

## **Regular Meeting of the Village of Sundridge Council**

**Wednesday, July, 9, 2025 at 6:00 p.m.**

### **Village of Sundridge Council Chambers**

**PRESENT:** Deputy Mayor Shawn Jackson (electronic participation), Councillor Luke Preston, Councillor Sharon Smith, and Councillor Fraser Williamson

**STAFF:** Christine Hickey, Treasurer  
Robyn Ferrante, Deputy Clerk/Deputy Treasurer

### **COUNCIL MINUTES**

#### **1) CALL TO ORDER**

The Chair, Deputy Mayor Jackson called the meeting to order at 6:05pm

#### **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 #2025-165**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** the agenda for the July 9, 2025 regular meeting be approved as amended with the reordering of Item (11.2) Staff Report S2025-010 appearing before Item (9.1) Reserve Policy Draft, and the addition of Item 12.3 – Sunflower Festival Road Closure

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

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

4) **PLANNING MATTERS - None**

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 – July 4, 2025

7 (E.2) Board of Health Finance & Property – April 23, 2025

7 (E.3) Board of Health – April 23, 2025

7 (E.4) FOCA – LBPOA Local Media Release #1 re: Pilot Project

7 (E.5) FCM – Committee Brief on Bill 5

8) **APPROVAL OF CONSENT ITEMS**

**Resolution #2025-166**

**Moved By: Luke Preston**

**Seconded By: Fraser Williamson**

**THAT** Items listed as Consent Items for July 9, 2025 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.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

9) **NEW BUSINESS/ACTION ITEMS**

11.2 Staff Report S2025-010 Open Air Burning By-Law Survey

**Resolution #2025-167**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** Staff Report S2025-010, dated July 9, 2025, regarding the Open Air Burning By-Law Survey be received,

**AND THAT** Council direct staff to amend By-Law 2019-035 Open Air Burning to remove the permit fee as of January 1, 2026 and allow for daytime burning from December 1 to April 1 of each year, with investigations into increases to \$500.00 to Schedule "A" Items 17, 20, and 21, with the amended By-Law to be brought back to a future meeting of Council for approval.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	x		
<b>Smith, Sharon</b>	x		
<b>Williamson, Fraser</b>	x		
<b>Jackson, Shawn</b>	x		
<b>CARRIED</b>			

9.1. Reserve Policy - Draft

**Resolution #2025-168**

**Moved By: Sharon Smith**

**Seconded By: Fraser Williamson**

**THAT** The Council for the Corporation of The Village of Sundridge discuss the Reserve Policy Draft,

**AND THAT** the Reserve Policy be brought back to a future meeting of Council for approval.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	x		
<b>Smith, Sharon</b>	x		
<b>Williamson, Fraser</b>	x		
<b>Jackson, Shawn</b>	x		
<b>CARRIED</b>			

9.2. Emergency Management Ontario - EMCPA 2024 Requirements Compliance

**Resolution #2025-169**

**Moved By: Sharon Smith**  
**Seconded By: Fraser Williamson**

**THAT** The Council for the Corporation of The Village of Sundridge receives the correspondence from Emergency Management Ontario confirming compliance regarding the Emergency Management and Civil Protection Act 2024 requirements.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

- 9.3. Council Vacancy – Resignation of Justine Leveque

**Resolution #2025-170**  
**Moved By: Fraser Williamson**  
**Seconded By: Luke Preston**

**THAT** The Council for the Corporation of The Village of Sundridge receives a letter of resignation from Justine Leveque, effective July 1<sup>st</sup>, 2025,

**AND THAT** Council declares the Mayoral seat now vacant.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

- 9.4. Council Vacancy

**Resolution #2025-171**  
**Moved By: Sharon Smith**  
**Seconded By: Luke Preston**

**THAT** The Council for the Corporation of The Village of Sundridge discuss the council vacancy,

**AND FURTHER THAT** Council will proceed with the process specified in the Council Vacancy Policy to fill the present vacancy on Council.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

9.5. Special Council Meeting – Council Vacancy

**Resolution #2025-172**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** The Council for the Corporation of The Village of Sundridge call a special meeting on August 5, 2025 at 6:00pm for the purpose of filling the vacancy on Council.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

10) **COMMITTEE REPORTS/MINUTES**

**Resolution #2025-173**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

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

10 (A.1) SSJ Arena & Hall – June 4, 2025

10(A.2) ACED Staff Report Percentage of Tax Levy Funding Formula

**\*\*refer to Item (11.1) Staff Report S2025-009 Proposed Levy Rate Concept\*\***

10 (B.1) Council Regular Meeting – June 25, 2025

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		

Smith, Sharon	x
Williamson, Fraser	x
Jackson, Shawn	x
CARRIED	

## 11) STAFF REPORTS

### 11.1. Staff Report S2025-009 Proposed Levy Rate Concept – ACED

**Resolution #2025-174**  
**Moved By: Luke Preston**  
**Seconded By: Fraser Williamson**

**THAT** Staff Report S2025-009, dated June 25, 2025, regarding the Proposed Levy Rate Concept – ACED.,

**AND THAT** the following feedback is provided to the ACED Board on the proposed levy rate concept:

“Council acknowledges the work and the value that ACED has done for regional development. We believe as Council that the current and proposed funding models are unsustainable and unpredictable.”

