



THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH  
COUNCIL MEETING

AGENDA

6:30 p.m. - Wednesday, July 19, 2023

Council Chambers – 1669 Arthur Street, Richards Landing

Virtual: Zoom: [Click here to join the meeting](#)

Meeting ID: 278 924 680 966

Passcode: xp5ZtW

1. Call to Order
2. Moment of Silent Reflection
3. Disclosure of Pecuniary Interest
4. New Business and Discussion Items
5. Adoption of the previous minutes 4-8
  - a. Council Meeting – June 21, 2023  
**Recommendation:** BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, June 21, 2023, be adopted as circulated.
6. Accounts 9-10  
**Recommendation:** BE IT RESOLVED THAT the Cheque Register dated July 19, 2023, in the amount of \$547,047.41 be approved as presented.
7. Public Meeting – Proposed Zoning By-Law Amendment 2233 Shore Road (Arbuckle) 11-12
  - a. Property location: ST JOSEPH CON D PT LOT 19 W SHORE RD RP 1R13456 PART 1, also known as 2233 Shore Road, in The Township of St. Joseph.  
The amendment seeks to reduce the minimum side lot setback to 0.318 meters to allow for an addition and a deck to the main residence on the property.
8. Presentations
  - a. Erica Pollock, Treasurer – 2022 Financial Statement Presentation  
**Recommendation:** BE IT RESOLVED THAT the presentation by the Treasurer of the 2022 Financial Statements audited by BDO Canada LLP be received; and  
That the 2022 Audited Financial Statements be approved as presented.
9. Staff and Committee Reports 13-14
  - a. 2023 Museum Budget and Levy 13-14  
**Recommendation:** BE IT RESOLVED that the 2023 budget and levy request be received from the St. Joseph Island Museum Board, and  
That Council approves staff to disburse the requested funds as budgeted.
  - b. Museum Request for Use of Old Town Hall 15-16  
**Recommendation:** BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request received from the St. Joseph Island Museum to use the Old Town Hall for a wooden sign making class taking place October 14, 2023, be received for information, and

That Council approves the use of the hall for museum events and authorizes staff to waive the rental fee.

- c. Senior's Advisory Committee Members 17
- i. **Recommendation:** BE IT RESOLVED THAT the report from the Clerk Administrator regarding the appointments for the Seniors and Person's with a Disability Advisory Committee members be received, and

That Council appoint Arthena Hecker as the representative for Seniors Club 290 for the remainder of this Council term.

- d. RFQ Results – Trefry Centre Washrooms 18
- Recommendation:** BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of a Request for Quotation (RFQ) for renovations to the Dr. Trefry Centre Washrooms for accessibility be received for information, and, That staff be authorized to \_\_\_\_\_.

- e. Algoma Community Foundation Funding for PSW Pilot Program 19
- Recommendation:** BE IT RESOLVED THAT the report from the Clerk Administrator regarding funding provided by the Algoma Community Foundation's *GSC Community Impact Fund* towards expenses incurred by the PSW Pilot Program be received,

And that Council authorizes staff to enter into an agreement with the Algoma Community Foundation.

- f. Community Garden Renaming 20-21
- Recommendation:** BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request from the St. Joseph Island Horticultural Society be received and

That Council rename the Township's garden at the Old Town Hall as "Maria's Garden" in honour of Maria Smith for her many years of contributions to horticultural beautification and education in our community.

- g. St. Joseph Island Planning Board Consent Applications 22-25
- i. Lots 8 & 9 Concession G (1431 & 1463 F&G Line Road)
- Recommendation:** BE IT RESOLVED THAT the report from the Clerk Administrator regarding the notice of applications for consent for lots 8 and 9, Concession G be received for information, and

That Council \_\_\_\_\_.

- ii. Water Lot 26-28
- Recommendation:** BE IT RESOLVED THAT the report from the Clerk Administrator regarding the notice of application for consent for the waterlot at the rear of Lot 10, East side of Richards Street, Registered Plan No. 101 and a portion of the adjacent original shore road allowance (Part 10, 1R-8543) from Part of Lot 8, and Lots 9 and 10, on the East side of Richards Street, Registered Plan No. 101 and

other adjacent parts of the original shore road allowance (i.e. 1292-1298 Richards Street) be received for information, and

That the Planning Board be advised that Council does not support the application to sever the water lot from the remainder of the property to encourage compliance with setbacks, minimum lot size requirements as well as parking and loading requirements contained within the Township's Zoning By-law.

#### 10. Consent Agenda – Correspondence

**Recommendation:** Recommendation: BE IT RESOLVED THAT items A through K listed on the Consent Agenda dated July 19, 2023, be received; and

That the above recommended actions be taken.

#### 11. 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. Summer Student Position Rates
- b. Senior's Services Staffing

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

#### 12. By-Laws

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- a. Zoning By-Law Amendment – 2233 Shore Road

**Recommendation:** BE IT RESOLVED THAT leave be granted to introduce By-Law 2023-\_\_ being a By-Law to amend Zoning By-law 2011 - 34, as amended, to reduce the minimum required exterior side yard building setback to 0.318 metres feet to permit the construction of a new accessory building and deck (S 4.1.2.1).

- b. Confirmation

**Recommendation:** BE IT RESOLVED THAT leave be granted to introduce By-Law 2023-\_\_ being a By-Law to confirm the proceedings of the Council meeting held on July 19, 2023; and

THAT said by-law be passed in open Council on July 19, 2023.

#### 13. 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, August 16, 2023, or at the call of the chair.



**THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH**  
**COUNCIL MEETING**  
**MINUTES**  
**6:30 p.m. - Wednesday, June 7, 2023**  
**Council Chambers – 1669 Arthur Street, Richards Landing**

<b><u>Present</u></b>	
<b>Council</b>	Mayor Jody Wildman Councillor Steven Adams Councillor Bryon Hall Councillor Cameron Ross Councillor Greg Senecal
<b>Staff</b>	Amanda Richardson, Clerk Administrator Dan See, Public Works Superintendent

**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 and Discussion Items**

a. Senior of the Year

Council discussed nominees for the 2023 award to be presented at the Senior's BBQ on June 27.

**5. Adoption of the previous minutes**

a. Council Meeting – May 17, 2023

Resolution #2023 - 150

Moved By: Greg Senecal

Seconded By: Bryon Hall

BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, May 17, 2023, be adopted as circulated.

Carried.

**6. Accounts**

Resolution #2023 - 151

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT the Cheque Register dated June 7, 2023, in the amount of \$194,861.83 be approved as presented.

Carried.

