

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

**-MINUTES-**

**Regular Council Meeting**

**Monday, November 2, 2009**

**6:30 p.m., at the Community Centre in Dunchurch**

**Present:** Chris Armstrong, Mayor  
Alan Ladd, Councillor  
Joe Lamb, Councillor  
Morley Moore, Councillor

**Staff:** Liliane Nolan, CAO-Clerk

**Regrets:** Bill Church, Councillor

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Mayor Chris Armstrong called this meeting to order at 6:30 p.m.

**Disclosure of Pecuniary Interest and General Nature Thereof:**

- None noted as presented.

**Adoption of the Agenda**

2009-483 Moved by Councillor Alan Ladd  
Seconded by Councillor Morley Moore  
That the Council Agenda for this meeting be amended as follows:

**6. Tenders**

6.3 Tender for Supply and Installation of Lighting in the Dunchurch Pavilion.

**And Further** that the Council Agenda for this meeting be adopted as amended and circulated. **Carried**

**Adoption of Minutes for the Regular Council (Committee of the Whole) Meeting**

2009-484 Moved by Councillor Morley Moore  
Seconded by Councillor Joe Lamb  
That the minutes of the Regular (Committee of the Whole) Council meeting of October 20, 2009 be adopted as presented and circulated.

**Carried**

**Adoption of Minutes for the Special Council Meeting**

2009-485 Moved by Councillor Joe Lamb  
Seconded by Councillor Alan Ladd  
That the minutes of the Special Council meeting of October 26, 2009 be adopted as presented and circulated. **Carried**

**Tender for Upgrade Renovations to Hagerman Community Centre in Dunchurch**

2009-486 Moved by Councillor Joe Lamb  
Seconded by Councillor Morley Moore

That the Council of the Municipality of Whitestone hereby received on October 26, 2009, the tenders for upgrade renovations for the Hagerman Community Centre in Dunchurch as follows:

<b>From</b>	<b>Tender Amount</b>
Donald T. Cull (Caribou Home & Cottagers Bldrs)	\$89,200. (taxes included)
W. S. Morgan Construction Ltd.	\$43,600. (taxes included)
M. Tucci Construction Ltd.	\$51,240. (taxes included)

**And Furthermore**, that the Council of the Municipality of Whitestone awards the tender to W. S. Morgan Construction Ltd. in the amount of \$43,600 taxes included conditional that WSIB Clearance Certificate and Certificate of \$1,000,000.00 Liability Insurance is received by the Municipality of Whitestone prior to any work being started;

**And Further** that the Bidder shall comply with the Ontario Occupational Health & Safety Act and Regulations (including proper equipment/motorized equipment). **Carried**

**Tender for Supply and Installation of 10 x 20 Enclosed Trailer**

2009-487 Moved by Councillor Morley Moore  
Seconded by Councillor Alan Ladd  
That Council of the Municipality of Whitestone hereby defers the opening of the tenders to supply and installation of 10 x 20 enclosed trailer due to discrepancies in the tender;

**And Further** to authorize staff to extend the acceptance of tenders until 4:00 p.m. Tuesday, November 10, 2009. **Carried**

**Tender for Supply and Installation of Lighting in the Dunchurch Pavilion**

2009-488 Moved by Councillor Joe Lamb  
Seconded by Councillor Alan Ladd  
That the Council of the Municipality of Whitestone hereby receives the tenders for supply and installation of lighting in the Dunchurch Pavilion as follows:

<b>From</b>	<b>Tender Amount</b>	
Bay Area Electrical C. Ltd.	\$10,283.15	(taxes included)
Bliz Electric	\$ 6,258.00	(taxes included)
M. C. Electric	\$ 7,176.75	(taxes included)
M. Tucci Construction Ltd.	\$ 6,037.50	(taxes included)
Mr. Electric	\$ 6,802.95	(taxes included)

**And Further** to be deferred for acceptance until the November 16, 2009 meeting upon receiving Facilities Manager's Report;

**And Further** that the successful bidder confirms that its company is certified by the Electrical Safety Authority. **Carried**

**Adoption of Minutes for Recreation Committee Meeting**

2009-489 Moved by Councillor Joe Lamb  
 Seconded by Councillor Morley Moore  
 That the minutes of the Recreation Committee meeting of October 13, 2009 be accepted as presented and circulated. **Carried**

