

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

PRESENT: MAYOR: Leslie GAMBLE
COUNCILLORS: Kevin BURKE, Patricia HNATUIK, Glenda MASSICOTTE, Cheryl PHILLIPS, Dale RIVERS, Susan SONNENBURG
CLERK-ADMINISTRATOR: Kim SLOSS

Motion No: 2019-157
Moved By: S. SONNENBURG
Seconded By: C. PHILLIPS
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 May 22, 2019 be approved;
CARRIED

Delegation-Josh Blasutti - Freelandt Caldwell Reilly
Motion No. 2019-158
Moved By: C. PHILLIPS
Seconded By: S. SONNENBURG
BE IT RESOLVED THAT Josh Blasutti of Freelandt Caldwell Reilly be thanked for attending this meeting to present Council with the 2018 Financial Statements.
CARRIED

Add Canada Day to Regular Agenda
Motion No. 2019-159
Moved By: P. HNATUIK
Seconded By: S. SONNENBURG
BE IT RESOLVED THAT the following be added to the regular agenda:
- E2 Canada Day Celebrations.
CARRIED

Consent Agenda
Motion No. 2019-160
Moved By: S. SONNENBURG
Seconded By: K. BURKE
BE IT RESOLVED THAT items A1, A2, C1 and E1 contained on the consent agenda be adopted.
CARRIED

A1 - Accounts
Motion No: 2019-161
Moved By: S. SONNENBURG
Seconded By: K. BURKE
BE IT RESOLVED THAT the attached cheque registers totalling \$33,773.37 be approved as paid;
AND THAT the cash disbursements report totalling \$425,088.66 be paid as funds permit.
CARRIED

A2, C1 & E1 - Meeting Reports
Motion No: 2019-162
Moved By: S. SONNENBURG
Seconded By: K. BURKE
BE IT RESOLVED THAT the attached Meeting Reports be accepted:
- Finance Committee - May 27, 2019
- Public Works Committee - June 5, 2019
- Economic Development Committee - May 21, 2019
CARRIED

A3 - Notice of intent to adopt 2019 Budget
Motion No: 2019-163
Moved By: C. PHILLIPS
Seconded By: D. RIVERS
BE IT RESOLVED THAT the Council of the Corporation of the Township of Sables-Spanish Rivers hereby gives notice of the intention to adopt the 2019 Annual Budget pursuant to Section 290 of the Municipal Act, S.O. 2001, c. 25 at the regular meeting of June 26, 2019.
CARRIED

A4 - Video Recording of Meetings
Motion No. 2019-164
Moved By: S. SONNENBURG
Seconded By: K. BURKE
BE IT RESOLVED THAT staff be directed to proceed with obtaining required equipment to video record Council meetings from Espanola as offered, and try to offer this service.

- S. Sonnenburg - For
K. Burke - For
P. Hnatuik - Against
G. Massicotte - For
C. Phillips - Against
D. Rivers - Against
L. Gamble - Against

DEFEATED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

B1 – Volunteer Firefighter - Proctor
Motion No: 2019-165
Moved By: K. BURKE
Seconded By: P. HNATUIK
BE IT RESOLVED THAT Jarrett Proctor be appointed as a volunteer fire fighter, subject to the usual terms and conditions.
CARRIED

B2 – Fire Dept use of PW South Yard
Motion No. 2019-166
Moved By: S. SONNENBUG
Seconded By: C. PHILLIPS
BE IT RESOLVED THAT the Fire Department be given consent to utilize a portion of the Public Works South Yard for ground training, subject to the use and space being coordinated with the Public Works Department.
CARRIED

F1 – RFP Land Use Planner
Motion No. 2019-167
Moved By: K. BURKE
Seconded By: D. RIVERS
BE IT RESOLVED THAT the attached Request for Proposals for Land Use Planning Services be approved for circulation;
AND THAT staff provide a recommendation to Council.
CARRIED

E2 – Canada Day Celebrations
Motion No. 2019-168
Moved By: C. PHILLIPS
Seconded By: K. BURKE
BE IT RESOLVED THAT a donation be made for the Canada Day celebrations in the form of rental fees being waived for the use of the Massey and District Community Centre & Arena.
CARRIED

E2 – Canada Day budget
Motion No. 2019-169
Moved By: D. RIVERS
Seconded By: C. PHILLIPS
BE IT RESOLVED THAT a budget in the amount of \$3,000.00 be approved for Canada Day Celebrations.
CARRIED

Bylaws – 2019-24 & 25
1st/2nd Readings
Motion No: 2019-170
Moved By: P. HNATUIK
Seconded By: C. PHILLIPS
BE IT RESOLVED THAT the following bylaws be read a first and second time:
Bylaw 2019-24 – being a bylaw to establish a social media policy;
Bylaw 2019-25 – being a bylaw to establish tax ratios for 2019.
CARRIED

Bylaws – 2019-24 & 25
3RD & Final Readings
Motion No. 2019-171
Moved By: K. BURKE
Seconded By: D. RIVERS
BE IT RESOLVED THAT the following bylaws be read a third and final time and passed in open council:
Bylaw 2019-24 – being a bylaw to establish a social media policy;
Bylaw 2019-25 – being a bylaw to establish tax ratios for 2019.
CARRIED

Motion No. 2019-172
Moved By: K. BURKE
Seconded By: P. HNATUIK
BE IT RESOLVED THAT this meeting be adjourned until the next regular meeting or call of the Chair.
CARRIED

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

						Payment	
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method	
1	Dr. Clean Inc, 76 Loach's Road, Sudbury, ON, P3E 2P7 18494	5/23/19	\$3,531.25	\$0.00	\$3,531.25	Cheque	
Total Vendor Payment:			\$3,531.25	\$0.00	\$3,531.25		
Vendor Payment Method:		Cheque	\$3,531.25	\$0.00	\$3,531.25		
Total Selected for Payment:			\$3,531.25	\$0.00	\$3,531.25		
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	
4 Receiver General, Payroll Deductions, , ,	Payroll-5/15/19 (PAP	5/22/19	\$13,147.33	\$0.00	\$13,147.33	PAP	
Total Vendor Payment:			\$13,147.33	\$0.00	\$13,147.33		
Vendor Payment Method:		PAP	\$13,147.33	\$0.00	\$13,147.33		
Total Selected for Payment:			\$13,147.33	\$0.00	\$13,147.33		
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	
704	John Van Norman, Box 713, Massey, ON, P0P 1P0 Caretaker-05/19 (PA	5/28/19	\$476.00	\$0.00	\$476.00	PAP	
Total Vendor Payment:			\$476.00	\$0.00	\$476.00		
Vendor Payment Method:		PAP	\$476.00	\$0.00	\$476.00		
Total Selected for Payment:			\$476.00	\$0.00	\$476.00		
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		
10	Bell Canada, P.O. Box 9000, Stn Don Mills, NORTH YORK, ON, M3C 2X7							
	528957155-5/10/19 (6/05/19	\$57.63	\$0.00	\$57.63	PAP		
	Total Vendor Payment:		\$57.63	\$0.00	\$57.63			
	Vendor Payment Method:	PAP	\$57.63	\$0.00	\$57.63			
52	Royal Bank - GFS Service Centre, P.O. Box 6001, Station A, 1 Place Ville Marie - M1, MONTREAL, QC, H3C 3A9							
	RSP Lachance-05/19	6/05/19	\$281.44	\$0.00	\$281.44	PAP		
	Total Vendor Payment:		\$281.44	\$0.00	\$281.44			
	Vendor Payment Method:	PAP	\$281.44	\$0.00	\$281.44			
526	VISA - Kim Sloss, , , ,							
	-DRI CRASHPLAN VISA9952-5/27/19 (P	6/05/19	\$873.27	\$0.00	\$873.27	PAP		
	-MOTEL ROOM @ ZONE CONF.	Total Vendor Payment:	\$873.27	\$0.00	\$873.27			
	-WEBROOT VIRUS PROTECTION	Vendor Payment Method:	\$873.27	\$0.00	\$873.27	PAP		
528	VISA - Mark Van Breda, , , ,							
	-MOTEL ROOMS @ WATER CONF.	VISA4655-5/27/19 (P	6/05/19	\$839.72	\$0.00	\$839.72	PAP	
	-CUOR	Total Vendor Payment:	\$839.72	\$0.00	\$839.72			
	Vendor Payment Method:	PAP	\$839.72	\$0.00	\$839.72			
684	VISA - Paul Panesar, , , ,							
	-VEHICLE OPER. TRAINING	VISA1891-5/27/19 (P	6/05/19	\$69.57	\$0.00	\$69.57	PAP	
	Total Vendor Payment:		\$69.57	\$0.00	\$69.57			
	Vendor Payment Method:	PAP	\$69.57	\$0.00	\$69.57			
	Total Selected for Payment:		\$2,121.63	\$0.00	\$2,121.63			
	Number of Cheques/eCheques:	5						

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

							Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method	
4	Receiver General, Payroll Deductions, , , Payroll-5/31/19 (PAP)	6/06/19	\$12,743.44	\$0.00	\$12,743.44	PAP	
	Total Vendor Payment:		\$12,743.44	\$0.00	\$12,743.44		
	Vendor Payment Method:	PAP	\$12,743.44	\$0.00	\$12,743.44		
6	Minister of Finance - EHT, , , , EHT-05/19 (PAP)	6/06/19	\$1,753.72	\$0.00	\$1,753.72	PAP	
	Total Vendor Payment:		\$1,753.72	\$0.00	\$1,753.72		
	Vendor Payment Method:	PAP	\$1,753.72	\$0.00	\$1,753.72		
	Total Selected for Payment:		\$14,497.16	\$0.00	\$14,497.16		
	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	
10	Bell Canada, P.O. Box 9000, Stn Don Mills, NORTH YORK, ON, M3C 2X7						
	2073-5/28/19 (PAP)	6/07/19	\$54.25	\$0.00	\$54.25	PAP	
	2100-5/28/19 (PAP)	6/07/19	\$51.91	\$0.00	\$51.91	PAP	
	2300-5/28/19 (PAP)	6/07/19	\$301.36	\$0.00	\$301.36	PAP	
	2358-5/28/19 (PAP)	6/07/19	\$51.19	\$0.00	\$51.19	PAP	
	2646-5/28/19 (PAP)	6/07/19	\$445.08	\$0.00	\$445.08	PAP	
	3316-5/22/19 (PAP)	6/07/19	\$30.54	\$0.00	\$30.54	PAP	
	3491-5/28/19 (PAP)	6/07/19	\$49.94	\$0.00	\$49.94	PAP	
	Total Vendor Payment:		\$984.27	\$0.00	\$984.27		
	Vendor Payment Method:	PAP	\$984.27	\$0.00	\$984.27		
22	Espanola Regional Hydro, 500 Second Line East, P.O. Box 9000, SAULT STE MARIE, ON, P6A 6P2						
	5106-5/17/19	6/07/19	\$599.49	\$0.00	\$599.49	EFT	
	5109-5/17/19	6/07/19	\$543.06	\$0.00	\$543.06	EFT	
	5127-5/17/19	6/07/19	\$5,240.71	\$0.00	\$5,240.71	EFT	
	5134-5/17/19	6/07/19	\$3,576.52	\$0.00	\$3,576.52	EFT	
	84878-5/17/19	6/07/19	\$91.11	\$0.00	\$91.11	EFT	
	84884-5/17/19	6/07/19	\$2,318.59	\$0.00	\$2,318.59	EFT	
	86012-5/17/19	6/07/19	\$33.14	\$0.00	\$33.14	EFT	
	86106-5/17/19	6/07/19	\$50.33	\$0.00	\$50.33	EFT	
	904-5/17/19	6/07/19	\$438.15	\$0.00	\$438.15	EFT	
	906-5/17/19	6/07/19	\$207.87	\$0.00	\$207.87	EFT	
	912-5/17/19	6/07/19	\$105.95	\$0.00	\$105.95	EFT	
	Total Vendor Payment:		\$13,204.92	\$0.00	\$13,204.92		
	Vendor Payment Method:	EFT	\$13,204.92	\$0.00	\$13,204.92		
26	Huron Central Railway M2142, Case Postale 11524, Succursale Centre-Ville, MONTREAL, PQ, H3C 5N7						
	FL005922	6/07/19	\$744.00	\$0.00	\$744.00	EFT	
	Total Vendor Payment:		\$744.00	\$0.00	\$744.00		
	Vendor Payment Method:	EFT	\$744.00	\$0.00	\$744.00		
29	Janeway PharmaChoice, 180 Sauble St., Box 100, MASSEY, ON, P0P 1P0						
	332975	6/07/19	\$73.57	\$0.00	\$73.57	EFT	
	Total Vendor Payment:		\$73.57	\$0.00	\$73.57		
	Vendor Payment Method:	EFT	\$73.57	\$0.00	\$73.57		
30	J. Breen Coffee Service Ltd, 13 Perini Road, ELLIOT LAKE, ON, P5A 2T1						
	39804	6/07/19	\$41.69	\$0.00	\$41.69	EFT	
	Total Vendor Payment:		\$41.69	\$0.00	\$41.69		
	Vendor Payment Method:	EFT	\$41.69	\$0.00	\$41.69		
35	Massey Home Hardware, , P.O. Box 668, MASSEY, ON, P0P 1P0						
	91626	6/07/19	\$19.98	\$0.00	\$19.98	Cheque	
	91630	6/07/19	\$50.80	\$0.00	\$50.80	Cheque	
	91662	6/07/19	\$7.89	\$0.00	\$7.89	Cheque	
	91683	6/07/19	\$18.07	\$0.00	\$18.07	Cheque	
	91727	6/07/19	\$7.90	\$0.00	\$7.90	Cheque	

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
	91728	6/07/19	\$17.37	\$0.00	\$17.37	Cheque
	91736	6/07/19	\$27.64	\$0.00	\$27.64	Cheque
	91738	6/07/19	\$18.07	\$0.00	\$18.07	Cheque
	91753	6/07/19	\$66.50	\$0.00	\$66.50	Cheque
	91761	6/07/19	\$13.31	\$0.00	\$13.31	Cheque
	91762	6/07/19	\$6.20	\$0.00	\$6.20	Cheque
	91765	6/07/19	\$152.54	\$0.00	\$152.54	Cheque
	91774	6/07/19	\$15.80	\$0.00	\$15.80	Cheque
	91778	6/07/19	\$37.56	\$0.00	\$37.56	Cheque
	91785	6/07/19	\$18.07	\$0.00	\$18.07	Cheque
	91797	6/07/19	\$53.98	\$0.00	\$53.98	Cheque
	91800	6/07/19	\$23.70	\$0.00	\$23.70	Cheque
	91801	6/07/19	\$22.58	\$0.00	\$22.58	Cheque
	91807	6/07/19	\$57.61	\$0.00	\$57.61	Cheque
	91816	6/07/19	\$14.68	\$0.00	\$14.68	Cheque
	91829	6/07/19	\$13.55	\$0.00	\$13.55	Cheque
	Total Vendor Payment:		\$663.80	\$0.00	\$663.80	
	Vendor Payment Method:	Cheque	\$663.80	\$0.00	\$663.80	
38	Minister of Finance - Policing, P.O. Box 647, 33 King Street West, OSHAWA, ON, L1H 8X3					
	122305191407147	6/07/19	\$56,645.00	\$0.00	\$56,645.00	Cheque
	Total Vendor Payment:		\$56,645.00	\$0.00	\$56,645.00	
	Vendor Payment Method:	Cheque	\$56,645.00	\$0.00	\$56,645.00	
42	Northern Uniform Service, 2230 Algonquin Road, SUDBURY, ON, P3E 4Z6					
	0227806	6/07/19	\$21.27	\$0.00	\$21.27	EFT
	0231171	6/07/19	\$21.27	\$0.00	\$21.27	EFT
	Total Vendor Payment:		\$42.54	\$0.00	\$42.54	
	Vendor Payment Method:	EFT	\$42.54	\$0.00	\$42.54	
47	Purolator Courier, P.O. Box 1100, Etobicoke Postal Stn. A., ETOBICOKE, ON, M9C 5K2					
	441481699	6/07/19	\$43.75	\$0.00	\$43.75	EFT
	Total Vendor Payment:		\$43.75	\$0.00	\$43.75	
	Vendor Payment Method:	EFT	\$43.75	\$0.00	\$43.75	
49	Riverside Enterprises Ltd., 60 McCulloch Dr., Suite 2, ESPANOLA, ON, P5E 1J1					
	21280	6/07/19	\$21,364.84	\$0.00	\$21,364.84	EFT
	21281	6/07/19	\$1,028.30	\$0.00	\$1,028.30	EFT
	Total Vendor Payment:		\$22,393.14	\$0.00	\$22,393.14	
	Vendor Payment Method:	EFT	\$22,393.14	\$0.00	\$22,393.14	
51	Sonnenburg Rona Building Centre, 155 Sable Street, MASSEY, ON, P0P 1P0					
	0197462	6/07/19	\$13.55	\$0.00	\$13.55	Cheque
	0197463	6/07/19	\$269.81	\$0.00	\$269.81	Cheque
	0197518	6/07/19	\$49.70	\$0.00	\$49.70	Cheque
	0197666	6/07/19	\$84.78	\$0.00	\$84.78	Cheque
	1123977	6/07/19	\$17.50	\$0.00	\$17.50	Cheque

