

THE CORPORATION OF THE TOWNSHIP OF SABLE-SPANISH RIVERS

REGULAR MEETING

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JANUARY 22, 2020

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

Motion No: 2020-10
 Moved By: G. MASSICOTTE
 Seconded By: S. SONNENBURG
 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 January 8, 2020 be approved.
CARRIED

Addition
to Agenda
-- A3

Motion No. 2020-11
 Moved By: G. MASSICOTTE
 Seconded By: K. BURKE
 BE IT RESOLVED THAT the following be added to the regular agenda:
 -A3-Office Staffing Position
CARRIED

Library
Presentation

Motion No: 2020-12
 Moved By: K. BURKE
 Seconded By: C. PHILLIPS
 BE IT RESOLVED THAT we thank Rashed Ahmad for his presentation to Council on the Library's 2019 Social Return on Investment Report.
CARRIED

Consent
Agenda

Motion No: 2020-13
 Moved By: C. PHILLIPS
 Seconded By: K. BURKE
 BE IT RESOLVED THAT items A1, A2, B1, C1, E1 and G1 contained on the consent agenda be adopted.
CARRIED

A1-
Accounts

Motion No. 2020-14
 Moved By: C. PHILLIPS
 Seconded By: K. BURKE
 BE IT RESOLVED THAT the attached cheque registers totalling \$44,278.78 be approved as paid;
 AND THAT the cash disbursements report totalling \$236,060.61 be paid as funds permit.
CARRIED

A2-OGRA
Conference

Motion No: 2020-15
 Moved By: C. PHILLIPS
 Seconded By: K. BURKE
 BE IT RESOLVED THAT we confirm the registration of Les Gamble to the Ontario Good Roads Association Conference in Toronto from February 23-26, 2020, expenses paid.
CARRIED

B1-Fire
Fighter
Appt.

Motion No. 2020-16
 Moved By: C. PHILLIPS
 Seconded By: K. BURKE
 BE IT RESOLVED THAT Darren Lamothe be appointed as a volunteer fire fighter, subject to the usual terms and conditions.
CARRIED

C1-
Public
Works
Staff

Motion No. 2020-17
 Moved By: C. PHILLIPS
 Seconded By: K. BURKE
 BE IT RESOLVED THAT Trevor Stack shall be appointed to assume duties in the absence of the Crew Supervisor, at the supervisor's hourly rate during those periods of time.
CARRIED

E1-Library
Member
Resignation

Motion No. 2020-18
 Moved By: C. PHILLIPS
 Seconded By: K. BURKE
 BE IT RESOLVED THAT we accept the resignation of Claire Cressey-Forsyth from the Library Board with regret, and wish her all the best.
CARRIED

G1-Hiring
Policy
Amendment

Motion No: 2020-19
 Moved By: C. PHILLIPS
 Seconded By: K. BURKE
 BE IT RESOLVED THAT the following bylaw be read a first, second, third and final time and passed in open council:
 Bylaw 2020-05-being a bylaw to amend the hiring policy
CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

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JANUARY 22, 2020

Office Staffing Position	<p>Motion No: 2020-20 Moved By: S. SONNENBURG Seconded By: G. MASSICOTTE BE IT RESOLVED THAT we accept the recommendation of the hiring committee to offer Amanda Ellsworth the position of Economic Development/Office Support. CARRIED</p>
Rescind Res 2019- 334- Liquor Licence	<p>Motion No. 2020-21 Moved By: S. SONNENBURG Seconded By: G. MASSICOTTE BE IT RESOLVED THAT resolution 2019-334 is hereby rescinded; AND THAT the municipal liquor licence shall be utilized for the weekend of the Winter Carnival. CARRIED</p>
Parks & Rec Mtg. Report	<p>Motion No: 2020-22 Moved By: D. RIVERS Seconded By: C. PHILLIPS BE IT RESOLVED THAT the attached Parks and Recreation Committee Meeting Report of January 15, 2020 be accepted. CARRIED</p>
Ec. Dev. Mtg Report	<p>Motion No. 2020-23 Moved By: S. SONNENBURG Seconded By: C. PHILLIPS BE IT RESOLVED THAT the attached Economic Development Committee Meeting Report of January 21, 2020 be accepted. CARRIED</p>
Consent File C20-01; EMIRY	<p>Motion No. 2020-24 Moved By: C. PHILLIPS Seconded By: D. RIVERS BE IT RESOLVED THAT Consent Application File No. C-20-01 as applied for by Keith Emiry on behalf of Emiry Farms be PROVISIONALLY APPROVED this 22nd day of January, 2020; The land in subject application is composed of land in the Township of May, Concession 1, Part Lot 9, Parcels 1587, 2108, 2111 The purpose of this consent is to allow for a lot addition to May, Concession 2, Part Lot 9, Parcel 7703 in the Rural zone. It is hereby provisionally approved with the schedule of conditions attached hereto." CARRIED</p>
Consent File C20-02; EMIRY	<p>Motion No. 2020-25 Moved By: G. MASSICOTTE Seconded By: K. BURKE BE IT RESOLVED THAT Consent Application File No. C-20-02 as applied for by Keith Emiry on behalf of Emiry Farms be PROVISIONALLY APPROVED this 22nd day of January, 2020; The land in subject application is composed of land in the Township of Harrow, Concession 6, Lot 8, Parcel 1610; The purpose of this consent is to allow for a lot addition to Harrow, Concession 6, Part Lot 7, Parcel 6465 in the Rural zone. It is hereby provisionally approved with the schedule of conditions attached hereto." CARRIED</p>
Consent File C20-03; EMIRY	<p>Motion No. 2020-26 Moved By: S. SONNENBURG Seconded By: G. MASSICOTTE BE IT RESOLVED THAT Consent Application File No. C-20-03 as applied for by Keith Emiry on behalf of Emiry Farms be PROVISIONALLY APPROVED this 22nd day of January, 2020; The land in subject application is composed of land in the Township of Harrow, Concession 6, Lot 9, Parcel 5855; The purpose of this consent is to allow for a lot addition to Harrow, Concession 6, Part Lot 8, Parcel 5300 in the Rural zone. It is hereby provisionally approved with the schedule of conditions attached hereto." CARRIED</p>

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

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JANUARY 22, 2020

Bylaws 20-
06,20-07-
1st/2nd
Reading

Motion No. 2020-27
Moved By: C. PHILLIPS
Seconded By: D. RIVERS
BE IT RESOLVED THAT the following bylaws be read a first and second time:
Bylaw 2020-06 – being a bylaw to adopt Official Plan Amendment #2;
Bylaw 2020-07 – being a bylaw to enter into an agreement for building inspection services.
CARRIED

Bylaws 20-
06,20-07-
3rd/Final
Reading

Motion No. 2020-28
Moved By: K. BURKE
Seconded By: C. PHILLIPS
BE IT RESOLVED THAT the following bylaws be read a third and final time and passed in open council:
Bylaw 2020-06 – being a bylaw to adopt Official Plan Amendment #2;
Bylaw 2020-07 – being a bylaw to enter into an agreement for building inspection services.
CARRIED

Motion No. 2020-29
Moved By: S. SONNNENBURG
Seconded By: G. MASSICOTTE
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
103	Shell Canada, Box 8, Postal Station M, CALGARY, AB, T2P 2H5						
	62930236 (PAP)	1/09/20	\$2,163.90	\$0.00	\$2,163.90		PAP
	Total Vendor Payment:		\$2,163.90	\$0.00	\$2,163.90		
	Vendor Payment Method:	PAP	\$2,163.90	\$0.00	\$2,163.90		
552	OMERS, , , ,						
	OMERS - 12/19 (PA	1/09/20	\$13,143.00	\$0.00	\$13,143.00		PAP
	Total Vendor Payment:		\$13,143.00	\$0.00	\$13,143.00		
	Vendor Payment Method:	PAP	\$13,143.00	\$0.00	\$13,143.00		
	Total Selected for Payment:		\$15,306.90	\$0.00	\$15,306.90		
	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
4	Receiver General, Payroll Deductions, , ,						
		PayrollDeductions-01	1/08/20	\$14,781.40	\$0.00	\$14,781.40	PAP
	Total Vendor Payment:			\$14,781.40	\$0.00	\$14,781.40	
	Vendor Payment Method:		PAP	\$14,781.40	\$0.00	\$14,781.40	
6	Minister of Finance - EHT, , , ,						
		EHT - Dec19 (PAP)	1/08/20	\$2,547.47	\$0.00	\$2,547.47	PAP
	Total Vendor Payment:			\$2,547.47	\$0.00	\$2,547.47	
	Vendor Payment Method:		PAP	\$2,547.47	\$0.00	\$2,547.47	
52	Royal Bank - GFS Service Centre, P.O. Box 6001, Station A, 1 Place Ville Marie - M1, MONTREAL, QC, H3C 3A9						
		R Lachance - Dec19	1/08/20	\$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	
	Total Selected for Payment:			\$17,610.31	\$0.00	\$17,610.31	
	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 - 12/31/20 (P	12/20/19	\$10,131.70	\$0.00	\$10,131.70		PAP
Total Vendor Payment:			\$10,131.70	\$0.00	\$10,131.70		
Vendor Payment Method:		PAP	\$10,131.70	\$0.00	\$10,131.70		
Total Selected for Payment:			\$10,131.70	\$0.00	\$10,131.70		
Number of Cheques/eCheques:		1					



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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
551 WSIB, , , ,	WSIB- NEERSURCH	1/03/20	\$1,229.87	\$0.00	\$1,229.87	PAP
Total Vendor Payment:			\$1,229.87	\$0.00	\$1,229.87	
Vendor Payment Method:		PAP	\$1,229.87	\$0.00	\$1,229.87	
Total Selected for Payment:			\$1,229.87	\$0.00	\$1,229.87	
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
1	Amanda Berloni Professional Corporation, in Trust, 254 Larch Street, Sudbury, ON, P3B1M1					
		SSR-18-01	1/17/20	\$308.25	\$0.00	\$308.25 Cheque
	Total Vendor Payment:			\$308.25	\$0.00	\$308.25
	Vendor Payment Method:	Cheque		\$308.25	\$0.00	\$308.25
10	Bell Canada, P.O. Box 9000, Stn Don Mills, NORTH YORK, ON, M3C 2X7					
	2073 - 12/28/19 (PAP)	1/17/20		\$56.06	\$0.00	\$56.06 PAP
	2100-12/28/19 (PAP)	1/17/20		\$48.49	\$0.00	\$48.49 PAP
	2300-12/28/19 (PAP)	1/17/20		\$294.84	\$0.00	\$294.84 PAP
	2358-12/28/19 (PAP)	1/17/20		\$64.40	\$0.00	\$64.40 PAP
	2646-12/28/19 (PAP)	1/17/20		\$445.85	\$0.00	\$445.85 PAP
	3491-11/28/19 (PAP)	1/17/20		\$48.49	\$0.00	\$48.49 PAP
	3491-12/28/19 (PAP)	1/17/20		\$49.94	\$0.00	\$49.94 PAP
	518195732 - 01/01/2	1/17/20		\$63.28	\$0.00	\$63.28 PAP
	Total Vendor Payment:			\$1,071.35	\$0.00	\$1,071.35
	Vendor Payment Method:	PAP		\$1,071.35	\$0.00	\$1,071.35
11	Bell Mobility, P.O. Box 5102, BURLINGTON, ON, L7R 4R7					
	503729505 - 1/1/20 (1/17/20		\$52.46	\$0.00	\$52.46 PAP
	Total Vendor Payment:			\$52.46	\$0.00	\$52.46
	Vendor Payment Method:	PAP		\$52.46	\$0.00	\$52.46
26	Huron Central Railway M2142, Case Postale 11524, Succursale Centre-Ville, MONTREAL, PQ, H3C 5N7					
	FL006040	1/17/20		\$888.00	\$0.00	\$888.00 EFT
	Total Vendor Payment:			\$888.00	\$0.00	\$888.00
	Vendor Payment Method:	EFT		\$888.00	\$0.00	\$888.00
33	Laurentian Business Products, 108-450 Notre Dame Avenue, SUDBURY, ON, P3C 5K8					
	336498	1/17/20		\$94.04	\$0.00	\$94.04 Cheque
	Total Vendor Payment:			\$94.04	\$0.00	\$94.04
	Vendor Payment Method:	Cheque		\$94.04	\$0.00	\$94.04
35	Massey Home Hardware, , P.O. Box 668, MASSEY, ON, P0P 1P0					
	93423	1/17/20		\$41.63	\$0.00	\$41.63 Cheque
	Total Vendor Payment:			\$41.63	\$0.00	\$41.63
	Vendor Payment Method:	Cheque		\$41.63	\$0.00	\$41.63
38	Minister of Finance - Policing, P.O. Box 647, 33 King Street West, OSHAWA, ON, L1H 8X3					
	112312191322147	1/17/20		\$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					
	0288068	1/17/20		\$22.37	\$0.00	\$22.37 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:			\$22.37	\$0.00	\$22.37	
Vendor Payment Method:			\$22.37	\$0.00	\$22.37	
49	GFL Environmental Inc., PO Box 150, CONCORD, ON, L4K 1B2					
	GO0000002816	1/17/20	\$900.77	\$0.00	\$900.77	EFT
	GO0000002820	1/17/20	\$802.30	\$0.00	\$802.30	EFT
	GP0000002944	1/17/20	\$26,819.07	\$0.00	\$26,819.07	EFT
Total Vendor Payment:			\$28,522.14	\$0.00	\$28,522.14	
Vendor Payment Method:			\$28,522.14	\$0.00	\$28,522.14	
51	Sonnenburg Rona Building Centre, 155 Sable Street, MASSEY, ON, P0P 1P0					
	0206477	1/17/20	\$114.91	\$0.00	\$114.91	Cheque
Total Vendor Payment:			\$114.91	\$0.00	\$114.91	
Vendor Payment Method:			\$114.91	\$0.00	\$114.91	
59	GCR Tire Centres, PO Box 9311, Station A, TORONTO, ON, M5W 3M2					
	910-42896	1/17/20	\$1,454.48	\$0.00	\$1,454.48	EFT
Total Vendor Payment:			\$1,454.48	\$0.00	\$1,454.48	
Vendor Payment Method:			\$1,454.48	\$0.00	\$1,454.48	
62	Town of Espanola, 100 Tudhope Street, Suite 2, ESPANOLA, ON, P5E 1S6					
	2452	1/17/20	\$5,236.64	\$0.00	\$5,236.64	EFT
Total Vendor Payment:			\$5,236.64	\$0.00	\$5,236.64	
Vendor Payment Method:			\$5,236.64	\$0.00	\$5,236.64	
65	NAPA Espanola, 350 Centre Street, ESPANOLA, ON, P5E 1G3					
	957-450171	1/17/20	\$283.88	\$0.00	\$283.88	EFT
	957-450526	1/17/20	\$21.83	\$0.00	\$21.83	EFT
Total Vendor Payment:			\$305.71	\$0.00	\$305.71	
Vendor Payment Method:			\$305.71	\$0.00	\$305.71	
66	USTI Canada Inc., C/O Lockbox #918500, PO Box 4090 STN A, Toronto, ON, M5W 0E9					
	263853	1/17/20	\$452.00	\$0.00	\$452.00	EFT
Total Vendor Payment:			\$452.00	\$0.00	\$452.00	
Vendor Payment Method:			\$452.00	\$0.00	\$452.00	
67	Walford Truck-N-Tractor, BOX 218, SPANISH, ON, P0P 2A0					
	16548	1/17/20	\$84.75	\$0.00	\$84.75	EFT
Total Vendor Payment:			\$84.75	\$0.00	\$84.75	
Vendor Payment Method:			\$84.75	\$0.00	\$84.75	
71	Hydro One, P.O. Box 4102, Station A, TORONTO, ON, M5W L3L					
	30637 - 01/09/20 (PA	1/17/20	\$350.02	\$0.00	\$350.02	PAP
	69069 - 1/15/20 (PAP	1/17/20	\$283.14	\$0.00	\$283.14	PAP

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
	69271 - 01/15/20 (PA	1/17/20	\$1,775.52	\$0.00	\$1,775.52	PAP
	69473 - 01/6/20 (PAP	1/17/20	\$122.76	\$0.00	\$122.76	PAP
	69574 - 01/10/20 (PA	1/17/20	\$1,900.25	\$0.00	\$1,900.25	PAP
	69675 - 01/08/2020 (1/17/20	\$562.79	\$0.00	\$562.79	PAP
Total Vendor Payment:			\$4,994.48	\$0.00	\$4,994.48	
Vendor Payment Method:			PAP	\$4,994.48	\$0.00	\$4,994.48
74	Sables-Spanish Rivers Public Library Board, P.O. Box 40, MASSEY, ON, P0P 1P0					
	MunicipalContribution	1/17/20	\$78,984.50	\$0.00	\$78,984.50	Cheque
Total Vendor Payment:			\$78,984.50	\$0.00	\$78,984.50	
Vendor Payment Method:			Cheque	\$78,984.50	\$0.00	\$78,984.50
105	Weaver Simmons LLP, 233 Brady Street, Suite 400, SUDBURY, ON, P3B 4H5					
	127	1/17/20	\$3,916.44	\$0.00	\$3,916.44	EFT
Total Vendor Payment:			\$3,916.44	\$0.00	\$3,916.44	
Vendor Payment Method:			EFT	\$3,916.44	\$0.00	\$3,916.44
113	Culligan, 450 Second Avenue, SUDBURY, ON, P3B 4A4					
	D-29906Acct#32811	1/17/20	\$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
117	Desmarais, Keenan, 15 MacKenzie Street, SUDBURY, ON, P3C 4Y1					
	FileNo:(54)97,236(S	1/17/20	\$1,614.77	\$0.00	\$1,614.77	Cheque
	FileNO:(54)98195(SS	1/17/20	\$1,685.57	\$0.00	\$1,685.57	Cheque
Total Vendor Payment:			\$3,300.34	\$0.00	\$3,300.34	
Vendor Payment Method:			Cheque	\$3,300.34	\$0.00	\$3,300.34
124	Wat Supplies, 1558775 Ontario Limited, 80 National Drive, GARSON, ON, P3L 1M5					
	220824	1/17/20	\$283.17	\$0.00	\$283.17	EFT
	221919	1/17/20	\$481.24	\$0.00	\$481.24	EFT
	222772	1/17/20	\$7.90	\$0.00	\$7.90	EFT
Total Vendor Payment:			\$772.31	\$0.00	\$772.31	
Vendor Payment Method:			EFT	\$772.31	\$0.00	\$772.31
140	Medical Mart, PO BOX 57518, STN A, Toronto, ON, M5W 5M5					
	7090240-37601876	1/17/20	\$597.38	\$0.00	\$597.38	EFT
Total Vendor Payment:			\$597.38	\$0.00	\$597.38	
Vendor Payment Method:			EFT	\$597.38	\$0.00	\$597.38
193	Ontario Clean Water Agency, Accounts Receivable, 1 Yonge Street, Suite 1700, TORONTO, ON, M5E 1E5					
	INV000119793	1/17/20	\$9,092.58	\$0.00	\$9,092.58	EFT
	INV000119797	1/17/20	\$1,500.00	\$0.00	\$1,500.00	EFT
Total Vendor Payment:			\$10,592.58	\$0.00	\$10,592.58	

