

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH  
COUNCIL MEETING  
AGENDA

Virtual: Wed, November 17, 2021 6:30 PM

<https://global.gotomeeting.com/join/973965949>

**You can also dial in using your phone.**

Canada (Toll Free): [1 888 455 1389](tel:18884551389)

**Access Code:** 973-965-949

1. **Call to Order**
2. **Moment of Silent Reflection**
3. **Disclosure of Pecuniary Interest**
4. **New Business/Items for Discussion**
5. **Adoption of the previous minutes**
  - a. Council Meeting

Recommendation: BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, November 3, 2021, be adopted as circulated. **3-6**

6. **Accounts**

Recommendation: BE IT RESOLVED THAT the Cheque Register dated November 17, 2021, in the amount of \$204,356.15 be approved as presented. **7-8**

7. **Staff and Committee Reports**

- a. OCSA Funding Request

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding the funding application request for the Ontario Community Support Program be received; and **9**

THAT staff be authorized to submit an application for funding to meet increased food costs associated with the Meals on Wheels program.

- b. Drinking Water System Financial Plan Renewal

Recommendation: BE IT RESOLVED THAT The Township of St. Joseph Drinking Water System Financial Plan be received; and **10-14**

That Council does approve of the Drinking Water System Financial Plan #284-302 dated November 17, 2021, as presented.

8. **Correspondence**

- a. Matthews Memorial Hospital Association – Physician Recruitment and Retention **15**
- b. Municipality of Mattice- Valcote – Postponement of Assessment Updates **18**
- c. Corporation of the Town of Lasalle – Covid-19 Testing Requirement at Land Border **16-17**
- d. Municipal Property Assessment Corporation – 2022 Levy Announcement **19**
- e. Solicitor General – Community Safety and Well-Being Plan Update **20-21**

Recommendation: BE IT RESOLVED THAT correspondence items a-e be received for information, and

THAT Council directs staff to send letters of support for items \_\_\_\_\_.

## 9. Closed Session

Recommendation: BE IT RESOLVED THAT Council proceed into Closed Session at \_\_\_\_\_ pm in accordance with Section 239 of the *Municipal Act* to discuss personal matters about an identifiable individual, including municipal or local board employees.

- a. Public Works – Sidewalk Plow Operator Interview results
- b. Legal matters – Property and zoning standard follow-up

Recommendation: BE IT RESOLVED THAT Council does rise from Closed Session at \_\_\_\_\_ p.m.

## 10. By-Laws

### a. Confirmation

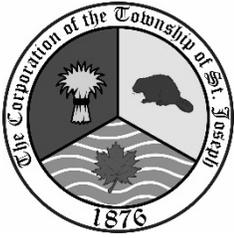
Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2021-37 being a By-Law to confirm the proceedings of the Council meeting held on November 17<sup>th</sup>, 2021; and

**22**

THAT said by-law be read a first and taken as read a second and third time and finally passed.

## 11. Adjournment

Recommendation: BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at \_\_\_\_\_ to meet again on Wednesday, November 17<sup>th</sup>, 2021.



**THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH**  
**COUNCIL MEETING**  
**MINUTES**  
**COUNCIL CHAMBERS - 1669 Arthur Street, Richards Landing**  
**Wednesday, November 3, 2021**  
**6:30 p.m.**

<b>Present</b>	
<b>Council</b>	Mayor Jody Wildman Councillor Steven Adams Councillor Cheryl Ambeault Councillor Barry Elliott Councillor Bryon Hall
<b>Staff</b>	Amanda Richardson, Clerk Administrator Sherie Gladu, Office Assistant/Healthy Living Coordinator

**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. Items for Discussion**

- a. Laneways within Richards Landing  
The Roads Committee met prior to Council and the Superintendent recommended against maintaining laneways in Richards Landing but deferred to Council for their recommendation. Council requested administrative staff to research policies and precedents as well as liabilities associated with this practice.
- b. Bell tower lease update  
Bell representative to contact Clerk Administrator regarding commencement of public consultation process.

**5. New Business**

- a. Councillor Ambeault – 1 Item
  - i. Follow up on K Line construction and shared responsibilities with Hilton Township.
- b. Mayor Wildman – 4 Items
  - i. Roads Committee meeting update regarding a new 5-year plan structure where years 1-3 contain firm plans of construction projects and years 4-5 contain only confirmed projects which will rotate in as year’s progress.
  - ii. Marina Tour – Mayor Wildman and Councillors Adams and Hall toured the marina property and noted that they were very impressed with the work of this season’s manager. Discussion regarding the future use of the marina restaurant space and update on construction
  - iii. Stribling point – request for 2<sup>nd</sup> dock
  - iv. Trefry meeting with Mike Mantha regarding programming and funding deficiencies.

**6. Adoption of the previous minutes**

- a. Council Meeting

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-272
<b>Moved By:</b>	Bryon Hall

<b>Seconded By:</b>	Barry Elliott
BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, October 20, 2021 be adopted as circulated.	
Carried.	

