

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

PAGE 1

OCTOBER 23, 2019

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

Motion No: 2019-317
Moved By: D. RIVERS
Seconded By: P. HNATUIK
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 October 9, 2019 be approved;
CARRIED

Add Fire
Dept
Equip
Repairs to
the
Agenda
Motion No. 2019-318
Moved By: G. MASSICOTTE
Seconded By: K. BURKE
BE IT RESOLVED THAT the following be added to the regular agenda:
B3 – Fire Dept. – Equipment Repairs
CARRIED

Consent
Agenda –
A1, A2,
B1 & E1
Motion No. 2019-319
Moved By: S. SONNENBURG
Seconded By: G. MASSICOTTE
BE IT RESOLVED THAT item A1, A2, B1 and E1 contained on the consent agenda be adopted.
CARRIED

A1 –
Accounts
Motion No: 2019-320
Moved By: S. SONNENBURG
Seconded By: G. MASSICOTTE
BE IT RESOLVED THAT the attached cheque registers totalling \$34,154.35 be approved as paid;
AND THAT the cash disbursements report totaling \$103,526.06 be paid as funds permit.
CARRIED

A2 –
Use of
Sadowski
Room for
Remembrance
Day
Motion No: 2019-321
Moved By: S. SONNENBURG
Seconded By: G. MASSICOTTE
BE IT RESOLVED THAT a donation be granted to the Royal Canadian Legion, Massey Branch in the form of rental fees being waived for the use of the Sadowski room of the Massey Arena for Remembrance Day.
CARRIED

B1 – Fire
Captains
Station #2
Motion No: 2019-322
Moved By: S. SONNENBURG
Seconded By: G. MASSICOTTE
BE IT RESOLVED THAT we concur with the recommendations of the Fire Chief and Assistant Fire Chief to have Rejean Laronde and Tim Valliere appointed as Captains for Station #2.
CARRIED

E1 –
Library
Board
Minutes
Motion No. 2019-323
Moved By: S. SONNENBURG
Seconded By: G. MASSICOTTE
BE IT RESOLVED THAT the following Meeting Report be accepted:
- Library Board – June 20, 2019.
CARRIED

Appoint
auditors -
DEFEATED
Motion No: 2019-324
Moved By: G. MASSICOTTE
Seconded By: D. RIVERS
BE IT RESOLVED a bylaw be drafted to appoint the firm of BakerTilly as municipal auditors for the year ending December 31, 2019.
Opposed - P. Hnatuik
Opposed - K. Burke
For - G. Massicotte
For - D. Rivers
Opposed - S. Sonnenburg
For - L. Gamble
DEFEATED

Tax Sale
SSR18-01
Motion No. 2019-325
Moved By: S. SONNENBURG
Seconded By: K. BURKE
WHEREAS tenders have been received with respect to property advertised for tax sale being described as PCL 13967 SEC SWS, Pt Broken Lt 11, Con 3, Harrow as in WP 7334, PIN 73424-0020 (LT);
BE IT RESOLVED THAT the tender of Lamar Jaggard, in the amount of \$58,325.00 plus applicable taxes be accepted.
CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

PAGE 2

OCTOBER 23, 2019

Tax Sale SSR18-05	Motion No. 2019-326 Moved By: G. MASSICOTTE Seconded By: S. SONNENBURG WHEREAS tenders have been received with respect to property advertised for tax sale being described as May, Con 4 Pt Lot 3, Pcl 991, PIN 73417-0010 (LT); BE IT RESOLVED THAT the tender of Ray Brubacher, in the amount of \$14,160.00 plus applicable taxes be accepted. CARRIED
Tax Sale SSR18-06	Motion No. 2019-327 Moved By: D. RIVERS Seconded By: P. HNATUIK WHEREAS tenders have been received with respect to property advertised for tax sale being described as Salter Section 9, PCL 17392A, PIN 73418-0096 (LT); BE IT RESOLVED THAT the tender of Champion Office Support Services Ltd, in the amount of \$23,100.00 plus applicable taxes be accepted. CARRIED
Tax Sale SSR18-12	Motion No. 2019-328 Moved By: S. SONNENBURG Seconded By: K. BURKE WHEREAS tenders have been received with respect to property advertised for tax sale being described as Hallam, Con 6, Lot 9, PCL 20897, RP SR2041, Part 2, PIN 73415-0144 (LT); BE IT RESOLVED THAT the tender of Katelyn Beaudoin, in the amount of \$16,676.00 plus applicable taxes be accepted. CARRIED
Tax Sale SSR18-13	Motion No. 2019-329 Moved By: P. HNATUIK Seconded By: D. RIVERS WHEREAS tenders have been received with respect to property advertised for tax sale being described as PM6 Pt Lots 38-39, RP53R9142, Parts 2-4, PCL 27770, PIN 73413-0288 (LT); BE IT RESOLVED THAT the tender of Bill McCormick and Joyce McCormick, in the amount of \$14,500.00 plus applicable taxes be accepted. CARRIED
Accept proposal for Emergency Management Services	Motion No: 2019-330 Moved By: S. SONNENBURG Seconded By: G. MASSICOTTE BE IT RESOLVED THAT we accept the proposal from Jeff Edwards of Phoenix Emergency Management Logic (PEML) to continue to provide emergency management services as our Community Emergency Management Coordinator, for a three-year term at the following cost: 2020 = \$11,000; 2021 = \$11,500; 2022 = \$11,500. CARRIED
Repairs to Fire Tanker #420	Motion No: 2019-331 Moved By: D. RIVERS Seconded By: K. BURKE BE IT RESOLVED THAT repairs to fire tanker #420 be approved as quoted at \$1,191.50 plus hst from A10 Fabrication. CARRIED
2019 Paving Projects – Rectify areas of concern	Motion No: 2019-332 Moved By: K. BURKE Seconded By: G. MASSICOTTE BE IT RESOLVED THAT with respect to the 2019 paving projects performed by Beamish Construction, Council has expressed concerns with the final product; AND WHEREAS Beamish Construction has offered to rectify either the areas of concern on Lee Valley Road or within the urban areas done, notwithstanding that these concerns were not previously relayed to the contractor before completion; BE IT RESOLVED THAT Council directs that all areas be rectified and we will negotiate further payment for the extra work. CARRIED
Accept resignation of Brady Ropp	Motion No: 2019-333 Moved By: S. SONNENBURG Seconded By: K. BURKE BE IT RESOLVED THAT we accept the resignation of Brady Ropp with regret, and wish him all the best in his future endeavors. CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

