

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

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DECEMBER 19 2022

PRESENT: MAYOR: Kevin BURKE
COUNCILLORS: Casimir BURNS; Harold CRABS; Edith FAIRBURN; Merri-Ann HOBBS;
Mike MERCIECA; Cheryl PHILLIPS
CLERK-ADMINISTRATOR: Anne WHALEN

Motion No: 2022-396
Moved By: C. PHILLIPS
Seconded By: E. FAIRBURN
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 Inaugural Meeting of December 6, 2022 be approved.
CARRIED

Donation-
Vet
Services
Committee

Motion No. 2022-397
Moved By: H. CRABS
Seconded By: M. MERCIECA
BE IT RESOLVED THAT we allocate \$1,000.00 for each of 2022 and 2023 to the West Sudbury Veterinary Services Committee as a contribution to the work of veterinary services in our municipality.
CARRIED

Donation-
Massey
Agricultural
Society

Motion No. 2022-398
Moved By: E. FAIRBURN
Seconded By: M. HOBBS
BE IT RESOLVED THAT we approve a donation to the Massey Agricultural Society in the amount of \$5,000.00 for the Farm Show proposed to be held in 2023;
AND THAT these funds be included in the 2023 donation budget.
CARRIED

Consent
Agenda

Motion No. 2022-399
Moved By: C. PHILLIPS
Seconded By: E. FAIRBURN
BE IT RESOLVED THAT items E1, G1, G2 & G3 contained on the consent agenda be adopted.
CARRIED

Library
Board
Minutes

Motion No. 2022-400
Moved By: C. PHILLIPS
Seconded By: E. FAIRBURN
BE IT RESOLVED THAT the Library Board Minutes of November 17, 2022 be accepted as presented.
CARRIED

Bylaw 2022-42
Bylaw 2022-43
Bylaw 2022-44

Motion No. 2022-401
Moved By: C. PHILLIPS
Seconded By: E. FAIRBURN
BE IT RESOLVED THAT the following bylaws be read a first, second and third and final time and passed in open Council:
– Bylaw 2022-42 being a bylaw for the purpose of appointing a Chief Building Official and Building Inspector
– Bylaw 2022-43 being a bylaw to amend a bylaw to Govern the Proceedings of Council
– Bylaw 2022-44 being a bylaw to enter into an agreement for the provision of Building Inspection Services
CARRIED

Committee
Appointments

Motion No. 2022-402
Moved By: E. FAIRBURN
Seconded By: C. BURNS
BE IT RESOLVED THAT the members of Council be appointed to the following Committees:
– Economic Development & Community Services – Harold Crabs
– Parks and Recreation- Cheryl Phillips & Casimir Burns
– Public Works- Kevin Burke
CARRIED

M & G
Fencing
Payment

Motion No. 2022-403
Moved By: C. PHILLIPS
Seconded By: M. HOBBS
BE IT RESOLVED THAT the invoice in the amount of \$74,156.25 from M & G Fencing Inc. for the fence and guard rail replacement projects, be approved for payment.
CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

PAGE 2

DECEMBER 19 2022

Donation- transfer funds	Motion No. 2022-404 Moved By: H. CRABS Seconded By: M. MERCIECA BE IT RESOLVED THAT the Treasurer be authorized to transfer funds from the Council Donation budget in lieu of a donation for use of the Arena Facility as follows: <ul style="list-style-type: none">– Use of Sadowski Room by Royal Canadian Legion for Remembrance Day Services– Use of ice for S. Geiger School- December 9, 2022– Use of ice for St. Mary School- December 16, 2022
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CARRIED

DSAB Board Appointment	Motion No. 2022-405 Moved By: E. FAIRBURN Seconded By: M. HOBBS BE IT RESOLVED THAT we support the re-appointment of Kevin Burke and Vern Gorham to the Manitoulin-Sudbury District Services Board to serve as the two members for the Area 2 jurisdiction.
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CARRIED

Beamish Construction Inc. Payment	Motion No. 2022-406 Moved By: H. CRABS Seconded By: E. FAIRBURN BE IT RESOLVED THAT the invoice in the amount of \$318,547.00 from Beamish Construction Inc. for the Imperial Street South paving project, be approved for payment.
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CARRIED

Closed Session	Motion No. 2022-407 Moved By: C. PHILLIPS Seconded By: C. BURNS BE IT RESOLVED THAT we move into closed session at 7:32 p.m., pursuant to Section 239(2) of the Municipal Act to consider the following: <ul style="list-style-type: none">– matters subject to solicitor-client privilege– personal matters about an identifiable individual, including municipal or local board employees
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CARRIED