**7. Accounts**

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-273
<b>Moved By:</b>	Steven Adams
<b>Seconded By:</b>	Cheryl Ambeault
BE IT RESOLVED THAT the Cheque Register dated November 3, 2021, in the amount of \$129,344.82 be approved as presented.	
Carried.	

**8. Staff and Committee Reports**

a. Pickleball Group Summary and 2021 Request

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-274
<b>Moved By:</b>	Steven Adams
<b>Seconded By:</b>	Barry Elliott
BE IT RESOLVED THAT the report from the Office Assistant/Health Living Coordinator regarding Pickleball communications be received, and	
That staff will follow up to invite the Pickleball representatives to the next Recreation Committee meeting.	
Carried.	

b. Invoicing for Overflow Personal Support Worker Services

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-275
<b>Moved By:</b>	Cheryl Ambeault
<b>Seconded By:</b>	Bryon Hall
BE IT RESOLVED THAT the report from the Clerk Administrator regarding invoicing for overflow referrals to the Personal Support Worker Services through the Dr. H.S. Trefry Outreach Program be received, and	
That Council authorizes staff to begin invoicing for services as recommended by the Program Coordinator.	

Carried.

c. Covid-19 Vaccination Policy Update

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-276
<b>Moved By:</b>	Barry Elliott
<b>Seconded By:</b>	Bryon Hall

BE IT RESOLVED THAT the report from the Clerk Administrator regarding updates to the municipality's Covid-19 Vaccination Policy be received, and

That Council authorizes staff to update the policy, applicable to all staff, to request voluntary provision of vaccination status, and to institute weekly rapid-test screening for those who are unable to do so.

Carried.

d. Zoning By-law Amendment Application 2304 Shore Road (Knox)

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-277
<b>Moved By:</b>	Bryon Hall
<b>Seconded By:</b>	Steven Adams

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the application for 2304 Shore Road to amend the Zoning By-law to decrease the minimum lot size be received: and,

That staff be authorized to initiate the public notification process for the proposed amendment to reduce the minimum lot size to 0.87 acres.

Carried.

**9. Correspondence**

- a. City of Vaughan – Teen Driver Safety
- b. City of Kitchener - Vaccine Passport Program

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-278
<b>Moved By:</b>	Cheryl Ambeault
<b>Seconded By:</b>	Barry Elliott

BE IT RESOLVED THAT correspondence items a-b be received for information, and

THAT Council directs staff to send letters of support for items a & b.

Carried.

## 10. By-Laws

### a. Confirmation

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-279
<b>Moved By:</b>	Barry Elliott
<b>Seconded By:</b>	Cheryl Ambeault

BE IT RESOLVED THAT leave be granted to introduce By-Law 2021-36 being a By-Law to confirm the proceedings of the Council meeting held on November 3rd, 2021; and THAT said by-law be read a first and taken as read a second and third time and finally passed.

Carried.

## 11. Adjournment

<b>Date:</b>	November 3, 2021
<b>Resolution #:</b>	2021-280
<b>Moved By:</b>	Steven Adams
<b>Seconded By:</b>	Barry Elliott

BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 9:14 p.m. to meet again on Wednesday, November 17th, 2021.

Carried.

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Jody Wildman, Mayor

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Amanda Richardson, Clerk Administrator

**TOWNSHIP OF ST. JOSEPH**

Disbursements

DATE:

