



MINUTES Regular Council

August 22, 2023
6:00pm
Town Hall, Council Chambers

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

Council Regrets: Councillor Edney

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

Conference Line
Richard Anderson, Director of Emergency Services
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
Denise Feeney, Finance Manager / Deputy Treasurer
Jeff Wolfe, Infrastructure Services Manager

1. CALL TO ORDER

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

Councillor Luna requested a moment of silence to observe the recent passing of Myles Murdock, Mayor of Goderich.

2. DECLARATIONS OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution 2023-08-22-01

Moved By Councillor Craigmile
Seconded By Councillor Pridham

THAT the August 22, 2023 regular Council meeting agenda be accepted as presented.

CARRIED

4. PUBLIC INPUT PERIOD

None.

Mayor Strathdee requested a moment of silence to observe the recent passing of former Council member Frank Doyle.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Strong as Stone Nominations

Mayor Strathdee and Council acknowledged the following members of the St. Marys community as being Strong as Stone:

Gwen Ament

Gord Barnett

Andrew Middleton

Grant Barton

Susan McCutcheon

Council took a brief recess at 6:16 pm.

Mayor Strathdee called the meeting back to order at 6:21 pm.

5.2 Paul Seebach of Seebach and Company Chartered Accountants re: 2022 Audited Financial Statements

Paul Seebach of Seebach and Company presented the 2022 audited financial statements.

Resolution 2023-08-22-02

Moved By Councillor Craigmile
Seconded By Councillor Luna

THAT the delegation from Paul Seebach of Seebach and Company Chartered Accountants regarding the 2022 audited financial statements be received.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Strategic Priorities Committee - July 18, 2023

Resolution 2023-08-22-03

Moved By Councillor Pridham

Seconded By Councillor Aylward

THAT the July 18, 2023 Strategic Priorities Committee meeting minutes be received by Council and signed and sealed by the Mayor and Clerk; and **THAT** minute items 4.2 and 4.3 be raised for consideration.

CARRIED

6.1.1 Milt Dunnell Project - Short-Term Priorities Update

Resolution 2023-08-22-04

Moved By Councillor Lucas

Seconded By Councillor Aylward

THAT Council direct staff to proceed with the following Milt Dunnell priority items:

1. Milt Dunnell Field washrooms with budget up to \$150,000
2. Accessible dock \$61,283
3. Farmers' Market paving \$80,000
4. Lawn bowling wooden gutter boards \$8,000
5. Accessible playground upgrades \$29,000
6. Trees, conservation and education (balance of \$333,333 project budget)

THAT staff consult with the St Marys Lawn Bowling Club prior to finalizing the design for the washroom upgrades.

CARRIED

6.1.2 Milt Dunnell Revitalization - Engagement Results and Long Term Concept Plan Discussion

Resolution 2023-08-22-05

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT Council short-lists the following amenities/upgrades to be included in the revised concepts for the long-term master plan for Milt Dunnell Field:

- Protection from shoreline erosion
- Pedestrian walkways/trails, including along the ring road and connections to the Grand Trunk Trail and Downtown sidewalk network
- Increased tree canopy
- Enhanced lighting
- Additional seating areas and river viewing areas
- Additional picnic areas
- Upgraded pavilion
- Event space

THAT the revised concepts retain the ring road at Milt Dunnell Field; and

THAT Staff be directed to develop three “final draft” master plans for Milt Dunnell Field for future public consultation as recommended in COR 41-2023; and

THAT Mayor Strathdee, Councillor Pridham and Councillor Edney sit on the Milt Dunnell Field internal project committee.

CARRIED

6.2 Regular Council - July 25, 2023

Resolution 2023-08-22-06

Moved By Councillor Aylward

Seconded By Councillor Craigmile

THAT the July 25, 2023 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

CARRIED

6.3 Special Meeting of Council - August 15, 2023

Resolution 2023-08-22-07

Moved By Councillor Luna

Seconded By Councillor Lucas

THAT the August 15, 2023 special Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

CARRIED

7. CORRESPONDENCE

7.1 Terry Fox Week Proclamation

Resolution 2023-08-22-08

Moved By Councillor Luna

Seconded By Councillor Aylward

WHEREAS; On April 12, 1980, Terry Fox started the Marathon of Hope, moved by his experience in the cancer ward where a few children had given up on the hope of a cure; and

WHEREAS; the Province of Ontario now observes the second Sunday after Labour Day as Terry Fox Day; and

WHEREAS; 2023 is the 43rd Anniversary of The Terry Fox Run for Cancer research that has raised more than \$850 Million, across Canada, and in over 50 countries throughout the world; and

WHEREAS; As Terry said, "I want to set an example that will never be forgotten. It's got to keep going without me."; and

WHEREAS; the Terry Fox Run is inspired by a dream, grounded in tradition and entirely volunteer driven, with events held annually around the world; and

WHEREAS; Terry Fox himself stayed in St. Marys during his Marathon of Hope and inspired so many in our small town to give to cancer research; and

WHEREAS; The Terry Fox Run will take place on Sunday, September 17, 2023 in person both in the morning walking/running/biking on the Grand Trunk Trail and at the same time people can join by paddling on the Thames River accessed at Milt Dunnell Field. This event gives our St. Marys Community an opportunity to get involved in the efforts to find a cure for cancer, a disease whose devastating effects have been felt by so

many people. This year's event message is #Dear Terry "You Ran For Us. Now We Run With You".

