



AGENDA
Regular Council Meeting

December 4, 2018

6:00 pm

Council Chambers, Town Hall
175 Queen Street East, St. Marys

Pages

1. **CALL TO ORDER OF INAUGURAL MEETING**
2. **O CANADA by RACHEL STRATHDEE**
3. **INVOCATION by REV. GWEN AMENT**
4. **DECLARATION OF OFFICE BY MAYOR**
5. **PRESENTATION OF CHAIN OF OFFICE**
6. **DECLARATION OF OFFICE BY THE MEMBERS OF COUNCIL**
7. **PERFORMANCE by RACHEL STRATHDEE**
Photograph by Ed Sheeran
8. **INAUGURAL ADDRESS BY MAYOR STRATHDEE**
9. **COUNCILLORS INTRODUCTORY REMARKS**
10. **GREETINGS FROM INVITED GUESTS**

4

Warden Walter McKenzie, County of Perth

Mayor Robert Wilhelm, Township of Perth South

Mayor Dan Mathieson, City of Stratford

11. INTRODUCTION OF ADMINISTRATION

Brent Kittmer, CAO / Clerk

12. DECLARATIONS OF PECUNIARY INTEREST

13. AMENDMENTS AND APPROVAL OF AGENDA

RECOMMENDATION

THAT the December 4, 2018 Council meeting agenda be accepted as presented.

14. STAFF REPORTS

14.1 CAO 46-2018 Adopt 2019 Council Meeting Schedule

5

RECOMMENDATION

THAT CAO 46-2018 regarding the 2019 Council meeting schedule be received; and

THAT the 2019 Council meeting schedule be accepted as presented.

14.2 CAO 47-2018 Committee Appointments for the 2018-2022 Term

8

RECOMMENDATION

THAT CAO 47-2018 Committee Appointments for the 2018-2022 Term be received; and

THAT By-Law 94-2018, being a by-law to appoint members to a BIA Board of Management, be approved; and

THAT By-Law 95-2018, being a by-law to make committee appointments for the 2018-2022 Council term, be approved.

14.3 CAO 48-2018 Appoint Deputy Mayor for Year 1 of Council's Term

10

RECOMMENDATION

THAT report CAO 48-2018 regarding the appointment of a Deputy Mayor be received; and

THAT Councillor _____ be appointed Deputy Mayor effective December 4, 2018 through to December 10, 2019.

15. BY-LAWS

RECOMMENDATION

THAT By-Laws 94-2018 and 95-2018 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

15.1 By-Law 94-2018 Appoint BIA Board of Management Members 12

15.2 By-Law 95-2018 Appoint Committee and Board Members 13

16. UPCOMING MEETINGS

December 18, 2018 - 9:00am - 4:00pm, Orientation, Municipal Operations Centre

January 8, 2019 - 6:00pm, Regular Council, Council Chambers

17. CONFIRMATORY BY-LAW 21

RECOMMENDATION

THAT By-law 96-2018, being a by-law to confirm the proceedings of December 4, 2018 inaugural meeting of Council, be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

18. ADJOURNMENT

RECOMMENDATION

THAT this regular meeting of Council adjourn at _____ p.m.



Randy Pettapiece, MPP
Perth-Wellington

December 4, 2018

Town of St. Marys
175 Queen St East
PO Box 998
St. Marys ON N4X 1B6

Dear Mayor Strathdee and Council:

I would like to thank the Town of St. Marys for extending the kind invitation to join you this evening.

Unfortunately, commitments at Queen's Park mean I will be unable to join you in person.

I want to congratulate the re-elected and newly elected councillors. Thank you for putting your names forward and working to make your community a better place.

Standing for local council is not an easy thing to do and serving is even harder. You may be asked to make some difficult decisions over the coming term.

Know that you have a partner in the provincial government who wants to work with you to cut red-tape and strengthen our rural communities. Please do not hesitate to contact my office in the future.

I look forward to attending one of your council meetings in the New Year.

Sincerely,

A handwritten signature in cursive script, reading "Randy Pettapiece".

