

**Minutes of the Meeting of the Council of the Municipality of Highlands East held on  
February 10, 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  
Randy Dunsmore, Chief Building Official

**Attendance:**

Jenn Watt      Haliburton Echo  
Liz Danielsen      The County Voice  
Alanna Angus Coles

**Delegations**

Kathy Rogers  
Pat Simiana

**Affiliation**

Wilberforce Medical Centre Advisory Committee  
Wilberforce Medical Centre Advisory Committee

**Special Delegations**

Judy Coward

**Affiliation**

Economic Development Consultant, Rural Community Development  
Branch, Ministry of Agriculture, Food and Rural Affairs

**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**

**2009-43**

Moved by: Gary Stoughton  
Seconded by: Donna Graham

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

Carried.

**Adopt Agenda**

**2009-44**

Moved by: Suzanne Partridge  
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:**

Kathy Rogers and Pat Simiana addressed Council regarding the Wilberforce Medical Centre. They spoke to Council about working with the Municipality to make physical improvements to the building itself as a joint effort, improve relations with the physicians, and to promote the Medical Centre and their services.

**SPECIAL DELEGATION**

Judy Coward, from the Economic Development Consultant, Rural Community Development Branch, Ministry of Agriculture, Food and Rural Affairs worked with members of Council and staff on the Strategic Plan Project. Ms. Coward provided Council with an overview of what is required in their Strategic Plan, Mission Statement, Vision Statement, Action Plan, etc. Ms. Coward will return and meet with council and staff to continue the Strategic Plan Project on the March 24<sup>th</sup> council meeting.

**Wilberforce Medical Centre Advisory Committee**

**2009-45**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council authorizes a Committee of Council, Wilberforce Medical Centre Advisory Committee and that the following be appointed as members:

- Howard Anderson
- Patricia Simiana
- Kathy Rogers
- Wayne Rutter
- Alanna Coles
- Gary Stoughton      Ad hoc liaison

Carried.

**Approval of Accounts**

**2009-46**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT General Accounts in the amount of \$544,869.36 be approved.

Carried.

**Canada Summer Jobs Program**

**2009-47**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT the CAO/Treasurer be authorized to make application to Human Resources Canada under the Canada Summer Jobs Program for four people and that the Reeve and CAO/Treasurer be authorized to sign on behalf of the Municipality all related documents.

Carried.

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**Safety Management Systems Audit  
2009-48**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council accepts the quotation from The Municipal Health and Safety Association for the provision of Safety Management Systems Audit for the Municipality of Highlands East in the amount of \$3,000.00.

Carried.

**February 24, 2009 Council meeting  
2009-49**

Moved by: Suzanne Partridge

Seconded by: Donna Graham

BE IT RESOLVED THAT the February 24<sup>th</sup>, 2009 council meeting be cancelled.

Carried.

**Egg Farmers  
2009-50**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

WHEREAS the Municipality of Highlands East supports practices that contribute to the creation of a sustainable environment;

AND WHEREAS Ontario egg farmers currently provide our community with fresh, locally produced Grade A eggs which travel from farm to table in four to seven days;

AND WHEREAS Ontario egg farmers take pride in caring for their hens while offering consumers a variety of egg choice;

THEREFORE BE IT RESOLVED THAT the current procurement practice of eggs by the Municipality of Highlands East, produced by Ontario egg farmers, be identified as the preferred local sustainable procurement practice;

BE IT FURTHER RESOLVED THAT the purchase of all Ontario eggs contributes to the creation of a sustainable environment in which consumers and farmers benefit.

Carried.

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**DEFEATED/NOT CARRIED.**

**Policy for Consultation Process – Wireless Communications**

**2009-51**

Moved by: Suzanne Partridge

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council for the Municipality of Highlands East receives the letter dated January 20, 2009 from Thomson Rogers regarding Consultation Process for Wireless Telecommunications Facilities, File No. 050739;

AND FURTHER THAT Council adopts the Policy for Consultation Process for Wireless Telecommunications Facilities, attached hereto;

AND FURTHER THAT Council delegates the consultation and concurrence function to the Clerk.

DEFEATED/ NOT CARRIED.

**Dispatch Base Station**

**2009-52**

Moved by: Donna Graham

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council accepts the proposal dated January 28, 2009 from Point to Point Communications for the supply and installation of a dispatch base station complete with a multiple tower linking system in the amount of \$18,491.00.

Carried.

**Fire Dispatch Agreement**

**2009-53**

Moved by: Suzanne Partridge

Seconded by: Gary Stoughton

BE IT RESOLVED THAT Council authorizes a contract for Fire Dispatch with 1283392 Ontario Limited, Peerless Group in the amount of \$890.00 per month. Amount shall be increased annually by 5% on the anniversary during the term of this agreement until its expiry on March 8, 2012.

Carried.

**2008 Performance Report – Septage Trench Site**

**2009-54**

Moved by: Suzanne Partridge

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council for the Municipality of Highlands east accepts the 2008 Performance Report Supplement for the Septage Trench Site, to be included as an Appendix of the 2008 Annual Report on the Septage Trench Site, prepared by Cambium Environmental.

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AND FURTHER THAT Council authorizes the CAO/Treasurer to sign the 2008 Performance Report Supplement on behalf of the Municipality.

Carried.

**Surface Water Assessment**

**2009-55**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT Council authorizes surface water assessment for the Monmouth Landfill in the amount of \$4,360 from Cambium Environmental.