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

							Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount		Method
	1124789	6/07/19	\$46.78	\$0.00	\$46.78		Cheque
	1124820	6/07/19	\$5.93	\$0.00	\$5.93		Cheque
	Total Vendor Payment:		\$488.05	\$0.00	\$488.05		
	Vendor Payment Method:	Cheque	\$488.05	\$0.00	\$488.05		
59	GCR Tire Centres, PO Box 9311, Station A, TORONTO, ON, M5W 3M2						
	910-39960	6/07/19	\$445.22	\$0.00	\$445.22		EFT
	Total Vendor Payment:		\$445.22	\$0.00	\$445.22		
	Vendor Payment Method:	EFT	\$445.22	\$0.00	\$445.22		
62	Town of Espanola, 100 Tudhope Street, Suite 2, ESPANOLA, ON, P5E 1S6						
	2259	6/07/19	\$4,483.44	\$0.00	\$4,483.44		EFT
	Total Vendor Payment:		\$4,483.44	\$0.00	\$4,483.44		
	Vendor Payment Method:	EFT	\$4,483.44	\$0.00	\$4,483.44		
64	Tracks & Wheels Equipment Brokers Inc., P.O. Box 2592, Station A, SUDBURY, ON, P3A 4S9						
	P34560	6/07/19	\$2,245.63	\$0.00	\$2,245.63		EFT
	Total Vendor Payment:		\$2,245.63	\$0.00	\$2,245.63		
	Vendor Payment Method:	EFT	\$2,245.63	\$0.00	\$2,245.63		
65	NAPA Espanola, 350 Centre Street, ESPANOLA, ON, P5E 1G3						
	957-427448	6/07/19	\$248.49	\$0.00	\$248.49		EFT
	957-427942	6/07/19	\$51.93	\$0.00	\$51.93		EFT
	957-428158	6/07/19	\$33.13	\$0.00	\$33.13		EFT
	957-428640	6/07/19	\$32.23	\$0.00	\$32.23		EFT
	957-428803	6/07/19	\$42.93	\$0.00	\$42.93		EFT
	957-428879	6/07/19	\$71.50	\$0.00	\$71.50		EFT
	957-428884	6/07/19	\$43.15	\$0.00	\$43.15		EFT
	957-428965	6/07/19	(\$42.93)	\$0.00	(\$42.93)		EFT
	957-428967	6/07/19	\$96.56	\$0.00	\$96.56		EFT
	957-429006	6/07/19	\$41.72	\$0.00	\$41.72		EFT
	957-429411	6/07/19	\$103.65	\$0.00	\$103.65		EFT
	Total Vendor Payment:		\$722.36	\$0.00	\$722.36		
	Vendor Payment Method:	EFT	\$722.36	\$0.00	\$722.36		
67	Walford Truck-N-Tractor, BOX 218, SPANISH, ON, P0P 2A0						
	16212	6/07/19	\$543.11	\$0.00	\$543.11		EFT
	Total Vendor Payment:		\$543.11	\$0.00	\$543.11		
	Vendor Payment Method:	EFT	\$543.11	\$0.00	\$543.11		
71	Hydro One, P.O. Box 4102, Station A, TORONTO, ON, M5W L3L						
	30637-6/6/19 (PAP)	6/07/19	\$122.44	\$0.00	\$122.44		PAP
	69473-6/3/19 (PAP)	6/07/19	\$122.87	\$0.00	\$122.87		PAP
	69675-6/5/19 (PAP)	6/07/19	\$175.25	\$0.00	\$175.25		PAP
	Total Vendor Payment:		\$420.56	\$0.00	\$420.56		

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

Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Payment Method
Vendor Payment Method:		PAP	\$420.56	\$0.00	\$420.56	
79	Northern Communications, True Steel Security, 230 Alder Street, SUDBURY, ON, P3C 4J2					
	35500-06012019	6/07/19	\$919.15	\$0.00	\$919.15	EFT
Total Vendor Payment:			\$919.15	\$0.00	\$919.15	
Vendor Payment Method:		EFT	\$919.15	\$0.00	\$919.15	
84	Public Health Sudbury & Districts, Att: Accounts Receivable, 1300 Paris Street, SUDBURY, ON, P3E 3A3					
	RC020034500	6/07/19	\$9,984.00	\$0.00	\$9,984.00	Cheque
Total Vendor Payment:			\$9,984.00	\$0.00	\$9,984.00	
Vendor Payment Method:		Cheque	\$9,984.00	\$0.00	\$9,984.00	
85	Manitoulin-Sudbury DSSAB, 210 Mead Blvd, ESPANOLA, ON, P5E 1R9					
	IN000016645	6/07/19	\$55,085.59	\$0.00	\$55,085.59	EFT
Total Vendor Payment:			\$55,085.59	\$0.00	\$55,085.59	
Vendor Payment Method:		EFT	\$55,085.59	\$0.00	\$55,085.59	
86	Sun Life Assurance Company, Billing Department - Group Client Services, P.O. Box 11010 Station CV, MONTREAL, QC, H					
	053772-06/01/19	6/07/19	\$9,194.01	\$0.00	\$9,194.01	EFT
Total Vendor Payment:			\$9,194.01	\$0.00	\$9,194.01	
Vendor Payment Method:		EFT	\$9,194.01	\$0.00	\$9,194.01	
103	Shell Canada, Box 8, Postal Station M, CALGARY, AB, T2P 2H5					
	42683903 (PAP)	6/07/19	\$1,723.02	\$0.00	\$1,723.02	PAP
Total Vendor Payment:			\$1,723.02	\$0.00	\$1,723.02	
Vendor Payment Method:		PAP	\$1,723.02	\$0.00	\$1,723.02	
105	Weaver Simmons LLP, 233 Brady Street, Suite 400, SUDBURY, ON, P3B 4H5					
	78564-3	6/07/19	\$4,527.53	\$0.00	\$4,527.53	Cheque
Total Vendor Payment:			\$4,527.53	\$0.00	\$4,527.53	
Vendor Payment Method:		Cheque	\$4,527.53	\$0.00	\$4,527.53	
105	Weaver Simmons LLP, 233 Brady Street, Suite 400, SUDBURY, ON, P3B 4H5					
	File #78813-5/24/19	6/07/19	\$12.83	\$0.00	\$12.83	EFT
Total Vendor Payment:			\$12.83	\$0.00	\$12.83	
Vendor Payment Method:		EFT	\$12.83	\$0.00	\$12.83	
112	B & D Auto, PO Box 10, 51 Main Street, WEBBWOOD, ON, P0P 2G0					
	44406	6/07/19	\$904.00	\$0.00	\$904.00	Cheque
	44693	6/07/19	\$84.75	\$0.00	\$84.75	Cheque
	44717	6/07/19	\$141.25	\$0.00	\$141.25	Cheque
	44753	6/07/19	\$1,466.12	\$0.00	\$1,466.12	Cheque
Total Vendor Payment:			\$2,596.12	\$0.00	\$2,596.12	