**Approval of Accounts Payable**

2009-490 Moved by Councillor Alan Ladd  
 Seconded by Councillor Morley Moore  
 That the Accounts Payable in the amount of \$35,852.33 and payroll in the amount of \$13,643.99 be approved. (Full report for viewing can be seen at the municipal office) **Carried**

**Location for Temporary Post Office Trailer**

2009-491 Moved by Councillor Alan Ladd  
 Seconded by Councillor Joe Lamb  
 That Council of Municipality of Whitestone hereby approves the rental of a trailer to house the Post Office temporary at the following location:

The Community Centre in Dunchurch

**And Furthermore that** the CAO-Clerk and Mayor are authorized to negotiate a suitable contract to provide postal service with Canada Post Representatives and enter into a Rental Agreement. **Carried**

**Whitestone Fire Rescue Department – Honorarium**

2009-492 Moved by Councillor Morley Moore  
 Seconded by Councillor Joe Lamb  
 That Council hereby approves payment of the Whitestone Fire Rescue Department's honorarium as approved in the 2009 Budget. **Carried**

**Fire Permit Remuneration for Year 2009**

2009-493 Moved by Councillor Alan Ladd  
Seconded by Councillor Morley Moore  
That Council hereby authorizes Treasurer Tammy Wylie to payout the remuneration to the following persons/outlet for distributing Fire Permits for Year 2009 as per Schedule "A". **Carried**

**Landfill Site Report from CAO-Clerk**

2009-494 Moved by Councillor Morley Moore  
Seconded by Councillor Alan Ladd  
That Council hereby accepts the Staff Report dated October 29, 2009 from the CAO-Clerk regarding the York Street and the Auld's Landfill Sites;

**And Further** that all recommendations in the report be accepted and implemented. **Carried**

**Schedule of Regular/Committee of the Whole Meetings for Year 2010**

2009-495 Moved by Councillor Joe Lamb  
Seconded by Councillor Alan Ladd  
That Council hereby set the Schedule of Regular Council/Committee of the Whole Meetings for Year 2010 as per Schedule "A"; **Carried**

**Municipality of Whitestone - 2010**

**Schedule of Council Meetings**

<b>MEETING</b>	<b>DATE (subject to change)</b>	<b>TIME</b>
Regular Council	Tuesday, January 12, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Monday, January 18, 2010	6:30 p.m.
Regular Council	Monday, February 1, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Tuesday, February 16, 2010	6:30 p.m.
Regular Council	Monday, March 1, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Monday, March 15, 2010	6:30 p.m.
Regular Council	Tuesday April 6, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Monday, April 19, 2010	6:30 p.m.
Regular Council	Monday, May 3, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Monday, May 17, 2010	6:30 p.m.
Regular Council	Monday, June 7, 2010	6:30 p.m.

Regular Council (Committee of Whole)	Monday, June 21, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Monday, July 12, 2010	6:30 p.m.
Regular Council(Committee of Whole)	Monday, August 16, 2010	6:30 p.m., Ardbeg
Regular Council	Tuesday, September 7, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Monday, September 20, 2010	6:30 p.m.
Regular Council	Tuesday, October 5, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Tuesday, October 19, 2010	6:30 p.m.
Regular Council	Monday, November 1, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Monday, November 15, 2010	6:30 p.m.
Regular Council	Monday, December 6, 2010	6:30 p.m.
Regular Council (Committee of Whole)	Tuesday, December 14, 2010	6:30 p.m.

**All meetings to be held at the Community Centre in Dunchurch unless otherwise advised.**

**\*\*Town Hall will be advised as to when pertinent issues become present.**

### **Deputy-Mayor Schedule**

2009-496 Moved by Councillor Morley Moore  
 Seconded by Councillor Alan Ladd  
 That Council hereby appoints Councillor Bill Church as Deputy-Mayor for Year 2010 in the absence of the Mayor and to be amended if necessary in December 2010. **Carried**

### **Municipality of Whitestone Office Closed for Christmas Holidays**

2009-497 Moved by Councillor Morley Moore  
 Seconded by Councillor Joe Lamb  
 That Council hereby authorizes the closure of the Municipal Office during Christmas Holidays on the following dates:  
  
 December 27, 2009 to January 1, 2010 inclusive. **Carried**

### **Temporary Equipment (Snowplough) Operator**

2009-498 Moved by Councillor Morley Moore  
 Seconded by Councillor Joe Lamb  
 That Council hereby accepts the recommendation of the Selection Committee in hiring John Green as the Temporary Equipment (Snowplough) Operator for the Municipality of Whitestone from November 3, 2009 to April 1, 2010. **Carried**

**Relief Snowplough Operators**

2009-499 Moved by Councillor Alan Ladd  
Seconded by Councillor Morley Moore  
That Council hereby accepts the recommendation of the Selection Committee in the hiring of Kevin Crossman and Rodney Matthews as Relief Snowplough Operators for the Municipality of Whitestone.