**7. Public Meeting – Proposed Zoning By-Law Amendment Pt. Lot 6 Con. V (Barich)**

The amendment would seek to amend the municipality's Zoning By-law to reduce the minimum lot size for Shoreline Residential use (Table B1) to 0.90 ha (2023), being part of Lot 6 Concession V.

**8. Staff and Committee Reports**

- a. Zoning By-Law Amendment Application – 2233 Shore Rd (Arbuckle)

Resolution #2023 - 152

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the application for Zoning By-Law Amendment at ST JOSEPH CON D PT LOT 19 W SHORE RD RP 1R13456 PART 1 (2233 Shore Road) to reduce the minimum interior side yard setback in the shoreline residential zone from 2 metres to 0.3718 metres, and

That Council directs staff to send out notice of the application to neighbouring properties and schedule a public meeting.

Carried.

- b. Children's Library heating quote results

Resolution #2023 - 153

Moved By: Steven Adams

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Clerk Administrator regarding quotes for the installation of a new heating system for the Children's Library be received for information, and

THAT Council authorizes staff to enter into an agreement for removal of the existing furnace and installation of a new heat pump with North Channel Heating & Air Conditioning Inc.

Carried.

- c. Public Works - Backhoe RFQ results

Resolution #2023 - 154

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of a Request for Quotation (RFQ) for the purchase of a new Backhoe for the Public Works Department be received for information, and

That Council authorizes staff to enter into an agreement with Toromont CAT for the CAT 420 XE 07A as quoted, including trade-in of existing equipment.

Carried.

- d. Public Works - Storage Garage Floor RFQ Results

Resolution #2023 - 155

Moved By: Cameron Ross

Seconded By: Greg Senecal

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of a Request for Quotation for the construction of a concrete floor within the existing Public Works storage garage be received, and

That Council accepts the bid from First General.  
Carried.

e. Tree Trimming and Removal

Resolution #2023 - 156

Moved By: Bryon Hall

Seconded By: Cameron Ross

BE IT RESOLVED THAT the report from the Community Projects Coordinator regarding tree trimming and removal for township properties be received for information.  
Deferred.

Staff and Council to perform site visits and discuss further at the June 21, 2023 Council meeting.

f. NOHFC Pickleball Funding Support Requirement

Resolution #2023 - 157

Moved By: Bryon Hall

Seconded By: Steven Adams

BE IT RESOLVED THAT resolution #2023-86 regarding the application to the NOHFC for Pickleball Court Renewal and WI Park Improvements be amended to add that the municipality will be responsible for 10% of the eligible grant costs, up to \$20,000 in addition to any overruns.  
Carried.

g. Senior's Services Multi-Sector Service Accountability Agreement Acknowledgement Requirement

Resolution #2023 - 158

Moved By: Bryon Hall

Seconded By: Greg Senecal

BE IT RESOLVED THAT After making inquiries of Amanda Richardson, the Clerk Administrator, and other appropriate officers of the HSP and subject to any exceptions identified on Appendix 1 to this Declaration of Compliance, to the best of the Council's knowledge and belief, the HSP has fulfilled its obligations under the Agreement in effect during the Applicable Period.  
Carried.

9. Consent Agenda – Correspondence

Item #	Description	Action
<b>Items to be received for information – N/A</b>		
A	OPP – March and April PSB Reports	Receive
<b>Items with a request for support (resolutions)</b>		

B	Lanark County – Protecting First Responders from Violence (Bill C-321)	Receive
<b>Items with a request for support (other) or decision required – N/A</b>		
C	CASS – Request for Reunion Donation	Receive
D	Royal Canadian Legion Br. #3374 – Veteran Memorial Banners	Respond

Resolution #2023 - 159

Moved By: Cameron Ross

Seconded By: Bryon Hall

BE IT RESOLVED THAT correspondence items A-D be received for information and, That the above noted actions be taken for each item.

Carried.

#### 10. Addendum – Staff Report

- a. Marina Rehabilitation Phase 2: Change Orders 2-4

Resolution #2023 - 160

Moved By: Greg Senecal

Seconded By: Cameron Ross

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the requested change orders for the Marina Rehabilitation Phase 2 project be received for information, and

That Council authorizes staff to approve the change orders for the purchase and installation of light standard bases and an accessible door opener.

Carried.

#### 11. By-Laws

- a. ZBA – Pt Lot 6 Con V Canoe Pt Rd (Barich)

Resolution #2023 - 161

Moved By: Steven Adams

Seconded By: Bryon Hall

BE IT RESOLVED THAT leave be granted to introduce By-Law 2023-23 being a By-Law to Amend Zoning By-law 2011 - 34, as amended, to reduce the minimum lot size requirement for one parcel in the Shoreline Residential zone described as Pt. Lot 6 Con. V – Canoe Pointe Road.

Carried.

- b. Confirmation

Resolution #2023 - 162

Moved By: Greg Senecal

Seconded By: Bryon Hall

BE IT RESOLVED THAT leave be granted to introduce By-Law 2023-23 being a By-Law to confirm the proceedings of the Council meeting held on May 17, 2023; and THAT said by-law be passed in open Council on June 7, 2023.

Carried.

**12. Adjournment**

Resolution #2023 -

Moved By:

Seconded By:

BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 8:40 p.m. to meet again at 6:30 p.m. on Wednesday, June 21, 2023, or at the call of the chair.

Carried.

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Joseph Wildman, Mayor

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Amanda Richardson, Clerk Administrator

