the report from the Manager Seniors & Persons with a Disability Services regarding program and committee updates be received for information, and

That Council approve the updated policies as presented.

Carried.

b. Funding Application Request – New Horizons for Seniors (Fitness Instructors & Equipment)

Resolution#2024-198

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Manager of Seniors and Persons with a Disability Services regarding the New Horizons for Seniors Program Grant application to fund health and wellness programs as well as equipment be received, and;

That Council authorize staff to submit an application for funding.

Carried.

c. Fire – Compressor Upgrades

Resolution#2024-199

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT the report from the Fire Chief regarding the completion of the SCBA fill station at the fire hall be received for information, and

That Council authorizes staff to enter into an agreement with SPI Health & Safety Inc. for completion of the necessary work.

Carried.

- d. Administrative Building – Purchase of Blinds for Council Chambers & Storage Rooms

Resolution#2024-200

Moved By: Cameron Ross

Seconded By: Bryon Hall

BE IT RESOLVED that the report from the Clerk Administrator regarding the installation of window coverings for Council Chambers and file storage spaces at the administrative office building be received for information, and

That Council authorizes staff to enter into an agreement with Dumanski Interiors for the installation of 6 blinds at a total cost of \$1,770.00 plus tax.

Carried.

- e. RFQ Results – Lewellyn St. Repaving

Resolution#2024- 201

Moved By: Bryon Hall

Seconded By: Cameron Ross

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of RFQ #2024-03 for Lewellyn Street repaving be received, and;

That Council authorizes staff to enter into an agreement Avery Construction Limited, as quoted, for completion of the project.

Carried.

- f. Public Works – Purchase of Sander Attachment for tractor

Resolution#2024-202

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the purchase of a sander attachment for the Public Works tractor to be funded from the capital asset replacement reserve be received, and

That Council authorize staff to add the sander attachment to the previously approved tractor purchase.

Carried.

- g. Funding Application Request – Green & Inclusive Communities (Old Town Hall)

Resolution#2024-203

Moved By: Bryon Hall

Seconded By: Cameron

BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding the Green and Inclusive Community Building Grant application to fund renovations to the Old Towns Hall be received, and;

That Council approves staff to apply to the Green and Inclusive Community Building Grant for renovations to the Old Town Hall.
Carried.

9. Correspondence

a. Consent Agenda:

Item #	Description	Action
Items to be received for information		
78	Ministry of Natural Resources - Proposal Regarding Developing a commercial-scale framework for geologic carbon storage	Receive
79	Algoma Public Health - Response: Fee Increase for the Part VIII – Sewage System Program	Receive
Items with a request for support (resolutions)		
77	Loyalist Township - Solutions to resolved financial & budgetary pressures relating to infrastructure development, maintenance & repairs	Receive
80	Town of Bradford West Gwillimbury - Medals for long-service (Police & Paramedics)	Receive
81	Town of Plymouth-Wyoming - Underserviced Cellular Communication Services in Rural and Urban Centres	Support
82	Ontario Forest Industries Association - Immediate Action Needed To Support Ontario’s Forest Sector	Support
83	Federation of Northern Ontario Municipalities – Northern Ontario Chamber of Commerce – worker shortage	Support
84	Association of Municipalities of Ontario - Social and Economic Prosperity Review	Receive

Resolution#2024-204

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT correspondence item #77 through #84 be received for information; and

That the recommended actions be taken.

Carried.

10. Closed Session

Resolution#2024-205

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT Council proceed into Closed Session at 8:08 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. Administrative staffing
- b. Marina Restaurant lease conditions

Carried.

Resolution#2024-206

Moved By: Cameron Ross

Seconded By: Steven Adams

BE IT RESOLVED THAT Council does rise from Closed Session at 8:29 p.m.

Carried.

Resolution#2024-207

Moved By: Bryon Hall

Seconded By: Steven Adams

BE IT RESOLVED THAT the report from the Clerk Administrator regarding administrative staffing be received for information.

Carried.

Resolution#2024- 208

Moved By: Cameron Ross

Seconded By: Greg Senecal

BE IT RESOLVED that the report from the Clerk Administrator regarding the marina restaurant lease conditions be received for information, and

That Council authorize staff to pursue replacement options for the main preparation table at the marina restaurant location.

Carried.

11. By-Laws

- a. 15th Side Road – Agreement for Use of unopened Road Allowance

Resolution#2024-209

Moved By: Cameron Ross

Seconded By: Greg Senecal

BE IT RESOLVED THAT leave be granted to introduce By-Law 2024-45 being a by-law to authorize the Mayor and Clerk Administrator to sign a licence agreement between Andrew G Selin and the Corporation of the Township of St. Joseph for the use of a portion of unopened road allowance along the 15th Side Road, to provide access to the applicant's property; and

That Council agrees to amend the initial agreement term from ten (10) years to twenty-five (25) years; and

That said by-law be passed in open Council on August 14, 2024.

Carried.

- b. Zoning By-Law Amendment – 1468 C Line Rd

Resolution#2024-210

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT leave be granted to introduce By-Law 2024-35 being a By-law to amend Zoning By-law 2011 - 34, as amended, to permit the placement of an accessory structure in the front yard and;

To reduce the minimum setback from the established high-water mark from 30 metres (100 feet) to 20 metres (66 feet) for the property located at ST JOSEPH CON C LOT 9PT RP1R6767 PART 3 also known as 1468 C Line Road, to permit the placement of a sleeping cabin; and

THAT said by-law be passed in open council on August 14, 2024.
Carried.

c. Confirmation

Resolution#2024-211

Moved By: Bryon Hall

Seconded By: Steven Adams

BE IT RESOLVED THAT leave be granted to introduce By-Law 2024-36 being a By-Law to confirm the proceedings of the Council meeting held on August 14, 2024; and

THAT said by-law be passed in open council on August 14, 2024.
Carried.

12. Adjournment

Resolution#2024-212

Moved By: Cameron Ross

Seconded By: Greg Senecal

BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 8:36 p.m. to meet again at 6:30 p.m. on Wednesday, September 4, 2024, or at the call of the chair.

Carried.

Joseph Wildman
Mayor

Amanda Richardson
Clerk Administrator

TOWNSHIP OF ST. JOSEPH


Disbursements

04-Sep-24

RESOLUTION #2024-

CHQ #	DATE	VENDOR NAME	DESCRIPTION	Amount
6508	2024-08-09	JEFFREY WRIGHT	REC - TRI-SPORT ENTERTAINMENT	\$ 800.00
6509	2024-08-09	ROYAL CANADIAN LEGION - LADIES AUXILLI	REC - TRI-SPORT DINNER	2,000.00
6510	2024-08-15	BELL CANADA	VARIOUS DEPARTMENTS - PHONE	1,072.09
6511	2024-08-15	LOCK CITY DAIRIES INC.	MARINA - ICE	87.02
6512	2024-08-15	NOR-THERM REFRIGERATION LTD.	MARINA - RESTAURANT EQUIP REPAIRS	2,805.79
6513	2024-08-15	SOVEREIGN COMMUNICATIONS, LLC	GO NORTH - ADVERTISING	1,000.00
108301	2024-08-15	ALGOMA BUSINESS COMPUTERS	VARIOUS DEPARTMENTS - LICENCES	307.83
108302	2024-08-15	ALGOMA DIST SERVICES ADMINISTRATION	MUNICIPAL LEVY	67,369.00
108303	2024-08-15	ALGOMA AG CENTRE	MARINA - FUEL	9,686.11
108304	2024-08-15	ALLETRAM GROUP LTD	LANDFILL - BIN RENTAL	678.00
108305	2024-08-15	GREEN FOR LIFE ENVIRONMENTAL	GO NORTH - SUPPLIES	308.48
108306	2024-08-15	HUCKSON LIMITED	MARINA - REPAIRS	549.75
108307	2024-08-15	GLEN IRWIN	CBO - MILEAGE JULY	217.00
108308	2024-08-15	ISLAND CLIPPINGS	PLANNING - ADVERTISING	67.80
108309	2024-08-15	ISLAND MARKET - TREFRY	SENIORS - PROGRAM SUPPLIES	205.53
108310	2024-08-15	KENTVALE MERCHANTS LTD.	VARIOUS DEPARTMENTS - SUPPLIES	275.76
108311	2024-08-15	KRESIN ENGINEERING CORPORATION	ROADS - BRIDGE INSPECTION	3,729.00
108312	2024-08-15	LOCAL AUTHORITY SERVICES	MUSEUM - SUPPLIES	167.97
108313	2024-08-15	MASSEY WHOLESALE LIMITED	SENIORS - PROGRAM SUPPLIES	1,624.00
108314	2024-08-15	ONT MUNICIPAL EMPLOYEES RETIREMENT S	PENSION CONTRIBUTIONS	16,705.56
108315	2024-08-15	TOROMONT CAT	ROADS - EQUIPMENT PARTS	78.99
108316	2024-08-15	TRU BITE TACKLE & SNAGS	MARINA - SUPPLIES	64.41
PAP	2024-08-15	BELL CANADA	WATER/SEWER - INTERNET	80.23
PAP	2024-08-15	BELL MOBILITY	VARIOUS DEPARTMENTS - CELL PHONES	390.93
PAP	2024-08-15	RECEIVER GENERAL	PAYROLL REMITTANCE	30,052.42
108317	2024-08-19	STOP RESTAURANT SUPPLY LTD.	MARINA - PREP REFRIGERATOR	11,360.84
6514	2024-08-23	CRANK SOUND DISTRIBUTION	GO NORTH - CONTRACTED SERVICES	9,153.00
6515	2024-08-23	SHEILA CURRIE	REC - HARVEST OF ARTISTS REFUND	116.25
6516	2024-08-23	H&C POLELINE CONTRACTORS	ROADS - STREETLIGHT MAINTENANCE	2,910.88
6517	2024-08-23	ERIN INGRAM	GO NORTH - SUPPLIES	135.59
6518	2024-08-23	ISLAND SOLUTIONS	GO NORTH - CONTRACTED SERVICES	802.30
6519	2024-08-23	KENT'S CORNER RENTALS	ROADS - EQUIPMENT RENTAL	186.45
108318	2024-08-23	ALGOMA AG CENTRE	MARINA/ROADS - FUEL	22,636.81
108319	2024-08-23	ALGOMA OFFICE EQUIPMENT	ADMIN/SENIORS - COPIES	283.13
108320	2024-08-23	BRANDT SUDBURY	ROADS - DITCHING BUCKET	11,039.39
108321	2024-08-23	KIM CHEESEMAN	SENIORS - PSW/DAY OUT MILEAGE	288.96
108322	2024-08-23	MARCY CLARK	SENIORS - SUPPLIES	290.90
108323	2024-08-23	MELISSA CRIPPS	SENIORS - DAY OUT SUPPLIES/MILEAGE	270.20

