

Regular Meeting of the Village of Sundridge Council

**Wednesday, October 9, 2019 – 6:00 p.m.
Village of Sundridge Council Chambers**

COUNCIL MINUTES

PRESENT: Mayor Lyle Hall, Deputy Mayor Stephen Rawn, Councillors Barbara Belrose, Steven Hicks, Shawn Jackson (absent)

STAFF: Nancy Austin, Clerk Administrator

GUEST: Chris Jones, Municipal Planning Services

1) CALL TO ORDER

The meeting was called to order at 6pm.

2) APPROVAL OF AGENDA

Resolution #2019-281

**Moved By: Stephen Rawn
Seconded By: Barbara Belrose**

That the agenda for the October 9, 2019 be approved as amended to re-order Item 5(B.1) to appear before Item 5(A.1) and to add Item (9.6) Staff Report S2019-033 and Item (9.7) Staff Report S2019-034.

Carried

3) DECLARATION OF PECUNIARY INTEREST

Mayor Lyle Hall made the following declaration:

I, Lyle Hall, declare a pecuniary interest in Item 9.4, 9.6, and 9.7 on the October 9, 2019 Council agenda.

I am making this declaration because I have involvement with the Individuals and the organization discussed in the agenda items listed.

I confirm that I will not vote on the matter, I will not take part in discussion on any question in respect of the matter, and I will not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

Councillor Barbara Belrose made the following declaration:

I, Barbara Belrose, declare a pecuniary interest in Item 9.4 on the October 9, 2019 Council agenda.

I am making this declaration because his property is beside mine.

I confirm that I will not vote on the matter, I will not take part in discussion on any question in respect of the matter, and I will not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

4) PRESENTATIONS

None.

5) DELEGATIONS

5(B) Staff

5(B.1) SSFD Fire Chief Andrew Torrance

Resolution #2019-282

Moved By: Stephen Rawn

Seconded By: Steven Hicks

That the delegation and presentation by SSFD Fire Chief, Andrew Torrance be received with thanks.

Carried

5(A) Public & Consultants

5(A.1) **Municipal Planning Services, Chris Jones – Official Plan**

Resolution #2019-283

Moved By: Steven Hicks

Seconded By: Barbara Belrose

That the delegation and presentation by Municipal Planning Services, Chris Jones re: Village of Sundridge Official Plan, be received with thanks, and;

That the time limit for a delegation/presentation be extended.

Carried

6) CONSENT ITEMS

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

6(A) APPROVAL OF PREVIOUS COUNCIL MINUTES

6(A.1) Regular Council Meeting – September 25, 2019

Resolution #2019-284.01

That the minutes of the Regular meeting September 25, 2019, be adopted as printed.

6(A.2) Closed Council Meeting – September 25, 2019

Resolution #2019-284.02

That the minutes of the Closed meeting dated September 25, 2019, be adopted as printed.

6(A.3) Special Tri Council Meeting – September 26, 2019

Resolution #2019-284.03

That the minutes of the Special meeting September 26, 2019, be adopted as printed.

6(B) COMMITTEE & BOARD MINUTES

6(B.1) Sundridge-Strong Union Public Library Board – Draft September 19, 2019

Resolution #2019-284.04

That the draft minutes of the Sundridge-Strong Union Public Library Board, dated June 20, 2019, be received.

6(B.2) SSJ Arena and Hall Meeting – October 2, 2019

Resolution #2019-284.05

That the regular meeting minutes of the Sundridge Strong Joly Arena and Hall dated October 2, 2019, be received.

6(C) STAFF REPORTS

6(C.1) S2019-028 RFP2019-004 – Engineering services – Mill Street

Resolution #2019-284.06

That Council received report S2019-028 dated October 9, 2019, regarding a RFP2019-004 Mill Street Rehabilitation (Main Street – Highway 124) Tender Award for Engineering Services;

And That the proposal from EXP Services Inc. for Engineering Services required to complete the Rehabilitation of Mill Street from Main Street to Highway 124 be accepted at a cost of \$32,653.00 (plus HST).

