

Regular Meeting of the Village of Sundridge Council

**Wednesday, November 23, 2016 – 6:00 p.m.
Village of Sundridge Council Chambers**

As required by the Ontario Building Code Division C, Part 1, Section 1.9.1.2 (1b), a public meeting was convened at 6:00 p.m. to hear comments regarding proposed changes in Building Permit Fees By-law for the Village of Sundridge. Please refer to the separate Public Meeting Minutes.

MINUTES

PRESENT: Mayor Lyle Hall, Deputy Mayor Ryan Jeffers, Councillors Russell Becker, Don Richardson, Jason Newman

STAFF PRESENT: Karen Fraser, Clerk Administrator

1) CALL TO ORDER

The meeting was called to order at 6:10 p.m. following the Building Permit Fees Hearing.

2) APPROVAL OF AGENDA

Resolution #2016-349

Moved By: Ryan Jeffers
Seconded By: Jason Newman

That the agenda for Wednesday, November 23, 2016 be approved as amended to:

- Add Item 9.5 - Building Permit Fees Schedule Update for 2017 and 2018; and
- Refer Item 6.C.1 (Staff Report S2016-010) to Committee of the Whole and re-order the agenda so that Item 6.C.1 follows Item 3; and
- Add Item 6.F.1 c) In-Camera item dealing with Labour Relations or employee negotiations:
 - Public Works; and

That Sections 11 and 22 of Procedural By-Law No. 2014-061, be suspended for this meeting to permit an alternative agenda order, to incorporate a consent agenda format, and to relax the requirement for signed resolutions.

Carried.

3) DECLARATION OF PECUNIARY INTEREST

(C.1) S2016-010 – 4-Way Stop Options – Main Street

[This Item has been moved into Committee of the Whole and re-ordered to follow Agenda Item 3.]

Resolution #2016-350

Moved By: Russell Becker
Seconded By: Don Richardson

That Council prefers Options 1 through 3 for the intersection of Main and Paget Streets (Option 1 being reduced speed on Main Street; Option 2 being removal of parking spots; Option 3 being implementation of a 2-hour parking limit), as recommended in Staff Report S2016-010, dated November 23, 2016; and

That staff be directed to report back to Council with costs for those options at the earliest opportunity before final consideration.

Carried.

4) PRESENTATIONS

None.

5) DEPUTATIONS

None.

6) CONSENT ITEMS

[Items from the Consent List are approved in one omnibus motion. Items may be moved from the Consent List by members to be debated/discussed in Committee of the Whole.]

A) APPROVAL OF PREVIOUS COUNCIL MINUTES

(A.1) Regular Council Meeting – November 9, 2016

Resolution #2016-351.01

That the minutes of the Regular Council meeting dated November 9, 2016, be adopted as printed.

(A.2) Closed Council Meeting – November 9, 2016 (Part 1)

Resolution #2016-351.02

That the minutes of the Closed Council meeting dated November 9, 2016 (1), be adopted as printed.

(A.3) Closed Council Meeting – November 9, 2016 (Part 2)

Resolution #2016-351.03

That the minutes of the Closed Council meeting dated November 9, 2016 (2), be adopted as printed.

B) APPROVAL OF COMMITTEE & BOARD MINUTES

- (B.1) Central Almaguin Economic Development Association – November 3, 2016

Resolution #2016-351.04

That the minutes of the Central Almaguin Economic Development Association meeting dated November 3, 2016, be adopted as printed.

- (B.2) Sundridge and District Medical Centre Committee – November 15, 2016

Resolution #2016-351.05

That the minutes of the Sundridge and District Medical Centre Committee meeting dated November 15, 2016, be adopted as printed.

- (B.3) Sundridge-Strong Recreation Committee – November 3, 2016

Resolution #2016-351.06

That the minutes of the Sundridge-Strong Recreation Committee meeting dated November 3, 2016, be adopted as printed.

- (B.4) Sundridge-Strong Union Public Library Board – October 20, 2016

Resolution #2016-351.07

That the minutes of the Sundridge-Strong Union Public Library Board meeting dated October 20, 2016, be adopted as printed.

C) STAFF REPORTS

- (C.1) S2016-010 – 4-Way Stop Options – Main Street

[This Item was moved into Committee of the Whole and re-ordered to follow Agenda Item 3.]

- (C.2) S2016-011 - Ontario Tire Stewardship Funding

Resolution #2016-351.08

That council authorizes staff to submit a funding application for an eligible project to the Ontario Tire Stewardship Community Renewal Fund before the November 30 application deadline, as described in Staff Report S2016-011 dated November 23, 2016, providing that the municipal share of the project cost falls within approved budget amounts; and

That staff report back to Council with a detailed project summary at the earliest opportunity, once the application has been made.

(C.3) S2016-012 – 2017 Pay Periods

Resolution #2016-351.09

That council approves the revised pay cycle starting on January 1, 2017 as supported by the pay period schedule for January 1, 2017 to December 31, 2017, attached to and outlined in Staff Report S2016-012, dated November 23, 2016.