DRAFT

**TOWNSHIP OF ST. JOSEPH**

Disbursements

DATE:  
RESOLUTION #

19-Jul-23

<b>Chq #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Chq Amount</b>
6263	6/22/2023	ONTARIO TRAP ROCK	Roads - Gravel	\$ 572.13
6264	6/22/2023	WOODY'S WHEELS	Fire - Truck Cap/Ladder Rack	8,675.01
107019	6/22/2023	ALGOMA DISTRICT SCHOOL BOARD	Property Tax Levy - 2nd Installment	89,269.36
107020	6/22/2023	ALGOMA BUSINESS COMPUTERS	Admin - Computer/Microsoft Office	1,653.54
107021	6/22/2023	ALGOMA OFFICE EQUIPMENT	Seniors/Admin - Copies	423.65
107022	6/22/2023	ALLETRAM GROUP LTD	Landfill - Mobile Container Rental	678.00
107023	6/22/2023	CENLO ENGINEERING	Marina - Rehabilitation Project	14,415.41
107024	6/22/2023	CLIFFE PRINTING	Admin - Office Supplies	535.62
107025	6/22/2023	EQUITABLE LIFE OF CANADA	Group Insurance Premiums	5,284.79
107026	6/22/2023	ISLAND ARBORICULTURE	Roads - Tree Removal	1,130.00
107027	6/22/2023	ISLAND CLIPPINGS	Recreation - Go North Advertising	226.00
107028	6/22/2023	ROBERT JANSER	Seniors - Van Driver Training Mileage	61.20
107029	6/22/2023	JEAN HENSHELL	Seniors - Van Driver Training Mileage	51.00
107030	6/22/2023	KENTVALE MERCHANTS LTD.	Various Depts - Supplies	1,101.03
107031	6/22/2023	LE CONSEIL SCOLAIRE DU GRAND	Property Tax Levy - 2nd Installment	522.11
107032	6/22/2023	LOCAL AUTHORITY SERVICES	Various Depts - Supplies	578.54
107033	6/22/2023	MASSEY WHOLESALE LIMITED	Seniors - MOW/Day Out Food	365.02
107034	6/22/2023	MAXIMUM SIGNS	Roads - Signs	939.70
107035	6/22/2023	OMERS	Pension Contributions	12,515.00
107036	6/22/2023	PUBLIC UTILITIES COMMISSION	Water/Sewer - Contracted Services	12,916.00
107037	6/22/2023	SCIENCE NORTH	Recreation - Go North Entertainment	1,020.96
107038	6/22/2023	ST JOSEPH ISLAND COFFEE ROASTERS	Admin - Supplies	80.00
PAP	6/22/2023	ALGOMA POWER INC	Roads - Street Light Power	911.95
PAP	6/22/2023	RECEIVER GENERAL	Source Deduction Remittance	20,859.36
6265	6/29/2023	DATAFIX	Admin - Voterview Annual Fee	932.25
6266	6/29/2023	ECHO BAY ELKS LODGE #535	Seniors - Return of Funds	472.50
6267	6/29/2023	GREEN OAK GRAFIX	Marina/Go North - Hats	685.91
6268	6/29/2023	GORD HAWDON	Parks - WI Signs	550.00
6269	6/29/2023	ISLAND GLASS	Parks - WI Window	491.55
6270	6/29/2023	MINISTER OF FINANCE	Policing - OPP Billing	17,555.00
107039	6/29/2023	ABELL PEST CONTROL INC	Landfill - Pest Control	125.02
107040	6/29/2023	ALGOMA BUSINESS COMPUTERS	Seniors - Computer Support	53.68
107041	6/29/2023	ALGOMA OFFICE EQUIPMENT	Seniors - Photocopier Lease	76.68
107042	6/29/2023	MELISSA CRIPPS	Seniors - Day Out Mileage	103.00
107043	6/29/2023	RONALD FLEMING	Roads - Health & Safety	100.00
107044	6/29/2023	GARDINER MARINE LIMITED	Parks - WI Dock Repair	387.86
107045	6/29/2023	GENEVIEVE GONNEAU	Seniors - Day Out Mileage	33.00
107046	6/29/2023	HUCKSON LIMITED	Marina - Restaurant Washroom Repair	413.58
107047	6/29/2023	ISLAND CLIPPINGS	Seniors/Marina - Advertising	361.60
107048	6/29/2023	ISLAND MARKET - TREFRY	Seniors - Day Out/MOW Food	71.77
107049	6/29/2023	KENTVALE MERCHANTS LTD.	Seniors/Recreation - Supplies	82.13
107050	6/29/2023	CHERYL MACKAY	Seniors - Mileage	30.00
107051	6/29/2023	MASSEY WHOLESALE LIMITED	Seniors - Diners/MOW Food	763.49
107052	6/29/2023	MUNICIPAL PROPERTY ASSESSMENT CORP	Admin - Quarterly Service Billing	9,123.50
107053	6/29/2023	SUSANNE MUSSO RAINS	Seniors - Diners Food	175.13

<b>Chq #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Chq Amount</b>
107054	6/29/2023	PIONEER CONSTRUCTION	Roads - Cold Mix	1,905.46
107055	6/29/2023	PURE H2O SSM INCORPORATED	Admin - Supplies	21.00
107056	6/29/2023	ROYAL CANADIAN LEGION BRANCH 374	Seniors - Diners/MOW Hall Rental	532.50
107057	6/29/2023	TOROMONT CAT	Roads - Equipment Parts	714.51
107058	6/29/2023	TRACTION (UAP INC)	Roads - Equipment Parts	57.83
107059	6/29/2023	UNITED SYSTEMS TECHNOLOGY INC	Admin - Annual Licence Fee	9,966.01
DD	6/30/2023	BI-WEEKLY PAYROLL	Pay Period # 13	32,546.85
6271	7/7/2023	ALL STAR TROPHIES & DESIGNS	Seniors - Award Engraving	409.88
6272	7/7/2023	BELL CANADA	Various Depts - Telephone	1,043.42
6275	7/7/2023	BARB GENTTNER	Seniors - Diners Musician	100.00
6276	7/7/2023	GREEN OAK GRAFIX	Recreation - Go North Merchandise	2,812.57
6278	7/7/2023	MARSH CANADA LIMITED	Recreation - Go North Insurance	536.75
6280	7/7/2023	NSHN AUXILIARY RICHARDS LANDING	Admin - Donation	100.00
107060	7/7/2023	ALGOMA DIST SERVICES ADMINISTRATION BOARD	Municipal Levy July 2023	65,410.92
107062	7/7/2023	BERGAMIN'S FOOTWEAR AND REPAIR	Fire - Station Footwear	248.60
107067	7/7/2023	MICHELLE DA SILVA	Seniors - MOW Food	62.77
107074	7/7/2023	GLEN IRWIN	CBO - Mileage May & June	180.00
107077	7/7/2023	JOHNSONS FIRE SERVICES INC	Fire - Vehicle Maintenance	525.45
107078	7/7/2023	KENTVALE MERCHANTS LTD.	Various Depts - Supplies	978.45
107079	7/7/2023	LOCAL AUTHORITY SERVICES	Admin - Office Supplies	30.34
107081	7/7/2023	MASSEY WHOLESALE LIMITED	Seniors - MOW Food	311.52
107082	7/7/2023	MIRAMAR DESIGN STUDIO INC.	Admin - Website Annual Fees	971.80
107084	7/7/2023	NEPSCO	Parks - Cent Grnds Water Refill Station	2,757.20
107085	7/7/2023	NORTH CHANNEL HEATING & AIR CONDITIONING	Childrens Library - Heat Pump	17,108.20
107086	7/7/2023	NORTHERN INSURANCE BROKERS LTD	Admin - Insurance	122,862.92
various	7/7/2023	SENIORS TRANSPORTATION	Seniors - Transportation June	2,487.12
various	7/7/2023	SENIORS MOW DRIVERS	Seniors - MOW Mileage April - June	3,366.18
PAP	7/7/2023	ATS	Admin - Alarm Monitoring	24.80
PAP	7/7/2023	COLLABRIA VISA	Various Depts - Supplies	31,247.91
PAP	7/7/2023	RCAP LEASING INC.	Admin - Photocopier Lease	115.77
DD	7/7/2023	MONTHLY PAYROLL	June 2023	4,252.43
DD	7/14/2023	BI-WEEKLY PAYROLL	Pay Period # 14	35,985.22
			<b>TOTAL</b>	<b>\$ 547,047.41</b>

