

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

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APRIL 24, 2019

<b>PRESENT: MAYOR:</b> Leslie GAMBLE	
<b>COUNCILLORS:</b> Kevin BURKE, Patricia HNATUIK, Glenda MASSICOTTE, Cheryl PHILLIPS, Dale RIVERS, Susan SONNENBURG	
<b>CLERK-ADMINISTRATOR:</b> Kim SLOSS	
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	Motion No: 2019-106 Moved By: G. MASSICOTTE Seconded By: K. BURKE WHEREAS there is a quorum of Council present and the time is 6:00 p.m.; BE IT RESOLVED THAT this regular meeting be open for business; AND THAT the minutes of the regular meeting of April 10, 2019 be approved. <b>CARRIED</b>
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Consent Agenda	Motion No: 2019-107 Moved By: C. PHILLIPS Seconded By: G. MASSICOTTE BE IT RESOLVED THAT item A1 contained on the consent agenda be adopted. <b>CARRIED</b>
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A1 – Accounts	Motion No: 2019-108 Moved By: C. PHILLIPS Seconded By: G. MASSICOTTE BE IT RESOLVED THAT the attached cheque registers totalling \$33,049.88 be approved as paid; AND THAT the cash disbursements report totalling \$29,243.10 be paid as funds permit. <b>CARRIED</b>
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A3 – Climate Protection	Motion No: 2019-109 Moved By: G. MASSICOTTE Seconded By: C. PHILLIPS WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI-Local Governments for Sustainability (ICLEI Canada) have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions; WHEREAS over 350 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994; WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results; BE IT RESOLVED THAT the Township of Sables-Spanish Rivers review the guidelines on PCP Member Benefits and Responsibilities and then communicate to FCM and ICLEI Canada its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework; BE IT FURTHER RESOLVED THAT the Township of Sables-Spanish Rivers appoint Patricia Deline and Kevin Burke to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality. <b>CARRIED</b>
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A2 – Donation to Massey Museum	Motion No: 2019-110 Moved By: S. SONNENBURG Seconded By: C. PHILLIPS BE IT RESOLVED THAT we confirm our annual donation to the Massey Area Museum of \$7,500.00; AND THAT a further donation be approved in the form of waived rental fees for the Sadowski Room on November 2, 2019 for their annual Christmas Craft Sale. <b>CARRIED</b>
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A4 – Council Rep on Museum Board	Motion No. 2019-111 Moved By: G. MASSICOTTE Seconded By: S. SONNENBURG BE IT RESOLVED THAT Les Gamble be appointed as Council representative in place of Glenda Massicotte on the Massey Area Museum Board for the remainder of this term. <b>CARRIED</b>
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E2 – Parks & Recreation Meeting Report	Motion No: 2019-112 Moved By: C. PHILLIPS Seconded By: K. BURKE BE IT RESOLVED THAT the attached Parks & Recreation Committee Meeting Report of March 20, 2019 be accepted. <b>CARRIED</b>
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THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

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APRIL 24, 2019

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E4 –	Motion No.	2019-113
Economic	Moved By:	S. SONNENBURG
Dev	Seconded By:	K. BURKE
Committee	BE IT RESOLVED THAT the attached Economic Development Committee Meeting Report of April 16, 2019 be	
Meeting	accepted.	
Report	<b>CARRIED</b>	

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Motion No:	2019-114
Moved By:	S. SONNENBURG
Seconded By:	G. MASSICOTTE
BE IT RESOLVED THAT this meeting be adjourned until the next regular meeting or call of the Chair.	
<b>CARRIED</b>	

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MAYOR – L. GAMBLE

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CLERK-ADMINISTRATOR – K. SLOSS