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	\$10,592.58	\$0.00	\$10,592.58	
199	Minister of Finance, , , ,					
	35917	1/17/20	\$259.90	\$0.00	\$259.90	Cheque
Total Vendor Payment:			\$259.90	\$0.00	\$259.90	
Vendor Payment Method:		Cheque	\$259.90	\$0.00	\$259.90	
199	Minister of Finance, , , ,					
	110701201117051	1/17/20	\$65.00	\$0.00	\$65.00	Cheque
Total Vendor Payment:			\$65.00	\$0.00	\$65.00	
Vendor Payment Method:		Cheque	\$65.00	\$0.00	\$65.00	
305	Around & About, 85 Centre Street, ESPANOLA, ON, P5E 1S4					
	0000043754	1/17/20	\$637.32	\$0.00	\$637.32	EFT
	0000044501	1/17/20	\$863.32	\$0.00	\$863.32	EFT
	0000044673	1/17/20	\$149.16	\$0.00	\$149.16	EFT
Total Vendor Payment:			\$1,649.80	\$0.00	\$1,649.80	
Vendor Payment Method:		EFT	\$1,649.80	\$0.00	\$1,649.80	
315	Corporate Express, C/O TO4446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2					
	52297569	1/17/20	\$973.86	\$0.00	\$973.86	Cheque
	52309085	1/17/20	\$153.49	\$0.00	\$153.49	Cheque
	52315809	1/17/20	\$391.78	\$0.00	\$391.78	Cheque
	52324403	1/17/20	\$84.40	\$0.00	\$84.40	Cheque
	52326726	1/17/20	\$167.23	\$0.00	\$167.23	Cheque
	52334697	1/17/20	\$48.30	\$0.00	\$48.30	Cheque
Total Vendor Payment:			\$1,819.06	\$0.00	\$1,819.06	
Vendor Payment Method:		Cheque	\$1,819.06	\$0.00	\$1,819.06	
355	Hughes Supply Company, PO Box 597, IRON BRIDGE, ON, P0R 1H0					
	43282	1/17/20	\$284.87	\$0.00	\$284.87	EFT
Total Vendor Payment:			\$284.87	\$0.00	\$284.87	
Vendor Payment Method:		EFT	\$284.87	\$0.00	\$284.87	
359	JI Enterprises, 823292 Ontario Ltd., PO Box 1382, BLIND RIVER, ON, P0R 1B0					
	28917	1/17/20	\$2,883.42	\$0.00	\$2,883.42	Cheque
Total Vendor Payment:			\$2,883.42	\$0.00	\$2,883.42	
Vendor Payment Method:		Cheque	\$2,883.42	\$0.00	\$2,883.42	
380	Thomson Reuters Canada, PO Box 1991, Station B, TORONTO, ON, M5T 3G1					
	841679247	1/17/20	\$163.80	\$0.00	\$163.80	Cheque
Total Vendor Payment:			\$163.80	\$0.00	\$163.80	
Vendor Payment Method:		Cheque	\$163.80	\$0.00	\$163.80	
438	Wenrick Kennels, Box 640, 411 St. Agnes St. W., AZILDA, ON, P0M 1B0					

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

						Payment
Vendor	Invoice Number	Date	Gross Amount	Discount	Net Amount	Method
	2020-01	1/17/20	\$5,517.23	\$0.00	\$5,517.23	EFT
Total Vendor Payment:			\$5,517.23	\$0.00	\$5,517.23	
Vendor Payment Method:			EFT	\$5,517.23	\$0.00	\$5,517.23
520	EASTLINK, PO BOX 5800, SUDBURY, ON,					
	11058324 (PAP)	1/17/20	\$38.02	\$0.00	\$38.02	PAP
	11120092 (PAP)	1/17/20	\$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
550	Chrystal Gamble, 285 Second St, Box 901, MASSEY, ON,					
	Janitor-1/31/20	1/17/20	\$750.00	\$0.00	\$750.00	EFT
Total Vendor Payment:			\$750.00	\$0.00	\$750.00	
Vendor Payment Method:			EFT	\$750.00	\$0.00	\$750.00
551	WSIB, , , ,					
	WSIB - 12/19 (PAP)	1/17/20	\$4,130.23	\$0.00	\$4,130.23	PAP
Total Vendor Payment:			\$4,130.23	\$0.00	\$4,130.23	
Vendor Payment Method:			PAP	\$4,130.23	\$0.00	\$4,130.23
555	GOODCHILD SERVICES, Box 135, Webbwood, ON, P0P 2G0					
	Janitor - 1/31/20	1/17/20	\$452.00	\$0.00	\$452.00	EFT
Total Vendor Payment:			\$452.00	\$0.00	\$452.00	
Vendor Payment Method:			EFT	\$452.00	\$0.00	\$452.00
619	Phoenix Emergency Management Logic, 5 Beech Drive, Blind River, ON, P0R 1B0					
	2020-05-01	1/17/20	\$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					
	03124830965947	1/17/20	\$315.43	\$0.00	\$315.43	EFT
	03124830965948	1/17/20	\$2,720.09	\$0.00	\$2,720.09	EFT
	03124830965957	1/17/20	\$383.19	\$0.00	\$383.19	EFT
	03124890965956	1/17/20	\$2,409.93	\$0.00	\$2,409.93	EFT
	03130516965958	1/17/20	\$1,277.33	\$0.00	\$1,277.33	EFT
	03130516965961	1/17/20	\$749.80	\$0.00	\$749.80	EFT
Total Vendor Payment:			\$7,855.77	\$0.00	\$7,855.77	
Vendor Payment Method:			EFT	\$7,855.77	\$0.00	\$7,855.77
663	Versus Business Forms & Labels, 136 Maplecroft Crt, Gananoque, ON, K7G 0A6					
	47114	1/17/20	\$969.54	\$0.00	\$969.54	Cheque
Total Vendor Payment:			\$969.54	\$0.00	\$969.54	

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			\$969.54	\$0.00	\$969.54	
673	Marla Toulouse, 1031 River Rd, Massey, ON, P0P 1P0					
	Janitor - 01/6/20	1/17/20	\$35.71	\$0.00	\$35.71	EFT
Total Vendor Payment:			\$35.71	\$0.00	\$35.71	
Vendor Payment Method: EFT			\$35.71	\$0.00	\$35.71	
674	Paul Panesar, 26 Young St., Box 247, Webbwood, ON, P0P 2G0					
	Expenses-Dec2019	1/17/20	\$120.00	\$0.00	\$120.00	EFT
	FireCell - 01/01/20	1/17/20	\$73.45	\$0.00	\$73.45	EFT
Total Vendor Payment:			\$193.45	\$0.00	\$193.45	
Vendor Payment Method: EFT			\$193.45	\$0.00	\$193.45	
693	Brenda Taylor, 20 Catalina Crt, Sudbury, ON, P3E 5L2					
	Expenses - Dec2019	1/17/20	\$305.10	\$0.00	\$305.10	EFT
Total Vendor Payment:			\$305.10	\$0.00	\$305.10	
Vendor Payment Method: EFT			\$305.10	\$0.00	\$305.10	
705	RICOH, P.O. Box 1600 Streetsville RPO, Mississauga, ON, L5M 0M6					
	SCO92663575	1/17/20	\$157.50	\$0.00	\$157.50	EFT
Total Vendor Payment:			\$157.50	\$0.00	\$157.50	
Vendor Payment Method: EFT			\$157.50	\$0.00	\$157.50	
735	Baker Tilly SNT LLP, 1174 St. Jerome, Sudbury, ON, P3A 2V9					
	450637	1/17/20	\$6,780.00	\$0.00	\$6,780.00	Cheque
Total Vendor Payment:			\$6,780.00	\$0.00	\$6,780.00	
Vendor Payment Method: Cheque			\$6,780.00	\$0.00	\$6,780.00	
Total Selected for Payment:			\$236,060.61	\$0.00	\$236,060.61	
Number of Cheques/eCheques: 43						

Township of Sables-Spanish Rivers

PARKS & RECREATION COMMITTEE

AGENDA/ MEETING REPORT

Wednesday January 15, 2020 - 7:00 p.m.

