



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

Virtual:

WEDNESDAY, January 20, 2021 at 6:30 p.m.

Virtual: <https://global.gotomeeting.com/join/237074333>

- 1. Call to Order**
- 2. Moment of Silent Reflection**
- 3. Disclosure of Pecuniary Interest**
- 4. New Business**
- 5. Adoption of the Previous Minutes**

a. Regular Council Meeting

Recommendation: Be it resolved that the minutes of the Regular Council meeting held on Wednesday, December 16, 2020 be adopted as circulated.

b. Special Council Meeting

Recommendation: Be it resolved that the minutes of the Special Council Meeting held on Wednesday, January 6, 2021 be adopted as circulated.

6. Business Arising / Activity Log

a. Recommendation: Be it resolved that the Program Assistant's pay be increased from job class 14 level 2 to job class 19 level 2 when covering for the extended leave of Manager of Seniors and Persons with a Disability (beyond 3 weeks) and this be retroactive to January 18, 2021.

b. Recommendation: Be it resolved that Bell Canada's request for installation of poles and placement of Fibre Optic line along the F&G be approved as per the plans submitted in January 2021 and reviewed by the Works Superintendent.

c. Review of the Pending Projects list.

7. Accounts

Recommendation: Be it resolved that the Cheque Register dated January 20, 2021 in the amount of \$361,735.58 be approved as presented.

8. Staff and Committee Reports

a. COVID Funding

Recommendation: Be it resolved that the report from the Deputy Clerk/Treasurer regarding the Restart Funding be received.

b. Resignation of Part-Time Cook

Recommendation: Be it resolved that the report from the Deputy Clerk/Treasurer regarding the resignation of the part-time cook for the Seniors Meals on Wheels and Diners programs be received; and

That Council accepts with regret the resignation of the Part-time cook and authorizes staff to move the current back up casual cook into the part-time position; and

That Council authorizes staff to advertise for a Back Up Casual Cook to fill in for the part-time cooks when they are not available.

c. Disposal of Pickup Truck

Recommendation: Be it resolved that the report from the Deputy Clerk/Treasurer regarding the Fire Department pickup truck be received; and

That Council authorizes staff to advertise the old pickup for sale on various media outlet sources, and that the highest bid be accepted.

d. 2021 Wages

Recommendation: Be it resolved that the report from Treasurer regarding the 2021 wages be received; and

That Council approve a 2021 increase of 2% for the positions listed on the salary grid; and

That the increase also be applied to the honourariums for Council; and

That the Treasurer be authorized to implement this increase as of January 1, 2021.

e. Canada Summer Jobs Program

Recommendation: Be it resolved that the report from the Healthy Living Coordinator regarding the Canada Summer Jobs Program be received; and

That Council authorizes staff to apply for funding for four student positions with the Canada Summer Jobs Program.

9. Consent Agenda

Recommendation: Be it resolved that items a through q listed on the Consent Agenda dated January 20, 2021 be received; and

That the recommended actions be taken.

10. Confirmation By-law

Recommendation: Be it resolved that leave be granted to introduce By-law 2021- 002 being a by-law to confirm the proceedings of the Council meeting held this Twentieth day of January, 2021; and

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 ____ p.m., to meet again on Wednesday, February 3, 2021 at 6:30 p.m.

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

MINUTES

WEDNESDAY, DECEMBER 16, 2020 at 6:30 p.m.

- 1. Call to Order**
- 2. Moment of Silent Reflection**
- 3. Disclosure of Pecuniary Interest**
- 4. New Business**
- 5. Adoption of the Previous Minutes**

a. Regular Council Meeting

Resolution No: 2020 – 293

Moved by: Barry Elliott

Seconded by: Bryon Hall

BE IT RESOLVED THAT the minutes of the Regular Council meeting held on Wednesday, December 2, 2020 be adopted as circulated

6. Business Arising / Activity Log

Review of the Pending Projects list.

7. Deputations, Presentations, Public Meetings

a. The Huron North Community Economic Alliance

For discussion only.

8. Staff and Committee Reports

a. Summer Student Work Experience

Resolution No: 2020 – 294

Moved by: Byron Hall

Seconded by: Barry Elliott

BE IT RESOLVED THAT the report from the Office Assistant / Healthy Living Coordinator regarding the Summer Experience Program be received; and

THAT council authorizes staff to apply for funding to the Summer Experience Program

11. Confirmation By-law

Resolution No: 2020 – 298

Moved by: Barry Elliott

Seconded by: Cheryl Ambeault

BE IT RESOLVED THAT leave be granted to introduce By-law 2020-52 being a by-law to confirm the proceedings of the Council meeting held December 16, 2020.

