



*The Corporation of the Township of Perry*

**MINUTES**

**REGULAR MEETING**

**Wednesday, December 20<sup>th</sup>, 2017**

**6:00 p.m.**

**Council Chambers**

**(1695 Emsdale Road, Emsdale, ON)**

Any and all Minutes are to be considered Draft until approved by Council at a Regular Meeting of Council

**In Attendance:**

**Council Members:**

Mayor Norm Hofstetter  
Councillors: Margaret Ann MacPhail,  
Jeff Marshall, Les Rowley, Jim Cushman

**Municipal Staff:**

Beth Morton, Clerk-Administrator  
Melinda Torrance, Deputy Clerk  
Kim Sequin, Treasurer  
Mike Wilmon, CBCO/By-law Enforcement  
Officer  
David Creasor, Manager of Public Works &  
Facilities

**Members of the Public:**

See sign in sheet

**Declaration of Pecuniary Interest**

No pecuniary interest was declared.

**Resolution No. 2017-445**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Township of Perry hereby approves the addition of Item 7.9 to the December 20<sup>th</sup>, 2017 Council Meeting

**Carried**

**Resolution No. 2017-446**

**Moved by: Jeff Marshall**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Township of Perry approves the Minutes of the following Meeting(s) as presented:

3.1 Regular Meeting of Council on Wednesday, November 15<sup>th</sup>, 2017

**Carried**

**Resolution No. 2017-447**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Township of Perry does hereby now adjourn from this Regular Meeting at 6:20 p.m. to commence a 'Public Meeting' for the

purpose of hearing comments from members of the public with regard to a proposed Zoning By-law Amendment in order to amend Section 3.2.2 with respect to setback requirements within the Rural, Rural Residential, Shoreline Residential Backlot and Limited Service Residential Zones.

**Carried**

**Resolution No. 2017-448**

**Moved by: Les Rowley**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry does hereby now adjourn from this Public Meeting at 6:27 p.m. in order to recommence the Regular Council Meeting of December 20<sup>th</sup>, 2017.

**Carried**

**Resolution No. 2017-449**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Township of Perry has received the Minutes and/or Reports from the following Municipal Boards and Committees:

**5.1. Public Library**

- 5.1.1. CEO Report – October
- 5.1.2. Minutes – November
- 5.1.3. CEO Report - November

**5.2. Regional Fire Services Committee**

- 5.2.1. Minutes – November (Draft)

**5.3. Joint Waste Management Committee**

- 5.3.1. Minutes – November (Draft)

**5.4. Joint Waste Management Public Liaison Committee**

- 5.4.1. Minutes – November (Draft)

**5.5. North Bay/Parry Sound District Health Unit – Board of Health**

- 5.5.1. Minutes – September

**5.6. Parks & Recreation Advisory Committee**

- 5.6.1. Minutes - November

**Carried**

**Resolution No. 2017-450**

**Moved by: Jim Cushman**

**Seconded by: Les Rowley**

***Be it resolved that*** the Council of the Township of Perry has received the Monthly Reports, as circulated, from the following Municipal Departments:

- 6.1. **Fire Department**
- 6.2. **Public Works and Facilities**
- 6.3. **By-law Enforcement Report**
- 6.4. **Finance Department – Year To Date**
- 6.5. **Building Permit Report**
- 6.6. **Community Development Officer**

**Carried**

**Resolution No. 2017-451**

**Moved by: Jim Cushman**

**Seconded by: Les Rowley**

***Be it resolved that*** By-law No. 2017-70 "Being a By-law to confirm the proceedings of Council at its November meetings" be given first and second reading.

**Carried**

**Resolution No. 2017-452**

**Moved by: Jeff Marshall**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2017-70 "Being a By-law to confirm the proceedings of Council at its November meetings" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2017-453**

**Moved by: Jim Cushman**

**Seconded by: Jeff Marshall**

***Be it resolved that*** By-law No. 2017-71 "Being a By-law to enter into an agreement with the Corporation of the Township of Armour for joint boundary road maintenance" be given first and second reading.

