

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

**Wednesday, March 28, 2018 – 6:00 p.m.  
Village of Sundridge Council Chambers**

**MINUTES**

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

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

**1) CALL TO ORDER**

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

**2) APPROVAL OF AGENDA**

**Resolution #2018-280**

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

That the agenda for Wednesday, March 28, 2018 be approved as amended, to add Item 5(A.2), Delegation by Sundridge-Strong Firefighter Association, and to change the wording in Item 6(F.1) iii) to "Fire Chief Contract"

**Carried.**

**3) DECLARATION OF PECUNIARY INTEREST**

Jason Newman declared a pecuniary interest with Items 6F.1 a) iii), and 5A.1 due to his involvement with the Fire Department.

**4) PRESENTATIONS**

*None.*

## 5) DELEGATIONS

### A) Public & Consultants

#### (A.1) Strong Township Council – Fire Board Matters

Motion to Move into a closed meeting

#### **Resolution #2018-281**

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

That Council hold a Closed Session meeting as provided for by Section 239 (2) of the *Municipal Act*, 2001, as amended, and the Village of Sundridge's Procedural By-law No. 2014-061, immediately to deal with:

- a) personal matters about an identifiable individual, including municipal or local board employees; and
  - b) Labour Relations and employee negotiations
- Fire Board Matters

**Carried.**

Motion to Resume Regular Meeting

#### **Resolution #2018-282**

**Moved By: Don Richardson**  
**Seconded By: Ryan Jeffers**

That Council rises from a closed session meeting on March 28, 2018 and resumes the regular meeting at 6:32 p.m.

**Carried.**

Strong Township Deputy Mayor Kelly Elik, Councillors Les Blackwell, Jason Cottrell and Jeff McLaren attended with Strong Township Clerk Administrator, Caitlin Haggart, to discuss Administration for the Sundridge-Strong Fire Department Joint Board of Management. Strong Township proposed that one of the two municipalities assume the service and contract it to the other. Sundridge Council as asked to give consideration to this, with details to be discussed in future. A bi-council meeting to discuss the Fire budget is to be scheduled at the earliest opportunity.

#### **Resolution #2018-283**

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

That the delegation by Strong Township Council regarding Fire Board Matters, be received with thanks.

**Carried.**

(A.2) Sundridge-Strong Firefighter Association

Correspondence from the Sundridge-Strong Firefighter Association was read.

**Resolution #2018-284**

**Moved By: Ryan Jeffers**  
**Seconded By: Don Richardson**

That the delegation by the Sundridge-Strong Firefighter Association regarding Fire Board Matters, be received with thanks.

**Carried.**

**B) Staff**

*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 – March 14, 2018

Resolution #2018-285.01

That the minutes of the Regular Council meeting dated March 14, 2018, be adopted as printed.

(A.2) Closed Council Meeting – March 14, 2018

Resolution #2018-285.02

That the minutes of the Closed Council meeting dated March 14, 2018, be adopted as printed.

**B) COMMITTEE & BOARD MINUTES**

*None.*

## C) STAFF REPORTS

- (C.1) S2018-003 – Amendment to Village of Sundridge By-law No. 2016-043

Resolution #2018-285.03

That That By-Law 2016-043 be amended by replacing page 3 of Schedule “A” (Approved 2018 Hourly Rate Schedule) with an updated page 3 of Schedule “A” (Revised 2018 Hourly Rate Schedule), as attached to Staff Report S2018-003, dated March 28, 2018; and

That Management advise affected staff of their placement in the revised grid at the earliest opportunity, with all applicable adjustments retroactive to January 1, 2018.

- (C.2) S2018-008 - Security Cameras

Resolution #2018-285.04

That Council authorize the purchase and installation of new video surveillance equipment in strategic locations around the Village which include 7 new security cameras and a new DVR (Digital Video Recorder) with 12 TB of Storage to replace not functioning and outdated equipment as described in Staff Report S2018-008, dated March 28, 2018; and

That the cost of the video surveillance equipment b included in the 2018 Budget with a cost not to exceed \$7,429.25 plus HST.

