

**Regular Meeting of the Village of Sundridge Council**

**Wednesday, October 12, 2016 – 6:00 p.m.  
Village of Sundridge Council Chambers**

**MINUTES**

**PRESENT:** Mayor Lyle Hall, Deputy Mayor Ryan Jeffers, Councillors Russell Becker, Jason Newman (6:00 to 7:15)

**REGRETS:** Councillor Don Richardson

**STAFF PRESENT:** Karen Fraser, Clerk Administrator; Lori Beecroft, Treasurer/Tax Collector

**1) CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

**2) APPROVAL OF AGENDA**

**Resolution #2016-296**

**Moved By: Russell Becker  
Seconded By: Ryan Jeffers**

That the agenda for Wednesday, October 12, 2016 be approved **as amended**, to:

- Withdraw Item 6.C.1 – Staff Report S2016-003 Crossing Guard Program
- Move Item 6.C.2 into Committee of the Whole – Staff Report S2016-004
- Table Item 9.1 – Joint Building Fees
- Add Item 9.7 – Memo re: OCIF Funding
- Add Item 9.8 – Memo re: CWWF Funding; and

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

**Carried.**

**3) DECLARATION OF PECUNIARY INTEREST**

Jason Newman declared a conflict with Item 9.5, Fire Board Resolution – Firefighter Incentive Program, due to his involvement with the Sundridge-Strong Fire Service.

**4) PRESENTATIONS**

## 5) DEPUTATIONS

- (5.1) Priorities Update - Central Almaguin Economic Development Association (CAEDA)  
John Santarossa presented CAEDA's outline of current projects with a focus on the Business Retention and Expansion initiative undertaken by the Almaguin Highlands Chamber of Commerce. The BR & E is the voice of local businesses, and will be rolled out by the Chamber of Commerce in the near future. The activities of CAEDA were centered around the statistical information that is available in the BR & E study.

### **Resolution #2016-297**

**Moved By: Ryan Jeffers**  
**Seconded By: Russell Becker**

That the deputation by John Santarossa, Economic Development Officer, CAEDA, regarding priorities, initiatives and issues be received, with thanks.  
**Carried.**

- (5.2) Project Finalization - Near North Enviro-Education Centre

Romano Marchi attended to request a cost-sharing for finishing the fire water tank installation at the Near North Enviro-Education Centre.

*[Refer to Item 9.2 on the agenda]*

### **Resolution #2016-298**

**Moved By: Jason Newman**  
**Seconded By: Russell Becker**

That the deputation by Romano Marchi, Executive Director of Near North Enviro-Education Centre, be received, with thanks.  
**Carried.**

- (5.3) Procedural Review – Staff Communication with Council

Karen Fraser provided an overview of reports and forms being introduced for immediate use.

*[Refer to Staff Report S2016-005, Item 6) (C.3) on the agenda]*

### **Resolution #2016-299**

**Moved By: Russell Becker**  
**Seconded By: Ryan Jeffers**

That the presentation by Karen Fraser, Clerk Administrator re: Procedural Review – Staff Communication with Council, be received with thanks.  
**Carried.**

(5.4) Almaguin Highlands OPP - 2017 Municipal Police Billing

Staff Sergeant Stacey Whaley, Detachment Commander, Almaguin Highlands O.P.P. attended to answer questions regarding the 2017 billing model. Commander Whaley responded to the questions raised by Council about court costs, crime statistics and other values contained in the model.

*[Refer to Item 6) (E.11) on the agenda]*

Original Recommendation

That the deputation by Staff Sergeant Stacey Whaley, Almaguin Highlands O.P.P., regarding 2017 OPP Municipal Police Billing Information, be received with thanks.

**Resolution #2016-300**

**Moved By: Ryan Jeffers**  
**Seconded By: Jason Newman**

That the deputation by Staff Sergeant Stacey Whaley, Detachment Commander, Almaguin Highlands O.P.P., regarding 2017 OPP Municipal Police Billing Information, be received with thanks; and

That staff request a focussed patrol for snowmobiling on Village sidewalks in winter months 2016/2017; and

That the OPP be requested to run an analysis of crime statistics for other areas in the Almaguin Highlands.

**Carried.**

**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 – September 28, 2016

**Resolution #2016-301.1**

Recommendation

That the minutes of the Regular Council meeting dated September 28, 2016, be adopted as printed.

