

**Minutes of the Meeting of the Council of the Municipality of Highlands East held on  
December 9, 2008 9:00 a.m. in the Council Chambers, Wilberforce, Ontario.**

**Members Present:**

Reeve, Dave Burton  
Deputy Reeve Jim Mackie Ward 1  
Councillor Donna Graham Ward 3  
Councillor Gary Stoughton Ward 4

**Staff Present:**

CAO/Treasurer, Sharon Stoughton-Craig  
Clerk, Irene Cook  
Fire Chief, Bill Wingrove  
Environmental/Property Supervisor, Glen Covert  
Roads Superintendent, Barry Dunford

*Regrets: Councillor, Suzanne Partridge*

**Attendance:**

Jenn Watt Haliburton Echo  
Liz Danielsen The County Voice  
Roberta Walsh  
Lorne Devouge  
Vanessa Devouge  
Bill Tallman

**Delegations**

Paul Dorman  
Joe O'Shaughnessy and Bill Durham

**Affiliation**

Jardine OME Limited  
Frank Cowan/O'Shaughnessy Limited

**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.

**Disclosure of Pecuniary Interest and general nature thereof:**

None declared.

**Open Meeting**

**2008-512**

Moved by: Donna Graham

Seconded by: Jim Mackie

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

Carried.

**Items added/changed to Agenda**

**2008-513**

Moved by: Jim Mackie

Seconded by: Donna Graham

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

**By-law:** County of Haliburton response re: municipal request for dog and cat pound - Mention

**Roads:** County of Haliburton 9-1-1 re: road naming for road that intersects with Cackle Creek Estates Road in Wilberforce – Discussion

Carried.

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**Dark Lake Road – reopening**

At the November 10, 2008 Council received a delegation consisting of Roberta Walsh and Lorne Devoue regarding Council's intent to re-open Dark Lake Road to vehicular traffic. After receiving the delegation Council directed staff to proceed with the by-law and to provide notice to the public that at the December 9, 2008 meeting Council will pass a by-law to re-open Dark Lake Road. Notice of a public meeting is not required, nor is public input sought, but as a courtesy, Council directed staff to provide notice. At the December 9<sup>th</sup>, meeting there was a small number of residents in attendance in response to the notice. As Council had already heard from a delegation on this matter previously and their decision to re-open the road had not changed, the by-law to re-open the road was passed by Council.

**By-laws**

**2008-514**

Moved by: Jim Mackie

Seconded by: Donna Graham

BE IT RESOLVED THAT By-laws Nos:

- 2008-72 Being a By-law to open to vehicular traffic, Part of Lot A, Concession 21 in the Corporation of the Municipality of Highlands East, in the geographic Township of Cardiff, County of Haliburton, being Parts 1 and 4 on Plan 19R-7541; and part of the original shore road allowance along the shore of Dark or Pusey Lake, in front of Lot "A", Concession 21, in the Corporation of the Municipality of Highlands East, in the geographic Township of Cardiff, County of Haliburton, shown as Parts 2 and 3 on Plan 19R-7541.
- 2008-73 Being a Shoreline Road Allowance for lands in front of Part Lot 28, Conc. 9, geographic Township of Cardiff (Paudash Lake) Applicant: Moore, Russell and Audrey
- 2008-74 Being a By-law to authorize a fire protection agreement between the Municipality of Highlands East and the Township of Dysart et al
- 2008- 75 Being a borrowing by-law for 2009
- 2008-76 Being a by-law to write-off uncollectible taxes

be read a first, second and third time, passed and signed and the Corporate Seal attached.

Carried.

**DELEGATIONS**

*Meghan Callaghan and Chris Sinardo, from BFL Canada was unable to attend the Council meeting due to poor weather conditions. Their proposal was distributed to Council and reviewed by Council.*

**Paul Dorman, Jardine OME Limited**

Paul Dorman made a presentation to Council regarding the 2009 insurance proposal. Jardine OME reviewed existing buildings and as a result of the review an increase of 5% was determined. The cost to 2009 policy compared to 2008 has increased because of the increase in the value of buildings. Mr. Dorman reviewed the proposal with Council and responded to their questions.

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**Joe O'Shaughnessy, O'Shaughnessy Limited and Bill Durham, Frank Cowan Company**

Joe O'Shaughnessy and Bill Durham made a presentation to Council regarding the 2009 insurance proposal. Frank Cowan has been in the insurance business since 1927 and O'Shaughnessy (broker for Cowan) has been in business since 1984. Mr. Durham went over the insurance proposal with Council and answered any questions Council had.

