



## **MINUTES Regular Council**

October 22, 2019

6:00pm

Town Hall, Council Chambers

Council Present: Mayor Strathdee  
Councillor Craigmile  
Councillor Edney  
Councillor Luna  
Councillor Hainer  
Councillor Pridham  
Councillor Winter

Staff Present: Brent Kittmer, CAO / Clerk  
Richard Anderson, Fire Chief / Director of Emergency Services  
Grant Brouwer, Director of Building and Development  
Jed Kelly, Director of Public Works  
Lisa Lawrence, Director of Human Resources  
André Morin, Director of Finance / Treasurer  
Stephanie Ische, Director of Community Services  
Jenna McCartney, Deputy Clerk

### **1. CALL TO ORDER**

Mayor Strathdee called the meeting to order at 6:00 pm.

### **2. DECLARATIONS OF PECUNIARY INTEREST**

Councillor Pridham declared a pecuniary interest for agenda item 8.1.2 - DEV 55-2019 Site Plan Agreement, 275 James Street South (Paola).

Councillor Pridham provided a disclosure of interest form related to this agenda item. Councillor Pridham cited that "as a realtor I declare potential pecuniary interest on subdivision lots being developed. I will not vote on lot development. I will participate in discussions on topics having interest in common with the electors, generally including infrastructure, roads, density, safety, and all other interests in common."

### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Resolution 2019-10-22-01**

**Moved By** Councillor Luna

**Seconded By** Councillor Pridham

**THAT** the October 22, 2019 regular Council meeting agenda be accepted as presented.

**CARRIED**

**4. PUBLIC INPUT PERIOD**

Frank Doyle of St. Marys Independent inquired of the average household impact of the proposed water rate increase.

Brent Kittmer stated that he will follow up directly with Mr. Doyle once he has the answer.

Mr. Doyle inquired if Council has ever consider disbanding the Business Improvement Area (BIA) and creating a Chamber of Commerce in St. Marys.

Councillor Winter stated that general research has been conducted in the past but nothing currently.

**5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS**

**5.1 Adam Stephens, Chair of Canadian Baseball Hall of Fame and Museum re: Request to Partner in ICIP Grant Application for New Pavilion**

Adam Stephens, Board Chair of the Canadian Baseball Hall of Fame and Museum, presented the delegation regarding the request to partner with the Town of St. Marys in the ICIP grant application and responded to questions from Council.

**Resolution 2019-10-22-02**

**Moved By** Councillor Winter

**Seconded By** Councillor Hainer

**THAT** the delegation from the Chair of the Canadian Baseball Hall of Fame and Museum Board regarding a request to partner in an Investing in Canada Infrastructure Program (ICIP) grant application for a new pavilion be received; and

**THAT** Council support a joint ICIP application between the Canadian Baseball Hall of Fame and Museum and the Corporation of the Town of St. Marys; and

**THAT** Council commit to a 50 / 50 cost share with the Canadian Baseball Hall of Fame and Museum for costs of the project, not to exceed \$85,000, contingent upon ICIP grant funds being received.

**CARRIED**

**6. ACCEPTANCE OF MINUTES**

**6.1 Regular Council - October 8, 2019**

**Resolution 2019-10-22-03**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** the October 8, 2019 regular Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**6.2 Strategic Priorities Committee - October 15, 2019**

**Resolution 2019-10-22-04**

**Moved By** Councillor Hainer

**Seconded By** Councillor Edney

**THAT** the October 15, 2019 Strategic Priorities Committee meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk; and

**THAT** minute item 5.1 be raised for discussion.

**CARRIED**

**6.2.1 Minute Item 5.1 - FIN 16-2019 Treasurer's Fiscal Health Report**

**Resolution 2019-10-22-05**

**Moved By** Councillor Hainer

**Seconded By** Councillor Luna

**THAT** staff be directed to prepare an annual report outlining the latest Town financial ratios and indicators including a 5 year trend and present to Council on an annual basis;