PRESENT: Chair-Dale RIVERS, Kevin BURKE, Les GAMBLE, Pat HNATUIK, Glenda
MASSICOTTE, Cheryl PHILLIPS, Jayson STEWART, Sandy YAW
STAFF: Kim SLOSS, Brad DURANLEAU, Samantha MCCULLOUGH, Paul ANDERSON
ABSENT: Pam STEINKE, Vic STRESMAN

UPDATE:

Previous Committee Meeting Report - November 20, 2019
Kim read the reports to the Committee – Approved as read by Jayson/Kevin

Additions to Agenda: Jayson requested to speak on Program Director position

NEW:

1. Winter Carnival

The weekend of February 14-16, 2020 does not work for some key volunteers who are willing to help. Paul will follow up with Kelly Currie/Maureen Rowe to see if they would be available the following weekend to assist.

The schedule from 2019 was reviewed and events were discussed for inclusion in this year's carnival including;

-dinner upstairs. Gail Tanzola runs the canteen and is willing to offer breakfast and supper upstairs

- a 3-on-3 hockey tournament – working around any scheduled minor hockey games

-figure skating has requested ice time on Saturday from 1pm-3pm

-Friday night public skating/ family skating/adult skating

- live bands were suggested for evening. It was also mentioned that a DJ or karaoke would go well.

-regular kids' games/adult games: minnow races, family bingo, log sawing

-face painting – Jayson will contact individual who may offer to do this.

- Samantha will approach Minor Hockey with regards to tournament

- Brad will take out golf simulator and get familiar with it, and see if it would be practical for this weekend, considering the space it would take away from tables and chairs and room for other activities.

-it was assumed there would be a bar; this is a matter for Council as they have instructed no liquor license events during this staffing transition time.

2. Webbwood Outdoor Rink

- we have been informed that volunteers have been active in maintaining the ice rink this winter. As per Linda Lendrum's attached letter they are requesting that they be given permission to continue to operate with volunteers being responsible to supervise the shack. A key is available at the Library and Linda can provide it to nightly volunteers to open the building. It is recommended that if the building is to be opened, it must be an adult that obtains the key and provides the supervision, and that these volunteers be thanked for initiating this for the community.

- *The committee agreed that these volunteers be commended for their time. It was also agreed adult supervision would be necessary for the key to be given out for the building to be open.*

- *A few maintenance matters were brought up: time for outdoor lights, repairs to the board where a piece is missing where you step out of the building, and snow/ice between rink and building. Public Works can be asked to remove any build-up of snow that is possible for them to get with the loader when they are in Webbwood doing snow removal.*

Note: It is noted that Public Works Department is also running on skeleton staff and doesn't have a lot of time to devote to other duties at this time. Brad indicated that he could look at the board repair needed.

3. Budget Review

-- attached is a memo from Treasurer, Patricia Deline with a working copy of budget sheets for Parks and Recreation Department for review and recommendations to Council. *Kim advised the Committee that Council indicated that the operating budgets could be drafted using 2019 numbers, and adjustments made where known. The Committee did not discuss the budget circulation from the Treasurer any further.*

4. Program Director position

- *Jayson spoke to the position that had been in place through the Arena that coordinated and offered numerous activities and programs for residents of all ages and asked if Council intended on having it brought back. He expressed that volunteers in a community our size are hard to keep; they are tapped out to give more; people are so much more busy with work and family. It is acknowledged that some of these were revenue neutral, some were profitable, but it just adds to the quality of life for our community.*

- *Cheryl spoke to her thoughts that we need a Parks & Recreation Coordinator to oversee the whole department, including the playgrounds, recreational activities and providing programming to involve each of the communities in our Township.*

Other - Les Gamble asked the Arena staff to think of tasks and what they feel should/could be accomplished during the summer.

NEXT MEETING – Carnival planning – Thursday, January 23, 2020 at 7:00 p.m.

Economic Development Committee

Meeting Minutes

January 21, 2020

Opening

The regular meeting of the Economic Development Committee was called to order at 6:35PM on January 21, 2020 in Massey by Susan Sonnenburg.

Present

Susan Sonnenburg - Chair
Kevin Burke
Lisa Hobbs
Merri-Ann Hobbs

Adam Martel
Charlene Puzack
Brian Channon

Regrets

Cindy Stewart
Leslie Gamble
Chad Sonnenburg
Tammy Manitowabi
Don More

Glenda Massicotte

Pat Hnatuik

OLD BUSINESS

1. Docking System 2020 project
 - a. Discussed quote provided by Chad Sonnenburg – Rona
 - i. \$2563.95 (8' x 16' floating dock with a 5 x 12 platform from shore)
 - ii. Discussed anchoring of dock (4' 4' cement pad and a 16' walkway out to the dock)
 - iii. Discussed concerns/questions posed by the insurance company/risk management and the engineer
 1. Waiting on more information from the engineer
 2. Dock lighting could be addressed by installing solar lights
 3. Will need to design and post a sign indicating no swimming, fishing, hours of operation, etc. as required
 4. Committee would like to have public works inspect and monitor the dock.
 - a. Concerns brought up about the work load this adds to our understaffed public works department.
 - b. request PWD assistance to install docks

- iv. Will need to wait to move forward until we hear back from the engineer.
 - b. Committee would like to budget \$6000.00 for this docking project
2. Design the sign contest
- a. We have not received many submissions
 - b. Contest will be open until Feb.15th
 - c. If no suitable designs are submitted committee will consider other design options (Graphic designer, etc.)

Age-friendly update

- 1. Committee has received official notice from Glenda Massicotte that due to work commitments she has withdrawn from participation in the Economic Development Committee as well as Chair of the Age-Friendly Committee
- 2. Discussion about whether the Age-Friendly Committee has served its purpose and these initiatives should be assumed by the Economic Development committee
 - a. Susan will discuss with Glenda and make recommendations to the committee at the next meeting
- 3. Age-Friendly Dinner
 - a. Discussion about where the surplus net profit from the Age-Friendly Christmas dinner should go
 - i. Committee would like to find out whether or not the hall was donated or if we paid a rental fee.
 - ii. If the Hall was donated the committee would like to pay for the Hall rental from the proceeds and the rest of the funds should be transferred to reserves for future Age-Friendly initiatives.
 - iii. donation to Walford hall equal to rental cost

After meeting note: the cost of the hall was donated as per Glenda Massicotte. Committee will pay the Hall rental fee and the rest of the proceeds will be put back into special programming for future Age-Friendly Initiatives.

