

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

PAGE 1

JULY 13 2022

<b>PRESENT:</b>		Leslie GAMBLE
<b>MAYOR:</b>		
<b>COUNCILLORS:</b>		Kevin BURKE; Edith FAIRBURN; Patricia HNATUIK; Cheryl PHILLIPS; Dale RIVERS; Tim WEATHERLEY
<b>CLERK-ADMINISTRATOR:</b>		Anne WHALEN
<hr/>		
	Motion No:	2022-216
	Moved By:	D. RIVERS
	Seconded By:	T. WEATHERLEY
	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 at the Massey & District Community Centre & Arena;	
	AND THAT the minutes of the regular meeting of June 22, 2022, and special meeting of July 7, 2022, be approved.	
	<b>CARRIED</b>	
<hr/>		
Add to Agenda	Motion No.	2022-217
	Moved By:	K. BURKE
	Seconded By:	E. FAIRBURN
	BE IT RESOLVED THAT the following be added to the Consent Agenda:	
	-Bylaw 2022-31 being a bylaw to enter into an agreement with J.I Enterprises for the Algoma/Front Street Water Pipe Replacement Project.	
	<b>CARRIED</b>	
<hr/>		
A1, G1, G2, G3 & G4 Consent Agenda	Motion No.	2022-218
	Moved By:	T. WEATHERLEY
	Seconded By:	C. PHILLIPS
	BE IT RESOLVED THAT item A1, G1, G2, G3 and G4 contained on the consent agenda be adopted.	
	<b>CARRIED</b>	
<hr/>		
Cheque Register	Motion No.	2022-219
	Moved By:	T. WEATHERLEY
	Seconded By:	C. PHILLIPS
	BE IT RESOLVED THAT the attached Cheque Register for the month of June 2022 totalling \$961,509.85 be approved as paid.	
	<b>CARRIED</b>	
<hr/>		
Bylaws 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and Final Reading	Motion No.	2022-220
	Moved By:	T. WEATHERLEY
	Seconded By:	C. PHILLIPS
	BE IT RESOLVED THAT the following bylaws be read a first, second, third and final time and passed in open council:	
	-Bylaw 2022-28 being a bylaw to Delegate Certain Authorities During a Restricted Authority Council Period.	
	-Bylaw 2022-29 being a bylaw to enter into an agreement with J.I Enterprises for the Bolton St. Bridge Repairs.	
	-Bylaw 2022-30 being a bylaw to enter into an agreement with the Minister of Infrastructure for Massey Watermain pipe Replacement Project.	
	-Bylaw 2022-31 being a bylaw to enter into an agreement with J.I Enterprises for the Algoma/Front Street Water Pipe Replacement Project.	
	<b>CARRIED</b>	
<hr/>		
Section 356 Apportionments	Motion No.	2022-221
	Moved By:	P. HNATUIK
	Seconded By:	C. PHILLIPS
	BE IT RESOLVED THAT pursuant to Section 356 of the Municipal Act, 2001, property taxes shall be apportioned for the 2021 taxation year as a result of consent for severance as per the attached schedule.	
	<b>CARRIED</b>	
<hr/>		
Section 357 Adjustments	Motion No.	2022-222
	Moved By:	K. BURKE
	Seconded By:	D. RIVERS
	BE IT RESOLVED THAT pursuant to Section 357 of the Municipal Act, 2001, property taxes shall be adjusted for the subject taxation years as per the attached.	
	<b>CARRIED</b>	
<hr/>		
Asset Management	Motion No.	2022-223
	Moved By:	P. HNATUIK
	Seconded By:	K. BURKE
	WHEREAS the Township of Sables-Spanish Rivers commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities’.	
	Municipal Asset management Program to advance our asset management program:	
	<ul style="list-style-type: none"><li>• Asset Management Plan- O. Reg 588-17- 2024 Complaint</li><li>• Facility Data Upload</li><li>• Levels of Service Framework Development with Proposed Levels of Service</li></ul>	

# THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

PAGE 2

JULY 13 2022

BE IT RESOLVED THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Systems and Plan Development in the Township of Sables-Spanish Rivers.