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
	Vendor Payment Method:	Cheque	\$2,596.12	\$0.00	\$2,596.12	
113	Culligan, 450 Second Avenue, SUDBURY, ON, P3B 4A4					
	D-11054-Acct#32811	6/07/19	\$29.46	\$0.00	\$29.46	EFT
	Total Vendor Payment:		\$29.46	\$0.00	\$29.46	
	Vendor Payment Method:	EFT	\$29.46	\$0.00	\$29.46	
126	SPI Health and Safety Inc., Attn: Accounting, 60, Gaston-Dumoulin, BLAINVILLE, QC, J7C 0A3					
	10570158-00	6/07/19	\$163.85	\$0.00	\$163.85	EFT
	10575384-00	6/07/19	\$68.93	\$0.00	\$68.93	EFT
	Total Vendor Payment:		\$232.78	\$0.00	\$232.78	
	Vendor Payment Method:	EFT	\$232.78	\$0.00	\$232.78	
154	Reliance Home Comfort, Payment Processing Centre, Box 99 Commerce Court, TORONTO, ON, M5L 1L6					
	4307009-5/28/19 (PA	6/07/19	\$55.83	\$0.00	\$55.83	PAP
	Total Vendor Payment:		\$55.83	\$0.00	\$55.83	
	Vendor Payment Method:	PAP	\$55.83	\$0.00	\$55.83	
172	Conseil Scolaire Catholique du Nouvel-Ontario, 201 Jogues St, SUDBURY, ON, P3C 5L7					
	2019-02	6/07/19	\$6,783.11	\$0.00	\$6,783.11	EFT
	Total Vendor Payment:		\$6,783.11	\$0.00	\$6,783.11	
	Vendor Payment Method:	EFT	\$6,783.11	\$0.00	\$6,783.11	
173	Conseil Scolaire du district du Grand Nord, de l'Ontario, 296 Van Horne, SUDBURY, ON, P3B 1H9					
	2019-02	6/07/19	\$354.47	\$0.00	\$354.47	EFT
	Total Vendor Payment:		\$354.47	\$0.00	\$354.47	
	Vendor Payment Method:	EFT	\$354.47	\$0.00	\$354.47	
174	Rainbow District School Board, 408 Wembley Drive, SUDBURY, ON, P3E 1P2					
	2019-02	6/07/19	\$120,643.53	\$0.00	\$120,643.53	EFT
	Total Vendor Payment:		\$120,643.53	\$0.00	\$120,643.53	
	Vendor Payment Method:	EFT	\$120,643.53	\$0.00	\$120,643.53	
175	Huron-Superior Catholic District School Board, 90 Ontario Avenue, SAULT STE MARIE, ON, P6B 6G7					
	2019-02	6/07/19	\$25,649.65	\$0.00	\$25,649.65	EFT
	Total Vendor Payment:		\$25,649.65	\$0.00	\$25,649.65	
	Vendor Payment Method:	EFT	\$25,649.65	\$0.00	\$25,649.65	
176	Morris Sanftenberg Construction, General Delivery, WALFORD, ON, P0P 2E0					
	1030	6/07/19	\$33,931.64	\$0.00	\$33,931.64	EFT
	Total Vendor Payment:		\$33,931.64	\$0.00	\$33,931.64	
	Vendor Payment Method:	EFT	\$33,931.64	\$0.00	\$33,931.64	
193	Ontario Clean Water Agency, Accounts Receivable, 1 Yonge Street, Suite 1700, TORONTO, ON, M5E 1E5					

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
	INV000113462 (PAP)	6/07/19	\$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	
241	Odenback's Outdoor Contracting, General Delivery, 62 Walford Road, WALFORD, ON, P0P 2E0					
	15-5/31/19	6/07/19	\$715.27	\$0.00	\$715.27	EFT
	16-5/31/19	6/07/19	\$124.79	\$0.00	\$124.79	EFT
	17-5/31/19	6/07/19	\$218.21	\$0.00	\$218.21	EFT
	18-5/31/19	6/07/19	\$119.94	\$0.00	\$119.94	EFT
	19-5/31/19	6/07/19	\$118.76	\$0.00	\$118.76	EFT
	20-5/31/19	6/07/19	\$406.80	\$0.00	\$406.80	EFT
Total Vendor Payment:			\$1,703.77	\$0.00	\$1,703.77	
Vendor Payment Method:		EFT	\$1,703.77	\$0.00	\$1,703.77	
305	Around & About, 85 Centre Street, ESPANOLA, ON, P5E 1S4					
	0000039819	6/07/19	\$605.45	\$0.00	\$605.45	EFT
Total Vendor Payment:			\$605.45	\$0.00	\$605.45	
Vendor Payment Method:		EFT	\$605.45	\$0.00	\$605.45	
315	Corporate Express, C/O T0446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2					
	50575750	6/07/19	\$77.77	\$0.00	\$77.77	Cheque
	50581279	6/07/19	\$86.51	\$0.00	\$86.51	Cheque
	50582735	6/07/19	\$377.12	\$0.00	\$377.12	Cheque
	50600696	6/07/19	\$104.98	\$0.00	\$104.98	Cheque
Total Vendor Payment:			\$646.38	\$0.00	\$646.38	
Vendor Payment Method:		Cheque	\$646.38	\$0.00	\$646.38	
378	Flags Unlimited Corporation, 364 St. Vincent Street, Barrie, ON, L4M 4A5					
	274321	6/07/19	\$1,658.67	\$0.00	\$1,658.67	EFT
Total Vendor Payment:			\$1,658.67	\$0.00	\$1,658.67	
Vendor Payment Method:		EFT	\$1,658.67	\$0.00	\$1,658.67	
383	Seal King, PO Box 443, MASSEY, ON, P0P 1P0					
	2019-32	6/07/19	\$10,170.00	\$0.00	\$10,170.00	EFT
Total Vendor Payment:			\$10,170.00	\$0.00	\$10,170.00	
Vendor Payment Method:		EFT	\$10,170.00	\$0.00	\$10,170.00	
438	Wenrick Kennels, Box 640, 411 St. Agnes St. W., AZILDA, ON, P0M 1B0					
	2019-03	6/07/19	\$4,237.50	\$0.00	\$4,237.50	EFT
Total Vendor Payment:			\$4,237.50	\$0.00	\$4,237.50	
Vendor Payment Method:		EFT	\$4,237.50	\$0.00	\$4,237.50	
440	Kenworth Truck Centre, 199 Mumford Drive, Unit E, LIVELY, ON, P3Y 1L2					
	04P18357	6/07/19	\$646.41	\$0.00	\$646.41	EFT
	04P18358	6/07/19	\$47.09	\$0.00	\$47.09	EFT

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
	04P18902	6/07/19	\$76.28	\$0.00	\$76.28	EFT
	Total Vendor Payment:		\$769.78	\$0.00	\$769.78	
	Vendor Payment Method:	EFT	\$769.78	\$0.00	\$769.78	
466	Stericycle Inc, PO Box 1531, Station A, Toronto, ON, M5W 3N9					
	10000500965	6/07/19	\$389.07	\$0.00	\$389.07	EFT
	Total Vendor Payment:		\$389.07	\$0.00	\$389.07	
	Vendor Payment Method:	EFT	\$389.07	\$0.00	\$389.07	
511	Coyote Woodworks, 52 Lee Valley Rd, MASSEY, ON,					
	1517	6/07/19	\$465.56	\$0.00	\$465.56	EFT
	Total Vendor Payment:		\$465.56	\$0.00	\$465.56	
	Vendor Payment Method:	EFT	\$465.56	\$0.00	\$465.56	
520	EASTLINK, PO BOX 5800, SUDBURY, ON,					
	08815758 (PAP)	6/07/19	\$115.65	\$0.00	\$115.65	PAP
	08996456 (PAP)	6/07/19	\$38.02	\$0.00	\$38.02	PAP
	Total Vendor Payment:		\$153.67	\$0.00	\$153.67	
	Vendor Payment Method:	PAP	\$153.67	\$0.00	\$153.67	
551	WSIB, , , ,					
	WSIB-05/19 (PAP)	6/07/19	\$4,451.03	\$0.00	\$4,451.03	PAP
	Total Vendor Payment:		\$4,451.03	\$0.00	\$4,451.03	
	Vendor Payment Method:	PAP	\$4,451.03	\$0.00	\$4,451.03	
570	Steve Kovacs, PO Box 86, 372 Old Webbwood Road, Webbwood, ON, P0P 2G0					
	PropertyTaxRefund-5	6/07/19	\$1,000.00	\$0.00	\$1,000.00	Cheque
	Total Vendor Payment:		\$1,000.00	\$0.00	\$1,000.00	
	Vendor Payment Method:	Cheque	\$1,000.00	\$0.00	\$1,000.00	
643	Ultramar, A Div of Parkland Fuel Corp., PO Box 4528, Stn "A", Toronto, ON, M5W 6A2					
	03124830965906	6/07/19	\$2,000.28	\$0.00	\$2,000.28	EFT
	03124830965907	6/07/19	\$1,611.35	\$0.00	\$1,611.35	EFT
	03124830965908	6/07/19	\$1,574.02	\$0.00	\$1,574.02	EFT
	03130516965905	6/07/19	\$469.96	\$0.00	\$469.96	EFT
	Total Vendor Payment:		\$5,655.61	\$0.00	\$5,655.61	
	Vendor Payment Method:	EFT	\$5,655.61	\$0.00	\$5,655.61	
657	Jewel Sanftenberg, 11B Myhill Rd, Walford, ON, P0P 2E0					
	Mileage-04/19	6/07/19	\$317.40	\$0.00	\$317.40	EFT
	Total Vendor Payment:		\$317.40	\$0.00	\$317.40	
	Vendor Payment Method:	EFT	\$317.40	\$0.00	\$317.40	
678	Greg Dorion, Box 136, Webbwood, ON, P0P 2G0					

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
	Burial Fee-6/7/19	6/07/19	\$125.00	\$0.00	\$125.00	Cheque
Total Vendor Payment:			\$125.00	\$0.00	\$125.00	
Vendor Payment Method:		Cheque	\$125.00	\$0.00	\$125.00	
Total Selected for Payment:			\$425,088.66	\$0.00	\$425,088.66	
Number of Cheques/eCheques:		49				

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

FINANCE COMMITTEE MEETING

PAGE 1

May 27, 2019

PRESENT: Mayor Les Gamble, Deputy Mayor Glenda Massicotte, Councillor Pat Hnatuik, Councillor Cheryl Phillips, Councillor Dale Rivers, Councillor Kevin Burke, Councillor Susan Sonnenburg.

Staff: Kim Sloss, Clerk-Administrator; Patricia Deline, Treasurer; Ruth Clare, Accounting Clerk.

The meeting began at 9:30 am

The Treasurer announced an addition to the agenda for today's meeting. Closed session was added to the agenda.

The meeting adjourned into closed session to discuss wages and staffing.

The closed session was adjourned and the regular committee meeting resumed.

2019 Budget Decisions

The Treasurer outlined the current net capital from taxation and options available to Council in order to reduce the cost to the taxpayer. Clarification was sought regarding the new backhoe for Public Works. The Finance Committee recommends that the backhoe be moved to 2020, and Public Works continue to rent a backhoe as needed for the remainder of 2019. This item can be discussed further when preparing for the 2020 budget needs at the Public Works Committee level.

The Finance Committee recommends that the \$16,938 remaining in the Roads Reserves at December 31, 2018, be brought forward into 2019 to be used where needed on the road resurfacing projects.

It was determined that no increase to water or sewer rates is required for 2019. There was discussion about finding alternative sources of water for watering plants on Sable Street in Massey and on Main Street in Webbwood during the summer. Water for this purpose is taken from the Massey water distribution system. There is provision in the user fees bylaw for the filling of tanks with water to be transported off of property. The fee for this is \$100.00 per fill-up. It was suggested that the Water Department be compensated for the water being used to water the plants during the summer. The Clerk-Administrator will speak to Public Works Director of Operations about alternative water sources for this purpose. As a result of this discussion, it was suggested that the 2020 Capital Budget include a provision for upgrading the well at the municipal office complex. This may involve drilling a new well. Further research will be conducted on this topic.

The Treasurer was directed to prepare the 2019 budget with a 3% increase in tax rates over 2018, and further to provide details of what the average residential property and the average farm property would be paying in property taxes using these rates. The Finance Committee recommends that Council give notice at the next regular Council meeting of its intention to adopt the 2019 budget at its meeting of June 26, 2019. A resolution of Council will be prepared to this effect and proper notice will be provided as per the Notice Bylaw.

Tax Policy Decisions

The Treasurer confirmed Council's decision to maintain the Farm Tax Ratio at 0.25. The Finance Committee recommends that the 2019 tax ratios be the same as the tax ratios for 2018. The Treasurer will prepare a bylaw for the next Council meeting to set the tax ratios for 2019.

Matured Loan Renewal Options

The 2013 Lee Valley Road Rehabilitation Loan with the Royal Bank is up for renewal. There are five years left on this loan. The Loan had been taken out in 2014 for a five-year term amortized over 10 years at a rate of 3.37%. The blended monthly payments were \$6,955.19. As of April 21, 2019, the remaining balance is \$398,553. Rather than pay out the loan, it was recommended

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THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

FINANCE COMMITTEE MEETING

PAGE 2

May 27, 2019

to renew the loan for the remaining five years. The new rate is 3.47% and the monthly payment would be \$7,029.85. The difference in the monthly payment is about \$75.00 more, which equates to approximately \$900 more per year. The Treasurer will contact the Royal Bank to prepare the necessary documents for the next Council meeting.

There was discussion about alternative lending facilities, including Infrastructure Ontario. Further research on this will be done for future long term debt. The Treasurer recommends that a Debt Management Policy be considered for adoption.

Senior and Elected Officials Workshop

The Clerk-Administrator provided information on a workshop that is available for emergency preparedness. The workshop would be presented by Jeff Edwards, our Emergency Management Coordinator. The Emergency Control Group already has training scheduled for Monday, June 3, 2019 in the morning. The Clerk-Administrator asked if Council would be interested in this workshop to be held in the afternoon. There was consensus that this workshop would be of value. The Clerk-Administrator will follow up with Mr. Edwards if he would be available for that time.

The meeting adjourned at 10:50 am.

Subsequent to meeting: When putting all of the recommendations from the Finance Committee meeting into the budget document, a calculation error was discovered. When corrected, the actual amount to be raised through taxation was \$4,298,665.00 which is \$231,686.00 more than the recommended 3% increase in tax rates would raise. It is recommended therefore that the 2019 budget be accepted as is with a deficit of \$231,686.00. The deficit will then flow through the accumulated surplus which has been building up through past years' surpluses. After discussing this with our auditors, it appears that we would still be in a favourable financial position going forward.

Township of Sables-Spanish Rivers

PUBLIC WORKS COMMITTEE
Roads/Water/Waste Management

AGENDA/ MEETING REPORT

Wednesday, June 5, 2019 at 6:00 p.m.

PRESENT: HNATUIK, Pat; MASSICOTTE, Glenda; PHILLIPS, Cheryl; RIVERS, Dale; BURKE, Kevin;
VAN BREDA, Mark

Brent St. Denis and Steve Holke would like to talk to the Committee about winter maintenance on Bass Point Road.

Mr. St. Denis handed information to the Committee members with some background information. The total length is approximately 700 meters in length. Currently there are four full time residents with the remaining weekenders both summer and winter. The tax revenue from this area is \$50 to \$60,000 per year. There is one new house being built between Mr. St. Denis and Mr. Holke's that will be a full time resident and there is another one planned to be built to the east of Mr. St. Denis. They have been plowing the road out for 15 years now, in stating this they indicated that they cannot find anyone to perform the winter maintenance. They say that the road is in good shape, it requires some gravel, brushing and the turnaround requires some work, They feel that the hill on the road is not any steeper than any other hill within the Township. The permanent residents share the cost for the winter maintenance.

A. ROADS

1. Winter Maintenance

As per the May meeting, I talked with the staff. They suggested having a truck and loader come in at 3:00 a.m. and stop at 6:30 a.m. and pick up snow in front of the businesses on Sables Street and Imperial Street South. They said it is best to start when the banks are low and do it for a few days in a row. In doing this it will hopefully prevent complaints from the business owners.

Some Committee members liked the idea of performing snow removal at this time. Councilor Rivers suggested the idea of an afternoon shift because it is successful in Espanola. Mark stated that the staff asked if they could bank 80 hours of lieu time as to the Working Conditions Policy of 40 hours. This would help keep the overtime costs down.

2. Sidewalk, Grove Street

For informational purposes, I have contacted David Spacek, WSP. I let him know that there are four panels on the sidewalk that was done last year are spalling.

This is for informational purposes. Councilor Massicotte indicated that the contractor was paid in full, Mark was unsure of any warranty period.

3. Heritage Park

For the past three years I have left the washrooms open and to date there has been very little damage done to them. Does the Committee want to keep them unlocked or to begin locking them up at night?

The Committee recommended leaving it open and if vandalism begins to shut it down at night.

4. Sign Pricing

As per the Policy, I must get three quotes for any work over \$1000.00. I have received the three quotes, Cedar Signs, \$5,163.70; Maximum Signs, \$3,431.75; BMR Manufacturing, \$3,811.80. All prices do not include taxes.

The Committee wants Mark to check if there are any freight charges, if not the Committee recommended the price from Maximum Signs.

5. Portable Toilet Pricing

For the past six years, portable toilets have been placed at Stewarts Store in Webbwood and at the Mouth Park. I have pricing from the two local suppliers, \$270.00 per month; 4 Seasons, \$230.00 per month. All prices do not include taxes.

For informational purposes.

6. Fences, Main Street

I met with Brent Bentley, he indicated that there has been damage to his chain link fence at his residence at 67 Main Street. He indicated that this is not only his but other fences along Main Street. I reviewed the area and it appears that two more fences were damaged. I believe that these were not damaged by the trackless (sidewalk plow) but by the loader while performing snow removal. Are we responsible for these repairs?

The Committee recommended that these individual homeowners can make a formal complaint.

7. Tree Removal Quotes

As per the Committee's request, I have received a quote from Tex-in-the-Trees regarding the removal of the trees on Brophy Street. Allmac Tree Service was \$2,500.00; Tex, \$2,800.00. All prices do not include taxes.

The Committee recommended the price of Tex in the Trees.

8. Calcium Bladder

For informational purposes, Perth Dust Control has contacted Shane Chatwell, Burpee-Mills Township, he will remove the product from the bladder and Perth will contact a local contractor to remove the bladder once it is empty.

For informational purposes.

9. John Linley

On May 22nd, we reviewed the Harmon Drain and Campbell-Track Drain for work that was done on these drains by the local farmers. Mr. Linley will write a letter to both of these farmers and they will be responsible for all repair costs to these drains.

The Committee recommended placing an advertisement in the Round and About indicating that the Municipal Drains are property of the Municipality and any work on the drains is illegal.

10. Surface Treatment Costs

Doug Gervais let me know that MSO has the contract for surface treatment for 2019. The costs are \$27.00 per cubic meter for aggregate and \$1.24 per kilo gram for binder. Therefore the cost per kilometer at a width of eight meters works out to be \$36,064.00 plus taxes. Duncor was \$78,000.00 more.

The Committee feels that MSO is being negligent towards the Municipality for the warranty work that they promised to the Municipality. Mark will contact Brad Fulton and ask when they plan on performing the warranty work. Mark let the Committee know that Mr. Fulton promised the Committee two years ago that they would perform the warranty work.

Additional Roads

Councilor Rivers asked if the speed bumps that are placed in the Heritage Park parking lot not be placed for this year as an experiment.

Councilor Rivers asked if a letter could be written to Rona as to why they park their trucks on Grove Street. These trucks block parking spots for residents that want to access the library and the post office.

Mark asked the Committee if he could get pricing to have someone come to Massey and train a staff member to evaluate employees on equipment and trucks. This is similar to a Train the Trainer.

B. WATER/ WASTE WATER

1. Webbwood Generator Quote

Attached is the quote from O.C.W.A. for the new generator for the Webbwood Lift Station as per the Capitol Budget.

The Committee recommended proceeding with the purchase.

2. Thaw Unit Pricing

Attached is a new quote to install the new thaw units in the houses in Massey that have the aqua flow units. The lump sum cost is \$900.00 per unit plus taxes. The previous price was \$630.00 per unit. The company had to seek out a new supplier for these units.

Mark let the Committee know that he will look for other suppliers and let the Committee know at the next meeting.

C. WASTE MANAGEMENT

D. EQUIPMENT

1. Front Tire #9

As per the last meeting, I indicated that a spare tire and rim should be purchased for #9. I sent out the three local suppliers, Provincial Tire, no bid; MSR Tire, no bid; GCR Tire, \$1,597.00 plus taxes.

The Committee recommended no to the new tire. Mark let the Committee know that there is one spare front tire for the three trucks.

2. Truck #12

In talking with Junior at Walford Truck and Tractor, he let me know that he can perform all of the work required for #12. The work is on the walking beams and suspension at a cost of \$12 to 15,000.00 plus taxes.

The Committee recommended Mark to get a quote from Regional Spring.

3. Blade Quote

For the past eight years the Township has purchased grader blades, winter maintenance blades, loader cutting edge and nuts and bolts from suppliers. I have contacted the following, Nortrax, no bid; Bruce Sales, no bid, E.S. Hubble, no bid; Strongco, no bid; White's Wear Parts, could not supply all required; CRD Creighton, \$11,980.05 plus taxes.

The Committee recommended the quote from CRD Creighton.

4. Bristle Quote

For the trackless broom, we go through two sets per year sweeping the streets. I have contacted two suppliers to provide 68 combination wafers and 2 straight wafers. Joe Johnson, no bid; CRD Creighton, \$1,045.78 plus taxes.

The Committee recommended the quote from CRD Creighton.

Additional Equipment

Mark let the Committee know that the shims for the mould board for the Volvo Grader need to be replaced. The new shims have been purchased and Mark planned on taking it to Walford Truck and Tractor to have the work done there. Mark let the Committee know that it might be wiser to get a price from Strongco for them to come to Massey and have them do the work and feels that it might be more economical having Strongco do the work. These people have done this work before and might take a day to do as compared to a week from Walford Truck and Tractor.

Mark let the Committee know that he has contacted Strongco. The regen system for the excavator is giving the operator some troubles lately. In talking with Strongco, they indicated that there is a prefilter for the regen system and feel that this filter might be plugged. Mark has made the arrangements to have them come to the job site to perform the work. Strongco let Mark know that the work should take about an hour to do.

E. CEMETERIES

F. BUILDING MAINTENANCE

Other:

- The next scheduled meeting is **Wednesday, July 3, 2019** at 6:00 p.m. or by the call of the Chair.

Economic Development Committee

Meeting Minutes

May 21st, 2019

Opening

The regular meeting of the Economic Development Committee was called to order at 7:00PM on May 21st, 2019 in Massey by Susan Sonnenburg.

Present

Susan Sonnenburg - Chair

Kevin Burke
Tammy Manitowabi
Lisa Hobbs
Adam Martel

Charlene Puzack
Don More
Glenda Massicotte
Chad Sonnenburg

Regrets

Cindy Stewart
Pat Hnatiuk
Leslie Gamble

Merri-Ann Hobbs
Lisa Perl
Brian Channon

Open Issues

1.) East West Sign

- a. Back to council
 - i. Adjust budget- will need more funds
 - ii. Consider adding Home of Broomball
 - iii. Consider using logo for picture
 1. Unable to obtain an acceptable falls picture
- b. Size: same as previous signs

2.) Directional signs with amenities

- a. Size
 - i. Same as the Skidoo Club signs
- b. Need 4 signs in total
 1. 2 sided at Government Road and Imperial
 2. 1 sided with Bridge/River street
 3. 1 sided on Lee Valley road
 - a. Discussion regarding asking Sagamok businesses if they want to be included
 - i. Tammy will advise Sagamok Ec. dev

3.) Community boards

- a. Need to increase the budget for these signs

- b. Get estimates to have Paul from public works make these boards enclosed in plexi glass to protect from the elements
- c. Size: Same size as previous boards
- d. These are available for purchase from ULINE
 - i. Prefer to source locally

4.) **Bear proof cans**

- a. On hold until council approves budget
- b. Discussion on how many are needed
 - i. 1 to be purchased pending council budget approval

New Business

- **Mouth Park (additions and revisions based on Parks N Rec list) 32000 budget**
 - Discussion regarding crusher fines vs matts
 - Matts are a better choice -**priority**
 - Consider using reclaimed pavement on the hill by the boat launch
 - Discussion regarding smoking/vaping/cannabis use in public area/children being present
 - Glenda will check with public health and advise on this
 - Need signage- **priority**
 - Consider children 12 and under must be accompanied by an adult
 - Smoking/cannabis use
 - Designated smoking areas
 - “Children at play” signs along the roadway
 - This is your beach please keep it clean sign
 - Discussion regarding portable toilets vs. permanent restroom facilities
 - Need to order handicapped portable toilets as well to improve accessibility
 - This portable toilet has a baby change table in it
 - **Portables make more sense than permanent**
 - Discussion regarding adding a pavilion
 - Tammy will find out the cost of the pavilions that Sagamok has erected
 - Discussion regarding location
 - Should be above the beach (Parking area)
 - Need to add more well anchored picnic tables-**priority**
 - Discussion regarding swimming lessons/lifeguard
 - Due to the restrictions this is not feasible at this time
 - Discussion regarding play area/equipment/Buoys- **-priority**
 - Use buoys to mark out a safe shallow zone for inexperienced swimmers
 - Can be put in and taken out
 - Won't block the river/allows boat passage

- Adding new playground equipment is a problem because of spring flooding.
 - Consider a container (Boat Box) of toys to be available for use- **priority**
 - Ask community members for donations? - discussion
 - Need to order 2 recycling receptacles
 - 1 located in parking area and 1 in the beach area- priority
- **Great Lakes Waterfront Trail (140 participants)**
 - Date: August 31, 2019 Between 1:30 and 3:30pm
 - We will host a water stop
 - Location will be at Heritage Park
 - Need to purchase cases of water
 - Send a request to council to attend
 - Direct cyclists to local amenities
 - Food, restrooms, mouth park, local shopping
 - Display local brochures of amenities

Updates:

Farmers Market

- **Grand Opening Ideas**
 - Invite media to attend
 - Interview on CBC radio
 - Roz at the moose
 - Formal invite to Twsp/Sagamok councils/Chief to attend
 - Invite Carol Hughes/Mike Mantha
- **Trash/recycling receptacles**
 - Approved to order Corrugated Plastic Trash Can- Three Bin, 84 Gallon
 - Uline.ca – Approx. cost \$370.00
- **Vendors**
 - 0 applications received to date
 - Sent out mass mailing to all residents (Call for Vendors)
- **Shirt sizes**
 - Updated- all sizes received
- **Advertising**
 - Approved advertisement for Farmers market patrons
- **Public Health permit**
 - Need to have a list of Vendors by June 4th

- **Hydro**
 - Ask public works about the hydro at Heritage Park
 - Working plugs
 - Accessible breakers
- **Benches/Waste Receptacle**
 - Recycling bins should be placed on the west facing wall of public restroom
 - Ask public works to place some crushed gravel/rocks in front to make it visually appealing
 - Ask public works about relocating tables and benches to improve accessibility to vendors.
- **Website and Facebook**
 - Ask Ann to update the website to include a deadline of June 4th for vendors' applications.