Randy Pettapiece, MPP
Perth-Wellington

FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Brent Kittmer, CAO/Clerk
Date of Meeting:	4 December 2018
Subject:	CAO 46-2018 Adopt 2019 Council Meeting Schedule

PURPOSE

The purpose of this report is to present Council with the 2019 Council meeting schedule which lists the dates of the Council and Strategic Priorities Committee meeting dates for 2019. In addition, staff would like for Council to give consideration to setting aside additional dates to deliberate the 2019 draft capital and operating budget.

RECOMMENDATION

THAT CAO 46-2018 regarding the 2019 Council meeting schedule be received; and

THAT the 2019 Council meeting schedule be accepted as presented.

BACKGROUND

Section 5.6 of the Town's procedure by-law requires that the CAO / Clerk present Council with the schedule of meetings for the upcoming year by December 1. The presentation of the 2019 meeting dates was delayed due to the election as the CAO determined that the newly seated Council should adopt their own meeting schedule.

REPORT

Attached to this report is the Council and Strategic Priorities Committee meeting dates for 2019. The dates are those as established in Section 5.6.1 and 5.6.2 of the procedure by-law. Also listed for Council's information are the regular municipal conferences for 2019.

In addition, Staff would like for Council to give consideration to setting budget meeting dates for the 2019 budget deliberation. In a regular year, budget deliberations would begin on the second Tuesday of December with final adoption occurring in March. For the 2019 budget, the proposed schedule has been pushed back by one month. This is to accommodate Council's busy December schedule with inauguration and orientation activities.

The CAO would like to be in a position for Council to provide final approval to the municipal budget by April 2019 at the latest. This will allow administration enough time to release tenders and to complete the planned work for 2019. To achieve this timeline, the proposed meeting schedule has Council holding budget meetings on their free Tuesdays in January, February and March. The draft meeting schedule is proposing that budget meetings be 9:00 am – 12:00 pm which has been the norm the past three years. When the budget is in a position of being final draft, past practice has been to hold a public input meeting to present the draft to the public and to receive comments. This meeting is typically scheduled as a part of a regular Council meeting.

SUMMARY

It is staff recommendation that Council accept the 2019 meeting schedule as presented. Once accepted, these meeting dates will be updated on the Town's website to provide the requisite public notice of the meetings.

FINANCIAL IMPLICATIONS

None.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

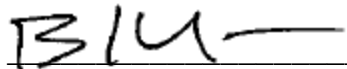
None.

ATTACHMENTS

1. 2019 Council Meeting Schedule

REVIEWED BY

Recommended by the CAO



Brent Kittmer
CAO / Clerk

2019 Council Calendar

January						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
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21	22	23	24	25	26	27
28	29	30				

May						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July						
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14	15	16	17	18	19	20
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28	29	30	31			

August						
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				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
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22	23	24	25	26	27	28
29	30					

October						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Regular Council Meeting 6:00 pm, Council Chambers
Strategic Priorities Committee 9:00 am – 12:00pm, Council Chambers
Budget Meeting 9:00am – 12:00pm, TBD
ROMA Conference (Toronto, ON)
OGRA Conference (Toronto, ON)
OSUM Conference (Niagara Falls, ON)
FCM Conference (Quebec City)
AMO Conference (Ottawa, ON)
Statutory & Public Holidays + Christmans Break

December 2018 DATES

December 4th, 6:00pm, Regular
Council (Council Chambers)

December 18, 9:00am – 4:00pm,
Orientation (MOC Boardroom)

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Brent Kittmer, CAO/Clerk
Date of Meeting:	4 December 2018
Subject:	CAO 47-2018 Committee Appointments for the 2018-2022 Term

PURPOSE

This report is presented to facilitate Council's appointment of members of the public to the Town's various advisory committees and internal/external boards.

RECOMMENDATION

THAT CAO 47-2018 Committee Appointments for the 2018-2022 Term be received; and

THAT By-Law 94-2018, being a by-law to appoint members to a BIA Board of Management, be approved; and

THAT By-Law 95-2018, being a by-law to make committee appointments for the 2018-2022 Council term, be approved.

BACKGROUND

Advisory committees and standing committees are implemented throughout many municipalities in Ontario as a part of their governance structure. Committees can be an important source of policy deliberation as municipal business becomes increasingly complex.