**Carried**

**Future of Tourism – Discovering Ontario**

2009-500 Moved by Councillor Joe Lamb  
Seconded by Councillor Morley Moore

**WHEREAS** Georgian Bay Country – Parry Sound Area is currently recognized as a premier four season destination in Ontario;

**AND WHEREAS** tourism is one of the primary generators of the Parry Sound Area’s economy;

**AND WHEREAS** the “DISCOVERING ONTARIO – A Report on the Future of Tourism” proposes to include the Parry Sound Area in a broader tourism region, portions of which would not reflect a similar tourism product or brand;

**THEREFORE BE IT RESOLVED THAT** the Municipality of Whitestone requests that the proposed boundaries for the Destination Marketing and Management Organizations, as identified in the “DISCOVERING ONTARIO – A Report on the Future of Tourism” be revised in order to recognize Muskoka-Parry Sound-Algonquin Park as a separate and distinct tourism region in Ontario with a unique brand;

**AND THAT**, the following recommendation also be forwarded to the Ministry of Tourism:

1. That the province provide sustainable funding for tourism marketing and management to each tourism region and that destination marketing fees be recognized as only one component of the overall funds needed by each tourism region.

**Carried**

**Canadian Red Cross Society’s Northern Raffle**

2009-501 Moved by Councillor Alan Ladd  
Seconded by Councillor Morley Moore  
That Council of the Municipality of Whitestone hereby approves of the Canadian Red Cross Society to sell raffle tickets to residents in the Municipality of Whitestone under license number M494907.

**Carried**

### **Correspondence – Noted and Filed:**

- Email from Ian and Joanne Dunbar regarding Sykes Lane.
- Information from the Ministry of Natural Resources regarding controlling beaver on private land – management of beaver on private land is the responsibility of the landowner.
- Letter dated October 13, 2009 from North Bay Parry Sound District Health Unit regarding reduction in funding of the Smoke-Free Ontario Programs.

### **By-Law 61-2009 – Employment Agreement for Temporary Equipment Operator**

2009-502 Moved by Councillor Joe Lamb  
Seconded by Councillor Alan Ladd  
That By-Law 61-2009, being a By-Law to appoint Temporary Equipment Operator John Green and to enter into an employment agreement be Read a First and Second time this 2<sup>nd</sup> day of November, 2009;

**And Further** Read a Third time, Passed, properly Signed and Sealed this 2<sup>nd</sup> day of November 2009 and numbered No. 61-2009. **Carried**

### **By-Law 62-2009 – Site Plan Agreement on Lot 10 of Plan 42M-639 (Moheiti)**

2009-503 Moved by Councillor Alan Ladd  
Seconded by Councillor Morley Moore  
That By-Law 62-2009, being a By-Law for a Site Plan Agreement on Lot 10 of Plan 42M-639 with Mahmoud Moheiti be Read a First and Second time this 2<sup>nd</sup> day of November, 2009;

**And Further** Read a Third time, Passed, properly Signed and Sealed this 2<sup>nd</sup> day of November 2009 and numbered No. 62-2009. **Carried**

### **Procurement Polices and Procedures – Addition**

2009-504 Moved by Councillor Joe Lamb  
Seconded by Councillor Morley Moore  
That the Council of the Municipality of Whitestone hereby approves the following policy regarding tenders:

All tenders are to be approved in writing by the CAO-Clerk or designate prior to being issued and/or advertised.

