



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

**Present**

**Council**

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

**Staff**

Amanda Richardson, Clerk Administrator  
Rylee Clark, Media Development

**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/Items for Discussion**

- a. Councillor Elliot – roads signage
- b. Councillor Hall – Closed session follow up
- c. Councillor Adams – Landfill/staff communications

**5. Adoption of the previous minutes**

- a. Council Meeting

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-243
<b>Moved By:</b>	Bryon Hall
<b>Seconded By:</b>	Steven Adams
BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, September 15, 2021, be adopted as circulated. Carried.	

**6. Accounts**

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-244
<b>Moved By:</b>	Barry Elliott
<b>Seconded By:</b>	Cheryl Ambeault
BE IT RESOLVED THAT the Cheque Register dated October 6, 2021, in the amount of \$321,801.54 be approved as presented. Carried.	

## 7. Staff and Committee Reports

### a. Community Tourism Assessment

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-245
<b>Moved By:</b>	Cheryl Ambeault
<b>Seconded By:</b>	Bryon Hall
BE IT RESOLVED THAT the report from The Media Development/Event Support Intern regarding the Community Tourism Assessment be received. Carried.	

### b. Youth Recreation/Event Survey

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-246
<b>Moved By:</b>	Steven Adams
<b>Seconded By:</b>	Bryon Hall
BE IT RESOLVED THAT the report from The Media Development/Event Support Intern regarding the Youth Recreation/Event Survey be received. Carried.	

### c. 2021 Holiday Schedule for Council

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-247
<b>Moved By:</b>	Bryon Hall
<b>Seconded By:</b>	Cheryl Ambeault
BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding 2021 holiday hours for the Municipal office, the Dr. Trefry Centre and Landfill Site be received; and  THAT Council approve the recommended holiday closure strategy, with the Township Office and the Dr. Trefry Memorial Centre being closed from 12:00 noon on Thursday, December 24, 2021, through to Monday, January 3, 2022, inclusive, reopening Tuesday, January 4, 2022; and  THAT the January 5, 2022 Council meeting be cancelled, and  THAT public notification of the scheduling change be provided.  Carried.	

d. Healthy Living NOHFC Grant Information

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-248
<b>Moved By:</b>	Bryon Hall
<b>Seconded By:</b>	Cheryl Ambeault
BE IT RESOLVED THAT the report from the Healthy Living Coordinator/Office Assistant regarding funding acknowledgement for the marina revitalization project be received, and	
That Council authorizes the contribution of 25 percent/\$176,620.00 towards total estimated project costs, and	
That the municipality will be responsible for any cost overruns that may arise.	
Carried.	

e. Surplus Equipment

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-249
<b>Moved By:</b>	Steven Adams
<b>Seconded By:</b>	Cheryl Ambeault
BE IT RESOLVED THAT the report from the Office Assistant/Healthy Living Coordinator regarding surplus CD player from Tranter Rink be received; and	
That Council authorizes staff to advertise the CD player for sale in the Island Clippings classified section, and that the highest bid be accepted.	
Carried.	

f. Landfill Committee Recommendations

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-250
<b>Moved By:</b>	Steven Adams
<b>Seconded By:</b>	Barry Elliott
BE IT RESOLVED THAT the minutes from the September 27, 2021, Landfill Committee be received, and	
That Council consider the recommendations brought forward regarding parking and reopening of the share shed, and	
That Council authorizes staff to implement the new lay out plan as described.	
Carried.	

8. Closed Session

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-251

**Moved By:** Steven Adams

**Seconded By:** Barry Elliott

BE IT RESOLVED THAT Council proceed into Closed Session at 8:22 pm in accordance with Section 239 of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees.

- a. Senior's Services
- b. Public Works
- c. Administration
- d. Marina Committee member appointment

Carried.

**Date:** October 6, 2021

**Resolution #:** 2021-252

**Moved By:** Barry Elliott

**Seconded By:** Bryon Hall

BE IT RESOLVED THAT Council does rise from Closed Session at 9:48 p.m.  
Carried.

**Date:** October 6, 2021

**Resolution #:** 2021-253

**Moved By:** Steven Adams

**Seconded By:** Bryon Hall

BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding the Marina Committee vacancy be received; and

THAT the individual named in the report be appointed to the Committee for the remainder of the 2018-2022 Council term.

Carried.

**Date:** October 6, 2021

**Resolution #:** 2021-254

**Moved By:** Steven Adams

**Seconded By:** Cheryl Ambeault

BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding results from the Public Works Equipment Operator interviews be received, and

That staff be authorized to offer the position of Equipment Operator to the individual named in the report, starting at Job Class 18, and

That additional recommendations be followed if required.

Carried.

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-255
<b>Moved By:</b>	Barry Elliott
<b>Seconded By:</b>	Bryon Hall

BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding staffing requirements at the Dr. H.S. Trefry Memorial Centre be received, and

That Council accept the resignation of the backup cook with regret, and

That the Lead cook be appointed backup cook, effective November 1, 2021, and

That staff be authorized to offer the positions of first and second cook to the individuals named in the report at Job Class 13, and

That Council authorizes staff to enter into an agreement with Employment Solutions regarding supports for the first cook position.  
Carried.

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-256
<b>Moved By:</b>	Cheryl Ambeault
<b>Seconded By:</b>	Barry Elliott

BE IT RESOLVED THAT the report from the Clerk Administrator regarding the disciplinary matter be received; and

That Council authorizes staff to take approved course of action and if the requirements are not met,

That Council approves the termination of the employee names in the report effective October 15, 2021.  
Carried.

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-257
<b>Moved By:</b>	Bryon Hall
<b>Seconded By:</b>	Steven Adams

BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding administrative staffing be received, and

That staff be authorized to offer the position of full-time Administrative Assistant to the individual named in the report at Job Class 14, Level 2, effective October 4, 2021, and

That the position be reviewed based on staffing levels by no later than the December 15, 2021, Council meeting.  
Carried.

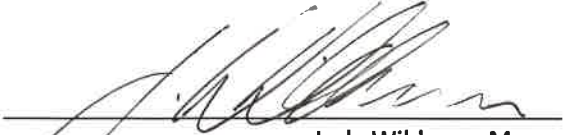
## 9. By-Laws


**a. Confirmation**

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-258
<b>Moved By:</b>	Steven Adams
<b>Seconded By:</b>	Barry Elliott
BE IT RESOLVED THAT leave be granted to introduce By-Law 2021-34 being a By-Law to confirm the proceedings of the Council meeting held on October 6th, 2021; and	
THAT said by-law be read a first and taken as read a second and third time and finally passed.	
Carried.	

**10. Adjournment**

<b>Date:</b>	October 6, 2021
<b>Resolution #:</b>	2021-259
<b>Moved By:</b>	Barry Elliott
<b>Seconded By:</b>	Bryon Hall
BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 9:59 to meet again on Wednesday, October 20th, 2021.	
Carried.	

  
\_\_\_\_\_  
Jody Wildman, Mayor

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