One of Council's key priorities for 2018 was for the Clerk's department to facilitate a review of the Town's current advisory committee system. This review was completed on September 19, 2018. The key results of the review include:

- The terms of reference for the significant majority of committees was standardized.
- Council created a new Recreation and Leisure Advisory Committee and Youth Council, and reestablished the Green Committee.
- The Youth Centre Board was formally endorsed as an advisory Committee of Council.
- The Economic Development Advisory Committee was disbanded.
- Existing ad-hoc committees (truck traffic, Procedure By-Law Review, and Code of Conduct Review) were disbanded per the terms of the Procedure By-Law.

The Town opened the application process for 2018-2022 committee members the first week of October. Applications closed on November 2, 2018.

REPORT

After the municipal election, the Town's Procedure By-Law appoints the incoming Council-elect as a Nominating Committee. The purpose of the committee is to review public applications for boards and advisory committees for the upcoming term. The Nominating Committee met on November 20, 2018 to

review the applications that were received and to make recommendations on who should serve on which committees.

SUMMARY

Attached to this report are by-laws 94-2018 and 95-2018 which summarize all of the Nominating Committee's recommended committee and board appointments. Council is asked to give final consideration to the recommended appointments, and then asked to enact the by-law to finalize the committee appointments.

FINANCIAL IMPLICATIONS

Remuneration for Council members serving on committees is included in their annual pay.

Members of the public serving on Town committees are paid at \$20/meeting attended.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

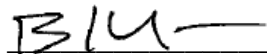
None.

ATTACHMENTS

See By-Laws 94-2018 and 95-2018

REVIEWED BY

Recommended by the CAO



Brent Kittmer
CAO / Clerk

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Brent Kittmer, CAO/Clerk
Date of Meeting:	4 December 2018
Subject:	CAO 48-2018 Appoint Deputy Mayor for Year 1 of Council's Term

PURPOSE

The purpose of this report is to facilitate Council's appointment of a Deputy Mayor for the first year of their term.

RECOMMENDATION

THAT report CAO 48-2018 regarding the appointment of a Deputy Mayor be received; and

THAT Councillor _____ be appointed Deputy Mayor effective December 4, 2018 through to December 10, 2019.

BACKGROUND

The electors of Town of St. Marys do not elect a Deputy Mayor. Rather, Council appoints a member of Council to act as Deputy Mayor on an annual basis to serve in the role of the Mayor during his absence. The process is described in Section 2.5 of the Town's procedure by-law:

2.5 Appointment of a Deputy Mayor

A Councillor shall be selected to act as Deputy Mayor for a period of 1 year. Nomination shall be by another Councillor and selection shall be at the first regular meeting of Council in December of each year. The appointment procedure shall be presided over by the Mayor. Election shall be by members of Council. A Councillor may be re-elected to serve as Deputy Mayor.

REPORT

December 4, 2018 is Council's first regular meeting in December of 2018. Per section 2.5 of the Procedure By-Law Council is required to appoint a Deputy-Mayor for the first year of its term.

SUMMARY

This report is on the agenda to facilitate the appointment of a Deputy-Mayor.

FINANCIAL IMPLICATIONS

None.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

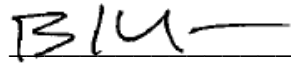
None.

ATTACHMENTS

None.

REVIEWED BY

Recommended by the CAO

A handwritten signature in black ink, appearing to read "BK", followed by a horizontal line.

Brent Kittmer
CAO / Clerk

BY-LAW 94-2018

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to appoint persons to a Board of Management for the Business Improvement Area of The Corporation of the Town of St. Marys for the Term 2018-2022.

- WHEREAS:** The Council of The Corporation of the Town of St. Marys has the authority under Section 204 of *Municipal Act, 2001, S.O. 2001, c.25*, as amended, to appoint persons to a Board of Management for the Business Improvement Area of the Town of St. Marys;
- NOW THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:
1. That the following persons are hereby appointed to membership on the Board of Management of the Business Improvement Area for the term commencing December 5, 2018 to November 14, 2022:
 - a. Lanny Hoare
 - b. Chantal Lynch
 - c. Mary VanDenBerge
 - d. Amie Rankin
 - e. Emily Lagace
 - f. Councillor Tony Winter
 2. This by-law comes into force on the final passing thereof.

Read a first and second time this 4th day of December, 2018.

Read a third and final time and passed this 4th day of December, 2018.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 95-2018

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to appoint persons to committees, advisory committees, ad-hoc committees, special purpose committees, boards, commissions and other organizations as deemed appropriate for The Corporation of the Town of St. Marys for the Term 2018-2022.