17-Nov-21

RESOLUTION #

<b>Cheq #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Cheq Amount</b>
5852	11/4/2021	BELL CANADA	Marina Internet	\$ 158.20
5853	11/4/2021	TERRY CLIFFE	Landfill - Health and Safety Reimbursement	101.69
5854	11/4/2021	E GRIGG & ASSOCIATES TRAINING	Roads - Propane Training	508.50
5855	11/4/2021	Reimbursement for Water/Sewer Overpayment	Reimbursement for Water/Sewer Overpayment	3,000.00
5856	11/4/2021	EQUIPMENT WORLD	Roads - Health & Safety	198.88
5857	11/4/2021	GORD HAWDON	Marina - Signs	840.00
5858	11/4/2021	ICONIX WATERWORKS LP	Roads - Culverts	7,635.27
5859	11/4/2021	ALGOMA KINNIWABI	Admin - Advertising	1,627.20
5860	11/4/2021	MINISTER OF FINANCE	Policing - OPP Billing	18,887.00
5861	11/4/2021	SCOTIABANK - TAXATION	Reimbursement for Property Tax Overpayment	1,959.39
5498	11/4/2021	ABELL PEST CONTROL INC	Landfill/Old Town Hall - Pest Control	173.67
5499	11/4/2021	ALGOMA DISTRICT SERVICES ADMIN BOARD	Municipal Levy November 2021	62,124.83
5500	11/4/2021	ALGOMA AG CENTRE	Roads - Fuel	1,630.43
5501	11/4/2021	ALGOMA BUSINESS COMPUTERS	Various Depts - Microsoft Licensing	249.46
5502	11/4/2021	BLUE IMP	Parks - Playground Supplies Tranter	192.10
5503	11/4/2021	COMMUNITY FUTURES DEVELOPMENT CORP	Group Insurance November 2021	5,586.71
5504	11/4/2021	GARDINER MARINE LIMITED	Marina - Repairs/Stribling Point Dock Removal	6,237.60
5505	11/4/2021	GILBERTSON ENTERPRISES	Roads - Gravel	28,953.43
5506	11/4/2021	ISLAND CLIPPINGS	Landfill / Admin - Advertising	406.80
5507	11/4/2021	ISLAND MARKET - TOWNSHIP	Admin - Supplies	59.17
5508	11/4/2021	KARHI CONTRACTING	Parks - Cent. Grounds Septic Pump Out	508.50
5509	11/4/2021	KENTVALE MERCHANTS LTD.	Various Depts - Supplies	527.56
5510	11/4/2021	L.A. TRUCKING	Roads- PlowRepairs	2,347.31
5511	11/4/2021	LOCAL AUTHORITY SERVICES	Various Depts - Supplies	461.23
5512	11/4/2021	MASSEY WHOLESALE LIMITED	Seniors - MOW Supplies	240.51
5513	11/4/2021	NORTH CHANNEL HEATING & AIR COND	Admin - Service to HVR	135.60
5514	11/4/2021	PINCHIN LTD	Landfill - Monitoring	4,746.00
5515	11/4/2021	SUPERIOR PROPANE	Admin - Propane	770.38
5516	11/4/2021	T.E. STEVENS CUSTOM FINISHES INC.	Marina/Roads - Building Maintenance	146.90
5517	11/4/2021	TMS TRUCK CENTRE LTD	Fire - Annual Truck Inspections 2020	2,938.52
5518	11/4/2021	TOTALLYONE	Fire - Cell Phone	544.61
EFT	11/4/2021	BELL CANADA	Various Depts - Phone	402.28
EFT	11/4/2021	COLLABRIA VISA	Various Depts - Supplies	3,575.76
DD	11/5/2021	MONTHLY PAYROLL	October 2021	4,508.83
DD	11/5/2021	BI-WEEKLY PAYROLL	Pay Period # 23	20,549.23
5862	11/10/2021	BELL CANADA	Various Depts - Phone	898.90
5863	11/10/2021	JANET GORDANIER	Seniors - Reimbursement for supplies	13.55
5864	11/10/2021	ISLAND TIMBER MART	Parks - Cent Grounds Building Materials	1,433.88
5865	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	48.96
5866	11/10/2021	JENNIFER GREXTON GRAPHICS	Parks/Rec - Signs	932.25
5519	11/10/2021	ALGOMA AG CENTRE	Roads - Fuel	1,619.86
5520	11/10/2021	ALGOMA OFFICE EQUIPMENT	Seniors/Admin - Copier costs	162.60
5521	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	144.48
5522	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	197.00
5523	11/10/2021	GREEN FOR LIFE ENVIRONMENTAL	Sewer Collection - Richards Street Blockage	1,578.89
5524	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	109.40
5525	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	255.12
5526	11/10/2021	ISLAND MARKET - TREFRY	Seniors - MOW/Day Out Food	956.00

<b>Cheq #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Cheq Amount</b>
5527	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	356.80
5528	11/10/2021	KENTVALE MERCHANTS LTD.	Various Depts - Supplies	163.55
5529	11/10/2021	L.A. TRUCKING	Fire - Truck Maintenance & Repair	1,722.72
5530	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	59.20
5531	11/10/2021	LOCAL AUTHORITY SERVICES	Admin/Seniors - Supplies	64.45
5532	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	73.60
5533	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	18.40
5534	11/10/2021	MASSEY WHOLESALE LIMITED	Seniors - MOW Food	645.56
5535	11/10/2021	DIANA MCCARTNEY	Seniors - Reimbursement for Day Out Supplies	16.69
5536	11/10/2021	MECHANICAL ADVERTISING	Roads - Civic Addressing Supplies	975.19
5537	11/10/2021	RUSSELL FOOD EQUIPMENT LTD	Seniors - Dish Washer	8,042.83
5538	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	14.40
5539	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	522.44
5540	11/10/2021	TOROMONT CAT	Roads - Equipment Parts	44.84
5541	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	88.40
5542	11/10/2021	SENIORS TRANSPORTATION	Seniors - Transportation	121.00
EFT	11/10/2021	ALGOMA POWER INC	Rec - Old Town Hall Utilities	25.87
EFT	11/10/2021	RCAP LEASING INC.	Admin - Copier Lease	115.77
		<b>TOTAL</b>		<b>\$ 204,356.15</b>



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

<b>FROM:</b>	Amanda Richardson, Clerk Administrator
<b>DATE:</b>	November 17, 2021
<b>SUBJECT:</b>	Ontario Community Support Association – Meals on Wheels Funding Application
<b>RECOMMENDATION:</b>	BE IT RESOLVED THAT the report from the Clerk Administrator regarding the funding application request for the Ontario Community Support Program be received;  THAT staff be authorized to submit an application for funding to meet increased food costs associated with the Meals on Wheels program.