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
529 VISA - Brady Ropp, , , ,						
- SECURITY CAMERAS	VISA6620-3/27/19 (P	4/04/19	\$2,421.84	\$0.00	\$2,421.84	PAP
- OFFICE						
- P/W						
- WEBB LIBRARY						
Total Vendor Payment:			\$2,421.84	\$0.00	\$2,421.84	
Vendor Payment Method:			\$2,421.84	\$0.00	\$2,421.84	PAP
- WEEBLY						
- SMART SERVE						
- LCBO						
- SHELL-DRINKS						
Total Selected for Payment:			\$2,421.84	\$0.00	\$2,421.84	
Number of Cheques/eCheques:			1			

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
52	Royal Bank - GFS Service Centre, P.O. Box 6001, Station A, 1 Place Ville Marie - M1, MONTREAL, QC, H3C 3A9					
	RSP Lachance-03/19	4/05/19	\$342.58	\$0.00	\$342.58	PAP
Total Vendor Payment:			\$342.58	\$0.00	\$342.58	
Vendor Payment Method:			\$342.58	\$0.00	\$342.58	
Total Selected for Payment:			\$342.58	\$0.00	\$342.58	
Number of Cheques/eCheques:			1			

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
551 WSIB , , ,	Penalty-3/14/19 (PA	4/09/19	\$223.50	\$0.00	\$223.50	PAP
Total Vendor Payment:			\$223.50	\$0.00	\$223.50	
Vendor Payment Method:		PAP	\$223.50	\$0.00	\$223.50	
Total Selected for Payment:			\$223.50	\$0.00	\$223.50	
Number of Cheques/eCheques:		1				

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
193	Ontario Clean Water Agency, Accounts Receivable, 1 Yonge Street, Suite 1700, TORONTO, ON, M5E 1E5					
	INV000111935 (PAP	4/10/19	\$16,832.00	\$0.00	\$16,832.00	PAP
Total Vendor Payment:			\$16,832.00	\$0.00	\$16,832.00	
Vendor Payment Method:		PAP	\$16,832.00	\$0.00	\$16,832.00	
Total Selected for Payment:			\$16,832.00	\$0.00	\$16,832.00	
Number of Cheques/eCheques:		1				

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
22	Espanola Regional Hydro, 500 Second Line East, P.O. Box 9000, SAULT STE MARIE, ON, P6A 6P2					
	5127-2/19/19-Correct	4/11/19	\$3,378.40	\$0.00	\$3,378.40	EFT
	5127-3/19/19	4/11/19	\$6,718.82	\$0.00	\$6,718.82	EFT
Total Vendor Payment:			\$10,097.22	\$0.00	\$10,097.22	
Vendor Payment Method:		EFT	\$10,097.22	\$0.00	\$10,097.22	
Total Selected for Payment:			\$10,097.22	\$0.00	\$10,097.22	
Number of Cheques/Cheques:		1				

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
71	Hydro One, P.O. Box 4102, Station A, TORONTO, ON, M5W L3L					
	30637-4/5/19 (PAP)	4/18/19	\$47.71	\$0.00	\$47.71	PAP
	69069-4/11/19 (PAP)	4/18/19	\$233.84	\$0.00	\$233.84	PAP
	69271-4/11/19 (PAP)	4/18/19	\$1,127.46	\$0.00	\$1,127.46	PAP
	69574-4/8/19 (PAP)	4/18/19	\$1,525.35	\$0.00	\$1,525.35	PAP
	Total Vendor Payment:		\$2,934.36	\$0.00	\$2,934.36	
	Vendor Payment Method:	PAP	\$2,934.36	\$0.00	\$2,934.36	
520	EASTLINK, PO BOX 5800, SUDBURY, ON,					
	08457182 (PAP)	4/18/19	\$38.02	\$0.00	\$38.02	PAP
	08518961 (PAP)	4/18/19	\$160.36	\$0.00	\$160.36	PAP
	Total Vendor Payment:		\$198.38	\$0.00	\$198.38	
	Vendor Payment Method:	PAP	\$198.38	\$0.00	\$198.38	
	Total Selected for Payment:		\$3,132.74	\$0.00	\$3,132.74	
	Number of Cheques/eCheques:	2				



