REGULAR	MEETING	PAGE 1	MAY 11 202
PRESENT:	MAYOR: COUNCILLORS:	Leslie GAMBLE Kevin BURKE, Edith FAIRBURN <u>,</u> Patricia HNA Dale RIVERS	TUIK, Cheryl PHILLIPS,
	ACTING-CLERK:	Anne WHALEN	
	BE IT RESOLVED THA AND THAT the minutes AND FURTHER THAT i	TUIK	001, as amended, Anne
Donation to fireworks	Motion No.2022-15Moved By:K. BURSeconded By:D. RIVIBE IT RESOLVED THATCARRIED	KE	2022 July 1 <sup>st</sup> fireworks.
Consent Agenda	Motion No.2022-15Moved By:E. FAIFSeconded By:P. HNABE IT RESOLVED THACARRIED	RBURN	da, be adopted.
A1 Accounts	Motion No. 2022-15 Moved By: E. FAIF Seconded By: P. HNA BE IT RESOLVED THAT approved as paid. CARRIED	RBURN	2 totaling \$592,632.11 be
E1 Library Board Minutes	Motion No. 2022-16 Moved By: E. FAIF Seconded By: P. HNA BE IT RESOLVED THA CARRIED	RBURN	ed.
G1 & G2 Bylaws	council: Bylaw 2022-24, being a l the Bolton Street Bridge Bylaw 2022-25, being a l	RBURN TUIK T the following bylaws be read a first, second, third and f bylaw to enter into an agreement with Kresin Engineering	for Engineering Services for
Public Works Aeeting Report	Motion No. 2022-16 Moved By: P. HNA Seconded By: D. RIVI BE IT RESOLVED THAT CARRIED	TUIK	2022 be accepted.
Donation to Bob Conroy Litter Walk	Motion No. 2022-16 Moved By: K. BUR Seconded By: P. HNA BE IT RESOLVED THA CARRIED	KE	Bob Conroy Litter Walk.
Valford Hall coof repairs ust Roofing	Motion No. 2022-16 Moved By: E. FAIE Seconded By: K. BUR BE IT RESOLVED THA ON for the repairs to the V CARRIED	RBURN KE T the quote in the amount of \$12,800 + HST be accepted t	from Just Roofing in Sudbur

REGULAR MEETING		PAGE 2	MAY 11 2022
Bylaws 2022- 26 – 1 <sup>st</sup> /2 <sup>nd</sup> Reading		2022-165 K. BURKE C. PHILLIPS ED THAT Bylaw 2022-26 being a bylaw for the purpose of appointin tents of the Massey and Dixon Drains be read a first and second time.	ng an engineer to vary the
		2022-166 P. HNATUIK E. FAIRBURN ED THAT Bylaw 2022-26 being a bylaw for the purpose of appointin tents of the Massey and Dixon Drains be read a third and final time an	
	Motion No. Moved By: Seconded By: BE IT RESOLV call of the Chair	2022-167 P. HNATUIK D. RIVERS TED THAT the time is 6:28 p.m. and this meeting be adjourned until the	ne next regular meeting or

CARRIED

DEPUTY MAYOR D. RIVERS for MAYOR – L. GAMBLE ACTING-CLERK – A. WHALEN

# Township of Sables-Spanish Rivers Accounts Payable Cheque Register Report - Payroll & AP-1009588 For The Date Range From 4/1/2022 To 4/30/2022

