

Regular Meeting of the Village of Sundridge Council

Wednesday, October, 14, 2026 at 6:00 p.m.

Village of Sundridge Council Chambers

Present: Mayor Shawn Jackson, Deputy Mayor Sharon Smith, Councillor Luke Preston, Councillor Vicki Whitmell, Councillor Fraser Williamson

Staff: Nancy Millar; Clerk Administrator, Christine Hickey; Treasurer

Guest: Paul Dyrda; Sr. Operations Manager at Ontario Clean Water Agency

COUNCIL MINUTES

1) CALL TO ORDER

The Chair, Mayor Shawn Jackson called the meeting to order at 6:00p.m.

LAND ACKNOWLEDGEMENT

The Village of Sundridge would like to acknowledge that we are meeting on Williams Treaty Lands and they are the traditional home of the Anishinabek First Nations. We wish to honour the original inhabitants, thanking them for their land stewardship and recognizing our responsibilities to promote the healing of our communities through earnest and sincere application of the Truth and Reconciliation Commission recommendations. Miigwech."

2) APPROVAL OF AGENDA

Resolution #2026-231

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT the agenda for the October 14, 2026 regular meeting be approved as circulated.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

3) **DECLARATION OF PECUNIARY INTEREST - None**

4) **PLANNING MATTERS**

4 (A.1) Zoning By-Law Amendment Application – 10362 Hwy 124

Resolution #2026-232

Moved By: Fraser Williamson

Seconded By: Luke Preston

THAT he Council for the Corporation of The Village of Sundridge receives the Memorandum dated October 8, 2026, from Chris Jones, MCIP, RPP of Municipal Planning Services regarding the proposed zoning by-law amendment for Part Lot 75 Registers Compiled Plan 333,

AND THAT the zoning by-law amendment be approved.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

5) **DELEGATIONS - None**

6) **PRESENTATIONS - None**

7) **CONSENT ITEMS**

[Items from the Consent List may be moved by members to be discussed under Section 9 – New Business/Action Items]

7 (E.1) Follow Up List – n/a

7 (E.2) Sundridge Strong Union Public Library – Librarian's Report Sept. 17, 2026

7 (E.3) Town of Parry Sound Resolution 2026-105 – Regulatory Framework E-Scooters

7 (E.4) Town of Parry Sound Resolution 2026-110 – Producer Responsibility Propane Cylinders

7 (E.5) ***Moved into Committee of the Whole by Vicki Whitmell***

7 (E.6) JBC Annual Summary as of September 2026

7 (E.7) Almaguin Community Economic Development Letter of Support for Phoenix Building Components expansion and funding applications

8) **APPROVAL OF CONSENT ITEMS**

Resolution #2026-233

Moved By: Fraser Williamson

Seconded By: Sharon Smith

THAT Items listed as Consent Items for October 14, 2026 and the recommendations contained therein be received;

AND THAT any Items for which pecuniary interest has been declared are deemed not to have been voted on or discussed by the individual making the declaration.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9) NEW BUSINESS/ACTION ITEMS

9.1. Wastewater Treatment Facility – Status Update

Resolution #2026-234
Moved By: Luke Preston
Seconded By: Vicki Whitmell

THAT the Council for the Village of Sundridge receives the Wastewater treatment facility status update,

AND THAT council approve of the following next steps:

- Manhole inspections in the spring of 2027 (OCWA)
- Sewer camera inspections at areas of concern identified by manhole inspections
- Plan for sanitary repairs identified by sewer camera and manhole inspections
- Purchase a new spare ultrasonic algae control device (2027).
- Consideration for the trial of a new coagulant for improved phosphorous removal

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9.2. Housing Transition Report

Resolution #2026-235

Moved By: Luke Preston

Seconded By: Vicki Whitmell

THAT the Council for the Corporation of The Village of Sundridge discusses a Housing Transition Report,

AND THAT Councillor Preston work with staff to prepare a draft housing transition report,

AND THAT this report be brought back to a future meeting of council For further discussion.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9.3. Declaring certain municipal property (vehicle) as surplus and authorizing its disposal

Resolution #2026-236

Moved By: Fraser Williamson

Seconded By: Sharon Smith

WHEREAS, the Village of Sundridge owns and operates a vehicle which was deemed to be past its useful life during the Phase 3 Asset Management Review completed by Watson and Associates in 2023; and

WHEREAS it was determined the vehicle could remain in use for so long as it was cost-effective to maintain; and

WHEREAS the vehicle is no longer cost-effective to maintain, with replacement/repair required for the brakes, coolant system, cab corners, rocker panels, front fender, tires, rims, drivers seat, trailer hitch, tailgate handle, and door hinges; and

WHEREAS, the vehicle proposed for disposal is described as follows:

- Make: Chevrolet
- Model: Silverado 1500
- Year: 2008

- VIN: 1GCEC14XX82249309
- Mileage: 155,505 as of October 8, 2026

WHEREAS, it is in the best financial interest of the Village of Sundridge to declare this vehicle as surplus property and dispose of it in accordance with applicable laws and policies;

NOW, THEREFORE, BE IT RESOLVED by the Village of Sundridge as follows:

1. Declaration of Surplus: The vehicle described above is hereby officially declared surplus property.
2. Authorization of Disposal: The Village Superintendent is authorized to dispose of said vehicle through scrap.
3. Execution of Documents: The Village Superintendent is authorized to execute any and all documents necessary to transfer ownership of the vehicle if required.
4. Allocation of Proceeds: Any proceeds realized from the sale of this vehicle shall be deposited into a public works reserve fund.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9.4. Letter of Support – Phoenix Upgrade and Expansion

Resolution #2026-237

Moved By: Fraser Williamson

Seconded By: Sharon Smith

THAT the Council for the Corporation of the Village receives the correspondence from Phoenix Building Components regarding their ask for a support letter to accompany their funding applications,

AND THAT Council approves of the draft letter of support included in the agenda package.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9.5. Santa Claus Parade Committee

Resolution #2026-238

Moved By: Fraser Williamson

Seconded By: Sharon Smith

THAT the Council for the Corporation of The Village of Sundridge receives the letter from the Santa Claus Parade Committee,

AND THAT Council approve of the following event details:

- Date of the parade as being Saturday November 28, 2026
- Parade route: starting at 118 Main Street (elementary school) proceeding down Main Street towards Albert Street, then over to SSJ Arena at 14 Albert Street
- Parade commencing at 5:00pm
- Road Closures in effect from 4:30pm to 6:00pm
- Adequate number of competent volunteers to assist in supervising the road closures for the event
- Use of village barricades for road closure purposes (additional barricades required will be the responsibility of the parade committee to source)
- Cost for the certificate of insurance to be reimbursed to village at the conclusion of the event;

AND FURTHER THAT Staff are to prepare the required road closure by-law for the next regular meeting of council.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9.6. Ministry of Natural Resources Request for Village of Sundridge Road Data

Resolution #2026-239

Moved By: Vicki Whitmell

Seconded By: Sharon Smith

THAT Council receives a request from the Ministry of Natural Resources regarding access to Village of Sundridge Road Data;

AND THAT Council authorizes the Clerk Administrator to sign the Memorandum of Understanding allowing the Province of Ontario access to the Village of Sundridge Road Data for purposes of mapping.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9.7. Procurement By-Law Update - DRAFT

Resolution #2026-240
Moved By: Sharon Smith
Seconded By: Luke Preston

THAT Council discuss the Draft Procurement By-Law update;

AND THAT an updated draft reflecting the changes council asked for be brought to the next regular meeting of council for further review.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

Mayor Jackson called a brief five (5) minute recess at 7:25pm

Mayor Jackson resumed the meeting at 7:30pm

9.8. Budgetary Control Report

Resolution #2026-241
Moved By: Sharon Smith
Seconded By: Fraser Williamson

THAT Council receive the Budgetary Control Report dated October 9, 2026.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9.9. Landfill Gate

Resolution #2026-242
Moved By: Fraser Williamson
Seconded By: Luke Preston

THAT Council for the Village of Sundridge discusses the Township of Strong landfill gate item

AND THAT Council would like to ask the Township of Strong to take part in a special meeting, preferably before next Wednesday October 21, 2026 to collectively discuss this matter and a solution to move forward.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

ITEMS MOVED FROM CONSENT LITS INTO COMMITTEE OF THE WHOLE

7 (E.5) Village of Burk's Falls Resolution 2026-256 – Provincial Library Funding

Resolution #2026-243
Moved By: Vicki Whitmell
Seconded By: Fraser Williamson

THAT Council for the Village of Sundridge discusses the Village of Burk's Falls Resolution regarding Provincial Library Funding

And THAT council direct staff to prepare a letter in support of the Village of Burk's Falls resolution on the increase in the provincial funding for public libraries,

AND THAT the support letter be sent to parties referenced in the Village of Burks Falls letter.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

10) COMMITTEE REPORTS/MINUTES

Resolution #2026-244

Moved By: Fraser Williamson

Seconded By: Sharon Smith

THAT Items 10 (A.1) to 10 (B.4) be received and discussed.

10 (A.1) Sundridge Strong Joly Recreation Committee – October 1, 2026

10 (A.2) Sundridge Strong Union Public Library Board – June 18, 2026

10 (A.3) Sundridge Strong Joly Arena Committee – October 7, 2026

10 (B.1) Regular Council – September 23, 2026

10 (B.2) Regular Council Closed Session – September 23, 2026

10 (B.3) Special Bi-Council September 29, 2026

10 (B.4) Special Tri-Council September 29, 2026

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

11) STAFF REPORTS

11.1. Staff Memo - Rideshare Update

Resolution #2026-245

Moved By: Luke Preston

Seconded By: Vicki Whitmell

THAT Council receives the staff memo dated October 14, 2026 regarding Provincial Rideshare Updates.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		

Smith, Sharon	Y
Whitmell, Vicki	Y
Williamson, Fraser	Y
Jackson, Shawn	Y
CARRIED.	

11.2. Staff Report – S2026-009 AMP Annual Progress Review

Resolution #2026-246

Moved By: Sharon Smith

Seconded By: Fraser Williamson

THAT Council receive Staff Report S2026-009, dated October 14, 2026 regarding the Asset Management Plan – Annual Progress Review,

AND THAT the asset management plan be placed on a future agenda early in the new year to assist the new term of council to familiarize themselves on the contents of the document.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

12) BY-LAWS

12.1 By-Law No. 2026-040 Zoning By-Law Amendment (10362 Hwy 124)

Resolution #2026-247

Moved By: Luke Preston

Seconded By: Fraser Williamson

THAT By-Law No. 2026-040, being a by-law to amend By-Law No. 89-002, be approved.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

13) ANNOUNCEMENTS

- **Shawn Jackson** – Nothing at this time.
- **Sharon Smith**
 - Deputy Mayor Smith attended Camp Molly this past weekend, and said a few words at the closing of the camp. This was a fire services four day camp for women. It was a great event!
 - The District Social Services Administration Board is holding another Housing Day event at the South River Arena in November. Date to be confirmed.
 - NOSDA has 11 DSSAB's in the North. There is a Federal/Provincial/NOSDA partnership that is going to see 609 houses built across the north. Parry Sound is one of the selected areas. The rent will be 'reasonable market value'.
- **Luke Preston** – Nothing at this time.
- **Fraser Williamson** – Nothing at this time.
- **Vicki Whitmell** – Nothing at this time.
- **Nancy Millar, Clerk Administrator**
 - The spiral slide at Lion's Park was installed at the beginning of October. There are multiple deficiencies with the installation, and the supplier is working with the village to rectify this matter.
 - The 2026 municipal election vote by mail kits have been sent out to eligible electors. If someone has not received a kit and would like to vote, they can come into the village office and staff will assist them in the registration process. Eligible voters can be registered and cast their vote Monday through Friday 8:30am to 4:00pm, and 8:30am to 8:00pm on October 26, 2026 (Election Day)

14) INTRODUCTION OF FUTURE MOTIONS

Luke Preston will introduce a motion pertaining to the Ministry of Transportation with a letter of concern for rideshare as it relates to rural northern Ontario municipalities

15) CONFIRMING BY-LAW

Resolution #2026-248

Moved By: Sharon Smith

Seconded By: Fraser Williamson

THAT By-Law No. 2026-041, being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its regular meeting of **October, 14, 2026** be adopted.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

16) CONSIDERATION OF A CLOSED SESSION - None

17) ADJOURNMENT

Resolution #2026-249

Moved By: Fraser Williamson

Seconded By:

THAT we do now adjourn at 845 p.m. until the Regular Council Meeting on October, 28, 2026, or at the call of the Mayor.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

Shawn Jackson, Mayor

Nancy Millar, Clerk Administrator