**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

							Payment
	Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
1	Blair Ramsay, 43 Miron Rd, Box 7084, McKerrow, ON, P0P 1M0						
		DZ Medical-04/19	4/18/19	\$140.00	\$0.00	\$140.00	Cheque
	Total Vendor Payment:			\$140.00	\$0.00	\$140.00	
	Vendor Payment Method:	Cheque		\$140.00	\$0.00	\$140.00	
1	Globe Realty Holdings Ltd., c/o Jones Lang Lasalle, 200 Wellington St West - Suite 605, Toronto, ON, M5E 1G4						
		Vacancy Rebate 201	4/18/19	\$679.04	\$0.00	\$679.04	Cheque
	Total Vendor Payment:			\$679.04	\$0.00	\$679.04	
	Vendor Payment Method:	Cheque		\$679.04	\$0.00	\$679.04	
2	Patricia Deline, P.O. Box 472, SPANISH, ON, P0P 2A0						
		Mileage-4/19	4/18/19	\$27.60	\$0.00	\$27.60	EFT
	Total Vendor Payment:			\$27.60	\$0.00	\$27.60	
	Vendor Payment Method:	EFT		\$27.60	\$0.00	\$27.60	
11	Bell Mobility, P.O. Box 5102, BURLINGTON, ON, L7R 4R7						
		503729505-4/1/19 (P	4/18/19	\$146.47	\$0.00	\$146.47	PAP
	Total Vendor Payment:			\$146.47	\$0.00	\$146.47	
	Vendor Payment Method:	PAP		\$146.47	\$0.00	\$146.47	
15	Strongco Equipment, 1640 Enterprise Road, MISSISSAUGA, ON, L4W 4L4						
		90713333	4/18/19	\$415.06	\$0.00	\$415.06	EFT
		90713975	4/18/19	\$1,112.45	\$0.00	\$1,112.45	EFT
		90714587	4/18/19	\$87.04	\$0.00	\$87.04	EFT
	Total Vendor Payment:			\$1,614.55	\$0.00	\$1,614.55	
	Vendor Payment Method:	EFT		\$1,614.55	\$0.00	\$1,614.55	
35	Massey Home Hardware, , P.O. Box 668, MASSEY, ON, P0P 1P0						
		91290	4/18/19	\$58.05	\$0.00	\$58.05	Cheque
		91293	4/18/19	\$114.08	\$0.00	\$114.08	Cheque
		91299	4/18/19	\$0.89	\$0.00	\$0.89	Cheque
		91300	4/18/19	\$10.60	\$0.00	\$10.60	Cheque
		91301	4/18/19	\$11.85	\$0.00	\$11.85	Cheque
		91306	4/18/19	\$11.83	\$0.00	\$11.83	Cheque
		91307	4/18/19	\$3.60	\$0.00	\$3.60	Cheque
		91310	4/18/19	\$5.18	\$0.00	\$5.18	Cheque
		91314	4/18/19	\$33.26	\$0.00	\$33.26	Cheque
		91323	4/18/19	\$5.64	\$0.00	\$5.64	Cheque
		91350	4/18/19	\$4.16	\$0.00	\$4.16	Cheque
		91351	4/18/19	\$32.37	\$0.00	\$32.37	Cheque
		91377	4/18/19	\$31.62	\$0.00	\$31.62	Cheque
		91383	4/18/19	\$7.33	\$0.00	\$7.33	Cheque
		91385	4/18/19	\$33.89	\$0.00	\$33.89	Cheque
		91388	4/18/19	\$7.33	\$0.00	\$7.33	Cheque
		91405	4/18/19	\$3.38	\$0.00	\$3.38	Cheque
		91408	4/18/19	\$14.08	\$0.00	\$14.08	Cheque
		91419	4/18/19	\$6.77	\$0.00	\$6.77	Cheque