12. Adjournment

Resolution No: 2020 – 299

Moved by: Steven Adams

Seconded by: Bryon Hall

BE IT RESOLVED THAT this meeting of the Council of The Township of St. Joseph adjourn at 9:05 p.m., to meet again on Wednesday, January 20, 2021 at 6:30 p.m.

Joseph Wildman, Mayor

Michelle Pearse, Deputy Clerk/Treasurer

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

WEDNESDAY, JANUARY 6, 2021 at 6:30 p.m.

Virtual: <https://global.gotomeeting.com/join/546957605>

- 1. Call to Order**
- 2. Moment of Silent Reflection**
- 3. Disclosure of Pecuniary Interest**
- 4. Staff and Committee Reports**

- a. Agreement with ADSAB to undertake a limited home care program pilot project.

Resolution No: 2021 - 001

Moved by: Cheryl Ambeault

Seconded by: Bryon Hall

BE IT RESOLVED THAT the Mayor and Deputy Clerk be authorized to enter into an agreement with ADSAB to undertake a limited home care program pilot project.

- 5. Closed Session**

Resolution No: 2021 – 002

Moved by: Barry Elliott

Seconded by: Steven Adams

BE IT RESOLVED THAT Council proceed into Closed Session at 6:43 p.m. in accordance with Section 239 (2) (b) of the Municipal Act in order to discuss personal matters about an identifiable individual, including municipal or local board employees.

- a. Resignation and recruitment

Resolution No: 2021 - 003

Moved by: Byron Hall

Seconded by: Barry Elliott

BE IT RESOLVED THAT Council does rise from Closed Session at 7:12 p.m.

Resolution No: 2021 - 004

Moved by: Barry Elliott

Seconded by: Bryon Hall

BE IT RESOLVED THAT Council does accept with regret the resignation of the Clerk Administrator.

Resolution No: 2021 - 005

Moved by: Cheryl Ambeault

Seconded by: Steven Adams

BE IT RESOLVED THAT Council does accept with regret the resignation of the Manager Seniors and Persons with a Disability Services.

Resolution No: 2021 - 006

Moved by: Barry Elliott

Seconded by: Cheryl Ambeault

BE IT RESOLVED THAT staff proceed with immediate advertisement and recruitment of the vacant positions of the Clerk Administrator and the Manager of Seniors and Persons with a Disability Services.

6. Confirmation By-law

Resolution No: 2021 - 007

Moved by: Bryon Hall

Seconded by: Barry Elliott

BE IT RESOLVED THAT Be it resolved that leave be granted to introduce By-law 2021-001 being a by-law to confirm the proceedings of the Special Council meeting held this Sixth day of January, 2021; and

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

7. Adjournment

Resolution No: 2021 - 008

Moved by: Steven Adams

Seconded by: Bryon Hall

BE IT RESOLVED THAT Be it resolved that this meeting of the Council of The Township of St. Joseph adjourn at 7:18 p.m., to meet again on Wednesday, January 20, 2021 at 6:30 p.m.

8. Correspondence

- | | |
|--|---------|
| a. Seniors Advisory Committee
Meeting Minutes November,10, 2020 | Receive |
| b. Algoma Public Health
2020 Municipal Levy Adjustment Notice | Receive |
| c. Fort Erie
Resolution from Asphodel Norwood re: Cannabis Protection | Receive |
| d. Corporation of the Town of Carleton Place
Resolution re: plan for COVID-19 daycare funding | Support |
| e. Ontario Health
Equity, Inclusion, Diversity, and Anti-Racism in Ontario Health System | Receive |
| f. Ontario Health
Potential Transfers to Ontario Health | Receive |

Resolution No: 2020 – 295

Moved by: Steven Adams

Seconded by: Bryon Hall

BE IT RESOLVED THAT correspondence items a. through f. be received; and

That a letter of support be sent to the Town of Carleton Place in support of requesting a plan for COVID-19 daycare funding.

9. Closed Session

- a. Staffing matters

Resolution No: 2020 – 296

Moved by: Cheryl Ambeault

Seconded by: Byron Hall

BE IT RESOLVED THAT Council proceed into Closed Session at 7:13 p.m. in accordance with Section 239 (2) (b) of the Municipal Act in order to discuss personal matters about an identifiable individual, including municipal or local board employees.

Resolution No: 2020 – 297

Moved by: Steven Adams

Seconded by: Barry Elliott

BE IT RESOLVED THAT Council does rise from Closed Session at 7:13 p.m.

10. Confirmation By-law

Resolution No: 2020 – 298

Moved by: Barry Elliott

Seconded by: Cheryl Ambeault

BE IT RESOLVED THAT leave be granted to introduce By-law 2020-52 being a by-law to confirm the proceedings of the Council meeting held December 16, 2020.

11. Adjournment

Resolution No: 2020 – 299

Moved by: Steven Adams

Seconded by: Bryon Hall

BE IT RESOLVED THAT this meeting of the Council of The Township of St. Joseph adjourn at 9:05 p.m., to meet again on Wednesday, January 20, 2021 at 6:30 p.m.

Joseph Wildman, Mayor

Michelle Pearse, Deputy Clerk/Treasurer

Bell Canada
Access Network Provisioning
690 Second Line E
Sault Ste. Marie, On
P6B 4K3

2020-03-02

To Whom it May Concern

Placing 2 new 30' poles on the NW side of F& G Line Rd and placing 43m of 6M strand and cable to go over creek by the guard rails. Pole & anchor locations have been staked in the field.

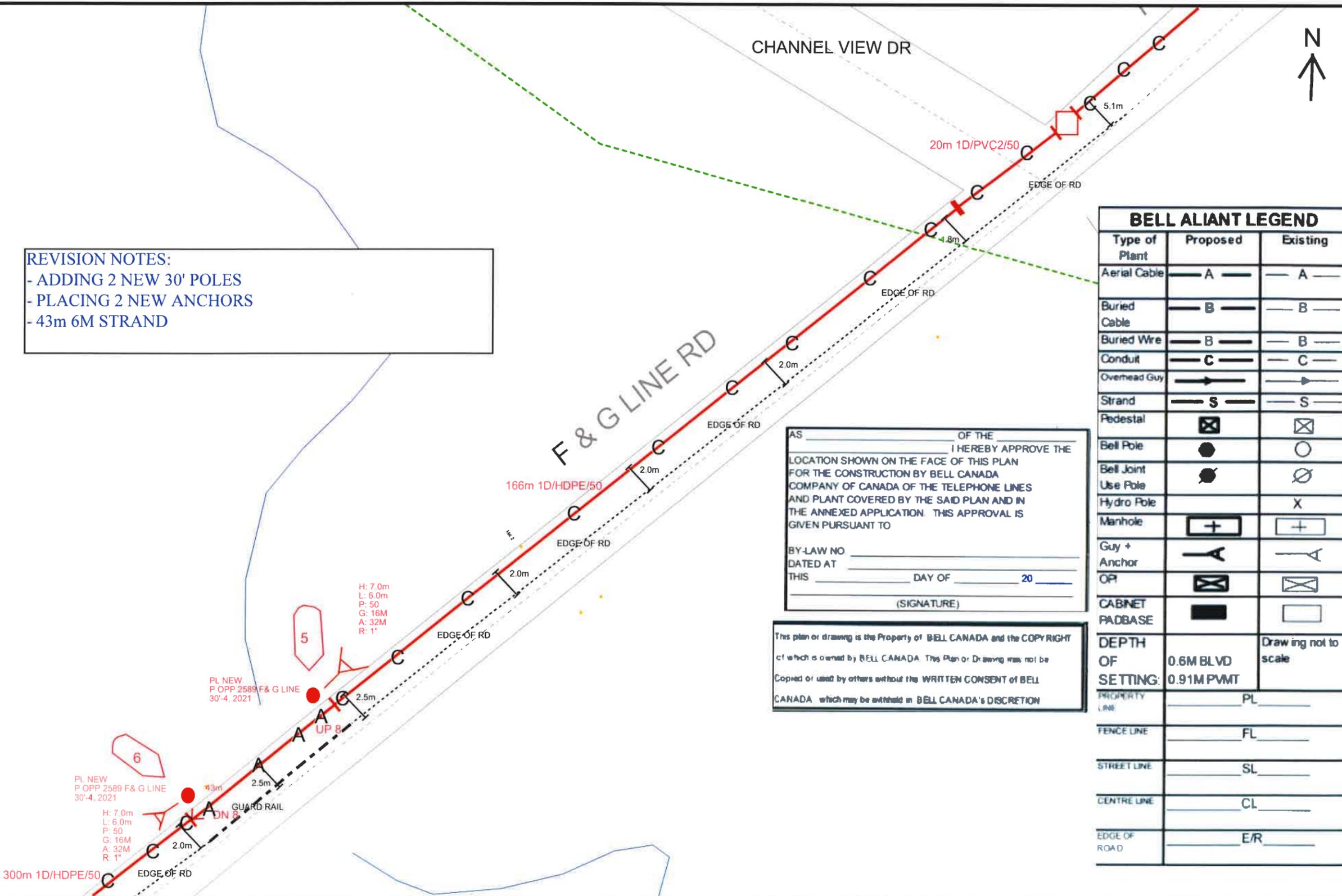
We shall be obliged if you will grant consent for our construction by signing the Certificate Approving of Location on the attached plan(s) and return to us via fax or e-mail- jonathan.colombi@bell.ca

If you require further information please do not hesitate to contact Alain Morin, Bell Canada Manager Implementation at (705)542-2842.

Yours truly,

Alain Morin
Bell Implementation Manager Access Network Provisioning
Voice: (705)542-2842
E-mail : alain.morin@bell.ca

REVISION NOTES:
 - ADDING 2 NEW 30' POLES
 - PLACING 2 NEW ANCHORS
 - 43m 6M STRAND



CONSTRUCTION NOTES:
 AB5- PL NEW 30'-4 POLE (STAKED)
 - PL NEW 32M ANC & NEW 16M DG
 AB5-6- PL 40m OF 6M STR
 - LASH 59M of FIBRE CABLE TO NEW STRAND
 AB6- PL NEW 30'-4 POLE (STAKED)
 - PL NEW 32M ANC & NEW 16M DG

BELL ALIANT LEGEND		
Type of Plant	Proposed	Existing
Aerial Cable	— A —	— A —
Buried Cable	— B —	— B —
Buried Wire	— B —	— B —
Conduit	— C —	— C —
Overhead Guy	—>	—>
Strand	— s —	— S —
Pedestal	⊠	⊠
Bell Pole	●	○
Bell Joint	●	○
Use Pole	●	○
Hydro Pole		X
Manhole	⊕	⊕
Guy + Anchor	⋈	⋈
OP	⊠	⊠
CABINET	■	□
PADBASE	■	□
DEPTH OF SETTING:	0.6M BLVD 0.91M PVMT	Drawing not to scale
PROPERTY LINE	PL	
FENCE LINE	FL	
STREET LINE	SL	
CENTRE LINE	CL	
EDGE OF ROAD	E/R	

AS _____ OF THE _____
 I HEREBY APPROVE THE LOCATION SHOWN ON THE FACE OF THIS PLAN FOR THE CONSTRUCTION BY BELL CANADA COMPANY OF CANADA OF THE TELEPHONE LINES AND PLANT COVERED BY THE SAID PLAN AND IN THE ANNEXED APPLICATION. THIS APPROVAL IS GIVEN PURSUANT TO _____
 BY-LAW NO _____
 DATED AT _____
 THIS _____ DAY OF _____ 20____
 (SIGNATURE)

This plan or drawing is the Property of BELL CANADA and the COPY RIGHT of which is owned by BELL CANADA. This Plan or Drawing may not be Copied or used by others without the WRITTEN CONSENT of BELL CANADA which may be withheld in BELL CANADA'S DISCRETION

LOCATES REQUIRED

ISSUE DATE	REISSUE DATE	ASSOCIATE / PHONE	SIGNATURE	
		R/W	ORIGINATOR / PHONE	
ENGINEERING: This plan represents a Letter of Instruction. The work will be completed according to cost/requirements established in BCH-Vendor contracts and conform to schedules determined by the individual BCH Companies.	CLLI	SC	NETWORK#	PLAN
	SJLON92	246	S42541	603 (REVISION)

**Township of St. Joseph
Disbursements**

Date: 1/20/2021
Resolution # 20 -

Check#	Check Date	Name	Description	Check Amount
5600	11/27/2020	17E TRADING POST		\$ 101.50
5601	11/27/2020	ALGOMA PUBLIC HEALTH		11,279.00
5602	11/27/2020	ICONIX WATERWORKS LP		169.50
5603	11/27/2020	ISLAND TIMBER MART		99.88
5604	11/27/2020	MUNICIPAL FINANCE OFFICERS ASSOCIATION OF ONTARIO		282.50
5605	11/27/2020	MINISTER OF FINANCE		19,713.00
5606	11/27/2020	NORTH CHANNEL FACILITIES MANAGEMENT		162.50
5607	11/27/2020	NORTHERN LIGHTS ENERGY SYSTEMS		101.70
5608	11/27/2020	DOUG SMITH		395.50
5609	11/27/2020	H. WELLWOOD & SONS LTD.		240.00
5610	11/27/2020	BELL CANADA		62.75
4878	11/27/2020	ABELL PEST CONTROL INC		50.85
4879	11/27/2020	ALGOMA AG CENTRE		189.02
4880	11/27/2020	ALGOMA BUSINESS COMPUTERS		402.26
4881	11/27/2020	ALLETRAM GROUP LTD		904.00
4882	11/27/2020	BOOKSTORE - ANNEX PUBLISHING & PRINTING		506.74
4883	11/27/2020	BDO DUNWOODY		5,989.00
4884	11/27/2020	ASA CHONG		58.00
4885	11/27/2020	COMMUNITY FUTURES DEVELOPMENT CORPORATION		4,435.67
4886	11/27/2020	GILBERTSON ENTERPRISES		137,405.31
4887	11/27/2020	GREEN FOR LIFE ENVIRONMENTAL		2,302.38
4888	11/27/2020	HERMISTON & SONS OVERHEAD DOORS		734.50
4889	11/27/2020	HUCKSON LIMITED		257.64
4890	11/27/2020	GLEN IRWIN		99.00
4891	11/27/2020	KENTVALE MERCHANTS LTD.		2,370.59
4892	11/27/2020	KETCHUM MANUFACTURING INC.		120.63
4893	11/27/2020	M&L SUPPLY		3,361.57
4894	11/27/2020	MASSEY WHOLESALE LIMITED		400.68
4895	11/27/2020	ONTARIO GYM & SPORTS		375.31
4896	11/27/2020	MICHELLE PEARSE		67.79
4897	11/27/2020	SUPERIOR PROPANE		538.97
4898	11/27/2020	WARDLAW FUELS		158.19
ALGOMA POWER INC	11/27/2020	ALGOMA POWER INC		233.06
BELL CANADA	11/27/2020	BELL CANADA		281.37
BELL MOBILITY	11/27/2020	BELL MOBILITY		331.59
CIBC VISA RCAP	11/27/2020	CIBC VISA		3,980.85
LEASING INC.	11/27/2020	RCAP LEASING INC.		115.77
RECEIVER GENERAL	11/27/2020	RECEIVER GENERAL		13,665.49
5611	12/17/2020	BELL CANADA	VARIOUS DEPT PHONE	895.53
5612	12/17/2020	ECOLAB CO	MARINA REST DISHWASHER RENT	162.72
5613	12/17/2020	EQUITABLE LIFE OF CANADA	GROUP BENEFITS	436.94
5614	12/17/2020	GARDINER MARINE LIMITED	MARINA EQUIP RENTAL	632.80
5615	12/17/2020	KEN HUDSON	SNRS TRANSPORTATION NOV 20	780.24

5616	12/17/2020	ROBERT JANSEN	SNRS TRANSPORTATION NOV 20	66.40
5617	12/17/2020	L.A. TRUCKING	ROADS/FIRE EQUIP MAINTENANCE	2,966.42
5618	12/17/2020	MINISTER OF FINANCE	BILLBOARD LISCENSE FEE	770.77
5619	12/17/2020	MINISTER OF FINANCE	OPP BILLING	20,318.24
5620	12/17/2020	MICHAEL NADJIWON	ROADS WILDLIFE MGMT	420.00
5621	12/17/2020	DAVID PEARSE	AC/BLEO MILEAGE OCT 20	29.50
5622	12/17/2020	STORYCOACHING INC.	ADMIN CONTRACTED SERVICES	2,389.95
4899	12/17/2020	ABELL PEST CONTROL INC	CENT GROUNDS PEST CONTROL	50.85
4900	12/17/2020	ALGOMA DISTRICT SERVICES ADMINISTRATION BOARD	MUNICIPAL LEVY	61,208.58
4901	12/17/2020	ALGOMA BUSINESS COMPUTERS	ADMIN/SNRS LISCENSE FEES	186.90
4902	12/17/2020	ALGOMA OFFICE EQUIPMENT	ADMIN/SNRS COPIER LEASE/COPIE:	200.74
4903	12/17/2020	ALLETRAM GROUP LTD	RECYCLING BIN RENTAL	904.00
4904	12/17/2020	BDO DUNWOODY	MODERNAIZATION PROJECT	5,989.00
4905	12/17/2020	KATHY CLARK	SNRS TRANSPORTATION NOV 20	204.80
4906	12/17/2020	ANNA HAMILTON	SNRS TRANSPORTATION NOV 20	48.00
4907	12/17/2020	LAW OFFICE OF HUGH MACDONALD	ADMIN LEGAL FEES	706.87
4908	12/17/2020	GLEN IRWIN	CBO MILEAGE SEP-NOV20	681.00
4909	12/17/2020	ISLAND MARKET - TOWNSHIP	MOW FOOD	663.26
4910	12/17/2020	JEAN HENSHELL	SNRS TRANSPORTATION NOV 20	347.04
4911	12/17/2020	KENTVALE MERCHANTS LTD.	VARIOUS DEP SUPPLIES	296.28
4912	12/17/2020	LOCAL AUTHORITY SERVICES	ADMIN OFFICE SUPPLIES	181.26
4913	12/17/2020	TED LUMLEY	SNRS TRANSPORTATION NOV 20	73.60
4914	12/17/2020	MASSEY WHOLESALE LIMITED	MOW FOOD	140.99
4915	12/17/2020	NESDA TECHNOLOGIES LTD.	SNRS LISCENSE FEES	50.85
4916	12/17/2020	NORTH CHANNEL HEATING & AIR CONDITIONING INC.	ADMIN BUILDING MAINT/REPAIRS	1,220.40
4917	12/17/2020	DAVID PEARSE	ECBLEO MILEAGE NOV20	61.00
4918	12/17/2020	PIONEER CONSTRUCTION	ROADS SUPPLIES	846.14
4919	12/17/2020	PUBLIC UTILITIES COMMISSION	W/S CONTRACTED SERVICES OCT//	24,828.92
4920	12/17/2020	ROYAL CANADIAN LEGION BRANCH 374	SNRS MOW KITCHEN RENTAL	480.00
4921	12/17/2020	LYNDA REYNOLDS	SNRS TRANSPORTATION NOV 20	192.16
4922	12/17/2020	STEPHAN DOYLE	SNRS TRANSPORTATION NOV 20	527.44
4923	12/17/2020	SUPERIOR PROPANE	ADMIN HEAT	616.00
4924	12/17/2020	TULLOCH ENGINEERING INC	MARINA ENGINEER FEES	4,576.27
4925	12/17/2020	UNITED SYSTEMS TECHNOLOGY INC	ADMIN LISCENSE FEES	971.80
4926	12/17/2020	BILL WEIR	SNRS TRANSPORTATION NOV 20	91.20
4927	12/17/2020	RUTH WIGMORE	SNRS TRANSPORTATION NOV 20	132.00
ALGOMA POWER INC	12/17/2020	ALGOMA POWER INC	VARIOUS DEPT POWER OCT 20	6,406.70
BELL CANADA	12/17/2020	BELL CANADA	VARIOUD DEPT INTERNET	402.28
BELL MOBILITY	12/17/2020	BELL MOBILITY	VARIOUD DEPT CELL PHONE	162.93
CIBC VISA RCAP	12/17/2020	CIBC VISA	VARIOUD DEPT SUPPLIES	3,260.98
LEASING INC.	12/17/2020	RCAP LEASING INC.	ADMIN COPIER LEASE	115.77
TOWNSHIP OF ST. JOSEPH	12/17/2020	TOWNSHIP OF ST. JOSEPH	VARIOUS DEPT UTILITY BILL	3,096.00
Total				\$ 361,735.58

THE TOWNSHIP OF ST. JOSEPH ADMINISTRATIVE PROJECTS LIST

January 20, 2021

Meeting Date	Description	Source	Status / Comments
Sept 2012	Parking by-law for legislated requirements, accessibility, winter maintenance, fire routes	Clerk, Fire and Works Super	Downtown, fire lanes, accessible parking, no overnight parking in winter.
January 2014	By-laws to regulate the Sale of Land including Shore Road Allowance.	Mayor will bring forward notes.	Required Sec. 270 of the Municipal Act. Latest draft presented June 17, 2015. Separate SRA policy being developed.
July 2014	Remediation by-law, Trespass/Land Use Permit By-law re use of municipal lands	Clerk Admin	Draft presented 2014. . New Bill 68: permits admin penalties
Sept. 2015	Mobile Vendors/Transient Traders By-law	Clerk Admin	Draft prepared. Can be brought forward when requested by council.
Jan . 2016	Pay Equity Plan and salary grid review	Clerk / Treasurer	Approved in principle; Personnel Committee to forward descriptions and forms to consultant..
Sept 2016	General Zoning Amendment to impose a minimum lot size or max structure size for temporary accommodation (Bunkie)	Clerk Admin	Council to determine minimum or maximum sizes. Prepare wording, public notice to be circulated under Sec. 34 Planning Act. Acc structures on vacant land.
January 2018	Bill 68: update Procedure By-law	Clerk Admin	Draft in progress.
April 2018	Digitize Township and Trefry archived records. Review Retention By-law.	Admin	Options/quotes to be gathered. Determine what kind of company and services could best provide this service and staff time required.
September 2018	Culvert By-law (who pays for what, when, under what circumstances)	Works Super/Clerk	To establish a written process for the installation and payment of culverts.
January 2019	Shared Use Agreements for maintenance on parts of the K Line with abutting Townships	Clerk/Works Super	Hilton let to Feb 5 meeting; staff to arrange joint council meeting. Deferred due to COVID.
Aug 2019	Storage containers/Sea Cans presented as a general Zoning By-law Amendment	Island Clerks/ Planning Board	First reading March 4/20
Aug 2019	Open Air Burning By-law to establish requirements, fees, fines, regulations.	Fire Chief / Admin	Fire Chief reviewing, will bring a draft forward.
February 2020	Bell Mobility tower on Admin building		Agreement vetted by Township solicitor.
July 2020	Service levels on roads; LSR and others.	Works Super and some council.	Review list of public roads and limited service areas. Roads Committee to meet with Works Superintendent



THE TOWNSHIP OF ST. JOSEPH REPORT TO COUNCIL

From: Michelle Pearse, Deputy Clerk/Treasurer

Date: January 20, 2021

Subject: COVID Funding

RECOMMENDATION:

BE IT RESOLVED THAT the report from the Deputy Clerk/Treasurer regarding the Restart Funding be received.

Background

Summary / Options

In August 2020, the Provincial government committed \$695 million in allocations to assist municipalities through the Safe Restart program. The intention was to assist Ontario municipalities with the significant strain during the pandemic.

In December, there was an additional \$695 million invested in that same municipal operating stream. Based on the number of households in the Township of St. Joseph and the proportion of COVID-19 cases occurring in the local health unit, the Ministry of Municipal Affairs and Housing has allocated \$20,000 to the Township of St. Joseph. These funds are to be used to assist with COVID-19 operating costs and pressures.

It is also understood that a full report of the use of funds will be submitted for funds used through the initial and now this second stream of allocated funds.

Financial Implications

There are no negative financial impacts as a result of this report.

Summary / Options

Council may adopt the recommendation as presented; or consider other options.

Michelle Pearse
Deputy Clerk/Treasurer



THE TOWNSHIP OF ST. JOSEPH REPORT TO COUNCIL

From: Michelle Pearse, Deputy Clerk/Treasurer

Date: January 20, 2021

Subject: Resignation of Part-Time Cook

RECOMMENDATION:

BE IT RESOLVED THAT the report from the Deputy Clerk/Treasurer regarding the resignation of the part-time cook for the Seniors Meals on Wheels and Diners programs be received; and

That Council accepts with regret the resignation of the Part-time cook and authorizes staff to move the current back up casual cook into the part-time position; and

That Council authorizes staff to advertise for a Back Up Casual Cook to fill in for the part-time cooks when they are not available.

Background

Summary / Options

In September of 2020 one of the part-time cooks asked for a leave of absence. Since that time, the current back-up cook has been filling in when and where needed. In January of 2021, the part-time cook submitted in writing, their resignation of that position.

Historically, there have not been many, if any, applications received for the part-time cook positions when advertised.

Staff would ask that the back-up cook be allowed to permanently fill the part-time cook position and that advertisements for a casual back-up cook commence.

Financial Implications

There is no financial impact as a result of this report.

Summary / Options

Council may adopt the recommendation as presented; or consider other options.

Michelle Pearse
Deputy Clerk/Treasurer



THE TOWNSHIP OF ST. JOSEPH REPORT TO COUNCIL

From: Michelle Pearse, Deputy Clerk/Treasurer
Date: January 20, 2021
Subject: Disposal of Pickup Truck

RECOMMENDATION:

BE IT RESOLVED THAT the report from the Deputy Clerk/Treasurer regarding the Fire Department pickup truck be received; and

That Council authorizes staff to advertise the old pickup for sale on various media outlet sources, and that the highest bid be accepted.

Background

During the 2020 budget deliberations, Council gave approval to the Fire Chief to purchase a new pickup truck to replace the 1990 Dodge Power Ram 350 pickup which is still functioning but has a number of challenges mechanically.

The Fire Chief has ordered a new pick-up truck, and it will be delivered early in 2021, and the older pick-up is now surplus and should be divested. Staff seek Council's approval to divest of the pickup through various resources and to accept the highest bid.

Financial Implications

There is no financial impact as a result of this report, save and except any revenue received for the divested vehicle.

Summary / Options

Council may adopt the recommendation as presented; or consider other options.

Michelle Pearse
Deputy Clerk/Treasurer



THE TOWNSHIP OF ST. JOSEPH REPORT TO COUNCIL

From: Mathew Porco, Treasurer

Date: January 20, 2021

Subject: 2021 Wages

RECOMMENDATION:

THAT the report from the Treasurer regarding 2021 wages be received; and
THAT Council approve a 2021 increase of 2 % for the positions listed on the salary grid; and
THAT the increase also be applied to the honourariums for Council; and
THAT the Treasurer be authorized to implement this increase as of January 1, 2021.