### For All Vendors And For Outstanding, Cleared, Voided Cheques - Computer Generated, Hand Written, eCheque

Cheque # / eCheque ID	Туре	Date	Vendor	Name	Amount	Status
26031	С	4/14/2022	813	Al's Plumbing and Heating Ltd Frozen water mains	\$1,791.05	0
26032	С	4/14/2022	1	FNF Canada Company - Reimburse	\$10.00	0
26033	С	4/14/2022	770	Foothill Industries	\$84.75	0
26034	С	4/14/2022	281	David Frey	\$100.97	0
26035	С	4/14/2022	168	Manitoulin & North Shore Roads Supervisors Assoc.	\$75.00	0
26036	С	4/14/2022	673	Maria Toulouse - reimburse petty cash	\$61.55	0
26037	С	4/14/2022	515	Minister of Finance - MTO	\$2,874.00	0
26038	С	4/14/2022	38	Minister of Finance - Policing	\$54,446.40	0
26039	С	4/14/2022	448	Nick's Sales & Service	\$200.01	0
26040	С	4/14/2022	84	Public Health Sudbury & Districts	\$12,339.00	0
26041	С	4/14/2022	51	Sonnenburg Rona Building Centre	\$652.02	0
26042	С	4/14/2022	796	Spectrum Telecom Group Ltd	\$39.54	0
26043	С	4/14/2022	315	Staples Business Advantage	\$42.87	0
26044	С	4/14/2022	762	State Chemical Ltd みてんへん	\$462.17	0
26045	С	4/28/2022	35	Massey Home Hardware	\$737.70	0
26046	С	4/28/2022	744	Kennedy Insurance Brokers	\$20,885.04	0
26047	С	4/28/2022	814	Martin Coleman Sales 2015 100 Ker	\$161,477.00	0
26048	С	4/28/2022	84	Public Health Sudbury & Districts	\$12,339.00	0
26049	С	4/28/2022	51	Sonnenburg Rona Building Centre	\$216.82	0
4040	Е	4/14/2022	305	Around & About	\$671.79	0
4041	Ε	4/14/2022	457	Association of Ontario Road Supervisors	\$175.15	0
4042	E	4/14/2022	13	Carlyle Construction	\$9,729.30	0
4043	Е	4/14/2022	630	CIMCO Refrigeration	\$3,672.50	0
4044	E	4/14/2022	524	Creighton Rock Drill Limited	\$960.18	0
4045	E	4/14/2022	113	Culligan	\$22.09	0
4046	E	4/14/2022	297	Darch Fire	\$395.36	0
4047	E	4/14/2022	85	Manitoulin-Sudbury DSSAB	\$57,299.25	0
4048	E	4/14/2022	62	Town of Espanola	\$5,517.22	0
4049	E	4/14/2022	88	Federation of Northern Ontario Municipalities	\$220,50	0
4050	E	4/14/2022	49	GFL Environmental Inc.	\$24,103.59	0
4051	E	4/14/2022	26	Huron Central Railway M2142	\$890.00	о
4052	E	4/14/2022	29	Janeway PharmaChoice	\$78.90	0
4053	E	4/14/2022	557	K. Smart Associates Limited	\$409.63	0
4054	E	4/14/2022	140	Medical Mart	\$32.75	0
4055	E	4/14/2022	73	Municipal Property Assessment Corp	\$16,951.85	0

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# Township of Sables-Spanish Rivers Accounts Payable Cheque Register Report - Payroll & AP-1009588 For The Date Range From 4/1/2022 To 4/30/2022

# For All Vendors And For Outstanding, Cleared, Voided Cheques - Computer Generated, Hand Written, eCheque

Cheque # / eCheque ID	Туре	Date	Vendor	Name	Amount	Status
1056	Е	4/14/2022	65	NAPA Espanola	\$906.34	0
1057	E	4/14/2022	579	Nick McCormick - Milease by Fire depe -	\$437.40	0
1058	E	4/14/2022	79	Northern Communications	\$919.97	0
1059	Е	4/14/2022	42	Northern Uniform Service	\$133.46	0
1060	E	4/14/2022	544	N-two Medical Inc.	\$28.19	0
1061	Ε	4/14/2022	620	PINCHIN Ltd.	\$1,921.00	0
062	Е	4/14/2022	47	Purolator Courier	\$43.45	0
1063	E	4/14/2022	747	Rejean Laronde - Mileage for fire dept.	\$188.60	0
1064	E	4/14/2022	705	RICOH	\$226.87	0
1065	E	4/14/2022	41	Rush Truck Centres	\$19.55	0
1066	Е	4/14/2022	126	SPI Health and Safety Inc.	\$311.47	0
1067	E	4/14/2022	791	Schutt Restoration Services (Thunder Bay) Ltd.	\$60,330.70	0
1068	E	4/14/2022	587	TELUS Health Solutions	\$1,508.55	0
1069	Е	4/14/2022	797	Trans Canada Safety - CANNUCA SEANICE	\$1,605.17	о
1070	E	4/14/2022	584	TULLOCH ENGINEERING INC. drainage allocation	\$678.00	0
071	E	4/14/2022	643	Ultramar	\$3,021.36	0
072	E	4/28/2022	305	Around & About	\$671.79	0
073	E	4/28/2022	756	Bell Conferencing Inc.	\$56.50	О
1074	E	4/28/2022	730	Brandt Tractor Ltd.	\$830.85	0
075	E	4/28/2022	30	J. Breen Coffee Service Ltd	\$95.63	0
1076	E	4/28/2022	13	Carlyle Construction	\$3,243.56	0
1077	Е	4/28/2022	630	CIMCO Refrigeration	\$591.27	0
1078	E	4/28/2022	113	Culligan	\$59.09	0
1079	E	4/28/2022	355	Hughes Supply Company	\$383.52	0
1080	Е	4/28/2022	169	Kresin Engineering	\$1,356.00	0
1081	E	4/28/2022	555	Lynda Goodchild	\$791.00	0
4082	E	4/28/2022	673	Marla Toulouse	\$750.00	0
1083	E	4/28/2022	176	Morris Sanftenberg Construction	\$5,266.16	0
1084	E	4/28/2022	65	NAPA Espanola	\$900.01	0
1085	Ε	4/28/2022	42	Northern Uniform Service	\$66.73	0
1086	E	4/28/2022	193	Ontario Clean Water Agency	\$1,494.71	0
4087	Е	4/28/2022	619	Phoenix Emergency Management Logic	\$3,248.75	0
1088	Е	4/28/2022	620	PINCHIN Ltd.	\$3,955.00	0
1089	E	4/28/2022	171	PSD Citywide Inc.	\$3,719.97	0
4090	E	4/28/2022	750	Steves Plumbing and Heating _install new water heater-bic clept	\$3,072.57	0

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# Township of Sables-Spanish Rivers Accounts Payable Cheque Register Report - Payroll & AP-1009588 For The Date Range From 4/1/2022 To 4/30/2022

#### For All Vendors And For Outstanding, Cleared, Voided Cheques - Computer Generated, Hand Written, eCheque

Cheque # / eCheque ID	Туре	Date	Vendor	Name	Amount	Status
4091	E	4/28/2022	643	Ultramar	\$12,275.56	0
4092	E	4/28/2022	67	Walford Truck-N-Tractor	\$5,920.07	0
Bell Canada	E	4/14/2022	10	Bell Canada	\$1,124.34	0
Bell Canada	E	4/28/2022	10	Bell Canada	\$68.93	0
Bell Mobility	E	4/14/2022	11	Bell Mobility	\$40.15	0
Brandt Tractor Ltd.	E	4/21/2022	730	Brandt Tractor Ltd.	\$2,800.86	0
EASTLINK	Е	4/14/2022	520	EASTLINK	\$41.87	0
EASTLINK	Е	4/28/2022	520	EASTLINK	\$395.38	0
Hydro One	Е	4/14/2022	71	Hydro One	\$2,230.98	0
Hydro One	E	4/28/2022	71	Hydro One	\$1,583.53	0
Minister of Finance - EHT	E	4/5/2022	6	Minister of Finance - EHT	\$2,148.80	0
OMERS	E	4/5/2022	552	OMERS	\$14,167.00	0
Ontario Clean Water Agency	E	4/11/2022	193	Ontario Clean Water Agency	\$17,600.42	0
Receiver General	E	4/5/2022	4	Receiver General	\$14,746.70	0
Receiver General	Е	4/21/2022	4	Receiver General	\$12,464.48	0
Royal Bank - GFS Service Centre	Ε	4/5/2022	52	Royal Bank - GFS Service Centre	\$296.21	0
Shell Canada	Е	4/14/2022	103	Shell Canada	\$2,092.35	0
Shell Canada	E	4/28/2022	103	Shell Canada	\$3,010.31	0
VISA - Kim Sloss	E	4/14/2022	526	VISA-Kim Sloss recurring t marriage lice	\$771.99	0
Visa - Ruth Clare	E	4/14/2022	774	Visa-Ruth Clare Star Vink BAD/OARFP (ceme	(anies) \$1,443.45	0
WSIB	Е	4/14/2022	551	WSIB	\$4,610.59	0
				Cleared	\$0.00	
				Outstanding	\$592,632.11	