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
Total Vendor Payment:			\$395.91	\$0.00	\$395.91	
Vendor Payment Method: Cheque			\$395.91	\$0.00	\$395.91	
36	Massey Wholesale, P.O. Box 10, MASSEY, ON, P0P 1P0 1032416	4/18/19	\$11.96	\$0.00	\$11.96	EFT
Total Vendor Payment:			\$11.96	\$0.00	\$11.96	
Vendor Payment Method: EFT			\$11.96	\$0.00	\$11.96	
41	Tru-Nor Truck Centres, 1035 Falconbridge Road, SUDBURY, ON, P3A 4M9 19049SU	4/18/19	\$292.34	\$0.00	\$292.34	EFT
Total Vendor Payment:			\$292.34	\$0.00	\$292.34	
Vendor Payment Method: EFT			\$292.34	\$0.00	\$292.34	
42	Northern Uniform Service, 2230 Algonquin Road, SUDBURY, ON, P3E 4Z6 0216893	4/18/19	\$21.27	\$0.00	\$21.27	EFT
	0218645	4/18/19	\$43.13	\$0.00	\$43.13	EFT
Total Vendor Payment:			\$64.40	\$0.00	\$64.40	
Vendor Payment Method: EFT			\$64.40	\$0.00	\$64.40	
51	Sonnenburg Rona Building Centre, 155 Sable Street, MASSEY, ON, P0P 1P0 0195893	4/18/19	\$146.73	\$0.00	\$146.73	Cheque
	0195897	4/18/19	\$19.29	\$0.00	\$19.29	Cheque
	0195901	4/18/19	(\$35.02)	\$0.00	(\$35.02)	Cheque
Total Vendor Payment:			\$131.00	\$0.00	\$131.00	
Vendor Payment Method: Cheque			\$131.00	\$0.00	\$131.00	
64	Tracks & Wheels Equipment Brokers Inc., P.O. Box 2592, Station A, SUDBURY, ON, P3A 4S9 P33231	4/18/19	\$790.10	\$0.00	\$790.10	EFT
Total Vendor Payment:			\$790.10	\$0.00	\$790.10	
Vendor Payment Method: EFT			\$790.10	\$0.00	\$790.10	
67	Walford Truck-N-Tractor, BOX 218, SPANISH, ON, P0P 2A0 15980	4/18/19	\$987.90	\$0.00	\$987.90	EFT
Total Vendor Payment:			\$987.90	\$0.00	\$987.90	
Vendor Payment Method: EFT			\$987.90	\$0.00	\$987.90	
124	Wat Supplies, 1558775 Ontario Limited, 80 National Drive, GARSON, ON, P3L 1M5 200705	4/18/19	\$530.74	\$0.00	\$530.74	EFT
Total Vendor Payment:			\$530.74	\$0.00	\$530.74	
Vendor Payment Method: EFT			\$530.74	\$0.00	\$530.74	
176	Morris Sanftenberg Construction, General Delivery, WALFORD, ON, P0P 2E0 1007	4/18/19	\$542.40	\$0.00	\$542.40	EFT

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
Total Vendor Payment:			\$542.40	\$0.00	\$542.40	
Vendor Payment Method:			EFT	\$542.40	\$0.00	\$542.40
188	A.M.C.T.O. - Zone 7, , , ,					
	2019 Spring Worksh	4/18/19	\$95.00	\$0.00	\$95.00	Cheque
Total Vendor Payment:			\$95.00	\$0.00	\$95.00	
Vendor Payment Method:			Cheque	\$95.00	\$0.00	\$95.00
230	Northshore Tractor Ltd., 30 Calabogie Road, RR #4, ECHO BAY, ON, P0S 1C0					
	01-162040	4/18/19	\$168.18	\$0.00	\$168.18	EFT
Total Vendor Payment:			\$168.18	\$0.00	\$168.18	
Vendor Payment Method:			EFT	\$168.18	\$0.00	\$168.18
247	Espanola Regional Hydro, 598 Second Avenue, ESPANOLA, ON, P5E 1C4					
	2019-LDC-10	4/18/19	\$1,484.47	\$0.00	\$1,484.47	EFT
Total Vendor Payment:			\$1,484.47	\$0.00	\$1,484.47	
Vendor Payment Method:			EFT	\$1,484.47	\$0.00	\$1,484.47
279	Cosmos Glass Corporation, 176 Nolin Street, SUDBURY, ON, P3C 2V3					
	135811	4/18/19	\$875.75	\$0.00	\$875.75	Cheque
Total Vendor Payment:			\$875.75	\$0.00	\$875.75	
Vendor Payment Method:			Cheque	\$875.75	\$0.00	\$875.75
289	Dan's Electric Espanola Ltd., PO Box 5261, ESPANOLA, ON, P5E 1S3					
	5984	4/18/19	\$2,909.75	\$0.00	\$2,909.75	EFT
Total Vendor Payment:			\$2,909.75	\$0.00	\$2,909.75	
Vendor Payment Method:			EFT	\$2,909.75	\$0.00	\$2,909.75
440	Kenworth Truck Centre, 199 Mumford Drive, Unit E, LIVELY, ON, P3Y 1L2					
	04P15508	4/18/19	\$632.71	\$0.00	\$632.71	EFT
Total Vendor Payment:			\$632.71	\$0.00	\$632.71	
Vendor Payment Method:			EFT	\$632.71	\$0.00	\$632.71
551	WSIB, , , ,					
	WSIB-03/19 (PAP)	4/18/19	\$5,270.50	\$0.00	\$5,270.50	PAP
Total Vendor Payment:			\$5,270.50	\$0.00	\$5,270.50	
Vendor Payment Method:			PAP	\$5,270.50	\$0.00	\$5,270.50
566	C. Meier Construction, Box 816, Massey, ON, P0P 1P0					
	760865	4/18/19	\$310.75	\$0.00	\$310.75	Cheque
Total Vendor Payment:			\$310.75	\$0.00	\$310.75	
Vendor Payment Method:			Cheque	\$310.75	\$0.00	\$310.75

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

							Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount		Method
619	Phoenix Emergency Management Logic, 5 Beech Drive, Blind River, ON, P0R 1B0						
	2019-05-02	4/18/19	\$3,107.50	\$0.00	\$3,107.50		EFT
Total Vendor Payment:			\$3,107.50	\$0.00	\$3,107.50		
Vendor Payment Method:			EFT	\$3,107.50	\$0.00	\$3,107.50	
643	Ultramar, A Div of Parkland Fuel Corp., PO Box 4528, Stn "A", Toronto, ON, M5W 6A2						
	03124830965894	4/18/19	\$1,768.61	\$0.00	\$1,768.61		EFT
	03124830965895	4/18/19	\$1,859.14	\$0.00	\$1,859.14		EFT
	03124830965896	4/18/19	\$2,169.41	\$0.00	\$2,169.41		EFT
	03130516965892	4/18/19	\$753.61	\$0.00	\$753.61		EFT
	03130516965893	4/18/19	\$580.42	\$0.00	\$580.42		EFT
Total Vendor Payment:			\$7,131.19	\$0.00	\$7,131.19		
Vendor Payment Method:			EFT	\$7,131.19	\$0.00	\$7,131.19	
646	Carleton Uniforms Inc., 5 Costello Drive, Carleton Place, ON, K7C 0B4						
	91391	4/18/19	\$146.90	\$0.00	\$146.90		EFT
	91392	4/18/19	\$41.81	\$0.00	\$41.81		EFT
Total Vendor Payment:			\$188.71	\$0.00	\$188.71		
Vendor Payment Method:			EFT	\$188.71	\$0.00	\$188.71	
657	Jewel Sanftenberg, 11B Myhill Rd, Walford, ON, P0P 2E0						
	Mileage-03/19	4/18/19	\$135.24	\$0.00	\$135.24		EFT
Total Vendor Payment:			\$135.24	\$0.00	\$135.24		
Vendor Payment Method:			EFT	\$135.24	\$0.00	\$135.24	
674	Paul Panesar, 26 Young St., Box 247, Webbwood, ON, P0P 2G0						
	Cell Phone-4/1/19	4/18/19	\$73.45	\$0.00	\$73.45		EFT
Total Vendor Payment:			\$73.45	\$0.00	\$73.45		
Vendor Payment Method:			EFT	\$73.45	\$0.00	\$73.45	
705	RICOH, P.O. Box 1600 Streetsville RPO, Mississauga, ON, L5M 0M6						
	SCO92343213	4/18/19	\$149.54	\$0.00	\$149.54		EFT
Total Vendor Payment:			\$149.54	\$0.00	\$149.54		
Vendor Payment Method:			EFT	\$149.54	\$0.00	\$149.54	
713	Ontario Water Works Association, 507 Lakeshore Road East, Suite 215, Mississauga, ON, L5G 1H9						
	52-1249	4/18/19	\$355.95	\$0.00	\$355.95		Cheque
Total Vendor Payment:			\$355.95	\$0.00	\$355.95		
Vendor Payment Method:			Cheque	\$355.95	\$0.00	\$355.95	

**Township of Sables-Spanish Rivers**  
**A/P Preliminary Cash Disbursements**

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
Total Selected for Payment:			\$29,243.10	\$0.00	\$29,243.10	
Number of Cheques/eCheques:		29				

# Township of Sables-Spanish Rivers

Parks & Recreation Committee

Regular Meeting March 20<sup>th</sup> 2019 Council Chambers

Present: Dale Rivers, Cheryl Phillips, Glenda Massicote, Lawrence Massicote, Kevin Burke, Jayson Stewart, Vic Stressman, Staff: Brady Ropp

Call to order

Additions to agenda

Approval of minutes and agenda First: Jayson Second: Vic CARRIED

Declarations:

Old Business:

Brady provided a brief update in regards to the carnival, Overall Attendance was 500-600 and around \$450 was brought in after expenses through button sales.

Jayson updated the committee on his progress on the cell phone lockers. It was discussed this would be a great idea for protecting people's belongings such as wallets. Further investigation will be completed.

Correspondence:

Managers Report:

Brady provided a brief explanation of the bar profit share program,

Brady provided a memo in regards to viable options for the canteen, specifically leasing vs. municipally run. Examples of successful operated leased canteens were shared and Brady will investigate further.

Brady provide an update on the service building roof, the roof has now been repaired by the contractor and it appears that the roof will last us a few more years as no major damage was sustained

Brady provided a verbal report on the activity of the ice being keep in for the duration of march break. In general, the overall attendance to public on ice events was 118 and worked out an average of 6 per day. The overall net loss for keeping the ice was \$2846 plant and staffing costs

Elliot Lake minor hockey usage was explained to committee due to the their facility being closed. The city of Elliot Lake picked up the shortfall of required rentals for this week. We have been approached about housing their minor hockey system next if their arena doesn't reopen as a precautionary planning approach.

Elliot Lake has concluded their need for rentals this week so we will be pulling the ice starting Monday March 25<sup>th</sup>. The Last weekend of ice this weekend will include added skating times Friday Saturday and Sunday.

Strategic Planning and Marketing:

There was discussion by the committee that we will seeking ideas for strategic planning and ask that committee bring forward their ideas. There was some brief discussion about some upgrades to the Mouth Park

New Business:

Easter Egg Hunt Dale presented to the committee that the organizer of the Easter egg has stepped down and we would like to find someone to operate as it is a great community event. There will be

some contact and outreach by committee members to seek a new organizer, A call made be made via social media if all else fails.

July 1<sup>st</sup> celebrations: Dale presented a request by members of council that it would be beneficial to have celebrations attached to the firework display. Some discussion of food, entertainment and other activities would compliment the event. Brady had suggested that the fair board be approached as they are looking for ways to increase usage of the fair property. Vic relayed that the legion kitchen staff would be willing to help.

Next Meeting April 17<sup>th</sup> 2019 7:00pm council chambers

First: Kevin Second: Glenda CARRIED

Adjourn

# Memo

**To:** Council & Parks & Recreation Committee  
**From:** Brady Ropp C.I.T.  
**cc:** Kim Sloss  
**Date:** March 18, 2019  
**Re:** Profit Sharing Bar

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## Background

In 2005 I was tasked by the Arena Board to find solutions on how to increase bar revenue. The bar at that time was being used limited in comparison to people using special occasion permits, about 80% of rentals were special occasion permits. In light of this I decided to propose a system that I used in my previous municipality (which is still in use there) called profit sharing. The core concept was to keep the money in our facility rather than the renter walking with all the profits. The best rationale is it better to get 80% of something rather than 100% of nothing.

## Concept

The concept is fairly simple we would contribute back to the renter 20% of each drink sold .  
ex. with a \$2.50 drink the renter would receive .50 cents a drink. The appeal to this for the renter is due to the fact they can remove the headache of handling the bar and still receive something. The appeal for us is that we generate more revenue and the high point of the program we increased our revenue in hall rentals as well. The program acts like a service in the sense we are able to provide something to our customer's others venues may not.

## The High point of the established program

During the high point of the program when it became established and well used we were seeing the old norm of 80% special occasions permits completely reversed to 80% our license. On average we were generating \$17000 in bar revenue and \$4000 in profit per year. Topping out at \$31000 Revenue \$7000 profit.

## The Retooling of the Program

Council at the time wanted to retool the program as there was concern about higher pay outs to renters. The program was retooled to down below 10% share. The first year after retooling we dropped our revenue from \$31000 revenue \$7000 profit to \$13000 revenue \$2000 profit. The bar has remained on this course since it was retooled. We did eventually go back to the old program and we are once again gaining momentum but not to the point we were at its highest point of establishment.

Brady Ropp C.I.T. Parks & Recreation Coordinator



March Breakdown extended ice season March 4-17th  
Break down without Elliot Lake Rentals

<i>Attendance</i>	<i>Overall</i>	<i>Avg per day</i>	<i>Revenue Generated</i>	
Public skating attendance	84	6	\$	75.00
Shinny Attendance	34	2.4	\$	20.00
Adult Skate	0	0	\$	-
Total	118			

<i>Ice Rentals</i>	<i>Overall</i>	<i>Avg per day</i>	<i>Revenue Generated</i>	
	13.5 hours	1	\$	1,090.00

<i>Canteen Revenue</i>	\$	94.22	\$	18.84	\$	94.22
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Total Cost Plant	\$	2,844.00
Staff Arena	\$	997.00
Staff Canteen	\$	285.00
Total Costs	\$	4,126.00

Total Revenue	\$	1,279.22
Differnce/ Loss	-\$	2,846.78

With Elliot Lakes Rentals	March 18th Ttoal Revenue	\$	1,000.00
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Total Differnce /Loss	-\$	1,846.78
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As per request by council I have been asked to supply a few options in regards to the canteen particularity in relation to operating it ourselves vs leasing it out. Our actuals have been less favorable over the past years when it comes to profitability in the canteen. One of the major contributing factors has been directly related to minimum wage increase.

Leasing Option Would be a tender situation to see who is offering the most favorable option. The applicant would require liability insurance and WSIB.

**Pros:**

- The tender would alleviate the staff's involvement in the operation of the canteen
- Potentially would just generate revenue for the arena.
- Potentially could improve menu items.