**The Township of St. Joseph**  
**ZONING BY-LAW AMENDMENT PUBLIC MEETING**  
**Wednesday, July 19, 2023 – 6:45 p.m.**  
**Council Chambers – 1669 Arthur Street, Richards Landing**  
**Virtual: Zoom: [Click here to join the meeting](#)**  
Meeting ID: 278 924 680 966  
Passcode: xp5ZtW

The purpose of this Public Meeting is to review a proposed Zoning By-law Amendment in accordance with Section 34 of the Planning Act, as well as to hear comments and review written submissions from the public and other agencies.

**DESCRIPTION OF THE PROPOSAL**

- Property location: ST JOSEPH CON D PT LOT 19 W SHORE RD RP 1R13456 PART 1, also known as 2233 Shore Road, in The Township of St. Joseph.
- The amendment would seek to amend the municipality's Zoning By-law to reduce the minimum side lot setback to 0.318 meters to allow for an addition and a deck to the main residence on the property.

**SUMMARY OF COMMENTS FROM NEIGHBOURS & AGENCIES**

Public Notice of the proposed amendment was distributed to property owners and public agencies in accordance with the provisions of the Planning Act. No objection to the proposed zoning by-law amendment was received from any public agency. A letter stating no objection was received from the abutting property owners as well as Algoma Public Health.

The St. Joseph Island Planning Board did not have a meeting scheduled in time to review or make an official comment on this application. However, comments and were received from the Planning Board's Secretary regarding the proposed application including:

- Reasoning that the proposed addition could not be redesigned to meet the current setback requirements.
- Reducing the side yard setback to just 0.318 mere (1 foot) would have the effect of not being able to walk around the building much less carry out any maintenance, without trespassing on the neighbouring lot.
- It is also likely that the roof eve would have to extend over the property line so that it encroaches over the neighbouring lands. These are the types of issues that minimum setbacks are intended to prevent.
- While this may not cause a problem with the current owners of the adjacent lot, it could cause issues in the future if/when the properties change hands.
- If the proposed addition cannot be redesigned to meet the current minimum interior side yard setback and can only be located where proposed, then it would be recommended that the applicant consider acquiring a small piece of land from the abutting property in order that the necessary setback can be met, rather than reducing the setback as proposed.

## COMMENTS & QUESTIONS FROM PUBLIC

ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed amendment. If a person or public body that files an appeal of a decision of The Township of St. Joseph in respect of the proposed amendment does not make oral submissions at a public meeting or make written submissions to The Township of St. Joseph before the proposed amendment is adopted, the Ontario Land Tribunal may dismiss all or part of the appeal.

If anyone wishes to speak to the proposed zoning by-law amendment, speakers must state their name and address so that proper records may be kept in accordance with the Planning Act, and so that notice of future decisions can be sent to those persons involved in the review process.

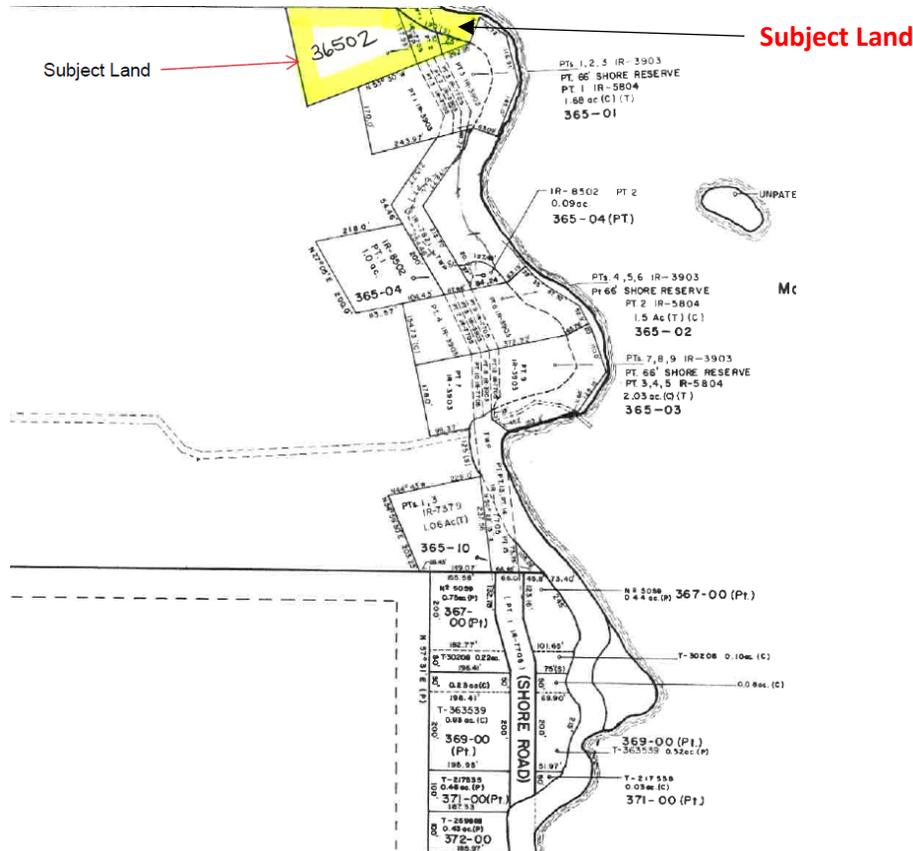
## REPLY

- Members of Council may ask questions for clarification of specific matters.
- Members of the public may respond to points clarified by Council and amendments suggested by staff.

## FINAL STATEMENT

If there are no further questions or submissions, Council wishes to thank those in attendance for their participation. If the By-law is approved and passed by Council today, it will take effect following a 20-day appeal period where no eligible person or body has submitted an objection to the Ontario Land Tribunal

## KEY MAP



ST. JOSEPH ISLAND MUSEUM  
R.R. 2 RICHARDS LANDING ON POR 1J0

email: [info@stjoemuseum.com](mailto:info@stjoemuseum.com)

[www.stjoemuseum.com](http://www.stjoemuseum.com)

June 19, 2023

Dear Mayors, Reeves and Councils,

On behalf of the Museum I wish to thank you for your on-going support in allowing us to preserve the history of St. Joseph Island. We have 6 buildings and over 7,000 artifacts. This year we have been able to arrange for signage on Hwy. 17 as many visitors have told us this is a "hidden gem"!

