

**Minutes of the Meeting of the Council of the Municipality of Highlands East held on  
January 12, 2009 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 Cook  
Roads Superintendent, Barry Dunford  
Fire Chief, Bill Wingrove  
Environmental/Property Supervisor, Glen Covert

**Attendance:**

Chad Ingram                                      Haliburton Echo  
Liz Danielsen                                    The County Voice

**Delegations**

Angela Balle  
Miles Roberts

**Affiliation**

County of Haliburton  
Barrier Aware Assessment Team

**Special Delegations**

Judy Piggott  
Jack Girouard

**Affiliation**

Municipal Property Assessment Corporation  
Ministry of Municipal Affairs and Housing – Building Department

**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:**

Reeve, Dave Burton declared pecuniary interest in cheque #7139 payable to Jane Underwood in the amount of \$1,610.00.

**Open Meeting**

**2009-01**

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**

**2009-02**

Moved by: Gary Stoughton  
Seconded by: Donna Graham

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

Carried.

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**DELEGATIONS:**

**Angela Balle, County of Haliburton and Miles Roberts, Barrier Aware Assessment Team** made a presentation to Council regarding the Barrier Aware Program and the challenge that was accepted by the Municipality to participate in the program. The Cardiff Community Centre and the Highlands East Arena was inspected by the committee from a mobility standard (get in and get around) and as a result of the inspection the Municipality was awarded a Certificate of Excellence from the Joint Accessibility Committee in recognition of their commitment to breaking down the barriers and providing Accessibility for all Ontarians.

**SPECIAL DELEGATION**

**Judy Piggott, Municipal Property Assessment Corporation** made a presentation to Council regarding local changes to Provincial property assessment updates. There were 6,800 assessment notices mailed to Highlands East property owners in November 2008. Ms. Piggott discussed with the Council the changes that were made to the notices to improve customer service. New on-line tool now available that allows property owners to look at their property, look at other properties, generate reports, file Request for Reconsideration on line, etc.

**Jack Girouard, Ministry of Municipal Affairs and Housing – Building Department** made a presentation to Council regarding the Building Code Act, the Building Code, role of the Chief Building Official, role of Council and dispute resolution. The Municipality is responsible for enforcing the Building Code Act and the Building Code, and the requirement for Council to appoint qualified building officials, establish and enforce a Code of Conduct for building officials.

**Approval of Accounts**

**2009-03**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT General Accounts in the amount of \$1,906,643.46 be approved.

Carried.

**24 hour coverage – Council Accident Insurance**

**2009-04**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council accepts the quote for 24 hour insurance coverage for Municipal Councillor's Accident from O'Shaughnessy Limited in the amount of \$1,645.00 plus applicable taxes.

Carried.

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**Municipal Volunteer Insurance**

**2009-05**

Moved by: Suzanne Partridge

Seconded by: Donna Graham

BE IT RESOLVED THAT Council accepts the quote for insurance coverage for Municipal Volunteers from O'Shaughnessy Limited in the amount of \$750.00 per year plus applicable taxes.

Carried.

**Cost of Living**

**2009-06**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council for the Municipality of Highlands East authorizes a 3% wage increase for all management staff as granted to Union staff retroactive from January 1, 2009.

Carried.

**Bell Mobility Tower – Harcourt**

**2009-07**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council for the Municipality of Highlands East concurs with the process and with the installation of the tower by Bell Mobility for Cell Tower proposed location in Highlands East – Mumford Road.

Carried.

**Lottery Licence – streamline of process**

**2009-08**

Moved by: Gary Stoughton

Seconded by: Donna Graham

BE IT RESOLVED THAT Council for the Municipality of Highlands East supports the resolution of the Municipality of Clarington's request to the Alcohol and Gaming Commission of Ontario to expedite its Modernization of Charitable Gaming Project, in particular the application, reporting and administration processes respecting Break Open Tickets and Raffles.

Carried.

***Letter from ratepayers re: Property Assessment Notice 2008 from MPAC – received and filed by Council.***

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**Master Fire Plan**

**2009-09**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council accepts the proposal from Peter Corfield & Associates for a Master Fire Plan in the amount of (not to exceed) \$11,000.00 inclusive of disbursements, plus taxes.

Carried.

**Volunteer Fire Appointment**

**2009-10**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council appoints Emily Mackie to the Volunteer Fire Department – Station 1.

Carried.

**Bearwise Containers**

**2009-11**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT 12 bearwise bins be purchased from Fanotech in the amount of \$23,052.00 (includes taxes and delivery).

Carried.

**Operational Plan for Cardiff/Bicroft Water System**

**2009-12**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council & Top Management for the Municipality of Highlands East endorses and supports the operational plan for the Cardiff/Bicroft Water Supply System through the implementation, maintenance and continual improvement of a drinking water Quality Management System.

Carried.

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**Bicroft/Cardiff Quality Management System Policy**

**2009-13**

Moved by: Suzanne Partridge

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council & Top Management for the Municipality of Highlands East approves the Quality Management System Policy for the Cardiff/Bicroft Water Supply System with regards to the Drinking Water Quality Management System.

