



## **MINUTES Regular Council**

March 28, 2023  
6:00pm  
Town Hall, Council Chambers

Council Present: Mayor Strathdee  
Councillor Aylward  
Councillor Craigmile  
Councillor Edney  
Councillor Lucas  
Councillor Pridham

Council Regrets: Councillor Luna

Staff Present: **In-Person**  
Brent Kittmer, Chief Administrative Officer  
Jenna McCartney, Clerk

### **Conference Line**

Richard Anderson, Director of Emergency Services / Fire Chief  
Sarah Andrews, Library CEO  
Grant Brouwer, Director of Building and Development  
Stephanie Ische, Director of Community Services  
Jed Kelly, Director of Public Works  
André Morin, Director of Corporate Services / Treasurer  
Dave Blake, Environmental Services Manager  
Jeff Wolfe, Infrastructure Services Manager  
Mark Stone, Planner

### **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 related to agenda item 7.1, St. Marys Community Players, due to involvement in the upcoming production.

Councillor Pridham declared a potential pecuniary interest related to agenda item 8.2.3, Application for Plan of Condominium for 275 James Street South, due to

employment as a professional realtor and the potential for properties to come to market.

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

#### **Resolution 2023-03-28-01**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** the March 28, 2023 regular Council meeting agenda be accepted as presented.

**CARRIED**

### **4. PUBLIC INPUT PERIOD**

In advance of the meeting, Frank Doyle of St. Marys Independent provided the following questions:

1. Are printer ink cartridges recyclable in St Marys and if so, how does one dispose of them? And if "no" what does one do with them? Garbage?
2. Does the Town have a comment about the report of possible asbestos cement pipes for the water system?

Dave Blake responded to the first question by stating printer ink cartridges are an acceptable product through the Town's electronic waste recycling program and can be disposed free of charge during regular operating hours at the landfill site.

In reference to the asbestos cement pipes, Dave Blake confirmed the Town does have asbestos cement water main in service making up a small fraction of the system at about two percent of all water mains. The Town samples according to the provincial regulatory requirements for our drinking water systems.

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

#### **5.1 Ontario Clean Water Agency - 4th Quarter Reporting**

Mark Bouw of Ontario Clean Water Agency presented the Q4 Water and Wastewater reports as well as the performance assessment reports.

#### **Resolution 2023-03-28-02**

**Moved By** Councillor Aylward

**Seconded By** Councillor Lucas

**THAT** the delegation from Ontario Clean Water Agency regarding the fourth quarter 2022 water and wastewater reporting be received.

**CARRIED**

**5.2 St. Marys Public Library**

Sarah Andrews and Cole Atlin presented the 2022 year-end report.

**Resolution 2023-03-28-03**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** the presentation from St. Marys Public Library regarding the 2022 year end report be received.

**CARRIED**

**6. ACCEPTANCE OF MINUTES**

**6.1 Regular Council - March 14, 2023**

**Resolution 2023-03-28-04**

**Moved By** Councillor Pridham

**Seconded By** Councillor Aylward

**THAT** the March 14, 2023 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and Clerk.

**CARRIED**

**7. CORRESPONDENCE**

**7.1 St. Marys Community Players re: Sign Fee Waiver Request**

Having previously declared a pecuniary interest on the agenda item, Councillor Pridham recused herself and did not engage in discussion or the vote on this matter.

**Resolution 2023-03-28-05**

**Moved By** Councillor Edney

**Seconded By** Councillor Lucas

**THAT** the correspondence from St. Marys Community Players regarding a request to waive the Town's annual sign permit fee be received; and

**THAT** the request from Community Players for sign permit fees to be waived be approved for 2023; and

**THAT** staff direct the Community Players to the annual Community Grant Program for all future requests.

**CARRIED**

**8. STAFF REPORTS**

**8.1 Administration**

**8.1.1 ADMIN 18-2023 March Monthly Report (Administration)**

**Resolution 2023-03-28-06**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Aylward

**THAT** ADMIN 18-2023 March Monthly Report (Administration) be received for information.

**CARRIED**

**8.1.2 ADMIN 19-2023 Funding Agreements for Community Outreach Worker Program**

**Resolution 2023-03-28-07**

**Moved By** Councillor Aylward

**Seconded By** Councillor Lucas

**THAT** ADMIN 19-2023 Funding Agreements for Community Outreach Worker Program report be received; and

**THAT** Council consider By-law 35-2023, being a by-law to authorize the Mayor and the Clerk to sign a Supported Partner agreement with United Way Perth Huron; and

**THAT** the Chief Administrative Officer be delegated the authority to negotiate any changes as may be necessary to bring the Memorandum of Understanding with the City of Stratford and the United Way Perth Huron into final form; and

**THAT** Council consider By-law 36-2023, being a by-law to authorize the Mayor and the Clerk to sign a memorandum of understanding with the City of Stratford and the United Way Perth

Huron once confirmed to be in final form by the Chief Administrative Officer.