Void

\$0.00

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# Sables-Spanish Rivers Public Library Board Minutes from a Meeting – Via Zoom April 26, 2022 – 6:00 p.m.

COPY TO COUNCIL

Present:	Board Chair Board Member Board Member Board Member Board Member	Kevin Burke Eira Robinson Ursula Robinson Denise Trenaman Carolyn O'Higgins, Recording Secretary
	Library CEO	Serena Mariage

Note: It is with regret that the Board learned of the resignation of Glenda Massicotte. Her participation and contribution to the function of our public library system will be missed.

- 1. The Chair opened the meeting at 6:00 p.m.
- 2. The meeting began with a Statement of Indigenous Respect & Acknowledgement.
- 3. Additions to the Agenda: None
- 4. Approval of Agenda and Minutes of the March Meeting:

**MOVED** by Ursula Robinson, seconded by Denise Trenaman, that the Minutes of the meeting held March 17, 2022 be approved. **CARRIED**. 2022-14

- 5. Disclosure of Conflict of Interest None
- 6. Business Arising from the Minutes:
  - a) Radon Testing. Serena reported that she has completed the radon testing for the Massey branch which revealed higher than recommended readings of radon gas in the building. She received a quote from H4R Construction in Elliot Lake for the work required to install a ventilation system to mitigate the problem. Discussion included the possibility of obtaining additional quotes for the work, the well-regarded reputation of H4R Construction, the time line for completion of the mitigation and the funding for the job.

**MOVED** by Carolyn O'Higgins, seconded by Eira Robinson, that the CEO proceed with contracting the work of radon mitigation in the Massey Public Library at the best possible cost. **CARRIED**. 2022-15

- b) Panic Buttons. The Board considered the two quotes for the Massey and Webbwood Public Libraries for the installation of a monitored panic button system for staff when working alone. The Board gave their approval to move ahead with this project.
- 7. Wall in Massey Storage Room Kevin Burke visited the Branch to look at the hole and leak in the wall of the storage room. He and Serena are still working with this issue; they will have to wait until the snow is off the roof to check vents, and perhaps the attic space, to determine where the leak originates.
- 8. Correspondence: The CEO reported that Sudbury & District Public Health will hold another Covid-19 vaccine clinic at the Webbwood Public Library on May 17<sup>th</sup>.

- 9. Librarian's Report:
  - 8.1 Health & Safety:

Covid-19 Status: The Board discussed the number of Covid cases in the area, consequent absenteeism in the workplace, the small number of library staff, their exposure to the public and their health safety. The Board asked the CEO, on its behalf, to strongly recommend that staff wear a mask when at work.

- 8.2 Fundraising: Serena reported that another online auction is ready to begin. She commended Ruth Declerck, who did all of the work to host this event and that 133 items were donated for it. The auction ends on May 2<sup>nd</sup>.
- 8.3 Quarterly Circulation & Attendance: The Board reviewed the report submitted by the CEO. All factors have been affected by the pandemic and winter numbers will be a focus for improvement in the future. Patron use of Hoopla has increased and Serena will keep track of capacity limits.
- 8.4 Programming:
  - a) Scientists in School The CEO applied to this program and received a grant for it. She mentioned that, unfortunately, it is scheduled to take place on a school day this time; she will see if that timing can be changed.
  - b) TackleShare We have been approved for this program sponsored by the OFAH. They will supply, free of charge, tackle and fishing rods for loan from the library.
  - c) National Film Day Our libraries hosted this virtual event which was available to all library patrons.
  - d) Easter Egg Hunt This positive experience, engaged 16-17 children. A note was made to celebrate other holidays in some way (including those of other religions). Ursula mentioned that June 21<sup>st</sup> is National Aboriginal Day.

## 8.5 Human Resources:

Tracey Vandergulik has received a Certificate for successfully completing her Excel Library course work. Serena will do a performance review with her in the near future and elevate her pay at that time.

**MOVED** by Carolyn O'Higgins, seconded by Denise Trenaman, that Tracey Vandergulik be recognized for her educational efforts by moving her salary to the next level on the pay grid. **CARRIED**. 2022-16

- 8.6 Annual Survey of Public Libraries completed and submitted.
- 8.7 Annual Audit has been submitted to the auditors, BakerTilly, for the 2021 fiscal year.
- 9. New Business None
- 10. Policy Review: The Board received two new policies via email prior to the meeting: Statement on Diversity & Inclusion (1.7) and Political Elections & Use of Library Resources Policy (4.27). Denise Trenaman commented that she is impressed by Serena's efforts to

make sure that the library has the policies it needs (mandatory and otherwise) to fulfill its mission. The other Board members concurred.

**MOVED** by Denise Trenaman, seconded by Ursula Robinson, that the Statement on Diversity & Inclusion (1.7), be approved. **CARRIED**. 2022-17

**MOVED** by Carolyn O'Higgins, seconded by Eira Robinson, that the Political Elections & Use of Library Resources Policy (4.27) be approved. **CARRIED**. 2022-18

The Policy Review Schedule was considered.

11. Financial Report:

The Board discussed the financial statements for March 2022, as well as the Monthly Budget Tracking report. Consideration was given to the creation of a variance report – a more detailed paper trail of expenses/explanations. Serena will work with this.

**MOVED** by Carolyn O'Higgins, seconded by Ursula Robinson, that the expenses for March 2022 in the amount of \$20,329.97 be approved. **CARRIED**. 2022-19

12. Council Report:

There was discussion about budget approval by the Municipality. There was conversation as well about prospective new Board members. Serena will investigate with other northern library CEOs to discuss how they handle Board recruitment/applications.

- 13. Strategic Planning & Marketing: Serena is present this updated document at the next meeting.
- 14. Date of Next Meeting: Thursday, May 26, 2022 at 6:00 p.m. via Zoom.
- 15. Adjournment: Denise Trenaman moved to adjourn the meeting.

Chairperson

**Recording Secretary** 

## BYLAW NUMBER 2022-25

Being a Bylaw to Enter into an Agreement with WSP Canada Inc. for Engineering Services for Algoma/Front Street Watermain Replacement

WHEREAS Section 10(1) of the Municipal Act, 2001, as amended, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

WHEREAS Section 10(2) of the Municipal Act, 2001, as amended provides that a municipality may pass bylaws relating to public assets of the municipality and the health, safety and well-being of persons;

AND WHEREAS it is deemed expedient to enter into an Agreement with WSP Canada Inc. for engineering services for the Algoma/Front Street Watermain Replacement project;

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;

READ A FIRST AND SECOND TIME THIS 11<sup>TH</sup> DAY OF MAY, 2022.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS  $11^{\text{TH}}$  DAY OF MAY, 2022.

DEPUTY MAYOR - D. RIVERS FOR MAYOR - L. GAMBLE

ACTING-CLERK - A. WHALEN

#### BYLAW NUMBER 2022-24

# Being a Bylaw to Enter into an Agreement with Kresin Engineering Corporation for Engineering Services for the Bolton Street Bridge Repairs

WHEREAS Section 10(1) of the Municipal Act, 2001, as amended, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

WHEREAS Section 10(2) of the Municipal Act, 2001, as amended provides that a municipality may pass bylaws relating to public assets of the municipality and the health, safety and well-being of persons;

AND WHEREAS it is deemed expedient to enter into an Agreement with Kresin Engineering Corporation for engineering services for the Bolton Street Bridge Repairs.