(A.2) Bi-Council Meeting (Sundridge/Strong) – October 3, 2016

**Resolution #2016-301.2**

Recommendation

That the minutes of the Bi-Council meeting (Sundridge/Strong) dated October 3, 2016, be adopted as printed.

## **B) APPROVAL OF COMMITTEE & BOARD MINUTES**

- (B.1) Sundridge-Strong Fire Department Management Board – October 5, 2016

*[Items 9.5 and 9.6 of this agenda relate to items in the October 5, 2016 Fire Board minutes]*

### **Resolution #2016-301.3**

#### Recommendation

That the minutes of Sundridge-Strong Fire Department Management Board meeting dated October 5, 2016, be adopted as printed.

- (B.2) Sundridge-Strong Union Public Library Board – September 15, 2016

### **Resolution #2016-301.4**

#### Recommendation

That the minutes of Sundridge-Strong Union Public Library Board meeting dated September 15, 2016, be adopted as printed.

- (B.3) Sundridge, Strong, Joly Arena & Hall Operating Committee - September 21, 2016

### **Resolution #2016-301.5**

#### Recommendation

That the minutes of Sundridge, Strong, Joly Arena & Hall Operating Committee dated September 21, 2016, be adopted as printed.

## **C) STAFF REPORTS**

- (C.1) S2016-003 – School Crossing Guard Program

*[This Item withdrawn until October 26, 2016 pending additional information.]*

- (C.2) S2016-004 - December, 2016 Council Meeting Dates

*[This Item was referred to Committee of the Whole.]*

- (C.3) S2016-005 – Reports, Forms and Processes

### **Resolution #2016-301.6**

#### Recommendation

That Council acknowledges the use of Staff Reports, Memos, Deputations, and Council Follow Up List as standardized formats for formal communication with Council, as described in Staff Report S2016-005; and

That Council directs staff to establish a work order process for use in the public works/roads area and report back to Council once prepared.

(C.4) S2016-006 – Job Description – Finance Clerk Intern

**Resolution #2016-301.7**

Recommendation

That Council acknowledges approval by the Northern Ontario Heritage Fund Corporation (NOHFC) for a Finance Clerk Intern for a period not to exceed 52 weeks, commencing not later than January 25, 2017; and

That Council approves the Job Description – Finance Clerk Intern, as attached in draft to Staff Report S2016-006, dated October 5, 2016; and

That the municipality's share of the base salary for the position, not to exceed \$3,500.00, be approved and incorporated into the 2017 operating budget.

**D) BY-LAWS**

(D.1) By-law No. 2016-058 - Exit Capping By-law

**Resolution #2016-301.8**

Recommendation

That By-law No. 2016-058, being a By-law to provide that Capping Provisions pursuant to Part IX of the *Municipal Act*, 2009, does not apply to any property in the Commercial Class, Industrial Class, or Multi-Residential Class (Exit Capping By-law), be adopted.

**E) CORRESPONDENCE**

**Correspondence from Staff**

(E.1) Q3 Budget Summary Report Ending September 30, 2016

**Resolution #2016-301.9**

Recommendation

That the Q3 2016 Budget Summary for the period ending September 30, 2016 be received.

(E.2) Follow Up List – October 7, 2016

**Resolution #2016-301.10**

Recommendation

That the *Staff Follow Up and Report to Council 2016* list, dated October 7, 2016 be received.

## **Inter-Governmental Correspondence**

- (E.3) Ministry of Municipal Affairs – ROMA Conference

### **Resolution #2016-301.11**

#### Recommendation

That the correspondence from Bill Mauro, Minister, Municipal Affairs dated September 28, 2016 re: announcing the January 29-31, 2017 dates for the Rural Ontario Municipalities Association (ROMA) Conference in Toronto and noting provision of future correspondence to request a delegation at the conference, be received.

- (E.4) Minister of Natural Resources and Forestry – Amendments to the Aggregate Resources Act.

### **Resolution #2016-301.12**

#### Recommendation

That the correspondence from the Honourable Kathryn McGarry, Minister of Natural Resources and Forestry, dated October 6, 2016 re: the introduction of legislation to amend the *Aggregate Resources Act.*, be received.

- (E.5) Ministry of Agriculture, Food and Rural Affairs – Minimum Distance Separation (MDS) Update Information Sessions

### **Resolution #2016-301.13**

#### Recommendation

That the correspondence from the Ministry of Agriculture, Food and Rural Affairs dated October 3, 2016 re: Minimum Distance Separation Update and Information Sessions, be received.

