

Regular Meeting of the Village of Sundridge Council

Wednesday, November, 26, 2025 at 6:00 p.m.

Village of Sundridge Council Chambers

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

STAFF: Nancy Millar; Clerk Administrator

GUEST: Tim Bryson, Jon Newman, Barbara Bryson, Tom Bryson, and guest

COUNCIL MINUTES

1) CALL TO ORDER

The Chair, Mayor Shawn Jackson called the meeting to order at 6:04pm.

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 #2025-297 Moved By: Sharon Smith Seconded By: Fraser Williamson

THAT the agenda for the November 26, 2025 regular meeting be approved as amended to reorder item 11.1 to appear after Item 3.

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

11.1 Staff Report S2025-027 Request for Waterfront and Back Door Access

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT Staff Report S2025-027, dated November 12, 2025, regarding the request for waterfront and back door access to 105 Main Street, be received,

AND THAT Council direct Staff to proceed with Option # _____.

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

Motion Introduced

(Approved by majority of Council)

Resolution #2025-298

Moved By: Fraser Williamson

Seconded By: Luke Preston

THAT Council permit the landowner of 105 main street an opportunity to ask questions of Council regarding the staff report.

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

CARRIED.

Resolution #2025-299

Moved By: Luke Preston

Seconded By: Fraser Williamson

THAT Council postpones the discussion on Item (11.1) until a legal opinion can be obtained at the cost of the applicant, and the Delegate being Tim Bryson is to bring this information back to a future meeting of Council after the village solicitor has completed a review and provides an opinion at the Villages expense.

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

- 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 – November 26, 2025

7 (E.2) The Township of Joly Resolution #2025-00330 – SDMCC Facility Manager Contract

7 (E.3) Federation of Northern Ontario Municipalities – FONOM Welcomes Northern Commitments in Ontario's Fall Economic Statement

7 (E.4) Ministry of Municipal Affairs and Housing – "Fighting Delays, Building Faster Act, 2025 (Bill 60)

7 (E.5) Ministry of Municipal Affairs and Housing – 2025 Northern Municipal Council Workshop – Virtual Learning Series

7 (E.6) *Moved into Committee of the Whole by Mayor Shawn Jackson*

8) **APPROVAL OF CONSENT ITEMS**

Resolution #2025-300

Moved By: Sharon Smith

Seconded By: Fraser Williamson

THAT Items listed as Consent Items for November 26, 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.

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. 2026 Council Meeting Dates (including Townhall Sessions)

Resolution #2025-301

Moved By: Fraser Williamson

Seconded By: Vicki Whitmell

THAT the Council for the Corporation of The Village of Sundridge receives and approves of the proposed 2026 Council Meeting Dates.

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

9.2. Council Remuneration

Resolution #2025-302

Moved By: Luke Preston

Seconded By: Sharon Smith

THAT Council review the current remuneration by-law for elected officials,

AND THAT due to the length of time since the previous increase, Council is asking staff to prepare a draft council remuneration by-law with a proposed initial increase of 6% plus an annual cost of living increase for a two year term, being effective for the years of 2026, 2027,

AND THAT the 6% increase be retroactive to January 1, 2025,

AND FUTHER THAT the draft by-law be brought back to a future meeting for further discussion.

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

9.3. Holiday Bonus
Resolution #2025-303
Moved By: Sharon Smith
Seconded By: Fraser Williamson

WHEREAS at the May 29th, 2025 Tri-Council Meeting, Strong Mayor Tim Bryson, Strong Councillor Marianne Stickland and Sundridge Councillor Sharon Smith agreed to form a task force to explore the matter of end of year bonuses for staff of all three municipalities (Joly, Strong and Sundridge) as well as for staff of the shared services of the municipalities.

AND WHEREAS the task force has met and determined that the matter of staff bonuses is currently inconsistent. To create a system that is consistent, fair, equitable and reflects the value of each staff person, regardless of his/her employment position, the following is recommended:

- That each staff member of each of the three municipalities as well as the staff of the Fire Department (2 staff plus the 19 fire fighters), Library (2 staff), Arena (4 staff), Medical Centre (1 staff) and CEMC (1 staff) receive a \$100.00 Foodland/Sobeys/Freshco gift card as a token of Councils' appreciation for dedication and support during the 2025 calendar year.

AND FURTHER THAT this Motion also covers disbursement of gift cards to take place for the final year of this term of council (2026).

AND THAT the By-law Enforcement staff and Building Department staff not be included since they also provide services to several other municipalities and bonuses are determined by each specific Board/Committee.

AND THAT each municipality will purchase and disburse the gift cards to the municipality's staff as well as to the staff of the shared services for which the municipality provides administrative services.