Several events have been planned for the season and new children's activities are underway. Young and old alike enjoy map quest as well as the scavenger hunt. We offer guided tours and self-guided tours.

Under the Canada Summer Student Employment program we have been able to hire 2 students for 9 weeks.

We are looking forward to a great season.

Respectfully yours,

Lavera Crack

Chair

**St. Joseph Island Museum Board  
Budget 2023**

	<u>Budget</u> <u>2022</u>	<u>Actual</u> <u>2022</u>	<u>Variance</u> <u>2022</u>	<u>Budget</u> <u>2023</u>	<u>Comments</u>
<b>REVENUE</b>					
Municipal grants	\$ 28,625	\$ 28,625	\$ -	\$ 30,280	5.8% increase from 2022
Federal/Provincial funding	5,000	5,000	-	13,666	Recovery Funding/Summer Jobs
Admissions/Memberships	3,400	3,933	533	3,400	
Preservation	500	-	(500)	500	
Events	1,500	3,741	2,241	1,500	
Donations/Fundraising	2,000	8,564	6,564	2,000	Incl. cookbook sales, workshops
<b>TOTAL REVENUE</b>	<b>41,025</b>	<b>49,863</b>	<b>8,838</b>	<b>51,346</b>	
<b>EXPENSES</b>					
Hydro	2,000	2,128	(128)	2,200	
Telephone & Internet	1,150	1,200	(50)	1,200	
Insurance	2,800	3,011	(211)	3,011	
Advertising	400	185	215	400	
Signage Hwy 17	500	416	84	590	
Gift Shop & Clothing	-	330	(330)	200	
Display	-	2,539	(2,539)	500	
Office	1,500	1,878	(378)	1,000	
Professional Fees	1,400	1,415	(15)	1,500	
Repairs & Maintenance	3,000	2,942	58	3,000	
Wages & Benefits	22,835	25,275	(2,440)	32,125	
Bank Charges	300	309	(9)	320	
Preservation	500	-	500	500	
Events/fundraising	1,500	2,205	(705)	1,500	
Mileage	150	-	150	100	
Groundskeeping	990	1,623	(633)	1,200	
Treasurer Admin Fee	2,000	2,000	-	2,000	
<b>TOTAL EXPENSES</b>	<b>41,025</b>	<b>47,456</b>	<b>(6,431)</b>	<b>51,346</b>	
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>\$ -</b>	<b>\$ 2,407</b>	<b>\$ 2,407</b>	<b>\$ -</b>	

**Municipal Levy Apportionment**

<u>Municipality</u>	<u>Equalized</u> <u>Assessment</u>	<u>Allocation</u> <u>Percentage</u>	<u>2023</u> <u>Levy</u>
St. Joseph Township	222,433,822	53.42%	\$ 16,177
Jocelyn Township	83,266,054	20.00%	\$ 6,056
Hilton Township	88,264,669	21.20%	\$ 6,419
Village of Hilton	22,386,715	5.38%	\$ 1,628
<b>TOTAL</b>	<b>416,351,260</b>	<b>100.00%</b>	<b>\$ 30,280</b>

	<b>Township of St. Joseph</b>	
	<b>Report To Council</b>	
	<b>FROM:</b>	Amanda Richardson, Clerk Administrator
	<b>DATE:</b>	July 19, 2023
	<b>SUBJECT:</b>	Museum Request for use of Old Town Hall
<b>RECOMMENDATION:</b>	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request received from the St. Joseph Island Museum to use the Old Town Hall for a wooden sign making class taking place October 14, 2023, be received for information, and</p> <p>That Council approves the use of the hall for museum events and authorizes staff to waive the rental fee.</p>	

### Background

The attached request letter was received from the St. Joseph Island Museum to utilize the Told Town Hall on October 14<sup>th</sup>, 2023, from 1-4 p.m. for a wooden sign class fundraiser and also for Council to consider waiving the rental fee as the event directly benefits the museum.

The Town Hall space is available for that date,

### Financial Implications

There are no financial implications resulting from this report.

### Summary

Council may approve the request, defer, deny or consider other options.

  
 \_\_\_\_\_  
 Amanda Richardson, Clerk Administrator



## **St. Joseph Island Museum**

RR#2 Richards Landing, ON

PoR 1J0

Telephone: **705-246-2672**

E-mail: **info@stjoemuseum.com**

July 6, 2023

To: Amanda Richardson and St. Joseph Township Council Members,

The St. Joseph Island Museum is planning a fundraiser. We will be hosting a Wooden Sign Making class Saturday October 14, 2023 from 1pm-4pm. Due to it being October, the weather will likely be cold making it impossible to have this event at the Museum as we usually do with our events. We hosted a Copper Art Class at Old Town Hall last year and the venue worked out perfectly for us. We would like to book the Old Town Hall in Richards Landing for that day and understand the charge is \$50 for not-for-profit organizations.

This is a formal request to book the hall for that afternoon and to waive the fee if possible. This fundraiser will help us obtain vital funds for the upkeep of our six historic buildings and the artifacts within them.

We have received high praise that our Museum is one of the best if not *the* best small Museum in the area. We are an excellent attraction for visitors to the Island and a place that members of our community feel secure in entrusting their history for safekeeping. With your help, we can continue our mission of preserving Island history for generations to come.

*Thank-you,*

Carrie Kennedy-Uusitalo, Curator  
St. Joseph Island Museum Board

*“Take a stroll through time.”*

	<b>Township of St. Joseph</b>	
	<b>Report To Council</b>	
	<b>FROM:</b>	Amanda Richardson, Clerk Administrator
	<b>DATE:</b>	July 19, 2023
	<b>SUBJECT:</b>	Senior's Advisory Committee Appointments
<b>RECOMMENDATION:</b>	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the appointments for the Seniors and Person's with a Disability Advisory Committee members be received, and</p> <p>That Council appoint Arthena Hecker as the representative for Seniors Club 290 for the remainder of this Council term.</p>	

**Background**

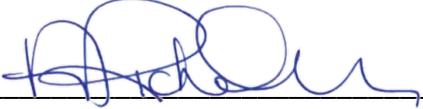
Resignation was received from the Seniors Club 290 representative originally appointed as a member of the Seniors and Person's with a Disability Advisory Committee. The Club has nominated Arthena Hecker as a replacement representative.

**Financial Implications**

There are no financial implications resulting from this report.