**THAT** staff be directed to create a reserve policy to guide reserve and reserve fund objectives and goals;

**THAT** staff be directed to develop an asset management action plan and long term financial strategy to achieve the action plan;

**THAT** staff be directed to prepare a report in 2020 that analyzes the targeted residential property tax share and strategies to mitigate erosion of the non-residential tax base and present to Council; and

**THAT** staff be directed to work with the Senior Management Team and Council to identify a group of comparable municipalities and prepare an expenditure benchmarking policy; and

**THAT** staff be directed to post the Fiscal Health Report on the municipal website.

**CARRIED**

## **7. CORRESPONDENCE**

### **7.1 Municipality of Grey Highlands re: Conservation Authorities Support Resolution**

**Resolution 2019-10-22-06**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** the correspondence from the Municipality of Grey - Highlands regarding Conservation Authorities support be received.

**CARRIED**

## **8. STAFF REPORTS**

### **8.1 Building and Development Services**

#### **8.1.1 DEV 54-2019 October Monthly Report (Building and Development)**

Grant Brouwer spoke to DEV 54-2019 report and responded to questions from Council.

**Resolution 2019-10-22-07**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** DEV 54-2019 October Monthly Report (Building and Development) be received for information.

**CARRIED**

#### **8.1.2 DEV 55-2019 Site Plan Agreement, 275 James Street South (Paola)**

Grant Brouwer spoke to DEV 55-2019 report and stated that the applicant was not in attendance at tonight's meeting to speak to the application.

**Resolution 2019-10-22-08**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** DEV 55-2019 Site Plan Agreement, 275 James Street South (Paola) be received; and

**THAT** Council approve By-Law 94-2019 and authorize the Mayor and Clerk to sign a Site Plan Agreement between the Town of St. Marys and Adriano Paola.

**CARRIED**

**8.1.3 DEV 56-2019 – Encroachment Agreement for 151 Jones Street West, St. Marys (Fink)**

Grant Brouwer spoke to DEV 56-2019 report and responded to questions from Council.

**Resolution 2019-10-22-09**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** DEV 56-2019 – Encroachment Agreement for 151 Jones Street West, St. Marys (Fink) be received; and,

**THAT** Council approve By-law 90-2019 for an encroachment agreement with the property owner, and authorize the Mayor and Clerk to sign the associated agreement respecting 151 Jones Street West, St. Marys.

**CARRIED**

**8.1.4 DEV 57-2019 - Application for Part Lot Control Lot 18, Registered Plan 44M-70 Meadowridge Subdivision (Phase 2), Town of St. Marys**

Grant Brouwer spoke to DEV 57-2019 report and responded to questions from Council.

**Resolution 2019-10-22-10**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

**THAT** DEV 57-2019 report regarding the Application for Part Lot Control for Lot 18 of the Meadowridge subdivision (Phase 2) be received; and,

**THAT** Council approve Part Lot Control By-law 93-2019 affecting Lot 18, Registered Plan No. 44M-70 for a one-year period, ending October 22, 2020.

**CARRIED**

**8.2 Community Services**

**8.2.1 DCS 30-2019 October Monthly Report (Community Services)**

Stephanie Ische spoke to DCS 30-2019 report and responded to questions from Council.

**Resolution 2019-10-22-11**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** DCS 30-2019 October Monthly Report (Community Services) be received for information.

**CARRIED**

**8.2.2 DCS 29-2019 Recreation and Leisure Advisory Committee  
Recommended Changes to the Shoulder Ice Schedule**

Stephanie Ische spoke to DCS 29-2019 report and responded to questions from Council.

**Resolution 2019-10-22-12**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pridham

**THAT** DCS 29-2019 Recreation and Leisure Advisory Committee Recommended Changes to the Shoulder Ice Schedule be received; and

- One ice pad be open for rentals beginning in Mid-August and the second ice pad be open for rentals beginning in Mid-September; and
- One ice pad be removed on or near March 31<sup>st</sup> and the second ice pad remain operational until (a) all minor and junior league playoffs have been completed and/or (b) as long as there are 30 hours of ice rented concurrently each week; and

**THAT** this operating change take effect for the 2020-2021 ice season to allow for consultation with affected user groups; and

**THAT** staff be directed to include the revised ice operating procedure as a policy statement in the amended Ice Allocation Policy.

