



MINUTES Regular Council

March 24, 2020
6:00pm
Town Hall, Council Chambers

Council Present: Mayor Strathdee (in-person)
Councillor Craigmile (conference line)
Councillor Edney (conference line)
Councillor Luna (conference line)
Councillor Hainer (conference line)
Councillor Pridham (conference line)
Councillor Winter (in-person)

Staff Present: **In-Person**
Brent Kittmer, CAO / Clerk

Conference Line
Andy Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Planning and Development
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
Lisa Lawrence, Director of Human Resources
Trisha McKibbin, Director of Corporate Services
André Morin, Director of Finance / Treasurer
Jenna McCartney, Deputy Clerk

1. COVID-19 SCREENING

All present in Council Chambers completed the COVID-19 screening and replied no to all questions.

2. CALL TO ORDER

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

3. EMERGENT AMENDMENT TO PROCEDURE BY-LAW

Resolution 2020-03-24-01

Moved By Councillor Winter

Seconded By Councillor Edney

THAT By-Law 36-2020, being a by-law to amend By-Law 20 of 2016, 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

4. DECLARATIONS OF PECUNIARY INTEREST

None.

Mayor Strathdee asked for a moment of silence for those that have lost their lives to COVID-19 virus and those that are fighting to protect citizens from the virus.

5. AMENDMENTS AND APPROVAL OF AGENDA

Councillor Winter withdrew the notice of motion regarding the scattering gardens until further notice.

Councillor Hainer requested that an item be added under emergent business regarding BIA levy and the COVID-19 impact to local business.

Resolution 2020-03-24-02

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT the March 24, 2020 regular Council meeting agenda be accepted as amended.

CARRIED

6. PUBLIC INPUT PERIOD

Mayor Strathdee provided thanks to the staff for their work on the COVID-19 virus and explained the purpose of the Town's declaration of a state of emergency.

Brent Kittmer provided an update on the Town of St. Marys' response to the COVID-19 pandemic.

7. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

7.1 Ontario Clean Water Agency re: Water and Wastewater Reporting

Speaking to Council through the conference system, Renee Hornick and Jackie Mueller presented the fourth quarter water and wastewater report.

Resolution 2020-03-24-03

Moved By Councillor Winter

Seconded By Councillor Luna

THAT the presentation from Ontario Clean Water Agency regarding the fourth quarter water and wastewater reports be received.

CARRIED

8. ACCEPTANCE OF MINUTES

8.1 Regular Council - March 10, 2020

Resolution 2020-03-24-04

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT the March 10, 2020 regular Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

8.2 Special Council - March 14, 2020

Resolution 2020-03-24-05

Moved By Councillor Edney

Seconded By Councillor Luna

THAT the March 14, 2020 special Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

9. CORRESPONDENCE

9.1 Ministry of Environment, Conservation and Parks re: Provincial Day of Action on Litter

Resolution 2020-03-24-06

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT the Provincial Day of Action on Litter be supported; and

THAT Public Works complete the form identifying the staff contact and the plan be developed with assistance through the Green Committee.

CARRIED

9.2 Kristine Fink re: Latex Allergy

Resolution 2020-03-24-07

Moved By Councillor Luna

Seconded By Councillor Edney

THAT the Town implement a Town wide ban on latex balloons at all future programs and events.

WITHDRAWN

Resolution 2020-03-24-08

Moved By Councillor Luna

Seconded By Councillor Edney

THAT staff investigate the recommendation to ban latex at all Town events.

Resolution 2020-03-24-09

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT resolution 2020-03-24-08 be tabled until staff resources are freed up from the COVID-19 pandemic response.

CARRIED

Resolution 2020-03-24-08

Moved By Councillor Luna

Seconded By Councillor Edney

THAT staff investigate the recommendation to ban latex at all Town events.

TABLED

10. STAFF REPORTS

10.4 Public Works

10.4.4 PW 25-2020 Water System Summary Report for 2019

Mayor Strathdee moved forward this agenda item.

Jed Kelly and Renee Hornick presented PW 25-2020 report and responded to questions to Council.

Resolution 2020-03-24-10

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT Council receive report PW 25-2020, Water System Summary Report for 2019 as information; and,

THAT Council acknowledge receipt of the 2019 annual summary report for the Town of St. Marys Water Supply and Distribution System.

CARRIED

10.1 Building and Development Services

10.1.1 DEV 12-2020 Site Plan Agreement and Holding Symbol Removal (Z03-2019), 100 Water Street South (McLean Taylor Construction Limited)

Grant Brouwer spoke to DEV 12-2020 report and responded to questions from Council.

Resolution 2020-03-24-11

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT DEV 12-2020 report regarding the Applications for Site Plan Approval and Holding Symbol Removal for 100 Water Street South be received; and

THAT Council approve By-Law 33-2020 to authorize the Mayor and Clerk to sign a Site Plan Agreement between the Town of St. Marys and McLean Taylor Construction Limited; and

THAT Council enact Zoning By-law Z135-2020 to remove the Holding “-H” symbols from the property known as 100 Water Street South.

CARRIED

10.2 Corporate Services

10.2.1 COR 05-2020 Intent to Designate 345 Wellington Street S.

Trisha McKibbin spoke to COR 05-2020 report and responded to questions from Council.

Resolution 2020-03-24-12

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT Council proceed to designate the property at 345 Wellington Street South as a place of architectural and historical value in accordance with Section 29, Part IV of the *Ontario Heritage Act*; and

THAT a Notice of Intention to designate the property at 345 Wellington Street South be published and also sent to the owners of the property and to the Ontario Heritage Trust.

CARRIED

10.1 Building and Development Services

10.1.2 DEV 16-2020 - Application for Part Lot Control Lot 32, Registered Plan 44M-70 Meadowridge Subdivision (Phase 2), Town of St. Marys

Grant Brouwer spoke to DEV 16-2020 report and responded to question from Council.

Resolution 2020-03-24-13

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT DEV 16-2020 regarding the Application for Part Lot Control for Lot 32 of the Meadowridge subdivision (Phase 2) be received; and,

THAT Council approve By-law 32-2020 affecting Lot 32, Registered Plan No. 44M-70 for a one-year period, ending March 24, 2021.

CARRIED

10.3 Finance

10.3.1 FIN 10-2020 Finance Annual Reports

André Morin spoke to FIN 10-2020 report and responded to questions from Council.

Resolution 2020-03-24-14

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT FIN 10-2020 Finance Annual Reports report be received for information.

CARRIED

10.4 Public Works

10.4.1 PW 04-2020 Concrete Contract Renewal

Jed Kelly spoke to PW 04-2020 report and responded to questions from Council.

Resolution 2020-03-24-15

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT PW 04-2020 Concrete Contract Renewal report be received; and,

THAT Council approve a one year contract extension with 465929 Ontario Ltd. O/A Nicholson Concrete for the Town's various concrete sidewalk and curb works in 2020; and,

THAT By-Law 34-2020 authorizing the Mayor and Clerk to sign the associated agreement be approved.

CARRIED

10.4.2 PW 08-2020 Asphalt Patch Contract Renewal

Jed Kelly spoke to PW 08-2020 report and responded to questions from Council.

Resolution 2020-03-24-16

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT PW 08-2020 Asphalt Patch Contract Renewal report be received; and,

THAT Council approve a one year contract extension with Fraser Asphalt Paving Inc. for the Town's various asphalt patch works in 2020.

CARRIED

**10.4.3 PW 22-2020 Award for RFP-PW-01-2020 Vacuum Street
Sweeper**

Jed Kelly spoke to PW 22-2020 report and responded to questions from Council.

Resolution 2020-03-24-17

Moved By Councillor Winter

Seconded By Councillor Luna

THAT PW 22-2020 Award for RFP-PW-01-2020 Vacuum Street Sweeper report be received; and,

THAT the procurement for one (1) Vacuum Street Sweeper be awarded to Cubex Ltd. for the procured price of \$316,355.43 inclusive of all taxes and contingencies; and,

THAT Council approve By-Law 35-2020 and authorize to send a Purchase Order.