- (C.3) S2018-011 - Property Sale Offer (Mike Czura)

*[Item 6(C.3) was moved into Committee of the Whole]*

- (C.4) Staff Report S2018-009 - Written Statement of Pecuniary Interest

Resolution #2018-285.05

That Council approves the immediate implementation of a written statement of pecuniary interest, in the form attached to staff report S2018-009 dated March 28, 2018, as required by March 1, 2019 pursuant to the *Municipal Conflict of Interest Act*.

- (C.5) Staff Report S2018-010 – 2018 Fireworks for Canada Day

Resolution #2018-285.06

That Council supports the efforts of the Sundridge-Strong Recreation Committee in their efforts to host community events as described in staff report S2018-010; and

That Council authorize the use of \$3500.00 from the reserves for Special Events/Triathlon/Sunflower Festival to go towards the Sundridge-Strong Recreation Committee's Canada Day Fireworks Display that is to be held on June 30, 2018.

#### **D) BY-LAWS**

*None.*

#### **E) CORRESPONDENCE**

##### **Correspondence from Staff**

(E.1) Follow Up List – March 28, 2018

Resolution #2018-285.07

That the *Staff Follow Up and Report to Council 2018* list, for the March 28, 2018 Council Meeting be received.

##### **Inter-Governmental Correspondence**

(E.2) Joint Building Committee – Annual Permit Summary

Resolution #2018-285.08

That the correspondence from the Joint Building Committee received on March 12, 2018, be received.

##### **Board and Agency Correspondence**

*None.*

##### **Other Correspondence**

(E.3) Ontario Parks – Annual Work Schedule Algonquin Park Forest Management Unit

Resolution #2018-285.09

That the correspondence from Ontario Parks dated March 15, 2018, regarding the Approved 2018/2019 Annual Work Schedule Algonquin Park Forest Management Unit, be received.

(E.4) North Bay Parry Sound District Health Unit – Board of Health Minutes posted on Website

Resolution #2018-285.10

That the correspondence from the NBPSDHU dated March 12, 2018, regarding the Board of Health Minutes being posted on their website, be received.

(E.5) OGRA – Update on the MCEA Reform

Resolution #2018-285.11

That the correspondence from the Ontario Good Roads Association received on March 14, 2018, regarding an Update on the Municipal Class EA process, be received.

**Resolutions of Support**

(E.6) Town of Essex - User Pay Childcare Services at AMO and FCM Conferences

Resolution #2018-285.12

That the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM) be requested to offer user pay childcare services at conferences during conference hours; and

That this resolution be circulated to all Ontario municipalities.

**F) CONSIDERATION OF A CLOSED SESSION**

(F.1) Resolution #2018-285.13

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) Labour relations or employee negotiations
  - i) Treasurer Compensation
  - ii) Staff Performance
  - iii) Fire Chief Contract
  - iv) Municipal Succession Plan

*[This concludes the list of Consent Items on the Agenda for March 28, 2018]*

## 7) APPROVAL OF CONSENT ITEMS

### Resolution #2018-285

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

That Items listed as Consent Items for March 28, 2018 and the recommendations contained therein be adopted as Resolutions of Council except that Item 6(C.3) is 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 #2018-286

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

That Council resolve into Committee of the Whole.

**Carried.**

## 9) COMMITTEE OF THE WHOLE

(9.1) Almaguin Highlands Health Centre – PCVC and OTN Equipment

### Resolution #2018-287

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

That Council authorizes the redirection of 2018 funds towards the PCVC and OTN Equipment, in order to continue to place \$500.00 in reserve for not only the next OTN replacement fees but to also replenish Committee funds.