**CARRIED**

### **8.3 Corporate Services**

#### **8.3.1 COR 31-2020 October Monthly Report (Corporate Services)**

Brent Kittmer, on behalf of Trisha McKibbin, spoke to COR 31-2019 report and responded to questions from Council.

**Resolution 2019-10-22-13**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** COR 31-2020 October Monthly Report (Corporate Services) be received for information.

**CARRIED**

### **8.4 Finance**

#### **8.4.1 FIN 19-2019 October Monthly Report (Finance)**

André Morin spoke to FIN 19-2019 report and responded to questions from Council.

**Resolution 2019-10-22-14**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** FIN 19-2019 October Monthly Report (Finance) be received for information.

**CARRIED**

#### **8.4.2 FIN 18-2019 Municipal Liability and Insurance Costs**

André Morin spoke to FIN 18-2019 report and responded to questions from Council.

##### **Resolution 2019-10-22-15**

**Moved By** Councillor Winter

**Seconded By** Councillor Hainer

**THAT** FIN 18-2019 Municipal Liability and Insurance Costs report be received;

**THAT** Council provide its endorsement and support of AMO's (Association of Municipalities of Ontario) submission and recommendations to the Attorney General of Ontario addressing growing municipal liability and insurance costs; and

**THAT** a copy of this resolution be forwarded to the Attorney General of Ontario and the Association of Municipalities of Ontario (AMO).

**CARRIED**

#### **8.4.3 FIN 20-2019 Main St. Funding Grant**

André Morin spoke to FIN 20-2019 report and responded to questions from Council.

##### **Resolution 2019-10-22-16**

**Moved By** Councillor Pridham

**Seconded By** Councillor Hainer

**THAT** FIN 20-2019 Main St. Fund Grant report be received; and

**THAT** Council give staff direction to utilize the remaining Main St. Funding Grant on the following projects:

1. Pedestrian Crossings enhancements
2. Electronic Vehicle Charging Station at VIA
3. Balance of the grant to the 2019 Facade Improvement Program; and

**THAT** \$22,905 be placed into reserve from the 2019 operating budget to fund future downtown revitalization projects.



**CARRIED**

**8.5 Fire and Emergency Services**

**8.5.1 FD 20-2019 October Monthly Report (Emergency Services)**

Fire Chief Anderson spoke to FD 20-2019 report and responded to questions from Council.

**Resolution 2019-10-22-17**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

**THAT** FD 20-2019 October Monthly Report (Emergency Services) be received for information.

**CARRIED**

**8.6 Human Resources**

**8.6.1 HR 10-2019 October Monthly Report (Human Resources)**

Lisa Lawrence spoke to HR 10-2019 report and responded to questions from Council.

**Resolution 2019-10-22-18**

**Moved By** Councillor Luna

**Seconded By** Councillor Pridham

**THAT** HR 10-2019 October Monthly Report (Human Resources) be received for information.

**CARRIED**

**8.7 Public Works**

**8.7.1 PW 65-2019 October Monthly Report (Public Works)**

Jed Kelly spoke to PW 65-2019 report and responded to questions from Council.

**Resolution 2019-10-22-19**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** PW 65-2019 October Monthly Report (Public Works) be received for information.

**CARRIED**

### **8.7.2 PW 61-2019 Sanitary Sewer Repair for 621 Queen Street East**

Jed Kelly spoke to PW 61-2019 report and responded to questions from Council.