PAGE 3

OCTOBER 23, 2019

No liquor events at Arena until new management in place	Motion No: 2019-334 Moved By: G. MASSICOTTE Seconded By: S. SONNENBURG BE IT RESOLVED THAT no liquor licensed events shall be booked at the Massey and District Community Centre & Arena until new management is in place. CARRIED
Economic Dev Meeting Report	Motion No: 2019-335 Moved By: S. SONNENBURG Seconded By: K. BURKE BE IT RESOLVED THAT the Economic Development Committee Meeting Report of October 15, 2019 be accepted. CARRIED
Canteen Lease	Motion No: 2019-336 Moved By: P. HNATUIK Seconded By: G. MASSICOTTE BE IT RESOLVED THAT the proposal from Gail Tanzola & Tammy Jones for the lease of the Massey Arena Canteen for the 2019/2020 ice-in season, be accepted subject to the receipt of the following: - proof of completion of required Food Handler’s Course by all canteen operators - proof of liability insurance coverage - WSIB clearance certificate CARRIED
Bylaws: 2019-46 2019-47 1 st & 2 nd readings	Motion No. 2019-337 Moved By: S. SONNENBURG Seconded By: G. MASSICOTTE BE IT RESOLVED THAT the following bylaws be read a first and second time: Bylaw 2019-46 – being a bylaw to amend the building bylaw schedule of fees; Bylaw 2019-47 – being a bylaw to grant validation under the Planning Act for property in Harrow Township CARRIED
Bylaws: 2019-46 2019-47 3 rd & final readings	Motion No. 2019-338 Moved By: G. MASSICOTTE Seconded By: K. BURKE BE IT RESOLVED THAT the following bylaws be read a third and final time and passed in open council: Bylaw 2019-46 – being a bylaw to amend the building bylaw schedule of fees; Bylaw 2019-47 – being a bylaw to grant validation under the Planning Act for property in Harrow Township CARRIED
Closed Session	Motion No. 2019-339 Moved By: G. MASSICOTTE Seconded By: K. BURKE BE IT RESOLVED THAT we move into closed session to consider personal matters about identifiable individuals including municipal employees and council members, respecting the Parks & Recreation Department. CARRIED
***** <i>Motion 2019-340 was dealt with in closed session and is in a sealed envelope and filed in the office of the Clerk.</i> *****	
Open Session	Motion No. 2019-341 Moved By: S. SONNENBURG Seconded By: K. BURKE BE IT RESOLVED THAT this closed session be adjourned and the regular meeting resumed. CARRIED
	Motion No. 2019-342 Moved By: G. MASSICOTTE Seconded By: P. HNATUIK BE IT RESOLVED THAT this meeting be adjourned until the next regular meeting or call of the Chair. CARRIED

MAYOR – L. GAMBLE

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
526 VISA - Kim Sloss, , , ,	9952-09/27/19 (PAP)	10/10/19	\$858.53	\$0.00	\$858.53	PAP
- punch clocks						
- Namespro-renewal						
- Crash plan						
Total Vendor Payment:			\$858.53	\$0.00	\$858.53	
Vendor Payment Method:	PAP		\$858.53	\$0.00	\$858.53	
529 VISA - Brady Ropp, , , ,	6620-09/27/19 (PAP)	10/10/19	\$34.99	\$0.00	\$34.99	PAP
- Heaters						
Total Vendor Payment:			\$34.99	\$0.00	\$34.99	
Vendor Payment Method:	PAP		\$34.99	\$0.00	\$34.99	
684 VISA - Paul Panesar, , , ,	1891-09/27/19 (PAP)	10/10/19	\$158.30	\$0.00	\$158.30	PAP
- Powerade						
- water						
Total Vendor Payment:			\$158.30	\$0.00	\$158.30	
Vendor Payment Method:	PAP		\$158.30	\$0.00	\$158.30	
Total Selected for Payment:			\$1,051.82	\$0.00	\$1,051.82	
Number of Cheques/eCheques:	3					

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-9/30/19 (P	10/09/19		\$15,330.31	\$0.00	\$15,330.31	PAP
	Total Vendor Payment:			\$15,330.31	\$0.00	\$15,330.31	
	Vendor Payment Method:	PAP		\$15,330.31	\$0.00	\$15,330.31	
6	Minister of Finance - EHT, , , ,						
	EHT 9/30/19 (PAP)	10/09/19		\$2,133.24	\$0.00	\$2,133.24	PAP
	Total Vendor Payment:			\$2,133.24	\$0.00	\$2,133.24	
	Vendor Payment Method:	PAP		\$2,133.24	\$0.00	\$2,133.24	
52	Royal Bank - GFS Service Centre, P.O. Box 6001, Station A, 1 Place Ville Marie - M1, MONTREAL, QC, H3C 3A9						
	RSP LACHANCE - 0	10/09/19		\$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	
552	OMERS, , , ,						
	OMERS-09/30/19 (P	10/09/19		\$15,357.54	\$0.00	\$15,357.54	PAP
	Total Vendor Payment:			\$15,357.54	\$0.00	\$15,357.54	
	Vendor Payment Method:	PAP		\$15,357.54	\$0.00	\$15,357.54	
	Total Selected for Payment:			\$33,102.53	\$0.00	\$33,102.53	
	Number of Cheques/eCheques:	4					

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
1 Daniel Vaughan Toulouse, P.O.Box 841, Massey, ON, P0P1P0	00815300001-10/15/	10/18/19	\$37.00	\$0.00	\$37.00	Cheque
Total Vendor Payment:			\$37.00	\$0.00	\$37.00	
Vendor Payment Method:	Cheque		\$37.00	\$0.00	\$37.00	
1 Jeanine Heather Hnatuik, 310 Cedar St., P.O.Box 177, Massey, ON, P0P1P0	00818400002 - 10/15	10/18/19	\$168.49	\$0.00	\$168.49	Cheque
Total Vendor Payment:			\$168.49	\$0.00	\$168.49	
Vendor Payment Method:	Cheque		\$168.49	\$0.00	\$168.49	
1 United Rentals of Canada, INC, C/O T52638, P.O. Box 4526, Postal Station A, Toronto, ON, M5W 5Z9	174034979-001	10/18/19	\$2,003.35	\$0.00	\$2,003.35	Cheque
Total Vendor Payment:			\$2,003.35	\$0.00	\$2,003.35	
Vendor Payment Method:	Cheque		\$2,003.35	\$0.00	\$2,003.35	
10 Bell Canada, P.O. Box 9000, Stn Don Mills, NORTH YORK, ON, M3C 2X7	2073-9/28/19 (PAP)	10/18/19	\$56.06	\$0.00	\$56.06	PAP
	2100-9/28/19 (PAP)	10/18/19	\$48.98	\$0.00	\$48.98	PAP
	2300-9/28/19 (PAP)	10/18/19	\$294.84	\$0.00	\$294.84	PAP
	2358-9/28/19 (PAP)	10/18/19	\$67.90	\$0.00	\$67.90	PAP
	2646-9/28/19 (PAP)	10/18/19	\$427.79	\$0.00	\$427.79	PAP
	3491-9/28/19 (PAP)	10/18/19	\$48.49	\$0.00	\$48.49	PAP
	518195732 - 10/1/19	10/18/19	\$57.63	\$0.00	\$57.63	PAP
Total Vendor Payment:			\$1,001.69	\$0.00	\$1,001.69	
Vendor Payment Method:	PAP		\$1,001.69	\$0.00	\$1,001.69	
11 Bell Mobility, P.O. Box 5102, BURLINGTON, ON, L7R 4R7	503729505-10/1/19 (10/18/19	\$62.75	\$0.00	\$62.75	PAP
Total Vendor Payment:			\$62.75	\$0.00	\$62.75	
Vendor Payment Method:	PAP		\$62.75	\$0.00	\$62.75	
24 Garnet's Rent-All, 120 McCulloch Dr., ESPANOLA, ON, P5E 1J1	55569	10/18/19	\$47.19	\$0.00	\$47.19	EFT
Total Vendor Payment:			\$47.19	\$0.00	\$47.19	
Vendor Payment Method:	EFT		\$47.19	\$0.00	\$47.19	
33 Laurentian Business Products, 108-450 Notre Dame Avenue, SUDBURY, ON, P3C 5K8	333554	10/18/19	\$86.09	\$0.00	\$86.09	Cheque
Total Vendor Payment:			\$86.09	\$0.00	\$86.09	
Vendor Payment Method:	Cheque		\$86.09	\$0.00	\$86.09	
34 Faith Martell, 1226 Lee Valley Rd, RR#2, MASSEY, ON, P0P 1P0	Visioncare - 10/4/19	10/18/19	\$200.00	\$0.00	\$200.00	EFT
Total Vendor Payment:			\$200.00	\$0.00	\$200.00	

