



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

Wednesday, June 1, 2022

Council Chambers – 1669 Arthur Street, Richards Landing

Virtual Attendance Information: Wed, Jun 1, 2022 6:30 PM - 8:30 PM (EDT)

<https://meet.goto.com/521831845>

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

Access Code: 521-831-845

1. Call to Order
2. Moment of Silent Reflection
3. Disclosure of Pecuniary Interest
4. Council Vacancy Declaration

Recommendation: Be it resolved that the Council of The Township of St. Joseph declare a vacant seat on Council due to the passing of Councillor Ambeault; and That Council approves filling the vacancy by means of appointment based on results from previous interview process held July 2020.

5. Closed Session

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

- a. Casual Personal Support Worker Posting
- b. Council vacancy

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

6. Adoption of the previous minutes

3-6

- a. Council Meeting

Recommendation: BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, May 18, 2022, be adopted as circulated.

7. Accounts

7

Recommendation: BE IT RESOLVED THAT the Cheque Register dated June 1, 2022, in the amount of \$79,193.58 be approved as presented.

8. New Business/Items for Discussion

- a. D Line Road Safety

8-9

9. Budget Presentations: Erica Pollock, Treasurer

- a. Public Works: Dan See, Superintendent
- b. Senior's Services and Persons with a Disability: Janet Gordanier, Manager

10. Staff and Committee Reports

10

- a. OCSA grant 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;

That staff be authorized to submit an application for funding to meet increased demand for Meals on Wheels and/or the delivery of food hampers, medications and other essentials.

- b. Marina Committee Updates – Spring 2022

11

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding marina committee updates be received for information.

11. By-Laws

- a. Delegation of Authority during an Election

12-13

Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2022-36 being a By-law to Delegate Council's Authority to the Clerk Administrator in accordance with Section 275 (3) of the Municipal Act, 2001, for the period between Nomination Day and the commencement of the Council Term in 2022.

- b. Confirmation

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Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2022-37 being a By-Law to confirm the proceedings of the Council meeting held on June 1, 2022; and THAT said by-law be read a first and taken as read a second and third time and finally passed.

12. 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 5:00 p.m. on Wednesday, June 15, 2022, or at the call of the chair.



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

Wednesday, May 18, 2022

Council Chambers – 1669 Arthur Street, Richards Landing

Virtual Attendance Information: <https://meet.goto.com/473431789>

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

Access Code: 473-431-789

Present

Council

Mayor Jody Wildman
Councillor Steven Adams
Councillor Barry Elliott
Councillor Bryon Hall

Staff

Amanda Richardson, Clerk Administrator
Erica Pollock, Treasurer
Fraser Adams, Fire Chief

1. Call to Order

Mayor Wildman called the meeting to order at 6:30 p.m. and acknowledged the passing of Councillor Cheryl Ambeault and her many years of community service.

2. Moment of Silent Reflection

3. Disclosure of Pecuniary Interest

4. New Business/Items for Discussion

- a. Mayor Wildman – Ball field dedication reminder, Landfill sign and recycling updates
- b. Councillor Elliott – Calcium on I Line, Library Board Meeting Update

5. Adoption of the previous minutes

a. Council Meeting

Resolution #: 2022-150

Moved By: Steven Adams

Seconded By: Barry Elliott

BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, May 4, 2022, be adopted as circulated.

Carried.

6. Accounts

Resolution #: 2022-151

Moved By: Bryon Hall

Seconded By: Barry Elliott

BE IT RESOLVED THAT the Cheque Register dated May 18, 2022, in the amount of \$140,111.72 be approved as presented.

Carried.

7. Budget Presentations: Erica Pollock, Treasurer

- a. Fire: Fraser Adams, Fire Chief

The Fire Chief and Treasurer presented the draft fire budget to Council for consideration. The Treasurer also reviewed the overall assessment growth for the municipality for 2022.