#### **Resolution 2019-10-22-20**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** Report PW 61-2019 Sanitary Sewer Repair for 621 Queen Street East be received; and

**THAT** Staff be authorized to procure the services of Festival Hydro Inc. for the estimated amount of \$30,000.00 inclusive of HST, to relocate the on-site hydro pole and supporting equipment and services; and,

**THAT** Staff be authorized to sole source the required repairs for the sanitary sewer connection to Lavis Contracting Co. Ltd. for the estimated amount of \$32,611.80, inclusive of HST; and,

**THAT** Council approve the unbudgeted amount and funding sources as identified in PW 61-2019 report;

**THAT** Council approve By-law 91-2019 and authorize the Mayor and CAO/Clerk to sign the associated Agreement with Festival Hydro Inc.; and

**THAT** Council approve By-law 92-2019 and authorize the Mayor and the Clerk to sign the associated Agreement with Lavis Contracting Co. Ltd.

**CARRIED**

### **8.7.3 PW 63-2019 Award for RFQ-PW-17-2019 Supply and Stockpile of Screened, Coarse and Washed Sand for Winter Application**

Jed Kelly spoke to PW 63-2019 report and responded to questions from Council.

#### **Resolution 2019-10-22-21**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** PW 63-2019 Award for RFQ-PW-17-2019 Supply and Stockpile of Screened, Coarse and Washed Sand for Winter Application be received; and,

**THAT** the procurement for RFQ-PW-17-2019 be awarded to Bossence and McCann Incorporated for the procured price of \$13.45 per tonne, for an approximate total over three years of \$113,988.75, inclusive of all taxes; and,

**THAT** Council approve the 2019 unbudgeted amount as identified in PW 63-2019 Award for RFQ-PW-17-2019 Supply and Stockpile of Screened, Coarse and Washed Sand for Winter Application report; and,

**THAT** Council approve By-Law 89-2019 and authorize the Mayor and the Clerk to sign the associated agreement.

**CARRIED**

#### **8.7.4 PW 64-2019 Sparling Bush Plan, 2020-2022**

Jed Kelly spoke to PW 64-2019 report and responded to questions from Council.

**Resolution 2019-10-22-22**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** PW 64-2019 Sparling Bush Plan, 2020-2022 be received; and

**THAT** Council approve the Sparling Bush Plan, 2020-2022.

**CARRIED**

#### **8.7.5 PW 69-2019 Amending Agreement for Municipal Hazardous or Special Waste**

Jed Kelly spoke to PW 69-2019 report and responded to questions from Council.

**Resolution 2019-10-22-23**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** Report PW 69-2019, Amending Agreement for Municipal Hazardous or Special Waste be received; and,

**THAT** Council authorize the Chief Administrative Officer / Clerk to sign the associated Agreement with Stewardship Ontario for Municipal Hazardous or Special Waste.

**CARRIED**

## **8.8 CAO and Clerks**

### **8.8.1 CAO 57-2019 October Monthly Report (CAO & Clerks)**

Brent Kittmer spoke to CAO 57-2019 report and responded to questions from Council.

**Resolution 2019-10-22-24**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** CAO 57-2019 October Monthly Report (CAO and Clerks) be received for information.

**CARRIED**

### **8.8.2 CAO 58-2019 Rotary Club of St. Marys Request for Designation as Event of Municipal Significance in 2020**

Jenna McCartney spoke to CAO 58-2019 report and responded to questions from Council.

**Resolution 2019-10-22-25**

**Moved By** Councillor Hainer

**Seconded By** Councillor Edney

**THAT** CAO 58-2019 Rotary Club of St. Marys Request for Designation as Event of Municipal Significance in 2020 report be received; and

**THAT** Council approve the Rotary Club of St. Marys' request to designate the Craft Beer and Food Truck event, to be held on Sunday, June 21, 2020 from 12:00 pm to 6:00 pm at the Canadian Baseball Hall of Fame and Museum, as an event of municipal significance.

**CARRIED**

**9. EMERGENT OR UNFINISHED BUSINESS**

None.

**10. NOTICES OF MOTION**

None.