WHEREAS: The Council of The Corporation of the Town of St. Marys has the authority under Section 238 of *Municipal Act, 2001*, S.O. 2001, c.25, as amended, and Procedure By-law No. 20-2016 to appoint persons to committees, advisory committees, ad-hoc committees, special purpose committees, boards, commissions and other organizations as deemed appropriate;

NOW THEREFORE: The Council of The Corporation of the Town of St. Marys hereby enacts as follows:

- 1.** That the following persons are hereby appointed to committees, advisory committees, ad-hoc committees, special purpose committees, boards, commissions and other organizations as set out in the Schedules attached to this by-law:

Schedule 1	Strategic Priorities Committee
Schedule 2	CAO Performance Review Committee
Schedule 3	Municipal Shared Services Committee
Schedule 4	St. Marys Museum Board
Schedule 5	St. Marys Public Library Board
Schedule 6	Perth District Health Unit
Schedule 7	Bluewater Recycling Association
Schedule 8	Spruce Lodge Board
Schedule 9	Accessibility Advisory Committee
Schedule 10	Committee of Adjustment
Schedule 11	Community Policing Advisory Committee
Schedule 12	Green Committee
Schedule 13	Heritage Advisory Committee
Schedule 14	Planning Advisory Committee & Property Standards Committee
Schedule 15	Recreation and Leisure Advisory Committee
Schedule 16	Senior Services Advisory Committee
Schedule 17	Youth Centre Advisory Board
Schedule 18	Youth Council
Schedule 19	Canadian Baseball Hall of Fame Board
Schedule 20	Stratford Perth Chamber of Commerce
Schedule 21	Huron Perth Local Advisory Committee
Schedule 22	St. Marys Lincolns Board
Schedule 23	St. Marys Cement Community Liaison Committee
Schedule 24	BIA Public Art Committee
Schedule 25	Homecoming 2020 Committee

2. That the following appointments shall be for the term of Council commencing December 4, 2018 to November 14, 2022.
3. This by-law comes into force on the final passing thereof.

Read a first and second time this 4th day of December, 2018.

Read a third and final time and passed this 4th day of December, 2018.

Mayor Al Strathee

Brent Kittmer, CAO / Clerk

SCHEDULE 1 to By-Law 95-2018

Strategic Priorities Committee	
Mayor Stratthdee	
Councillor Craigmile	
Councillor Edney	
Councillor Hainer	
Councillor Luna	
Councillor Pridham	
Councillor Winter	

SCHEDULE 2 to By-Law 95-2018

CAO Performance Review Committee	
Mayor Stratthdee	
Councillor Craigmile	
Councillor Luna	

SCHEDULE 3 to By-Law 95-2018

Municipal Shared Services Committee	
Mayor Stratthdee	
Councillor Luna	

SCHEDULE 4 to By-Law 95-2018

St. Marys Museum Board	
PUBLIC MEMBER	COUNCIL MEMBER
Douglas Craig	Councillor Hainer
Douglas Fread	
Karen Ballard	
Krissy Nickle	
Scott Crawford	

SCHEDULE 5 to By-Law 95-2018

St. Marys Public Library Board	
PUBLIC MEMBER	COUNCIL MEMBER
Barbara Tuer	Mayor Strathdee
Cole Atlin	Councillor Craigmile
Joyce Vivian	Councillor Edney
Kathleen Cousins	
Perth South Council Representative	
Perth South Public Representative	

SCHEDULE 6 to By-Law 95-2018

Perth District Health Unit
Councillor Luna

SCHEDULE 7 to By-Law 95-2018

Bluewater Recycling Association
Councillor Craigmile

SCHEDULE 8 to By-Law 95-2018

Spruce Lodge Board
Councillor Luna
Councillor Pridham

SCHEDULE 9 to By-Law 95-2018

Accessibility Advisory Committee	
PUBLIC MEMBER	COUNCIL MEMBER
Beverley Grant	Councillor Hainer
Cameron Stanger	
Donna Kurchak	
Marie Ballantyne	
Marti Lindsay	
Mary Smith	

SCHEDULE 10 to By-Law 95-2018

Committee of Adjustment	
Dr. James Loucks	
Paul King	
Stephen Glover	
Steve Cousins	
William Galloway	