- (E.6) Grants Ontario – Celebrate Ontario 2017 Program

### **Resolution #2016-301.14**

#### Recommendation

That the correspondence from Grants Ontario dated October 5, 2016 re: the intake of project applications for 2017, be received.

- (E.7) Ministry of Finance – News Release – Reinvestment of Hydro One Shares

### **Resolution #2016-301.15**

#### Recommendation

That the correspondence from the Ministry of Finance dated October 5, 2016 re: the reinvestment of the sale of Hydro One shares into infrastructure, job creation and economic growth, be received.

## **Board and Agency Correspondence**

- (E.8) AMO – Arbitrated Settlement with the OPPA

### **Resolution #2016-301.16**

Recommendation

That the correspondence from AMO dated October 4, 2016 re: arbitrated decision between the Government of Ontario and the Ontario Provincial Policy Association (OPPA), be received.

(E.9) Joint Building Committee Annual Permit Summary

**Resolution #2016-301.17**

Recommendation

That the Joint Building Committee Annual Permit Summary for period ending September 30, 2016, be received.

**Other Correspondence**

(E.10) Ontario Provincial Police (OPP) – Parks & Beaches Focused Patrol

**Resolution #2016-301.18**

Recommendation

That the Correspondence from the OPP dated September 12, 2016 re: Focus Patrol Initiative – Parks and Beaches – Focused Patrol, be received.

(E.11) Ontario Provincial Police (OPP) – Municipal Policing Billing General Information

**Resolution #2016-301.19**

Recommendation

That the Correspondence from the OPP re: 2017 OPP Municipal Policing Billing General Information, be received.

(E.12) Health Unit – Inspection of Small Drinking Water System

**Resolution #2016-301.20**

Recommendation

That the correspondence from the North Bay Parry Sound District Health Unit dated September 22, 2016 regarding Directive to ensure a safe water supply, be received.

(E.13) Lakeland Network Press Release

**Resolution #2016-301.21**

Recommendation

That the correspondence from Lakeland Network dated September 28, 2016 re: "Get Your Gig on in Muskoka", be received.

(E.14) Stewardship Ontario

**Resolution #2016-301.22**

Recommendation

That the correspondence from Stewardship Ontario dated September 30, 2016 re: Second Quarter Funding of the 2016 Program year, be received.

- (E.15) Canadian Union of Postal Workers – Consultation for Postal Review

**Resolution #2016-301.23**

Recommendation

That the correspondence from the Canadian Union of Postal Workers dated September 7, 2016 re: Consultation with Canadians on postal service, be received.

- (E.16) Strong Horticultural Society – Tree Planting

**Resolution #2016-301.24**

Recommendation

That the correspondence from Ginger Forsayeth, Strong Horticultural Society, dated October 5, 2016 re: tree planting update, be received.

**Resolutions of Support**

- (E.17) Madawaska Valley – Support for Private Member's Bill 21 – Parole System Amendments

**Resolution #2016-301.25**

Recommendation

That the resolution from The Corporation of the Township of Madawaska Valley Dated October 3, 2016 requesting support for Bill 21, Private Member's Bill put forward by the Honourable John Yakabuski, MPP for Renfrew Nipissing Pembroke, be received.

- (E.18) CAEDA – Support for FedNor funding of Broadband

**Resolution #2016-301.26**

Recommendation

Whereas access to affordable and reliable Broadband networks is an important part of everyday life; and

Whereas communities outside urban centres face challenges in accessing internet service levels comparable to those in cities due to factors such as remote location and challenging terrain; and

Whereas numerous Broadband projects were delayed in 2015 and then cancelled by FedNor in 2016 in favour of waiting for the national Connecting Canadians Broadband funding criteria to be announced; and



Whereas many of the cancelled Broadband projects already had committed NOHFC and Internet Service Provider partner funding and although backbone and institutional connectivity is crucial for a modern digital economy, the last mile opportunity that existed in these projects that have been cancelled is equally as important; and

Whereas FedNor's mandate is to support regional collaboration that will enhance community economic development, business growth, competitiveness and innovation; and

Whereas access to Broadband is key to economic, education, social and health development;

Therefore, the Municipality of the Village of Sundridge requests that because FedNor has developed a strong network of Broadband advocates and local Northern Ontario intelligence, that the Minister of Innovation, Science and Economic Development reviews the decision that no longer permits FedNor to fund Broadband initiatives and that the Broadband projects that have been cancelled all across Northern Ontario, be reinstated and reviewed for potential funding.