**Background**

In May 2021 the Manager Seniors & Persons with a Disability Services applied for and received funding through the Ontario Community Support Association (OCSA) to assist with the costs of disposable containers for Meals on Wheels. At that time, it was advised that additional, enhanced funding may become available at some point. This report is presented to seek Council approval for application to this enhanced funding.

The majority of the funding has been received with the remaining amount being dispersed in 2022. Recently, enhanced funding from the same program has been released. The manager would like to apply for \$2000.00 to go towards the rising costs of food for the Meals on Wheels Program. The deadline for application is Wednesday November 17<sup>th</sup>, 2021.

**Financial Implications**

The initial application was for \$6,576 and went towards disposable meal containers, this additional funding would provide another \$2,000 towards program food costs.

**Summary/ Options**

Amanda Richardson, Clerk Administrator



The Township of St Joseph

# Drinking Water System Financial Plan # 284-302

2021 - 2026

November 17, 2021

## **BACKGROUND**

In 2007, the Ministry of Environment released Regulation 453/07 requiring all municipalities to complete a Financial Plan for their drinking water system. The Safe Drinking Water Act (SDWA) was passed in December, 2002 in order to address some of the recommendations made by the Walkerton Inquiry Part II report. One of the main requirements of the Act is the mandatory licensing of municipal water providers.

In order to become licensed, a municipality must satisfy five key requirements as per section 44 (1):

- 1) Obtain a drinking water works permit.
- 2) Acceptance of the operational plan for the system based on the Drinking Water Quality Management Standard.
- 3) Accreditation of the Operating Authority.
- 4) Prepare and provide a financial plan.
- 5) Obtain permit to take water.

The Township of St Joseph was successful in obtaining its new Drinking Water License in May 2011. The Township of St Joseph, with assistance from a contracted accredited Operating Authority, operates and maintains the water supply, treatment and distribution systems. The Township of St Joseph's top priority is to provide a safe, sustainable supply of drinking water, providing public health protection, fire protection and support for the community.

Through the development of the Quality Management System, the Township of St Joseph has been able to better manage risks, identify operational efficiencies, and create public awareness of its commitment to provide safe drinking water. Through the development of this long-term financial plan, the Township is addressing the financial impacts of the drinking water system. The financial plan is considered a "living document" and will be reviewed and updated regularly.

## **FACILITY**

The Township services the community of Richards Landing with a water supply, treatment and distribution facility which was constructed in the early 1990s. The domestic water supply serving the connected residents of Richards Landing is sourced from drilled wells located adjacent to the water plant/pumphouse at the corner of on Llewellyn Street and Richards Street (Hwy 548) in Richards Landing. Approximately 160 homes, businesses and institutional uses are provided with a safe drinking water supply from this facility.

The water system includes disinfection facilities (sodium hypochlorite and ultraviolet), a 750,000 in ground storage reservoir, and high lift and fire pumps that discharge to the distribution system. Pressure tanks are provided to maintain distribution system pressure and a diesel generator is located on-site to provide emergency power. The system is monitored regularly by qualified staff to ensure a consistently safe drinking water supply. The Township contracts PUC for the operations, maintenance, and management of the drinking water system.

## **FINANCIAL STATEMENTS**

The financial impacts of the drinking water system have been considered through the projected financial statements for years ending December 31, 2021 to 2026, included in the next section. These financial statements are required by the Financial Plans Regulation to include a full-cost accounting, meaning that the all of the costs, whether operating, financial or capital, related to operating the drinking water system, must be included. The financial plan includes the following financial statements:

- Statement of Operations
- Statement of Cash Flow
- Statement of Financial Position

## THE TOWNSHIP OF ST JOSEPH – WATER SYSTEM FINANCIAL PLAN # 284-301

### PROJECTED STATEMENT OF OPERATIONS

The projected statement of operations includes the revenues and expenses of the water system.

Revenues include the quarterly water billings (based on a flat monthly rate for all users), connection and disconnection fees, and late payment penalties. The water billings have been projected with a 1% increase in 2021 and then a 2% increase each year from 2022 - 2026. The 1% increase in 2021 is due to an increased number of connections that will be billed for a full year in 2021. The rates were not increased for 2021. The 2% increase for 2022 – 2026 is consistent with the annual increase in the contract with the PUC.

