

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

**Wednesday, April 26, 2017 – 6:00 p.m.  
Village of Sundridge Council Chambers**

**MINUTES**

**PRESENT:** Mayor Lyle Hall, Councillors Don Richardson and Russell Becker  
(arrived at 6:03 p.m.)

**ABSENT:** Deputy Mayor Ryan Jeffers, Councillor Jason Newman

**STAFF PRESENT:** Karen Fraser, Clerk Administrator

**1) CALL TO ORDER**

**2) APPROVAL OF AGENDA**

**Resolution #2017-116**

**Moved By: Russell Becker  
Seconded By: Don Richardson**

That the agenda for Wednesday, April 26, 2017 be approved as printed.  
**Carried.**

**3) DECLARATION OF PECUNIARY INTEREST**

**4) PRESENTATIONS**

*None*

**5) DEPUTATIONS**

*None*

**6) CONSENT ITEMS**

*[Items from the Consent List may be moved by members to be debated/discussed in  
Committee of the Whole]*

## **A) APPROVAL OF PREVIOUS COUNCIL MINUTES**

(A.1) Regular Council Meeting – April 12, 2017

Resolution #2017-117.01

Recommendation

That the minutes of the Regular Council meeting dated April 12, 2017, be adopted as printed.

(A.2) Closed Session Meeting (1) – April 12, 2017

Resolution #2017-117.02

Recommendation

That the minutes of the Closed Session meeting (1) dated April 12, 2017, be adopted as printed.

(A.3) Closed Session Meeting (2) – April 12, 2017

Resolution #2017-117.03

Recommendation

That the minutes of the Closed Session meeting (2) dated April 12, 2017, be adopted as printed.

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

(B.1) Sundridge and District Medical Centre Committee – March 21, 2017

Resolution #2017-117.04

Recommendation

That the minutes of the Sundridge and District Medical Centre Committee meeting dated March 21, 2017, be received.

(B.2) Central Almaguin Economic Development Association (CAEDA) – April 6, 2017

Resolution #2017-117.05

Recommendation

That the minutes of the CAEDA meeting dated April 6, 2017, be received.

(B.3) Sundridge and District Medical Centre Committee – April 18, 2017

Resolution #2017-117.06

Recommendation

That the minutes of the Sundridge and District Medical Centre Committee meeting dated April 18, 2017, be received.

(B.4) Tri Council Meeting – April 10, 2017

Resolution #2017-117.07

Recommendation

That the minutes of the Tri Council meeting dated April 10, 2017, be received.

**C) STAFF REPORTS**

(C.1) Staff Report S2017-010 – Municipal Office Hours of Operation

Resolution #2017-117.08

Recommendation

That Council amends the Municipal Office business hours to reflect new operating hours of 8:30 a.m. to 4:00 p.m. Monday through Friday, excluding statutory holidays, commencing June 1, 2017; and

That staff reduce their unpaid meal breaks from 60 minutes to 30 minutes to effect the change with a net zero cost impact.

(C.2) Staff Report S2017-009 – Village Swag

*[Item C.2 was moved into Committee of the Whole]*

**D) BY-LAWS**

(D.1) By-law No. 2017-018 - Appoint an Alternate Deputy Clerk  
*[This matter was discussed in a closed meeting on April 12, 2017]*

Resolution #2017-117.10

Recommendation

That By-law No. 2017-018, being a By-law to appoint an alternate Deputy Clerk/Sr. Administrative Assistant, be adopted.

**E) CORRESPONDENCE**

**Correspondence from Staff**

(E.1) Follow-Up List – April 26, 2017

Resolution #2017-117.11

Recommendation

That the *Staff Follow Up and Report to Council 2017* list, for the April 26, 2017 Council Meeting be received.

(E.2) Memo – Central Almaguin Planning Board GIC

Resolution #2017-117.12

Recommendation

That the correspondence from the Clerk Administrator dated April 26, 2017 re: Central Almaguin Planning Board GIC, be received.

(E.3) Memo – Community Hub Resolution – April 12, 2017

Resolution #2017-117.13

Recommendation

That the correspondence from the Clerk Administrator dated April 26, 2017 re: Community Hub Resolution – April 12, 2017, be received.

(E.4) Memo – John Street Update

*[Additional Correspondence was received and distributed on April 26, 2017]*

Resolution #2017-117.14

Recommendation

That the correspondence from the Clerk Administrator dated April 26, 2017 re: John Street Update, be received.

**Inter-Governmental Correspondence**

*None*

**Board and Agency Correspondence**

(E.5) Joint Building Committee Annual Permit Summary

Resolution #2017-117.15

Recommendation

That the Joint Building Committee Annual Permit Summary for period ending February 28, 2017, be received.