**Summary**

Council may approve the request, defer, deny or consider other options.

  
 \_\_\_\_\_  
 Amanda Richardson, Clerk Administrator

	<b>Township of St. Joseph</b>	
	<b>Report To Council</b>	
	<b>FROM:</b>	Sherie Gladu, Community Projects Coordinator
	<b>DATE:</b>	July 19, 2023
	<b>SUBJECT:</b>	RFQ Results - Trefry Washroom Renovation
<b>RECOMMENDATION:</b>	BE IT RESOLVED THAT the report from the Clerk Administrator regarding the results of a Request for Quotation (RFQ) for renovations to the Dr. Trefry Centre Washrooms for accessibility be received for information, and, That staff be authorized to _____.	

**Background**

A Request for Quotations was sent out to renovate the existing Trefry Centre washrooms to complete the accessible washroom renovation project. Drawings and specifications for the project were provided by David Ellis Architect from Sault Ste. Marie. Quotes were received from two contractors:

1. Huckson Limited \$58,585.00 (+ HST)
2. First General \$39,493.50 (+ HST)

The scope of work for the project included:

- Renovation of two existing washrooms to be universally accessible
- Electrical and lighting as required, all connections to existing circuits.
- Remove and dispose of washroom stall walls to open up transfer space.
- Supply and install new Emergency call system button and signage
- Rough in new door opening and supply and install new Hollow Metal entry doors, locks and kickplate with new operator.
- Blocking to be installed, Supply and install new grab bars at toilet. Existing Grab bars behind toilet to be relocated above toilet tank lid- Block if required.
- Patch and repair all drywall surfaces affected by removals to prime paint finish, finish paint walls and ceiling selected colour Patch and repair flooring surfaces affected by removals with Indestructible brand Vinyl Plank flooring repair.
- Supply and install mirror and toilet paper dispensers.

**Financial Implications**

80% of the project will be covered by funding from the Enabling Accessibility Grant from Employment and Social Development Canada with the remaining 20% budgeted to come from the working reserve (up to \$11,495).

**Summary**

Both quotes are under the allocated flat rate grant amount awarded. Council may accept the quote from \_\_\_\_\_ for Option \_\_\_\_\_ and authorize staff to enter into an agreement for the contract.

  
 Amanda Richardson, Clerk Administrator

	<b>Township of St. Joseph</b>	
	<b>Report To Council</b>	
	<b>FROM:</b>	Amanda Richardson, Clerk Administrator
	<b>DATE:</b>	July 19, 2023
	<b>SUBJECT:</b>	Algoma Community Foundation Funding for PSW Pilot Program
<b>RECOMMENDATION:</b>	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding funding provided by the Algoma Community Foundation's <i>GSC Community Impact Fund</i> towards expenses incurred by the PSW Pilot Program be received,</p> <p>And that Council authorizes staff to enter into an agreement with the Algoma Community Foundation.</p>	

### Background

The Algoma Community Foundation received financial support from GreenShield Canada to create the GSC Community Impact Fund: Creating Communities of Care for Algoma (the "GSC Community Impact Fund"), which the Foundation is using to support the positive mental health and well-being of individuals and communities across Algoma and wishes to provide funds from the GSC Community Impact Fund, in the amount of \$14,000.00, to the municipality's PSW Outreach program.

### Financial Implications

The funding will go directly toward the PSW Outreach program departmental costs.

### Summary

Council may approve staff entering into the agreement, defer or deny.

  
 \_\_\_\_\_  
 Amanda Richardson, Clerk Administrator

	<b>Township of St. Joseph</b>	
	<b>Report To Council</b>	
	<b>FROM:</b>	Amanda Richardson, Clerk Administrator
	<b>DATE:</b>	July 19, 2023
	<b>SUBJECT:</b>	Old Town Hall Garden Renaming
<b>RECOMMENDATION:</b>	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the request from the St. Joseph Island Horticultural Society be received and</p> <p>That Council rename the Township’s garden at the Old Town Hall as “Maria’s Garden” in honour of Maria Smith for her many years of contributions to horticultural beautification and education in our community.</p>	

## Background

Staff received a request from the St. Joseph Island Horticultural Society to name the garden at the Old Town Hall “Maria’s Garden” in honour of Maria Smith’s tremendous contributions to our community. Her contributions are outlined in the article below:

Maria has been a member of the Horticultural Society since its inception in 1974. She has been the backbone of the Society through her commitment to organizing events, arranging, and leading garden planting, providing advice, digging up plants and sharing knowledge. She has also been the Treasurer for the past 25 years. She has served in many executive positions and has always been one to assume a leadership role.

Maria trained as a Master Gardener in 1986 and has always been available to answer garden questions and provide sound advice. She recently completed an extensive Judges training program and certification so that she was able to share even more knowledge about flower and vegetable exhibitions.

In addition to Maria’s extensive involvement with the Horticultural Society, she has been an active member with the Master Gardeners of Ontario for 38 years and been the Algoma group's Coordinator for the past 15 years. She has mentored many people to take on the challenge to study to become Master Gardeners so that they can guide others to have rich and sustainable gardens. She has played a lead role in the organizing of Seedy Saturday events and several local community gardens.

Last year Maria received the Garden Hero award from Garden Canada for her exceptional contributions and promotion of ‘Live the Garden Life’.

Before Maria’s retirement from Matthew’s Memorial Hospital, she cared for the flower gardens, which were always a spectacular sight.

Maria immigrated to Canada with her family as a young child. She is proud of her Dutch heritage, while being extremely proud to have become a Canadian citizen. She raised three sons. She is passionate about gardening and about the community.

Maria is currently battling cancer.

An event is planned for July 19<sup>th</sup> to designate the name of the garden.

**Financial Implications**

There are no financial implications resulting from this report.

**Summary**

Council may approve the request, defer, deny or consider other options.



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Amanda Richardson, Clerk Administrator

	<b>Township of St. Joseph</b>	
	<b>Report To Council</b>	
	<b>FROM:</b>	Amanda Richardson, Clerk Administration
	<b>DATE:</b>	July 19, 2023
	<b>SUBJECT:</b>	Notice of Consent Applications – Lots 8&9 Concession G
<b>RECOMMENDATION:</b>	BE IT RESOLVED THAT the report from the Clerk Administrator regarding the notice of applications for consent for lots 8 and 9, Concession G be received for information, and  That Council _____ .	

**Details of Application**

Two notices of application were received for the properties located at 1431 and 1463 F&G Line Road (Lots 8 & 9 Con G). A copy of the applications have been attached for reference.