Open Session	Motion No. 2022-409 Moved By: E. FAIRBURN Seconded By: C. PHILLIPS BE IT RESOLVED THAT this closed session be adjourned at 8:40 p.m. and the regular meeting resumed.
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CARRIED

Change Meeting Time	Motion No. 2022-410 Moved By: M. HOBBS Seconded By: H. CRABS BE IT RESOLVED THAT the January 11, 2023 meeting shall commence at 6:30pm.
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CARRIED

Adjourn	Motion No. 2022-411 Moved By: E. FAIRBURN Seconded By: C. BURNS BE IT RESOLVED THAT the time is 8:49 p.m. and this meeting be adjourned until the next regular meeting or call of the Chair.
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CARRIED

MAYOR – K. BURKE

CLERK-ADMINISTRATOR – A. WHALEN

Sables-Spanish Rivers Public Library Board

Minutes from a Meeting

November 17, 2022 – 6:00 p.m.

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

Regrets:	Board Member	Eira Robinson
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Note: The new Municipal Council has yet to appoint representatives to serve on the Library Board. Tim Weatherley did not run for Council and has resigned from the Board.

1. The Board convened 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 October Meeting:

MOVED by Sue Christiansen, seconded by Ursula Robinson, that the Agenda and the Minutes of the meeting held October 20, 2022 be approved. **CARRIED.** 2022-39
5. Disclosure of Conflict of Interest – None
6. Business Arising from the Minutes:
 - a. Technology in the Library – Serena reported that the new colour printer for the Massey Branch has been delivered and staff have been trained on its operation. The old printer (black and white) has been repaired and will be installed at the Webbwood Branch. Requests for printing in Webbwood are fewer and the former Massey printer should be adequate there for now; requests for colour printing can be done at the Massey Branch. (The special price that was quoted for the new Massey printer had expired by the time Serena inquired about purchasing a second machine). The CEO will continue to monitor the need for a new/different printer for the Webbwood Library.
7. Correspondence – None
8. Librarian's Report:
 - 8.1 Grants & Fundraising:
 - a) Hydro One "Energizing Life Community Grant" – The CEO has applied for this grant which is designed to provide safety (physical, emotional and psychological) in the community. Serena has requested \$11,440 in order to fund the hiring of a social worker for 10 hours per week for one year. The social worker would provide a drop-in service for library patrons (and staff). This person would be available at both the Massey and Webbwood Library Branches.

- b) Public Health Sudbury Grant – The physical education department of this organization can provide equipment that can be loaned out to patrons (snowshoes and walking poles were already obtained through this grant). Serena has requested the following:
 - 2 croquet sets
 - 2 volleyballs
 - 2 basketballs
 - 2 soccer balls
 - 10 pairs of snowshoes (5 adult/5 child)
 - 4 pickleball sets
 - 4 tennis racquets and balls
- c) Silent Auction – The Massey Public Library will host a Silent Auction again this year (November 28-December 12). Ruth Declerck will set up the auction, with help from the *Friends of the Library*.

8.2 Program Events and Attendance:

- a) October Program Attendance:
 - Starry Nights – Webbwood – 12 in attendance
 - Harry Potter Escape Room – Webbwood – 5 teams participated
- b) TD Summer Reading Program, Ontario Parks Day Passes, Tackleshare Program – the CEO has re-applied for all these programs
- c) Christmas in Massey – December 2 – the Massey Library will be open until 9:00 p.m. that day (Ruth, Tracey and Thomasina in attendance) with refreshments, *First Friday* presenter, the silent auction displays and an activity for children (painting an ornament).

8.3 Human Resources:

Thomasina Cuthbert will finish her placement with the Township Public Library after December 2nd. Serena will provide an assessment of her work and learning for Mohawk College. Thomasina has been an asset during her time in Massey and will be encouraged to submit her resume for any upcoming positions that become available in the future.

8.4 *Friends of the Library*:

Ursula Robinson reported that the *First Friday* events are going well. There were 24 people in attendance at the event in November and there is a presenter lined up for the December event. The Friends group will provide beverages and baking for the December 2nd First Friday – in conjunction with “Christmas in Massey”. On this and future occasions a donation basket will be put out to assist with this program. The library CEO will manage these funds for the group.

9. New Business:

Carolyn O’Higgins announced that she will be resigning from the Board effective January 1st. There was a discussion about recruiting new Board members and the need to send “Letters of Interest” to the Township office for current and prospective Board participants.

10. Policy Review: The Board received updated job descriptions for all library staff, the revised CEO Succession Plan, and a Mental Health & Disability Policy Draft. These policies were discussed and the following motions made:
 - 10.1 Job Descriptions.

MOVED by Carolyn O'Higgins, seconded by Denise Trenaman, that the following Job Descriptions – Webbwood Branch Librarian/Massey Assistant Librarian I, Assistant Librarian II, and Library Assistant (Casual) – be approved as circulated. **CARRIED.** 2022-40

MOVED by Ursula Robinson, seconded by Carolyn O'Higgins, that the Job Description for the Chief Executive Officer be approved as circulated. **CARRIED.** 2022-41
 - 10.2 Mental Health and Disability Policy (Draft). It was suggested that the phrase “nervous breakdown” be updated in this policy. That being done...

MOVED by Denise Trenaman, seconded by Carolyn O'Higgins, that the Mental Health and Disability Policy be approved as circulated. **CARRIED.** 2022-42
 - 10.3 CEO Succession Plan.

MOVED by Ursula Robinson, seconded by Sue Christiansen, that the CEO Succession Plan be approved as updated and circulated. **CARRIED.** 2022-43
 - 10.4 The Policy Review Schedule was considered. All policies have now been updated, as required, for 2022. Congratulations were extended to Serena for her efforts in making sure that the policies needed for successful and accountable library operation were completed.
11. Financial Report:
 - 11.1 The Board reviewed the financial statements for October 2022, as well as the Monthly Budget Tracking report for the same month.

MOVED by Sue Christiansen, seconded by Denise Trenaman, that the expenses for October 2022, in the amount of \$15,970.80, be approved. **CARRIED.** 2022-44
 - 11.2 The 2023 Draft Budget was examined and discussed.

MOVED by Denise Trenaman, seconded by Sue Christiansen, that the draft budget for 2023 be approved. **CARRIED.** 2022-45
12. Council Report – Kevin Burke has been elected Mayor of the Township of Sables-Spanish Rivers. Congratulations were extended by members of the Board. Council will be finding two new members to participate as part of the Library Board. Election of Board officers will take place at the January meeting of the Board.
13. Strategic Planning & Marketing – None. Serena announced that she put the accreditation process on hold; she was encouraged to re-activate the process, which now involves a visit to the Township Public Library premises.

14. CEO Resignation – Serena Mariage announced that she is resigning her position as library CEO as soon as a new CEO has been recruited and hired. She will continue to guide the Township Libraries (remotely) until then – and until March 2023 at the latest. The Board expressed their gratitude for Serena’s work, her initiative and her management during her time with the Township of Sables-Spanish Rivers Public Library, and wished her all the best for the future. She will be missed. Serena will assist a Library Board committee with the recruitment process and make sure that the transition for the new Chief Executive Officer is smooth.
15. Date of Next Meeting: **Thursday, December 15, 2022 at 6:00 p.m.** via Zoom. It was decided to continue with Zoom meetings through the end of the year and the winter months.
15. Adjournment: Ursula Robinson moved that the meeting be adjourned.

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH
RIVERS

BYLAW NUMBER 2022-42

Being a Bylaw for the Purpose of Appointing
a Chief Building Official and Building Inspector

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

AND WHEREAS the Council of the Corporation of the Township of Sables-Spanish Rivers deem it necessary to appoint a Chief Building Official and Building Inspector;

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

1. THAT Jeff Lapierre is hereby appointed as Chief Building Official for the purpose of exercising powers and performing duties pursuant to Section 1.1(6) of the Building Code Act;
2. THAT Marc Leclair is hereby appointed as Building Inspector for the purpose of exercising powers and performing duties pursuant to Section 1.1(7) of the Building Code Act;
3. THAT this Bylaw repeals Bylaw 2020-48.

READ A FIRST AND SECOND TIME THIS 19TH DAY OF DECEMBER, 2022.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS
19TH DAY OF DECEMBER, 2022


MAYOR – K. BURKE


CLERK – A. WHALEN

THE CORPORATION OF THE TOWNSHIP OF THE SABLES-SPANISH RIVERS

BYLAW NUMBER 2022-43

Being a Bylaw to Amend a Bylaw to Govern the Proceedings
of Council, the Conduct of its Members and the Calling of Meetings

WHEREAS Section 238 of the Municipal Act 2001, as amended, provides that every municipality shall pass a procedure bylaw for governing the calling, place and proceedings of meetings;

AND WHEREAS it is deemed necessary to amend an appendix that sets out the purpose and functions of committees;

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

1. THAT Schedule A1 – “Committees & Boards” is hereby amended and is attached as Schedule ‘A’ to this bylaw.
2. THAT this bylaw shall come into force and take effect upon final passing thereof.

READ A FIRST AND SECOND TIME THIS 19TH DAY OF DECEMBER, 2022

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 19TH DAY OF DECEMBER, 2022.


MAYOR – K. BURKE


CLERK – A. WHALEN

COMMITTEES AND BOARDS

PUBLIC WORKS COMMITTEE

- Purpose:** The Public Works Committee provides guidance in planning and overseeing the projects and schedules of regular maintenance procedures and provides recommendations and policies to Council concerning the Township's public works services, including streets and roads, municipal water supply and distribution system and waste management.
- Functions:** The Committee is responsible for ensuring consistency with Council's policies regarding the following:
1. traffic control and signage; street sidewalks and lanes; summer and winter maintenance programs; public parking lot maintenance and snow dumping sites; streetlighting; and
 2. municipal cemeteries
 3. boat launches (general maintenance)
 4. the water treatment plant and distribution system; the sanitary sewer collection system and lagoon; the storm water collection system
 5. solid waste collection and disposal; recycling and household hazardous waste
- Agenda:** Committee agendas shall be established by the Public Works Manager in consultation with the Chairperson.
Committee meeting reports shall be prepared by the Public Works Manager and circulated to Council for approval at the next regular Council meeting.
- Composition:** Shall be Committee of the Whole until such time as it is determined that Council would like to invite ratepayers to be involved in the committee. At such time the committee shall be a combination of three (3) Council members and two (2) ratepayers, as determined by Council at the commencement of each new term of Council.

PARKS & RECREATION COMMITTEE

- Purpose:** The Parks & Recreation Committee plans and oversees the operation and management of the Arena complex as well as other recreational facilities and parks, and provides recommendations and policies to Council. They shall review recommendations from the Recreation Coordinator in developing programs that provide safe and clean conditions for the general public and meet the needs and interests of the community.
- Functions:** The Committee is responsible for ensuring consistency with Council's policies regarding the following:
1. recreation facilities including
 - Massey & District Community Centre and Arena
 - Webbwood outdoor skating rink
 - parks, ball fields, playgrounds, Sauble River Park beach area
 2. special events, programming and activities within the recreation department
- Agenda:** Committee agendas shall be established by the Recreation Coordinator in consultation with the Chairperson.
Committee meeting reports shall be prepared by the Recreation Coordinator and circulated to Council for approval at the next regular Council meeting.
- Composition:** Shall be Committee of the Whole until such time as it is determined that Council would like to invite ratepayers to be involved in the committee. At such time the committee shall be a combination of three (3) Council members and four (4) ratepayers, as determined by Council at the commencement of each new term of Council.

ECONOMIC DEVELOPMENT & COMMUNITY SERVICES COMMITTEE

- Purpose:** The Economic Development & Community Services Committee will develop, conduct, encourage and assist programs and initiatives to enhance the factors of productivity social development of the community; and shall provide advice and recommendations to Council.
- Functions:** The Committee is responsible for ensuring consistency with Council's policies regarding the following:
1. establishing a Strategic Plan for the municipality, and regular update reviews thereof
 2. identify, promote and advise Council on community and economic development initiatives for the Township
- Agenda:** Committee agendas shall be established by the Economic Development Officer in consultation with the Chairperson.
Committee meeting reports shall be prepared by the Economic Development Officer and circulated to Council for approval at the next regular Council meeting.
- Composition:** Shall be Committee of the Whole until such time as it is determined that Council would like to invite ratepayers to be involved in the committee. At such time the committee shall be a combination of three (3) Council members and four (4) ratepayers, as determined by Council at the commencement of each new term of Council.

LIBRARY BOARD

- Purpose:** The Library Board is to provide a comprehensive, user-oriented library service which meets the needs of the community.
- Functions:** The Board shall operate and manage library services in accordance with the Public Libraries Act and applicable Council policies regarding the following:
1. to promote public awareness of the services available and to promote the maximum use of the library's resources, by means of the library's activities and programs
 2. to provide easy access to the entire range of resources;
 3. to provide economic and efficient service
- Agenda:** Board agendas shall be established by the Head Librarian in consultation with the Chairperson.
Board meeting reports shall be prepared by the Head Librarian and circulated to Council for approval at the next regular Council meeting.
- Composition:** A combination of Council members and ratepayers, as determined by Council at the commencement of each new term of Council, in accordance with the Public Libraries Act.