CARRIED

10.5 CAO and Clerks

**10.5.1 CAO 20-2020 Pandemic Response and Business Continuity
Update**

Brent Kittmer spoke to CAO 20-2020 report and responded to questions from Council.

Resolution 2020-03-24-18

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT CAO 20-2020 Pandemic Response and Business Continuity Update report be received; and

THAT, in the event that Council is unable to meet to award a procurement, or in the event a procurement is time sensitive, that the following alternative procurement award approaches be approved:

- Consistent with the procurement by-law, the Director of Finance and/or CAO are authorized to approve up to a \$50,000 sole

source, if the budget allocation has been approved in the 2020 budget.

- For purchases in excess of \$50,000, the CAO will have the authority to approve bids/tenders/RFPs when total quoted price is within 10% of allocated budget, provided the method of procurement has followed the purchasing policy.

CARRIED

Resolution 2020-03-24-19

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT effectively immediately, all penalty and interest charges for the Town of St. Marys accounts, including property taxes and water / wastewater charges, will be waived for 30 days; and

THAT staff are directed to prepare a municipal payment deferral program that would be available to those community members who are able to demonstrate financial hardship and impact resulting from the COVID-19 Pandemic.

CARRIED

11. CONSENT AGENDA

Resolution 2020-03-24-20

Moved By Councillor Winter

Seconded By Councillor Luna

THAT agenda items 11.1 to 11.8 be received for information; and

THAT agenda item 11.6 be raised for consideration.

CARRIED

11.1 COR 04-2020 March Monthly Report (Corporate Services)

11.2 DCS 07-2020 March Monthly Report (Community Services)

11.3 DCS 09-2020 Agreement with Huron Perth Lakers AAA Minor Hockey Association

11.4 DEV 18-2020 Building and Development Monthly Report (Building and Development)

11.5 FIN 09-2020 - March Monthly Report (Finance)

11.6 HR-03-2020 March Monthly Report (Human Resources)

Resolution 2020-03-24-21

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT Council approves hiring a total of four firefighters which brings the total firefighter complement up to 16 instead of the regular complement of 15.

CARRIED

11.7 PW 26-2020 March Monthly Report (Public Works)

11.8 PW 24-2020 Wastewater Annual Report for 2019

12. NEW BUSINESS

12.1 Notice of Motion - Scattering Garden

Withdrawn by Councillor Winter at this time.

13. EMERGENT OR UNFINISHED BUSINESS

13.1 BIA Levy and the COVID-19 Impacts to Local Businesses

Councillor Winter stated that there was discussion within member of the BIA about various ways the BIA levy could be distributed or amended in 2020 to support businesses.

Councillor Hainer noted that through the discussion of the proposed payment deferral program her concerns had been addressed, and asked staff to include options for businesses in the forthcoming report.

14. NOTICES OF MOTION

None.

15. BY-LAWS

Resolution 2020-03-24-22

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT By-Laws 32-2020, 33-2020, 34-2020, 35-2020 and Z135-2020 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

- 15.1 By-Law 32-2020 Part Lot Control Exemption Lot 32 44M-70 Plan Meadowridge (Otten)**
- 15.2 By-Law 33-2020 Site Plan Agreement with McLean Taylor Construction Ltd.**
- 15.3 By-Law 34-2020 Authorize an Agreement with 465929 Ontario Inc. (Nicholson Concrete) and Amend By-Law 41-2018**
- 15.4 By-Law 35-2020 Authorize an Agreement with Cubex Ltd.**
- 15.5 Z135-2020 Removal of Holding Symbol - 100 Water Street South**

16. UPCOMING MEETINGS

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

17. CONFIRMATORY BY-LAW

Resolution 2020-03-24-23

Moved By Councillor Luna

Seconded By Councillor Edney

THAT By-Law 37-2020, being a by-law to confirm the proceedings of March 24, 2020 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

18. ADJOURNMENT

Resolution 2020-03-24-24

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT this regular meeting of Council adjourn at 8:20 pm.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk