



THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
COUNCIL MEETING
MINUTES
6:30 p.m. - Wednesday, September 4, 2024
Council Chambers – 1669 Arthur Street, Richards Landing

Present

Council

Mayor Jody Wildman
Councillor Bryon Hall
Councillor Cameron Ross
Councillor Greg Senecal

Staff

Amanda Richardson, Clerk Administrator

Members of the Public

Erica Pollock (Zoning By-Law Amendment Application)

Other

Hugh Macdonald, Township Solicitor (Closed Session Only)

Regrets

Councillor Steven Adams

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 declared a conflict of interest with item 11.b.

4. New Business & Items for Discussion – N/A

5. Adoption of the previous minutes

- a. Council Meeting – August 14, 2024

Resolution #2024- 213

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, August 14, 2024, be adopted as circulated.

Carried.

6. Accounts

Resolution #2024-214

Moved By: Cameron Ross

Seconded By: Greg Senecal

BE IT RESOLVED THAT the Cheque Register dated September 4, 2024, in the amount of \$283,955.27 be approved as presented.

Carried.

7. Staff and Committee Reports

- a. Zoning By-Law Amendment Application: 2488 Canoe Point Road

Resolution #2024- 215

Moved By: Cameron Ross

Seconded By: Bryon Hall

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the application for Zoning By-Law Amendment at 2488 Canoe Point Road to reduce the minimum required setback from the high-water mark from 30 metres (100 feet) to 14.6 metres (48 feet) to be received for information and,

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

Carried.

- b. Marina Restaurant: Purchase of food prep table

Resolution #2024- 216

Moved By: Bryon Hall

Seconded By: Greg Senecal

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.

Carried.

- c. Human Resources Management Software Agreement

Resolution #2024- 217

Moved By: Greg Senecal

Seconded By: Bryon Hall

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.

Carried.

- d. 2024 Municipal Insurance Renewal

Resolution #2024- 218

Moved By: Cameron Ross

Seconded By: Bryon Hall

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

Carried.

- e. 2024 Biennial Bridge & Culvert Inspection Report Summary
Resolution #2024- 219
Moved By: Greg Senecal
Seconded By: Bryon Hall
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.
Carried.
- f. Funding Application Request: NOHFC (Tranter Rink)
Resolution #2024- 220
Moved By: Greg Senecal
Seconded By: Cameron Ross
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.
Carried.
- g. Old Town Hall: Request for Use (Huron Shores Family Health Team CBT Group)
Resolution #2024- 221
Moved By: Bryon Hall
Seconded By: Greg Senecal
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.
Carried.
- h. Water Treatment Plant: Generator Repairs
Resolution #2024- 222
Moved By: Cameron Ross
Seconded By: Greg Senecal
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.
Carried.

8. Addendum

1. Staff and Committee Reports

- a. RFP 2024-04 Consulting for Downtown Community Improvement Plan for Richards Landing

Resolution #2024- 223

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding the results of the RFP 2024-04 for Consulting for Downtown Community Improvement Plan for Richards Landing be received; and

That Council defer their decision to the September 18, 2024, Council meeting.

Carried.

9. Correspondence

a. Consent Agenda:

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

Resolution #2024- 224

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT correspondence item #85 through #89 be received for information; and

That the recommended actions be taken.

Carried.

10. Closed Session

Resolution #2024- 227

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT Council proceed into Closed Session at 7:53 p.m. in accordance with Section 239 of the Municipal Act to discuss personal matters about an identifiable individual,

including municipal or local board employees 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

Carried.

Resolution#2024-228

Moved By: Greg Senecal

Seconded By: Cameron Ross

BE IT RESOLVED THAT Council does rise from Closed Session at 9:21 p.m.

Carried.

Resolution #2024-229

Moved By: Bryon Hall

Seconded By: Greg Senecal

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

Carried.

Resolution #2024- 230

Moved By: Greg Senecal

Seconded By: Bryon Hall

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

Carried.

11. By-Laws

- a. Site Plan Control Agreement – 240 Mariners Cove Road

Resolution #2024- 225

Moved By: Bryon Hall

Seconded By: Cameron Ross

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

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

Carried.

- b. Trailer By-Law: Amend Schedule "B"

Resolution #2024- 226

Moved By: Cameron Ross

Seconded By: Greg Senecal

BE IT RESOLVED THAT leave be granted to introduce By-Law 2024-38 being a by-law to amend By-Law 2024-28, and

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.
Carried.

Mayor Wildman left the Council Chambers for the discussion and Councillor Hall chaired this section of the meeting.

c. Confirmation

Resolution #2024- 231

Moved By: Greg Senecal

Seconded By: Bryon Hall

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

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


12. Adjournment

Resolution #2024- 232


Moved By: Greg Senecal

Seconded By: Cameron Ross

BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 9:22 p.m. to meet again at 6:30 p.m. on Wednesday, September 18, 2024, or at the call of the chair.
Carried.



Joseph Wildman
Mayor



Amanda Richardson
Clerk Administrator