- 3. Update on possible new EDO
 - a. Interviews were held on Monday
 - b. A candidate has been chosen to move forward in the process
 - c. successful Candidate, pending council approval

NEW

- 1. Celebrate Ontario grant
 - a. Ecdev has no projects currently that are appropriate for this grant
 - b. Discussion about having some "Shelf ready" ideas ready for the upcoming grant season.
- 2. Review Strategic plan
 - a. All goals are ongoing or have been completed thus far
 - b. Right on track
- 3. Partnering with Sagamok for the Walleye Tournament in the spring
 - a. Tammy to call meeting w Sagamok to discuss concerns about changing to spring event

4. Large billboards in Webbwood
 - a. Discussion about using these to advertise events in the Township
 - b. Edo to send a letter to registered owner of the property to find out about these billboards, (costs, etc.)
 - c. Advertise the Massey Marathon, Fair, Market, Museum
 - i. request we contact all 4 committees for their input (Museum, marathon, Fair and Market)
5. Electronic Signs
 - a. Discussion regarding costing out one of these signs for the Township
 - b. "ticker-tape/scrolling" sign in Elliot Lake may be an option
 - i. Charlene will try to glean information about the sign and let the EDO know.
6. Budget 2020
 - a. Reviewed the budget for 2020 (ATT)
 - b. Will need to get more information on costs (docking, signs) in order to finish going through the budget.
 - c. Would like to add a line in the budget of \$5000.00 to Age-Friendly initiatives
 - i. Would like to consider/research putting a seniors housing/community in the South yard
 - ii. Would like the property to be serviced
 1. Septic
 2. Water
 - d. Susan would like to get a breakdown of what is included in the Material, Parts, and supplies category of the budget
 - i. Lisa to get this from Pat Deline
 - e. Would like to have the EDO attend conferences, etc. so need to keep the budgeted amount for mileage, meal and accommodations and training and conferences

Broadband

1. Bell and Galaxy Meeting in Bruce Mines – Adam Martel – notes
 - a. Adam Martel gave update on this meeting
 - b. Not feasible due to the small population/spread out over a large area.
 - c. Mention of satellite service for this area within the next few years

Farmers' Market

1. Discussion re: need to select a new name and logo for the new Flea Market
 - a. Committee decided on the name "The Market"
 - b. Would like to ask Janet from Coyote Woodworks to design a new logo

After meeting note: it has been brought to our attention that Sudbury's Market is named "The Market" sent this information to the committee and will await feedback on how to proceed.
2. Committee will need to review/revamp the vendor application/terms of reference to be appropriate for a Flea Market instead of a Farmers' Market

- a. Once this is completed will need to get this information to the new municipal insurance company for review/Quote
- 3. Committee would like the new EDO to take a more active role in advertising/radio interviews for the new Flea Market
- 4. Would like to start advertising immediately for vendors for the new market
 - a. Around and About
 - b. Flyers around town
 - c. Facebook/website
 - d. The Moose- Elliot Lake and Espanola
 - i. Aaron Ferguson and Roz
- 5. Need to ask potential non-profits about hosting a weekly BBQ at The Market
 - a. Legion
 - b. Minor Hockey
 - c. Eagles
 - d. Splash pad (Contact Maureen Rowe)
- 6. Need to get new T-Shirts and sandwich boards
 - a. Will need to have a new logo designed first
 - b. Committee had decided that the new sandwich boards should be 6' high x 4' wide
 - i. Discussion about storing these signs/where to place them
 - ii. Susan will talk to property owners and get permission for east and west ends of Massey
 - iii. Will need to get a quote from Janet at Coyote Woodworks for these new signs for budget

Meeting was adjourned at 8:30PM by Susan Sonnenburg. Next Economic Development general meeting will be held on February 18th, at 6:30PM. Next Farmers' Market meeting will be held on February 18th, 2020 immediately following the Economic Development Meeting. All meetings to be held in Council chambers.

Minutes submitted by: Lisa Hobbs

Approved by: Susan Sonnenburg

Account Number	2018 Budget	2018 Actual	2019 Budget	2019 Actual @ Dec 19, 2019	2020 Proposed Budget
Economic Development Revenues					
01-800-801-6402 Economic Development Advertising Revenue	\$ -	\$ -	\$ -	\$ -	
01-800-801-6560 Economic Development Other Revenue	\$ -	\$ -	\$ -	\$ 1,243.18	
01-800-801-6620 Economic Development Transfer from Reserve	\$ 14,574.00	\$ -	\$ -	\$ -	
Total Economic Development Revenues	\$ 14,574.00	\$ -	\$ -	\$ 1,243.18	\$ -
Economic Development Expenditures					
01-800-801-7010 Economic Development Wages	\$ 22,179.00	\$ 16,231.03	\$ 23,100.00	\$ 12,001.30	\$ 23,100.00
01-800-801-7015 Economic Development Benefits	\$ 4,436.00	\$ 3,225.31	\$ 6,600.00	\$ 1,574.78	\$ 6,600.00
01-800-801-7031 Economic Development Transfer to Reserves	\$ -	\$ 20,000.00	\$ -	\$ -	
01-800-801-8000 Economic Development Materials, Parts & Supplies	\$ 40,100.00	\$ 5,953.28	\$ 13,500.00	\$ 8,707.32	\$ 20,000.00
01-800-801-8010 Economic Development Office Supplies	\$ 500.00	\$ -	\$ 100.00	\$ -	\$ 100.00
01-800-801-8020 Economic Development Postage, Courier	\$ 250.00	\$ 152.76	\$ 200.00	\$ 40.95	\$ 200.00
01-800-801-8025 Economic Development Advertising, Publications	\$ 500.00	\$ 450.00	\$ 500.00	\$ 450.00	\$ 500.00
01-800-801-8051 Economic Development Telephone & Internet	\$ 600.00	\$ 474.10	\$ 600.00	\$ 428.12	\$ 600.00
01-800-801-8060 Economic Development Training and Conference Expense:	\$ 1,000.00	\$ -	\$ 500.00	\$ 50.00	\$ 500.00
01-800-801-8061 Economic Development Mileage	\$ 500.00	\$ -	\$ 300.00	\$ -	\$ 300.00
01-800-801-8062 Econ Dev Meals & Accommodations	\$ 500.00	\$ -	\$ 200.00	\$ -	\$ 200.00
01-800-801-8081 Ec. Dev. Special Programming Expenses	\$ -	\$ -	\$ 8,500.00	\$ 4,300.09	\$ 8,500.00
01-800-801-8110 Economic Development Consulting and Legal Fees	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Proposed new line: Age Friendly Initiatives				\$	\$ 5,000.00
Total Economic Development Expenditures	\$ 72,065.00	\$ 46,986.48	\$ 54,600.00	\$ 28,052.56	\$ 66,100.00
EXCESS OF REVENUES OVER EXPENDITURES	\$ (57,491.00)	\$ (46,986.48)	\$ (54,600.00)	\$ (26,809.38)	\$ (66,100.00)