**Carried**

**Resolution No. 2017-454**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Les Rowley**

***Be it resolved that*** By-law No. 2017-71 "Being a By-law to enter into an agreement with the Corporation of the Township of Armour for joint boundary road maintenance" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2017-455**

**Moved by: Jeff Marshall**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law No. 2017-72 "Being a By-law to establish fees or charges for services provided by the Corporation of the Township of Perry" be given first and second reading.

**Carried**

**Resolution No. 2017-456**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry direct staff to obtain further information on the purchase of cameras for all municipal facilities with costs to be presented at a future Regular Meeting of Council.

**Carried**

**Resolution No. 2017-457**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the lands described as Part of the original shore road allowance lying in front of Lot 33, Concession 4 and all of Lot 2, Plan M-393, Township of Perry, District of Parry Sound, designated as Part 1 on Plan 42R-20803 be declared surplus and that they be sold by direct sale to Gordon Oriole Sloan,

the owner of the adjacent land, for the sum of \$1,410.35 plus HST and administrative, survey and legal costs.

**Carried**

**Resolution No. 2017-458**

**Moved by: Jim Cushman**

**Seconded by: Les Rowley**

***Be it resolved that*** By-law No. 2017-73 "Being a By-law to close and sell part of the original shore road allowance in front of Lot 33, Concession 4 and all of Lot 2, Plan M-393, designated as Part 1, Plan 42R-20803 in the Township of Perry" be given first and second reading.

**Carried**

**Resolution No. 2017-459**

**Moved by: Jeff Marshall**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2017-73 "Being a By-law to close and sell part of the original shore road allowance in front of Lot 33, Concession 4 and all of Lot 2, Plan M-393, designated as Part 1, Plan 42R-20803 in the Township of Perry" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2017-460**

**Moved by: Jim Cushman**

**Seconded by: Jeff Marshall**

***Be it resolved that*** By-law No. 2017-74 "Being a By-law to enter into a Shared Services Agreement with the Township of Lake of Bays for a By-law Enforcement Officer" be given first and second reading.

**Carried**

**Resolution No. 2017-461**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law No. 2017-74 "Being a By-law to enter into a Shared Services Agreement with the Township of Lake of Bays for a By-law Enforcement Officer" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2017-462**

**Moved by: Jeff Marshall**

**Seconded by: Les Rowley**

***Be it resolved that*** By-law No. 2017-75 "Being a By-law to authorize the Corporation of the Township of Perry to enter into a Subdivision Amending Agreement with Josephine Joy Altreata Webster with respect to Lot 5, Plan 42M-670, Township of Perry" be given first and second reading.

**Carried**

**Resolution No. 2017-463**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Les Rowley**

***Be it resolved that*** By-law No. 2017-75 "Being a By-law to authorize the Corporation of the Township of Perry to enter into a Subdivision Amending Agreement with Josephine Joy Altreata Webster with respect to Lot 5, Plan 42M-

670, Township of Perry" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2017-464**

**Moved by: Jeff Marshall**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law No. 2017-76 "Being a By-law to authorize the execution of an Amendment to the Licence of Occupation between the Corporation of the Township of Perry and Josephine Joy Altreata Webster" be given first and second reading.

**Carried**

**Resolution No. 2017-465**

**Moved by: Les Rowley**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2017-76 "Being a By-law to authorize the execution of an Amendment to the Licence of Occupation between the Corporation of the Township of Perry and Josephine Joy Altreata Webster" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2017-466**

**Moved by: Jeff Marshall**

**Seconded by: Les Rowley**

***Be it resolved that*** By-law No. 2017-77 "Being a By-law to authorize the execution of the Fire Dispatch Agreement between West Parry Sound Health Centre and the Township of Perry" be given first and second reading.

**Carried**

**Resolution No. 2017-467**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2017-77 "Being a By-law to authorize the execution of the Fire Dispatch Agreement between West Parry Sound Health Centre and the Township of Perry" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2017-468**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jeff Marshall**

***Be it resolved that*** By-law No. 2017-78 "Being a By-law to authorize the execution of a mutual assistance agreement for emergency management purposes" be given first and second reading.

**Carried**

**Resolution No. 2017-469**

**Moved by: Les Rowley**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law No. 2017-78 "Being a By-law to authorize the execution of a mutual assistance agreement for emergency management purposes" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2017-470**

**Moved by: Jeff Marshall**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Township of Perry has received the December 6<sup>th</sup>, 2017 Health and Safety Update from Administration.