**Cons:**

- Loss of Job Creation for Teens in community
- Loss of control over menu items
- Potential loss of operable hours
- Loss of control over pricing and quality
- Potential mid-season loss of tender.

**Municipally Run Canteen**

**Pros:**

- Job Creation for Local Teens
- Control of pricing
- Control Menu and Quality
- Better Control of Use and Maintenance of Equipment
- Control of operable Hours
- Gives us a service based approach for facility

**Cons:**

- Potential for loss in budget
- More involvement from staff in operation and ordering
- Employment related issues
- Higher expense for equipment maintenance

Conclusion: Overall both avenues have positives and negatives, operating ourselves allows for so much more control but also hurts the budget. The job creation for teens of meaningful work within our community is a huge positive. The glowing advantage to leasing is revenue with little expense, although the potential for a poorly run canteen, limited hours and the risk of loss with equipment if not properly cared for. Overall leasing tends to be a larger centre benefit than what our community reflects as we just don't create the volume in sales. I think both options are viable and essentially this boils down to choice, do we want to be a serviced based operation or a business.

Brady Ropp C.I.T. Parks & Recreation Coordinator

Economic Development Committee

Meeting Report

April 16, 2019

**Present:**

Susan Sonnenburg	Pat Hnatuik
Don More	Glenda Massicotte
Merri-Ann Hobbs	Kevin Burke
Brian Channon	Adam Martel
Charlene Puzak	

**Regrets:**

Les Gamble	Cynthia Stewart
Chad Sonnenburg	Tammy Manitowabi

**Old Business**

**SIGNAGE and BUDGET UPDATES**

- Twsp boundary :East/ West sign : put this on back burner for now as we need to look at designs first
- Susan confirmed Community board repairs being done by PWD
- River Rd/ Lee Valley sign to indicate business section w emoticons for restaurant/lodging/gas and washrooms Update: **Susan emailed Janet to update progress, no response yet**
- Garbage Can for Mouth park: One Bear proof garbage can is 1,700.00 plus tax one standard colour( **confirmed purchase**)
- Webpage/social media. Anne will develop this when she returns from holidays next week Targeting early May to be up and running if possible

**UPDATE OF PROJECTS**

**FARMERS MARKET**

Meeting on April 9, 2019

- Asked Brady for contact list to order T-shirts for Farmers market staff
- Updated group regarding Mennonites request for no music to be played at market. Concluded if we did have entertainment, it would be at Museum site while Mennonites would be staged at Heritage park
- PWD will install flags as per Mark
- Discussion about use of fruit /veg picture from internet, Brian will adjust as per request
- Discussed and decided on expanding Market into parking lot adjacent to Heritage Park, to accommodate larger displays. No need to block total lot. Can insert several more lots between east end of parking lot and Rona parking easily as per map provided by Kim Sloss
- Terms of Reference now completed and confirmed with Kim Sloss

- Brian gave copies of sample application form. This will be reviewed by group members and send feedback to Susan for next meeting May 7<sup>th</sup>
- Susan will circulate by email , calendar of FM dates so everyone can decide when they want to volunteer
  - Volunteers will be needed to be "on call" those days and to ensure market clean up completed at end of day

### **AGE FRIENDLY DESIGNATION**

Glenda Massicotte gave an update

- Group has discussed roles and responsibilities and milestones
- Reminded group that previous Ec Dev secured council resolution as initial step
- In progress are the following: access to funding, public acknowledgment of organization, developing a mission statement
- Researching other similar communities who have already completed phases in order to streamline tasks
- Working on phase 3 of plan : Community Action Plan
- Request for more members
- Next meeting April 29 ,2019

### **OTHER**

- Discussed other upgrades to community parks
- Concluded Susan will talk to Mark regarding mature trees requested last year for 3 parks(Massey/Walford/Webbwood)
- Suggested we work together with Parks and Rec regarding Mouth renos
- Will request new EDO work Fridays to accommodate market needs

**Next meeting is at 7pm on Tuesday May 21st**