2019 Economic Development Budget
Materials Parts & Supplies

Description	2019 Proposed Budget	Comments
Materials Parts & Supplies (01-800-801-8000)		
Signage	\$ 3,000.00	clarify what the signs are for?
Flowers for Baskets & Barrels & Webbwood Planters	\$ 4,400.00	
Fertilizer/Miscellaneous parts for flowers (pump, tie cables, etc)	\$ 600.00	
Christmas Lights Installation & Removal (Espanola Regional Hydro)	\$ 1,300.00	
Christmas Lights repairs as required	\$ 2,500.00	
Community Boards repairs	\$ 400.00	
Secure garbage cans (bears)	\$ 2,000.00	maybe 2. for the mouth park
Broadband project	\$ 6,000.00	
Total Economic Development Expenditures	\$ 19,500.00	
	<u>6,000.00</u>	transferred to Special Programming for farmer's market.
	<u>13,500.00</u>	

revised 3/18/19

THE CORPORATION OF THE
TOWNSHIP OF SABLES-SPANISH RIVERS

Provisional Approval - Consent Application File No. C-20-01

Schedule of Conditions:

1. Road allowance - That if a survey is required, the road allowance(s) deemed to be approximately 33 ft. from the centre of the existing road(s) in front of the land to be severed be surveyed, and together with other road allowances that may be on this or existing surveys be conveyed to the Municipality at the applicant's expense and appropriately certified that the Municipality's title is free and clear of all encumbrances and the Municipality has a good and marketable title.
2. Public road - The road authority requests that the roads on the applicant's lands deemed to be approximately 33 ft. from the centre of the existing road and approved by the Municipality be acknowledged as public road and if shown on a survey, shall convey title of these public roads to the Municipality at the applicant's expense.
3. No deviation - The official survey, if required, must not deviate substantially from the application. The applicant must provide a copy of the draft reference plan to the Municipality.
4. Administration fee - That a \$100.00 administration fee be paid to the Municipality.
5. No arrears - That there be no arrears owing to the Municipality by the applicant unless payment is guaranteed by the applicant's solicitor upon closing.
6. That pursuant to Section 65.(1) of the Drainage Act R.S.O. 1990, the applicant is responsible for having the drainage assessment apportioned appropriately where a municipal drain affects the subject lands.

THE CORPORATION OF THE
TOWNSHIP OF SABLES-SPANISH RIVERS

Provisional Approval - Consent Application File No. C-20-02

Schedule of Conditions:

1. Road allowance - That if a survey is required, the road allowance(s) deemed to be approximately 33 ft. from the centre of the existing road(s) in front of the land to be severed be surveyed, and together with other road allowances that may be on this or existing surveys be conveyed to the Municipality at the applicant's expense and appropriately certified that the Municipality's title is free and clear of all encumbrances and the Municipality has a good and marketable title.
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6. That pursuant to Section 65.(1) of the Drainage Act R.S.O. 1990, the applicant is responsible for having the drainage assessment apportioned appropriately where a municipal drain affects the subject lands.

THE CORPORATION OF THE
TOWNSHIP OF SABLES-SPANISH RIVERS

Provisional Approval - Consent Application File No. C-20-03

Schedule of Conditions:

1. Road allowance - That if a survey is required, the road allowance(s) deemed to be approximately 33 ft. from the centre of the existing road(s) in front of the land to be severed be surveyed, and together with other road allowances that may be on this or existing surveys be conveyed to the Municipality at the applicant's expense and appropriately certified that the Municipality's title is free and clear of all encumbrances and the Municipality has a good and marketable title.
2. Public road - The road authority requests that the roads on the applicant's lands deemed to be approximately 33 ft. from the centre of the existing road and approved by the Municipality be acknowledged as public road and if shown on a survey, shall convey title of these public roads to the Municipality at the applicant's expense.
3. No deviation - The official survey, if required, must not deviate substantially from the application. The applicant must provide a copy of the draft reference plan to the Municipality.
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5. No arrears - That there be no arrears owing to the Municipality by the applicant unless payment is guaranteed by the applicant's solicitor upon closing.
6. That pursuant to Section 65.(1) of the Drainage Act R.S.O. 1990, the applicant is responsible for having the drainage assessment apportioned appropriately where a municipal drain affects the subject lands. ;

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2020-07

Being a Bylaw to Enter into an Agreement
For the Provision of Building Inspection Services

WHEREAS Section 10 of the Municipal Act, 2001, as amended authorizes a municipality to pass bylaws respecting services provided and the protection of persons and property;

AND WHEREAS Section 3(2) of the Ontario Building Code Act, S.O. 1992, as amended, provides that a council of each municipality shall appoint a chief building official and such inspectors as are necessary for the enforcement of the Act within the municipality's jurisdiction;

AND WHEREAS it is deemed expedient to enter into an agreement with the Town of Espanola for shares services, together with the Township of Nairn-Hyman and the Township of Baldwin;

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

1. That the said agreement is attached hereto as Schedule 'A' to this bylaw;
2. That the Mayor and Clerk are hereby authorized to execute said agreement;
3. That this bylaw shall repeal Bylaw 2017-22.

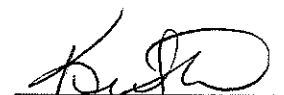
READ A FIRST AND SECOND TIME THIS 22ND DAY OF JANUARY, 2020.


MAYOR – L. GAMBLE


CLERK – K. SLOSS

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 22ND DAY OF
JANUARY, 2020.


MAYOR – L. GAMBLE


CLERK – K. SLOSS

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2020- 06

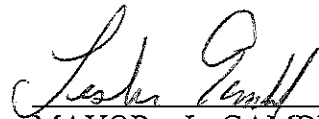
Being a Bylaw to Adopt an
Official Plan Amendment

WHEREAS authority is granted under Section 17 of the Planning Act, 1990, R.S.O., as amended;

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

1. That Official Plan Amendment # 2 for the Township of Sables-Spanish Rivers, consisting of the attached text and Schedules 'A1, A2 and A3' is hereby adopted.
2. That Schedules 'A1, A2 and A3 to the Official Plan dated September 16, 2010 are hereby repealed.
3. That this Bylaw shall come into force and take effect on the day of the final passing thereof subject to the requirements of the Planning Act.

READ A FIRST AND SECOND TIME THIS 22nd DAY OF January, 2020;



MAYOR - L. GAMBLE



CLERK - K. SLOSS

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 22nd DAY
OF January, 2020.



MAYOR - L. GAMBLE



CLERK - K. SLOSS

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BY-LAW NUMBER 2020 - 05

Being a By-law to Establish a Hiring Policy

WHEREAS Section 270(1) of the Municipal Act, 2001 as amended requires a municipality to adopt policies with respect to the hiring of its employees;

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

1. THAT the Hiring Policy is hereby adopted and attached hereto as Schedule 'A' to this By-law;
2. THAT this bylaw shall repeal Bylaw 2005-02 and amending Bylaws 2005-32, 2011-22 and 2013-29;
3. THAT this By-law shall come into force and take effect on the date of the third and final reading.

READ A FIRST AND SECOND TIME THIS 22nd DAY OF JANUARY, 2020.


MAYOR - L. GAMBLE


CLERK - K. SLOSS

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 22ND DAY
OF JANUARY, 2020.


MAYOR - L. GAMBLE


CLERK - K. SLOSS

**THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS
HIRING POLICY**

SECTION 1 – POLICY

- 1.1 The Township of Sables-Spanish Rivers is an equal opportunity employer and will not discriminate in the hiring process for reasons protected under the Ontario Human Rights Code, including but not limited to age, sex, race, creed, colour, marital status, ethnic or national origin, sexual preference, political or religious affiliation or disability.
- 1.2 Employment decisions are based on an individual's qualifications and competencies focusing on skills, training and overall ability to perform the work. Persons with physical handicaps will be considered for employment on the basis of their capability for a particular position. Handicaps which do not interfere with the performance shall not be disqualified providing they do not constitute a hazard to the municipality or its' employees.

SECTION 2 – PURPOSE

- 2.1 The purpose of this statement of policy and procedure is to provide a systematic, equitable approach to hiring and to ensure compliance with legislative requirements.

SECTION 3 – SCOPE

- 3.1 All Departments, Managers, Supervisors and Council are responsible for following the contents of this policy.

SECTION 4 – DEFINITIONS

- 4.1 **GRANT EMPLOYEE** means an employee who is employed by eligibility in a subsidized and sponsored program.
- 4.2 **PERMANENT FULL-TIME EMPLOYEE** means an employee who works a minimum of 32 hours per week on a continuous basis in an approved job classification.
- 4.3 **PERMANENT PART-TIME EMPLOYEE** means an employee who are regularly scheduled to work less than 32 hours per week.
- 4.4 **RELATIVE** means any person who is a spouse, child, sibling, niece, nephew, parent or grandparent of an employee, member of Council or local board member or is related by marriage and includes in-laws, individuals who were previously married and are presently divorced or whose relationship; with the employee, councillor or local board member is similar to that of persons who are family members or are related by marriage.
- 4.5 **STUDENT EMPLOYEE** means an employee who is hired to perform work on a seasonal basis during specific time periods and for activities or projects which have been allocated within the current approved budget. Students must show proof that they are registered and returning to school.
- 4.6 **TEMPORARY EMPLOYEE** means an employee who works a specified number of hours on a temporary basis as a replacement for a full-time permanent employee or for work overload situations, or to perform specific assigned tasks.

SECTION 5 – ADMINISTRATIVE RESPONSIBILITIES

- 5.1 Where a vacancy occurs as the result of resignation, promotion, transfer or dismissal of an employee, or the creation of a new position, the Clerk-Administrator will notify Council.
- 5.2 The Clerk-Administrator will ensure a job description for the position is completed as accurately as possible or has been revised and up to date.
- 5.3 The Clerk-Administrator will post the position in accordance with the wishes of Council.
- 5.4 Representatives from the hiring team consisting of members of Council and staff will short-list applicants and conduct interviews. The hiring team may, upon direction of Council offer employment to a suitable candidate. Otherwise, the hiring team will provide a recommendation for consideration by Council.
- 5.5 It is the responsibility of the Clerk-Administrator to conduct reference checks of candidates as necessary.
- 5.6 The Clerk-Administrator shall ensure that all necessary paperwork is completed for all new employees.
- 5.7 It shall be the responsibility of the Department Head to provide all orientation for new employees, including health and safety training.
- 5.8 When hiring Temporary or Student Employees the Department Head shall have the discretion to select appropriate candidates as needed having regard to this Policy and budgetary constraints.

SECTION 6 – APPLICATION AND SELECTION PRINCIPLES

- 6.1 Resumes will remain on file for a period of three months from the date received or last updated.
- 6.2
 - i) When hiring student employees, students who are registered to attend a recognized post-secondary institution on a full-time basis will be given priority.
 - ii) Summer student employment shall be restricted to a maximum of two (2) years. Exception: when there are an insufficient number of qualified students applying to fill the positions available, these students may be considered for a further year of employment.
- 6.3
 - i) Each applicant for any position advertised will be required to submit a resume containing qualifications, skills, training, experience and the ability to perform the job. References shall be made available upon request.
 - ii) Candidates being hired in positions deemed to be Permanent Full-Time Employees shall have a minimum of grade 12 education. Exception: any candidate for permanent full-time employment may possess qualifications and experience commensurate with the position being considered for if deemed appropriate.
- 6.4
 - i) All candidates being considered must be willing to submit to a criminal records check and/or present a driver's license abstract on request and may be required to produce a satisfactory report prior to commencing employment.

- ii) Notwithstanding section 6.4(i) above, the following shall be required for candidates being considered for employment with the Parks and Recreation Department:
 - a) Permanent full-time or permanent part-time: must provide a satisfactory vulnerable sector check;
 - b) Temporary: must provide a satisfactory criminal records check.
 - iii) Candidates being considered for permanent employment as set out in Section 6.4 (ii)(a) above, may commence employment, but shall be subject to a three (3) month probation term pending receipt of vulnerable sector check.
- 6.5 All interviews will be conducted in a professional and ethical manner. Questions relating to an individual's background and experience shall be in accordance with the Ontario Human Rights Code.
- 6.6 Once the interviews are complete and the successful candidate has been selected, the Clerk-Administrator will contact the candidate and make a conditional offer of employment.
- 6.7 Any candidate who deliberately misrepresents information at any stage of the recruitment process will be eliminated from further consideration and if currently employed, shall be subject to disciplinary action.

SECTION 7 – HIRING OF RELATIVES

- 7.1 No employee, Council member or local board member shall participate in the hiring process where a relative has submitted an application.
- 7.2 It is the responsibility of the employee, member of Council or local board member to declare in advance, a possible conflict in the case where an individual being considered for a position, is a relative.
- 7.3 No employee, member of Council or local board member may be in position responsible for the handling of confidential material related to the performance or evaluation of a relative as defined in Section 4.4 of this Policy.
- 7.4 An employee cannot be hired to a position that would result in a direct reporting between relatives. In instances where a conflict or the potential for a conflict arises, even where no supervisory relationship exists, the parties may be separated by reassignment.