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
Vendor Payment Method:		EFT	\$200.00	\$0.00	\$200.00	
35	Massey Home Hardware, , P.O. Box 668, MASSEY, ON, P0P 1P0					
	92597	10/18/19	\$123.23	\$0.00	\$123.23	Cheque
	92618	10/18/19	\$14.10	\$0.00	\$14.10	Cheque
	92620	10/18/19	\$361.58	\$0.00	\$361.58	Cheque
	92622	10/18/19	\$196.59	\$0.00	\$196.59	Cheque
	92625	10/18/19	\$11.28	\$0.00	\$11.28	Cheque
	92633	10/18/19	\$6.76	\$0.00	\$6.76	Cheque
	92638	10/18/19	\$81.31	\$0.00	\$81.31	Cheque
	92639	10/18/19	\$29.70	\$0.00	\$29.70	Cheque
	92650	10/18/19	\$28.23	\$0.00	\$28.23	Cheque
	92658	10/18/19	\$10.15	\$0.00	\$10.15	Cheque
	92678	10/18/19	\$27.46	\$0.00	\$27.46	Cheque
	92682	10/18/19	\$7.33	\$0.00	\$7.33	Cheque
	92689	10/18/19	\$47.36	\$0.00	\$47.36	Cheque
	92708	10/18/19	\$21.89	\$0.00	\$21.89	Cheque
	92709	10/18/19	\$13.55	\$0.00	\$13.55	Cheque
	92719	10/18/19	\$5.98	\$0.00	\$5.98	Cheque
	92722	10/18/19	\$38.40	\$0.00	\$38.40	Cheque
	92726	10/18/19	\$33.85	\$0.00	\$33.85	Cheque
	92728	10/18/19	\$21.45	\$0.00	\$21.45	Cheque
	92734	10/18/19	\$12.42	\$0.00	\$12.42	Cheque
	92757	10/18/19	\$48.96	\$0.00	\$48.96	Cheque
	92760	10/18/19	\$2.02	\$0.00	\$2.02	Cheque
	92761	10/18/19	\$38.41	\$0.00	\$38.41	Cheque
	92768	10/18/19	\$36.95	\$0.00	\$36.95	Cheque
	92773	10/18/19	\$33.90	\$0.00	\$33.90	Cheque
Total Vendor Payment:			\$1,252.86	\$0.00	\$1,252.86	
Vendor Payment Method:		Cheque	\$1,252.86	\$0.00	\$1,252.86	
38	Minister of Finance - Policing, P.O. Box 647, 33 King Street West, OSHAWA, ON, L1H 8X3					
	113009191450063	10/18/19	(\$2,593.00)	\$0.00	(\$2,593.00)	Cheque
	113009191450344	10/18/19	\$56,645.00	\$0.00	\$56,645.00	Cheque
Total Vendor Payment:			\$54,052.00	\$0.00	\$54,052.00	
Vendor Payment Method:		Cheque	\$54,052.00	\$0.00	\$54,052.00	
42	Northern Uniform Service, 2230 Algonquin Road, SUDBURY, ON, P3E 4Z6					
	0261943	10/18/19	\$22.37	\$0.00	\$22.37	EFT
Total Vendor Payment:			\$22.37	\$0.00	\$22.37	
Vendor Payment Method:		EFT	\$22.37	\$0.00	\$22.37	
51	Sonnenburg Rona Building Centre, 155 Sable Street, MASSEY, ON, P0P 1P0					
	0203665	10/18/19	\$7.33	\$0.00	\$7.33	Cheque
	0203710	10/18/19	\$16.88	\$0.00	\$16.88	Cheque
	1132842	10/18/19	\$5.06	\$0.00	\$5.06	Cheque
	1133464	10/18/19	\$7.66	\$0.00	\$7.66	Cheque
Total Vendor Payment:			\$36.93	\$0.00	\$36.93	

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	\$36.93	\$0.00	\$36.93	
62	Town of Espanola, 100 Tudhope Street, Suite 2, ESPANOLA, ON, P5E 1S6					
	2357	10/18/19	\$5,688.63	\$0.00	\$5,688.63	EFT
	2390	10/18/19	\$6,993.68	\$0.00	\$6,993.68	EFT
Total Vendor Payment:			\$12,682.31	\$0.00	\$12,682.31	
Vendor Payment Method:		EFT	\$12,682.31	\$0.00	\$12,682.31	
65	NAPA Espanola, 350 Centre Street, ESPANOLA, ON, P5E 1G3					
	957-441992	10/18/19	\$67.12	\$0.00	\$67.12	EFT
	957-442974	10/18/19	\$234.55	\$0.00	\$234.55	EFT
Total Vendor Payment:			\$301.67	\$0.00	\$301.67	
Vendor Payment Method:		EFT	\$301.67	\$0.00	\$301.67	
67	Walford Truck-N-Tractor, BOX 218, SPANISH, ON, P0P 2A0					
	16314	10/18/19	\$450.87	\$0.00	\$450.87	EFT
Total Vendor Payment:			\$450.87	\$0.00	\$450.87	
Vendor Payment Method:		EFT	\$450.87	\$0.00	\$450.87	
71	Hydro One, P.O. Box 4102, Station A, TORONTO, ON, M5W L3L					
	30637-10/7/19 (PAP)	10/18/19	\$84.67	\$0.00	\$84.67	PAP
	69069-10/11/19 (PAP)	10/18/19	\$82.02	\$0.00	\$82.02	PAP
	69271-10/11/19 (PAP)	10/18/19	\$242.75	\$0.00	\$242.75	PAP
	69574-10/8/19 (PAP)	10/18/19	\$680.71	\$0.00	\$680.71	PAP
	69675-10/4/19 (PAP)	10/18/19	\$50.02	\$0.00	\$50.02	PAP
Total Vendor Payment:			\$1,140.17	\$0.00	\$1,140.17	
Vendor Payment Method:		PAP	\$1,140.17	\$0.00	\$1,140.17	
90	Pitney Bowes, P.O. Box 278, ORANGEVILLE, ON, L9W 2Z7					
	3201246720	10/18/19	\$260.08	\$0.00	\$260.08	Cheque
Total Vendor Payment:			\$260.08	\$0.00	\$260.08	
Vendor Payment Method:		Cheque	\$260.08	\$0.00	\$260.08	
140	Medical Mart, 6200 Cantay Road, MISSISSAUGA, ON, L5R 3Y9					
	6982790	10/18/19	\$496.27	\$0.00	\$496.27	EFT
	6984784	10/18/19	\$30.48	\$0.00	\$30.48	EFT
Total Vendor Payment:			\$526.75	\$0.00	\$526.75	
Vendor Payment Method:		EFT	\$526.75	\$0.00	\$526.75	
176	Morris Sanftenberg Construction, General Delivery, WALFORD, ON, P0P 2E0					
	1163	10/18/19	\$3,169.65	\$0.00	\$3,169.65	EFT
Total Vendor Payment:			\$3,169.65	\$0.00	\$3,169.65	
Vendor Payment Method:		EFT	\$3,169.65	\$0.00	\$3,169.65	
245	Pollard Distribution Inc, P.O. Box 280, HARROW, ON, N0R 1G0					