CHQ #	DATE	VENDOR NAME	DESCRIPTION	Amount
108324	2024-08-23	JENNY ENNS	PSW PROGRAM - MILEAGE	209.22
108325	2024-08-23	MARGO GIBSON	SENIORS - EXERCISE MILEAGE	63.00
108326	2024-08-23	GILBERTSON ENTERPRISES	ROADS - GRAVEL	730.00
108327	2024-08-23	SHERIE GLADU	ADMIN - MILEAGE	40.46
108328	2024-08-23	GENEVIEVE GONNEAU	SENIORS - DAY OUT MILEAGE	46.20
108329	2024-08-23	ICONIX WATERWORKS LP	ROADS - CULVERTS	433.24
108330	2024-08-23	ISLAND CLIPPINGS	REC - HARVEST OF ARTISTS ADVERTISING	135.60
108331	2024-08-23	KENTVALE MERCHANTS LTD.	VARIOUS DEPTS - SUPPLIES	325.18
108332	2024-08-23	ELIZABETH LANE	PSW PROGRAM - MILEAGE	405.76
108333	2024-08-23	LOCAL AUTHORITY SERVICES	VARIOUS DEPTS - SUPPLIES	180.87
108334	2024-08-23	PINCHIN LTD	LANDFILL - REPORT	5,650.00
108335	2024-08-23	PIONEER CONSTRUCTION	ROADS - COLD MIX	1,829.29
108336	2024-08-23	POLLARD DISTRIBUTION LTD	ROADS - DUST CONTROL	13,566.26
108337	2024-08-23	PUBLIC UTILITIES COMMISSION	WATER/SEWER - CONTRACTED SERVICES	13,174.33
108338	2024-08-23	SHERRY RODGERS	PSW PROGRAM - MILEAGE	476.80
108339	2024-08-23	SUPERIOR PROPANE	MARINA - PROPANE	1,676.66
108340	2024-08-23	THOMAS YOUNG BUILDERS LTD	MARINA - HOLDBACK ON REHABILITATION	6,925.61
108341	2024-08-23	MEGAN TURCOTTE	MARINA - MILEAGE	14.70
PAP	2024-08-23	ATS	ADMIN - ALARM MONITORING	24.80
DD	2024-08-23	BI-WEEKLY PAYROLL	PAY PERIOD # 17	38,248.92
TOTAL				\$ 283,955.27

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	September 4 2024
	SUBJECT:	Zoning By-Law Amendment Application – 2488 Canoe Pt Road (Dienesch)
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the application for Zoning By-Law Amendment at 2488 Canoe Point Road to Section 4.14.1 to increase the allowable expansion of a legal non-complying dwelling unit located in the shoreline setback from a maximum of 30% to a maximum of 60%, be received for information 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 2488 Canoe Point Road (ST JOSEPH PLAN M194 LOT 14 PT SHORE RD ALLOW AND RP 1R12121 PART 1 PCL 4852 ACS), Richards Landing. The applicants wish to construct a new residence on the subject property, partially demolishing the existing cottage and expanding the footprint to include a new single-family dwelling, attached carport and deck.

If approved, the proposed amendment would seek to amend the municipality’s zoning by-law section 4.14.1 to increase the allowable expansion of a legal non-complying dwelling unit located in the shoreline setback from a maximum of 30% to a maximum of 60%.

Zoning By-Law Section 4.14.1: Enlargement, Repair or Renovation of a Legal Non-Complying Building or Structure

A legal *non-complying building or structure* may be enlarged, repaired or renovated provided that the enlargement, repair or renovation:

- a) does not further encroach into a required *yard*;
- b) does not increase the amount of *floor area* in a required *yard*;
- c) does not in any other way increase a situation of non-compliance; and,
- d) complies with all other applicable provisions of this By-law.

Notwithstanding, items a, b and c, a legal non-complying dwelling unit which is located in a required shoreline setback may expand its ground floor area by no more than 30% of the ground floor area of the dwelling which existed on the date this By-law was passed, within the required shoreline setback, provided the enlargement does not cause the existing shoreline setback to be further reduced and provided the expansion is compliant with all other provisions of this By-law. This provision shall not apply to permit the expansion of other detached accessory structures such as boathouses or storage buildings which encroach into the required shoreline setback.

The owner has confirmed that the proposed construction will meet all other requirements of the zoning by-law and meets the zone standards for the Shoreline Residential zone with the exception of acreage and frontage required for new lots.

Property Details

- Current & Proposed Use: Residential (currently seasonal cottage)
- Existing Building & Structure Information:
 - Cottage built in 1955 – 596 sq. feet

- Garage built in 2015 900 sq. feet
- Zoning: Shoreline Residential (SR)
- Total Property Size: 1.49 acres
- Frontage: 90.29 feet
- Current high-water setback: 48 feet (not including existing deck)
- Shore Road Allowance is owned

A key map and proposed site plan are attached as reference.

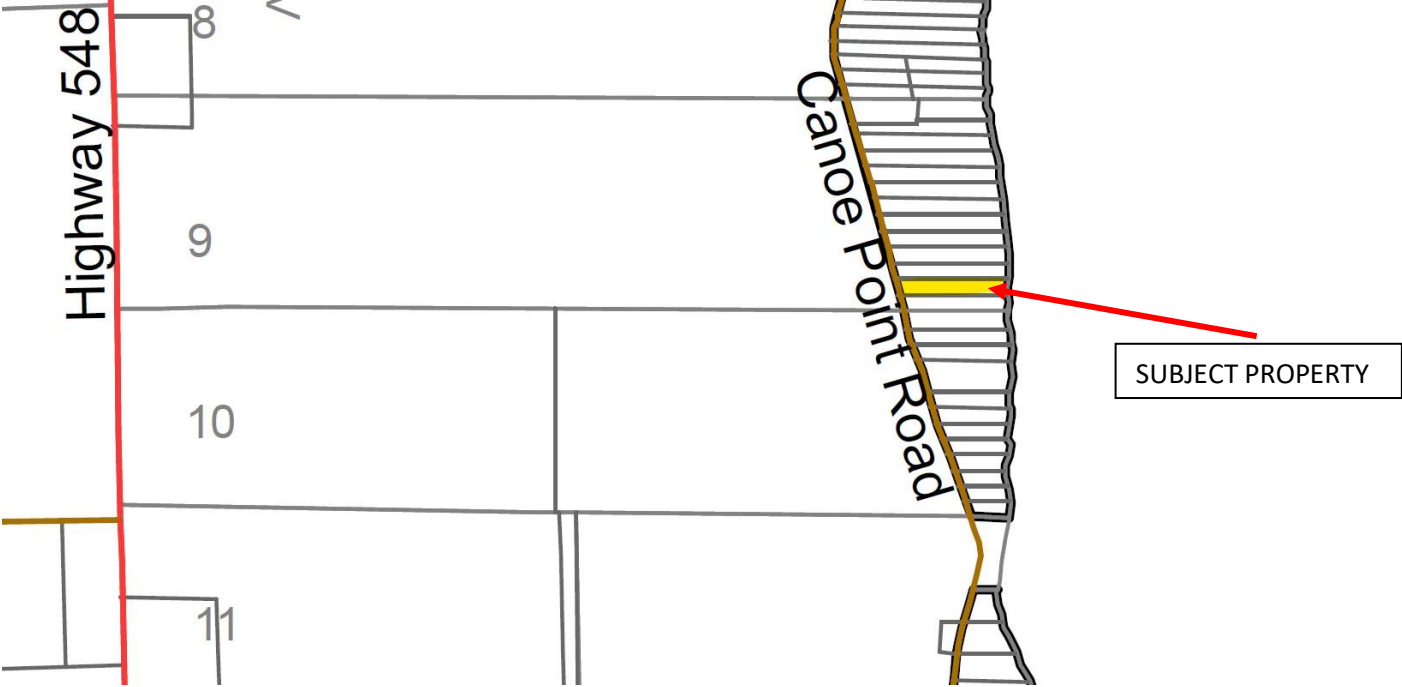
Summary

Council may preliminarily approve the application, allowing staff to begin the public notification process, or they may defer or deny the application.