**Carried.**

(9.2) 2018 Budget – Joint Building Committee

### Resolution #2018-288

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

That the Village of Sundridge approves the 2018 JBC budget in the amount of \$219,484.11 with the Village of Sundridge share being \$3,709.18.  
**Carried.**

- (9.3) Sundridge Lions Club – Improvements to the Lions Building and Park Area

**Resolution #2018-289**

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

That Council supports the initiative by the Lions Club to purchase a port-a-potty to have at the building for public use from April to October; and

That the Village of Sundridge will cover the cost of having the port-a-potty cleaned out at the end of each season.

**Carried.**

- (9.4) Memo - Joint Compliance Audit Committee Appointment

**Resolution #2018-290**

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

That the memo from the Clerk Administrator dated March 28, 2018 regarding Joint Compliance Audit Committee Appointment be received; and

That the recommendation of the Recruitment Committee for the Joint Compliance Audit Committee to appoint John Finley as the Alternate Member of the Joint Compliance Audit Committee for the Village of Sundridge for the term of December 1, 2018 to November 14, 2022, be accepted.

**Carried.**

- (9.5) Memo – Correspondence from Councils for the Township of Strong and the Township of Joly

**Resolution #2018-291**

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

That the correspondence from the Clerk Administrator, dated March 28, 2018, regarding Correspondence from Councils for the Township of Strong and the Township of Joly, be received; and

That Council directs the Clerk Administrator to reply.

**Carried.**



(9.6) 2018 Budget - CAEDA

**Resolution #2018-292**

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

That the Village of Sundridge approves the 2018 CAEDA budget in the amount of \$97,110.00, with The Village of Sundridge share being \$6,491.00.  
**Carried.**

**Items moved from Consent List**

6(C.3) S2018-011 - Property Sale Offer (Mike Czura)

**Resolution #2018-293**

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

Whereas Council has been provided an opportunity to purchase property at 90 Main Street, Sundridge from Mr. Michael Czura for a price of \$60,000.00 or provide alternative compensation in lieu; and

Whereas Council has reviewed staff report S2018-011 dated March 28, 2018 outlining options for consideration of the request; and

Whereas support for the purchase or lease of the property at 90 Main Street, Sundridge does not align with any current strategic plans for the Village of Sundridge,

Be it resolved that Council declines both options outlined in Mr. Czura's letter and directs staff to advise Mr. Czura of same, with thanks and appreciation for the offer.

**Carried.**

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

**Resolution #2018-294**

**Moved By: Jason Newman**  
**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 #2018-295

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

That Council adopts the Committee of the Whole recommendations on March 28, 2018 as resolutions of Council.

**Carried.**

## 12) ANNOUNCEMENTS

### Lyle Hall

- South River Foodland is closing.
- Muskoka Algonquin Health Care is the subject of a motion before Huntsville Council seeking to disband the board. The Item has been tabled while other options are being pursued.
- Estimates the cost of a stoplight at the corner of Paget and Main Street to be +/- \$300,000.

### Russell Becker

- A back-up location for the Sunflower festival may be needed if Main Street construction extends into August.

### Ryan Jeffers

- Thank you to Estelle for her service in the Village.

### Jason Newman

- Nothing at this time.

### Don Richardson

- Has concerns about the depth of proposed construction for Paget Street. Council discussed that the geotextile being used is effective against frost heave at a shorter depth.

### Karen Fraser (Clerk Administrator)

- Confirmation by Council of the Volunteer appreciation event is required. The event will be the first Saturday in June – June 2<sup>nd</sup>.

## 13) INTRODUCTION OF FUTURE MOTIONS

Russell Becker would like to introduce a motion at the April 11, 2018 council meeting to initiate an investigation into Library Board administrative and financial responsibilities.

**14) CONFIRMING BY-LAW**

**Resolution #2018-296**

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

That By-law No. 2018-011, being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its meeting of March 28, 2018, be adopted.  
**Carried.**

**15) ADJOURNMENT**

**Resolution #2018-297**

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

That we do now adjourn at 7:57 p.m. until the Council meeting on Wednesday, April 11, 2018 or at the call of the Mayor.  
**Carried.**

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Lyle Hall, Mayor

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Karen Fraser, Clerk Administrator