SCHEDULE 11 to By-Law 95-2018

Community Policing Advisory Committee	
PUBLIC MEMBER	COUNCIL MEMBER
Doug Diplock	Mayor Strathdee
Jacqueline Hibbert	Councillor Winter
Paul Dunseith	

SCHEDULE 12 to By-Law 95-2018

Green Committee	
PUBLIC MEMBER	COUNCIL MEMBER
David Vermeire	Councillor Craigmile
Fred Stam	
John Stevens	
Katherine Moffat	
Lynette Geddes	

SCHEDULE 13 to By-Law 95-2018

Heritage Advisory Committee	
PUBLIC MEMBER	COUNCIL MEMBER
Barbara Tuer	Councillor Pridham
Clive Slade	
Dan Schneider	
Janis Fread	
Larry Pfaff	
Michelle Stemmler	
Michael Bolton	
Paul King	
Sherri Winter – Gropp	
Stephen Habermehl	

SCHEDULE 14 to By-Law 95-2018

Planning Advisory Committee & Property Standards Committee	
PUBLIC MEMBER	COUNCIL MEMBER
Don Van Galen	Councillor Hainer
Susan McMaster	Councillor Pridham
William Galloway	

SCHEDULE 15 to By-Law 95-2018

Recreation and Leisure Advisory Committee	
PUBLIC MEMBER	COUNCIL MEMBER
Candice Harris	Councillor Pridham
Chelsea Coghlin Fewster	
Darcy Drummond	
Mike Morning	
Scott Crawford	

SCHEDULE 16 to By-Law 95-2018

Senior Services Advisory Committee	
PUBLIC MEMBER	COUNCIL MEMBER
Candice Harris	Councillor Winter
Donna Kurchak	
Donna Simmons	
Joyce Vivian	
Marie Ballantyne	
Owen O'Brien	

SCHEDULE 17 to By-Law 95-2018

Youth Centre Advisory Board	
PUBLIC MEMBER	COUNCIL MEMBER
Angela Baffes	Councillor Edney
Matthew Wakem	
Pamela Zabel	
Sheila Kruse	
Stephanie Lee	

SCHEDULE 18 to By-Law 95-2018

Youth Council	
PUBLIC MEMBER	COUNCIL MEMBER
Aivery Neal	Councillor Edney
Allison Kennedy Edney	
Bevan Bearrs	
Hayden MacDonald	
Hazel Taylor	
Julia Onclin	
Lauren Partridge	
Mae Vigneux	
Sam Truax	

SCHEDULE 19 to By-Law 95-2018

Canadian Baseball Hall of Fame and Museum	
Councillor Edney	

SCHEDULE 20 to By-Law 95-2018

Stratford Perth Chamber of Commerce
Don Van Galen

SCHEDULE 21 to By-Law 95-2018

Huron Perth Local Advisory Committee
Councillor Luna

SCHEDULE 22 to By-Law 95-2018

St. Marys Lincolns Board
Councillor Craigmile

SCHEDULE 23 to By-Law 95-2018

St. Marys Cement Community Liaison Committee
Councillor Craigmile
Councillor Winter

SCHEDULE 24 to By-Law 95-2018

BIA Public Art Committee
Councillor Edney

SCHEDULE 25 to By-Law 95-2018

Homecoming 2020 Committee
Mayor Strathdee

BY-LAW 96-2018

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to confirm all actions and proceedings of the Council of The Corporation of the Town of St. Marys at its inaugural meeting held on December 4, 2018.

WHEREAS: The *Municipal Act, 2001*, S.O. 2001, c.25, as amended, Section 5(3), provides that the jurisdiction of every council is confined to the municipality that it represents and its powers shall be exercised by by-law;

AND WHEREAS: The Council of the Corporation of the Town of St. Marys deems it expedient to confirm its actions and proceedings;

THEREFORE: The Council of The Corporation of the Town of St. Marys hereby enacts as follows:

1. That all actions and proceedings of the Council of the Corporation of the Town of St. Marys taken at its inaugural meeting held on the 4th day of December, 2018 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.
2. This by-law comes into force on the final passing thereof.

Read a first and second time this 4th day of December, 2018.

Read a third and final time and passed this 4th day of December, 2018.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk