



**MINUTES**  
**Regular Council**

March 28, 2017  
6:00pm  
Council Chambers, Town Hall

Council Present: Mayor Strathdee  
Councillor Osborne  
Councillor Winter  
Councillor Pope  
Councillor Craigmile

Council Regrets: Councillor Van Galen  
Councillor Hainer

Staff Present: Brent Kittmer, CAO / Clerk  
Trisha McKibbin, Director of Corporate Services / Deputy Clerk  
Richard Anderson, Director of Emergency Services / Fire Chief  
Grant Brouwer, Director of Building and Development  
Jim Brown, Director of Finance  
Stephanie Ische, Director of Community Services  
Jed Kelly, Director of Public Works  
Dave Blake, Environmental Services Supervisor  
Jeff Wolfe, Asset Management and Engineering Specialist  
Jenna McCartney, Corporate Administrative Coordinator

**1. CALL TO ORDER**

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

**2. DECLARATIONS OF PECUNIARY INTEREST**

None declared.

**3. AMENDMENTS AND APPROVAL OF AGENDA**

**Resolution 2017-03-28-01**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

THAT the March 28, 2017 regular Council meeting agenda be accepted as presented.

**CARRIED**

**4. PUBLIC INPUT PERIOD**

Mr. Frank Doyle of St. Marys Independent asked what percentage of the 2017 municipal budget made up salaries and wages.

Jim Brown stated that he did not have the answer available at the meeting and he will follow up with Mr. Doyle with the answer.

Mr. Doyle inquired about the differences in expense claims made by individual Councillors with respect to mileage, meeting pay and cell phones.

Council and Mr. Jim Brown identified that meeting pay is based on attendance; not all Councillors take advantage of the mileage reimbursement program; and not all Councillors take advantage of the cell phone program.

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

**5.1 Renee Hornick, Ontario Clean Water Agency re: 4th quarter reporting**

Renee Hornick of Ontario Clean Water Agency spoke to the Wastewater and Water 4th Quart Report and responded to questions from Council.

**Resolution 2017-03-28-02**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter

THAT the delegation by the Ontario Clean Water Agency be received.

**CARRIED**

**6. ACCEPTANCE OF MINUTES**

**6.1 Regular Council - March 21, 2017**

**Resolution 2017-03-28-03**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT the March 21, 2017 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**7. CORRESPONDENCE**

**7.1 Business Improvement Area re: 2017 Operating Budget**

Councillor Pope spoke to the Business Improvement Area (BIA) 2017 budget and responded to questions from Council.

**Resolution 2017-03-28-04**

**Moved By** Councillor Osborne

**Seconded By** Councillor Winter

THAT Council approve the Business Improvement Area 2017 budget; and,

THAT Staff be directed to bring back to Council at a future meeting the associated by-law.

**CARRIED**

**7.2 Lynn Hainer re: Cadzow Park Playground Flooring**

**Resolution 2017-03-28-05**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pope

THAT the correspondence from Lynn Hainer regarding Cadzow Park Playground Flooring be received.

**CARRIED**

**8. STAFF REPORTS**

**8.1 Administration and Human Resources**

**8.1.1 CAO 11-2017 March Monthly Report (Administration & HR)**

Brent Kittmer spoke to CAO 11-2017 report and responded to questions from Council.

**Resolution 2017-03-28-06**

**Moved By** Councillor Osborne

**Seconded By** Councillor Craigmile

THAT CAO 11-2017 March Monthly Report (Administration & Human Resources) be received for information.

**CARRIED**

**8.2 Corporate Services**

**8.2.1 COR 13-2017 March Monthly Report (Corporate Services)**

Trisha McKibbin spoke to COR 13-2017 report and responded to questions from Council.

**Resolution 2017-03-28-07**

**Moved By** Councillor Osborne

**Seconded By** Councillor Winter

THAT COR 13-2017 March Monthly Report (Corporate Services) be received as information.

**CARRIED**

**8.2.2 COR 12-2017 Designation of 96 Robinson Street**

Trisha McKibbin spoke to COR 12-2017 report and responded to questions from Council.

**Resolution 2017-03-28-08**

**Moved By** Councillor Osborne

**Seconded By** Councillor Pope

THAT Council enact Bylaw 26-2017 to designate the property at 96 Robinson Street as a place of architectural and historical value in accordance with Section 29, Part IV of the Ontario Heritage Act.

**CARRIED**

**8.2.3 COR 14-2017 Vote Counting Equipment and Alternative Voting**

Trisha McKibbin spoke to COR 14-2017 report and responded to questions from Council.

**Resolution 2017-03-28-09**

**Moved By** Councillor Pope

**Seconded By** Councillor Osborne

THAT COR 14-2017 Vote Counting Equipment and Alternative Voting report be received; and,

THAT Council direct staff to bring forward a Bylaw on Vote Counting Equipment and Alternative Voting Option 1 to the April 11 Council meeting.

**CARRIED**

**8.2.4 COR 16-2017 Amendment to Heritage Grant Bylaw**

Trisha McKibbin spoke to COR 16-2017 and responded to questions from Council.

**Resolution 2017-03-28-10**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter

THAT By-law 27-2017, being a bylaw to amend the Heritage Grant bylaw to include a statement limiting the awarding of funds under all eligible programs to a maximum grant of 50% of all eligible costs, be approved.

**CARRIED**

**8.3 Finance**

**8.3.1 FIN 07-2017 March Monthly Report (Finance Department)**

Jim Brown spoke to FIN 07-2017 report and responded to questions from Council.

**Resolution 2017-03-28-11**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT FIN 07-2017 March Monthly Report (Finance Department) be received for information.

**CARRIED**

**8.3.2 FIN 08-2017 Treasurer 2016 Annual Reports**

Jim Brown spoke to FIN 08-2017 report and responded to questions to Council.

**Resolution 2017-03-28-12**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

THAT FIN 08-2017 Treasurer 2016 Annual Reports be received.

**CARRIED**

**8.4 Fire and Emergency Services**

**8.4.1 FD 04-2017 March Monthly Report (Emergency Services Department)**

Fire Chief Richard Anderson spoke to FD 04-2017 report and responded to questions from Council.

**Resolution 2017-03-28-13**

**Moved By** Councillor Pope

**Seconded By** Councillor Osborne

That FD 04-2017 March Monthly Report (Emergency Services Department) be received for information.

**CARRIED**

**8.5 Building and Development Services**

**8.5.1 DEV 03-2017 March Monthly Report (Building and Development)**

Grant Brouwer spoke to DEV 03-2017 report and responded to questions from Council.

**Resolution 2017-03-28-14**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT DEV 03-2017 March Monthly Report (Building and Development) be received as information.

**CARRIED**

**8.5.2 DEV 04-2017 Cadzow Park Playground Tender Award**

Grant Brouwer spoke to DEV 04-2017 report and responded to questions from Council.

**Resolution 2017-03-28-15**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

THAT DEV 04-2017 regarding Cadzow Park Playground Tender Award be received; and,

THAT the procurement for Cadzow Park Playground Tender be awarded to Playworld Option 1 for the procured price of \$137,305.00, inclusive of taxes and contingencies; and,

THAT By-Law 29-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

**Amendment:**

**Resolution 2017-03-28-16**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

THAT resolution 2017-03-28-15 be amended to remove the words "inclusive of" and add "plus".

**CARRIED**

**Resolution 2017-03-28-15**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

THAT DEV 04-2017 regarding Cadzow Park Playground Tender Award be received; and,

THAT the procurement for Cadzow Park Playground Tender be awarded to Playworld Option 1 for the procured price of \$137,305.00, plus taxes and contingencies; and,

THAT By-Law 29-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

**CARRIED**

**8.5.3 DEV 05-2017 Procurement of Planning Services**

Grant Brouwer spoke to DEV 05-2017 report and responded to questions from Council.

**Resolution 2017-03-28-17**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

THAT DEV 05-2017 regarding Procurement of Planning Services be received; and,

THAT the Procurement of Planning Services be awarded to MLS Planning Consulting;

THAT By-Law 30-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

**CARRIED**

**8.5.4 DEV 06-2017 Sign Permit - Hall of Fame Banner**

Grant Brouwer spoke to DEV 06-2017 report and responded to questions from Council.

**Resolution 2017-03-28-18**

**Moved By** Councillor Osborne

**Seconded By** Councillor Craigmile

THAT Council approve the variance for the sign permit for the installation of the Canadian Baseball Hall of Fame Induction Weekend Banner from May 1st to June 30th 2017 as stated on the sign permit application.

**CARRIED**

**8.6 Community Services**

**8.6.1 DCS-08-2017 March Monthly Report (Community Services)**

Stephanie Ische spoke to DCS 08-2017 report and responded to questions from Council.

**Resolution 2017-03-28-19**

**Moved By** Councillor Pope

**Seconded By** Councillor Winter

THAT DCS-08-2017 March Monthly Report (Community Services) be received as information.

**CARRIED**

**8.6.2 DCS-07-2017 Cadzow Pavilion Redesign**

Stephanie Ische spoke to DCS 07-2017 and responded to questions from Council.

**Resolution 2017-03-28-20**

**Moved By** Councillor Pope

**Seconded By** Councillor Winter

THAT Council approve a partnership with the Lions Club for the Cadzow Park pavilion project; and,

THAT staff be directed to add a pavilion to the capital budget to deliver this project for consideration in the 2018 capital budget; and,



THAT staff be directed to negotiate a partnership with the Lions Club.

**CARRIED**

Council took a brief recess at 8:00pm.

Mayor Strathdee called the meeting back to order at 8:10pm.

## **8.7 Public Works**

### **8.7.1 PW 20-2017 March Monthly Report (Public Works)**

Jed Kelly spoke to PW 20-2017 report and responded to questions from Council.

**Resolution 2017-03-28-21**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

THAT PW 20-2017 March Monthly Report (Public Works) be received as information

**CARRIED**

### **8.7.2 PW 15-2017 Avon Trail Marker Placement Request**

Jed Kelly spoke to PW 15-2017 report and responded to questions from Council.

**Resolution 2017-03-28-22**

**Moved By** Councillor Osborne

**Seconded By** Councillor Pope

THAT PW 15-2017 Avon Trail Marker Placement Request be received; and,

THAT Council authorize the Director of Public Works to assist representatives of the Avon Trail for the installation of trail blaze markers and trail head marker stones.

**CARRIED**

### **8.7.3 PW 16-2017 2016 Summary Report of the Water System**

Dave Blake spoke to PW 16-2017 report and responded to questions from Council.

**Resolution 2017-03-28-23**

**Moved By** Councillor Osborne

**Seconded By** Councillor Craigmile

THAT Council receive report PW 16-2017 regarding the annual summary report of the drinking water system as information; and,

THAT Council acknowledge receipt of the 2016 annual summary report for the Town of St. Marys Water Supply and Distribution system in the form of a Resolution.

**CARRIED**

**8.7.4 PW 17-2017 2016 Summary Report of the Wastewater System**

Dave Blake spoke to PW 17-2017 report and responded to questions from Council.

**Resolution 2017-03-28-24**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT PW 17-2017 2016 Summary Report of the Wastewater System be received for information.

**CARRIED**

**8.7.5 PW 18-2017 Landfill Annual Monitoring Report**

Dave Blake spoke to PW 18-2017 report and responded to questions from Council.

**Resolution 2017-03-28-25**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

THAT PW 18-2017 Landfill Annual Monitoring Report be received for information.

**CARRIED**

**8.7.6 PW 19-2017 Repeal of the Richardson Foods Industrial Waste Surcharge Agreement**

Dave Blake spoke to PW 19-2017 report and responded to questions from Council.

**Resolution 2017-03-28-26**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter

THAT PW 19-2017 regarding the Repeal of the Richardson Foods Industrial Waste Surcharge Agreement be received as information; and,

THAT Council approve By-Law 25-2017 authorizing the repeal of By-Law 33-2006 and the Industrial Waste Surcharge Agreement.

**CARRIED**

**9. EMERGENT OR UNFINISHED BUSINESS**

Councillor Craigmile raised a matter that he was approached by the St. Marys Lincolns Executive requesting a representative from Council to sit on their board. Councillor Craigmile stated he would volunteer to represent Council going forward. There were no objections from Council raised.

**10. NOTICES OF MOTION**

None presented.

**11. BY-LAWS**

**11.1 By-Law 25-2017 Repeal By-Law 33-2006 Industrial Waste Surcharge Agreement with Richardson Foods**

**Resolution 2017-03-28-27**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT By-Law 25-2017, being a by-law to repeal by-law 33-2006, Richardson Foods Industrial Waste Surcharge Agreement, be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**11.2 By-Law 26-2017 Designation of 96 Robinson Street**

**Resolution 2017-03-28-**

**Moved By** Councillor Winter

**Seconded By** Councillor Osborne

THAT By-Law 26-2017, being a by-law to designate 96 Robinson Street to be of architectural, associative and historic value or interest be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**11.3 By-Law 27-2017 Amend By-Law 53-2009**

**Resolution 2017-03-28-29**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT By-Law 27-2017, being a by-law to amend by-law 53-2009, To Establish a Heritage Grant Program for designated properties within the Town's Central Commercial District be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**11.4 By-Law 29-2017 Authorize an Agreement with Playword**

**Resolution 2017-03-28-30**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

THAT By-Law 29-2017, being a by-law to authorize the Mayor and the Clerk to sign an agreement with Playworld be read a first, a second, or third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**11.5 By-Law 30-2017 Authorize an Agreement with MLS Planning Consulting**

**Resolution 2017-03-28-31**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT By-Law 30-2017, being a by-law to authorize the Mayor and the Clerk to enter into an agreement with MLS Planning Consulting be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**CARRIED**

## **12. UPCOMING MEETINGS**

Mayor Strathdee presented the upcoming meetings of Council as listed on the agenda.

Council took a brief recess at 8:35pm.

Mayor Strathdee called the meeting back to order at 8:45pm.

## **13. CLOSED SESSION**

### **Resolution 2017-03-28-32**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

THAT Council move into a session that is closed to the public at 8:45pm as authorized under the Municipal Act, Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

**CARRIED**

### **13.1 Minutes of March 21, 2017 Closed Session**

### **13.2 DEV 07-2017 45 Thames Road Land Sale**

## **14. RISE AND REPORT**

### **Resolution 2017-03-28-33**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT Council rise from a closed session at 9:20pm.

**CARRIED**

Mayor Strathdee reported that a closed session was held. One matter was considered in regards to a property matter at 45 Thames Road with staff being given direction. There is nothing further to report at this time.

## **15. CONFIRMATORY BY-LAW**

### **Resolution 2017-03-28-34**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

THAT By-Law 31-2017, being a by-law to confirm the proceedings of the March 28, 2017 regular Council meeting be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**16. ADJOURNMENT**

**Resolution 2017-03-28-35**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter

That this regular meeting of Council adjourn at 9:21p.m.

**CARRIED**

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Al Strathdee, Mayor

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Brent Kittmer, CAO / Clerk