**CARRIED**

## **8.2 Building and Development Services**

### **8.2.1 DEV 17-2023 March Monthly Report (Building and Development)**

**Resolution 2023-03-28-08**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** DEV 17-2023 March Monthly Report (Building and Development) be received for information.

**CARRIED**

### **8.2.2 DEV 18-2023 - Part Lot Control Application, Block 52, Registered Plan 44M-79, Thames Crest Farms Subdivision – Bickell Built Homes Ltd.**

**Resolution 2023-03-28-09**

**Moved By** Councillor Lucas

**Seconded By** Councillor Aylward

**THAT** DEV 18-2023 regarding the Application for Part Lot Control for Block 52 of the Thames Crest Farms subdivision be received; and

**THAT** Council consider By-law 31-2023, being a part lot control affecting Block 52, Registered Plan No. 44M-79 for a one-year period, ending March 28, 2024.

**CARRIED**

### **8.2.3 DEV 19-2023 Application for Plan of Condominium (DPC 01-2022) for 275 James Street South by A. Paola**

Having previously declared a pecuniary interest on the agenda item, Councillor Pridham recused herself and did not engage in discussion or the vote on this matter.

**Resolution 2023-03-28-10**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** DEV 19-2023 Application for Draft Plan of Condominium (DPC 01-2022) by A. Paola for 275 James South be received; and,

**THAT** Council approve the Draft Plan of Condominium (DPC 01-2022) by A. Paola for 275 James South subject to the conditions shown in Attachment 4 of DEV 19-2023 report.

**CARRIED**

### **8.3 Community Services**

#### **8.3.1 DCS 12-2023 March Monthly Report (Community Services)**

**Resolution 2023-03-28-11**

**Moved By** Councillor Pridham

**Seconded By** Councillor Aylward

**THAT** DCS 12-2023 March Monthly Report (Community Services) be received for information.

**CARRIED**

### **8.4 Corporate Services**

#### **8.4.1 COR 29-2023 March Monthly Report (Corporate Services)**

**Resolution 2023-03-28-12**

**Moved By** Councillor Aylward

**Seconded By** Councillor Lucas

**THAT** COR 29-2023 March Monthly Report (Corporate Services) be received for information.

**CARRIED**

#### **8.4.2 COR 30-2023 Annual DC Report - 2022**

**Resolution 2023-03-28-13**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Lucas

**THAT** COR 30-2023 Annual DC Report-2022 report be received; and

**THAT** Council direct the Treasurer to transfer the amount of \$123,532.52 from the DC Administration Reserve Fund to the General Capital reserve for future growth-related studies.

**CARRIED**

## **8.5 Fire and Emergency Services**

### **8.5.1 FD 03-2023 March Monthly Report (Emergency Services)**

**Resolution 2023-03-28-14**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** FD 03-2023 March Monthly Report (Emergency Services) be received for information.

**CARRIED**

### **8.5.2 FD 04-2023 Swift Water Rescue Equipment**

**Resolution 2023-03-28-15**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** FD 04-2023 Swift Water Rescue Equipment report be received; and

**THAT** Council approve the requested spending variance to the Fire Department's 2023 Operational Budget at \$25,000 for the purchase of the swift water rescue equipment.

**CARRIED**

## **8.6 Human Resources**

### **8.6.1 HR 03-2023 March Monthly Report (Human Resources)**

**Resolution 2023-03-28-16**

**Moved By** Councillor Pridham

**Seconded By** Councillor Lucas

**THAT** HR 03-2023 March Monthly Report (Human Resources) be received for information.

**CARRIED**

Council took a brief break at 7:48 pm.

Mayor Strathdee called the meeting back to order at 8:00 pm.

## **8.7 Public Works**

### **8.7.1 PW 16-2023 March Monthly Report (Public Works)**

**Resolution 2023-03-28-17**

**Moved By** Councillor Edney

**Seconded By** Councillor Pridham

**THAT** PW 16-2023 March Monthly Report (Public Works) be received for information.

**CARRIED**

### **8.7.2 PW 18-2023 Summary Report for the Water System**

**Resolution 2023-03-28-18**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** Council receive report PW 18-2023, Summary Report for the Water System as information, and,

**THAT** Council acknowledges receipt of the 2022 Annual Water Summary Report for the Town of St. Marys Water Supply and Distribution System.

**CARRIED**

### **8.7.3 PW 19-2023 Wastewater Annual Summary Report**

**Resolution 2023-03-28-19**

**Moved By** Councillor Edney

**Seconded By** Councillor Lucas

**THAT** report PW 19-2023, Wastewater Annual Summary Report be received for information.

**CARRIED**

### **8.7.4 PW 20-2023 Sole Source Main Line Sewer Inspections**

**Resolution 2023-03-28-20**



**Moved By** Councillor Lucas

**Seconded By** Councillor Craigmile

**THAT** report PW 20-2023, Sole Source Main Line Sewer Inspections be received; and

**THAT** Council approves a sole source of this work to Clearwater Municipal Services Inc. for a cost up to \$20,000.00, plus HST.