Operating expenses include all costs associated with the operation, maintenance, and management of the water system, including contracted service costs, utilities, materials and supplies, and administrative costs. Equipment and projects over the forecast period include specific equipment maintenance projects based on the budget projections for capital and operating maintenance expenditures provided by PUC. These costs have been indexed by 2% - 3% each year, depending on the type of cost.

Amortization is calculated on a straight-line basis over the life of the asset.

Accumulated surplus at the beginning of the period is calculated as the sum of the net book value of the capital assets and the reserve fund balance from the end of the previous period.

Township of St Joseph						
Drinking Water System Financial Plan						
Projected Statement of Operations 2021 - 2026						
DESCRIPTION	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
<b>Projected Rate Increase</b>	<b>1.0%</b>	<b>2.0%</b>	<b>2.0%</b>	<b>2.0%</b>	<b>2.0%</b>	<b>2.0%</b>
<b>Revenues</b>						
User Fees Water Billings	127,057	129,598	132,190	134,834	137,531	140,281
Other Revenues	1,856	1,870	1,884	1,160	1,160	1,160
<b>Total Revenues</b>	<b>128,913</b>	<b>131,468</b>	<b>134,074</b>	<b>135,994</b>	<b>138,691</b>	<b>141,441</b>
<b>Expenses</b>						
Salaries & Benefits	3,214	3,278	3,344	3,411	3,479	3,549
Materials & Supplies	11,804	12,159	12,523	12,899	13,286	13,685
Equipment & Projects	2,351	2,421	2,494	2,569	2,646	2,725
Contracted Services	104,357	107,488	110,713	114,034	117,455	120,979
Total Operating Expenses	121,727	125,346	129,074	132,913	136,866	140,937
Amortization	69,053	69,053	70,692	71,818	71,818	74,206
<b>Total Expenses</b>	<b>190,780</b>	<b>194,399</b>	<b>199,766</b>	<b>204,730</b>	<b>208,683</b>	<b>215,143</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(61,867)</b>	<b>(62,931)</b>	<b>(65,692)</b>	<b>(68,736)</b>	<b>(69,993)</b>	<b>(73,702)</b>
Accumulated Surplus(Deficit), beginning of year	1,990,884	1,929,017	1,866,086	1,800,395	1,731,658	1,661,665
Accumulated Surplus(Deficit), end of year	<b>1,929,017</b>	<b>1,866,086</b>	<b>1,800,395</b>	<b>1,731,658</b>	<b>1,661,665</b>	<b>1,587,964</b>
% of Costs recovered for Operations	106%	105%	104%	102%	101%	100%
% of Costs recovered for Amortization	10%	9%	7%	4%	3%	1%
Surplus excluding amortization	7,186	6,122	5,000	3,081	1,825	504

As can be seen from the cost recovery percentages at the bottom of the statement, in total over the forecast period the revenues will recover operating expenses in full, but only a small portion of the amortization (in total 6% over the 6 years).

**THE TOWNSHIP OF ST JOSEPH – WATER SYSTEM FINANCIAL PLAN # 284-301**

**PROJECTED STATEMENT OF CASH FLOW**

The projected statement of cash flow summarizes the key transactions that either increase or decrease the Water Department’s cash balance. It is set out in three sections: operating transactions; capital transactions and financing transactions.

The projected operating transactions section is a summary of the projected cash to be received from revenues less cash to be used in operating expenses and for financing charges. Amortization expense is excluded since it is a non-cash expense.

Projected capital transactions show the capital additions and sale of assets, if any. The capital acquisitions included in the forecast period are a fire pump and back up generators to be replaced in 2023, control panel upgrades in 2024, and UV systems to be replaced in 2026.

Projected investing/financing transactions outline any new debt that will be incurred and the amount of debt that will be repaid. There is no debt included in the forecast. In the forecast period, there will be sufficient cash flow and reserve balances to cover operating and capital expenditures.

The cash and cash equivalents balance consist of the reserve balances, including the Water Reserve and the Water Department’s portion of the Capital Asset Replacement Reserve. The cash position at the beginning of 2021 was \$239,863 and it is projected to decline to \$130,637 by the end of 2026. Over the forecast period, the projected revenues are covering the operating expenses, but only a portion of the necessary capital expenditures, with the remainder being funded from reserves. As the water system ages, the cost to replace capital assets will increase and unless rates are increased to cover these costs, debt will need to be incurred.

<b>Township of St Joseph</b>						
<b>Drinking Water System Financial Plan</b>						
<b>Projected Statement of Cash Flows 2021 - 2026</b>						
	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	2021	2022	2023	2024	2025	2026
<b>Operating Transactions</b>						
Cash received from revenues	128,913	131,468	134,074	135,994	138,691	141,441
Cash paid for operating expenses	(121,727)	(125,346)	(129,074)	(132,913)	(136,866)	(140,937)
Cash paid for finance charges	-	-	-	-	-	-
<b>Cash provided from Operating Transactions</b>	<b>7,186</b>	<b>6,122</b>	<b>5,000</b>	<b>3,081</b>	<b>1,825</b>	<b>504</b>
<b>Capital Transactions</b>						
Proceeds on sale of capital assets	-	-	-	-	-	-
Cash used to acquire capital assets	-	-	(49,173)	(16,883)	-	(59,703)
<b>Cash used for Capital Transactions</b>	<b>-</b>	<b>-</b>	<b>(49,173)</b>	<b>(16,883)</b>	<b>-</b>	<b>(59,703)</b>
<b>Investing/Financing Transactions</b>						
Proceeds from disposal of investments	-	-	-	-	-	-
Cash used to acquire investments	-	-	-	-	-	-
Proceeds from issuance of debt	-	-	-	-	-	-
Debt repayment	-	-	-	-	-	-
<b>Cash used for Investing/Financing Transactions</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Change in cash and cash equivalents</b>	<b>7,186</b>	<b>6,122</b>	<b>(44,173)</b>	<b>(13,802)</b>	<b>1,825</b>	<b>(59,199)</b>
<b>Cash and cash equivalents, beginning of year</b>	<b>232,677</b>	<b>239,863</b>	<b>245,985</b>	<b>201,813</b>	<b>188,011</b>	<b>189,836</b>
<b>Cash and cash equivalents, end of year</b>	<b>239,863</b>	<b>245,985</b>	<b>201,813</b>	<b>188,011</b>	<b>189,836</b>	<b>130,637</b>

**THE TOWNSHIP OF ST JOSEPH – WATER SYSTEM FINANCIAL PLAN # 284-301**

**PROJECTED STATEMENT OF FINANCIAL POSITION**

The projected statement of financial position reflects both the financial and nonfinancial assets of the Township of St Joseph’s water system.

**Financial Assets:** The financial assets of the water system consist of the reserve balances, including the Water Reserve and the Water Department’s portion of the Capital Asset Replacement Reserve.

**Non-Financial Assets:** The non-financial assets are the capital assets, which represent the infrastructure required to provide safe drinking water to the community. This includes the water plant, pumping station, lift stations, water lines, and manholes. These capital assets are recorded at net book value, which is their original cost, less accumulated amortization.

**Accumulated Surplus:** The accumulated surplus is the accumulation of the water system’s excess of revenues over expenses over time, combined with the value of non-financial assets.

Township of St Joseph						
Drinking Water System Financial Plan						
Projected Statement of Financial Position 2021-2026						
	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
DESCRIPTION	2021	2022	2023	2024	2025	2026
<b>Financial Assets</b>						
Cash and Equivalents	239,863	245,985	201,813	188,011	189,836	130,637
<b>Total Financial Assets</b>	<b>239,863</b>	<b>245,985</b>	<b>201,813</b>	<b>188,011</b>	<b>189,836</b>	<b>130,637</b>
<b>Liabilities</b>						
Debt	-	-	-	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non-Financial Assets</b>						
Buildings	557,830	533,510	509,190	484,870	460,550	436,230
Infrastructure	1,131,324	1,086,591	1,091,031	1,063,181	1,018,448	1,033,418
<b>Total Non-Financial Assets</b>	<b>1,689,154</b>	<b>1,620,101</b>	<b>1,600,221</b>	<b>1,548,051</b>	<b>1,478,998</b>	<b>1,469,648</b>
<b>ACCUMULATED SURPLUS/(DEFICIT)</b>	<b>1,929,017</b>	<b>1,866,086</b>	<b>1,802,034</b>	<b>1,736,062</b>	<b>1,668,834</b>	<b>1,600,285</b>

**SUMMARY**

This Financial Plan has been prepared in accordance with the MOE Financial Plans Regulation (O. Reg. 453/07). The process in developing this plan has focused on the achievement of a balance between maintaining the water system in a safe and effective manner, while achieving full cost recovery for operations. This Financial Plan must be approved by a Township Council resolution, indicating that as a result of this plan, the Township of St Joseph’s Water Operations are financially viable.

**From:** [Lavera Crack](#)  
**To:** [Lynne Duguay](#); [Dick Beitz](#); [Glenn Martin](#); [Carol Trainor](#); [Janet Boucher](#); [Amanda Richardson](#); [Valerie](#); [Peggy Cramp](#)  
**Subject:** MMHA Support  
**Date:** Tuesday, November 9, 2021 10:07:28 PM

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Good day, folks. Please pass on our message to Mayor/Reeve and Council.

Matthews Memorial Hospital Association would like to thank you for your on-going support. We have had a successful resolution to our issue with North Shore Health Network regarding Physician Recruitment and Retention. At our meeting with Richard Joly, CEO NSHN and Alyssa Spooney, Recruiter, November 8th, we were able to come to a fair and equitable solution. Previously, MMHA strongly objected to the costs invoiced to us by NSHN. This resulted in the NSHN invoicing municipalities directly with no basis for the amount (i.e. assessment or population). This process was unacceptable to which the new CEO, Richard Joly agreed.