**Carried**

**Resolution No. 2017-471**

**Moved by: Les Rowley**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry authorize a Cost of Living increase of 1.5% to the 2017 Township of Perry salary grid for the 2018 calendar year, and that the increase to the grid be implemented January 1, 2018.

**Carried**

**Resolution No. 2017-472**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Les Rowley**

***Whereas*** the Council of the Township of Perry passed resolution 2017-360 to extend the Community Economic Development Office (CEDO) and the EcoDev from January 1<sup>st</sup>, 2018 to March 31<sup>st</sup>, 2018, at an estimated cost to Perry of \$4,656.26; and by said Resolution supported a line item of \$11,000 within the 2018 budget to cover Perry's share for the first 3 months under EcoDev, and the remaining 9 months under the CIINO Regional program through FedNor;

***And Whereas*** Burk's Falls and Area Community Economic Development (BACED) has passed a resolution to support in principle the expansion of the exiting BACED stakeholders to include the Almaguin Highlands Chamber of Commerce and Almaguin municipalities in pursuit of a regional economic development department;

***And Whereas*** the proposed merger would signal to FedNor and our Almaguin partners that Perry is committed to a regional approach to economic development;

***Now therefore be it resolved that*** the Council of the Township of Perry hereby supports in principle merger between BACED and EcoDev, including Perry's participation in a joint community economic development department;

***And further that*** Council allocates a contribution in the 2018 budget to this initiative to a maximum of \$7,500;

***And further that*** Council appoints Margaret Ann MacPhail in future discussions on this matter;

***And further that*** Perry rescinds Resolution 2017-360.

**Carried**

**Resolution No. 2017-473**

**Moved by: Jeff Marshall**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Township of Perry receive the application submitted by John R. Jurk for a Zoning By-law Amendment for lands legally described as Lot 35, Concession 1, Plan 255, Lot 34 and declare the application to be complete and hereby request the Clerk to schedule a Public Meeting in accordance with the requirements of the *Planning Act* at the next available opportunity.

**Carried**

**Resolution No. 2017-474**

**Moved by: Les Rowley**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Township of Perry receive the application submitted by Mark and Karen Rocheleau for a Zoning By-law Amendment for lands legally described as Part of Lot 2, Concession 11, designated as Part 1 on Plan 42R-19441 and declare the application to be complete in accordance with the requirements of the Planning Act and hereby request the Clerk to schedule a Public Meeting in accordance with the Planning Act at the next available opportunity.

**Carried**

**Resolution No. 2017-475**

**Moved by: Jim Cushman**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry hereby support the Royal Canadian Legion's Military Service Recognition Book by purchasing a 1/10 page (business card) Ad in the total amount of \$290.00.

**Carried**

**Resolution No. 2017-476**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Les Rowley**

***Be it resolved that*** the Council of the Township of Perry receive the application submitted by SJ Raymond & Joanne Anne Petersen for a Zoning By-law Amendment for lands legally described as Part of Lot 33, Concession 1, designated as Part 1 on Plan 42R-19498 and declare the application to be complete in accordance with the requirements of the Planning Act and hereby request the Clerk to schedule a Public Meeting in accordance with the Planning Act at the next available opportunity.

**Carried**

**Resolution No. 2017-477**

**Moved by: Jeff Marshall**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Township of Perry hereby accept the resignation of Carolann Moore, Member of the Perry Township Public Library Board.

**Carried**

**Resolution No. 2017-478**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry accept the recommended changes as provided by the Working Committee for the floor plan and site layout

for the new fire hall at Old Government Road, Emsdale, Ontario.

**Carried**

**Resolution No. 2017-479**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Township of Perry hereby adopts the Strategic Plan as recommended by EcoDev.

**Carried**

**Resolution No. 2017-480**

**Moved by: Jeff Marshall**

**Seconded by: Les Rowley**

***Be it resolved that*** the Council of the Township of Perry hereby authorize the Treasurer and the Mayor to sign the Commitment Letter with the Scotiabank for the 2018 credit facilities.