6(C.2) S2019-029 RFP2019-005 – Engineering services – Anderson Street

Resolution #2019-284.07

That Council received report S2019-029 dated October 9, 2019, regarding RFP2019-005, Anderson Street and Robert Street Rehabilitation (Albert Street to Anderson Street and Dunbar Street to Robert Street) Tender Award for Engineering Services;

And That the proposal from EXP Services Inc. for Engineering Services required to complete the Rehabilitation of Anderson Street and Robert Street Rehabilitation (Albert Street to Anderson Street and Dunbar Street to Robert Street) be accepted at a cost of \$53,000.00 (plus HST).

6(C.3) S2019-030 Utilities Easement for Private Landowner CON 10 LOT 23 PART 1 (Richardson)

Resolution #2019-284.08

That Council review the information as provided in Staff Report S2019-030 and;

That all provisions defined in Resolution #2019-209 as they pertain to a registered easement for the purpose of utility services connections n the private lands known as CON 10 LOT 23 PART 1 remain in effect.

6(C.4) S2019-031 Backup Generator for Municipal Office

Resolution #2019-284.09

THAT Council receive report S2019-031 dated October 9, 2019, regarding the Backup Generator;

AND THAT Council direct staff to proceed with the purchase of a backup diesel generator for the Community Centre located at 110 Main Street from RLS Controls Electrical Services at a total cost of \$88,045.00 (plus HST).

Item 6(C.5) moved into Committee of the Whole

6(D) BY-LAWS

6(D.1) Draft By-law - Establish and Regulate a Fire Department

[refer to Item 5(B.1) SSFD Fire Chief Andrew Torrance]

Resolution #2019-284.10

That the Draft By-law being a by-law to establish and regulate a fire department be brought back to the next regular meeting of Council for approval.

6(D.2) By-Law No. 2019-053 – Joint Service Agreement

[Draft By-law reviewed September 25, 2019]

Resolution #2019-284.11

That By-law No. 2019-053, Being a By-law to enter into a Joint Service Agreement between the Township of Perry, Township of Armour, Township of Ryerson, Village of Sundridge, Almaguin Chamber of Commerce, Municipality of Magnetawan, Village of Burk's Falls, Township of Strong, Village of South River, Municipality of Powassan and the Township of Joly for Economic Development Services, be approved.

6(D.3) By-law No. 2019-054 – Operation of Motorized Snow Vehicles

[Item 6D.3 discussed with BLEO September 25, 2019]

Resolution #2019-284.12

That By-law No. 2019-054 being a by-law to Regulate Govern or Prohibit the Operation of Motorized Snow Vehicles within the Corporation of the Village of Sundridge, be approved.

6(D.4) By-law No. 2019-055 – OCWA operation and Maintenance Services

[Item 6(D.4) discussed in Closed Session September 25, 2019]

Resolution #2019-284.13

That By-Law No. 2019-055, being a by-law to enter into an Agreement between the Ontario Clean Water Agency and the Corporation of the Village of Sundridge to provide management, operation and maintenance services for the Sundridge Sanitary Sewer System, be approved.

6(E) CORRESPONDENCE

Correspondence from Staff

6(E.1) Follow Up List – October 9, 2019

Resolution #2019-284.14

That the Follow Up list, for the October 9, 2019 Council Meeting be received.

Inter-Governmental Correspondence

6(E.2) Sundridge Strong Joly Arena and Hall – September 12, 2019

Resolution #2019-284.15

That the minutes of the September 12, 2019 SSJ Arena and Hall Meeting, be approved.

6(E.3) Ministry of Municipal Affairs and Housing – Building Code Services Transformation

Resolution #2019-284.16

That the correspondence from the Ministry of Municipal Affairs and Housing, be received.

6(E.4) Ministry of Natural Resources and Forestry – Proposed Changes to the Aggregate Resources Act

Resolution #2019-284.17

That the correspondence from the Ministry of Natural Resources and Forestry, be received.

