



**MINUTES**  
**Regular Council**

September 12, 2023  
6:00pm  
Town Hall, Council Chambers

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

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

**Conference Line**  
Jed Kelly, Director of Public Works  
Ray Cousineau, Facilities Manager

**1. CALL TO ORDER**

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

**2. DECLARATIONS OF PECUNIARY INTEREST**

None.

**3. AMENDMENTS AND APPROVAL OF AGENDA**

**Resolution 2023-09-12-01**

**Moved By** Councillor Luna

**Seconded By** Councillor Craigmile

**THAT** the September 12, 2023 regular Council meeting agenda be accepted as presented.

**CARRIED**

**4. PUBLIC INPUT PERIOD**

None.

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

### **5.1 Ontario Clean Water Agency - 2nd Quarter Reporting**

Mark Bouw of Ontario Clean Water Agency presented the Q2 Water and Wastewater reports.

#### **Resolution 2023-09-12-02**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** the delegation from Ontario Clean Water Agency regarding the second quarter 2023 water and wastewater reporting be received.

**CARRIED**

### **5.2 Spruce Lodge re: Organization Orientation**

Peter Bolland presented the Spruce Lodge Campus Orientation and responded to questions from Council.

#### **Resolution 2023-09-12-03**

**Moved By** Councillor Luna

**Seconded By** Councillor Craigmile

**THAT** the Spruce Lodge delegation regarding the organization orientation be received.

**CARRIED**

## **6. ACCEPTANCE OF MINUTES**

### **6.1 Regular Council - August 22, 2023**

#### **Resolution 2023-09-12-04**

**Moved By** Councillor Aylward

**Seconded By** Councillor Lucas

**THAT** the August 22, 2023 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

## **7. CORRESPONDENCE**

## **7.1 CN re: Rail Safety Week 2023**

### **Resolution 2023-09-12-05**

**Moved By** Councillor Edney

**Seconded By** Councillor Pridham

**THAT** Rail Safety Week is to be held across Canada from September 18 to 24, 2023;

**THAT** 232 railway crossing and trespassing incidents occurred in Canada in 2022; resulting in 66 avoidable fatalities and 43 avoidable serious injuries;

**THAT** educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens; and

**THAT** Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

**THAT** CN has requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

**THAT** it is hereby resolved to support national Rail Safety Week to be held from September 18 to 24, 2023.

**CARRIED**

## **8. STAFF REPORTS**

### **8.1 Administration**

#### **8.1.1 ADMIN 49-2023 PC Connect – Local Partnership Agreement Extension**

Mike Mousley, Manager of Transit from the City of Stratford, joined staff for the presentation of the local partnership agreement extension.

**Resolution 2023-09-12-06**

**Moved By** Councillor Aylward

**Seconded By** Councillor Pridham

**THAT** ADMIN 49-2023 PC Connect Local Partnership Agreement Extension report be received; and

**THAT** Council consider By-law 88-2023, being a by-law to authorize the Mayor and the Clerk to sign an agreement to amend the terms and conditions of the PC Connect local partnership agreement with the City of Stratford and Municipality of North Perth.

**CARRIED**

**8.1.2 ADMIN 50-2023 Active Dissemination and Routine Disclosure Policy**

**Resolution 2023-09-12-07**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** ADMIN 50-2023 Active Dissemination and Routine Disclosure Policy report be received; and

**THAT** Council consider By-law 89-2023, being a by-law to adopt the Active Dissemination and Routine Disclosure Policy as presented in staff report ADMIN 50-2023.

**CARRIED**

**8.2 Building and Development Services**

**8.2.1 DEV 52-2023 Town Hall Elevator Upgrades**

**Resolution 2023-09-12-08**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Lucas

**THAT** DEV 52-2023 Town Hall Elevator Upgrades report be received; and,

**THAT** the procurement for DEV 34-2023-RFQ Town Hall Elevator Upgrades be awarded to Otis Canada Inc for the procured price of \$94,920.00, inclusive of all taxes and contingencies; and,

**THAT** Council consider By-Law 90-2023, being a by-law to authorize the Mayor and the Clerk to sign the associated agreement with Otis Canada Inc.

**CARRIED**

### **8.3 Public Works**

#### **8.3.1 PW 48-2023 Trackless MT6 Overhaul Award and Wide Area Mower Pre-Budget Approval**

**Resolution 2023-09-12-09**

**Moved By** Councillor Pridham

**Seconded By** Councillor Aylward

**THAT** PW 48-2023 Trackless MT6 Overhaul Award and Wide Area Mower Pre-Budget Approval be received; and

**THAT** Council provide 2024 pre-budget approval of the Trackless MT67 Overhaul capital project and approve a single source of the works to Work Equipment Ltd. in the amount of \$172,053.21, inclusive of all taxes in contingencies; and

**THAT** Council consider By-law 91-2023, being a by-law to authorize the Mayor and Clerk to sign the associated agreement with Work Equipment Ltd.; and,

**THAT** Council provide 2024 pre-budget approval of \$35,000 for staff to procure a wider area mower.

**CARRIED**

#### **8.3.2 PW 49-2023 Asphalt Resurfacing Tender Award**

**Resolution 2023-09-12-10**

**Moved By** Councillor Edney

**Seconded By** Councillor Lucas

**THAT** PW 49-2023 Asphalt Resurfacing Tender Award report be received; and,

**THAT** the tender for Asphalt Resurfacing be awarded to Dufferin Construction Company, A Division of CRH Canada Group Inc. for the bid price of \$337,955.88, inclusive of all taxes and contingencies; and,

**THAT** Council approves a variance to be incurred in the delivery of this project as identified in PW 49-2023 Asphalt Resurfacing Tender Award report, to be funded from Roads Operating budget with a transfer to the roads capital reserve; and,

**THAT** Council consider By-Law 92-2023, being by-law to authorize the Mayor and the Clerk to sign the associated agreement with Dufferin Construction Company.

**CARRIED**

## **9. COUNCILLOR REPORTS**

### **9.1 Operational and Board Reports**

#### **Resolution 2023-09-12-11**

**Moved By** Councillor Luna

**Seconded By** Councillor Aylward

**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 2023-09-12-12**

**Moved By** Councillor Aylward

**Seconded By** Councillor Pridham

**THAT** By-Laws 88-2023, 89-2023, 90-2023, 91-2023 and 92-2023 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 88-2023 Local Partnership Agreement Extension for PC Connect**
- 12.2 By-Law 89-2023 Active Dissemination and Routine Disclosure Policy**
- 12.3 By-Law 90-2023 Agreement with Otis Canada Inc.**
- 12.4 By-Law 91-2023 Agreement with Work Equipment Ltd.**
- 12.5 By-Law 92-2023 Agreement with Dufferin Construction Company, A Division of CRH Canada Group Inc.**

**13. UPCOMING MEETINGS**

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

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

**14. CONFIRMATORY BY-LAW**

**Resolution 2023-09-12-13**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** By-Law 93-2023, being a by-law to confirm the proceedings of September 12, 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**

**15. ADJOURNMENT**

**Resolution 2023-09-12-14**

**Moved By** Councillor Lucas

**Seconded By** Councillor Aylward

**THAT** this regular meeting of Council be adjourned at 7:55 pm.

**CARRIED**

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Al Strathdee, Mayor

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Jenna McCartney, Clerk