**Other Correspondence**

*None*

**Resolutions of Support**

(E.6) The Township of Adjala-Tosorontio

Resolution #2017-117.16

Recommendation

RESOLVED THAT in recognition of Canada's 150<sup>th</sup> birthday, the federal and provincial governments be requested to wave the taxes payable on the purchase of a Canadian Flag or Canada 150 Anniversary flag for the year 2017; and further,

THAT the Village of Sundridge support the Township of Adjala-Tosorontio in their motion to the Prime Minister of Canada in this regard.

## F) CONSIDERATION OF A CLOSED SESSION

(F.1) Resolution #2017-117.17

Recommendation

That Council hold a Closed Session meeting as provided for by Section 239 of 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) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act (*Municipal Freedom of Information and Protection of Privacy Act*).
  - *Planning Consultant Proposal including unit pricing*
- b) personal matters about an identifiable individual, including municipal or local board employees.
  - *Respectful Workplace Matter*
- c) labour relations or employee negotiations.
  - *Treasurer/Tax Collector Position*

*[This concludes the list of Consent Items on the Agenda for April 26, 2017]*

## 7) APPROVAL OF CONSENT ITEMS

**Resolution #2017-117**

**Moved By: Don Richardson**

**Seconded By: Russell Becker**

That Items listed as Consent Items for April 26, 2017 and the recommendations contained therein be adopted as Resolutions of Council except that Item 6 C.2 be moved into 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 #2017-118**

**Moved By: Russell Becker**  
**Seconded By: Don Richardson**

That Council resolve into Committee of the Whole.  
Carried.

**9) COMMITTEE OF THE WHOLE**

(9.1) Staff Retirement – Deputy Clerk  
*[This matter was discussed in a closed meeting on April 12, 2017]*

**Resolution #2017-119**

**Moved By: Don Richardson**  
**Seconded By: Russell Becker**

That Council accepts the Retirement of Bettyann Muir, Deputy Clerk, effective at close of business on June 30, 2017, with appreciation and thanks for her many years of dedicated service.  
**Carried.**

(9.2) Succession Plan – Municipal By-law Enforcement  
*[This matter was discussed in a closed meeting on April 12, 2017]*

Original Recommendation

That Council supports the Succession Plan as presented by Jim Mahoney in the report dated March 15, 2017, subject to satisfactory on-boarding requirements for the selected candidate as will be conveyed by the Clerk Administrator to the By-law Enforcement Officer prior to commencement of training.

**Resolution #2017-120**

**Moved By: Russell Becker**  
**Seconded By: Don Richardson**

That Council supports the Succession Plan as presented by Jim Mahoney in the report dated March 15, 2017, subject to satisfactory on-boarding requirements for the selected candidate as will be conveyed by the Clerk Administrator to the By-law Enforcement Officer prior to commencement of training; and

That the By-law Enforcement Officer be required to submit regular quarterly reports of activity commencing with recruitment of selected candidate.  
**Carried.**

- (9.3) Lucy Maude Montgomery Memorial Plaque and Bench  
*[This Item was introduced by Don Richardson on April 12, 2017]*

**Resolution #2017-121**

**Moved By: Don Richardson**  
**Seconded By: Russell Becker**

That the Community members be thanked for their work in raising awareness of Lucy Maude Montgomery's relationship with the Village of Sundridge and the shores of Lake Bernard through placement of a memorial bench and plaque on the waterfront beach at Lions Park at a cost not to exceed \$350.00; and

That the 2017 budget reflect that direction.  
**Carried.**

- (9.4) Tri Council Agenda - Shared Arena Discussion  
*[This Item was introduced by Ryan Jeffers on April 12, 2017]*

Original Recommendation

That Council supports inviting South River and Machar Councils to attend a TRI Council meeting of the Village of Sundridge, Township of Strong and Township of Joly to discuss the possible relocation and amalgamation of the Sundridge Strong Joly Arena and the South River Machar arena.

**Resolution #2017-122**

**Moved By: Don Richardson**  
**Seconded By: Russell Becker**

That Council supports inviting South River and Machar Councils to attend a special meeting of the Village of Sundridge, Township of Strong and Township of Joly to discuss the possible relocation and amalgamation of the Sundridge Strong Joly Arena and the South River Machar Arena.  
**Carried.**

- (9.5) Sundridge Strong Joly Arena and Hall – 2017 Budget

**Resolution #2017-123**

**Moved By: Russell Becker**  
**Seconded By: Don Richardson**

That Council supports the proposed 2017 budget from the Sundridge Strong Joly Arena and Hall in the amount of \$352,002.41; and

Requests that the Village of Sundridge's share of \$86,876.16 be presented for consideration with the Village of Sundridge 2017 Budget.