THEREFORE, Council for The Corporation of the Town of St. Marys, does hereby proclaim the week of **September 11 to September 18, 2023** as **"Terry Fox Week"** in the Town of St. Marys and encourage citizens to take note of this special week and to participate in the Terry Fox Run for Cancer Research on Sunday, September 17, 2023.

CARRIED

7.2 Chris Swarthout re: Traffic along Park Street at King Street

Resolution 2023-08-22-09

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT the correspondence from Chris Swarthout regarding traffic concerns on Park Street at King Street be received; and

THAT the correspondence be referred to staff for consideration during the development of a Road Safety Network Plan; and

THAT the correspondence be forwarded to the Community Policing Advisory Committee for their information.

CARRIED

8. STAFF REPORTS

8.1 Administration

8.1.1 ADMIN 44-2023 August Monthly Report (Administration)

Resolution 2023-08-22-10

Moved By Councillor Lucas

Seconded By Councillor Pridham

THAT ADMIN 44-2023 August Monthly Report (Administration) be received for information.

CARRIED

8.1.2 ADMIN 45-2023 Collaborative Relationships for Extended Services Partnership Agreement with AMDSB

Resolution 2023-08-22-11

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT ADMIN 45-2023 Collaborative Relationships for Extended Services Partnership Agreement with AMDSB report be received; and

THAT Council consider By-law 83-2023, being a by-law to authorize the Mayor and the Clerk to sign a Collaborative Relationships for Extended Partnerships Agreement with the Avon Maitland District School Board.

CARRIED

8.1.3 ADMIN 47-2023 Records Retention By-law and Records Management Program

Resolution 2023-08-22-12

Moved By Councillor Aylward

Seconded By Councillor Lucas

THAT ADMIN 47-2023 Records Retention By-law and Records Management Program report be received; and

THAT Council consider By-law 85-2023, being a by-law to establish a schedule of retention periods for the records of The Corporation of the Town of St. Marys.

CARRIED

8.1.4 ADMIN 48-2023 Animal Control Agreement

Resolution 2023-08-22-13

Moved By Councillor Aylward

Seconded By Councillor Pridham

THAT ADMIN 48-2023 Animal Control Agreement report be received; and

THAT Council delegate the authority to the Chief Administrative Officer to negotiate minor details of the agreement following the review by the Humane Society; and

THAT Council consider By-law 84-2023, being a by-law to authorize an agreement with Humane Society of Kitchener-Waterloo Stratford Perth for animal control services.

CARRIED

8.2 Building and Development Services

8.2.1 DEV 47-2023 August Monthly Report (Building and Development)

Resolution 2023-08-22-14

Moved By Councillor Aylward

Seconded By Councillor Craigmile

THAT DEV 47-2023 August Monthly Report (Building and Development) be received for information.

CARRIED

8.2.2 DEV 49-2023 - Part Lot Control Application, Lot 5, Registered Plan 44M-86 – 2503778 Ontario Inc.

Resolution 2023-08-22-15

Moved By Councillor Lucas

Seconded By Councillor Craigmile

THAT DEV 49-2023 regarding the Application for Part Lot Control for Lot 5 of Registered Plan 44M-86 be received; and

THAT Council consider By-law 82-2023, being a part lot control affecting Lot 5, Registered Plan 44M-86 for a one-year period, ending August 22, 2024.

CARRIED

8.2.3 DEV 50-2023 80 Water St N, Washroom Proposal

Resolution 2023-08-22-16

Moved By Councillor Pridham

Seconded By Councillor Aylward

THAT DEV 50-2023 80 Water St N, Washroom Proposal report be received; and

THAT Council approves the 80 Water St N, Washroom Renovation project to proceed to the tender process.

CARRIED

8.3 Community Services

8.3.1 DCS 38-2023 August Monthly Report (Community Services)

Resolution 2023-08-22-17

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT DCS 38-2023 August Monthly Report (Community Services) be received for information.

CARRIED

8.4 Corporate Services

8.4.1 COR 45-2023 August Monthly Report (Corporate Services)

Resolution 2023-08-22-18

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT COR 45-2023 August Monthly Report (Corporate Services) be received for information.

CARRIED

8.4.2 COR 46-2023 Draft 2022 Audited Financial Statements

Resolution 2023-08-22-19

Moved By Councillor Aylward

Seconded By Councillor Pridham

THAT COR 46-2023 Draft 2022 Audited Financial Statements report be received; and

THAT the 2022 deficit of \$542,816 be funded by the Working Capital Reserve; and

THAT the Draft Audited Financial Statements for Year Ended December 31, 2022 be approved.

CARRIED

8.5 Fire and Emergency Services

8.5.1 FD 09-2023 August Monthly Report (Emergency Services)

Resolution 2023-08-22-20

Moved By Councillor Aylward

Seconded By Councillor Lucas

THAT FD 09-2023 August Monthly Report (Emergency Services) be received for information.