(C.4) S2016-013 Work Order System for Public Works

Resolution #2016-351.10

That Council supports the work order system for public works and encourages staff to find useful ways of utilizing the work order data to benefit municipal stakeholders.

D) BY-LAWS

None.

E) CORRESPONDENCE

Correspondence from Staff

(E.1) Memo - Office Closure

Resolution #2016-351.11

That the correspondence from the Clerk-Administrator dated November 23, 2016 re: office closure for Holiday Lunch for Staff, be received.

(E.2) Memo – Snow Removal for 2016/2017

Resolution #2016-351.12

That the correspondence from the Clerk Administrator dated November 23, 2016 re: Snow Removal for 2016/2017, be received.

(E.3) Memo – Electronic Village Sign

Resolution #2016-351.13

That the correspondence from the Clerk Administrator dated November 23, 2016 re: removal of the unauthorized Village Sign be received.

(E.4) Follow Up List – November 18, 2016

Resolution #2016-351.14

That the *Staff Follow Up and Report to Council 2016* list, dated November 18, 2016 be received.

Inter-Governmental Correspondence

(E.5) Ministry of Finance – Ontario Municipal Partnership Fund (OMPF)

Resolution #2016-351.15

That the correspondence from the Ministry of Finance dated November 10, 2016, re: OMPF Municipal Allocations for 2017, be received.

(E.6) Ministry of Municipal Affairs

Resolution #2016-351.16

That the correspondence from the Ministry of Municipal Affairs received on November 18, 2016, re: Bill 68 – the proposed *Modernizing Ontario's Municipal Legislation Act*, 2016

Board and Agency Correspondence

None.

Other Correspondence

(E.7) MPAC – 2016 Assessment Update - Farm and Business Property Information Toolkit

Resolution #2016-351.17

That the correspondence from MPAC dated October 2016 re: Farm and Business Property Information Toolkit, be received.

(E.8) Canada Post –Business hours

Resolution #2016-351.18

That the correspondence from Canada Post dated October 24, 2016 re: Potential reductions to weekday business hours at the Sundridge post office, be received.

(E.9) Strong Agricultural Society –Canada 2017 Celebration

Resolution #2016-351.19

That the correspondence from the Strong Agricultural Society re: the 150th Anniversary of Canada and the commemorative quilt fundraiser, be received.

(E.10) Almaguin Highlands OPP

Resolution #2016-351.20

That the correspondence from the Almaguin Highlands OPP, dated October 25, 2016 re: Analysis of Calls for service at 91 and 95 Ontario Street, Burk's Falls, be received.

(E.11) Ombudsman Ontario – 2015 2016 Annual Report

Resolution #2016-351.21

That the correspondence from the Ombudsman Ontario, re: 2015 2016 Annual Report, be received.

[A copy of the Annual Report is available for viewing in Clerk Services]

Resolutions of Support

None.

F) CONSIDERATION OF A CLOSED SESSION

F.1) Resolution to hold a closed meeting.

Resolution #2016-351.22

That Council hold a Closed Session meeting as provided for by the Municipal Act, 2001, as amended, and the Village of Sundridge's Procedural By-law No. 2014-061, immediately following this Council meeting to deal with:

- a) Personal matters about an identifiable individual, including municipal or local board employees;
 - Code of Conduct Complaint
- b) Litigation or Potential Litigation, including matters before administrative tribunals, affecting the municipality or local board
 - Employee Matter
- c) Labour Relations or employee negotiations
 - Public Works

[This concludes the list of Consent Items on the Agenda for November 23, 2016]

7) APPROVAL OF CONSENT ITEMS

Resolution #2016-351

Moved By: Ryan Jeffers
Seconded By: Jason Newman

That Items listed as Consent Items for November 23, 2016 and the recommendations contained therein be adopted as Resolutions of Council, except that Items 6.C.1 be referred to Committee of the Whole; and

That any Items for which pecuniary interest has been declared are deemed not to have been voted on or discussed by the individual making the declaration.

Carried.

8) MOVE TO COMMITTEE OF THE WHOLE

Resolution #2016-352

Moved By: Russell Becker
Seconded By: Don Richardson

That Council resolve into Committee of the Whole.

Carried.

9) COMMITTEE OF THE WHOLE

(9.1) Recommendation to the Fire Board re: Fire Chief Posting
[This Item was tabled on November 9, 2016 – Resolution #2016-340]

Resolution #2016-353

Moved By: Don Richardson
Seconded By: Russell Becker

That Township of Strong Council resolution #R2016-279, dated November 8, 2016, be received; and

That Council supports a re-posting of the Fire Chief position by the Sundridge-Strong Fire Board Committee through an independent body which would be retained to receive and review all resumes for this position; and

That the independent body conduct the interviews and provide its recommendation(s) to the Fire Board Committee; and

That contact with the independent body be handled exclusively by the Secretary/Treasurer of the Fire Board.

Carried.

Deputy Mayor Ryan Jeffers will assume the Chair

(9.2) Consideration of Request for Expression of Interest
[This request has been brought forward by Mayor Lyle Hall]

Original Recommendation

That Council issue an "Expression of Interest" for a parcel of land in the Village of Sundridge, approximately 3 acres or more, for the purpose of the construction of a Village Hub project.

