

**Regular Meeting of the Village of Sundridge Council
Wednesday, October, 8, 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

ABSENT: Councillor Luke Preston (with notice)

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

COUNCIL MINUTES

1) CALL TO ORDER

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

Resolution #2025-247

Moved By: Fraser Williamson

Seconded By: Sharon Smith

THAT the agenda for the October 8, 2025 regular meeting be approved as amended to add Item (9.5) MAOHT Health Human Resource Recruiter funding.

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

CARRIED.

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 – October 8, 2025

7 (E.2) Joint Building Committee – Audit Findings Report

7 (E.3) SSJ Arena & Hall – Audit Findings Report

7 (E.4) OCIF (Ontario Continuous Improvement Fund) – 2026 Allocation Notice

7 (E.5) Ministry of the Solicitor General – OPP Billing Model Revisions

7 (E.6) Township of Bonfield – Letter to Prime Minister regarding Canada Post

7 (E.7) Phragmite Working Group – August 21, 2025

7 (E.8) The Municipality of St. Charles – Natural Gas Expansion

7 (E.9) ACED Resolution #2025-25 – Transition to two-staff dept. Jan.1/2026

7 (E.10) ACED Resolution #2025-26 – Percentage to Levy Contribution Concept

7 (E.11) City of North Bay Resolution #2025-279 – Northern Ontario Resource Development Support Pilot Program (NORDS)

7 (E.12) Joint Building Committee Permit Summary – September 2025

7 (E.13) SSJ Areana & Hall Committee R2025-111 – Spartans Agreement
{refer to agenda Item (12.2) by-Law to enter into an agreement}

8) **APPROVAL OF CONSENT ITEMS**

Resolution #2025-248

Moved By: Vicki Whitmell

Seconded By: Sharon Smith

THAT Items listed as Consent Items for October 8, 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 (absent)			
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
CARRIED.			

9) NEW BUSINESS/ACTION ITEMS

9.1. ROMA 2026 Conference [Rural Ontario Municipal Association]

Resolution #2025-249

Moved By: Fraser Williamson

Seconded By: Vicki Whitmell

THAT the Council for the Corporation of The Village of Sundridge receives the 2026 ROMA Conference itinerary and associated fees,

AND THAT Council authorize the following members to attend:

- Vicki Whitmell
- Luke Preston

AND THAT conference registration fees, accommodation, and daily allowances will be covered by the municipality as per the Council Remuneration By-Law.

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

9.2. Sundridge Strong Union Public Library Board Agreement

Resolution #2025-250

Moved By: Fraser Williamson

Seconded By: Sharon Smith

THAT the Council for the Corporation of The Village of Sundridge receive the Library Board's Resolution No. 5, along with a revised and updated Sundridge Strong Union Public Library Agreement,

AND THAT Council authorize the Mayor and the Clerk Administrator to sign and execute the agreement.

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

9.3. Budgetary Control Report – Ending Sept. 30, 2025

Resolution #2025-251

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT the Council for the Corporation of The Village of Sundridge receives the Budgetary Control Report ending September 30, 2025.

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

9.4. Holiday Lights Contest & Colouring Sheet Activity

Resolution #2025-252

Moved By: Fraser Williamson

Seconded By: Vicki Whitmell

WHEREAS the holiday season is coming upon us and many residents in the village have celebrated the season by decorating their properties with decorations, which have made the holiday season more enjoyable for all who work and live in the village, and in the past there have been holiday decoration contests.

THEREFORE BE IT RESOLVED THAT the Village of Sundridge hold two Holiday Spirit Activities,

AND THAT the first activity is a contest with the following parameters:

- whereby village residents or businesses would decorate their properties for the Holiday Season;
- Village residents and/or business would register their address with Village Staff in order to create a "Light up List" to be judged by other residents on Friday December 12 2025.
- A light up list would be available to complete online.
- One entry per resident/business, 18 years and older;
- Decorated properties must be in the Village of Sundridge;
- Gift card prizes would be awarded for the top three (3) entries in the amounts of 1st - \$100.00, 2nd - \$75.00, and 3rd - \$50.00.
- Approval from the participants would be required in regard to the municipality being given permission to use/share any photos taken.

- Winners would be featured on the Village's website and social media page.

AND THAT the second activity be a holiday colouring sheet with the following parameters:

- Colouring sheets would be available at the Village Office.
- Completed entries can be dropped off at the office until Friday December 12, 2025.
- One entry per child (age 4 -12 years);
- All holiday colouring activity participants will receive a small holiday treat gift bag.
- Approval from a parent/legal guardian would be required in regards to receiving the gift bags and for the municipality being given permission to use/share any photos taken.
- All colouring submissions would be featured on the Village's website and social media page.

AND THAT The Village of Sundridge will direct staff to set up these contests.

AND THAT these contests be posted on social media separate from each other as well as separated from any other holiday season posts.