6(E.5) Joint Building Committee – July Permit Summary

Resolution #2019-284.18

That the correspondence received from the Joint Building Committee, regarding Permit Summary for July 2019, be received.

6(E.6) Joint Building Committee – August Permit Summary

Resolution #2019-284.19

That the correspondence received from the Joint Building Committee, regarding Permit Summary for August 2019, be received.

6(E.7) Joint Building Committee – September 19, 2019

Resolution #2019-284.20

That the minutes of the regular meeting of the Joint Building Committee, be received.

Board and Agency Correspondence

None

Other Correspondence

6(E.8) Capital Plan Development Task Force – Update #29

Resolution #2019-284.21

That the correspondence from the Capital Plan Development Task Force, be received.

6(E.9) Digital Service Squad: A Free Resource for your Business

Resolution #2019-284.22

That the correspondence from 'Digital Main Street', be received.

6(E.10) Blue Sky Net

Resolution #2019-284.23

That the correspondence from Blue Sky Net, be received.

6(E.11) Town of Wasaga Beach – Resolution from the Township of McKellar re: Municipal Amalgamation

Resolution #2019-284.24

That the correspondence from The Town of Wasaga Beach, be received.

6(E.12) The Township of North GlenGarry – Pupil Accommodation Review Guideline

Resolution #2019-284.24

That the correspondence from The Township of North GlenGarry, be received.

6(E.13) The Municipality of Mississippi Mills – Reducing Litter & Waste in Our Communities

Resolution #2019-284.25

That the correspondence from the Municipality of Mississippi Mills, be received.

6(E.14) The Municipality of Chatham-Kent – Provincial Funding Cuts to Legal Aid Ontario

Resolution #2019-284.26

That the correspondence from the Municipality of Chatham-Kent, be received.

6(E.15) The Township of Zorra – Upper Thames River Conservation Authority (UTRCA)

Resolution #2019-284.27

That the correspondence from the Township of Zorra, be received.

Resolutions of Support

None

6(F) CONSIDERATION OF A CLOSED SESSION

None

7) APPROVAL OF CONSENT ITEMS

Resolution #2019-284

Moved By: Steven Hicks
Seconded By: Stephen Rawn

That Items listed as Consent Items for October 9, 2019 and the recommendations contained therein be adopted as Resolutions of Council; 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 #2019-285

Moved By: Barbara Belrose
Seconded By: Stephen Rawn

That Council resolve into Committee of the Whole.

Carried

9) COMMITTEE OF THE WHOLE

(9.1) Joint Building Committee – Emergency Hire of Part-time Building Inspector

[refer to Item 6(E.7) September 12, 2019 minutes of JBC]

Resolution #2019-286

Moved By: Steven Hicks
Seconded By: Barbara Belrose

That the Council for the Corporation of the Village of Sundridge approve of the emergency hire of Jeremy Bean as a Part-time Building Inspector, and;

That Council authorize the Mayor and Clerk Administrator to sign the respective Appointment By-law, being BY-LAW #2019-056.

Carried

- (9.2) Joint Building Committee – Inspection Vehicle Tender

[refer to Item 6(E.7) September 12, 2019 minutes of JBC]

Resolution #2019-287

Moved By: Barbara Belrose

Seconded By: Steven Hicks

That the Council for the Corporation of the Village of Sundridge support the JBC recommendation that a tender for an Inspection Vehicle be prepared, and that this item be included in the 2020 budget for purchase.

Carried

- (9.3) Security Camera - Sundridge Strong Union Public Library

[motion introduced by Stephen Rawn September 25, 2019]

Resolution #2019-288

Moved By: Stephen Rawn

Seconded By: Steven Hicks

That Council has discussed Item (9.3) Security Camera for the SSUPI and;

That appropriate signage be installed, and;

That the cost does not exceed \$2,000, and;

That options are explored for the optimum Digital Video Recorder Unit, and;

That staff bring a report back to Council for further discussion.

