

**Minutes of the Meeting of the Council of the Municipality of Highlands East held on  
September 25, 2007 9:00 a.m. in the Council Chambers, Wilberforce, Ontario.**

**Members Present:**

Reeve Dave Burton  
Deputy Reeve Jim Mackie Ward 1  
Councillor Suzanne Partridge Ward 2  
Councillor Donna Graham Ward 3  
Councillor Gary Stoughton Ward 4

**Staff Present:**

CAO/Treasurer, Sharon Stoughton-Craig  
Clerk, Irene S. Cook  
Environmental/Property Supervisor, Glen Covert

**Attendance:**

Greg Hoestra Haliburton Echo

**Delegations**

Ian McNab  
Laurie Miller  
Alison Faith-York  
Pat Urquhart  
Paul Wills  
Jim Garbutt

**Affiliation**

Kawartha Conservation Authority  
Ministry of Municipal Affairs & Housing  
Ministry of Municipal Affairs & Housing  
Ministry of Municipal Affairs & Housing  
Muskoka Containerized Services Ltd.  
Garbutt's Disposal

**DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF.**

- The Reeve called the meeting to order.
- The meeting commenced at 9:00 a.m.
- A quorum was present.
- He reminded Council of the Disclosure of Pecuniary Interest as noted on the agenda.

**Open Meeting**

**2007-408**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT this meeting of Council be declared open.

Carried.

**Items added/changed to Agenda**

**2007-409**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT the following items be added/changed on the agenda:

- **Fire:** appointment of Dale Shannick (station 1) and Stephanie Godfrey (station 2), and Robert Spurrier (station 2) to the volunteer Fire Department – resolution
- **Fire:** resignation of Don Meharrie (station 1) from the volunteer Fire Department – resolution
- **Fire:** appointment of Shawn Heasman (station 2) as Captain on the volunteer Fire Department
- **Fire:** request to release 911 information and mapping to TAS Communications for dispatch purposes

Carried.

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**DELEGATION**

**Ian McNab, Kawartha Conservation Authority**

Mr. McNab addressed Council regarding the formation of the Source Water Protection Committee, Source Water Protection Authorities and the various Conservation Authorities. Mr. McNab explained that the municipality is entitled to sit on three watershed authorities, being the Crowe Valley, Haliburton-Kawartha and Otonabee-Peterborough Conservation Authorities. Source Water Protection Committees are presently being established for the watershed areas and Reeve Burton has been nominated by his peers to sit on the Haliburton-Kawartha Source Water Protection Committee. Mr. McNab also discussed with Council how the committee structure was set up by the Province comprising of 22 people; one chairperson, three from First Nations and 1/3 from the municipalities.

**Laurie Miller and Alison Faith-York, Ministry of Municipal Affairs & Housing**

Laurie Miller and Alison Faith-York addressed Council regarding Community Improvement Plans (CIP) and Brownfields and the process for establishing Community Improvement Plans. The Municipality's Official Plan will first need to have general policies in place that refer to community improvement plans. A Community Improvement Plan will allow the municipality to provide incentives to property owners within the designated area to improve that particular property.

**SPECIAL DELEGATION – WASTE MANAGEMENT**

**Paul Wills, Muskoka Containerized Services Ltd.**

Mr. Wills addressed Council regarding the services that Muskoka Containerized provides to the Municipality. Mr. Wills indicated to Council that there have been no increases to their prices for the last couple of years.

**Jim Garbutt, Garbutt's Disposal**

Mr. Garbutt addressed Council regarding the services that Garbutt Disposal provides to the Municipality. Garbutt Disposal provides weekly household garbage and recycling pick-up in the Cardiff Townsite and transfer of garbage from the Gooderham Landfill to Hwy. 28. Mr. Garbutt spoke to Council regarding the recycling plant that he is currently operating for fibre products. He anticipates within a short period of time that he will be able to offer this service to Highlands East as well.

**Kawartha-Haliburton Source Protection Authority**

**2007-410**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT the Municipality of Highlands East appoints Jim Mackie to the Kawartha-Haliburton Source Protection Authority.

Carried.

**Otonabee-Peterborough Source Protection Authority**

**2007-411**

Moved by: Gary Stoughton

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council appoints Jim Mackie as its representative to the Otonabee-Peterborough Source Protection Authority.

Carried.

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**Consent Application H-077/07  
2007-412**

Moved by: Suzanne Partridge

Seconded by: Donna Graham

BE IT RESOLVED THAT the conveyance of part of 23, Concession 7 in the geographic Township of Cardiff by Bradford Robbins be approved.

Conditions to be imposed:

- Municipality of Highlands East Administration fee of \$100.00 per lot;
- Subject to approval of final survey by the Chief Administrative Officer;
- Subject to any Township roads found on final survey, must be deeded to Township at owners' expenses;
- Subject to amendment of Zoning by-law on severed parcel(s).
- For addition purposes only.
- The retained portions to have a minimum of 60 metres frontage and minimum area of 0.8 ha as per By-law 2005-29, as amended.

Carried.

**Consent Application H-078/07  
2007-413**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT the conveyance of part of 33, Concession 13 in the geographic Township of Glamorgan by Robert Crittenden be approved.

Conditions to be imposed:

- Municipality of Highlands East Administration fee of \$100.00 per lot;
- Subject to approval of final survey by the Chief Administrative Officer;
- Subject to any Township roads found on final survey, must be deeded to Township at owners' expenses;
- Subject to amendment of Zoning by-law on severed and retained parcel(s).
- If the location of the entrance to the severed/retained lot is off a township maintained road, the applicant will require an entrance permit from the Highlands East Roads Department, and payment of entrance permit fee of \$50.00 is required as a condition of consent.
- Applicant to provide Surveyor's Certificate, or Site Plan, to confirm that the location of existing buildings in relation to all new boundary lines complies with the setback requirements of the Comprehensive Zoning By-law.

Carried.

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**Consent Application H-079/07**

**2007-414**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT the conveyance of part of 24, Concession 15 in the geographic Township of Glamorgan by David & Darlene Reil be approved.

Conditions to be imposed:

- Municipality of Highlands East Administration fee of \$100.00 per lot;
- Subject to Municipality of Highlands East Cash-in-Lieu payment of fee of \$500 for all other lots created or zoned for residential purposes;
- Subject to approval of final survey by the Chief Administrative Officer;
- Subject to any Township roads found on final survey, must be deeded to Township at owners' expenses;
- For creation of a new lot.
- Subject to receipt of a letter from an Ontario Land Surveyor's indicating the distance from the existing buildings to the newly created lot line.

Carried.

**Paudash Trailblazers Snowmobile Club**

**2007-415**

Moved by: Suzanne Partridge

Seconded by: Gary Stoughton

BE IT RESOLVED THAT the Paudash Trail Blazers Snowmobile Club be granted permission to travel over the following Municipal lands:

- 33' of the unopened road allowance between the geographic area of Monmouth Municipal property located on the Old Monck Road and former I.B. & O. railway line from County Road 503 to County Road 4 and Hadley's Hill and County Road 503 to the geographic area of Glamorgan Boundary.
- Lots 10, 31 and 32, Concession 10 and 11 being part of Plan No.'s 373 and 376, geographic Township of Bicroft.

AND FURTHER that the Paudash Trail Blazers Snowmobile Club be authorized to travel over various other trails located within the geographic Township of Cardiff.

AND FURTHER THAT the Wardens for the Trails are not to enforce Club rules on Municipal property.

Carried.

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**Waste Reduction Week – October 16<sup>th</sup> – 22<sup>nd</sup>**

**2007-416**

Moved by: Gary Stoughton

Seconded by: Suzanne Partridge

As a municipality, we are committed to conserving resources, protecting the environment and educating the community. We recognize the generation of solid waste and the needless waste of water and energy resources as global environmental problems and endeavor to take the lead in our community toward environmental sustainability.

Therefore, be it resolved that council for the Municipality of Highlands East declares October 16<sup>th</sup> to 22<sup>nd</sup>, 2007 as Waste Reduction Week in the Municipality of Highlands East.

Carried.

**Appointment to Volunteer Fire Department**

**2007-417**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council appoints Dale Shannick to the Volunteer Fire Department (Station #1).

Carried.

**Resignation to Volunteer Fire Department**

**2007-418**

Moved by: Suzanne Partridge

Seconded by: Donna Graham

BE IT RESOLVED THAT Council accepts the resignation of Don Meharrie from the volunteer Fire Department (Station #1).

Carried.

**Appointment to Volunteer Fire Department**

**2007-419**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council appoints Robert Spurrier to the Volunteer Fire Department (Station #2).

Carried.

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**TAS Communications – GIS/mapping**

**2007-420**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council authorizes TAS Communication to use the Highlands East digital GIS information and mapping from the County of Haliburton GIS system for dispatch purposes.

Carried.

**Tender – Landfill Expansion**

**2007-421**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council accepts the tender for Landfill Expansion from Cambium Environmental in the amount of \$30,470 plus applicable taxes.

Carried.

**Tender Number 2007-03 Heritage Guild**

**2007-422**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council accepts the Tender Number 2007-03 for Heritage Guild Outpost (renovate porch south side) from TD Ward in the amount of \$18,232 (includes taxes).

Carried.

**Tender Number 2007-02 Lloyd Watson Centre – drywall repairs**

**2007-423**

Moved by: Suzanne Partridge

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council accepts the Tender Number 2007-02 for Lloyd Watson Centre – repairs to drywall from TD Ward in the amount of \$3,816 (includes taxes).

Carried.

**Adjourn Council Meeting**

**2007-424**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council adjourn the Council meeting and meeting to reconvene at 1:00 p.m.

Carried.

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**Reconvene Council Meeting**

**2007-425**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council reconvene the Council meeting.

Carried.

**Closed Session of Council**

**2007-426**

Moved by: Donna Graham

Seconded by: Jim Mackie

BE IT RESOLVED THAT this Council moves into a Committee of a Whole in order to discuss a matter pertaining to:

- personal matters about an identifiable individual, including municipal local board employees;
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried.

**Arise from Closed Session**

**2007-427**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council arise from the closed session.

Carried.

**Appointment to Volunteer Fire Department**

**2007-428**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council appoints Stephanie Godfrey to the Volunteer Fire Department (Station #4).

Carried.

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**Confirm Proceeding of Meeting**

**2007-429**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT By-law No. 2007-48 being a by-law to confirm the proceedings of council at its regular meeting of September 25, 2007, be read a first, second and third time, passed, signed and sealed with the Corporate Seal.

Carried.

**Adjournment**

**2007-430**

Moved by: Suzanne Partridge

Seconded by: Jim Mackie

BE IT RESOLVED THAT this Council meeting be adjourned.

Carried.

The meeting adjourned at 4.24 p.m.

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Reeve, Dave Burton

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Clerk, Irene S. Cook