AND THAT the cost of these contests come from "Council Other Services " in the 2025 municipal budget.

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

Add-On Item

9.5. MAOHT Health Human Resource Recruiter

Resolution #2025-253

Moved By: Fraser Williamson

Seconded By: Sharon Smith

THAT the Council for the Corporation of The Village of Sundridge receives the Almaguin Highlands Health Council meeting minutes dated July 3rd, 2025,

AND THAT Council supports a further three-year commitment for the extension of the Health Human Resource Recruiter funding to the Muskoka

Almaguin Ontario Health Team in the amount of \$1,000 per year for the next three years being 2026, 2027, and 2028.

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

10) COMMITTEE REPORTS/MINUTES

Resolution #2025-254

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT Items 10 (A.1) to 10 (B.5) be received and discussed.

10 (A.1) Sundridge-Strong Fire Committee Minutes – September 11, 2025

10 (A.2) Sundridge District Medical Centre – September 16, 2025

10 (A.3) Joint Building Department – September 18, 2025

10 (A.4) SSJ Arena & Hall – September 3, 2025

10 (A.5) Central Almaguin Planning Board – July 2, 2025

10 (A.6) Central Almaguin Planning Board – August 6, 2025

10 (A.7) Sundridge Strong Union Public Library Board – June 19, 2025

10 (A.8) SSUPLB Librarian's Report

10 (A.9) Emergency Management Program Committee – June 11, 2025

10 (B.1) Regular Council – September 24, 2025

10 (B.2) Council Closed Session – September 24, 2025

10 (B.3) Special Bi Council – September 25, 2025

10 (B.4) Special Tri Council – September 25, 2025

10 (B.5) Tri Council Closed Session – September 25, 2025

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

11) STAFF REPORTS

- 11.1.** Staff Report S2025-018 SDMC – Review of Number of Directors for Not for Profit be received.
[refer to agenda Item 10 (A.2) SDMC Committee Minutes)

Resolution #2025-255

Moved By: Fraser Williamson

Seconded By: Vicki Whitmell

THAT Council receive Staff Report S2025-018, dated October 8, 2025, regarding SDMC – Review of Number of Directors for Not For Profit be received,

AND THAT Council would like to keep the member voting representation of 2 Strong -2 Sundridge -2 Joly for the number of Directors for the Not for Profit.

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

11.2. Staff Report S2025-019 Municipal Lands

Resolution #2025-256

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT Council receive Staff Report S2025-019, dated October 8, 2025 regarding Municipal Lands – Assessed Value.

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

12) BY-LAWS

12.1 By-Law No. 2025-041 Contracted By-Law Enforcement Services

Resolution #2025-257

Moved By: Fraser Williamson

Seconded By: Vicki Whitmell

THAT By-Law No. 2025-041, being a by-law to enter into an agreement for the services of a Municipal Law Enforcement Officer and Municipal Law Enforcement Manager, be approved,

AND THAT the Mayor or Council signatory, and the Clerk Administrator be authorized to sign the by-law and to execute the agreement.

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

12.2 By-Law No. 2025-042 SSJ Arena & Hall Agreement with the Spartans

Resolution #2025-258

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT By-Law No. 2025-042, being a by-law to enter into an agreement with the Almaguin Spartans Metro Junior "A" Hockey League for use of the Sundridge Strong Joly Arena & Hall,

AND THAT the Mayor or Council signatory, and the Clerk Administrator be authorized to sign the by-law and to execute the agreement.

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

13) ANNOUNCEMENTS

- **Shawn Jackson** – Nothing at this time.
- **Sharon Smith** – Nothing at this time.
- **Luke Preston** - absent
- **Fraser Williamson** – Nothing at this time.

➤ **Vicki Whitmell**

- The MMAH Municipal Councillor Workshop, scheduled to be held later this month in Sudbury, has been cancelled.

➤ **Nancy Millar, Clerk Administrator**

- The Final 2025 Tax Installment Due Date: October 15, 2025.
- Special Yard Waste pickup will occur on Mondays until the end of October with the exception of the Thanksgiving Holiday Monday with pick up being done on Tuesday October 14, 2025.
- The next Town Hall Information Session is scheduled for October 22, 2025 at 6:00pm; prior to the Regular Council Meeting at 6:30pm.

14) INTRODUCTION OF FUTURE MOTIONS - None

15) CONFIRMING BY-LAW

Resolution #2025-259

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT By-Law No. 2025-043, being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its regular meeting of **October, 8, 2025**, be adopted.

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

16) CONSIDERATION OF A CLOSED SESSION - None

17) ADJOURNMENT

Resolution #2025-260

Moved By: Fraser Williamson

Seconded By: Vicki Whitmell

THAT we do now adjourn at 7:11p.m. until the Regular Council Meeting on October, 22, 2025, or at the call of the Mayor.

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

Shawn Jackson, Mayor

Nancy Millar, Clerk Administrator