Carried

Deputy Mayor Rawn assumed the Chair

- (9.4) Utilities Easement for Private Landowner CON 10 LOT 23 PART 1 (Richardson)

*[Refer to Item 6(C.3) S2019-030 Utilities Easement for Private Landowner
CON 10 LOT 23 PART 1 (Richardson)]*

Motion to Reconsider

[Refer to September 25, 2019 Council Meeting]

Moved By: Steven Hicks

Seconded By: Stephen Rawn

That Resolution #2019-209 be reconsidered at the next regular meeting of council and;

That staff bring options back for Council to consider.

Carried.

Original Motion

Resolution #2019-209

Moved By: Shawn Jackson

Seconded By: Steven Hicks

That Council has discussed the request from the owner of the property noted above, as it relates to obtaining permission to cross the 1ft reserve for the purpose of utility services to be connected, and; That a legal agreement be entered into to grant permission via a registered easement to cross the 1ft reserve for the purpose of connecting the power line and the gas line, and;

That all costs associated with the agreement, the easement and the required survey be at the property owners expense, and that all conditions are to be adhered to by September 18, 2019.

Carried

Motion to Amend

Resolution #2019-289

Moved By: Steven Hicks

Seconded By: Stephen Rawn

That previous Resolution #2019-209 be amended by removing all provisions with regard to the private access (driveway) at the owner's request, and;

That the conditions pertaining to the utility's connections be amended by removing the provision for a survey to be completed and;

That the date September 18, 2019 be removed and that all conditions be adhered to by January 1, 2020.

Carried

Amended Motion

Resolution #2019-290

Moved By; Steven Hicks

Seconded By: Stephen Rawn

That Council has discussed the request from the owner of the property noted above, as it relates to obtaining permission to cross the 1ft reserve for the purpose of utility services to be connected and that a legal agreement be entered into to grant permission via a registered easement to cross the 1ft reserve for the purpose of connecting the power line and the gas line, and that all costs associated with the agreement, and the easement be at the property owners expense and that all conditions are to be adhered to by January 1, 2020.

Carried

Mayor Hall resumed the Chair

(9.5) Cemetery New Vault Entrance Quote

[Discussed at September 28, 2019 Tri Council Meeting]

Cemetery Winter Vault
Resolution #2019-018T

Moved By: Stephen Rawn
Seconded By: Barbara Belrose

Whereas Item 4.6 of the Tri-Council Meeting held on May 30, 2019 was to discuss the required renovation of the Strong Cemetery Winter Storage Vault to address health & Safety of the building, and;

Whereas a site visit was conducted on May 14, 2019 with a designer, contractor, Strong staff and Funeral Home staff, and

Whereas a preliminary maximum estimate to complete works has been established at \$20,000.00,

Therefore, be it resolved that the Village of Sundridge approve works to be completed on the Strong Cemetery Winter Storage Vault in 2019 to next exceed \$20,000.00 unless approved, and;

Furthermore, that the project cost share be split 50% Strong Township, 40% Village of Sundridge, 10% Township of Joy, with Sundridge's share being \$8,000.00 to be included in the 2019 Budget.

Carried.

Motion to Reconsider (amount of quote and municipal share)

Resolution #2019-291

Moved By: Steven Hicks
Seconded By: Barbara Belrose

That Resolution # 2019-018T be reconsidered.

Carried

Reconsidered Motion

Resolution #2019-292

Moved By: Steven Hicks
Seconded By: Barbara Belrose

Therefore, be it resolved that the Village of Sundridge approve works to be completed on the Strong Cemetery Winter Storage Vault in 2019 to not exceed \$30,000.00 before taxes unless approved, and;

Furthermore, that the project cost share be split 50% Strong Township, 40% Village of Sundridge, 10% Township of Joly, with Sundridge's share not to exceed \$12,000.00.
Carried

Deputy Mayor Rawn assumed the Chair

- (9.6) Staff Report S2019-033 Non-Profit Organization request for municipal funding commitments