BE IT FURTHER RESOLVED THAT Township of Sables-Spanish Rivers commits \$18,200.00 from its budget towards the costs of this initiative.

**CARRIED**

Surplus Property- GovDeals	Motion No.	2022-224
	Moved By:	K. BURKE
	Seconded By:	D. RIVERS
	BE IT RESOLVED THAT Council approves listing surplus property on GovDeals.ca as an appropriate method of disposal.	

**CARRIED**

Darch Fire Inc.	Motion No.	2022-225
	Moved By:	D. RIVERS
	Seconded By:	K. BURKE
	BE IT RESOLVED THAT the payment in amount of \$6,364.31 to Darch Fire Inc. be approved for the pump repair on Fire truck #445.	

**CARRIED**

Water Treatment Plant- Canopy	Motion No.	2022-226
	Moved By:	K. BURKE
	Seconded By:	P. HNATUIK
	BE IT RESOLVED THAT the quote from Gilles Carpentry Service Ltd. To construct a canopy roof at the Water Treatment Plant in the amount of \$54,000 + HST be accepted.	

**CARRIED**

Economic Dev. Meeting Minutes	Motion No.	2022-227
	Moved By:	P. HNATUIK
	Seconded By:	T. WEATHERLEY
	BE IT RESOLVED THAT the Economic Development Committee Meeting Report of June 21, 2022, be accepted.	

**CARRIED**

Consent File C21-10 Bratko	Motion No.	2022-228
	Moved By:	D. RIVERS
	Seconded By:	E. FAIRBURN
	BE IT RESOLVED THAT the Council of the Township of Sables-Spanish Rivers amends the decision to conditionally approve Consent File C-21-10 to amend the size of the proposed severed lot permitting the severance of lands that are approximately 7.3 ha;	

FURTHER THAT all other conditions set out in the original approval, shall remain in effect.

**CARRIED**

Closed Session	Motion No.	2022-229
	Moved By:	K. BURKE
	Seconded By:	D. RIVERS
	BE IT RESOLVED THAT pursuant to Section 239(2) of the Municipal Act we move into closed session to consider the following:	

- personal matters about identifiable individuals including municipal and local board employees.

**CARRIED**

Open Session	Motion No.	2022-230
	Moved By:	K. BURKE
	Seconded By:	E. FAIRBURN
	BE IT RESOLVED THAT this closed session be adjourned at 7:42 p.m. and the regular meeting resumed.	

**CARRIED**

	Motion No.	2022-231
	Moved By:	T. WEATHERLEY
	Seconded By:	K. BURKE
	BE IT RESOLVED THAT the time is 7:50 p.m. and this meeting be adjourned until the next regular meeting or call of the Chair.	