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
	2021	10/18/19	\$8,305.50	\$0.00	\$8,305.50	EFT
Total Vendor Payment:			\$8,305.50	\$0.00	\$8,305.50	
Vendor Payment Method:			EFT	\$8,305.50	\$0.00	\$8,305.50
247	Espanola Regional Hydro, 598 Second Avenue, ESPANOLA, ON, P5E 1C4					
	2019-LDC-18	10/18/19	\$1,467.91	\$0.00	\$1,467.91	EFT
Total Vendor Payment:			\$1,467.91	\$0.00	\$1,467.91	
Vendor Payment Method:			EFT	\$1,467.91	\$0.00	\$1,467.91
295	Elliot Lake Monuments, PO Box 23, ELLIOT LAKE, ON, P5A 2J6					
	Walford-Protestant-1	10/18/19	\$276.85	\$0.00	\$276.85	Cheque
Total Vendor Payment:			\$276.85	\$0.00	\$276.85	
Vendor Payment Method:			Cheque	\$276.85	\$0.00	\$276.85
305	Around & About, 85 Centre Street, ESPANOLA, ON, P5E 1S4					
	0000042739	10/18/19	\$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 T04446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2					
	51597722	10/18/19	\$451.99	\$0.00	\$451.99	Cheque
	51639512	10/18/19	\$338.05	\$0.00	\$338.05	Cheque
Total Vendor Payment:			\$790.04	\$0.00	\$790.04	
Vendor Payment Method:			Cheque	\$790.04	\$0.00	\$790.04
406	Jacques Mailloux, RR#1, 630 River Road, MASSEY, ON, P0P 1P0					
	Vision Care - 10/16/1	10/18/19	\$400.00	\$0.00	\$400.00	EFT
Total Vendor Payment:			\$400.00	\$0.00	\$400.00	
Vendor Payment Method:			EFT	\$400.00	\$0.00	\$400.00
503	TBELL Transport Inc., 1594784 Ontario Ltd., 2242 Lee Valley Road, Espanola, ON, P5E 1P6					
	N11005	10/18/19	\$942.14	\$0.00	\$942.14	Cheque
Total Vendor Payment:			\$942.14	\$0.00	\$942.14	
Vendor Payment Method:			Cheque	\$942.14	\$0.00	\$942.14
520	EASTLINK, PO BOX 5800, SUDBURY, ON,					
	10178058 (PAP)	10/18/19	\$38.02	\$0.00	\$38.02	PAP
	10239894 (PAP)	10/18/19	\$161.49	\$0.00	\$161.49	PAP
Total Vendor Payment:			\$199.51	\$0.00	\$199.51	
Vendor Payment Method:			PAP	\$199.51	\$0.00	\$199.51
534	Double T Pipe Inspections, 2635 Southview Drive, SUDBURY, ON, P3E 4M9					
	3520	10/18/19	\$2,373.00	\$0.00	\$2,373.00	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:			\$2,373.00	\$0.00	\$2,373.00	
Vendor Payment Method:			EFT	\$2,373.00	\$0.00	\$2,373.00
551	WSIB, , , ,					
	WSIB-09/30/19 (PAP	10/18/19	\$4,590.83	\$0.00	\$4,590.83	PAP
Total Vendor Payment:			\$4,590.83	\$0.00	\$4,590.83	
Vendor Payment Method:			PAP	\$4,590.83	\$0.00	\$4,590.83
557	K. Smart Associates Limited, 584 Clinton Avenue, Unit 102, Sudbury, ON, P3B 2T2					
	30759	10/18/19	\$912.81	\$0.00	\$912.81	EFT
Total Vendor Payment:			\$912.81	\$0.00	\$912.81	
Vendor Payment Method:			EFT	\$912.81	\$0.00	\$912.81
619	Phoenix Emergency Management Logic, 5 Beech Drive, Blind River, ON, P0R 1B0					
	2019-05-04	10/18/19	\$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					
	03130516965926	10/18/19	\$549.18	\$0.00	\$549.18	EFT
	03130516965927	10/18/19	\$704.69	\$0.00	\$704.69	EFT
Total Vendor Payment:			\$1,253.87	\$0.00	\$1,253.87	
Vendor Payment Method:			EFT	\$1,253.87	\$0.00	\$1,253.87
654	Guy's Auto & Glass Service, 70 McCulloch Drive, Espanola, ON, P5E 1J1					
	5780	10/18/19	\$11.30	\$0.00	\$11.30	Cheque
Total Vendor Payment:			\$11.30	\$0.00	\$11.30	
Vendor Payment Method:			Cheque	\$11.30	\$0.00	\$11.30
663	Versus Business Forms & Labels, 136 Maplecroft Crt, Gananoque, ON, K7G 0A6					
	46684	10/18/19	\$264.42	\$0.00	\$264.42	Cheque
Total Vendor Payment:			\$264.42	\$0.00	\$264.42	
Vendor Payment Method:			Cheque	\$264.42	\$0.00	\$264.42
674	Paul Panesar, 26 Young St., Box 247, Webbwood, ON, P0P 2G0					
	Cell Phone - 10/1/19	10/18/19	\$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					
	SCO92555750	10/18/19	\$173.84	\$0.00	\$173.84	EFT
Total Vendor Payment:			\$173.84	\$0.00	\$173.84	

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
Vendor Payment Method:		EFT	\$173.84	\$0.00	\$173.84	
723	Maximum Signs, 17 Sandbourne Drive, Pontypool, ON, L0A 1K0					
	82679	10/18/19	\$275.42	\$0.00	\$275.42	Cheque
Total Vendor Payment:			\$275.42	\$0.00	\$275.42	
Vendor Payment Method:		Cheque	\$275.42	\$0.00	\$275.42	
Total Selected for Payment:			\$103,526.06	\$0.00	\$103,526.06	
Number of Cheques/eCheques:		37				



The Royal Canadian Legion

Branch 432

320 Imperial Street, P. O. Box 117

Massey, ON P0P 1P0

Phone (705) 865-2522

Email: legionmassey432@eastlink.ca

COPY TO COUNCIL

October 18, 2019

**Sables-Spanish Rivers Council,
Parks & Recreation Coordinator
Township of Sables-Spanish Rivers
11 Birch Lake Road
Massey, ON P0P 1P0**

To whom it may concern:

**SUBJECT: REQUEST FOR HALL USAGE
NOVEMBER 11, 2019**

The Royal Canadian Legion Branch 432 Massey will be hosting our Remembrance Day Ceremony on November 11th, 2019.

To this end, we are enquiring as to the availability of your hall for our use for this **Ceremony** from approximately **8:00 a.m. to 4:00 p.m.** We would also appreciate being able to use the hall the day before **Remembrance Day, November 10, 2019**, to set up for the **Ceremony**, from approximately **1:00 p.m. to 4:00 p.m.**

We are also enquiring as to whether the **Rental Fee** for the use of the **Community Centre** could be waived as in past years.

Looking forward to hearing from you in the near future with a favourable response to our request.

Yours in Comradeship,

**Margaret Ann Behm - Poppy Chair
Phone – 705-865-2112
Email – granny_annie16@hotmail.com**

Township of Sables-Spanish Rivers Public Library Board
Minutes from a Meeting – Webbwood Public Library
June 20, 2019 – 6:00 p.m.