Amanda Richardson, Clerk Administrator

Key Map: 2488 Canoe Point Road



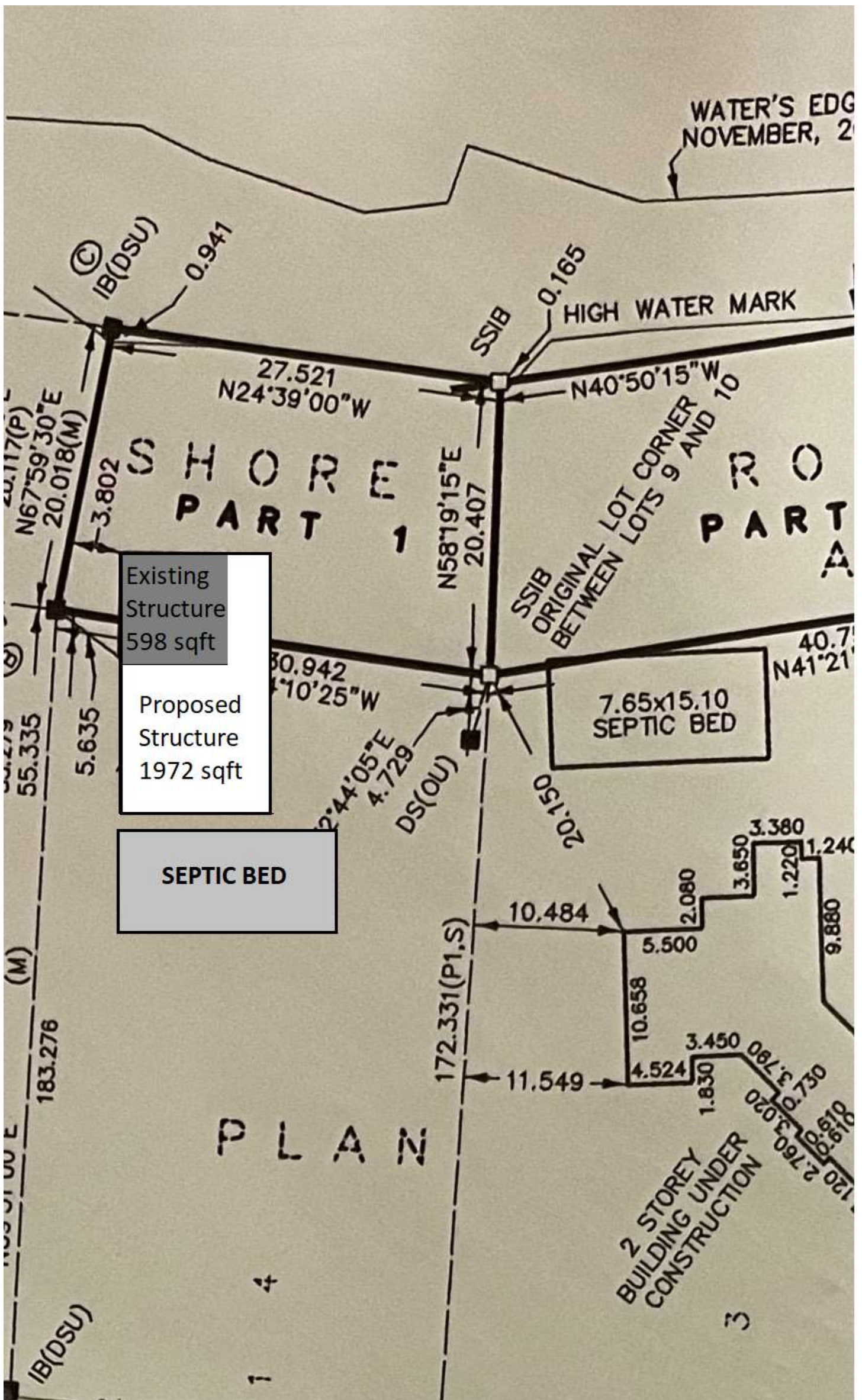
Existing Structure
7.50m x 7.40m
24.61 ft x 24.28 ft
598 sqft

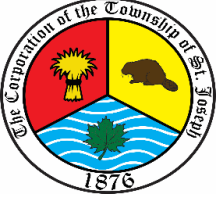
Proposed Deck
3.05m x 10.36m
10ft x 34ft
340 sqft

Proposed Residence
8.53m x 10.36m
28ft x 34ft
952 sqft

Proposed Carport
6.10m x 10.36m
20ft x 34ft
680 sqft

Overall Proposed Structure Size
17.68m x 10.36m
58ft x 34ft
1972 sqft



	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	September 4, 2024
	SUBJECT:	Marina Restaurant – Purchase of Food Prep Table
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the purchase of replacement food prep tables for the marina restaurant be received for information, and</p> <p>That Council authorizes staff to purchase two four-foot food preparation tables from S.T.O.P Restaurant Supply Ltd.</p>	

Background

Early in the month of August, it was brought to staff’s attention that the existing food preparation table (8 feet) was no longer operational. Staff arranged for a refrigeration technician to assess the equipment, and it was found that the compressor unit of the prep table had gone and would need to be replaced. It was not recommended by the technician to repair the unit as it was quite old and likely would have additional mechanical issues in the near future.

At their August 14th meeting, Council directed staff to source out what the options would be for temporary rental or replacement of the prep table. There are no local rental companies for this type of equipment. Staff was able to source a quote from S.T.O.P Restaurant Supply out of Sudbury for 2 4-foot tables for a total of \$10,053.84 plus HST. Specifications and quote attached for reference. This option was less expensive than buying one larger unit. A larger unit would also have had to be special ordered, taking additional time, where the 2 smaller tables were in stock and available to ship out.

Staff sought Council’s preliminary approval to purchase the tables, which were delivered and installed on August 28, 2024.

Financial Implications

As the replacement of the prep table was not an expected expense, this was not included in the 2024 budget for the marina department. Additional (electrical) costs to install the unit to be determined. Public Works staff were able to remove the old unit and put the new units in place.

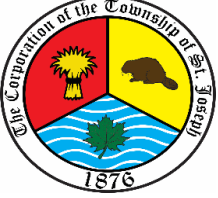
The capital asset replacement reserve for the marina is currently in a deficit position due to the large improvement projects over the last few years. The Treasurer recommends either utilizing remaining modernization funding for the purchase or using funds from the general reserve (\$868,275 balance).

Summary

Council preliminarily approved this purchase prior to the meeting date, and the equipment has been installed and paid for.



Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	September 4, 2024
	SUBJECT:	Human Resources Management Software Agreement
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding a Human Resource Management System for the Township be received, and</p> <p>That Council authorizes staff to enter into a 3-year agreement with BrightHR for related services.</p>	

Background

Currently, the administrative team uses Humi for the municipality’s Human Resources Management System (HRMS). This system allows staff to

- Enter and track vacation time and other payroll accruals
- Performance Evaluation (not currently used, but is available)
- Assists with onboarding and offboarding
- Acts as an electronic employee file to house training and other HR related documents

The monthly cost for Humi is approximately \$417, paid month to month (no contract term, varies monthly depending on number of employees).

In addition to these services, staff would like to add the following capabilities to the HRMS, which are not currently offered by Humi:

- Employee training – not just housing the certificates once completed, but offering the courses in the same location that staff already go to request time off, etc. This includes mandatory health & safety training as well as various related topics/courses.
- assistance with updating/creating HR policies (template library)
- Custom development of contracts and employee handbook

Staff has received 2 quotes for an HRMS that has all of the capabilities listed above.


1. Peninsula (meant for larger organizations): \$410.00 monthly (5-year term)
2. BrightHR (sister company of Peninsula, more suited to small/medium sized organizations): \$369 per month fixed cost, with a 50% discount until January 2025 for at least a 3-year term. A package summary has been included for information.

Financial Implications

There are no financial implications resulting from this report. Funding for an HRMS system was included in the 2024 administration budget and will continue to be budgeted for throughout the contract term.

Summary

Council preliminarily approved staff to enter into an agreement with BrightHR for services.



Amanda Richardson, Clerk Administrator



Protect package

Discover our Protect package, with your own team of experienced HR, employment relations and health & safety advisors alongside award-winning software. It's everything you need to protect your ever-evolving business.

See BrightHR features in action



Expert HR and health & safety advice

Need HR or health & safety advice? We've got you covered!

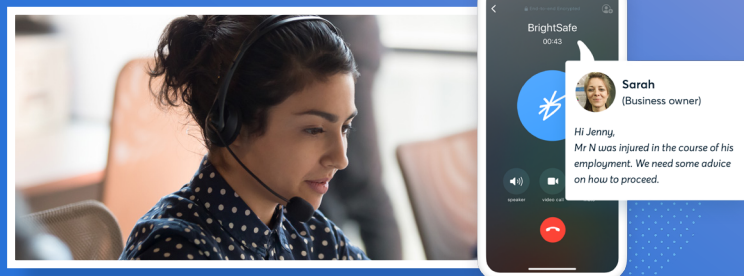


BrightAdvice: Employment relations advice

Get confidential HR and employment relations advice to help you avoid mistakes, legal complications and huge financial penalties. It's your fastest route to solving your HR problems.

- ✓ Speak to qualified, Canadian-based employment relations advisors 24/7
- ✓ Stay in-the-know with the constant changing employment relations requirements
- ✓ Receive bespoke advice designed for your business and the HR issues affecting you

You can have peace of mind knowing that your business is safeguarded against legal claims with your direct line to qualified professionals.



BrightSafe Advice: Health & safety support

Get trusted health & safety advice and support to protect your business, your people and yourself. It's the quickest way to resolve your health and safety concerns.

- ✓ Speak to trained Canadian-based health & safety advisors 24/7, 365
- ✓ Get up-to-date advice on the latest legislation changes
- ✓ Access last-minute advice to help you pass upcoming inspections
- ✓ Call for instant support whenever a health & safety accident strikes

Rest assured that you're both correct and compliant and provide a safe workplace for your team and peace of mind for everyone.

BrightBase: Your complete HR library

Get exclusive access to hundreds of expertly written HR documents from employment contracts and handbooks to factsheets and templates. Saving you time on tedious admin tasks.

Plus, access an exclusive library of document templates, covering a wide range of HR and people management topics, including:

- ✓ Parental leave
- ✓ Termination action
- ✓ Working hours
- ✓ Onboarding
- ✓ Staff management
- ✓ Diversity & inclusion

Your Health & Safety document library

Get exclusive access to hundreds of expertly written health & safety documents from risk assessments and templates to posters and factsheets. Saving you time and protecting your business.

Plus, access an exclusive library of document templates covering a wide range of health & safety issues and topics, including:

- ✓ Fire safety
- ✓ Risks assessment
- ✓ Construction safety
- ✓ First aid
- ✓ Incident reports
- ✓ Safe work procedures

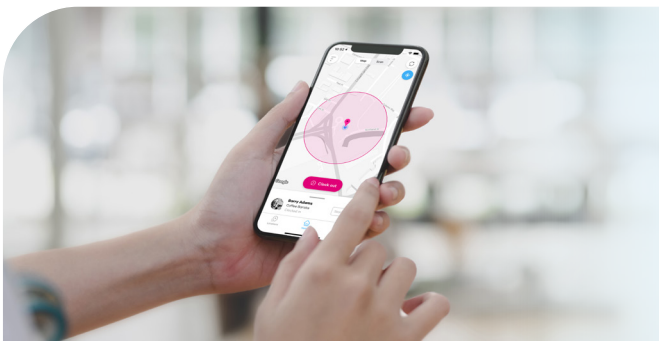
BrightHR software

Smart HR software that transforms your people management, saving you time and money. With everything you need to simply manage your staff all in one place, you'll have more time to focus on your business and leave the stress of admin tasks behind.



- ✓ Track and monitor sick leave and lateness for smoother business operations
- ✓ Staff vacation planner and calculations that are automatically compliant
- ✓ Shift and schedule planning for ANY working pattern with the ability to assign open shifts
- ✓ Accurately record and manage staff clock ins and outs and track overtime
- ✓ Get organized and save time by uploading documents in bulk and create to-do lists
- ✓ Unlimited, secure cloud-based business document storage
- ✓ Customize your reports, track staff trends, and gather employee data in minutes
- ✓ Payroll reporting made easy with secure record keeping
- ✓ Assign HR e-learning courses with an easy-to-use learning management system
- ✓ Hire and nurture your team with turbo talent navigator

For on-the-go management



Blip: Your exclusive clocking in and out app

Our easy-to-use clocking app tracks who's in, off, or on break in real time. Plus, with built-in geolocation tracking, your employees can log their own hours from ANY location—saving you time.

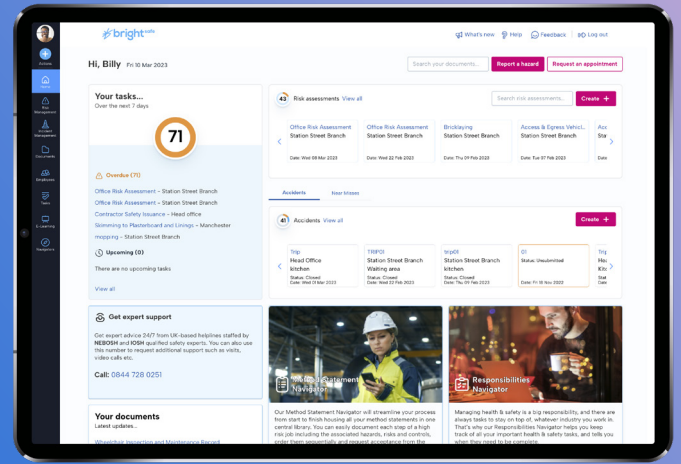


PoP: Your smart business expense tracker app

Maximize your business tax savings, while minimizing your efforts with our all-in-one business expense and mileage tracking app that calculates and manages staff expenses in an instant.

BrightSafe Software

End-to-end health & safety software to safeguard your business. Stay compliant with the latest health & safety regulations, minimize risks to staff safety, and protect your reputation with time-saving tools.



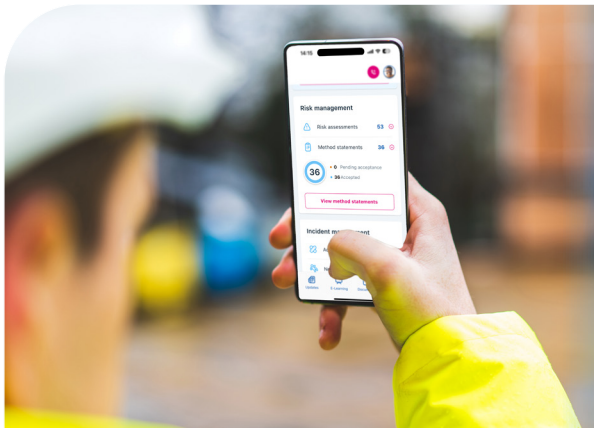
- ✓ Create compliant risk assessments using 200+ industry-specific templates
- ✓ Log workplace incidents and injury/illnesses for accurate and compliant record keeping
- ✓ Carry out investigations to reduce the risk to your staff and your business
- ✓ Assign and set reminders for important health & safety tasks and be worry-free
- ✓ Enjoy an extensive document library filled with checklists, posters and policies
- ✓ Create and review safe work procedures and invite staff to accept them



Health & safety e-learning: Empower your staff

Manage your team's learning with an integrated learning management system and get them up-to-speed on the latest health & safety legislations with exclusive e-learning courses that have been developed in line with industry standards.

For on-the-go management



BrightSafe On The Go: Your health & safety management app

Manage your health & safety on the move and easily keep on top of your health & safety tasks no matter where you are. Get everything from our BrightSafe software, but on-the-go.

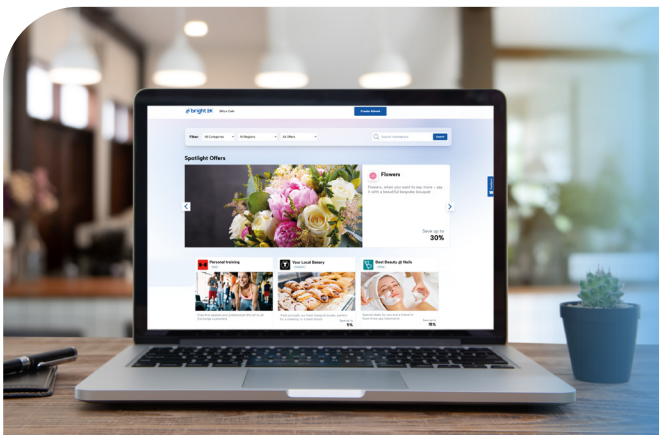
Bonus features

Bonus features included in your HR software and advice package:



BrightLightning: FREE expert advice, as quick as a flash

For instant answers to your pressing HR and health & safety questions BrightLightning is an innovative HR and health & safety AI platform, powered by over 5,000 questions answered by qualified experts.



BrightExchange: Unlimited advertising for FREE

Reach over 1 million potential customers around the globe without spending a penny on BrightExchange—our easy-to-use online marketplace. Plus, gain free employee perks with thousands of exclusive offers.

----- Additional services for any package -----



BrightBasePlus

Our bespoke HR and health & safety documentation creation service with your own employment relations specialist creating personalized documents to fit your business requirements.



Implementation Day

For a personalized experience, one of our software specialists will provide you and your staff with an in-person demonstration of how to use your new software. To make sure you are set up for success.



Data Input

You don't have to stress about transferring your data from your old system. Our data specialists can smoothly move all your existing data to your new software.

Build your package

Tailor your advice package to meet your business needs whether you need HR advice, health & safety advice, or both our Protect package is for you. Plus, don't worry about rising costs with our fixed pricing model.*

Choose your package

BrightAdvice



Your team of employment relations advisors with HR software and documents

BrightSafe Advice



Your team of health & safety advisors with health & safety software and documents

Get the best with both

Ultimate Advice



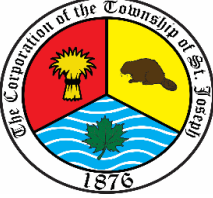
Your ultimate advice and software package for complete HR and health & safety coverage. Streamline admin tasks, ensure compliance, boost performance, and minimize business risks—all while enjoying the peace of mind that comes with total coverage.

See for yourself how the Protect package can transform your people management and protect your business with your own team of expert advisors. *T&Cs apply

Book your FREE demo

25 of 49



	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	September 4, 2024
	SUBJECT:	2024 Municipal Insurance Renewal
RECOMMENDATION:	BE IT RESOLVED THAT the report from the Clerk Administrator regarding the municipality's 2024 insurance renewal be received for information.	

Background

The 2024 insurance renewal package was received, and there is an overall Premium increase of 9.9% from last year's premiums. This is spread over all lines of coverage noted in the summary provided by Northern Insurance Brokers has been provided below:

Municipal General Liability

- Increased Primary Liability & Environmental Impairment Liability by 5% due to market inflationary changes.
- Retroactive Date for Errors & Omissions and Environmental Impairment Liability have changed from Unlimited to November 15, 1993, on all Marsh's Municipal Accounts moving forward. This now matches the Incidental Medical Malpractice retroactive date.

Property

- Primary rates remain identical to last year however the property limits now reflect the true replacement cost and satisfies the Replacement Cost Coverage on the policy.
- Premium increase is derived from increase in values (Additional \$1.7M this year)
- Under Combined Physical Damage & Machinery Breakdown, the Blanket POED Limit is \$15,455,744. This presentation is based on the Property schedule provided by your office. **Staff underwent an extensive review of property values. This value was originally much higher than the final blanket value**

Automobile

- 3% standard rate increase applied to Automobile Policy

Annual Low Risk Event (LCIS)

- 2% premium increase (based on population & standard inflation)

Cyber

- Cyber rated based on Municipal Size & Revenue

Staff met with the new account manager for the municipality following the renewal and were provided with additional information regarding the township's insurance coverage:

1. Fire vehicles: There is no age limit for those vehicles, although as they age, the company would offer an actual cash value, not a replacement cost for their value, which is typical for any type of vehicle. But so long as they have their safety completed and are deemed road worthy (which is required to insure them) then the company will continue to add them to the policy.
2. For the 2025 renewal process, the account manager has promised to go to market for quotes from other companies. The municipality has been with the same carrier for several years.

Breakdown of Annual Premium:

SUMMARY			
Type of Coverage	Annual Premium	Tax	Subbroker Commission
Casualty/Primary Liability	\$46,094.00	\$3,687.52	\$4,033.23
Umbrella Liability (1st Layer)	\$5,057.00	\$404.56	\$442.49
Umbrella Liability (2nd Layer)	\$0.00	\$0.00	\$0.00
Property: TIV	\$47,606.00	\$3,808.48	\$4,760.61
Property: Boiler	\$3,808.00	\$304.64	\$380.80
Crime Primary	\$850.00	\$68.00	\$85.00
Automobile	\$10,245.00	N/A	\$640.31
Council Accident	\$985.00	\$78.80	\$73.88
Out of Province Medical Coverage	\$300.00	\$24.00	\$22.50
Volunteers Fire Fighters' Accident	\$1,469.00	\$117.52	\$110.18
Volunteers' Accident	\$750.00	\$60.00	\$56.25
LCIS - Annual Low Risk Events	\$1,326.00	\$106.08	\$132.60
LCIS Policy Fee	\$50.00	\$4.00	N/A
Cyber	\$7,050.00	\$564.00	\$705.00
Cyber Policy Fee	\$250.00	\$20.00	N/A
TOTALS:	\$125,840.00	\$9,247.60	\$11,442.84

Financial Implications

Staff budgeted a 3% overall increase for insurance for 2024. Premiums (including HST):

2022: \$112,366.96


2023: \$122,862.92

2024: \$135,087.60

Summary

Council may consider the recommended resolution or discuss other options.

Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	September 4, 2024
	SUBJECT:	2024 Biennial Bridge & Culvert Inspection Report Summary
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of the 2024 Bridge Inspection Report conducted by Kresin Engineering be received: and</p> <p>That the list of maintenance requirements be brought forward for discussion during 2025 Budget deliberations.</p>	

Background

Kresin Engineering was awarded the contract for the Central Algoma Bridge Inspections, required every two years by legislation. Visual inspection, a photographic inventory of each structure, deficiencies and appearance, and an individual assessment of each structure was undertaken by the contractor.

All municipally owned bridges and culverts were inspected and, and the following represents a summary of findings from the engineer:

Bridges

<u>Bridge Name</u>	<u>Overall Condition</u>	<u>Road Approaches</u>	<u>Maintenance Recommendations</u>
Two Tree River	<ul style="list-style-type: none"> Good Normal signs of wear 	<ul style="list-style-type: none"> Fair Signs of settlement 	<ul style="list-style-type: none"> Routine maintenance Remove debris from stream Remove vegetation on embankments & shoulders Remove sand/gravel build-up on bridge deck
Camp D'Ours Island	<ul style="list-style-type: none"> Fair Attention required to priority items 	<ul style="list-style-type: none"> Good Some erosion at retaining walls 	<ul style="list-style-type: none"> Severe loss of fill was noted within the abutment retaining walls and the abutment slab has been undermined at the west end. The guide rail system does not comply with Ontario roadside safety standards.

Culverts

<u>Culvert Name</u>	<u>Overall Condition</u>	<u>Maintenance Recommendations</u>
Richardson Creek	<ul style="list-style-type: none"> Fair to poor 	<ul style="list-style-type: none"> Schedule for replacement 3-5 years Showing moderate to severe corrosion at and below water level
Two Tree River - 1	<ul style="list-style-type: none"> Fair 	<ul style="list-style-type: none"> Missing safety end treatments Slight sag in barrel and outlet is perched Showing moderate to severe corrosion at and below water level

Two Tree River – 2	· Fair to poor	· Failed headwalls, rehabilitation required · Showing moderate to severe corrosion at and below water level
Two Tree River – 3	· Fair	· Debris observed at culvert outlet, removal recommended · Showing moderate to severe corrosion at and below water level
Two Tree River – 4	· Fair	· Hazard markers installed low and obstructed by vegetation
Sucker Creek	· Fair	· Some cracking, but stable structure · Stream and roadway embankments appear in good condition · Overgrown vegetation


Financial Implications

There are no immediate financial impacts resulting from this report, however these items should be discussed during budget deliberations.

Summary

Council may adopt the recommendation as presented or take action to remediate the more urgent items prior to the 2025 budget year.

Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Sherie Gladu, Community Projects Coordinator
	DATE:	September 4, 2024
	SUBJECT:	Northern Ontario Heritage Fund – Capital Grant for Tranter Rink Resurfacing, Lighting and Accessible Doors
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding the Northern Ontario Heritage Fund Corporation (NOHFC) –Rural Enhancement Stream be received; and</p> <p>That Council authorizes staff to apply to The NOHFC for the Tranter Rink Resurfacing, Lighting and Accessible Door Project; 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 Northern Ontario Heritage Fund (NOHFC) supports capital projects at up to 90% of eligible project costs for a maximum grant of \$200,000. Capital grants are a good fit for projects that update buildings, enhance spaces, and purchase fixed and non-fixed equipment. Projects that are eligible include incremental improvements, repairs, and/or renovations to improve and extend the useful life of capital assets including social and recreational facilities, municipal assets and community halls, that contribute to a healthy and vibrant community.

The project objective will be to replace the existing outdoor rink substrate and asphalt surface as well as light poles and lighting to extend the life of the facility. The project activities will help repair and improve the outdoor space.

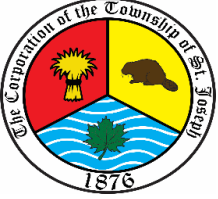
The rink surface has been identified several times over the past few years as needing attention due to heaving and cracking and the challenge that presents in both ice making and using the facility as a multi-use surface for year-round activities such as street hockey, tennis, basketball etc. The project will incorporate removal of the substrate and placement of new uniform substrate to resolve heaving. The existing asphalt will be replaced with a new pad of high-grade concrete. The light poles and fixtures are also in poor condition. The project will replace all light poles. New lighting fixtures will be included using long life efficient LED lights. Accessible doors and openers will be added to the rink building entrances and washrooms.

Summary:

Council may authorize staff to seek estimates from qualified contractors for the eligible project items and apply for funding from the NOHFC for the Tranter Rink Resurfacing and Lighting Project, defer or deny the request or consider other options.



Sherie Gladu, Community Projects Coordinator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	September 4, 2024
	SUBJECT:	Old Town Hall: Request for Use (Huron Shores Family Health Team CBT Group)
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request from the Huron Shores Family Health Team for use of the Old Town Hall for group therapy sessions be received, and</p> <p>That Council agree to waive the rental fee for group activities run by the Family Health Team providing that they do not conflict with other scheduled events or rentals.</p>	

Background

The Huron Shores Family Health Team would like to renew their acknowledgement for lending space within the Township. The group has previously used Council Chambers for various group activities (e.g. Cognitive Behavioural Therapy (CBT)) which are free for the public. They are now requesting use of the Old Town Hall due to its accessible back door and lower public access during sessions.

The first CBT group, in spring 2024, was a success and allowed the community to gather together and seek valuable information to improve their well-being and lifestyle. The Family Health Team is hoping to launch more groups in the fall as they seem to benefit the community.

The Family Health Team is requesting that Council waive the rental fee for the use of the Old Town Hall for 3 group programs:

- Thursdays, from 10 a.m. to 12 p.m. and then, from 1:30 p.m. to 3:30 p.m. One runs for 8 weeks and the other one runs for 9 weeks. Both start on September 26th.
- Wednesdays, starting on September 25th from 1:30 to 3:30.

For the fall, there are few bookings which should not interfere with the proposed schedule above:

- October 2: Private rental
- October 4: Zachary Lucky Concert
- October 5-6: Country Roads Tour
- Monday mornings: yoga

Financial Implications


There are no financial implications resulting from this report.

Summary

Council may approve the request, defer, or deny (require rental fee).



Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	September 4, 2024
	SUBJECT:	Water Treatment Plant – Generator Repairs
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding required generator repairs at the Water Treatment Plant be received for information, and</p> <p>That Council approve the recommended repairs to be completed by Reliable Automotive & Industrial Radiator Inc. as quoted.</p>	

Background

The following summary was provided by PUC:

The radiator for the generator at the water treatment plant requires a rebuild due to a leak that developed in the Spring 2024. The quotation for the supply of a new core and labour to rebuild the radiator is attached. The quoted cost is \$4,715.35. The repair shop has quoted 8 hours labour, but it will depend on the work to be done.

PUC Services have made temporary repairs to the radiator to extend its life until such a time it could be removed and taken to the Sault for inspection at a repair shop. Upon becoming aware of a power outage, PUC staff are ready to respond to monitor the generator coolant.

The generator is a critical component for the water treatment plant. In the event of a power outage, a failure of the back up power supply will cause a loss of pressure within the distribution system, which would result in a boil water advisory. The removal of the radiator for inspection or repairs will cause the generator to be out of service until the radiator is reinstalled.

The radiator was removed and sent for inspection on July 23, 2024. It was determined that a new core was required, and the radiator was reinstalled two days later. Upon approval of the quotation attached, PUC will remove the radiator at a time in which presents the least amount of risk of a power outage. The removal, repair, and reinstallation of the rad is expected to take 3 days to complete. At this time, with the latest temporary repair, the radiator does not leak but it may do so after extended run time. The removal of the radiator is not advisable in the fall or winter as power outages may be more of a risk.

Financial Implications

This expense was not included in the budget for the water department. The projected end balance of water reserves is \$221,157.

Summary

Council may approve the repairs, request additional information, or defer to 2025 budget discussions.



Amanda Richardson, Clerk Administrator

Reliable Automotive & Industrial Radiator Inc.

534 Wallace Terrace

Sault Ste. Marie ON

P6C 1L7

Tel.#: (705) 254-6851 Fax: (705) 254-6854

CUSTOMER	SHIP TO	WORK ORDER ADMIN.
PUC SERVICES INC. 500 2nd Line E. Sault Ste. Marie, ON P6A 6P2	Same Address	WO # : 49345 Date : 07/30/2024 Time : 08:37AM PO # : REG # : 720358118RC0001 Tech. : BEN/
H#: B#:705 759-6549		

Qty	Hrs.	Description	Parts Ea.	Tot.Parts	Labour	Tx	Total	C
	8.00	REBUILD RAD IATOR WITH CUSTOM CORE			959.92	HST	959.92	
1.00		CUSTOM CORE	3,355.43	3,355.43		HST	3,355.43	
1.00		SOLDER AND PAINT KIT	400.00	400.00		HST	400.00	

WO# 49345 Copyright 2024 Autogence Inc. - LANKAR 11.17.3

PAID BY:...

I hereby authorize the above work to be done and the above materials to be supplied/installed on the following conditions. I promise to pay the amount due upon completion of the work. I acknowledge the lien of the operator for the value of work done and materials supplied whether the vehicle is in Reliable Automotive & Industrial Radiator Inc. possession or not, the right to take possession of vehicle, hold it or sell it in order to recover the unpaid cost. I authorize Reliable Automotive & Industrial Radiator Inc., your agents or independent contractors to drive my vehicle for the purpose of inspection and repairs. I authorize Reliable Automotive to subcontract work as necessary, including releasing the vehicle or parts thereof to third parties. I agree that REPAIR SHOP will not be responsible for loss, damage or theft of my vehicle or its contents, however caused, while being stored for the purposes of repair.*All parts are new unless otherwise stated.*All parts and labour warranties are void when parts supplied by customer
 Terms Net 30 days, 3%
 Signature_____

Sub Tot	3,755.43	959.92	4,715.35
		HST	613.00
		Deductible	0.00
		Total	5,328.35
		Amt Paid	0.00
		Amt. Owing	5,328.35
			33 of 49

The Corporation of the City of Cambridge

50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
(519) 740-4517



OFFICE OF THE MAYOR
AND COUNCIL

Delivered by hand and electronic mail.

August 15, 2024

Dear Mayors, CAOs, Provincial, and Federal Party Leaders,

Re: Mental Health and Addictions Crisis

I do not think it is an overstatement: the current mental health and addictions crisis is the greatest calamity of our time. This crisis has leached into the very fabric of our lives – it has turned our streets into the theatre of mental crises and places for open drug use, it has affected economic development on a micro and macro scale, and most importantly, the negative impact to the health and wellness of our community members of all ages will be felt for generations.

For about three decades, we have debated and engaged in discourse on this topic with very little to show for it. The situation has never been worse. Actions taken to this point have only exacerbated the crisis. Daily, my office is inundated with calls and emails regarding the lack of mental health and addiction services in our community.

When I became mayor, one of the goals I set out to accomplish was to make a difference where it counted, to change the ever-increasing numbers of people in the throes of addiction and mental health crises; or at the very least stabilize the numbers. We have been spinning in circles, not achieving anything while we continue to talk at people. I felt I knew what needed to be done but I wanted to hear from the people who live with this every day. As the leader of my community, I realized I needed to take it to the people and then listen carefully, so I decided to do a poll. I believe this poll captures what every government needs to know when allocating funds, which is how do we help in the best way possible. If we as leaders do this, we can change the catastrophic future of our current path

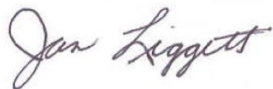
Last year, I was presented with the opportunity to begin work on an Ontario-wide study to determine how Ontarians feel about the current state of mental health and addictions

services. The study, conducted by Campaign Research, indicates that Ontarians want to see this crisis addressed. Ontarians overwhelmingly support the idea of a dedicated revenue stream to solve the problem and have expressed a desire for the provincial government to institute legislative changes to allow families and physicians to provide mental health and addiction treatment to involuntary patients. I attach herewith the condensed findings for your review.

I am comforted to see that across regional and political lines and market segments Ontarians want to see this crisis solved.

I encourage you to share the results of this study with your network. I am eager to discuss this matter further and work together towards a solution for this is happening on our collective watch. Please feel free to reach out to my Executive Assistant, Ana Djukic, by email at djukica@cambridge.ca, should you wish to obtain a full copy of the results or schedule a time for us to speak.

Sincerely,

A handwritten signature in cursive script that reads "Jan Liggett".

Jan Liggett
Mayor

P.O. Box 490
7 Creswell Drive
Trenton, Ontario K8V 5R6
www.quintewest.ca



A Natural Attraction

Tel: 613-392-2841
Toll Free: 1-866-485-2841
virinial@quintewest.ca
clerk@quintewest.ca

Virginia LaTour, Deputy City Clerk

August 15, 2024

The Right Honourable Justin Trudeau
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2
Via Email - justin.trudeau@parl.gc.ca

RE: Notice of Motion – Councillor Stedall – The Canada Community-Building Fund

Dear Prime Minister:

This letter will serve to advise that at a meeting of City of Quinte West Council held on August 14, 2024 Council passed the following resolution:

Motion No 24-366 – Notice of Motion - Councillor Stedall - The Canada Community-Building Fund
Moved by Councillor Stedall
Seconded by Councillor McCue

Whereas the City of Quinte West is entering into an agreement to receive Canada Community-Building Funds, which is administered by the Association of Ontario Municipalities of Ontario (AMO) on behalf of the Federal government;

And whereas the funding allocations are less that 2% year over year for the next 5 years;

And whereas the amounts allocated in the past 5 years were less than 2% year over year;

And whereas non-residential construction price inflation has risen by 29% since the end of 2020 and municipalities are facing soaring costs for infrastructure projects without a corresponding growth in revenue;

And whereas there is a requirement for municipalities to complete an asset management plan and a housing needs analysis;

And whereas both of these plans show the large funding gap between infrastructure and housing needs and funds available from property taxation;

And whereas The City of Quinte West has over \$1.5 billion in core infrastructure assets and, like other municipalities, its infrastructure is aging and in need of upgrades and replacement;

And whereas The City's Asset Management Plan requires \$37 million annually to maintain existing assets which, based on current available funding, is resulting in an annual infrastructure deficit of over \$17.1 million;

And whereas municipalities are facing a gap in federal infrastructure funding as the 10-year Investing in Canada Infrastructure Program has come to an end;

Now therefore be it resolved that the City of Quinte West calls on the Federal Government to provide a supplement to the allocations provided to municipalities under the AMO CBBF agreement for 2024 - 2028 for the same amount that was allocated, effectively doubling the allocation for those years;

And further that this resolution be forwarded to MFOA, AMO, MP Ryan Williams, and Federal Finance Minister Chrystia Freeland, and all Municipalities in Ontario.
Carried

We trust that you will give favourable consideration to this request.