We sincerely thank you for all your support and are pleased to inform you that this has now been resolved.

Respectfully yours,  
Lavera Crack  
MMHA Chair



## Corporation of the Town of LaSalle

5950 Malden Road, LaSalle, Ontario N9H 1S4  
Phone: 519-969-7770 Fax: 519-969-4029 [www.lasalle.ca](http://www.lasalle.ca)

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**November 15, 2021**

The Right Honourable Justin Trudeau  
Prime Minister of Canada  
House of Commons  
Ottawa, Ontario K1A 0A6  
[justin.trudeau@parl.gc.ca](mailto:justin.trudeau@parl.gc.ca)

Dear Prime Minister Trudeau,

### **Re: COVID-19 Testing Requirement at Land Border**

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At the November 9, 2021 Regular Meeting of Council, Town of LaSalle Council gave consideration to correspondence received from a resident, dated November 2, 2021, regarding the COVID-19 testing requirement for travelers crossing the land border into Canada.

The following points were considered:

- The vast majority of the population of Essex County, including the Town of LaSalle, is fully vaccinated against COVID-19;
- Essex County, including the Town of LaSalle, has strong economic and social ties to Metropolitan Detroit and southeast Michigan;
- The United States has opened their land border to fully vaccinated Canadians without COVID-19 testing requirements; and
- The City of Windsor has asked the federal government to remove COVID-19 testing as a requirement for fully vaccinated travelers crossing the land border into Canada.

At the Meeting, the following Resolution was passed:

#### **698/21**

Moved by: Councillor Renaud

Seconded by: Councillor Carrick

That the Corporation of the Town of LaSalle requests that the Federal Government remove the requirement for Canadian Travelers to be tested for COVID-19 when using a land border crossing into the United States and then returning to Canada after the November 8, 2021 re-opening.



Your favourable consideration of this request is respectfully requested.

Yours Truly,



Jennifer Astrologo  
Director of Council Services/Clerk  
Town of LaSalle  
[jastrologo@lasalle.ca](mailto:jastrologo@lasalle.ca)

cc. The Honourable Doug Ford  
Chris Lewis, MP, Essex  
Taras Natyshak, MPP, Essex  
Gary McNamara, Warden, County of Essex  
All Members of Parliament  
All Members of Provincial Parliament  
All Ontario Municipalities





**RESOLUTION NO. 21-247**

Moved by: Marc Dupuis  
Seconded by: Steve Brousseau

WHEREAS the government of Ontario recently announced the continued postponement of the province-wide assessment update for the 2022 and 2023 taxation years, and;

WHEREAS this means that property values will continue to be based on the January 1, 2016 valuation date until at least 2024, and;

WHEREAS the Municipality of Mattice – Val Côté is aware of the important increase in property values throughout the province and within its own jurisdiction and;

WHEREAS the continued postponement of property valuation translates into a significant loss of taxation revenue for Municipalities;

NOW THEREFORE BE IT RESOLVED THAT Council for the Municipality of Mattice – Val Côté urges the government of Ontario to reconsider its decision and to direct MPAC to proceed with a province-wide assessment update in order for Ontario Municipalities to be able to collect property taxes based upon actual property values, and;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Premier of Ontario, to MPAC, to AMO, to all Ontario municipalities and to our federal and provincial government representatives, Carol Hughes and Guy Bourgoïn.

**- CARRIED -**

I, Guylaine Coulombe, CAO/Clerk of the Municipality of Mattice – Val Côté, do hereby certify this to be a true and complete copy of Resolution 21-247, passed by the Council of the Municipality of Mattice – Val Côté at its meeting held the 8th day of November 2021.

DATED at Mattice, Ontario  
This 10th day of November 2021

  
Guylaine Coulombe

**From:** [Nicole McNeill](#)  
**To:** [Amanda Richardson](#)  
**Subject:** MPAC: 2022 Provincial Municipal Levy Announcement  
**Date:** Monday, October 18, 2021 12:15:24 PM

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Good afternoon Amanda,

As the pandemic continues, the work of municipalities to keep our communities safe and healthy is as important as ever. We recognize that pandemic management and recovery is the foremost priority for the coming year, and at MPAC we've been working throughout 2021 to do everything we can to support our municipal partners.

During this time of uncertainty, we have continued our work to control MPAC's budget. We have also been working diligently to capture new assessment, which will bolster municipal revenues.

### **Controlling costs: 2022 provincial municipal levy**

In recognition of the ongoing challenges of the pandemic, MPAC's Board of Directors approved the 2022 operating budget with a total municipal levy increase of 0%. This is the second year in a row with no increase in the levy.

MPAC has been working hard to control expenses. Despite increases to collectively bargained labour costs, we have managed costs in other areas, and have been able to apply savings from 2021 to maintain the budget at the current level. As always, the individual levy amount for municipal billing partners is determined by a formula based on our total costs, as well as the assessment base and number of properties within each municipality.