Revised Recommendation

Resolution #2016-354

Moved By: Lyle Hall
Seconded By: Jason Newman

That Council directs staff to initiate public consultation through an open forum to gather public input on the concept of a Village Hub; and

That a public meeting be initiated immediately in the new year.
Carried.

- (9.3) 2017 OGRA Conference Presentation
[This request has been brought forward by Mayor Lyle Hall]

Original Recommendation

That Council direct staff to prepare material for the 2017 OGRA Conference to be presented to Ministers following confirmation of delegation with Ministers Del Duca (MTO), Gravelle (MNDM), and Chiarelli (Infrastructure); and

That the presentations focus on:

1. John Street
2. Sundridge Hub
3. Main Street.

Revised Recommendation

Resolution #2016-355

Moved By: Lyle Hall
Seconded By: Russell Becker

That Council direct staff to prepare material for the 2017 OGRA Conference to be presented to Ministers following confirmation of delegation with Ministers Del Duca (MTO), Gravelle (MNDM), and Chiarelli (Infrastructure); and

That the presentation(s) focus on John Street.
Carried.

- (9.4) Committee Structure

[This request has been brought forward by Mayor Lyle Hall]

Moved By: Lyle Hall
Seconded By: Don Richardson

That Council review membership on joint committees to ensure the fullest participation and attendance by Village of Sundridge representatives; and

That the following committee membership changes be made:

- ;and

That the changes become effective immediately, or as procedural requirements for the respective committees will permit.

Motion to Table

Resolution #2016-356

Moved By: Jason Newman
Seconded By: Don Richardson

That Item 9.4 be Tabled.
Carried.

Mayor Hall will resume the Chair

- (9.5) Joint Building Committee – Permit Fees Schedule Update By-law 2016-041
[A Public Hearing was held on November 23, 2016 at 6:00 p.m.]

Resolution #2016-357

Moved By: Don Richardson
Seconded By: Ryan Jeffers

That having complied with statutory requirements pursuant to Section 7 of the *Building Code Act, 1992*, Council approves amendments to Schedule "B" of By-law No. 2016-041, being a by-law respecting construction, demolition, change of use, conditional permits and inspections, to take effect January 1, 2017.

Carried.

10) RISE FROM COMMITTEE OF THE WHOLE

Resolution #2016-358

Moved By: Russell Becker
Seconded By: Don Richardson

That Committee of the Whole rise and return to the Council session to receive the Committee of the Whole Report.

Carried.

11) COMMITTEE OF THE WHOLE REPORT

Resolution #2016-359

Moved By: Russell Becker

Seconded By: Ryan Jeffers

That Council adopts the Committee of the Whole recommendations as resolutions of Council.

Carried.

12) COUNCIL ANNOUNCEMENTS

Lyle Hall

- Almaguin Highlands Chamber of Commerce has elected a new Executive;
- Attended the Remembrance Day Service, which was very well done;
- Was present at the Highland Brewery Grand Opening – the business will employ 10-15 people;
- Attended National Housing Day event - agenda included public/private partnerships, urban renewal, childcare, and new federal incentives for innovation;
- A significant announcement from CMHC is expected next week;
- Dionne Quints heritage erection may not take place on December 4th;
- POA meetings have been re-located to the Parry Sound Courthouse for the time being;
- Sundridge/Strong/Joly will be hosting the District of Parry Sound Municipal Association on April 28, 2017

Russell Becker

- Sunflower Festival is confirmed for August 12th;
- Vendor applications can be made on our web site and facebook is promoting the event as well;
- Russell's Movember group raised over \$600 for men's health

Ryan Jeffers

- Christmas lighting and parade are scheduled for December 4th starting at 1:00;
- Promotion is ongoing and Mac Lang is lending Council a truck for the parade;
- Council wishes to make out-of-pocket contributions for the staff team-building in new year;

Jason Newman

- Nothing at this time.

Don Richardson

- Was surprised to learn that local residents provide gluten free baked goods outside of the farmer's market;
- Don's commercial property on Main Street is being re-leased very soon – stay tuned for reveal;

- John Santarossa has made an inquiry about hosting the plowing match but as it turns out we may not be able to offer sufficient space for such an event.

13) INTRODUCTION OF FUTURE MOTIONS

Mayor Lyle Hall would like to introduce a motion on December 7, 2016 that would request staff to investigate promotional items for the Village of Sundridge.

14) CONFIRMING BY-LAW

Resolution #2016-360

Moved By: Russell Becker
Seconded By: Ryan Jeffers

That By-law No. 2016-063 being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its meeting of November 23, 2016, be adopted.
Carried.

15) ADJOURNMENT

Resolution #2016-361

Moved By: Don Richardson
Seconded By: Russell Becker

That we do now adjourn at 8:28 p.m. until the next meeting on Wednesday, December 7, 2016, or at the call of the Mayor.
Carried.

Lyle Hall, Mayor

Karen Fraser, Clerk Administrator