



THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
COUNCIL MEETING
MINUTES
6:30 p.m. - Wednesday, February 19, 2025
Council Chambers – 1669 Arthur Street, Richards Landing

Present

Council	Mayor Jody Wildman Councillor Steven Adams Councillor Bryon Hall (virtual) Councillor Cameron Ross Councillor Greg Senecal
Staff	Amanda Richardson, CAO/Clerk-Treasurer
Presentations	PUC: Mark Hoffman, Jared Alcock, Jessica Happl

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

- a. Mayor Wildman expressed a conflict with agenda item 8.b. and did not participate in the discussion of that item.

4. New Business & Items for Discussion

- a. Mayor Wildman – Flags at Pickleball courts

5. Adoption of the previous minutes

- a. Council Meeting – February 5, 2025
Resolution #2025- 37
Moved By: Cameron Ross
Seconded By: Greg Senecal
BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, February 5, 2025, be adopted as circulated.
Carried.

6. Accounts

- a. Disbursements February 1-14, 2025:
Resolution #2025- 38
Moved By: Greg Senecal
Seconded By: Steven Adams
BE IT RESOLVED THAT the Cheque Register dated February 19, 2025, in the amount of \$209,019.54 be approved as presented.
Carried.

7. Presentations

a. PUC – 2024 Annual Review

Representatives from the PUC presented Council with a review of the annual report for water and wastewater services for Richards Landing. Future capital expenditures were also discussed, and staff will work with the PUC to include the necessary items in the 2025 operating budget. The DQMS Report to Owner summarizes the annual Management Review that reviews the overall suitability, adequacy and effectiveness of the Drinking Water Quality Management System. There were no significant issues identified in the review. The reports are available to the public at the Township Office and are posted on the municipality's website.

Report Summary:

Boil Water Advisory (2): January 23rd was a planned water outage to replace isolation valve.

April 3rd loss of distribution pressure resulting from a power outage/generator failure

Adverse Water Incidents:

Resolution #2025- 39

Moved By: Greg Senecal

Seconded By: Bryon Hall

BE IT RESOLVED THAT the 2024 Richards Landing Drinking Water System Waterworks Annual and Summary Reports prepared and presented by PUC Services be received for information and approved as presented.

Carried.

8. Staff and Committee Reports

a. Sewer Treatment Plant: RBC Motor Replacement

Resolution #2025- 40

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the procurement of two replacement motors for the Rotating Biological Contractors at the Sewer Treatment plant be received, and

That Council authorizes the purchase of two motors from E-Motors Direct at a cost of \$4,216.28 plus applicable taxes per motor.

Carried.

Prior to the Council meeting, PUC was able to source an additional quote from E-Motors Direct which was less costly than the original quote from Westburne Ontario of \$6,302.77 per motor.

b. Use of Public Space – Temporary Vendor Permits

Resolution #2025- 41

Moved By: Cameron Ross

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding a request to provide mobile food vending on Township property be received; and

THAT Council approves the fee structure for single day pop-up food vendors; and

THAT Council authorizes staff to develop an application and permit process for pop-up food vendors on Township property.

Carried.

c. Funding Application Request: Green Municipal Fund

Resolution #2025- 42

Moved By: Bryon Hall

Seconded By: Cameron Ross

BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding The Green Municipal Fund through the Canadian Federation of Municipalities be received; and

THAT Council authorizes staff to work with SmartSense to determine eligibility, and, if eligible, apply for funding to cover 100% of costs to provide monitoring and reports regarding facility energy use and efficiency.

Carried.

d. Public Works: Purchase of Grader Kit

Resolution #2025- 43

Moved By: Greg Senecal

Seconded By: Bryon Hall

BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the policy purchase of a Nordik Move grader kit with holder plate for the Township’s grader be received for information, and

That Council authorizes staff to purchase the grader kit from White’s Wearparts Ltd. at a cost of \$3,777.84 plus tax.

Carried.

9. Correspondence

a. **Consent Agenda:**

Item #	Description	Action
Items with a request for support (resolutions)		
13	MPAC – Response to 2025 Levy Concerns	Receive
14	Peterborough County – Proposed U.S. Tariffs on Canadian Goods	Receive
15	Hanover – United States Imposition of Tariffs on Canada	Receive

16 EOWC – Support of Canadian and Ontario Government’s Negotiations with the United States Government on Trade Tariffs Receive

Resolution #2025- 44

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT correspondence item #13 through #16 be received for information; and

THAT the recommended actions be taken.

Carried.

10. Closed Session

Resolution #2025-45

Moved By: Greg Senecal

Seconded By: Steven Adams

BE IT RESOLVED THAT Council proceed into Closed Session at 7:25 p.m. in accordance with Section 239 of the Municipal Act to discuss matters of solicitor-client privilege and personal information about an identifiable individual, such as an employee:

- a. Seniors and Persons with a Disability Services: Backup Cook
- b. Legal matters

Carried.

Resolution #2025- 46

Moved By: Bryon Hall

Seconded By: Steven Adams

BE IT RESOLVED THAT Council does rise from closed session at 8:02 p.m.

Carried.

Resolution #2025- 47

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding cooking staff for the Dr. H.S. Trefry Memorial Centre be received for information, and

That due to past difficulties of recruiting for the position, Council agrees to waive the hiring policy requirement to post the position, and

That Council authorizes staff to offer the position of backup/casual cook to the individual named in the report, starting at a pay rate of job class 8, level 1.

Carried.

Resolution #2025- 48

Moved By: Steven Adams

Seconded By: Cameron Ross

BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding recommendations provided by the Township's solicitor regarding potential litigation be received for information, and

That Council direct staff to respond as discussed.

Carried.

11. By-Laws

a. Confirmation

Resolution #2025- 49

Moved By: Cameron Ross

Seconded By: Steven Adams

BE IT RESOLVED THAT leave be granted to introduce By-Law 2025-12 being a By-Law to Confirm the Proceedings of the Regular Council Meeting held on February 19, 2025; and

THAT said by-law be passed in open Council on February 19, 2025.

Carried.

12. Adjournment


Resolution #2025- 50

Moved By: Greg Senecal


Seconded By: Bryon Hall

BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 8:07 p.m. to meet again at 6:30 p.m. on Wednesday, March 5, 2025, or at the call of the chair.

Carried.



Joseph Wildman, Mayor



Amanda Richardson, CAO/Clerk-Treasurer