Resolution #2019-293

Moved By: Steven Hicks
Seconded By: Barbara Belrose

That Council review the information provided in report S2019-033, and;

That Council authorize staff to continue to work with the N.O.A.H and assist the organization with navigating the established policies and planning requirements as it relates to this housing project, and;

That while Council in support of this project, at this time no financial assistance can be offered due to the municipality does not have an adopted Official Plan and a CIP.
Carried

- (9.7) Staff Report S2019-034 Sanitary Sewer Capacity Study

Resolution #2019-294

Moved By: Steve Hicks
Seconded By: Barbara Belrose

That Council review the information provided in report S2019-034, and;

That Council authorize a sanitary sewer capacity study to be commenced at the earliest opportunity.
Carried

Mayor Hall resumed the Chair

6(C.5) S2019-032 Dog Park (Victoria Street Beach)

Resolution #2019-295

Moved by: Steven Hicks

Seconded by: Barbara Belrose

THAT Staff Report S2019-032 dated October 9, 2019 regarding the designation of a dog park be received;

AND THAT Council designate Victoria Street Beach as the Dog Park Area for the Village of Sundridge;

AND FURTHER THAT the following factors be considered in the designating By-law:

The area designated as the dog park require dogs to remain leashed and under the control of the owner and;

All provisions of the Animal Control By-law remain in effect

Signage be posted to designate the area and to indicate that owners are responsible for their dogs pursuant to the Animal Control By-law

A waste Receptacle be placed at the park

A Poop and Scoop stand be placed at the park

That the dog park area will remain unmaintained during the winter months, if used during this time it remains at the risk of the owner

Parking be monitored over the next 12 months and if issues arise additional consideration of this matter will be reviewed, and;

That this by-law be reviewed in 12 months time.

Carried

10) RISE FROM COMMITTEE OF THE WHOLE

Resolution #2019-296

Moved By: Steven Hicks

Seconded By: Stephen Rawn

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 #2019-297

Moved By: Steven Hicks
Seconded By: Barbara Belrose

That Council adopts the Committee of the Whole recommendations on October 9, 2019 as resolutions of Council.

Carried

12) ANNOUNCEMENTS

Lyle Hall

- Attended the AMO Conference and participated in 13 Ministerial Delegations regarding Health, Housing and Social Services.
- EMS Committee – their budget of Provincial Funding has been increased by 4%.
- PSDSSAB – Mental Health assessments have a 100 day wait time for appointments.
- Almaguin Highlands Health Centre (AHHCC) currently has a vacancy for an OTN nurse
- There was not a presence for the Sundridge & District Medical Centre at the recruitment fair in Sudbury.

Stephen Rawn

- Attended the ACED Gala on October 3, 2019.

Barbara Belrose

- Nothing at this time

Shawn Jackson

- Absent

Steven Hicks

- Nothing at this time

Nancy Austin, Clerk Administrator

- Reminder of the Joint Emergency Management Exercise for Council on October 18, 2019

13) INTRODUCTION OF FUTURE MOTIONS

Steve Hicks will introduce a motion to request information regarding the Strong Cemetery

- Structure
- Who is on committee?
- Is there an opportunity for Sundridge to have representation on this committee?

Lyle Hall will introduce a motion to request that the cost of the garbage pickup and recycling charges along with the cost to use the landfill be itemized on the tax bills.

14) CONFIRMING BY-LAW

Resolution #2019-298

Moved By: Steven Hicks
Seconded By: Stephen Rawn

That By-law No. 2019-057, being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its regular meeting of October 9, 2019, be adopted.

Carried

15) ADJOURNMENT

Resolution #2019-299

Moved By: Barbara Belrose
Seconded By: Stephen Rawn

That we do now adjourn 9:58 p.m. until the Council meeting on Wednesday, October 23, 2019, or at the call of the Mayor.

Carried

Lyle Hall, Mayor

Nancy Austin, Clerk Administrator