**CARRIED**

**8.7.5 PW 21-2023 St. James Anglican Church Water Bill**

**Resolution 2023-03-28-21**

**Moved By** Councillor Edney

**Seconded By** Councillor Lucas

**THAT** report PW 21-2023, St. James Anglican Church Water Bill be received; and

**THAT** Council denies the request for relief from the wastewater component of the December water bill for the St. James Anglican Church located at 65 Church Street South.

**CARRIED**

**8.7.6 PW 22-2023 Thames Crest Farms Playground Equipment Cost Sharing Proposal**

**Resolution 2023-03-28-22**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Lucas

**THAT** PW 22-2023 Thames Crest Farms Playground Equipment Cost Sharing Proposal report be received; and

**THAT** Council authorizes staff to negotiate a cost sharing agreement with the Thames Crest Farms subdivision developer and to prepare a draft agreement for Council consideration for the installation of playground equipment in the new park block adjacent to Trailside Drive and James Street North.

**CARRIED**

**8.7.7 PW 25-2023 Recycled Concrete Crushing Tender Award**

**Resolution 2023-03-28-23**

**Moved By** Councillor Aylward

**Seconded By** Councillor Lucas

**THAT** PW 25-2023 Recycled Concrete Crushing Tender Award report be received; and,

**THAT** the contract for Concrete Crushing, Screening and Stockpiling be awarded to Arro Crushing Ltd. for the bid price of \$71,755.00, inclusive of all taxes and contingencies; and,

**THAT** Council consider By-Law 32-2023, being a by-law to authorize the Mayor and the Clerk to sign the associated agreement with Arro Crushing Ltd.

**CARRIED**

**8.7.8 PW 26-2023 Tender Award – One Half Ton Pickup Truck**

**Resolution 2023-03-28-24**

**Moved By** Councillor Pridham

**Seconded By** Councillor Lucas

**THAT** PW 26-2023 Tender Award – One Half Ton Pickup Truck report be received; and

**THAT** the procurement for PW-16-2023-RFT be awarded to Blue Mountain Chrysler for the procured price of \$52,967.62, inclusive of all taxes and contingencies; and,

**THAT** Council approves a variance of \$12,698.98 to be incurred in the delivery of this project as identified in PW-26-2023 report; to be funded from Equipment Reserve fund and

**THAT** Council consider By-Law 33-2023 being a by-law to authorize the Mayor and the Clerk to sign the associated agreement with Blue Mountain Chrysler.

**CARRIED**

**8.7.9 PW 27-2023 Tender Award – One Ton Truck – Cab and Chassis**

**Resolution 2023-03-28-25**

**Moved By** Councillor Aylward

**Seconded By** Councillor Edney

**THAT** PW 27-2023 Tender Award – One Tone Truck – Cab and Chassis be received; and

**THAT** the procurement for PW-17-2023-RFT One (1) Ton Truck be awarded to Blue Mountain Chrysler for the procured price of \$74,081.67, inclusive of all taxes and contingencies; and

**THAT** Council consider By-Law 34-2023, being a by-law to authorize the Mayor and the Clerk to sign the associated agreement with Blue Mountain Chrysler.

**CARRIED**

**9. EMERGENT OR UNFINISHED BUSINESS**

None.

**10. NOTICES OF MOTION**

None.

**11. BY-LAWS**

**Resolution 2023-03-28-26**

**Moved By** Councillor Lucas

**Seconded By** Councillor Craigmile

**THAT** By-Laws 31-2023, 32-2023, 33-2023, 34-2023, 35-2023 and 36-2023 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 31-2023 Part Lot Control Exemption (Block 52 of 44M-79)**

**11.2 By-Law 32-2023 Agreement with Arro Crushing Ltd.**

**11.3 By-Law 33-2023 Agreement with Blue Mountain Chrysler (half ton truck)**

**11.4 By-Law 34-2023 Agreement with Blue Mountain Chrysler (one ton truck)**

**11.5 By-Law 35-2023 Agreement with United Way Perth Huron**

**11.6 By-Law 36-2023 Agreement with City of Stratford and United Way Perth Huron**

**12. UPCOMING MEETINGS**

April 11, 2023 - 6:00 pm, Regular Council

April 18, 2023 - 9:00 am, Strategic Priorities Committee

April 25, 2023 - 6:00 pm, Regular Council

**13. CONFIRMATORY BY-LAW**

**Resolution 2023-03-28-27**

**Moved By** Councillor Edney

**Seconded By** Councillor Aylward

**THAT** By-Law 37-2023, being a by-law to confirm the proceedings of March 28, 2023 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**

**14. ADJOURNMENT**

**Resolution 2023-03-28-28**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** this regular meeting of Council be adjourned at 8:35 pm.

**CARRIED**

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Al Stratthdee, Mayor

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Jenna McCartney, Clerk