**SPECIAL DELEGATIONS**

*Judy Piggott, Municipal Property Assessment Corporation was unable to attend the Council meeting due to poor weather conditions.*

**Approval of Accounts**

**2008-515**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT General Accounts in the amount of \$604,742.42 be approved.

Carried.

**Audit of Financial Statement**

**2008-516**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council authorizes the Reeve and Deputy Reeve to sign the Acknowledgement for the Audit of Consolidated Financial Statement of the Municipality of Highlands East dated October 21, 2008.

Carried.

**Surplus to Reserves**

**2008-517**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT if a surplus occurs in any department, it be transferred to their respective reserves and that a general surplus be placed into the working fund reserves.

Carried.

**Christmas Hours**

**2008-518**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT the main office be closed from December 23, 2008 at 4:30 p.m. and re-open at 9:00 a.m. January 5, 2009.

The Ward 1 office will be closed from December 23, 2008 at 3:30 p.m. and re-open at 9:00 a.m. January 5, 2009. All staff has either saved holidays for this period or will not be paid.

Carried.

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**No 2<sup>nd</sup> Council meeting in December  
2008-519**

Moved by: Gary Stoughton  
Seconded by: Donna Graham

BE IT RESOLVED THAT there will be no 2<sup>nd</sup> regular Council meeting in December, 2008.

Carried.

**Energy Audit  
2008-520**

Moved by: Jim Mackie  
Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council accepts the proposal dated November 17, 2008 from Cambium Environmental for Eco Challenge Energy Audit for two municipal buildings – Monmouth Arena and LWMC in the amount of \$4,725.00 plus applicable taxes.

Carried.

**Surplus Lands – shoreline road allowance  
2008-521**

Moved by: Gary Stoughton  
Seconded by: Jim Mackie

BE IT RESOLVED THAT the following application for the Closure and Conveyance of Shoreline Road Allowances be declared surplus lands by Council and that the application be approved in principle and be forwarded to Bishop and Rogers for processing:

- **Quartly, Robert & Frair, Eveline;** Conc. 13, Lot 28, geographic Township of Glamorgan (Stormy Lake) 902-84200
- **Quartly, Robert & Frair, Eveline;** Conc. 13, Lot 28, geographic Township of Glamorgan (Stormy Lake) 902-84100

Carried.

**Consent Application H-084/08  
2008-522**

Moved by: Donna Graham  
Seconded by: Gary Stoughton

BE IT RESOLVED THAT the conveyance of part of lots 28, Concession 13 in the geographic Township of Glamorgan by Robert Quartly & Eveline Frair be approved.

Conditions to be imposed:

- Municipality of Highlands East Administration fee of \$100.00 per lot;
- Subject to approval of final survey by Chief Administrative Officer;

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- Subject to any township roads found on final survey, must be deeded to Township at owners expense;
- That retained portion to have a minimum of 60 metres frontage and minimum area of 0.8 ha as per By-law 2005-29, as amended or retained portion shall be subject to amendment to Zoning By-law to recognize lot size;
- Addition to lot only – Property Roll NO. 4601 902 000 84100 0000;
- Applicant shall obtain a deeming by-law passed by the Council for the Municipality of Highlands East and register on title at applicant's own cost;
- Subject to receipt of a letter from and Ontario Land Surveyor's indicating the distance from the existing buildings to the newly created lot line.\
- That shoreline marine allowance parcel be closed and conveyed for both retained and severed parcel of land – Property Roll No.s 4601 902 000 84100 0000 & 4601 902 84200 0000.

Carried.

**MTO Roads – Hwy. 118  
2008-523**

Moved by: Jim Mackie

Seconded by: Donna Graham

BE IT RESOLVED THAT the MTO be contacted regarding Council's dissatisfaction with the winter road maintenance of the MTO roads – Hwy. 118 and that Council requests that the MTO provide better and more frequent sanding and plowing of their roads.

Carried.

**Garbutt Contract – household and recyclable pick-up  
2008-524**

Moved by: Donna Graham

Seconded by: Jim Mackie

BE IT RESOLVED THAT a contract between the Municipality of Highlands East and J. Garbutt Enterprises for household garbage pick-up and recyclables for 265 locations in Cardiff and area be entered into in the amount of \$36,321.00 per year, plus GST, from January 1, 2009 to December 31, 2009 and further that the Reeve and Clerk be authorizes to sign same on behalf of the municipality.

Carried.

**Landfill Hours  
2008-525**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Landfill Sites for the Municipality of Highlands East will be closed Thursday, December 25, 2008, Friday, December 26<sup>th</sup>, 2008 and Thursday, January 1, 2009.

Carried.

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**Arena Hours**

**2008-526**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT the Arena in Wilberforce will be closed Thursday, December 25, 2008, Friday, December 26<sup>th</sup>, 2008 and Thursday, January 1, 2009.