**CARRIED**

MAYOR – L. GAMBLE

CLERK-ADMINISTRATOR – A. WHALEN

## Accounts Payable Cheque Register Report - Payroll &amp; AP-1009588

For The Date Range From 6/1/2022 To 6/30/2022

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

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
26066	C	6/8/2022	730	Brandt Tractor Ltd. 2022 JD 670G Grader	\$464,430.00	O
26067	C	6/9/2022	35	Massey Home Hardware	\$975.79	O
26068	C	6/9/2022	38	Minister of Finance - Policing	\$55,376.92	O
26069	C	6/9/2022	51	Sonnenburg Rona Building Centre	\$506.68	O
26070	C	6/9/2022	315	Staples Business Advantage	\$118.90	O
26071	C	6/9/2022	762	State Chemical Ltd.	\$452.00	O
26072	C	6/14/2022	1	Jamie Landriault - Arena Bartender	\$97.50	O
26073	C	6/14/2022	1	Natalie Miron - Arena Bartender	\$97.50	O
26074	C	6/23/2022	1	Bryon Fish - Just Roofing	\$14,464.00	O
26075	C	6/23/2022	770	Foothill Industries	\$87.19	O
26076	C	6/23/2022	376	Northern Ford Sales Limited	\$1,686.85	O
26077	C	6/23/2022	817	Perry & Perry Architects Inc	\$22,600.00	O
26078	C	6/23/2022	796	Spectrum Telecom Group Ltd	\$822.08	O
26079	C	6/23/2022	315	Staples Business Advantage	\$272.77	O
4157	E	6/9/2022	102	A.J. Stone Company Ltd	\$1,140.17	O
4158	E	6/9/2022	305	Around & About	\$671.79	O
4159	E	6/9/2022	106	The Beer Store	\$232.02	O
4160	E	6/9/2022	730	Brandt Tractor Ltd.	\$820.66	O
4161	E	6/9/2022	113	Culligan	\$31.72	O
4162	E	6/9/2022	85	Manitoulin-Sudbury DSSAB	\$57,299.25	O
4163	E	6/9/2022	22	Espanola Regional Hydro	\$11,053.39	O
4164	E	6/9/2022	378	Flags Unlimited Corporation	\$479.32	O
4165	E	6/9/2022	24	Garnet's Rental	\$242.93	O
4166	E	6/9/2022	80	Espanola Home Hardware	\$124.29	O
4167	E	6/9/2022	26	Huron Central Railway M2142	\$890.00	O
4168	E	6/9/2022	29	Janeway PharmaChoice	\$500.38	O
4169	E	6/9/2022	557	K. Smart Associates Limited	\$1,787.67	O
4170	E	6/9/2022	129	Laird Signs	\$5,849.38	O
4171	E	6/9/2022	36	Massey Wholesale	\$547.94	O
4172	E	6/9/2022	140	Medical Mart	\$4,518.87	O
4173	E	6/9/2022	176	Morris Sanftenberg Construction	\$9,215.78	O
4174	E	6/9/2022	79	Northern Communications	\$919.97	O
4175	E	6/9/2022	42	Northern Uniform Service	\$28.25	O
4176	E	6/9/2022	544	N-two Medical Inc.	\$28.19	O
4177	E	6/9/2022	241	Odenback's Outdoor Contracting	\$1,998.59	O

## Accounts Payable Cheque Register Report - Payroll &amp; AP-1009588

For The Date Range From 6/1/2022 To 6/30/2022

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

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
4178	E	6/9/2022	665	Pacific Tier Solutions Inc.	\$365.04	O
4179	E	6/9/2022	47	Purolator Courier	\$54.16	O
4180	E	6/9/2022	705	RICOH	\$260.88	O
4181	E	6/9/2022	792	Shea Construction <i>Station #2 repairs</i>	\$700.60	O
4182	E	6/9/2022	489	Trevor Stack - <i>glasses</i>	\$200.00	O
4183	E	6/9/2022	703	Susie Gross - <i>Seniors exercise</i>	\$215.00	O
4184	E	6/9/2022	124	Wat Supplies	\$347.66	O
4185	E	6/23/2022	667	881683 Ontario Inc. - <i>shredding</i>	\$56.50	O
4186	E	6/23/2022	30	J. Breen Coffee Service Ltd	\$136.62	O
4187	E	6/23/2022	113	Culligan	\$42.22	O
4188	E	6/23/2022	289	Dan's Electric Espanola Ltd.	\$84.75	O
4189	E	6/23/2022	22	Espanola Regional Hydro	\$1,760.85	O
4190	E	6/23/2022	62	Town of Espanola	\$5,869.71	O
4191	E	6/23/2022	101	Firechek Protection Services	\$622.40	O
4192	E	6/23/2022	818	Robert Mailloux - <i>MTO medical</i>	\$90.00	O
4193	E	6/23/2022	49	GFL Environmental Inc.	\$27,987.47	O
4194	E	6/23/2022	752	J.L. Richards & Associates Limited	\$440.50	O
4195	E	6/23/2022	190	Jim's Portable Toilets & Septic Service <i>Rental for Month / Stays at stock</i>	\$161.60	O
4196	E	6/23/2022	140	Medical Mart	\$14.67	O
4197	E	6/23/2022	176	Morris Sanftenberg Construction - <i>gran A delivered for projects</i>	\$143,610.02	O
4198	E	6/23/2022	65	NAPA Espanola	\$823.52	O
4199	E	6/23/2022	79	Northern Communications	\$595.74	O
4200	E	6/23/2022	42	Northern Uniform Service	\$28.25	O
4201	E	6/23/2022	230	Northshore Tractor Ltd.	\$436.91	O
4202	E	6/23/2022	171	PSD Citywide Inc.	\$9,223.63	O
4203	E	6/23/2022	466	Stericycle Inc	\$482.30	O
4204	E	6/23/2022	587	TELUS Health Solutions	\$1,508.55	O
4205	E	6/23/2022	262	Trail Side Sports	\$1,536.71	O
4206	E	6/23/2022	643	Ultramar	\$10,740.72	O
4207	E	6/23/2022	438	Wenrick Kennels	\$13,687.54	O
4208	E	6/29/2022	756	Bell Conferencing Inc.	\$56.50	O
4209	E	6/29/2022	704	John Van Norman	\$408.00	O
4210	E	6/29/2022	555	Lynda Goodchild	\$723.20	O
4211	E	6/29/2022	673	Marla Toulouse	\$68.20	O
4212	E	6/29/2022	636	Massey Food Bank	\$1,341.00	O

## Accounts Payable Cheque Register Report - Payroll &amp; AP-1009588

For The Date Range From 6/1/2022 To 6/30/2022

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

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
4213	E	6/29/2022	819	Sabrina Wright - <i>Cherie Barton</i>	\$681.80	O
Bell Canada	E	6/9/2022	10	Bell Canada	\$1,092.50	O
Bell Canada	E	6/23/2022	10	Bell Canada	\$137.86	O
Bell Mobility	E	6/9/2022	11	Bell Mobility	\$58.87	O
Brandt Tractor Ltd.	E	6/15/2022	730	Brandt Tractor Ltd.	\$2,800.86	O
EASTLINK	E	6/9/2022	520	EASTLINK	\$41.87	O
EASTLINK	E	6/23/2022	520	EASTLINK	\$392.85	O
Hydro One	E	6/9/2022	71	Hydro One	\$380.18	O
Hydro One	E	6/23/2022	71	Hydro One	\$1,122.22	O
Minister of Finance - EHT	E	6/3/2022	6	Minister of Finance - EHT	\$1,629.10	O
OMERS	E	6/3/2022	552	OMERS	\$13,673.50	O
Ontario Clean Water Agency	E	6/13/2022	193	Ontario Clean Water Agency	\$17,600.42	O
Receiver General	E	6/3/2022	4	Receiver General	\$12,122.42	O
Receiver General	E	6/20/2022	4	Receiver General	\$14,428.45	O
Royal Bank - GFS Service Centre	E	6/3/2022	52	Royal Bank - GFS Service Centre	\$296.20	O
Shell Canada	E	6/29/2022	103	Shell Canada	\$5,008.66	O
VISA - Kim Sloss	E	6/9/2022	526	VISA - Kim Sloss <i>Webroot renewal/Cashplan/ D's Flora</i>	\$422.63	O
Visa - Ruth Clare	E	6/9/2022	774	Visa - Ruth Clare <i>Starlink / office supplies</i>	\$311.34	O
WSIB	E	6/9/2022	551	WSIB	\$4,257.96	O
Cleared					\$0.00	
Outstanding					\$961,509.85	
Void					\$0.00	

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS  
BY-LAW NUMBER 2022-28

Being a Bylaw to Delegate Certain Authorities During  
a Restricted Authority Council Period

**WHEREAS** Section 275 of the Municipal Act S.O. 2001, C.25 as amended provides that where three quarters (3/4) of the members of the outgoing Council of the municipality will not be returning, the following authorities of the Council will cease on Nomination Day (August 19, 2022):

1. a) The appointment or removal from office of any officer of the municipality;
2. b) The hiring or dismissal of any employee of the municipality;
3. c) The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal;
4. d) Making any expenditure or incurring any other liability which exceeds \$50,000;

**AND WHEREAS** Section 23.1 of the Act states that Council is authorized to delegate certain powers and duties;

**AND WHEREAS** Section 5 of the Act provides that a municipality's power shall be exercised by by-law;

**AND WHEREAS** the Council of the Corporation of the Township of Sables-Spanish Rivers deems it expedient and necessary to delegate certain authorities for the restricted authority period, if it applies, between August 19, 2022 to November 14, 2022;

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

1. That the Clerk-Administrator is hereby delegated authority as the financial signing authority for expenditures, outside the current approved budgets, exceeding \$50,000.
2. That the Clerk-Administrator is hereby delegated authority, including authority to execute the agreement of purchase and sale, pertaining to the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal.
3. That the Clerk-Administrator is hereby delegated authority to repeal by-laws appointing Officers of the Township of Sables-Spanish Rivers which have ceased employment with the Corporation and for hiring and removal of any employee of the Corporation.

This by-law shall be in force and effect upon passing only in the event that in one or both of the time periods Council, as determined by the Clerk-Administrator, becomes restricted, and expires on November 15, 2022.

READ A FIRST AND SECOND TIME THIS 13TH DAY OF JULY, 2022.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 13TH DAY OF JULY, 2022.

---

MAYOR – L. GAMBLE

---

CLERK – A. WHALEN

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2022-29

Being a Bylaw to Enter into an Agreement with  
J.I. Enterprises for Bolton Street (Webbwood) Bridge Maintenance

WHEREAS Section 10(1) of the Municipal Act, 2001 as amended provides the authority for a municipality to pass such bylaws;

AND 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 it expedient to enter into an Agreement with J.I. Enterprises to complete the work of the Bolton St (Webbwood) Bridge Maintenance;

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 authorized to sign and execute the said Agreement.

READ A FIRST AND SECOND TIME THIS 13<sup>TH</sup> DAY OF JULY, 2022.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 13<sup>TH</sup> DAY OF JULY, 2022.

---

MAYOR – L. GAMBLE

---

CLERK – A. WHALEN

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS  
BY-LAW NUMBER 2022-30

Being a Bylaw to Enter into an Agreement  
with the Minister of Infrastructure for the  
Massey Watermain Pipe Replacement Project

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 a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure for the Investing in Canada Infrastructure Program (ICIP); Green Stream for upgrades to the Massey Watermain System;

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 13TH DAY OF JULY, 2022.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 13TH DAY OF JULY, 2022.

---

MAYOR – L. GAMBLE

---

CLERK – A. WHALEN



THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2022-31

Being a Bylaw to Enter into an Agreement with  
J.I. Enterprises for Algoma-Front Street Watermain Project

WHEREAS Section 10(1) of the Municipal Act, 2001 as amended provides the authority for a municipality to pass such bylaws;

AND 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 it expedient to enter into an Agreement with J.I. Enterprises to complete the Algoma-Front Street Watermain Pipe 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 authorized to sign and execute the said Agreement.

READ A FIRST AND SECOND TIME THIS 13<sup>TH</sup> DAY OF JULY, 2022.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 13<sup>TH</sup> DAY OF JULY, 2022.

  
MAYOR - L. GAMBLE

  
CLERK - A. WHALEN

Schedule - Section 356 Apportionments  
For 2021

Roll #	Assessed Owner	Property Description	Assessed Value	Effective Date	2021 Estimated Property Taxes
002-14100	P. Podlatis	May Con 4 S Pt Lot 8 and RP 53R21439 Part 1 Pcl 5199	\$201,000 (FT)	05/20/21	\$1,955.69
002-14102	N. Mack	May Con 4 S Pt Lot 8 and RP 53R21439 Part 2	\$10,900 (FT) \$216,100 (RT)	05/20/21	\$1,983.62

Schedule - Section 357 Adjustments  
For 2021 & 2022

Roll #	Year	Tax Adjustment	Reason
004-05901	2021	\$2,365.22	Residence razed by fire
003-12000	2021	\$93.18	House was demolished
003-12000	2022	\$762.50	House was demolished
007-05100	2021	\$69.50	Classification change
007-05100	2022	\$69.88	Classification change

**Economic Development Committee**  
**Meeting Minutes**  
**June 21<sup>st</sup>, 2022**

**Opening**

The regular meeting of the Economic Development Committee was called to order at 6:00PM on June 21<sup>st</sup>, 2022 via zoom by Edie Fairburn.

**Present**

Edith Fairburn- Chair  
Patricia Hnatuik  
Amanda Ellsworth

Kevin Burke  
Brian Channon  
Special Guest: Jim Clarke

**Regrets**

Tammy Manitowabi  
Adam Martel

Charlene Puzak

**Old Business**

**1. East/West Township Signage**

- a. EDO informed the committee of the East sign location change- 88m further west to accommodate for the wet grounds. The sign will now be installed on a rock face to ensure the integrity of the cement base lasts. The signposts have been modified at an additional cost to secure properly to the rock. The sign should be installed the week of June 27<sup>th</sup> in accordance with Laird and Aecon's work schedules.
- b. West sign installation to be determined asap.

**After meeting note: Laird is having staffing issues and is arranging another week to install the East sign with Aecon Construction-possibly mid-July.**

**Update July 4/22: Laird will be installing the cement pad base of the West sign on July 6<sup>th</sup> and the two signs are to be installed between July 11<sup>th</sup> – 15<sup>th</sup>.**

**2. Pole Banners**

- a. The encroachment permit has been submitted to MTO and banner design/bracket attachments sent to Espanola Regional Hydro for approval as required by MTO.
- b. The EDO has been in contact with the Massey Legion President and will be receiving information from him regarding the process of initiating veteran's banners.

**New Business**

**1. MyCatch Fishing Tournament**

- a. Jim Clarke from Anglers Atlas gave more details regarding the three tournament options they provide and what services are included in the different price ranges (full summary for the discussion attached).
- b. The committee recommends option #3 at a cost of \$5,000+ taxes and 20% of entry fees be chosen to deliver a township sponsored fishing tournament from August 26<sup>th</sup> to September 5<sup>th</sup>. Both residents and non-resident participation would be encouraged to boost participation, increase the prize amounts, and promote support local spending.
- c. The committee acknowledges that a “champion” would need to be acquired to volunteer to support the event- ideally someone well versed in the fishing world within our township. The EDO would be the administrative support for this person along with Anglers Atlas.

**After meeting note: The tournament was discussed briefly at the June 23<sup>rd</sup> council meeting and the EDO was provided potential “champions” to contact regarding their interest in participating.**

**Update July 4/22: Alan Schwartz has agreed to partner with the committee as the tournament “champion” if the tournament is approved by Council.**

## **2. Tourism Packages**

- a. Discussion: the committee is looking for physical pamphlets/ brochures to promote township businesses and provide to motels/lodges in the area.
- b. The EDO to start collecting this information.

## **3. Other**

- a. Historical markers were discussed- the committee and EDO will investigate creating a digital platform to direct residents/tourists to the sites.
- b. It was noted that the replacement of the markers has been discussed in the past meetings and the condition of all markers are to be assessed to determine replacement costs. There is concern residents/tourists will not be able to find the site based solely on the digital platform directions with some locations missing the physical signage.

The meeting was adjourned at 7:05PM by Edie Fairburn. The next meeting will be held on July 19<sup>th</sup>, 2022, at 6:00pm or at the call of the chair. Meeting platform to be determined closer to the meeting date, depending on current Covid-19 restrictions.