Age Friendly

- Update on age friendly designation
- Finalizing/ editing survey

Brainstorming Future Projects 2020

1. Investigate Township ownership of golf course
 - a. Contact Elliot Lake EDO to discuss pros and cons
 - b. Consider Age-Friendly possibilities for grants/funding
2. Development of Public Works South Yard
 - a. Consider converting to a public stop
 - i. RV's etc.
 - ii. Adding picnic tables
 - iii. Low cost/minimal upkeep required
 - iv. Possible future home of Farmers market
3. Community Garden
 - a. Sudbury District – Community Garden Network is very interested in helping out and has many programs available.
 - b. Age Friendly involvement/school children partners
 - c. Possibly donating produce back to community fresh food bank

Adjournment

Meeting was adjourned at 9:00PM by Susan Sonnenburg. Next Economic Development general meeting will be held on June 18th at 7:00pm. Next Farmers' Market meeting will be held on June 4th at 7:00pm. Next Age-Friendly meeting will be held on May 28th at 1:00pm. All meetings to be held in Council chambers.

Minutes submitted by: Lisa Hobbs

Approved by: Susan Sonnenburg

Farmer's Market Committee

Meeting Minutes

May 7, 2019

Opening

The regular meeting of the Farmer's Market Committee was called to order at 7:00PM on May 7, 2019 in Massey by Susan Sonnenburg.

Present

Susan Sonnenburg - Chair
Brian Channon
Cindy Stewart

Lisa Perl
Lisa Hobbs
Kevin Burke
Merri-Ann Hobbs
Tammy Manitowabi

Regrets

Charlene Puzak
Don More
Adam Martel

Open Issues

1.) Site Visit

- Discovered approx. 25 sites
- East parking lot perimeter approx. 5 larger sites

2.) New EDO Lisa Hobbs introduced to committee.

3.) Develop site map

- *Brady Ropp and Kim Sloss to work on mapping out specific sites.*

4.) Garbage during and after the market closes for the day.

- *Lisa Hobbs to look into recycling/waste bin combo.*

5.) No smoking signs

- *Available from the township*

6.) Committee member availability penciled in for the duration of the Farmers Market.

- *Lisa Hobbs to scan and email to all members*

7.) T-Shirts for Farmers Market

- Still need sizes

8.) Signage

- *Janet at Coyote Signs is working on it as well as the banners*

9.) Terms of Reference/Call for Vendors advertisement/Application – Approved by members

- *Lisa to make 50 copies of Call for Vendors flyer to distribute*

- *Add a refund of \$100 to local (Including Sagamok) vendors who attend 14/17 Farmers market dates.*
- *To be posted on Facebook and website May 8th.*

10.) Facebook/Website advertising

- *Follow up with Brady and Anne*

11.) Mail out flyer for Farmers Market

- *Discussed that it would be more beneficial to use this money to mail out a grand opening flyer instead of a call for vendors.*

New Business

Good attendance Rebate

- *Discussed refunding \$100 of the vendors fee if they are LOCAL and attend 14 out of the 17 days of the market.*

Design a “Grand Opening” Flyer for mail out

- *Lisa Hobbs will design and distribute to members for approval.*

Vendor sites

- *Members would like to fill up the vendors sites around the perimeter of the Heritage park first.*
- *Consideration to be given if vendors are requesting a specific site.*

Agenda for Next Meeting

- 1.) *Garbage Can/ Recycling Receptacle- updates*
- 2.) *Flyer for grand opening*
- 3.) *Map indicating vendor locations*

Adjournment

Meeting was adjourned at 7:52pm by Susan Sonnenburg. Will update progress at the Economic Development Committee Meeting on May 21st. Next General meeting will be held on June 11th, 2019

Minutes submitted by: Lisa Hobbs

Approved by: Susan Sonnenburg

Age Friendly Minutes

May 28th, 2019

Present:

Glenda Massicotte (Chair)
Patricia Hnatuik
Brian Kennedy

Katie Wiebenga
Eira Robinson
Paulette Houle

Regrets:

Harvey Trudeau (Chair of Elders)
Grace Manitowabi

Suzie Gross
Claudette Holden

Called to order at 1:00PM by Glenda Massicotte.

Declaration of conflict of Interest: NONE DECLARED

New Business:

Information provided by Katie

- **Discussion of different services that are available to members in the community**
 - *Breast screening van*
 - *Cancer treatment van*
 - *Program getting revamped*
 - *Katie will look into updated information*
 - *Paramedicine information sessions in the community*
 - *211 services*
 - *Social housing and direct shelter subsidy application*
 - *Discussion regarding accessibility of forms for people who are unable to leave their home/do not have internet access*
 - *Katie will look into what is available for these situations*
 - *Over the phone*
 - *Home visit?*
- **Discussion on how to advertise these services/activities in the community to reach members not on social media**
 - *Consider a "seniors' page on the website"?*
 - *Discussion regarding how we will know about events in the community to post on the site*
 - *Consider putting a sign up on the community boards letting people know if they have an event coming up they can submit information to us to post on our community page*
 - *Poster at the medical clinic – contact: Michelle Withers*
 - *Poster at the Webbwood Library community room – Contact: Linda Lendrum*

Discussion RE Survey

- *Have survey available for 3 weeks*
- *Need to have information sessions before the survey gets distributed*
 - *Discussion on where these are to be held*
- *EDO to compile results*
- *Distribution of survey*
 - *Pick up at local shops etc. (Paper copy)*
 - *Use survey monkey*
 - *Concerns regarding the name "survey monkey"*
 - *People may consider this to be SPAM and delete it*
 - *Katie will look into other free survey services with a more professional sounding name*
- *Need to have it out before summer so people will be more likely to participate*
- *Concerns re: length of survey*
 - *Use as many tick boxes as possible to make it quicker*
 - *Have a very strong statement at the beginning of the survey to stress WHY it is important and what the results will be used for*
- *Katie will revamp survey draft, implementing suggestions from committee and redistribute for final approval*

Discussion RE: Vision Statement

- *Brainstorming session*
- *Vision statement approved by committee*
 - *The Township of Sables-Spanish Rivers is an age-friendly, caring community that values and encompasses the needs of all ages while promoting independence.*

Discussion Re: Funding

- *Seniors Community Grant Program - New grants available*
 - *2 streams*
 - *1 - \$1000 - \$4000*
 - *2 – up to \$4000-\$25000 (80% covered)*
- *Would like Edo to apply for stream 1 grant to fund seniors exercise/activity*
 - *Lisa and Glenda to collaborate on this*
 - *Glenda has information on instructor costs etc.*
 - *Katie will help with the application process*

Meeting adjourned at: 3:00PM by Glenda Massicotte. Next meeting scheduled for Monday June 17th at 1:00Pm in council chambers.

Submitted by: Lisa Hobbs

Approved by: Glenda Massicotte



REQUEST FOR PROPOSALS

LAND USE PLANNING SERVICES

The Township of Sables-Spanish Rivers requires the services of a Registered Professional Planner (RPP) to provide land use planning services on an as-needed basis. Services may be provided by an individual or consulting firm who has a minimum of five years practical working experience in providing land use planning services to rural, and small urban municipalities in Northern Ontario.

The Planner will be responsible as the Township's agent, as required, for pre-consultation with applicants and in the review and processing of all types of planning applications as per the procedures prescribed in the Planning Act. Responsibilities may include the drafting of development agreements and implementing bylaws under the Planning Act and Municipal Act. The Planner will provide general planning advisory services on an as-needed basis to Council, municipal staff and the public.

Advisory services may include the statutory review and update of the Official Plan and Zoning Bylaw and the undertaking from time to time of special projects such as preparing a community improvement plan, or drafting planning-related bylaws. The Planner is expected to pro-actively inform the Township of emerging planning issues, funding opportunities and may facilitate and conduct education sessions for Council and staff.

Prospective applicants shall have an intimate working knowledge of the Planning Act, the Provincial Policy Statement and other planning-related legislation, Ontario Regulations and guidelines essential to providing high quality professional service and advice to Council, municipal staff, Indigenous communities, the general public, the real estate industry and applicants.

Interested parties shall provide a detailed proposal outlining the complete scope of services to be provided, reflecting the scope of elements set out in the position description, the related professional fees and ancillary costs, the proposed contractual arrangements, the qualifications and experience including a CV and company profile, and any limitations in meeting the performance requirements of the Township set out in the position description. A description of additional services that could be offered may also be provided.