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

9.4. The Village of South River – Proportional Use of Joint Building Committee Reserves for Insurance and Legal Costs

[previously discussed as Item 9.7 on the November 12, 2025 agenda]

Resolution #2025-304

Moved By: Luke Preston

Seconded By: Sharon Smith

THAT the Council for the Corporation of The Village of Sundridge receives the Staff Report as prepared by the Administrator for the Joint Building Department Committee in response to the Village of South River's request for proportional use of JBC Reserves for Insurance and Legal Costs,

AND THAT as per the report details and the terms of the JBC agreement, Council is satisfied that this matter has been resolved.

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

ITEMS MOVED INTO COMMITTEE

Deputy Mayor Smith assumed the Chair

7 (E.6) Town of Kingsville Resolution – Opposition to Consolidation of Conservation Authorities

Resolution #2025-305

Moved By: Shawn Jackson

Seconded By: Fraser Williamson

THAT the Council for the Corporation of The Village of Sundridge receives the correspondence from the Town of Kingsville regarding their opposition to the consolidation of the Conservation Authorities,

AND THAT council support the town of Kingsville in their opposition to the consolidation of the conservation authorities,

AND FURTHER THAT this motion of support be forwarded to the town of Kingsville and the MPP, the MP, the Minister of the environment, conservation and parks, and the leader of the official opposition.

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

Mayor Jackson resumed the chair.

10) COMMITTEE REPORTS/MINUTES

Resolution #2025-306

Moved By: Vicki Whitmell

Seconded By: Sharon Smith

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

10 (A.1) Sunflower Festival – October 15, 2025

10 (A.2) Sundridge & District Medical Centre – October 21, 2025

10 (A.3) Almaguin OPP Board – November 12, 2025

10 (A.4) Sundridge Strong Joly Recreation – November 6, 2025

10 (A.5) Almaguin Highlands Health Council – October 2, 2025

10 (A.6) Joint Building Department – November 21, 2025

10 (B.1) Regular Council Meeting – November 12, 2025

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

11) STAFF REPORTS

Item (11.1) reordered by Council to appear after Item (3); Declaration of Pecuniary Interest.

12) BY-LAWS

12.1. By-Law No. 2025-049 HR By-Law

Moved By: Vicki Whitmell

Seconded By: Fraser Williamson

THAT By-Law No. 2025-049, being a by-law to set employee wages, salaries and benefits and to rescind By-Law No. 2024-049, be approved.

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

Mayor Jackson called a brief, five-minute recess at 7:55pm.

Motion Introduced

(approved by majority vote)
Resolution #2025-307
Moved By: Luke Preston
Seconded By: Fraser Williamson

THAT Council moved into a closed session at 8:01 pm as permitted under Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees: Staff.

Council returned to the open portion of the regular meeting at 8:05pm after having only discussed the matters permitted under the exclusion.

CARRIED.

Motion to postpone
Resolution #2025-308
Moved By: Fraser Williamson
Seconded By: Luke Preston

THAT Council postpones the discussion on Item (12.1) until after the following amendments are included in the by-law:

- Section 8.8 add “with prior consultation with the employee on preferred timing”
- Section 9.1 retirement gratuity
 - o Change entitlement to 10 yrs – 3 months
 - 15 yrs - 4 months
 - 20 yrs – 5 months
 - 25 yrs – 6 months

- Section 12.3 meal allowance corrected to be \$40 for a half day and \$80 for a full day
- That Remembrance Day and Truth and Reconciliation Day be reflected as commemorative days versus statutory holiday days.

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

13) ANNOUCEMENTS

- Shawn Jackson – Nothing at this time.
- Sharon Smith
 - Deputy Mayor Smith will be attending the District Social Services Administration Board sponsored Housing Day, tomorrow, November 27th from 1pm to 3pm.
- Luke Preston – Nothing at this time.
- Fraser Williamson – Nothing at this time.
- Vicki Whitmell
 - The Township of Strong has now approved of the municipality's participation in the working group for exploring a new library and now we can get planning for the first meeting in January.
- Nancy Millar, Clerk Administrator
 - The Holiday Contests are up and running. The colouring contest and the holiday light up contest both close December 12, 2025.

14) INTRODUCTION OF FUTURE MOTIONS – None

15) CONFIRMING BY-LAW

Resolution #2025-309

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT By-Law No. 2025-050, being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its regular meeting of **November, 26, 2025**, 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

Resolution #2025-310

Moved By: Fraser Williamson

Seconded By: Luke Preston

THAT Council holds a Closed Session meeting immediately following this regular council meeting by granting an exception to Section (7.1) of the Village of Sundridge Procedural By-law No. 2025-015, and as permitted by the *Municipal Act, 2001*, Section (3.1) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

1. The meeting is held for the purpose of educating or training the Members.
2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee. 2006, c. 32, Sched. A, s. 103 (1),

AND to address a second closed session item as per section 239 (2) (b) of the *Municipal Act, 2001*; labour relations or employee negotiations;

- Joint Building Department.

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

17) **ADJOURNMENT**
Resolution #2025-311
Moved By: Fraser Williamson
Seconded By: Sharon Smith

THAT we do now adjourn at 8:20 p.m. until the Regular Council Meeting on December, 10, 2025, 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