**11. BY-LAWS**

**Resolution 2019-10-22-26**

**Moved By** Councillor Winter

**Seconded By** Councillor Hainer

**THAT** By-Laws 89-2019, 90-2019, 91-2019, 92-2019, 93-2019 and 94-2019 be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**11.1 By-Law 89-2019 Authorize an Agreement with Bossence and McCann Inc.**

**11.2 By-Law 90-2019 Authorize an Encroachment Agreement with Robin Fink for 151 Jones Street West**

**11.3 By-Law 91-2019 Authorize an Agreement with Festival Hydro Inc.**

**11.4 By-Law 92-2019 Authorize an Agreement with Lavis Contracting Co. Ltd.**

**11.5 By-Law 93-2019 Part Lot Control Exemption Lot 18 44M-70 Plan**

**11.6 By-Law 94-2019 Authorize a Site Plan Agreement with Adriano Paola for 275 James Street South**

**12. UPCOMING MEETINGS**

Mayor Strathdee reviewed the upcoming meetings as presented on the agenda.

Council took a brief recess at 7:54 pm.

Mayor Strathdee called the meeting back to order at 7:59 pm.

**13. CLOSED SESSION**

**Resolution 2019-10-22-27**

**Moved By** Councillor Luna

**Seconded By** Councillor Edney

**THAT** Council move into a session that is closed to the public at 8:00 pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and (c) a proposed or pending acquisition or disposition of land by the municipality or local board.

**CARRIED**

**13.1 Minutes CLOSED SESSION**

**13.2 CAO 59-2019 CONFIDENTIAL Report Back on McDonald House and Junction Station Land Sale Process**

**13.3 CAO 60-2019 CONFIDENTIAL Personal Matter About an Identifiable Individual**

**14. RISE AND REPORT**

**Resolution 2019-10-22-28**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

THAT Council rise from a closed session at 8:55 pm.

**CARRIED**

Mayor Strathdee reported that a closed session was held and two matters were discussed. Staff were given direction related to the land sale process and there is nothing further to report on that matter at this time.

Council will now consider a resolution.

**Resolution 2019-10-22-29**

**Moved By** Councillor Hainer

**Seconded By** Councillor Winter

**THAT** Council approves Mayor Strathdee's request for an unpaid leave of absence; and

**THAT**, in accordance with Section 259(1)(c) of the *Municipal Act*, Mayor Strathdee's leave of absence is authorized to extend beyond three months if necessary;

**THAT**, in accordance with Section 226 of the *Municipal Act*, Mayor Strathdee has consented to Council appointing another member of Council to act as the head of Council during the period of his leave of absence;

**THAT** Councillor Luna be appointed as the acting Mayor effective October 23, 2019 to serve as the head of Council for the duration of Mayor Strathdee's leave of absence; and

**THAT** Councillor Craigmile be appointed as the Deputy Mayor effective October 23, 2019 for the duration of Mayor Strathdee's leave of absence; and

**THAT** the requirement of Procedure by-law 20-2016 to appoint a Deputy Mayor on December 10, 2019 for the 2020 term be considered upon Mayor Strathdee's return to office; and

**THAT** Councillor Pridham be appointed as an interim member of the Library Board serving as Mayor Strathdee's replacement for the duration of his leave of absence; and

**THAT** Councillor Edney be appointed as an interim member of the Community Policing Advisory Committee serving as Mayor Strathdee's replacement for the duration of his leave of absence; and

**THAT** Councillor Craigmile be appointed as an interim member of the Municipal Shared Services Committee serving as Mayor Strathdee's replacement for the duration of his leave of absence; and

**THAT** Councillor Hainer be appointed as an interim member of the Business Improvement Area Board serving as Mayor Strathdee's replacement until a regular election of the BIA has filled the existing vacancy.

**CARRIED**

**15. CONFIRMATORY BY-LAW**

**Resolution 2019-10-22-30**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** By-Law 95-2019, being a by-law to confirm the proceedings of October 22, 2019 regular Council meeting be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**16. ADJOURNMENT**

**Resolution 2019-10-22-31**

**Moved By** Councillor Luna

**Seconded By** Councillor Edney

**THAT** this regular meeting of Council adjourn at 8:57 pm.

**CARRIED**

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Al Stratthdee, Mayor

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Brent Kittmer, CAO / Clerk