MPAC remains committed to ensuring its services are delivered efficiently. As Ontario continues to move toward a pandemic exit it is expected that additional revenue from levies will be needed to support MPAC's operations in upcoming years. However, MPAC is committed to providing cost stability to municipalities by carefully managing the level of future increases.

Municipal billing partners can expect to receive more details about their individual 2022 levy in early December. Municipalities can contact their Account Manager with inquiries in the interim.

### **Supporting pandemic recovery: capturing new assessment**

We know that funding from new construction, additions and renovations provides a critical stream of new revenue for municipalities. We also know that as Ontarians were urged to "stay home" to limit the spread of COVID-19, many saw an opportunity to improve their homes. MPAC data shows that in 2020, residential building permits for home improvements jumped by 15% compared to the year before.

The pandemic has presented challenges to MPAC's efforts to capture this new assessment. However, by working with our municipal partners on innovations such as sharing electronic building plans, we have been able to continue capturing the value of Ontarians' home improvements.

While the pandemic continues, there is much to be optimistic about—COVID-19 vaccines are an incredible tool that are putting us on the path to the post-pandemic future. As we go down that path, MPAC will continue to adapt as the situation changes, while providing the services that you rely on.

Thank you for your work to guide our communities through a period of incredible challenges.

Alan Spacek  
Chair, MPAC Board of Directors

Nicole McNeill  
President and Chief Administrative Officer, MPAC

**Solicitor General**

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 326-5000  
Toll Free: 1-866-517-0571  
SOLGEN.Correspondence@ontario.ca

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SOLGEN.Correspondence@ontario.ca



132-2021-4188

**By email**

October 14, 2021

Dear Head of Council/Chief Administrative Officer/Municipal Clerk:

On behalf of the Ministry of the Solicitor General, I want to thank all municipalities, together with their multi-sectoral partners, that have taken steps towards developing, adopting and implementing their local community safety and well-being (CSWB) plans.

As you know, the ministry extended the deadline for the completion and adoption of CSWB plans to July 1, 2021, to provide municipalities with an additional six months from the original deadline of January 1, 2021. Since then, we have received an overwhelming response from municipalities regarding their CSWB planning progress. This includes the submission of completed and interim plans and status updates. To date, of the 372 municipalities required to prepare and adopt a CSWB plan, 95 per cent (356 municipalities) have plans that are completed or in progress.

The development and completion of these plans demonstrates municipal leadership and commitment to proactively addressing crime and complex social issues facing your communities. Municipalities are best positioned to work with local partners to develop effective community strategies and programs and create sustainable communities that respond to local needs and conditions.

At this time, we are encouraging municipalities who have not already done so, to please submit their completed CSWB plan or provide an update on their CSWB planning status to the ministry via the following email address: [SOLGEN.Correspondence@ontario.ca](mailto:SOLGEN.Correspondence@ontario.ca). Additionally, as a reminder, municipalities are required to publish their completed plans online within 30 days of adoption.

As you may be aware, under the *Police Services Act*, the Solicitor General has the power to enforce the CSWB planning requirements by appointing a CSWB planner to any municipalities that repeatedly and intentionally fail to complete a plan, at the municipality's expense. However, our government recognizes that municipalities are currently facing unprecedented circumstances in their communities due to the on-going impact of COVID-19. We also understand that some municipalities may experience delays in their planning and engagement processes as a result of the pandemic.

.../2

Ministry staff will continue to look for ways to support our municipal partners to ensure they are able to meet their legislative requirements for CSWB planning. Where possible, municipalities are encouraged to explore alternative and innovative approaches to continue on-going planning efforts, such as through virtual engagement (e.g., webinars, teleconferences, online surveys, etc.).

Municipalities are also encouraged to continue to work with respective police services, local multi-sectoral partners, and community members on the development and implementation of local CSWB plans. Localized, community-driven collaboration remains key to the success of CSWB planning, given the focus on creating workable solutions that are grounded in and tailored to individual community needs and features.

If you have any questions about CSWB planning, please contact Shamitha Devakandan, Community Safety Analyst, Public Safety Division, at [Shamitha.Devakandan@ontario.ca](mailto:Shamitha.Devakandan@ontario.ca).

I greatly appreciate your continued efforts as we move forward on this modernized approach to CSWB together. It is by working together that we can truly build safer and stronger communities in Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sylvia Jones', written in a cursive style.

Sylvia Jones  
Solicitor General

**THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH**

BY-LAW 2021-37

**A By-Law to Confirm the Proceedings of the Regular Council Meeting held on  
November 17, 2021.**

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 November 17, 2021, 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.

READ A FIRST AND TAKEN AS READ A SECOND AND THIRD TIME and finally passed in open Council on November seventeenth, 2021.

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Jody Wildman, Mayor

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Amanda Richardson  
Clerk Administrator