Yours Truly,

CITY OF QUINTE WEST

A handwritten signature in black ink, appearing to read 'Virginia LaTour', written over a horizontal line. The signature is stylized and somewhat abstract.

Virginia LaTour,
Deputy City Clerk

cc: Donna Herridge, Executive Director, MFOA
Colin Best, President, AMO
Ryan Williams, MP, Bay of Quinte
Hon. Chrystia Freeland, Deputy Prime Minister and Minister of Finance
All Municipalities of Ontario



2529 Stirling-Marmora Road
Box 40
Stirling, ON K0K 3E0
Phone: 613-395-3380 Fax: 613-395-0864

August 21, 2024

Premier's Office
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Hon. Ford,

Re: Public Sector Salary Disclosure

At the August 6, 2024 Standing Committees meeting, Committee made the following recommendation:

Moved by Councillor Dean Graff
Seconded by Councillor Don Stewart

That the report from the CAO-Treasurer entitled, "Public Sector Salary Disclosure" be received; and

That Committee recommends to Council the following resolution be adopted and forwarded to the Province of Ontario Premier's Office, the Ministry of Municipal Affairs and Housing, the Association of Municipalities of Ontario and all Ontario Municipalities;

Now Therefore Be It Resolved That the Public Sector Salary Disclosure Act be updated to reflect the inflation rates since 1996; and further

That the Act be further updated so that the inflation rate is applied each year to the requirement to report public salaries.

Carried.

This resolution was subsequently ratified and confirmed by Council at their meeting of August 19, 2024.

Sincerely,

Sydney Dodson
Deputy Clerk

/sd

Cc: Roxanne Hearn – CAO/Treasurer, Premier Doug Ford, the Ministry of Municipal Affairs and Housing, AMO, all Ontario Municipalities



August 21, 2024

Sent via email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

RE: Concerns with the Transport and Deposition of Naturally Occurring Radioactive Material (NORM) at the Agnew Lake Tailings Management Area (ALTMA)

Dear Premier Ford,

I am writing to you on behalf of the Council of the Township of Nairn and Hyman and the Council of the Township of Baldwin to formally submit the attached resolution passed jointly by the two Councils at a Joint Emergency Council Meeting on August 19, 2024.

Our two Townships very recently learned of the decision to transport naturally occurring radioactive material (NORM) from the former Beaucage Mine Site and Nipissing First Nation reserve lands and deposit it at the Agnew Lake Tailings Management Area in the Township of Nairn and Hyman. The decision to transport and deposit NORM has far-reaching implications for the environment, public health, and safety of our communities, and this significant decision was made without any consultation with our municipalities and the other municipalities located near Agnew Lake or along the Highway 17 corridor.

In addition to the participation of our municipalities in this Emergency Council Meeting, many representatives from surrounding First Nations attended the meeting, underscoring the widespread concern across our region about this impending project. The planned transportation of NORM is scheduled to begin in the coming weeks, therefore we respectfully request your attention to this urgent matter.

The resolution reads as follows:

RESOLUTION: 2024-EM1-2

DATE: August 19, 2024

MOVED BY: Councillor McVey

SECONDED BY: Councillor Cote

WHEREAS the Council of the Corporation of the Township of Nairn and Hyman and the Council of the Corporation of the Township of Baldwin have been informed of the decision to transport naturally occurring radioactive material (NORM) from the former Beaucage Mine and Nipissing First Nation reserve land, and deposit it at the Agnew Lake Tailings Management Area (ALTMA) in the Township of Nairn and Hyman; and

WHEREAS this decision has significant implications for the environment, public health, and safety of the surrounding communities, including those within the Township of Nairn and Hyman and the Township of Baldwin; and

WHEREAS the decision to transport and deposit NORM to the ALTMA site was made without any consultation with the Township of Nairn and Hyman or the other municipalities bordering Agnew Lake, resulting in the exclusion of local municipalities from the decision-making process; and

WHEREAS the exclusion of local municipalities from this process represents a serious breach of trust and a disregard for the well-being of the residents of these communities; and

WHEREAS there are significant concerns among residents regarding the potential contamination of drinking water sources, particularly Agnew Lake, which many residents rely on for safe drinking water; and

WHEREAS the risks associated with NORM are well-documented, and the proximity of the ALTMA to Agnew Lake heightens the concerns regarding the potential contamination of this vital water source; and

WHEREAS according to information received from the Ministry of Mines, there are already some areas of the ALTMA site where dose estimates exceed the Canadian Nuclear Safety Commission's regulatory limit for casual site users; and

WHEREAS the Council of the Corporation of the Township of Nairn and Hyman and the Council of the Corporation of the Township of Baldwin held a joint Emergency Council Meeting on August 19, 2024;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Nairn and Hyman and the Council of the Corporation of the Township of Baldwin respectfully demands that the Province of Ontario, the Ministry of Mines and the Ministry of Transportation immediately halt the project involving the transportation and deposition of NORM at the ALTMA site until a clear line of communication is established with local municipalities; and

BE IT FURTHER RESOLVED THAT the Council of the Corporation of the Township of Nairn and Hyman and the Council of the Corporation of the Township of Baldwin respectfully demands full disclosure of all pertinent details regarding the proposed future NORM transportation and deposition plan, including specific transportation routes, emergency response plans, safety protocols, and the future management plan for the ALTMA site; and

THAT the Council of the Corporation of the Township of Nairn and Hyman and the Council of the Corporation of the Township of Baldwin insists that environmental and health impact assessments be conducted with input from independent experts, and that these assessments include opportunities for public hearings to ensure transparency and community involvement; and

THAT the Province of Ontario enact legislation that consultation with municipalities is a requirement of any projects that include the transportation or deposition of NORM; and

THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable George Pirie, the Minister of Mines; the Honourable Prabmeet Sarkaria, the Minister of Transportation; the Honourable Andrea Khanjin, the Minister of the Environment, Conservation and Parks; Chief Toulouse and Sagamok Anishnawbek Council Members; Chief Nootchtai and Atikameksheng Anishnawbek Council Members; the Ontario Ombudsman; the Canadian Nuclear Safety Commission; the Canadian Environmental Law Association; MP Carol Hughes; MPP Michael Mantha; the Association of Ontario Municipalities and all Ontario Municipalities.

CARRIED

For more information regarding this matter, please contact our municipal office by email at belindaketchabaw@nairncentre.ca or by phone at (705) 869-4232.

Yours truly,



Belinda Ketchabaw
CAO Clerk Treasurer
Township of Nairn and Hyman

Cc:

Honourable George Pirie, the Minister of Mines
Honourable Prabmeet Sarkaria, the Minister of Transportation
Honourable Andrea Khanjin, the Minister of the Environment, Conservation and Parks
Chief Toulouse and Sagamok Anishnawbek Council Members
Chief Nootchtai and Atikameksheng Anishnawbek Council Members
Ontario Ombudsman
Canadian Nuclear Safety Commission
Canadian Environmental Law Association
MP Carol Hughes
MPP Michael Mantha
Association of Ontario Municipalities
All Ontario Municipalities



TOWNSHIP OF
RUSSELL

CERTIFIED RESOLUTION

Date: August 26, 2024 **Item(s) no.:** 10 (ref. a)

Subject: Resolution to Support AMCTO Provincial Updates to the Municipal Elections Act

Moved by: Jamie Laurin

Seconded by: Lisa Deacon

WHEREAS elections rules need to be clear, supporting candidates and voters in their electoral participation and election administrators in running elections; and

WHEREAS legislation needs to strike the right balance between providing clear rules and frameworks to ensure the integrity of the electoral process; and

WHEREAS the legislation must also reduce administrative and operational burden for municipal staff ensuring that local election administrators can run elections in a way that responds to the unique circumstances of their local communities; and

WHEREAS the Municipal Elections Act, 1996 (MEA) will be 30 years old by the next municipal and school board elections in 2026; and

WHEREAS the MEA sets out the rules for local elections, the Assessment Act, 1990 and the Education Act, 1990 also contain provisions impacting local elections adding more places for voters, candidates, and administrators to look for the rules that bind the local democratic process in Ontario; and

WHEREAS with rules across three pieces of legislation, and the MEA containing a patchwork of clauses, there are interpretation challenges, inconsistencies, and gaps to fill; and

WHEREAS the Act can pose difficulties for voters, candidates, contributors and third-party advertisers to read, to interpret, to comply with and for election administrators to enforce; and

WHEREAS while local elections are run as efficiently and effectively as can be within the current legislative framework, modernization and continuous improvement is needed to ensure the Act is responsive to today's needs and tomorrow's challenges; and

WHEREAS to keep public trust and improve safeguards the Act should be reviewed considering the ever-changing landscape which impacts elections administration including privacy, the threats of foreign interference, increased spread of mis/disinformation and the increased use of technologies like artificial intelligence and use of digital identities; and

WHEREAS the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) reviewed the Act and has provided several recommendations including modernizing the legislation, harmonizing rules, and streamlining and simplifying administration; and


WHEREAS AMCTO put forward recommendations for amendments ahead of the 2026 elections and longer-term recommendations for amendments ahead of the 2030 elections; therefore

BE IT RESOLVED THAT the Township of Russell calls for the Province to update the MEA with priority amendments as outlined by AMCTO before Summer 2025 and commence work to review and re-write the MEA with longer-term recommendations ahead of the 2030 elections; and be it further

RESOLVED that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Minister of Municipal Affairs and Housing, the Minister of Education, the Minister of Public and Business Service Delivery, Minister of Finance, the Premier of Ontario, MPP of Glengarry-Prescott-Russell and AMCTO.