The properties are both zoned rural and are currently agricultural in use with no proposed change in use. The applications would seek to sever a portion of each of lots 8 and 9, Concession G which abut and would be formed together to create a new rural residential lot on which there is currently a house, barn and outbuildings. The municipality’s zoning by-law requires that new rural lots be at least 2 hectares (5 acres) and have a minimum lot frontage of 150 metres (500 ft). The smaller of the two parcels to be severed would not meet the minimum frontage on its own but once added to the other all zoning requirements would be met.

The areas to be retained are vacant (with some agricultural outbuildings) farmland and there is no proposed change to their use should the application be approved.

**Financial Implications**

There are no financial implications resulting from this report.

**Summary**

Council may ask questions, make comments, support, or object to the application for consent. The Planning Board meets on July 24<sup>th</sup>, any comments, questions or recommendations from Council must be received before that date.



\_\_\_\_\_  
Amanda Richardson, Clerk Administrator



# ST. JOSEPH ISLAND PLANNING BOARD

## NOTICE OF APPLICATION FOR CONSENT

**TAKE NOTICE** that the St. Joseph Island Planning Board has received a complete application for consent to sever land and will meet on Monday, July 24<sup>th</sup>, 2023 at 7:00 p.m. at the Township of Hilton Municipal Office, 2983 Base Line Road (Hwy. 548), Hilton Beach, Ontario to consider that application.

The subject application is one of two applications to sever adjacent parcels of land from Lots 8 and 9, Concession G in the Township of St. Joseph, which are then proposed to be combined to create one new parcel of land. This application proposes to sever approximately 5.6 hectares (14 ac.) from Lot 9, Concession G, in order that it may be added to the abutting part of Lot 8, Concession G, to create a combined parcel of approximately 16.2 hectares (40 ac.) . The parcel proposed to be severed is vacant agricultural land and has frontage of about 93 metre (305 ft.) on F&G Line Road. The parcel proposed to be retained consists of approximately 34.6 hectares (86 ac.) of vacant agricultural land with frontage of about 305 metres (±1,000 ft.) on F&G Line Road.

ADDITIONAL INFORMATION regarding the application is available for inspection by contacting the Secretary-Treasurer of the St. Joseph Island Planning Board at the address shown herein.

ANY PERSON may attend the meeting and/or make written or verbal representation either in support of or in opposition to the proposed consent. All persons wishing to attend and/or make verbal representation at the meeting are asked to contact the Secretary-Treasurer in advance of the meeting. If a person or public body that files an appeal of a decision of the St. Joseph Island Planning Board in respect of the proposed consent does not make written submission to the St. Joseph Island Planning Board before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

If you wish to be notified of the decision of the St. Joseph Island Planning Board in respect of the proposed consent, you must make a written request to:

**St. Joseph Island Planning Board**  
c/o P.O. Box 290  
Richards Landing, Ontario  
P0R 1J0

### KEY MAP



Dated at St. Joseph Island  
this 6<sup>th</sup> day of July, 2023

  
Michael Jagger, Secretary-Treasurer  
St. Joseph Island Planning Board

Telephone: (705) 542-4606  
Email: [sjiplanningboard@gmail.com](mailto:sjiplanningboard@gmail.com)

Consent Application # 5/23  
Owner/Applicant: K.. Christensen & J. Tulloch

# ST. JOSEPH ISLAND PLANNING BOARD

## NOTICE OF APPLICATION FOR CONSENT

**TAKE NOTICE** that the St. Joseph Island Planning Board has received a complete application for consent to sever land and will meet on **Monday, July 24<sup>th</sup>, 2023 at 7:00 p.m.** at the Township of Hilton Municipal Office, 2983 Base Line Road (Hwy. 548), Hilton Beach, Ontario to consider that application.

The subject application is one of two applications to sever adjacent parcels of land from Lots 8 and 9, Concession G in the Township of St. Joseph, which are then proposed to be combined to create one new parcel of land. This application proposes to sever a parcel of approximately 10.6 hectares (26 ac.) from Lot 8, Concession G. This proposed parcel has frontage of about 174 metres (570 ft.) on F&G Line Road, and has a residential dwelling and outbuildings located thereon. The parcel proposed to be retained consists of about 29.8 hectares (74 ac.) of vacant agricultural land with frontage of over 222 metres (730 ft.) on F&G Line Road.

**ADDITIONAL INFORMATION** regarding the application is available for inspection by contacting the Secretary-Treasurer of the St. Joseph Island Planning Board at the address shown herein.

**ANY PERSON** may attend the meeting and/or make written or verbal representation either in support of or in opposition to the proposed consent. All persons wishing to attend and/or make verbal representation at the meeting are asked to contact the Secretary-Treasurer in advance of the meeting. If a person or public body that files an appeal of a decision of the St. Joseph Island Planning Board in respect of the proposed consent does not make written submission to the St. Joseph Island Planning Board before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

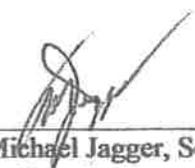
If you wish to be notified of the decision of the St. Joseph Island Planning Board in respect of the proposed consent, you must make a written request to:

**St. Joseph Island Planning Board**  
c/o P.O. Box 290  
Richards Landing, Ontario  
P0R 1J0



Consent Application # 4/23  
Owner/Applicant: K. & A. Christensen

Dated at St. Joseph Island  
this 6<sup>th</sup> day of July, 2023

  
Michael Jagger, Secretary-Treasurer  
St. Joseph Island Planning Board

Telephone: (705) 542-4606  
Email: [sjplanningboard@gmail.com](mailto:sjplanningboard@gmail.com)

	<b>Township of St. Joseph</b>	
	<b>Report To Council</b>	
	<b>FROM:</b>	Amanda Richardson, Clerk Administration
	<b>DATE:</b>	July 19, 2023
	<b>SUBJECT:</b>	Notice of Consent Application – Water Lot behind 1192-1198 Richards St
<b>RECOMMENDATION:</b>	<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the notice of application for consent for the waterlot at the rear of Lot 10, East side of Richards Street, Registered Plan No. 101 and a portion of the adjacent original shore road allowance (Part 10, 1R-8543) from Part of Lot 8, and Lots 9 and 10, on the East side of Richards Street, Registered Plan No. 101 and other adjacent parts of the original shore road allowance (i.e. 1292-1298 Richards Street) be received for information, and</p> <p>That the Planning Board be advised that Council does not support the application to sever the water lot from the remainder of the property to encourage compliance with setbacks, minimum lot size requirements as well as parking and loading requirements contained within the Township’s Zoning By-law.</p>	

**Details of Application**

A notice of application for consent was received from the St. Joseph Island Planning Board for the property located at 1192-1198 Richards Street Property (attached). The portion to be severed is a water lot and a portion of the shore road allowance, and measures approximately 0.13 acres, while the portion to be retained is a commercial property housing retail businesses and measures approximately 0.3 acres (area map attached for reference).