COPY TO COUNCIL

Present:	Board Chair	Kevin Burke
	Board Member	Lindsay Lefebvre
	Board Member	Ursula Robinson
	Board Member	Susan Sonnenburg
	Board Member	Carolyn O'Higgins, Recording Secretary
	Library CEO	Rashed Ahmad
	Branch Librarian	Linda Lendrum

Regrets:	Board Member	Claire Cressey-Forsyth
	Board Member	Denise Trenaman
	Board Member	Eira Robinson

1. The meeting began with a potluck supper and an opportunity for the Board members and staff to engage socially. Kevin Burke called the formal meeting to order at 6:30 p.m.
2. Additions to the Agenda:
New Business – discussion about the evaluation process for the CEO
3. Approval of Agenda and Minutes of the Previous Meeting:
MOVED by Ursula Robinson, seconded by Lindsay Lefebvre, that the Agenda, with addition, and the Minutes of the meeting held May 16, 2019 be approved. **CARRIED.** 2019-16
4. Disclosure of Conflict of Interest: None
5. Business Arising from the Minutes:
 - 5.1 The Township fire chief has informed the library that the Harold Maze room in Webbwood has a capacity of 40 people. The facility agreement for renting this space will be updated with this number and made available for Linda Lendrum to use.
6. Correspondence:
 - 6.1 Rashed Ahmad reported that Emily Camillo, a student currently working at the Massey branch, has obtained another job for the summer. Her last day of work was the 31st of May.
7. Librarian's Report:
 - 7.1 Maintenance: Webbwood air conditioner – Rashed has received 3 quotes for work to obtain and install an air conditioner at the Webbwood branch. All contractors are from the Espanola area. He was instructed to choose a contractor and proceed with the work as soon as possible. (One contractor, JP Martin, found a problem with the thermostat which seemed to fix the problem, however this fix did not hold and the new work will commence.) Rashed is also looking into lighting efficiencies for the libraries using LED fixtures/bulbs.
 - 7.2 Partnerships:
 - Canada Summer Jobs: a grant has been received for the hiring of a student for the summer – to begin the first week of July for 8 weeks. Pay will be minimum

wage with all costs covered by Canada Summer Jobs. There have been 10 applications for this position; interviewing and hiring will begin within a week.

- Rashed has met with Carolyn Hein at the Massey Museum and they have agreed to partner with the library regarding the display case in Massey (smaller items).
- Our Children, Our Future has been conducting parenting and play groups at the Webbwood Public Library. In the fall, they will be hosting a 5-week class: Cooking with Kids, which will feature the use of local produce as much as possible.
- Rashed is looking into developing children's programs related to Maker Spaces and STEM projects. The Board agreed that the monies raised by the Soup & Sandwich program at the Webbwood branch (\$879.50) can be used for programming in that branch.

7.3 Attendance:

The attendance report was discussed. Senior's programs in Massey relate to technology assistance (one-on-one) and a flower-making course. In Webbwood, children's programs were the play groups offered by Our Children, Our Future.

7.4 Circulation: report reviewed. Local history is being accessed in the Massey branch (under Non-Fiction); Webbwood is the only branch that has video games available.

8. New Business:

- 8.1 Valuing Northern Libraries Toolkit: Rashed presented the *Social Return on Investment* for 2018, which used information and statistics from the Sables-Spanish Rivers Public Library system. The results were discussed and the Board expressed its appreciation for this model and Rashed's work to put it together.
- 8.2 The Board discussed the timing of the evaluation process for our new CEO. It was determined to wait until the September Board meeting to identify/choose an evaluation committee. Rashed Ahmed's probation will continue until that evaluation takes place in October.

9. Policy Review: The current Mission Statement and Statement of Objectives were examined and worked with. Both have been revised and expanded; the changes will be written up for approval at the Board meeting in September. The library motto will continue to be *Opening Windows to Opportunity*. In addition to the list captured on the Policy Review Schedule, handed out by Rashed, we will add the creation of a Policy Review policy.

10. Financial Report:

- The Auditor's Report was received and distributed to the members of the Board. This report will need to be reviewed by the Board and approved and signed off at the September meeting. Suggestions by the auditor included: making note of the bank closing amount at the end of each month – to be shown on the budget submitted to the Board, and balancing income and expenses monthly against the bank statement.
- Rashed will discuss payment of the auditor's fee with Pat Deline, Township Treasurer.
- Rashed has been looking into the service contracts for printers in both branches, and for the water softener (Culligan) at the Webbwood branch, in order to determine the best use of funds for these and other items. Suggestions will be put forward when options become clearer.
- Rashed looked into the bank fees for non-profits and the bank will be refunding excessive fees paid by the Public Library retroactive to January 2019.

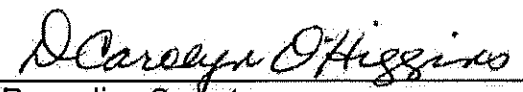
The financial statements was reviewed and discussed. Corrections made to the April financial statement were explained to the Board.

MOVED by Susan Sonnenburg, seconded by Ursula Robinson, that the revised expenses for April 2019 in the amount of \$17,003.07 and the expenses for May 2019 of \$20,297.23 be approved. **CARRIED.** 2019-17

After additional discussion between the CEO and the Board about financial statement and budget accuracy, the Board suggested that Rashed request a meeting with Pat Deline at the Township for any assistance she might provide.

11. Council Report: None.
12. Strategic Planning and Marketing: Reference was made to the *SSRPL Operational Plan*. The first strategic priority was reviewed and discussed (Library awareness and visibility in the community).
 - Action 1:
 - A library brochure will be printed monthly and can be picked up at either branch. The June brochure contains library hours, services and rates, new books and magazines, and advertises upcoming events. It is a colourful publication.
 - There will be regular posts put on Facebook
 - Consideration was given to the name of the Township library system and it was determined to simplify this. We will now refer to the system as **Sables-Spanish Rivers Public Libraries** – with two branches, the Massey Public Library and the Webbwood Public Library.
 - Action 2: Ruth Declerck will be the staff liaison for the *Friends of the Library* group
 - Action 3: Rashed will redesign and update the library website, now at masseylibrary.com
13. **Date of Next Meeting:** September 26, 2019 at 6:00 p.m. at the Massey Public Library.
14. Adjournment: Carolyn O'Higgins moved to adjourn the meeting.


Chairperson


Recording Secretary

SABLES-SPANISH RIVER PUBLIC LIBRARY BOARD BUDGET 2019

INCOME											
LINE #		2019	2019 YTD	2019-JAN	2019-FEB	2019-MAR	2019-APR	2019-MAY	2019-JUN	2019-JUL	2019-AUG
LINE #	BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,201.88	15,458.55	83,926.87
	Transfer from Reserves	12,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4200	Municipality (Operations)	157,968.82	157,969.00	72,769.50	0.00	0.00	0.00	0.00	0.00	85,199.50	0.00
4201	Municipality (Capital)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4202	Municipality(Legal Fees)	0.00	8,238.69	723.42	0.00	7,515.27	0.00	0.00	0.00	0.00	0.00
4220	ONTARIO GRANT (PLOG)	7,128.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4222	PAY EQUITY	5,725.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4497	HST REMITTANCE	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4420	PHOTOCOPIER	2,500.00	2,069.75	376.80	169.00	300.10	400.00	180.95	302.95	155.25	184.70
4440	FINES/FEES	800.00	1,074.65	70.30	163.50	309.05	97.85	110.30	110.55	70.15	142.95
4480	DONATIONS	300.00	1,400.15	40.55	48.90	62.00	50.50	179.35	336.05	250.85	431.95
4215	POSTAGE REBATE	150.00	96.45	0.00	0.00	96.45	0.00	0.00	0.00	0.00	0.00
4470	BOOK SALE/VIDEOS	1,500.00	1,499.70	182.40	162.80	354.60	92.50	94.25	106.05	179.45	327.65
4460	FAX	1,500.00	1,229.45	92.25	133.00	213.40	157.00	130.00	208.80	92.00	203.00
4490	FUNDRAISER	1,000.00	386.80	27.50	51.00	59.30	3.00	20.50	139.00	24.50	62.00
4225	SOLS CONNECTIVITY	0.00	959.40	959.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CAMBRIAN STUDENT	0.00	4193	0	0	0	1323.00	1652.00	1218	0	0
	TOTAL	193,571.82	179,117.04	75,242.12	728.20	8,910.17	2,123.85	2,367.35	32,623.28	101,430.25	85,279.17
EXPENDITURES											
5780	CEO	54,843.61	24,615.60	4,833.97	205.08	0.00	1,443.91	4,746.91	4,127.76	4,746.92	4,511.05
	CEO INTERIM		6,533.21	0.00	3,237.31	3,295.90	3,500.97	0.00	0.00	0.00	0.00
5784	ASSISTANT LIBRARIAN 1	21,893.66	14,430.87	1,936.75	1,684.13	1,726.23	1,757.81	1,852.54	1,684.13	2,063.05	1,726.23
5790	BRANCH LIBRARIAN	18,247.48	11,907.60	1,567.41	1,333.47	1,544.02	1,263.26	1,590.80	1,450.44	1,614.19	1,544.01
5789	ASSISTANT LIBRARIAN 2	16,989.77	11,153.24	1,455.42	1,277.20	1,455.42	1,284.63	1,507.39	1,410.86	1,247.50	1,514.82
5897	STUDENT 1	1,422.30	382.94	54.70	82.06	82.06	82.06	82.06	0.00	0.00	0.00
	Canada Summer Jobs	0.00	4,075.92	0.00	0.00	0.00	0.00	0.00	0.00	2,154.00	1,921.92
	Cambrian STUDENT	0.00	4,260.15	0.00	0.00	1,375.92	1,617.51	1,266.72	0.00	0.00	0.00
	GROSS PAYROLL	113,396.82	77,359.53	9,848.25	7,819.25	9,479.55	10,950.15	11,046.42	8,673.19	11,825.66	11,218.03
	MISC	0.00	25.20		25.20	0.00	0.00	0.00	0.00	0.00	0.00
	CSJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Legal Fees + Legal HST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4499	HST	4,000.00	2,695.35	175.25	110.57	209.90	151.71	541.03	291.52	979.41	235.96
5460	HEALTH TAX	1,000.00	1,241.20	0.00	1,180.92	0.00	60.28	0.00	0.00	0.00	0.00
5610	AUDIT	1,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5615	ADV/DONATION	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5620	COLLECTIONS	9,200.00	4,981.94	838.36	0.00	82.00	80.36	1353.87	721.91	1,344.50	560.94
5630	REV. CANADA	8000	13,615.45	663.60	428.57	544.14	2,103.82	2,592.94	2,110.35	2,895.49	2276.54
5640	POSTAGE/STAT.SUPPLIES	1,500.00	1,161.95	232.30	31.29	302.90	410.52	75.27	109.67	0.00	0.00
5645	INSURANCE	7,000.00	6,715.35	6,715.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5650	CLEANING	4,800.00	3,200.00	400.00	200.00	600.00	400.00	400.00	400.00	400.00	400.00
5660	BANK CHARGE	400	140.22	35.97	28.85	0.85	21.01	25.2	14.65	8.99	4.70
5680	TELEPHONE	1,100.00	704.83	82.66	79.91	159.86	80.85	79.93	79.93	73.65	68.04
	Massey Internet	1,100.00	559.65	79.95	0.00	79.95	79.95	79.95	79.95	79.95	79.95
	Webbwood Internet	950.00	613.01	137.71	0.00	135.80	67.90	67.90	67.90	67.90	67.90
5685	STAFF TRAINING	500.00	150.00	0.00	0.00	0.00	150	0.00	0.00	0.00	0.00
5686	TRAVEL	0.00	45.00	45.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5690	UTILITIES	10,000.00	7,710.95	989.83	1,148.22	1,420.38	1,278.89	1,176.19	771.17	548.00	378.27
5695	WATER	800.00	958.27	185.25	0.00	383.02	195.00	0.00	0.00	195.00	0.00
5696	WATER TESTING	625.00	214.49	27.53	77.16	0.00	0.00	109.80	0.00	0.00	0.00
5697	RENTAL (Culligan)	800	509.94	59.99	59.99	59.99	59.99	59.99	209.99	0.00	0.00
5700	MAINTENANCE	3,000.00	3,064.09	0.00	349.95	348.53	22.48	1576.29	506.84	260.00	0.00
	SECURITY	600.00	294.72	0.00	147.36	0.00	0.00	147.36	0.00	0.00	0.00
5730	EQUIPMENT/SERVICE	2000	1,170.01	0.00	0.00	460.01	25	0.00	0.00	0.00	685.00
	LBPC		986.63	0.00	0.00	225.29	50	401.54	0.00	0.00	309.80
5720	GROUNDS MAINT.	500.00	108.17	0.00	0.00	0.00	0.00	0.00	0.00	108.17	0.00
5740	HEALTH & SAFETY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5750	BOARD EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5760	LICENCES	1,200.00	1,121.00	0.00	50.00	0.00	0.00	1,071.00	0.00	0.00	0.00
5894	COMPUTERS	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	RBC carry forward	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5895	COMPUTER TECH.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5896	WSIB	500.00	824.16	0.00	28.06	0.00	796.1	0.00	0.00	0.00	0.00
5752	OLCF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5753/55	STRATEGIC/ MARKETING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	PROGRAMMING	250.00	163.88	0.00	0.00	0.00	19.06	0.00	19.39	35.88	89.55
	SDHU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ILDS (Imp.Lib.Dig.Ser.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Capital Projects	12,500.00	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	0.00
	Transfer to Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal	80,175.00	58,975.46	10,668.75	3,946.05	5,012.62	6,052.92	9,758.26	5,383.27	12,996.94	5,156.65
	TOTAL	193,571.82	136,334.99	20,517.00	11,765.30	14,492.17	17,003.07	20,804.68	14,056.46	24,822.60	16,374.68

Circulation Report	June		July		August	
	Massey	Webbwood	Massey	Webbwood	Massey	Webbwood
Fiction	190	73	227	95	242	56
Non-Fiction	44	4	74	6	72	10
Reference	1	0	0	0	1	0
Large Print	72	1	76	4	68	0
YA Non-Fiction	0	0	0	0	6	0
YA Fiction	26	4	39	1	28	14
Juvenile Fiction	28	8	58	5	56	11
Juvenile Non-Fiction	2	0	21	2	27	1
Juvenile Graphic Novel	1	0	16	0	11	0
Easy Reader	44	5	86	7	92	2
French	2	0	1	0	4	0
DVDs	575	179	480	133	554	137
Blue Ray	45	5	53	5	44	1
Video Games	0	1	0	0	0	0
Daisy CD's	2	0	15	0	5	0
Magazines	20	0	37	0	53	0
ILLO received	15	17	24	1	15	17
ILLO lent	1	0	3	0	15	0
Branch Totals	1,068	297	1,210	259	1,293	249
e-books (Overdrive)	37		53		38	
e-audiobooks (Overdrive)	1		9		14	
System Totals	1,403		1,531		1,594	

Annual Circulation	2016		2017		2018		2019		
	Massey	Webbwood	Massey	Webbwood	Massey	Webbwood	Massey	Webbwood	Overdrive
JAN	1010	280	1145	328	1671	479	1355	501	22
FEB	1102	117	890	325	1416	363	811	535	4
MAR	989	229	1109	192	1552	563	1086	412	0
APR	1069	353	1248	0	1233	388	1015	339	42
MAY	935	240	1387	0	1360	289	997	470	26
JUN	787	240	1236	164	1272	267	1068	297	38
JUL	998	249	1412	232	1301	342	1210	259	62
AUG	1281	231	2023	296	1563	578	1293	249	52
SEP	1055	244	1360	564	1120	297			
OCT	1048	228	1456	480	1758	454			
NOV	1176	330	1681	576	1417	536			
DEC	1010	217	1581	445	870	237			
TOTAL	12,460	2,958	16,528	3,602	16,533	4,793	8,835	3,062	246
% Increase			32.5% +	22% +		33% +			
System Total	15,418		30.6% +	20,135	6.0% +	21,326			12,143
Required	14,000			18,425		18,425			

2019 Attendance Report								
Massey	January	February	March	April	May	June	July	August
Visits								
Children	72	32	66	69	73	75	169	153
Teens	59	25	38	44	91	59	64	110
Adult	572	472	499	398	414	474	426	510
Senior	243	126	155	177	158	169	200	264
Subtotal	946	655	758	688	736	777	859	1037
Programs								
Childrens	0	0	2	9	3	0	39	63
Teens	0	0	1	0	0	0	0	0
Adults	10	0	8	14	0	9	11	25
Seniors	0	0	0	1	15	29	24	10
Subtotal	10	0	11	24	18	38	74	98
Branch Total	956	655	769	712	754	815	933	1135
Webbwood	January	February	March	April	May	June	July	August
Visits								
Children	97	100	165	144	117	135	103	140
Teens	40	40	61	57	58	53	44	49
Adult	163	133	213	125	115	172	130	191
Senior	47	29	38	33	40	55	36	45
Subtotal	347	302	477	359	330	415	313	425
Program								
Childrens	27	20	52	37	27	45	30	35
Teens	0	1	0	0	0	0	0	0
Adults	19	11	43	36	0	28	0	0
Seniors	0	0	0	0	0	0	0	0
Subtotal	46	32	95	73	27	68	30	35
Branch Total	393	332	572	432	357	483	343	460
System Total	1,349	987	1,341	1,144	1,111	1,298	1,276	1,595

	Program/Event	Massey	Webbwood
June	Horticultural Society	12	
	Flower Workshop	17	
	Author Talk	9	
	Northern Exotics		63
	Movie Matinee		5
Total			106
July	Horticultural Society	8	
	Summer Reading Club	50	30
	Flower Workshop	16	
Total			104
August	Summer Reading Club	88	35
	Flower Workshop	10	
Total			133

Economic Development Committee

Meeting Minutes

October 15th, 2019

Opening

The regular meeting of the Economic Development Committee was called to order at 7:00PM on October 15th, 2019 in Massey by Susan Sonnenburg.

Present

Susan Sonnenburg - Chair

Kevin Burke

Lisa Hobbs

Adam Martel

Don More

Glenda Massicotte

Pat Hnatuik

Brian Channon

Charlene Puzack

Regrets

Cindy Stewart

Leslie Gamble

Tammy Manitowabi

Lisa Perl

Merri-Ann Hobbs

Chad Sonnenburg

Old business

1.) East West Sign

- a. in the hands of council
- b. ongoing
- c. will need to be brought up by councilors at the meeting

2.) Directional signs with amenities

- a. Have been put up by public works
- b. Committee feels they are not placed correctly
- c. EDO to drive and check placement

3.) Website/Facebook update

- a. Council has opened the Facebook page up to all non-profits within the Township
- b. Anything needing to be posted will be sent to the township, preferably in JPEG or word format and once approved will be posted by the EDO.
- c. Committee would like council to open up the "posts" to commenting
 - i. The person responsible for posting would also be responsible for moderating the comments

4.) Greatlakes Waterfront Trail Contribution 2020

- a. Cost is \$500.00

- b. Discussed continuing with this contribution
- c. Will have to be approved by council.

5.) Business Success Award

- a. Will need to close nominations as of the end of October to allow time to choose a candidate and get council approval
- b. Award will be presented at the Christmas in Massey celebration on December 6th, 2019

6.) Family Skating Pass

- a. Cost is \$95.00
- b. ECDEV committee will purchase a Family Skating pass to donate to the Christmas in Massey "Prize Basket"
- c. Edo to follow up with Lacey Hobbs
 - i. Re: Skating pass
 - ii. Money to pay for a face painter \$210.00 for Christmas in Massey

7.) Dock Project for 2020

- a. Set aside a \$5000.00 budget
 - i. 8' x 16' floating dock
 - 1. Concrete anchors
 - ii. Need to look into permissions from MNRF, MTO, MOE
 - iii. Need to get a quote for insurance
 - iv. Discussion on storage of the Dock
 - v. EDO to talk to Chad Sonnenburg about the project

8.) Kayaking on the River

- a. Discussion about previous "study" that was completed in 2004.
- b. May be able to use data to further this goal
- c. Marty may be able to help survey river (mapping)
- d. Will need to locate files/cd in the Township office

9.) Discussion about Broadband

- a. Committee members feel this should be a huge focus for ECDEV
- b. Would like to form a sub-committee of ECDEV for this purpose
 - i. Sub-committee will consist of Brian Channon, Glenda Massicotte and Adam Martel (Marty)\
 - ii. Will need to follow proper steps to form this sub-committee
 - iii. There are some files from approx. 2 years ago in the office to help with research.

10.) Discussion about low cost affordable housing options within the township

- a. Seniors assisted living
- b. Property that is correctly zoned and ready to go is needed
- c. Need to attract developers (incentives)

11.) Age Friendly

- a. Community survey is wrapping up tomorrow
- b. EDO will need to perform analytics
- c. Community garden grant application is in progress
 - i. Committee would like to consider community gardens in all 3 Towns in the future. EDO explained that the current thought process/application is to work with the school children which is why the gardens for this year will be only in Massey (close to the school) but it is a great idea to consider alternate locations for the gardens for next year.
 - ii. Christmas dinner will be hosted at the Walford Community Hall on December 11th at 1 o'clock pm
 - 1. Glenda will provide contact info to Lisa to advertise on Facebook page.
 - iii. Glenda would like to have someone come in to do a "talk" on medications and nutrition. Public Health usually has programs for this but as they are in the middle of a "revamp" Glenda will follow up when possible.
 - iv. Glenda to talk to DDSAB about assistance for seniors
 - 1. Hydro/heat etc. (affordability)
 - 2. Low cost housing in Township
 - v. Seniors Exercise programs are going well in Walford
 - 1. Approx. 8 attendees at each session
 - 2. Would like to consider getting more peer led DVD programs in the future.