Carried.

**Two Year Time of Travel Zones – Cardiff & Dyno**

**2009-56**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council for the Municipality of Highlands East adopts the draft Two Year Time of Travel Zone around the Cardiff and Dyno Wells that have been delineated on the Maps provided as part of the overall Well Head Protection Study conducted **within the** Crowe Valley Source Protection Area for purposes of the Ontario Drinking Water Stewardship Program.

Carried.

**Earth Hour/Energy Conservation Week**

**2009-57**

Moved by: Suzanne Partridge

Seconded by: Donna Graham

BE IT RESOLVED THAT Council for the Municipality of Highlands East supports the Earth Hour event on Saturday, March 28<sup>th</sup>, 2009 from 8:30 p.m. to 9:30 p.m. and requests that all residents in Highlands East “switch their lights off” from 8:30 p.m. to 9:30 p.m. on March 28<sup>th</sup>, 2009.

AND FURTHER THAT Council supports Energy Conservation Week from May 17 – 23, 2009 and requests that all residents of Highlands East participate by conserving and reducing energy consumption.

Carried.

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**Homecare Access Programs**

**2009-58**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council for the Municipality of Highlands East supports the resolution of the Township of Madawaska Valley in their request that the County of Renfrew lobby the Provincial Government on behalf of all rural municipalities to ensure an increase in Homecare Access Programs including funding, support and assistance.

Carried.

**Loop Troupe Little Theatre – Committee of Council**

**2009-59**

Moved by: Suzanne Partridge

Seconded by: Jim Mackie

BE IT RESOLVED THAT Council for the Municipality of Highlands East appoints the Loop Troupe Little Theatre a Committee of Council;

AND FURTHER THAT the following be appointed as members:

- Gillian Stephen
- Valerie French
- Adele Barnes
- Hilda Clark
- Gary Stoughton      Ad hoc liaison for Council

Carried.

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

**Ward Councillor Report**

Highlights:

- Ward 1:      Jim Mackie mentioned that the Cardiff outdoor rink was well attended and he had received a call from resident in Ward 3 that commented on how great the outdoor rink was in Ward 3. No complaints regarding parking on the road, lots of snow, which presented is being moved by the Roads Department.
- Ward 2:      Suzanne Partridge reported that it was fairly quiet, but has received complaints of people depositing snow on the roadways. The Roads Superintendent will be placing signs. Suzanne has been working with the Schoolhouse Historical Society on their Trillium funding, tender process. There is a meeting tonight.
- Ward 3:      Donna Graham reported that Fire Department has been helping with the rink in Gooderham and thanked John Glass for building the rink. There will be a grand opening with hot

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chocolate being served on Family Day, February 16<sup>th</sup> at 1:00 p.m. and everyone is welcome.

Ward 4: Gary Stoughton reported that the South Wilberforce Road issue has not been resolved and requested that the Reeve bring this back to the County one more time. If not resolved than Council will deal with this issue. No complaints regarding the roads other than the snow that is blocking the front of the municipal building.

REEVE: Reeve Burton had nothing to report at this time.

**Adjourn Committee of Council**

**2009-60**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

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

Carried.

**Meeting Declared Open**

**2009-61**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

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

Carried.

**Amend Agenda for Council meeting**

**2009-62**

Moved by: Jim Mackie

Seconded by: Gary Stoughton

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

Remove: By-law 2009-13 By-law to authorize a Municipal Forest Fire Management Agreement with the Ministry of Natural Resources.

Carried.

**Approval of Minutes**

**2009-63**

Moved by: Gary Stoughton

Seconded by: Jim Mackie

BE IT RESOLVED THAT the Council for the Municipality of Highlands East approves the minutes of January 12, 2009 (as amended), January 27, 2009 and February 2, 2009 council meetings.

Carried.

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**Approve Resolutions**

**2009-64**

Moved by: Donna Graham

Seconded by: Suzanne Partridge

BE IT RESOLVED THAT the resolutions from the Committee of Council of a Whole meeting of Tuesday, February 10, 2009 be adopted.

Carried.

**By-laws**

**2009-65**

Moved by: Jim Mackie

Seconded by: Donna Graham

BE IT RESOLVED THAT By-laws Nos:

- 2009-10 Being a by-law to adopt a policy with respect to Non-Union Employee Benefits
- 2009-11 Being a by-law to prescribe a tariff of fees relating to the processing of applications made in respect to planning matters and to rescind By-law No. 2005-71.
- 2009-12 Being a by-law to prescribe a tariff of comprehensive fees and charges and to rescind By-law Nos. 16-2001 and 03-2001.
- 2009-14 Being a by-law to establish and adopt a tangible capital asset policy for the Corporation of the Municipality of Highlands East

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

Carried.

**NO CLOSED SESSION**

**Confirm Proceeding of Meeting**

**2009-66**

Moved by: Gary Stoughton

Seconded by: Donna Graham

BE IT RESOLVED THAT By-law No. 2009-15 being a by-law to confirm the proceedings of council at its regular meeting of February 10, 2009, be read a first, second and third time, passed, signed and sealed with the Corporate Seal.

Carried.

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**Adjournment**

**2009-67**

Moved by: Donna Graham

Seconded by: Gary Stoughton

BE IT RESOLVED THAT this Council meeting be adjourned.

Carried.

The meeting adjourned at 2:55 p.m.

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Reeve, Dave Burton

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Clerk, Irene S. Cook

Unapproved minutes of Council meeting