Minutes Submitted by: Amanda St.Michel

Approved by: Edie Fairburn

## MyCatch Fishing Tournament by Anglers Atlas

### *Discussion with Jim Clarke- Key Points*

#### Options Proposed by Anglers Atlas

## The Proposal:

Working with Organiser's, we will host a competitive fishing tournament in your area (boundaries TBD). This event will focus on your choice of any number of fish species - and attract angler's to participate in a fun-filled, competitive fishing event.

#### Pricing Options:

- Option 1**
- Angler's Atlas will work with the organiser to set up the event and provide access to the use of our App platform
  - The organiser will be responsible for managing the event i.e. taking entry fees, managing angler issues, approving of angler catches, awarding of all prizes and monies.

**Cost:**  
\$1000.00 plus taxes

- Option 2**
- Same as option one but Anglers Atlas / Mycatch collects entry fees through the app and either awards cash prize awards directly to winning anglers or sends a lump sum of entry funds to the organizer for disbursement.

**Cost:**  
\$1000.00 plus taxes + 20% of entry fees

- Option 3**
- Angler's Atlas will work with the organiser to come up with the rules and set up the event. Angler's Atlas will look after all other aspects of the tournament. The organiser will have final say on the rules and set up of the event and final approval of winners of cash prizes.

**Cost:**  
\$5000.00 plus taxes + 20% of entry fees

#### Option #3 Details

- Anglers' Atlas completes everything for the township- rules creation in partnership with the township representatives, determining entry fees (\$20-\$25 recommended), advertising products, their team of 14 biologists research entries and approve them to be loaded in the app leaderboard constantly (the other options require the township to take on this responsibility).
- They create a logo for the tournament.
- Provide a team lead who oversees all submissions and provides customer service to participating anglers, including tech support for the app.
- They designate a social media representative to create a promotion pack for distribution on their sites, including an email mailout to all anglers in their system to notify them about the tournament and for the township to distribute.

#### Prizes

- Entry fees make up the main cash prizes based on the prize structure that Anglers Atlas and the township decide on.
- Jim encourages additional local prizes to boost morale and in option #3 Anglers Atlas would award them for the township.

- Jim suggests prizes that include all participants e.g., hidden length prizes, smallest fish prizes etc. so people who don't catch the biggest fish don't get discouraged and will continue to participate.
- He also notes that Anglers Atlas tries to encourage all sizes of fish be entered so that the scientific statistics side of the tournament benefits from the broader base of information.

### **Tournament Details**

- Tournaments can be any length- the price per option is the same no matter the timeframe chosen.
- Jim notes the ideal tournament length is 10 days to accommodate all work schedules participants may have and this length promotes economic activity within the township as non-residents occupy local accommodations and spend money in town.
- Jim noted that new events should strive for approx. 100 participants.
- Anglers Atlas does provide rules outlines in option #3 that the township can modify however strongly recommends the rules on how to take the picture to be uploaded be outlined/enforced. The fish picture is to be taken a certain way to avoid cheating of anglers by uploading the same fish.
- A "champion" of the tournament should be chosen to help promote the event and provide local fishing knowledge to Anglers Atlas.

### **App Details and Development Advertising**

- Anglers Atlas employs writers and developers for both apple and android platforms to update the app.
- Anglers Atlas encourages the township to complete additional advertising to what they provide- radio, newspapers ads, posted ads around town etc. An example from another municipality was a play on a Bob and Doug McKenzie radio ad.
- Recommends a lead time of approx. 2 months for advertising.
- The app is GPS based and participants can upload submissions while not in data/wifi, the submission remains in the cache until they return to service then it will automatically upload when they refresh the app.
- The app can be programmed to make the tournament boundary anything that is desired. It could be the township borders, or a buffer can be determined to extend the area to include property outside of the township limits.
- To get people to use the app- "show me your fish picture or it didn't happen" advertising.

### **Timeframe**

- The tournament should ideally happen before the new school year starts.
- The committee feels August 26 12:00am-September 5 at 6:00pm would be the best timeframe based on Jim's recommendations and the other tournament dates going on in the area as provided by Brian.