8. Staff and Committee Reports

- a. Right to Disconnect Policy Review

Resolution #: 2022-152

Moved By: Bryon Hall

Seconded By: Barry Elliott

BE IT RESOLVED THAT Council adopt the Employee's Right to Disconnect Policy as presented.
Carried.

- b. Salary Grid Placement Criteria Policy Review

Resolution #: 2022-153

Moved By: Barry Elliott

Seconded By: Bryon Hall

BE IT RESOLVED that Council adopt the Salary Grid Placement Criteria Policy as amended.
Carried.

9. Closed Session

Resolution #: 2022-154

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT Council proceed into Closed Session at 8:30 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. Recruitment Results: Marina Manager, Community Projects Intern

- b. Salary Grid

Carried.

Resolution #: 2022-155

Moved By: Bryon Hall

Seconded By: Steven Adams

BE IT RESOLVED THAT Council does rise from Closed Session at 10:19 p.m.

Carried.

Resolution #: 2022-156

Moved By: Barry Elliott

Seconded By: Bryon Hall

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the recruitment of a Marina Manager and Community Projects Intern be received, and That Council authorizes the Clerk Administrator the offer the positions to the individuals named in the report, and

That the Marina Manager be offered the position starting at job class 12, Level 1.

Carried.

Resolution #: 2022-157

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT the information provided by the Clerk Administrator and Treasurer regarding the updated 2022 Salary Grid and recommendations on employee placement within the grid be received by Council, and

That Council approves the Salary Grid as presented, with recommended placements of current employees, effective January 1, 2022, or as of start date.

Carried.

10. By-Laws

a. NOHFC Agreement – Community Projects Intern Funding

Moved By: Bryon Hall

Seconded By: Barry Elliott

BE IT RESOLVED THAT leave be granted to introduce By-Law 2022-33 being a By-law authorizing the Mayor and the Clerk to execute a Municipal Funding Agreement for the Community Projects Intern Support between The Township of St. Joseph and the Northern Ontario Heritage Fund Corporation (NOHFC).

Carried.

b. Employee Conditions By-Law

Resolution #: 2022-159

Moved By: Barry Elliott

Seconded By: Steven Adams

BE IT RESOLVED THAT leave be granted to adopt as amended By-Law 2022-34 being a By-law affecting certain conditions for the good and welfare of the Employees and Officers of the Corporation of The Township of St. Joseph and amending By-law 2011-10.

Carried.

c. Confirmation

Resolution #: 2022-160

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT leave be granted to introduce By-Law 2022-35 being a By-Law to confirm the proceedings of the Council meeting held on May 18, 2022; and THAT said by-law be read a first and taken as read a second and third time and finally passed.

Carried.

11. Adjournment

Resolution #: 2022-161

Moved By: Barry Elliott

Seconded By: Steven Adams

BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 11:07 p.m. to meet again at 6:30 p.m. on Wednesday, June 1, 2022.

Carried.

Joseph Wildman, Mayor

Amanda Richardson, Clerk Administrator

TOWNSHIP OF ST. JOSEPH

Disbursements

DATE:

1-Jun-22

RESOLUTION #

Chq #	Date	Vendor Name	Description	Cheq Amount
5967	5/20/2022	FIRST DATE TOURING	Go North - Artist Deposit	\$ 1,000.00
5968	5/20/2022	THE PROPHET CORPORATION	Recreation - Baseball Supplies	56.19
5969	5/20/2022	LEMIEUX COMPOSTING	Recreation - Community Garden Soil	195.00
5970	5/20/2022	TEBAKS TRAINING	Fire - Training	226.00
5971	5/20/2022	UPS CANADA	Marina - Restaurant Supplies	27.70
105975	5/20/2022	ALGOMA AG CENTRE	Roads - Fuel	1,870.00
105976	5/20/2022	ALGOMA BUSINESS COMPUTERS	Seniors - Licenses	149.16
105977	5/20/2022	ALGOMA OFFICE EQUIPMENT	Admin - Copies	111.34
105978	5/20/2022	ALLETRAM GROUP LTD	Landfill - Recycling Bin Rental	904.00
105979	5/20/2022	MELISSA CRIPPS	Seniors - Day Out Mileage and Food	226.01
105980	5/20/2022	GENEVIEVE GONNEAU	Seniors - MOW Food	72.52
105981	5/20/2022	GREEN FOR LIFE ENVIRONMENTAL	Landfill - Recycling Bin Empty	2,887.15
105982	5/20/2022	ISLAND CLIPPINGS	Various Depts - Advertising	284.76
105983	5/20/2022	KENTVALE MERCHANTS LTD.	Various Depts - Supplies	2,614.50
105984	5/20/2022	LOCAL AUTHORITY SERVICES	Various Depts - Supplies	648.00
105985	5/20/2022	MASSEY WHOLESALE LIMITED	Seniors - MOW / Day Out Food	435.71
105986	5/20/2022	NORTH CHANNEL HEATING & AIR COND	Old Town Hall - Duct Cleaning	355.08
PAP	5/20/2022	ALGOMA POWER INC	Various Depts - Power	4,519.86
DD	5/20/2022	BI-WEEKLY PAYROLL	Pay Period # 10	20,197.14
5972	5/27/2022	BELL CANADA	Marina - Internet Installation	175.09
5973	5/27/2022	CHILDRENS LIBRARY	Admin - Donation	200.00
5974	5/27/2022	ECOLAB CO	Marina - Restaurant Dishwasher Lease	351.48
5975	5/27/2022	MINISTER OF FINANCE	Policing - OPP Billing	18,877.00
5976	5/27/2022	TOWNSHIP OF TARBUTT	Admin - Election Advertising	24.45
5977	5/27/2022	VERSUS BUSINESS FORMS & LABELS	Admin - Office Supplies	372.90
105989	5/27/2022	ALGOMA OFFICE EQUIPMENT	Seniors - Copier Lease	84.19
105990	5/27/2022	JOHN CAIN	Roads - Contracted Services	360.00
105991	5/27/2022	COMMUNITY FUTURES DEVELOPMENT CORP	Group Benefits June 2022	5,824.09
105992	5/27/2022	MELISSA CRIPPS	Seniors - Day Out Supplies	25.04
105993	5/27/2022	GENEVIEVE GONNEAU	Seniors - MOW / Day Out Supplies	43.80
105994	5/27/2022	JANET GORDANIER	Seniors - Mileage	46.00
105995	5/27/2022	LAW OFFICE OF HUGH MACDONALD	Admin - Legal Fees	6,134.07
105996	5/27/2022	KENTVALE MERCHANTS LTD.	Various Depts - Supplies	131.56
105997	5/27/2022	MASSEY WHOLESALE LIMITED	Seniors - MOW Food	120.06
105998	5/27/2022	TOTALLYONE	Seniors - PSW Program Cell Phone	375.80
105999	5/27/2022	TULLOCH ENGINEERING INC	Children's Library - Monitoring	1,101.93
106000	5/27/2022	UNITED SYSTEMS TECHNOLOGY INC	Admin - Training	242.95
106001	5/27/2022	JODY WILDMAN	Recreation - Baseball Supplies	23.70
PAP	5/27/2022	ALGOMA POWER INC	Various Depts - Power	2,812.47
PAP	5/27/2022	BELL CANADA	Admin - Internet	124.30
PAP	5/27/2022	COLLABRIA VISA	Various Depts - Supplies	4,962.58
		TOTAL		\$ 79,193.58

Speed Limit/Safety Issues Committee Minutes

Meeting Date: April 19, 2022

Recommendation: BE IT RESOLVED that the minutes of the April 19, 2022, Speed Limit/Safety Issues Committee meeting be received for consideration.