FINANCE COMMITTEE

- Purpose:** The Finance Committee meets on an "as-needed" basis, primarily during the municipal budget review and adoption process, to prioritize capital projects and review operating budgets.
- Agenda:** Committee agendas shall be established by the Treasurer in consultation with the Chairperson
Committee meeting reports shall be prepared by the Treasurer and circulated to Council for their approval, if required, at the next regular Council meeting.
- Composition:** Shall be Committee of the Whole until such time as it is determined that Council would like to invite ratepayers to be involved in the committee. At such time the committee shall be a combination of seven (7) Council members and two (2) ratepayers, as determined by Council at the commencement of each new term of Council.

WALFORD COMMUNITY CENTRE BOARD

The Walford Community Centre Board is comprised of a member of Council and members of the various Walford groups who appoint their own representatives for the Board. The Board operates and maintains an outdoor skating rink and the Walford Community Centre.

PROPERTY STANDARDS COMMITTEE

The Property Standards Committee shall be comprised of the Clerks of the municipalities of the Township of Baldwin, Township of Nairn-Hyman, Township of Sables-Spanish Rivers and the Town of Espanola. The Committee meets on an "as-needed" basis, to hear any appeals received for this municipality, pursuant to Section 15 of the Building Code Act.

ELECTION COMPLIANCE AUDIT COMMITTEE

Purpose: As directed by the Municipal Act, Section 81.1(1) a committee is established to review a compliance audit application made by an elector who believes on reasonable grounds, that a candidate has contravened a provision of the Municipal Elections Act respecting election campaign finances.

Functions:

1. Review compliance audit applications as submitted by ratepayer
2. Grant or reject application
3. Where application is granted, appoint an auditor
4. Review auditor's report
5. May initiate legal proceeding if contravention is determined in audit report
6. May make a finding that application was reasonable but no appearance of contravention.

Agenda: To be determined by applications as forwarded to the committee by the Clerk of the municipality for which candidate was nominated for office.

Composition: The committee shall be comprised of the Clerks of the municipalities of the Township of Baldwin, Township of Nairn-Hyman, Township of Sables-Spanish Rivers and the Town of Espanola.

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2022-44

Being a Bylaw for the Purpose of Entering into an
Agreement for the Provision of Building
Inspection Services

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

AND WHEREAS Section 3(2) of the Building Code Act requires that the Council of each municipality shall appoint a chief building official and such inspectors as are necessary for the enforcement of the Act;

AND WHEREAS it is deemed expedient to enter into an agreement with the Township of Nairn-Hyman and the Township of Baldwin to provide Building Inspection Services;

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' of this Bylaw;
2. That this Bylaw repeals Bylaw 2017-22 in its entirety.

READ A FIRST AND SECOND TIME THIS 19th DAY OF DECEMBER, 2022.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 19th DAY OF DECEMBER, 2022.


MAYOR – K. BURKE


CLERK – A. WHALEN

**MEMORANDUM OF AGREEMENT
BUILDING INSPECTION SERVICES**

Made this 19th day of December, 2022.

BETWEEN:

TOWNSHIP OF SABLES-SPANISH RIVERS

-and-

TOWNSHIP OF NAIRN & HYMAN

-and-

TOWNSHIP OF BALDWIN

(“contracting municipalities”)

WHEREAS Section 3(2) of the Building Code Act requires that the Council of each municipality shall appoint a Chief Building Official and such inspectors as are necessary for the enforcement of the Act;

AND WHEREAS the municipalities have agreed to contract these services from the Township of Sables-Spanish Rivers;

NOW THEREFORE the municipalities hereby covenant and agree, the one with the others, as follows:

1. SCOPE:

The scope of the work for the services to be provided includes:

- a) Review building permit applications including drawing review, complete and issue building permits and provide inspection services as required by the Ontario Building Code Act;
- b) Follow up on open permits to ensure a timely close;
- c) Provide monthly or quarterly reports as required by each member municipality;
- d) Consulting as required, ie: review fees bylaw; resident questions, etc. as required.

All administrative and inspection support services shall be completed by the administration and staff for the municipality having jurisdiction.

2. PERMIT FEES AND COLLECTION:

Permit fees shall be issued, delivered and collected by the municipality having jurisdiction.

3. COMMENCEMENT:

This agreement shall come into effect for the 2023 fiscal year upon adoption by participating municipalities.

4. FEES:

Each party's share of costs and expenses for the enforcement of the Building Code Act and its regulations pursuant to this agreement shall be billed based on an hourly rate which will include a burden sufficient to cover statutory holidays, paid sick days, vacation time and health benefits.

Schedule "A" includes the hourly fee schedule based on current (2023) rates of pay, and forms part of this agreement. These fees will be updated as required for changes to individual performing services, as rates change as a result of government rate changes or regulations or changes to benefit plans. These changes will be communicated to the contracting municipalities as soon as possible.

Additional fees will be charged to participating municipalities based on actual mileage allowance paid in accordance with Canada Revenue Agency and travel and training costs upon actual costs divided equally among the contracting municipalities.

The Chief Building Official shall maintain a log of time spent in each municipality. The actual expenditures and amounts recovered will be reviewed and adjusted annually effective January 1st of each year.

5. SCHEDULE:

The Township of Sables-Spanish Rivers will provide a Chief Building Official based on allocation of hours as-required to meet the inspections required under the Ontario Building Code Act.

As necessary, the Chief Building Official may assign an additional inspector to cover contracting municipalities for vacation or other absences provided that the Building Inspector for the Township of Sables-Spanish Rivers has been appropriately named on the contracting municipalities insurance.

6. BILLINGS:

The Township of Sables-Spanish Rivers shall provide itemized monthly billings to the other parties.

7. OFFICIALS:

The Chief Building Inspector shall be an employee of the Township of Sables-Spanish Rivers.

8. DISPUTE RESOLUTIONS:

Where any matter affecting this agreement comes into dispute or is not mutually agreed by the municipalities, it may be resolved in the following manner:

- a) In case of proposed budgetary matters, where no agreement governs the actions of the municipalities, each council shall appoint one member of Council to a Joint Committee. The Joint Committee members shall report their conclusions to Council. The Council may request the services of a mediator if required.
- b) In the case of matters that are covered by an adopted budget, or by this agreement, Councils may request the services of a mediator, if required.

9. RELEASE OF LIABILITY:

- a) Each party covenants and agrees with the other participating municipalities on behalf of itself, its successors and assigns, to indemnify and save harmless the participating municipalities, their servants and agents from and against any and all actions, suits, claims and demands whatsoever which may arise either directly or indirectly by reason of enforcement of the Building Cod Act, etc. within the territorial boundaries of the individual municipality in connection with carrying out of the provisions of this agreement.
- b) Each party agrees to name the Township of Sables-Spanish Rivers on their insurance policy as an "additional insured" in respect of the work done by the Chief Building Official on their behalf.
- c) Only actions done in the course of the Chief Building Official's duties shall be covered by the municipalities' insurance.

10. TERMINATION OF AGREEMENT:

- a) If either party of this agreement wishes to withdraw from the agreement, they shall provide their intention to do so in writing to the other parties no later than the last day of September, of their intention not to participate effective the beginning of the new budget year (January 1st). Should this occur, the remaining parties hereby agree to share proportionally in the remaining costs as described in Section 4.
- b) This agreement will terminate should the position of Chief Building Official become vacant.
- c) Should the Township of Sables-Spanish Rivers incur costs associated with the discontinuation of this agreement, these costs will be shared as per the formula in Section 4.

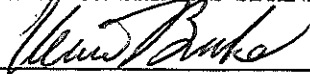
11. ENTIRETY:

The entire terms of this agreement are set out above and no verbal representations or agreement shall alter, change or modify the terms and provisions of this agreement.


This agreement shall endure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

INWITNESS WHEREOF the said Corporations have hereto affixed their Corporate Seals duly attested by their proper Officers on their behalf.

TOWNSHIP OF SABLES-SPANISH RIVERS

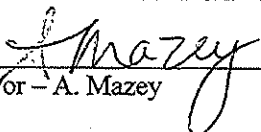


Mayor – K. Burke




Clerk-Administrator – A. Whalen

TOWNSHIP OF NAIRN & HYMAN



Mayor – A. Mazey



CAO/Clerk-Treasurer – B. Ketchabaw

TOWNSHIP OF BALDWIN

Mayor – V. Gorham

CAO/Clerk-Treasurer – H. Zahorodny