Carried.

**MHSW Report & Invoicing – 2008**

**2008-527**

Moved by: Gary Stoughton

Seconded by: Donna Graham

BE IT RESOLVED THAT council for the Municipality of Highlands East receives the MHSW Report & Invoicing for the year 2008 and further that council authorizes the CAO/Treasurer or Clerk to sign the Certification Form on behalf of the municipality.

Carried.

**Volunteer Firefighters Insurance**

**2008-528**

Moved by: Donna Graham

Seconded by: Jim Mackie

BE IT RESOLVED THAT the Firefighters Accident Insurance Policy prepared by O'Shaughnessy Limited Insurance Brokers – Option #1 for the year 2009 be accepted in the amount of \$4,298.00 plus applicable taxes.

Carried.

**2009 Insurance**

**2008-529**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT the Municipal Insurance Policy prepared by Frank Cowan/O'Shaughnessy Ltd. for the year 2009 be accepted in the amount of \$107,110.00 plus applicable taxes.

Carried.

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**Donation to Ward 4 Children's Christmas Party**

**2008-530**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council donates \$100.00 to the Loop Children's Christmas Party and Santa Claus Parade.

Carried.

**Recreation Reserves**

**2008-531**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT monies raised by fundraising efforts by the Recreation Committees be transferred to their respective Reserves Accounts.

Carried.

- **Department Reports were submitted, reviewed and filed for future reference.**

**Ward Councillor Report**

Highlights:

- Ward 1: Jim Mackie mentioned that things were looking pretty good in Cardiff. The rink is ready to go, and volunteers are flooding the rink. There is no hydro there as of yet and Mr. Mackie is hoping that there will be ice ready for Christmas. No issues with trailers. The roads are also looking good.
- Ward 2: Suzanne Partridge – absent from meeting.
- Ward 3: Donna Graham reported that they had a great turnout for their Christmas dinner that was held by the Gooderham Community Action Group. They are working on the rink in Gooderham and there is still a "fun night" being held on Friday nights.
- Ward 4: Gary Stoughton reported that he has received no complaints. He had a request for an update for the Wilberforce Road and where Council is in the renaming of this road. The roads look good and he had a number of compliments regarding the improved condition of the landfill in Wilberforce. Gary also reported that there was a good turnout for the Christmas Party.
- REEVE: Reeve Burton informed Council that he attended the CPAC meeting and he distributed the minutes to the Deputy Reeve. The Reeve also informed Council that he attended a meeting regarding the gas tax with the CAO/Treasurer. The Wilberforce Parade went well. It was well put together with many floats and over 90 children received gifts.

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**Adjourn Committee of Council**

**2008-532**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT this Committee of Council meeting be adjourned.

Carried.

**Meeting Declared Open**

**2008-533**

Moved by: Donna Graham

Seconded by: Jim Mackie

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

Carried.

**Adopt Agenda for Council meeting**

**2008-534**

Moved by: Gary Stoughton

Seconded by: Donna Graham

BE IT RESOLVED THAT the agenda for the Council meeting be adopted as circulated.

Carried.

**Approval of Minutes**

**2008-535**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT the Council for the Municipality of Highlands East approves the minutes of November 10, 2008 and November 25, 2008 council meetings.

Carried.

**Approve Resolutions**

**2008-536**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT the resolutions from the Committee of Council of a Whole meeting of Tuesday, December 9, 2008 be adopted.

Carried.

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**Closed Session**

**2008-537**

Moved by: Donna Graham

Seconded by: Gary Stoughton

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**

**2008-538**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council arise from the closed session to report.

Carried.

**ARISE AND REPORT FROM CLOSED SESSION**

**The following resolution was passed:**

**Municipal Ice Rinks**

**2008-539**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT the Municipality will provide partial assistance re: maintenance of the Cardiff & Gooderham Ice Rink – Mondays – Fridays only during winter months.

Carried.

**Confirm Proceeding of Meeting**

**2008-540**

Moved by: Jim Mackie

Seconded by: Donna Graham

BE IT RESOLVED THAT By-law No. 2008-77 being a by-law to confirm the proceedings of council at its regular meeting of December 9, 2008, be read a first, second and third time, passed, signed and sealed with the Corporate Seal.

Carried.

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**Adjournment**

**2008-541**

Moved by: Donna Graham

Seconded by: Jim Mackie

BE IT RESOLVED THAT this Council meeting be adjourned.

Carried.

The meeting adjourned at 12:15 p.m.

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Reeve, Dave Burton

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Clerk, Irene S. Cook

Unapproved minutes of council meeting