**Carried.**

(9.6) CAEDA – 2017 Budget

**Resolution #2017-124**

**Moved By: Russell Becker**  
**Seconded By: Don Richardson**

That Council supports the proposed 2017 budget from the Central Almaguin Economic Development Association in the amount of \$82,916.79; and

Requests that the Village of Sundridge's share of \$6,937.20 plus \$500 membership fee be presented for consideration with the Village of Sundridge 2017 Budget.

**Carried.**

(9.7) Corporate Wide Wage Review

*[This Item was discussed in a closed meeting on April 12, 2017]*

**Resolution #2017-125**

**Moved By: Don Richardson**  
**Seconded By: Russell Becker**

That Council supports a review of the Village of Sundridge Pay Grid, as described in the Schedules to By-law No. 2016-043, Wage By-law, by the end of Q3, 2017; and

That staff report back to Council by May 10, 2017, with an estimate of cost for a consultant to provide the review so that an amount can be considered with the 2017 budget.

**Carried.**

(9.8) Request for Accessible Play Equipment

Original Recommendation

That the correspondence from Katherine McLaren (and Aiden), dated April 20, 2017 regarding accessible play equipment, be received; and

That Council requests staff to review the supporting material provided and report back to Council before end of Q2 2017 on the feasibility and timing for purchase of accessible play equipment; and



That Staff and Council will make community groups aware of the local need for such equipment so that other opportunities might additionally be explored.

**Resolution #2017-126**

**Moved By: Don Richardson**  
**Seconded By: Russell Becker**

That the correspondence from Katherine McLaren (and Aiden), dated April 20, 2017 regarding accessible play equipment, be received; and

That Council requests staff to review the supporting material provided and report back to Council at the earliest opportunity on the feasibility and timing for purchase of accessible play equipment.

**Carried.**

**Councillor Don Richardson assumed the Chair**

(C.2) Staff Report S2017-008 – Village Swag  
*[This Item was referred to Committee of the Whole]*

**Resolution #2017-127**

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

That the summary of promotional (swag) items as prepared by staff through Staff Report S2017-008, April 26, 2017, be received; and

That in order to test the program, Council directs staff to focus on smaller promotional items that would be most in demand, requiring limited storage space; and

That the large-scale purchase of items should be delayed until a branding exercise has taken place; and

That \$500 be included for this purpose in the 2017 budget.

**Carried.**

**Mayor Lyle Hall Assumed the Chair.**

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

**Resolution #2017-128**

**Moved By: Don Richardson**  
**Seconded By: Russell Becker**

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 #2017-129

**Moved By: Russell Becker**  
**Seconded By: Don Richardson**

That Council adopts the Committee of the Whole recommendations on April 26, 2017 as resolutions of Council.  
**Carried.**

## 12) ANNOUNCEMENTS

### Lyle Hall

- Edge of the Woods Productions is looking for individuals to share Sundridge's history as part of a Canada-wide small-town recording project called The Tale of a Town. Information is available at <http://thetaleofatown.com/> . Staff is requested to share the information on facebook.
- Lyle has received an inquiry from a resident about due date notices for taxes. Staff will investigate.

### Russell Becker

- Nothing at this time.

### Ryan Jeffers

- N/A

### Jason Newman

- N/A

### Don Richardson

- Don would like to officially unveil the Lucy Maude Montgomery bench on June 3<sup>rd</sup> at the community appreciation event. An invitation to the event will be extended to MPP Norm Miller (Lyle Hall) and Tony Clement, MP will likely also attend. The event is expected to run similar to last year, starting at 11:00 a.m. with awards at 2:00 p.m., but Don would like to introduce something new such as a chainsaw carving demonstration. Swift Canoes will be encouraged to provide paddleboard, canoe and kayak demonstrations.
- If John Street project is going to be delayed, is there an opportunity to concentrate on getting reclaimed pavement projects for the remaining untreated roads in the Village? AI to be consulted about project list for 2017 through budget process.

### Staff (Clerk Administrator)

- A reminder that auditors will be in the office this week.

- The District of Parry Sound Municipal Association meeting is taking place on Friday, April 28, 2017 at the Near North Enviro Education Centre.

### **13) INTRODUCTION OF FUTURE MOTIONS**

### **14) CONFIRMING BY-LAW**

#### **Resolution #2017-130**

**Moved By: Russell Becker**  
**Seconded By: Don Richardson**

That By-law No. 2017-019 being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its meeting of April 26, 2017, be adopted.  
**Carried.**

### **15) ADJOURNMENT**

#### **Resolution #2017-131**

**Moved By: Don Richardson**  
**Seconded By: Russell Becker**

That we do now adjourn at 7:06 p.m. until the Council meeting on Wednesday, May 10, 2017, or at the call of the Mayor.  
**Carried.**

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Lyle Hall, Mayor

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Karen Fraser, Clerk Administrator

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