Three references including an email address and telephone number shall be submitted with the proposal. The Township may conduct an interview in person or by other means.

Proposals may be received in hard-copy or by email to the address below and will be received until 12:00 p.m. on Thursday, July 4, 2019.

Kim Sloss, Clerk-Administrator
Township of Sables-Spanish Rivers
11 Birch Lake Road
Massey, ON P0P 1P0
Tel. 705-865-2646
Email : inquiries@sables-spanish.ca

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2019-24

Being a Bylaw to Establish a Social Media Policy

WHEREAS Section 10 of the Municipal Act, 2001, as amended, authorizes municipalities to pass bylaws regarding accountability and transparency of the municipality and its operations and of its local boards and their operations;

AND WHEREAS council deems it expedient to provide for a policy relating to the use of social media applications;

NOW THEREFORE the Council of the Corporation of the Township of Sables-Spanish Rivers ENACTS AS FOLLOWS:

1. That the Social Media Policy is hereby adopted, and attached hereto as Schedule 'A';
2. Schedule 'A' forms part of this bylaw.

READ A FIRST AND SECOND TIME THIS 12TH DAY OF JUNE, 2019.


MAYOR – L. GAMBLE


CLERK – K. SLOSS

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 12TH DAY OF JUNE, 2019.


MAYOR – L. GAMBLE


CLERK – K. SLOSS

**TOWNSHIP OF SABLES-SPANISH RIVERS
SOCIAL MEDIA POLICY**

POLICY STATEMENT:

The Township of Sables-Spanish Rivers is committed to delivering the highest quality municipal services and administration. This is done in a fashion that is transparent, accountable and with a focus on effective communication and customer service. As a result, the Township strives to provide open access to information about its policies, services and initiatives. The Township recognizes that social media applications are widely being utilized as new communication tools with the potential to provide the public with timely information. The Township is committed to disbursing information in a range of formats to reach a variety of stakeholders.

This policy establishes guidelines for the use of the social media applications specifically so that the disbursement of timely and accurate information is balanced with the Township's need to ensure that:

- a) The use of social media tools does not compromise public safety or the Township's image.
- b) The information provided through social media is in line with the Township's vision and guiding principles.
- c) Social media content does not violate individual privacy or conflict with existing municipal policies and by-laws or other regulations as applicable.
- d) Social media content posted on behalf of the Township is accurate, accessible, transparent and accountable.

DESCRIPTION:

Social media tools are third party internet based applications that enable collaboration and sharing of opinions, insights, images, information and experiences through real time conversations among individuals and groups.

Social media includes websites where people can post information, build community knowledge, discuss issues and network. These online communities include but are not limited to:

- Blogs or weblogs
- Bulletin boards
- Chat rooms
- Discussion groups
- Instant messaging
- Photo/video sites such as YouTube
- Social networking sites such as Facebook, Twitter, etc,
- Wiki

APPLICATION:

Social networking applications shall be executed following the same guidelines as other Township communication applications. The following information will be permitted:

- Information pertaining to the Township's business and events
- Information pertaining to Public Health and Safety (road closures, inclement weather, etc.)

GENERAL GUIDELINES:

The Clerk's Department shall be the lead department for the Township's online communication strategy and presence. All social media activity must be approved by the Clerk or his/her designate. The Clerk (or designate) will maintain and monitor the approved social media sites. Sites will be monitored during the Township of Sables-Spanish Rivers' regular office hours, Monday to Friday.

The Township of Sables-Spanish Rivers Social Media sites are provided on an "as is" and "as available" basis. The Township makes no representations or warranties of any kind, express or implied, as to the sites' operation or the information, content or materials included on these sites.

Login and passwords for the sites are confidential information and will be stored in the Clerk's office.

The Township of Sables-Spanish Rivers website (www.sables-spanish.ca) will remain the Township's primary and predominant internet presence for in-depth information, forms and online documents. All social media sites used will direct visitors back to the appropriate section of the website.

The Township's social networking content and comments containing any of the following forms of content shall be prohibited:

- Profane language or content
- Personal attacks on individuals or specific groups
- A violation of the Ontario Human Rights Code
- Content that promotes, fosters or perpetuates discrimination
- Sexual content or links to sexual content
- Encouragement of illegal activities
- Content related to promotions, sales, advertising not directly connected to the Township's events
- Content that promotes a particular candidate for municipal, provincial or federal election
- Information that may compromise the safety or security of the public or public systems
- Content that is believed to be inappropriate in the opinion of the Clerk's Department

EMPLOYEE EXPECTATIONS/PERSONAL RESPONSIBILITY:

For the purpose of this policy, "employee" shall include Township staff and Council members.

Use of an employee's Township email address, communicating in an official capacity, or discussing Township business, on personal or Township accounts, websites or networks, shall constitute conducting Township business.

Employees are discouraged from discussing Township business through personal social media accounts, website or networks. All Township business, whenever possible, should be conducted through corporate social media accounts by the appropriate Department and the Clerk.

When using social media or other online mediums, Township staff will conduct themselves in a manner that conforms to the Township's health and safety policies passed under the Occupational Health and Safety Act.

Employees should be cautious and aware of the following:

- Submissions are often permanent. Previous comments, thought deleted can be found through search engines.
- The laws of privacy, libel, copyright, human rights as well as the Charter of Rights and Freedoms apply online.
- If making online submissions using Township equipment or in any way referring to a professional relationship with the Township of Sables-Spanish Rivers, then employees are subject to the Township's policies and provincial and federal legislation as well as personally responsible for the content of their submissions.

No employee may post or publish confidential information. Confidential information may include such things as unpublished materials, documents & statistics, current and future projects, financials, facts and figures and other pertinent Township details. As employees you are bound by the terms of The Township of Sables-Spanish Rivers, its policies, plans and procedures, guidelines, codes, protocols and By-Laws.

RESPONSE TO PUBLIC INQUIRIES/COMMENTS:

Township employees will not respond directly to comments and inquiries that are generated by the public as a result of content posted on social media sites. The Clerk shall determine if an exception to this policy is required and shall make the response.

BREACH OF POLICY:

A breach of this policy by an employee is a matter that will result in disciplinary actions, up to and including termination.

DISCLAIMER:

The Corporation of the Township of Sables-Spanish Rivers is not responsible for comments made by subscribers or members related to its social media applications, and reserve the right to remove any content that is inappropriate for any reason and at any time. Third party social media sites are private businesses with their own terms of service and privacy policies. The Township does not accept responsibility for the operation of third party social media sites and is unable to guarantee the privacy of individuals who access content provided to such sites by the Township.

For the most part, user comments and messages posted to The Township of Sables-Spanish Rivers official social networking sites are considered transitory records and will not be kept as a permanent record by the Township. By using Sables-Spanish Rivers Social Media, users acknowledge and consent that their comments or messages may become part of the public record and used in official Township of Sables-Spanish Rivers documentation. It is at the Township's sole discretion as to which comments will be saved to form part of the Township's official business records.

The Township of Sables-Spanish Rivers will not be responsible for any losses or damages suffered as a result of using third party Social Media sites. Those using Social Media participate at their own risk and for their own benefit, and in so doing accept that they have no right of action against the Township of Sables-Spanish Rivers related to such use.

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BY-LAW NO. 2019-25

BEING A BY-LAW TO ESTABLISH TAX RATIOS
FOR PRESCRIBED PROPERTY CLASSES

WHEREAS the Corporation of the Township of Sables-Spanish Rivers is required to establish tax ratios pursuant to Subsection 308(2) of the Municipal Act, 2001 S. O. 2001, c.25, as amended (hereinafter referred to as the "Act");

AND WHEREAS the tax ratios determine the relative amount of taxation to be borne by each property class;

AND WHEREAS the property classes have been prescribed pursuant to Section 7 of the Assessment Act R. S. O. 1990, Chapter A.31, as amended (hereinafter referred to as the "Assessment Act");

NOW THEREFORE the Council of the Corporation of the Township of Sables-Spanish Rivers hereby enacts as follows:

1. That for the taxation year 2019 the tax ratio for property in:
 - a. the residential/farm property class is 1
 - b. the multi-residential property class is 1.7685
 - c. the commercial property class is 1.1
 - d. the landfill property class is 1
 - e. the industrial property class is 1.6867
 - f. the farmlands property class is .25
 - g. the managed forests property class is .25
2. This Bylaw shall come into force and take effect upon January 1, 2019.

READ A FIRST AND SECOND TIME THIS 12th DAY OF JUNE 2019.



MAYOR - Leslie Gamble



CLERK-ADMINISTRATOR - Kim Sloss

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS
12th DAY OF June, 2019.



MAYOR - Leslie Gamble



CLERK-ADMINISTRATOR - Kim Sloss