- In the summer of 2020, a resident of the D Line made a request that the speed limit on the D Line (between 10th Sideroad and Huron Line) be reduced due to safety concerns. The request was accompanied by a petition supporting the idea.
- At the time, Council considered that if the speed limit on that section of the D Line was reduced, traffic may increase on the F&G Line between 10th Sideroad and A Line and that the speed limit on both sections of road should be considered.
- In September 2020 Council received an additional petition disagreeing with any reduction of the current speed limit on either road. Council also received emails both in favour and opposed.
- It was decided that a ad hoc committee of the Township Roads Committee and an equal number of residents in favour and opposed to a reduction meet to discuss the issue and make recommendation(s) to Council for consideration.
- The Committee met on September 30, 2020, with the discussion expanding to consider the safety concerns that prompted the initial request. Committee members were Chelsey Fleming, Steve Frech, Kyle Gilbertson, Adam Hodgson and alternates Mike Jones and Jason Garside, Council members Barry Elliott, Bryon Hall and Jody Wildman and staff members John Cain/Dan See.
- The Committee identified a 1.5-2 kms stretch of the D Line with multiple safety concerns (especially a just under 1 km stretch within that), including:
 - dangerous driving, included excessive speed (beyond the 80km limit), distracted driving, passing
 - blind hills (including a half km with multiple residential properties between two blind hills)
 - blind entrances
 - road width/no shoulders
 - safety for walkers and cyclists
 - large trucks
- The committee met again on October 13, 2020, to consider measures (short term, medium and long term) that could be undertaken to address the identified safety concerns. A range of options, including speed limit review and possible reduction, were suggested to address various safety concerns for multiple types of road users.
- Due to personnel changes at the Township, various COVID-19 lockdowns and restrictions and competing priorities, the Committee was not able to meet to finalize its recommendations for Council consideration until April 19, 2022.
- The Committee is recommending the following three options for Council consideration:

Option #1: Reduction of the speed limit for the D Line from 10th Sideroad to A Line from 80kms/hour to 60 kms/hour

- this would be accompanied by appropriate signage to provide notification of the beginning and end of the reduced speed zone.

Option #2: A package of measures be put in place to address safety concerns

Short Term (2022/2023):

- erection of CAUTION: SLOW DOWN signs on blind hills or signs stating REDUCE SPEED 60kms (unenforceable). (Above signage could include flashing solar powered yellow light.)
- widen road width on blind hills to provide temporary shoulders (place drainage tile and pack gravel).
- send letters to businesses with highest volume of delivery trucks and transport trucks using D Line as a reminder to drivers to use caution and follow posted speed limit.
- place portable digital sign notifying drivers of their speed (sign would also be used at other areas of concern in the Township).
- public awareness of speed and safety concerns in Township Newsletter, Island Clippings and Community Notices Facebook page.
- develop a plan and seek funding and land use permissions to establish walking/cycling trail on 5th Sideroad linking D Line to 10th Sideroad Trail in Richards Landing.

Medium to Long Term:

- trail development
- tar and chip shoulders on blind hills with next resurfacing of D Line; paint yellow centre line and white lines dividing driving portion from shoulders.
- Assess effectiveness of measures and consider additional safety measures (including speed limit review).

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	June 1, 2022
	SUBJECT:	Ontario Community Support Association – Meals on Wheels Funding Application
RECOMMENDATION:	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the funding application request for the Ontario Community Support Program be received, and;</p> <p>That staff be authorized to submit an application for funding to meet increased demand for Meals on Wheels and/or the delivery of food hampers, medications and other essentials.</p>	

Background

The Ontario Community Support Association has released additional funding to assist in covering the costs related to increased demand for Meals on Wheels and/or the delivery of food hampers, medications, and other essentials. Applications were due by May 31, 2022. The Manager of Seniors & Persons with a Disability Services is requesting approval to apply for funding to help offset the costs for disposable meals on wheels containers for one year. This has been an added cost through Covid as the program previously had a reusable container option.

Financial Implications

There are no financial implications resulting from this report. Any funding will be used to offset the cost of disposable meal containers and shipping.

Summary

Council may adopt the resolution as presented or deny the request to apply for additional funding.



 Amanda Richardson, Clerk Administrator

	Township of St. Joseph	
	Report To Council	
	FROM:	Amanda Richardson, Clerk Administrator
	DATE:	June 1, 2022
	SUBJECT:	Marina Committee Updates
RECOMMENDATION:	BE IT RESOLVED THAT the report from the Clerk Administrator regarding marina committee updates be received for information.	

Background

The Marina Committee met on site on May 24 to discuss the following agenda items:

- Stribling Point – A member of the public attended to request that the floating dock be installed on the shore side due to issues with launching and taking out boats with prevailing winds. Docks have not been installed for the 2022 season, so this can easily be done. Staff has asked Gardiner Marine to proceed with the installation change when they install the dock this season.
- New Manager Announcement – New manager to start May 30, 2022. Previous manager is assisting with opening in the meantime.
- Draft 2022 Budget discussion
 - Fees & Charges – no recommended changes for this season
 - Draft to Be presented to Council June 15, 2022
- 2022 Event Lineup:
 - Great Northern Ontario Roadshow: May 28, Science North to present science shows and vendor’s marketplace in Cenotaph Park.
 - Makers Market: Every Saturday in July and August 12-4pm in cenotaph park.
 - Arts and Craft Beer (boater’s lounge): – 12 weekends available
 - Restaurant: Opening June for lunch and dinner Thursday through Sunday
 - Community Night: July 29, 2022, live band and beer gardens as well as boat parade of lights.

Financial Implications

There are no financial implications resulting from this report.

Summary

Council may adopt the resolution as presented or consider other options.



 Amanda Richardson, Clerk Administrator

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2022 - 36

A By-law to Delegate Council's Authority to the Clerk Administrator in accordance with Section 275 (3) of the Municipal Act, 2001, for the period between Nomination Day and the commencement of the Council Term in 2022.

WHEREAS Section 275 of the Municipal Act, 2001, c.25 as amended, restricts the actions described in subsection (3) after the first day during the election period for a new Council; and

WHEREAS Section 275 (3) of the Municipal Act, 2001, c.25 restricts Council from taking the following actions:

1. The appointment or removal from office of any officer of the municipality;
2. The hiring or dismissal of any employee of the municipality;
3. The disposition of any real or personal property of the municipality that is valued at \$50,000 or more when it was acquired by the municipality; and
4. Making any expenditures or incurring any other liability of \$50,000 or more that have not been previously approved in the budget.

WHEREAS Section 275 (6) of the Municipal Act, 2001, c.25 as amended states that nothing in this section prevents any person or body exercising authority of a municipality that is delegated to the person or body prior to nomination day for the election of the new Council; and

WHEREAS Council deems it expedient to delegate authority to the Clerk Administrator for the period between Nomination Day August 19, 2022 and the commencement of the Council Term;

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

1. THAT Council of the Corporation of The Township of St. Joseph delegates authority to the Clerk Administrator to take action, where necessary, on certain restrictions listed in Section 275 of the Municipal Act, 2001 between Nomination Day August 19, 2022 and the commencement of the Council term.
2. THAT the Clerk Administrator will report to Council on any actions taken under the restrictions listed in Section 275 (3) of the Municipal Act, 2001 between Nomination Day and the commencement of the Council Term.
3. THAT this By-law will be in effect for the 2022 Municipal Election and any subsequent elections or by-elections conducted in the municipality.
4. THAT this by-law shall come into force and effect only in the event that fewer than 75% of the current members of Council will be returning to sit on the new Council after each Nomination Day of the Municipal Elections as determined with certainty by the Clerk Administrator.

5. THAT this by-law shall take effect on the date of its passing.

READ A FIRST AND TAKEN AS READ A SECOND AND THIRD TIME and finally passed in open Council June 1, 2022.

Joseph Wildman, Mayor

Amanda Richardson, Clerk Administrator

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2022-37

**A By-Law to Confirm the Proceedings of the Regular Council Meeting held on
June 1, 2022.**

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 June 1, 2022, 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 June 1, 2022.

Joseph Wildman
Mayor

Amanda Richardson
Clerk Administrator