12.) Farmers' Market

- a. Would like to advertise in the Around and About next month thanking everyone and putting a reminder about the Market next year. Committee also would like to start advertising in late April/May of next year for vendors
- b. Discussed possible future locations/music – Fairgrounds
 - i. Mennonite vendors will not attend the market if it is at the Fair Grounds as it is a place of competition
 - ii. We will remain at Heritage Park
 - iii. Will have music playing at the market
- c. Discussed that the committee would like to have a Flea Market instead of a Farmers' Market as this will open it up to more vendors.
 - i. Discussed that baked goods, homemade food items will need to be prepared in an inspected kitchen to attend the market according to Public Health

- d. BBQ – committee would like to have a BBQ every week at the market.
 - i. Need to approach non –profit organizations ie) Legion/Fire dept. to see if anyone is willing to host.
 - 1. Will need to supply their own BBQ, Permits etc.
- e. Discussed changing the time/day/length of the market
 - i. Friday evening vs. Saturday morning – Pros and Cons weighed
 - 1. Committee decided that Friday would be best but would like to change the time to 2pm – 6pm.
 - 2. EDO will call and discuss these options with the vendors and bring information back to the committee.
 - 3. As we will be switching to a Flea Market committee would like the market to run from Mid-June – Labor day weekend.
- f. Need to have better/bigger signs
 - i. Consider an “Airman”
 - ii. Flags that can be removed after the market
 - iii. Susan would like a large sign posted on the wall of the restroom building advertising the market.

Adjournment:

Meeting was adjourned at 9:00PM by Susan Sonnenburg. Next Economic Development general meeting will be held on November 19th at 6:30pm. Next Farmers’ Market meeting will be held on November 19th immediately following the Economic Development Meeting. Next Age-Friendly meeting will be held on October 28th at 1:00pm. All meetings to be held in Council chambers.

**PLEASE NOTE THE TIME CHANGE ABOVE. MEETING WILL BE HELD AT
6:30PM**

Minutes submitted by: Lisa Hobbs

Approved by: Susan Sonnenburg

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2019-46

Being a Bylaw Respecting Construction, Demolition
Change of Use Permits and Inspections

WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, Chapter 23, empowers Council to pass certain bylaws respecting construction, demolition and change of use permits and inspections;

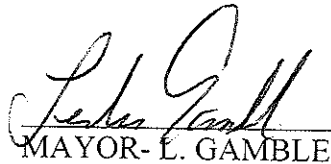
AND WHEREAS the Council of the Township of Sables-Spanish Rivers enacted Bylaw 2016-06, known as the "Building Bylaw", as amended by Bylaw 2016-23;

AND WHEREAS Council deems it expedient to make amendments to the fee schedule of Bylaw 2016-06 as amended by Bylaw 2016-23;

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

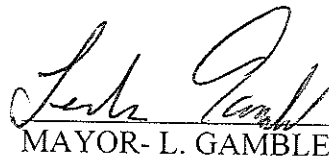
1. THAT Schedule 'A' of Bylaw 2016-06, as amended by Bylaw 2016-23 is hereby amended and replaced with the attached Schedule 'A' – Permit Fees, forming part of this bylaw;
2. THAT this Bylaw shall come into force and take effect upon third and final reading.

READ A FIRST AND SECOND TIME THIS 23rd DAY OF October, 2019.


MAYOR- L. GAMBLE


CLERK- K. SLOSS

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 23rd
DAY OF October, 2019.


MAYOR- L. GAMBLE


CLERK- K. SLOSS

PERMIT FEES

The fees payable by the applicant for a building/demolition permit are outlined below.

1. Administration Fee of \$40.00 shall apply to all building permit applications.

2. New buildings, alterations, additions, re-erection and repairs, etc.:

a) Residential value of construction costs per \$1,000 or part thereof	\$10.00
b) Farm value of construction costs per \$1,000 or part thereof	\$10.00
b) demolition permit fee	\$50.00
c) residential roof – if material alteration (ie: shingles to steel)	\$50.00
d) commercial roof	\$250.00
e) windows and doors per unit – new openings, change in style (ie: flat to bay) or size	\$45.00
f) installation of siding per dwelling unit	\$45.00
g) installation of siding with exterior insulation	\$90.00
h) shipping containers/truck trailer units	\$200.00
i) pool enclosures	\$70.00
j) tents (air supported/public assembly)	\$55.00
k) new solid fuel burning appliance (per appliance) – if a change in type of heat source or for major additions	\$60.00
l) solar panels on buildings	\$100.00

3. Plumbing Permit:

a) 1 to 6 fixtures	\$45.00
b) each additional fixture	\$8.00
c) additions or changes to existing fixtures	\$8.00
d) sewer connection	\$8.00
e) connection to municipal water system	\$45.00

4. Change of Use Permit:

a) minimum fee, or	\$100.00
b) value of construction costs per \$1,000	\$15.00

5. Renewal of Permits:

a) Accessory building - minimum fee or \$10/\$1,000 value	\$50.00
b) Residential Dwelling – minimum fee or \$10/\$1,000 value	\$100.00

6. Request for Inspection/Pre-site inspection

a) pre-site inspection	\$50.00
b) re-inspection where the work is not complete for the requested inspection	\$80.00

7. Letter of Compliance/Removal of Order To Comply \$50.00

8. Occupancy Permit (if requested over and above active building permit) \$30.00

9. Moving Permit:

a) for buildings/structures having gross floor area less than 300 sq. ft	\$50.00
b) for buildings/structures having gross floor area of 300 sq. ft or more.	\$100.00

10. Calculation of Estimated Values (per square foot):

a) dwelling units	\$160.00
b) two-story or more & addition	\$95.00
c) attached residential garage	\$40.00
d) detached storage buildings, detached residential garages, farm outbuildings*	\$25.00
e) carports	\$30.00

f) commercial, industrial & institutional buildings; commercial farm buildings*	By contractor's price/quotes
g) decks, porches, gazebos	\$20.00
h) solariums, sunrooms, 3-season rooms	\$120.00
i) seasonal dwelling/sleep cabin/hunt camp (up to 400 sq. ft.)	\$110.00
j) conditional permit per \$1,000 or part thereof (minimum \$1,000 value)	\$15.00
k) repairs, renovations and material alterations not readily identified by the above criteria will require written estimates from a contractor - Value to be determined by the Chief Building Official	
l) SPECIAL PROVISION: the Chief Building Official may, for any of the above or where there is a dispute, calculate the estimated value at his discretion, based on written estimates provided by a contractor.	

*** properties must have farm assessment to quality**

12. Refunds – if a Building Permit has been issued and applicable fees paid, project has not commenced; fees may be refunded as follows, with the exception of the administration fee:

a) if administrative and zoning functions only have been performed	70%
b) if administrative, zoning and plans examination functions have been performed	40%
c) if the permit has been issued and no field inspections have been performed subsequent to permit issuance.	30%

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2019- 47

Being a Bylaw to Grant Validation
Under the Planning Act

WHEREAS Ontario Regulation 229/99 under the Planning Act R.S.O. 1990 was filed for the purpose of delegating approval authority to the Council of the Corporation of the Township of Sables-Spanish Rivers for various planning matters, including validations;

AND WHEREAS Council has deemed it appropriate to grant validation of title as per Application File No. VAL-19-01;

BE IT RESOLVED THAT the Council of the Corporation of the Township of Sables-Spanish Rivers ENACTS AS FOLLOWS:

1. THAT pursuant to Ontario Regulation 229/99 and Section 57 of the Planning Act, R.S.O. 1990, Chapter 13, as amended, Council hereby grants validation to the following land;

Firstly: Parcel 2092
Part Lot 11 and Part Lot 12, Concession 5
Township of Harrow
Now registered under PIN 73424-0038

Secondly: Parcel 5208
Part Lot 11, Concession 5
Township of Harrow
Now registered under PIN 73424-0092

READ A FIRST AND SECOND TIME THIS 23RD DAY OF OCTOBER, 2019.


MAYOR – L. GAMBLE


CLERK – K. SLOSS

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 23RD DAY OF OCTOBER, 2019.


MAYOR – L. GAMBLE


CLERK – K. SLOSS