Recorded Vote	For	Against	Abstain
Preston, Luke	x		
Smith, Sharon	x		
Williamson, Fraser	x		
Jackson, Shawn	x		
CARRIED			

### 11.3. Staff Report S2025-011 Accounts Payable Process

**Resolution #2025-175**  
**Moved By: Fraser Williamson**  
**Seconded By: Sharon Smith**

**THAT** Council receive Staff Report S2025-011, dated July 9, 2025 regarding an Accounts Payable Process;

**AND THAT** Council approve the Accounts Payable Process as presented.

Recorded Vote	For	Against	Abstain
Preston, Luke	x		
Smith, Sharon	x		

Williamson, Fraser	x
Jackson, Shawn	x
CARRIED	

**11.4.** Staff Report S2025-012 Tax Billing Frequency and Method

**Resolution #2025-176**

**Moved By: Sharon Smith**

**Seconded By: Luke Preston**

**THAT** Council receive Staff Report S2025-012, dated July 9, 2025 regarding Taxation Billing and Delivery Method Updates;

**AND THAT** Council approve staff investigating implementing a total of 4 due date installments and provide details at a future meeting for further direction;

**AND THAT** Council approves the sending of tax bills electronically to property owners that request this delivery method.

Recorded Vote	For	Against	Abstain
Preston, Luke	x		
Smith, Sharon	x		
Williamson, Fraser	x		
Jackson, Shawn	x		
CARRIED			

**11.5.** Staff Report S2025-013 Asset Management Plan – Annual Progress Review

**Resolution #2025-177**

**Moved By: Fraser Williamson**

**Seconded By: Luke Preston**

**THAT** Council receive Staff Report S2025-013, dated July 9, 2025 regarding the Asset Management – Annual Progress Review.

Recorded Vote	For	Against	Abstain
Preston, Luke	x		
Smith, Sharon	x		
Williamson, Fraser	x		
Jackson, Shawn	x		
CARRIED			

**12) BY-LAWS**

**12.1. By-Law No. 2025-027 Sale or Disposition of Land**

**Resolution #2025-178**

**Moved By: Sharon Smith**

**Seconded By: Fraser Williamson**

**THAT** By-Law No. 2025-027, being a by-law for the sale or disposition of land, be approved,

**AND THAT** the Deputy Clerk and a Council Signatory are authorized to sign the by-law on behalf of the Deputy Mayor and the Clerk Administrator.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

**12.2. By-Law No. 2025-028 Amend Tax Rate By-law**

**Resolution #2025-179**

**Moved By: Sharon Smith**

**Seconded By: Luke Preston**

**THAT** By-Law No. 2025-028, being a by-law to Amend the Tax Rate By-law, be approved,

**AND THAT** the Deputy Clerk and a Council Signatory are authorized to sign the by-law on behalf of the Deputy Mayor and the Clerk Administrator.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			



12.3. By-Law No. 2025-029 Sunflower Festival – Road Closure

**Resolution #2025-180**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** By-Law No. 2025-029, being a by-law to Amend By-Law No. 2019-048 for a specified period for the 2025 Sunflower Festival, be approved,

**AND THAT** the Deputy Clerk and a Council Signatory are authorized to sign the by-law on behalf of the Deputy Mayor and the Clerk Administrator.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

13) **ANNOUCEMENTS**

- **Shawn Jackson – nothing at this time**
- **Sharon Smith – nothing at this time**
- **Luke Preston – July 16<sup>th</sup> Tri Regional District of Muskoka Council Chambers – Tariff discussion**
- **Fraser Williamson – nothing at this time**
- **Robyn Ferrante, Deputy Clerk/Deputy Treasurer – Lion's Park RFP closed on July 4, 2025 – upcoming staff report on the submissions**

14) **INTRODUCTION OF FUTURE MOTIONS - none**

15) **CONFIRMING BY-LAW**

**Resolution #2025-181**

**Moved By: Sharon Smith**

**Seconded By: Fraser Williamson**

**THAT** By-Law No. 2025-030, being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its regular meeting of **July, 9, 2025**, be adopted.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

**16) CONSIDERATION OF A CLOSED SESSION - none**

**17) ADJOURNMENT**  
**Resolution #2025-182**  
**Moved By: Fraser Williamson**  
**Seconded By: Luke Preston**

**THAT** we do now adjourn at 7:39p.m. until the Special Council Meeting on August 5, 2025, at 6:00pm to fill the Council Vacancy, and receive results of the Lion's Park RFP, or at the call of the Deputy Mayor.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>	<b>x</b>		
<b>Smith, Sharon</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>CARRIED</b>			

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**Shawn Jackson,**  
**Deputy Mayor**

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**Robyn Ferrante,**  
**Deputy Clerk/Deputy Treasurer**