**And Furthermore that** this policy be included in the Procurement By-law. **Carried**

**By-Law 63-2009 – Governing Procurement Polices and Procedures**

2009-505 Moved by Councillor Alan Ladd  
Seconded by Councillor Morley Moore  
That By-Law 63-2009, being a By-Law governing Procurement Polices and Procedures for the Municipality of Whitestone be Read a First and Second time this 2<sup>nd</sup> day of November, 2009;

**And Further** Read a Third time, Passed, properly Signed and Sealed this 2<sup>nd</sup> day of November 2009 and numbered No. 63-2009. **Carried**

**In Camera**

2009-506 Moved by Councillor Joe Lamb  
Seconded by Councillor Alan Ladd  
That Council proceeds with the meeting in Closed Session at 8:20 p.m. to discuss the following:

1. Personal matters about an identifiable individual, including municipal or local board employees – Administration – (Closed Session Minutes).
2. Personal matters about an identifiable individual, including municipal or local board employees – Roads Department.
3. Personal matters about an identifiable individual, including municipal or local board employees – Roads Department.
4. Personal matters about an identifiable individual, including municipal or local board employees – Administration Department – Performance Appraisal Review.
5. Personal matters about an identifiable individual, including municipal or local board employees – Administration Department – Performance Appraisal Review.
6. Personal matters about an identifiable individual, including municipal or local board employees – Administration Department – Performance Appraisal Review.
7. Personal matters about an identifiable individual, including municipal or local board employees – Facilities Department – Performance Appraisal Review. **Carried**

### **Open Session**

2009-507 Moved by Councillor Joe Lamb  
Seconded by Councillor Morley Moore  
That Council moves out of Closed Session at 8:57 p.m. and continue the  
Open Council meeting. **Carried**

### **Treasurer/Deputy-Clerk Performance Review Appraisal**

2009-508 Moved by Councillor Joe Lamb  
Seconded by Councillor Morley Moore  
That Council hereby accepts the performance review appraisal report for  
Treasurer/Deputy-Clerk Tammy Wylie prepared by CAO-Clerk Liliane  
Nolan;

**And Further** that all changes or no changes to the current employment  
agreement and/or pay rate are as per schedule "A" attached;

**And Further** that the next performance review appraisal be completed by  
December 2010 or at the discretion of the CAO-Clerk. **Carried**

### **Planning Assistant Performance Review Appraisal**

2009-509 Moved by Councillor Joe Lamb  
Seconded by Councillor Alan Ladd  
That Council hereby accepts the performance review appraisal report for  
Planning Assistant Dyanne Roberts prepared by CAO-Clerk Liliane  
Nolan;

**And Further** that all changes or no changes to the current employment  
agreement and/or pay rate are as per schedule "A" attached;

**And Further** that the next performance review appraisal be completed by  
December 2010 or at the discretion of the CAO-Clerk. **Carried**

### **Secretary/Receptionist Performance Review Appraisal**

2009-510 Moved by Councillor Morley Moore  
Seconded by Councillor Joe Lamb  
That Council hereby accepts the performance review appraisal report for  
Secretary/Receptionist Missie Crossman prepared by CAO-Clerk Liliane  
Nolan;

**And Further** that all changes or no changes to the current employment  
agreement and/or pay rate are as per schedule "A" attached;

**And Further** that the next performance review appraisal be completed by  
November 2010 or at the discretion of the CAO-Clerk. **Carried**

## **UNFINISHED BUSINESS**

- Bridge at Hwy. 124 – Site Inspection completed, two rocks to be removed under guidance of Fisheries & Oceans between July 16 to September 30, 2010.
- Review of Road Standards By-Law – speed limits, cautionary signs, etc.
- Draft resolution for unassumed roads - review November 16, 2009 meeting
- Zebra Mussels – boat wash stations
- Drainage Act – Canning Road
- Replacement of two speed limit signs on Whitestone Lake – signs ordered
- Fish Monitoring Equipment

### **By-Law No. 64-2009, Confirming By-Law**

2009-511 Moved by Councillor Morley Moore  
Seconded by Councillor Alan Ladd  
That By-Law No. 64-2009, being a by-law to confirm the proceedings of the Regular Council meeting held on November 2, 2009, be Read a First and Second time this 2<sup>nd</sup> day of November, 2009;

**And Further** Read a Third time, Passed, properly Signed and Sealed this 2<sup>nd</sup> day of November 2009 and numbered No. 64-2009. **Carried**

### **Adjournment**

2009-512 Moved by Councillor Joe Lamb  
Seconded by Councillor Alan Ladd  
That this Council meeting be adjourned at 8:59 p.m. to meet again on Monday, November 16, 2009 at 6:30 p.m. at the Municipal Office in Dunchurch or at the call of the Mayor. **Carried**

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Chris Armstrong **Mayor**

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Liliane Nolan **CAO-Clerk**