The subject property is currently zoned as General Commercial. The Township’s understanding is that it was part of the existing commercial property at 1192-1198 Richards Street because that piece of property is very restricted by property boundaries and this water lot could be useful for current and future owners to provide flexibility for loading, access to the rear of the building, employee parking or other ancillary uses.

The application indicates that the proposed usage of the property would be for boat docking/residential and would therefore require a rezoning should the application be approved. The minimum lot area for a newly created general commercial property is 600 metres (6,500 sq. ft.) and 1 hectare (2.5 acres) if it were to be rezoned as residential. A minimum lot frontage of 15 metres (50 feet) is also required under the municipality’s zoning by-law which could not be met as the portion to be severed does not front on a municipal road.

The required minimum setback for buildings from the high-water mark is 100 ft. The existing buildings on the lot, though portable, do not meet the minimum required setback and are therefore not in conformance with the municipality’s zoning by-law. All attempts by Council to have these issues rectified have been disregarded by the current occupant and there is concern that the issues will continue there should the application for consent be approved. The size of the water lot is restrictive for building as a separate parcel and therefore should be retained as part of the whole property.

This property is not currently connected to municipal water and sewer services and does not have access to the infrastructure as the main line runs along Richards Street and would have to be accessed over Russell Street, to which there is no easement/access.

If severed, there would also be no legal access to the water lot property. To the Township's knowledge, there is currently no permission to cross the shore road allowance attached to 1192-1198 Richards Street. Permission has also not been granted for any easement/access granted by the municipality to cross either its portion of the shore road allowance or its water lot at the end of Russell Street.

The Public Works Department currently uses the municipal parking area beside the water lot in question for its snowplowing operations during the winter months which would further restrict access. In addition, this municipal property has potential for development for additional parking and public sitting area for visitors to the downtown commercial area. Such development would also restrict access to the water lot in question.

**If the Planning decides to grant Approval, the Township of St. Joseph would suggest the following Conditions:**

- Requirement for all buildings/structures to either conform to current zoning by-law requirements, or for appropriate applications to rezone and amend the zoning by-law be submitted to Council for consideration including, but not limited to a reduction in setback, minimum lot size and frontage requirements.
- Proof of approval from appropriate authority for placement of houseboat.
- Secure separate access to the lot either from the municipality or the owner of the retained portion of the property.
- Establish easement and connection to municipal water and sewer services.

**Financial Implications**

There are no financial implications resulting from this report.

**Summary**

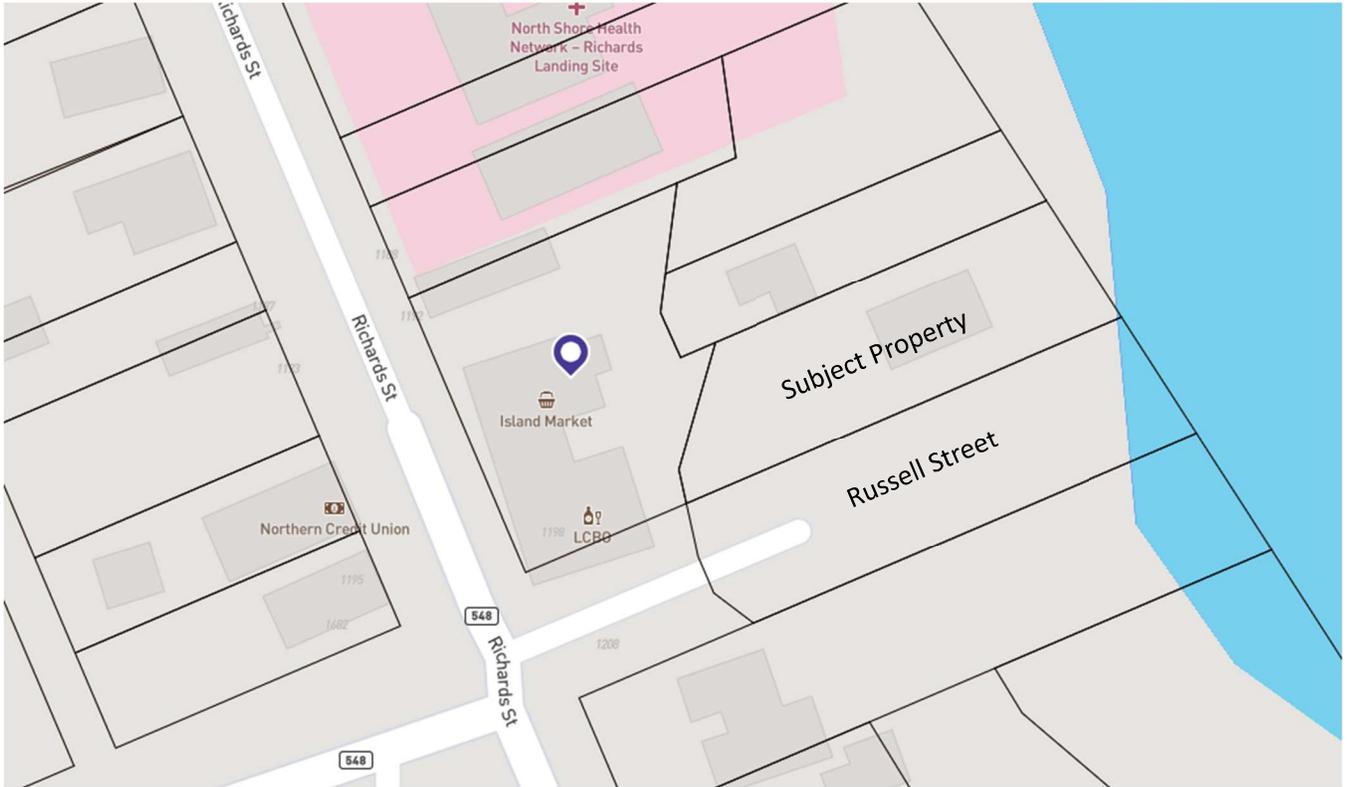
Council may ask questions, make comments, support, or object to the application for consent. The Planning Board meets on July 24<sup>th</sup> Any comments, questions or recommendations from Council must be received before that date.



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Amanda Richardson, Clerk Administrator

**Area Map:**



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

BY-LAW 2023 - 26

**A By-Law to Confirm the Proceedings of the Regular Council Meeting held on  
July 19, 2023.**

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 July 19, 2023, 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 July 19, 2023.

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Joseph Wildman  
Mayor

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Amanda Richardson  
Clerk Administrator