Carried.

**Designated Quality Management System Representative**

**2009-14**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council & Top Management for the Municipality of Highlands East appoints Glen S. Covert as the Designated Quality Management System Representative with authorization to carry out designated responsibilities.

AND FURTHER THAT Paul Ellis is appointed as the Designated Quality Management System Representative Alternate.

Carried.

**Recreation, Parks and Sport Infrastructure**

**2009-15**

Moved by: Gary Stoughton

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council supports the resolution of the City of Oshawa's support of the recommendations of "Investing in Health and Active Ontarians through Recreation and Parks Infrastructure" report from Parks and Recreation Ontario.

Carried.

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

**Ward Councillor Report**

Highlights:

Ward 1: Jim Mackie reported that there was a water main break and a sewer main break over the Christmas holidays and six houses were without water. The rink is doing well, easier to flood, and the lights are up and running.

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- Ward 2: Suzanne Partridge reported that it was pretty quiet, except that she received a number of calls regarding the assessment notices that were mailed by the Municipal Property Assessment Corporation (MPAC). Suzanne requested that private road maintenance be put on the agenda to discuss at the next meeting.
- Ward 3: Donna Graham reported that the rink will be up and running this weekend. Tracy Craftchick is taking the Tax Collector's Course. There were 20 people who accessed the Community Centre in Gooderham over the Christmas holidays because of power outage in the area.
- Ward 4: Gary Stoughton indicated that there was very little to report to Council except that he is still receiving complaints about cats. Gary requested that the snow be drawn away from the driveways. Gary also mentioned that he missed the Agricultural Fair meeting last Saturday.
- REEVE: Reeve Burton had nothing to report.

**Adjourn Committee of Council  
2009-16**

Moved by: Donna Graham  
Seconded by: Suzanne Partridge

BE IT RESOLVED THAT the regular Committee of Council meeting adjourn.

Carried.

**Meeting Declared Open  
2009-17**

Moved by: Gary Stoughton  
Seconded by: Jim Mackie

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

Carried.

**Adopt Agenda for Council meeting  
2009-18**

Moved by: Jim Mackie  
Seconded by: Gary Stoughton

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

Carried.

**Approval of Minutes  
2009-19**

Moved by: Suzanne Partridge  
Seconded by: Gary Stoughton

BE IT RESOLVED THAT the Council for the Municipality of Highlands East approves the minutes of December 9, 2008 council meetings.

Carried.

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**Approve Resolutions**

**2009-20**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT the resolutions from the Committee of Council of a Whole meeting of Tuesday, January 12, 2009 be adopted.

Carried.

**By-laws**

**2009-21**

Moved by: Donna Graham

Seconded by: Jim Mackie

BE IT RESOLVED THAT By-laws Nos:

**2009-01** Being a Shoreline Road Allowance for lands in front of Part Lot 12, Conc. 5 geographic Township of Glamorgan (Contau Lake)

**Applicant: Randall, Peggy Alice**

**2009-02** Being a Shoreline Road Allowance for lands in front of Part Lot 26, Conc. 3, geographic Township of Glamorgan (Tamarack Lake) **Applicant: Camozzi, Mary**

**2009-03** Being a by-law to adopt a policy with respect to a Code of Conduct for a Certified Building Officials

**2009-04** Being a By-law to authorize the acceptance of land described as Part of Lot A, Concession 22, geographic Township of Cardiff, now the Municipality of Highlands East Being Parts 1 and 3 on Plan 19R-8378 (Dark Lake Roadside Park)

**2009-05** Being a By-law to amend By-law No. 2006-45, being a by-law to regulate noise within the boundaries of the Municipality of Highlands East, consisting of the geographic Townships of Bicroft, Cardiff, Glamorgan and Monmouth.

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

Carried.

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**Closed Session**

**2009-22**

Moved by: Suzanne Partridge

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;
- a proposed or pending acquisition of land for municipal or local board purposes;
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried.

**Arise from Closed Session**

**2009-23**

Moved by: Jim Mackie

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:**

**Winter Roads Maintenance - Private Roads**

**2009-24**

Moved by: Suzanne Partridge

Seconded by: Donna Graham

BE IT RESOLVED THAT Council for the Municipality of Highlands East directs the Road Superintendent to give notice to private roads – Ruthven & Canadian Shield Road residents that the municipality will no longer provide winter maintenance on those private roads effective May 15, 2009.

Carried.

**Confirm Proceeding of Meeting**

**2009-25**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT By-law No. 2009-06 being a by-law to confirm the proceedings of council at its regular meeting of January 12, 2009, be read a first, second and third time, passed, signed and sealed with the Corporate Seal.

Carried.

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**Adjournment**

**2009-26**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT this Council meeting be adjourned.

Carried.

The meeting adjourned at 2:00 p.m.

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Reeve, Dave Burton

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Clerk, Irene S. Cook

Unapproved minutes of Council