MOTION APPROVED

I, Joanne Camiré Laflamme, Clerk of the Corporation of the Township of Russell, hereby certify that the foregoing is a true copy of the resolution adopted by the Council of the Corporation of the Township of Russell on the 26th day of August 2024.



Joanne Camiré Laflamme
Clerk

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW# 2024-37

A By-Law to enter into a Site Plan Agreement with the Owners of CON NEEBISH LOT 17PT PCL 1039 ACS RP 1R9244 PARTS 1 & 2 (240 Mariners Cove Road), Township of St. Joseph.

WHEREAS the Council of The Corporation of The Township of St. Joseph deems it desirable to enter into a Site Plan Agreement with the Owners of CON NEEBISH LOT 17PT PCL 1039 ACS RP 1R9244 PARTS 1 & 2 (240 Mariners Cove Road), Township of St. Joseph, to control the use of such subject land;

AND WHEREAS a Site Plan Agreement has been submitted as a condition of By-Law#2024-29 being a by-law to amend Zoning By-law 2011 - 34, as amended, to reduce the minimum setback from the established high-water mark from 30 metres (100 feet) to 20 metres (66 feet) for the property located at CON NEEBISH LOT 17PT PCL 1039 ACS RP 1R9244 PARTS 1 & 2 – Also known as 240 Mariners Cove Road, to permit the construction of a new single-family dwelling on the subject land;

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

1. The Township of St. Joseph shall enter into a Site Plan Agreement with Calvin Gilbertson, Owner of CON NEEBISH LOT 17PT PCL 1039 ACS RP 1R9244 PARTS 1 & 2, located within the Township of St. Joseph; and
2. THAT the said Agreement shall be in the form of Schedule “A” hereto attached; and
3. THAT the Mayor and Clerk Administrator are hereby authorized to execute any and all documents necessary to give effect to the foregoing; and
4. THAT Schedule “A” attached forms part of this by-law; and
5. THAT this Agreement shall take effect on the date of its final passing.

Passed in Open Council on September 4, 2024.

Joseph Wildman, Mayor

Amanda Richardson, Clerk Administrator

Schedule "A" to By-law# 2024-37

AGREEMENT FOR SITE PLAN CONTROL

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
(herein called the "Township")

OF THE FIRST PART

- and -

CALVIN GILBERTSON
(hereinafter referred to as the "Owner")

OF THE SECOND PART

WHEREAS the parties are desirous of satisfying the conditions outlined in Section D2.5.2 of the St. Joseph Island Official Plan regarding the conditions for development on properties located in the Limited Service Residential (LSR) Zone;

AND WHEREAS the lot located at 240 Mariners Cove Road, CON NEEBISH LOT 17PT PCL 1039 ACS RP 1R9244 PARTS 1 & 2 is designated in the Township's Zoning By-law as LSR;

AND WHEREAS the Corporation of the Township of St. Joseph by By-Law #2024-29 dated August 14, 2024, permitted the reduction of the minimum setback from the established high-water mark from 30 metres (100 feet) to 20 metres (66 feet) for the subject property,

AND WHEREAS the said By-Law #2024-29 requires the Owner to enter into a Site Plan Agreement to satisfy the conditions of the said Section D2.5.2 in a form satisfactory to the Corporation of the Township of St. Joseph (the "Township");

AND WHEREAS the building permit application submitted by the owner of 240 Mariners Cove Road, CON NEEBISH LOT 17PT PCL 1039 ACS RP 1R9244 PARTS 1 & 2 is dependent on certain conditions being satisfied;

NOW THEREFORE this Agreement witnesseth that in consideration of the mutual covenants and conditions hereinafter contained, the parties hereto do hereby covenant and agree as follows:

1. The Owner acknowledges and agrees that the Lot does not front on an improved public road.
2. The Owner acknowledges and agrees that the Township does not, and is not required in the future to, maintain a road to or snow plow access to the Lot.
3. The Owner acknowledges and agrees that as a result of no public road access being provided

Sched. "A" to BL#2024-37

Page 1 of 2

to the Lot there will not be any emergency response vehicle availability or school bus transportation to or from the Lot at any time of the year.

4. The Owner acknowledges and agrees that the Township will not take over or assume a private road or street as a Township public road or street unless it has been built according to an appropriate road standard.
5. The Owner acknowledges and agrees that the Township is not liable for any injuries, losses, or damages as a consequence of the Township issuing a building permit to the Lot without public road access and the Owner agrees to indemnify and save harmless the Township and those for whom it is responsible in law from all claims and demands, awards, losses, costs, damages, actions, suits or other proceedings, by whomsoever made, brought or prosecuted in any manner based upon, arising out of or connected with the said permission.
6. The Owners agree that this Agreement pertaining to the said lands shall be adopted by Municipal By-law, registered on title to the property at the Owner's expense, and be binding upon the Owner, and any successors, administrators, and assigns.

IN WITNESS the Parties have set their hands and seals.

SIGNED, SEALED AND DELIVERED

In the presence of

Chase Mitchell
Witness

)
)
)
)
Calvin Gilbertson

IN WITNESS WHEREOF the Party herein has hereunder caused to be fixed its corporate seal under the hand of its proper signing officer duly authorized in that behalf.

DATED at Richards Landing, Ontario this 28 day of August 2024.

The Corporation of the Township of St. Joseph

Joseph Wildman
Joseph Wildman, Mayor

Amanda Richardson
Amanda Richardson, Clerk Administrator

We have the authority to bind the Township.

Sched. "A" to BL#2024-37

Page 2 of 2

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2024 - 38

A By-law to amend By-Law 2024-28

WHEREAS the Council of the Corporation of the Township of St. Joseph enacted By-Law 2024-28 to License and Regulate Travel Trailers outside of Trailer Parks in The Township of St. Joseph, and to repeal By-laws 972, 1109, 1829 and 2015-44.

WHEREAS the Council of the Corporation of the Township of St. Joseph deems it expedient to amend Schedule "B" of By-Law 2024-28 in order to include additional set fines for certain contraventions of the By-Law.

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

1. That Schedule "B" to By-Law 2024-28 be amended to include additional set fines for contraventions to the By-Law
2. That Schedule "B" hereto forms a part of this by-law.
3. That all other sections of By-Law 2024-28 remain in effect as originally passed.
4. This By-Law shall come into force and effect on the day of passing.
5. A copy of the amended Schedule "B" is to be filed with the Attorney General's Office.

Passed in Open Council on September 4, 2024

Joseph Wildman
Mayor

Amanda Richardson
Clerk Administrator

SCHEDULE "B" TO BY-LAW 2024 – 38
AMENDED SCHEDULE "B" to BY-LAW 2024-28
The Township of St. Joseph Travel Trailer License By-law
PART 1 – PROVINCIAL OFFENCES ACT FINES

ITEM	COLUMN 1 Short form wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set fine
1	Using a travel trailer without a licence.	4.2	400.00
2	Allowing a travel trailer to be used without a licence.	4.2	400.00
3	Occupying a travel trailer on prohibited dates.	4.3	300.00
4	Allow a travel trailer to be used on prohibited dates.	4.3	300.00
5	Constructing an unauthorized structure.	4.4	300.00
6	Allowing an unauthorized structure.	4.4	300.00
7	Unauthorized connection to sewage system or greywater.	4.12	500.00
8	Allowing an unauthorized connection to sewage system or grey water.	4.12	500.00
9	Improper disposal of grey water or sewage.	4.13	500.00
10	Allowing improper disposal of grey water or sewage.	4.13	500.00
11	Unauthorized transfer of a licence.	4.14	200.00
12	Failure to display a licence.	4.15	100.00
13	Providing false information on licence application.	4.16	100.00
14	Obstruct person designated to enforce this bylaw.	4.17	300.00
15	Failure to remove or store trailer in accordance with By-Law	6.3	300.00
16	Failure to obtain approval to place a construction trailer	6.4	100.00
17	Placing a construction trailer on a site where no construction permit has been issued	6.4	200.00
18	Storing more than one (1) trailer on any one residentially zoned parcel of land	9.2	100.00
19	Storing more than four (4) trailers on any rurally zoned property.	9.3	100.00
20	Failure to adhere to setbacks set out in the Zoning By-Law	9.5	100.00

Note: The general penalty provision for the offences listed above is Section 11.3 of the By-law # 2024-28, a certified copy of which has been filed.

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2024-39

**A By-Law to Confirm the Proceedings of the Regular Council Meeting held on
September 4, 2024.**

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 September 4, 2024, 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 September 4, 2024.

Joseph Wildman
Mayor

Amanda Richardson
Clerk Administrator