CARRIED

8.6 Human Resources

8.6.1 HR 06-2023 August Monthly Report (Human Resources)

Resolution 2023-08-22-21

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT HR 06-2023 August Monthly Report (Human Resources) be received for information.

CARRIED

8.7 Public Works

8.7.1 PW 46-2023 August Monthly Report (Public Works)

Resolution 2023-08-22-22

Moved By Councillor Aylward

Seconded By Councillor Lucas

THAT PW 46-2023 August Monthly Report (Public Works) be received for information.

CARRIED

8.7.2 PW 47-2023 Skate Park Design-Build Agreement

Resolution 2023-08-22-23

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT PW 47-2023 Skate Park Design-Build Agreement report be received; and

THAT Council consider By-law 86-2023, being a by-law to authorize the Mayor and Clerk to sign the design-build contract with Radius Contracting Inc. for upgrades to the St. Marys skate park.

CARRIED

9. COUNCILLOR REPORTS

9.1 Operational and Board Reports

Resolution 2023-08-22-24

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT Committee and Board minutes listed under agenda items 9.1.1 to 9.1.7 and 9.2.1 to 9.2.15 be received; and,

THAT the verbal updates provided by Council representatives on those Committee and Board meetings be received.

CARRIED

9.1.1 Bluewater Recycling Association - Coun. Craigmile

9.1.2 Business Improvement Area - Coun. Aylward

9.1.3 Huron Perth Public Health - Coun. Luna

9.1.4 Library Board - Mayor Strathdee, Couns. Aylward and Pridham

**9.1.5 Municipal Shared Services Committee - Mayor Strathdee,
Coun. Edney**

9.1.6 Spruce Lodge Board - Couns. Lucas, Luna

9.1.7 Upper Thames River Conservation Authority - Coun. Craigmile

9.2 Advisory and Ad-Hoc Committee Reports

9.2.1 Canadian Baseball Hall of Fame and Museum - Coun. Edney

9.2.2 Committee of Adjustment

**9.2.3 Community Policing Advisory Committee - Couns. Edney and
Luna**

**9.2.4 Downtown Service Location Review Committee - Mayor
Strathdee, Coun. Pridham**

9.2.5 Flats Revitalization Committee - Coun. Edney

9.2.6 Green Advisory Committee - Coun. Aylward

9.2.7 Heritage and Culture Advisory Committee - Coun. Lucas

**9.2.8 Huron Perth Healthcare Local Advisory Committee - Coun.
Luna**

9.2.9 Planning Advisory Committee - Couns. Craigmile, Lucas

9.2.10 Recreation and Leisure Advisory Committee - Coun. Pridham

9.2.11 St. Marys Lincolns Board - Coun. Craigmile

9.2.12 St. Marys Minor Hockey Association Board - Coun. Craigmile

**9.2.13 St. Marys Cement Community Liaison Committee - Couns.
Craigmile, Edney**

9.2.14 Stratford Perth Chamber of Commerce - Coun. Lucas

9.2.15 Town Hall Renovation Committee - Couns. Luna and Pridham

10. EMERGENT OR UNFINISHED BUSINESS

None.

11. NOTICES OF MOTION

None.

12. BY-LAWS

Resolution 2023-08-22-25

Moved By Councillor Craigmile

Seconded By Councillor Lucas

THAT By-Laws 82-2023, 83-2023, 84-2023, 85-2023 and 86-2023 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

12.1 By-Law 82-2023 Part Lot Control Lot 4 44M-86

12.2 By-Law 83-2023 Agreement with Avon Maitland District School Board

12.3 By-Law 84-2023 Agreement with Humane Society Kitchener-Waterloo and Stratford Perth

12.4 By-Law 85-2023 Records Retention

12.5 By-Law 86-2023 Agreement with Radius Contracting Inc.

13. UPCOMING MEETINGS

September 12, 2023 - 6:00 pm, Regular Council

September 19, 2023 - 9:00 am, Strategic Priorities Committee

September 26, 2023 - 6:00 pm, Regular Council

Council took a brief recess at 8:32 pm.

Mayor Strathdee called the meeting back to order at 8:46 pm.

14. CLOSED SESSION

Resolution 2023-08-22-26

Moved By Councillor Aylward

Seconded By Councillor Craigmile

THAT Council move into a session that is closed to the public at 8:46 pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED

14.1 ADMIN 46-2023 CONFIDENTIAL Update on Employee Relations Matter

15. RISE AND REPORT

Mayor Strathdee reported that a closed session was held with one matter being discussed. There is nothing further to report at this time.

Resolution 2023-08-22-27

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT Council rise from a closed session at 8:58 pm.

CARRIED

16. CONFIRMATORY BY-LAW

Resolution 2023-08-22-28

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT By-Law 87-2023, being a by-law to confirm the proceedings of August 22, 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

17. ADJOURNMENT

Resolution 2023-08-22-29

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT this regular meeting of Council be adjourned at 9:00 pm.

CARRIED

Al Stratthdee, Mayor

Jenna McCartney, Clerk