## **F) CONSIDERATION OF A CLOSED SESSION**

(F.1) Resolution to hold a closed meeting.

### **Resolution #2016-301.27**

#### Recommendation

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) labour relations or employee negotiations
  - Fire Chief Recruitment update
- b) a proposed or pending acquisition or disposition of land by the municipality or local board
  - Community Hub
- c) litigation or potential litigation
  - Tompkins Statement of Claim

*[This concludes the list of Consent Items on the Agenda for October 12, 2016]*

## **7) APPROVAL OF CONSENT ITEMS**

### **Resolution #2016-301**

**Moved By:        Russell Becker**  
**Seconded By:    Ryan Jeffers**

That Items listed as Consent Items for October 12, 2016 and the recommendations contained therein be adopted as Resolutions of Council, except that Item 6.C2 be moved to the 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 #2016-302**

**Moved By: Ryan Jeffers**  
**Seconded By: Russell Becker**

That Council resolve into Committee of the Whole.  
**Carried.**

**9) COMMITTEE OF THE WHOLE**

(9.1) Joint Building Committee – Resolution re: Permit Fees  
*[This item was deferred from the September 28, 2016 Council Meeting, pending clarification of request.]*

***[This Item is tabled to November 9, 2016 due to Procedural requirements – attendance of Councillor Don Richardson.]***

Original Recommendation

**Moved By: Don Richardson**  
**Seconded By: Jason Newman**

That Resolution #2016-28 from the Joint Building Committee meeting dated September 15, 2016 re: permit fees increase by \$1.00 per \$1,000 project value each year for 2017 and 2018 be received; and

That staff prepare the 2017 and 2018 fee schedules accordingly.

Revised Recommendation

**Moved By:**  
**Seconded By:**

That Resolution #2016-28 from the Joint Building Committee meeting dated September 15, 2016 re: permit fees increase by \$1.00 per \$1,000 project value each year for 2017 and 2018 be received; and

**That the JBC Report dated September 15, 2016 be received; and**

That staff prepare the 2017 and 2018 fee schedules **to reflect all increases as recommended in these documents.**

**Motion to Table**

**Resolution #2016-303**

**Moved By: Russell Becker**  
**Seconded By: Ryan Jeffers**

That Item 9.1 be tabled until November 9, 2016, pending attendance by the mover, Councillor Don Richardson.

**Carried.**

(9.2) Near North Enviro-Education Centre

**Resolution #2016-304**

**Moved By: Russell Becker**  
**Seconded By: Ryan Jeffers**

That the correspondence from Near North Enviro-Education Centre dated October 7, 2016, be received; and

That the quote from Bren-Mar Enterprises, dated October 6, 2016 be received; and

That Council authorize payment in the amount of \$2203.50 including HST toward the cost of the invoice.

**Carried.**

**Deputy Mayor Jeffers will assume the Chair**

(9.3) OGRA Conference – Meeting with Minister(s)

*[Notice of this Motion was provided at the Regular Meeting of Council on September 28, 2016]*

**Original Recommendation**

That Council wishes to advance/promote local road and infrastructure issues at the upcoming Ontario Good Roads Association Conference, February 26, 2017 to March 1, 2017, and asks that staff request a delegation with the Honourable Steven Del Duca, Minister of Transportation, and the Honourable Bob Chiarelli, Minister of Infrastructure during the conference to seek guidance and garner provincial support.

**Resolution #2016-305**

**Moved By: Lyle Hall**  
**Seconded By: Russell Becker**

That Council wishes to advance/promote the rebuilding of John Street as per the Engineer's recommendations at the upcoming Ontario Good Roads Association Conference, February 26, 2017 to March 1, 2017, and asks that staff request a delegation with the Honourable Steven Del Duca, Minister of Transportation, Michael Gravelle, Minister of Northern Development and Mines, and the Honourable Bob Chiarelli, Minister of Infrastructure during the conference to seek guidance and garner provincial support.

**Carried.**

**Mayor Hall will resume the Chair**

(9.4) BlueSky SubLicence Agreement Aerial Imagery for GIS

**Resolution #2016-306**

**Moved By: Ryan Jeffers**  
**Seconded By: Russell Becker**

Whereas the Village of Sundridge realizes a financial benefit through partnership with over twenty members in the Blue Sky Net GIS initiative; and

Whereas the Village has been approached by Blue Sky Net to update current high resolution aerial imagery for use on our current GIS mapping at a cost of \$3.49 per square kilometer; and

Whereas this update would significantly enhance existing municipal tools and resources;

Therefore, Council for the Village of Sundridge authorizes the Clerk to execute the Blue Sky Economic Growth Corporation (COOP) 2016 Sub-License Agreement dated September 21, 2016 with a total associated cost of \$14.52.