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;

READ A FIRST AND SECOND TIME THIS 11<sup>TH</sup> DAY OF MAY, 2022.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS  $11^{\rm TH}$  DAY OF MAY, 2022.

DEPUTY MAYOR - D. RIVERS FOR MAYOR - L. GAMBLE

ACTING-CLERK – A. WHALEN

## PUBLIC WORKS COMMITTEE Roads/Water/Waste Management

## AGENDA/MEETING REPORT

### Wednesday May 4, 2022 at 6:00 p.m. via Zoom

### A. ROADS

1. <u>River Road</u>

Richard Presseau was in to advise that a portion of the river bank just west the area that experienced slippage a few years back is eroding. Jacques attended the area to see how bad it is. He reported that it is only a small area at this time, however we should monitor it especially after heavy rainfall events. Jacques will continue to monitor this area. It appears to be further away from the road than the previous slippage area. There is still a lot of land between the river and the road.

Calcium & prime and chip quotes have been sent in through the Manitoulin Roads Board. Should be receiving this information by early May.
Jacques advised the committee that he'd like to swap one of the areas scheduled for prime and chip this year. He feels the east end of River Road needs attention this year. The area of Birch Lake road that was to be done can be moved to 2023.

#### B. WATER/WASTEWATER

- 1. Regular flushing of hydrants will be taking place the week of May 9<sup>th</sup> through to May 20<sup>th</sup>. *Committee had no concerns.*
- 2. There is a leak in the roof of the Water Treatment plant. Contractor has re-caulked all the vents but unsure if this has solved the problem. Further investigation on the location of the leak may be required. *Jacques advised that they may have to go into the attic to check on the vent pipe. It seems to have dislodged from its place.*

#### C. WASTE MANAGEMENT

#### D. EQUIPMENT

The 2-Ton truck is in Sudbury having the box and plow installed. *The truck was actually picked up the afternoon of May*  $4^{th}/22$ 

New grader should be delivered in May.

Jacques had an update on the excavator repairs. Strongco had advised that parts are on order but there is a delay in the supply chain. This could mean another 2-3 weeks before the repairs are complete.

### E. CEMETERIES

### F. BUILDING MAINTENANCE

#### G. OTHER

Councillor Rivers will update the Committee on his attendance at OGRA Councillor Rivers advised the committee that it was a very informative conference. There was lots of information and well worth the attendance.

Councillor Burke discussed the Caldwell Bridge project and would like to see signage officially naming this bridge as "Caldwell Bridge". The committee was in agreement.

Next Meeting: June 1, 2022 at 6:00 pm

#### BY-LAW NUMBER 2022-26

# BEING A BY-LAW FOR THE PURPOSE OF APPOINTING AN ENGINEER TO VARY THE ORIGINAL ASSESSMENTS OF CERTAIN MUNICIPAL DRAINAGE WORKS

WHEREAS Section 76 of the Drainage Act, R.S.O. 1990 gives the authority for this bylaw;

AND WHEREAS conditions have changed or circumstances have arisen to justify a variation of the original assessment for maintenance and repair of the Massey Drain and Dixon Drain;

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

- 1. THAT the engineering firm of K. Smart Associates Limited is hereby appointed as engineer to vary the original assessments on the Massey Drain and Dixon Drain.
- 2. THAT any bylaws or resolutions passed by a former municipality that is inconsistent with this bylaw are hereby repealed.
- 3. THIS By-Law shall be enacted and come into effect upon the third and final reading.

READ A FIRST AND SECOND TIME THIS 11th DAY OF MAY 2022.

าฐา MAYOR D. RIVERS FOR MAYOR L. GAMBLE

WHALEN

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 11<sup>TH</sup> DAY OF MAY 2022.

MAYOR D. RIVERS DEPŬT FOR MAYOR L. GAMBLE

ACTING CLERK A. WHALEN