Background

This report provides information on the budget impact of a salary grid increase on the 2021 budget. The increase would apply to all positions listed on the salary grid and to Council honourariums, but would not apply to minimum wage employees or staff hired at a pre-determined wage not on the salary grid. Fire department honourariums are not included, any increase to those honourariums will be considered separately during budget deliberations.

Analysis

In the past, increases have been made at a set rate across the salary grid, and have been effective as of January 1.

In most years, the increase has been based on inflation according to the year over year Consumer Price Index (CPI) for Ontario for October of the prior year. The CPI increase for Ontario for October 2019 to October 2020 is 1%, this was lower than forecasted due to the shift in consumer and business behavior during the start of the COVID 19 pandemic. In its October 30, 2020 Monetary Policy Report, the Bank of Canada reported that measures of inflation were forecasted at 2%. Forecasters are projecting inflation to track between 2% - 3% over 2021 – 2022 however, given the uncertainties of the current COVID 19 pandemic inflation could fluctuate at any given time. The attached 2021 Budget Impact Analysis shows that the cost of a 1% increase would be \$9,277 a 1.5% increase would be \$13,916 and a 2% increase would be \$18,556.

Financial Implications

The financial implications are as outlined in the attached Budget Impact Analysis and would be included in the 2021 budget.

Summary / Options

Council may approve a wage increase for 2021 or may defer wage discussions to budget deliberations.

Mathew Porco
Treasurer

Attachment: 2021 Budget Impact Analysis

2021 Budget Impact Analysis
Increase applied to 2020 Salary Grid & Honorariums

Department	2020 Budget	2021 Estimated Budget					
	Salaries & Benefits	with 1.0% Increase		with 1.5% Increase		with 2.0% Increase	
		Salaries & Benefits	\$ Increase	Salaries & Benefits	\$ Increase	Salaries & Benefits	\$ Increase
Council	25,955	26,215	260	26,344	389	26,474	519
Administration	292,625	295,551	2,926	297,014	4,389	298,478	5,853
Public Works	273,400	276,134	2,734	277,501	4,101	278,868	5,468
Waste Site	40,595	41,000	405	41,204	609	41,407	812
Parks, Recreation, Marina	81,455	82,270	815	82,677	1,222	83,084	1,629
Seniors Services	213,740	215,877	2,137	216,946	3,206	218,015	4,275
Total	927,770	937,047	9,277	941,686	13,916	946,326	18,556

2021 Market Analysis

Township	Increase %
Laurentian Valley	0.70%
Alnwick/Haldimand	N/A
Warwick	2.50%
Centre Hastings	1%
North Frontenac	1%
St. Mary's	1%
Blind River	1.65%
Rideau Lakes	1%
Malahide	1.50%
Elizabhtown-kitley	0.90%
Blandford-Blenheim	0.01%
Augusta	3%
Dawn-Euphemia	0.80%
Arran-Elderslie	2.00%
French River	2.00%
Chatsworth	N/A
Central Frontenac	0.70%
Prince Township	2.50%

Average 1.40%

Previous Increases
2020 = 2%
2019 = 3%
2018 = 1.5 - 4.0% due to adjustment for \$14 min wage, majority of employees were 1.5 - 2.0%
2017 = 1.5%
2016 = 1.5%
2015 = 1.5%
2014 = 1.5%
2013 = 1.0%
2012 = 2.7%



THE TOWNSHIP OF ST. JOSEPH REPORT TO COUNCIL

From: Sherie Gladu, Office Assistant / Healthy Living Coordinator

Date: January 20, 2021

Subject: Canada Summer Jobs Program

RECOMMENDATION:

BE IT RESOLVED THAT the report from the Office Assistant / Healthy Living Coordinator regarding the Canada Summer Jobs Program be received; and

THAT council authorizes staff to apply for funding for 4 Student positions with the Canada Summer Jobs Program

Background:

The Township of St. Joseph applies to the Canada Summer Jobs Program annually to fund youth work experiences that support Parks, Recreation, the Works Department and the Marina.

This year 4 positions were identified for the summer operations of the township. One position for Parks, one position for the Works Department, and two positions to support the Marina.

Financial Implications:

This program pays up to 75% of the provincial minimum wage. Participants will work a minimum of 12 hours per week for a period of six to twenty-three weeks. The hours of work will not exceed 40 hours per week.

Options:

Council may approve staff to apply for funding for 4 student positions, or may defer or deny the request to apply for this funding.

Sherie Gladu, Healthy Living Coordinator / Office Assistant