**Carried.**

(9.5) Fire Board Resolution – Firefighter Incentive Program

Original Recommendation

That council supports in principal, Fire Board Resolution No. 2016-005 dated October 5, 2016 re Firefighter recruitment incentive program; and

That Council requests a document which outlines the program and gives clarity to the financial implications of the bonus structure, be prepared for Council's final approval prior to implementation.

**Resolution #2016-307**

**Moved By: Ryan Jeffers**  
**Seconded By: Russell Becker**

That council supports in principal, Fire Board Resolution No. 2016-005 dated October 5, 2016 re Firefighter recruitment incentive program, however Council requests that the Fire Board prepare a document which outlines the details of the program and gives clarity to the program and the financial implications of the bonus structure for Council's final approval prior to implementation.  
**Carried.**

(9.6) Joint Fire Board Agreement

**Resolution #2016-308**

**Moved By: Russell Becker**  
**Seconded By: Ryan Jeffers**

That the Municipal Fire Protection Agreement between the Corporation of the Village of Sundridge and the Corporation of the Township of Strong ("Sundridge-Strong") and the Corporation of the Township of Joly ("Joly"), as amended, be received; and

The Mayor and the Clerk are authorized to execute the agreement on behalf of the Village of Sundridge.  
**Carried.**

(9.7) Memo – Ontario Community Infrastructure Fund – Top Up Component

**Resolution #2016-309**

**Moved By: Ryan Jeffers**  
**Seconded By: Russell Becker**

That the correspondence from the Treasurer/Tax Collector, dated October 11, 2016 re: Ontario Community Infrastructure Fund – Top Up Component, be received, with thanks.  
**Carried.**

(9.8) Memo – Clean Water and Waste Water Funds

**Resolution #2016-310**

**Moved By: Russell Becker**  
**Seconded By: Ryan Jeffers**

That the correspondence from the Treasurer/Tax Collector, dated October 11, 2016 re: Clean Water and Waste Water Funds, be received.  
**Carried.**

**Items Referred to Committee of the Whole**

(C.2) S2016-004 - December, 2016 Council Meeting Dates

**Resolution #2016-311**

**Moved By: Ryan Jeffers**  
**Seconded By: Russell Becker**

That Council amend the December, 2016 Council meeting schedule pursuant to Section 3.d) of Procedural By-law No. 2014-061 so that meetings dates reflect option 2, conduct two meetings, but adjust the schedule so that meetings are held on December 7, 2016 and December 21, 2016, as outlined in Staff Report S2016-004, dated October 12, 2016; and

That staff provide appropriate notice accordingly.  
**Carried.**

**10) RISE FROM COMMITTEE OF THE WHOLE**

**Resolution #2016-312**

**Moved By: Russell Becker**  
**Seconded By: Ryan Jeffers**

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 #2016-313**

**Moved By: Ryan Jeffers**  
**Seconded By: Russell Becker**

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

**12) COUNCIL ANNOUNCEMENTS**

Lyle Hall  
> Nothing at this time.

Russell Becker  
> Nothing at this time.

Ryan Jeffers

- The Recreation committee needs volunteers for the Santa Claus Parade, Sunday, December 4, 2016;
- The South River/Machar Culture Committee met with the Sundridge-Strong Recreation Committee to discuss a joint community event for the May long week-end. The meeting was very positive and the expectation is that other community organizations will be included in the plan to create a significant community event.

### 13) INTRODUCTION OF FUTURE MOTIONS

### 14) CONFIRMING BY-LAW

#### Resolution #2016-314

**Moved By: Ryan Jeffers**  
**Seconded By: Russell Becker**

That By-law No. 2016-059 being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its meeting of October 12, 2016, be adopted.  
**Carried.**

### 15) ADJOURNMENT

#### Resolution #2016-315

**Moved By: Russell Becker**  
**Seconded By: Ryan Jeffers**

That we do now adjourn at 9:35 p.m. until the next meeting on Wednesday, October 26, 2016, or at the call of the Mayor.  
**Carried.**

  
\_\_\_\_\_  
Lyle Hall, Mayor

  
\_\_\_\_\_  
Karen Fraser, Clerk Administrator