**Carried**

**Resolution No. 2017-481**

**Moved by: Les Rowley**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry continue the practice of providing a \$100 gift certificate for Hope's Foodland to all permanent and part-time Township of Perry employees, in recognition of the Christmas holiday.

**Carried**

**Resolution No. 2017-482**

**Moved by: Jeff Marshall**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Township of Perry hereby authorizes the Treasurer to prepare and register, in the name of the municipality, a notice of vesting for the property that did not receive tenders in the November 23<sup>rd</sup>, 2017 Tax Sale; and to write-off all property taxes and all tax registration costs prior to vesting this property.

**Carried**

**Resolution No. 2017-483**

**Moved by: Les Rowley**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Township of Perry hereby accepts the recommendation of the Treasurer to approve the Water Monitoring Grant Application submitted by the Bay Lake Property Owners Association in the amount of \$1,000.00.

**Carried**

**Resolution No. 2017-484**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry hereby authorize the 2018 Municipal Insurance Renewal with BFL Canada through Rivet Insurance Brokers in the amount of \$54,569.00 plus applicable taxes.

**Carried**



**Resolution No. 2017-485**

**Moved by: Jeff Marshall**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Township of Perry have no objection to the sale of the Original Shore Road Allowance in front of Lot 34, Concession 4, in the Township of Perry municipally known as 44 Hillcrest Lane to the owner of said lands, Wayne and Kathryn Cook, as set out in By-law No. 2008-09, further amended by Resolution No. 2009-38.

**Carried**

**Resolution No. 2017-486**

**Moved by: Jim Cushman**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry hereby accepts the recommendation of the Treasurer to approve the Water Monitoring Grant Application submitted by Clear Lake Property Owners Association in the amount of \$978.84.

**Carried**

**Resolution No. 2017-487**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Township of Perry hereby accept Appendix 'A', Appendix 'C' and Appendix 'E' to the Municipal Forest Fire Management Agreement between the Township and Ministry of Natural Resources and Forestry.

**Carried**

**Resolution No. 2017-488**

**Moved by: Jim Cushman**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry approve the hours of the Temporary Transfer Station Attendant position be maintained at 40 hours per week to the end of February 2018 or until the permanent employee returns, whichever comes first;

***And that*** the additional 12 hours be reassessed and if required after February, that a further report be provided to Council for consideration at the February 21<sup>st</sup> Regular Meeting of Council.

**Carried**

**Resolution No. 2017-489**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Township of Perry authorize the purchase of a 2017 32" Honda snow blower from Muskoka Rentall in the amount of \$4,400 plus applicable taxes for the Novar Rink;

***And that*** the Cub Cadet snow blower be advertised 'as is' for surplus.

**Carried**

**Resolution No. 2017-490**

**Moved by: Jim Cushman**

**Seconded by: Jeff Marshall**

***Be it resolved that*** the Council of the Township of Perry hereby receives Correspondence Items 10.1 to 10.14 as outlined in the Agenda of December 20<sup>th</sup>, 2017.

**Carried**

**Resolution No. 2017-491**

**Moved by: Jeff Marshall**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** in accordance with Section 239 of the *Municipal Act, 2001*, as amended, Council shall proceed into 'Closed Session' at 8:47 p.m. in order to address matters pertaining to (2)(b) personal matters about an identifiable individual, including municipal or local board employees (Tax Sale Process) (Health Benefit consideration) and 2(d) labour relations or employee negotiations (Clerk-Administrator).

**Carried**

**Resolution No. 2017-496**

**Moved by: Jeff Marshall**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Township of Perry hereby reconvenes the December 20<sup>th</sup>, 2017 Regular Meeting of Council at 9:27 p.m.

**Carried**

**Report Out of Closed**

Council were presented with a recommendation to move forward with a tax sale process and a resolution directing same was carried.

Council was asked to consider paying out health care spending account expenses for two employees, staff were provided with direction.

Based on a successful performance evaluation and recommendation, the Clerk-Administrator will advance in the salary grid as per direction of Council.

The meeting adjourned at 9:28 p.m.

Dated this 17<sup>th</sup> day of January, 2018.

Original Signed by Norm Hofstetter  
Norm Hofstetter, *Mayor*

Original Signed by Beth Morton  
Beth Morton, *Clerk-Administrator*