



Agenda

Regular Meeting of Council

January 9, 2017 at 9:00 a.m. - Council Chambers

1101 Holmes Road, Wilberforce

Privacy Statement

The Municipal Act requires that all meetings of the Corporation of the Municipality of Highlands East and its Committees are open to the public except where the subject matter of the meeting being considered is exempt under Section 239 of the Municipal Act;

The Municipal Freedom of Information and Protection of Privacy Act protects an individual's personal information which includes but is not limited to an individual's name and address, telephone number etc..;

The minutes of public meetings of the Corporation of the Municipality of Highlands East are posted for public viewing on the Corporation of the Municipality of Highlands East Website and may be circulated throughout the Municipality and/or to parties requesting a copy of the minutes. Anyone who attends a public meeting of the Corporation of the Municipality of Highlands East and enters their name on the attendance list or speaks publicly at the meeting may have their name and any opinions they may express recorded in the minutes of that specific meeting.

Public Meetings are audio recorded by the local media.

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1. **Call to Order**
 2. **Open Meeting**
 3. **Disclosure of Pecuniary Interest**
 4. **Adoption of Agenda**
 5. **Minutes for Adoption – December 12, 2016**
 6. **Business Arising from Minutes**
 7. **Correspondence – list attached**

8. **Public Meeting: 10:30 a.m.** (under Section 34 of the Planning Act, R.S.O. 1990, cp. 13 as amended)

1. **Applicant: PETRIC, Peter and Patricia**

Purpose: The purpose of the proposed by-law amendment is to amend the Restricted Area (Zoning) By-Law No. 2005-29 as amended to lands located in Part Lot 32, Concession 8 (Glamorgan) with frontage on Billings Lake. The application, if approved, would permit the construction of a detached garage/workshop with a ground floor area of 148.64 square metres (1,600 square feet), whereas Section 3.1 of the Comprehensive Zoning By-law limits the floor area of a detached accessory building to 70 square metres (753 square feet) in shoreline residential zones.

The proposed zoning by-law amendment, if approved, would rezone the subject lands to a Limited Service Residential Exception (LSR-67) Zone. (notice of public meeting)

File No. RZ-09-2016 Roll No. 4601 902 000 54000 0000

2. **Applicant: Municipality of Highlands East**

Purpose: The purpose of the proposed by-law amendment is to amend the Restricted Area (Zoning) By-Law No. 2005-29 as amended to lands located in Part Lot 33, Concession 16 (Monmouth) located at 2307 Loop Road. The application, if approved, would permit the former public library to be utilized by an outfitter business. No new building or building expansion is proposed. The former library was declared to be surplus by Council Resolution 2014-05 to facilitate sale and re-use.

The proposed zoning by-law amendment, if approved, would rezone the subject lands to a General Commercial One Exception (CG1-3) Zone, which would permit the proposed use, recognize the location of the existing building and exempt the business from the parking requirements for the proposed commercial use. (notice of meeting)

File No. RZ-10-2016 Roll No. 4601 602 000 41500 0000

9. **Department Reports:**

a) **Building/By-Law:**

- **Report/Summary of Permits – CBO, Laurie Devolin**
- **By-law Enforcement Report (written)**

b) **Protection to Person and Property**

Fire:

- **Report – Fire Chief, Bill Wingrove**
- **Report: VFIS insurance renewal**
- **Report: Volunteer recruitment**

- **Report:** Municipal Forest Fire Management Agreement (MNRFF) draft by-law/agreement

c) **Transportation – Roads & Streetlights:**

- **Report:** Tandem Truck Tender Results

d) **Property – Parks & Buildings**

- **Report – Property Supervisor, Jim Alden**

e) **General Administration/Finance:**

- **Financial/Accounts for Approval**

- **Report:** Medical Centre – lease agreement renewal with Dentist
- **Report:** Highlands East Organizational Chart
- **Report:** Performance Management Program
- **Report:** Solar Policy (draft)
- **Report:** Strategic Plan
- **Follow-up:** McCrea Road - cost to survey unopened road allowance between Conc. 12 & 13 from the east side of Lot 10, westerly to Ferguson Road in Lot 3
- **Mention:** January 23rd, 2017 public meeting to adopt Procedural By-law (summary of changes)
- **Resolutions to Concur With:**
 - a. Township of Zorra re: unfair practice of charging more for delivery of hydro to rural residents
 - b. Town of Richmond Hill re: Review of the Banking Act to allow postal banking at Canada Post

Clerk:

Report: 2018 Municipal Elections (Vote Methods/Vote Counting) Dominion Voting Proposal

Report: Shore Road Allowances – By-laws to stop up, close and convey (Sultan)

Planning

- **Report: Rezoning Application - Nadeau, Maureen and Gilles;** Conc. 13, Pt. Lot 16, Parts 4 & 5, 19R-927, geographic Township of Glamorgan Roll No. 4601 902 000 78500 000

10. **By-Laws:**

2017-01 Being a By-law to amend By-law No. 2005-29, as amended, the Zoning By-law for the Municipality of Highlands East with respect to lands legally described as all of PIN 39227 0204 and Part 14, Plan 19R-9851, which is located in Part of Lot 11, Concession 5, in the geographic Township of Glamorgan, now in the Municipality of Highlands East.
Applicant: Keith and Irene Wheeler Roll No. 4601 901 000 57500 0000

- 2017-02 Being a By-law to authorize a Lease Agreement between Dr. Khodadad Dadelahi and the Corporation of the Municipality of Highlands East (Wilberforce Medical Centre)
- 2017-03 Being a By-law to authorize a Municipal Forest Fire Management Agreement between Her Majesty the Queen in the right of Ontario as represented by the Minister of Natural Resources and Forestry (MNRF) and the Corporation of the Municipality of Highlands East
- 2017-04 Being a By-law for Shoreline Road Allowance for lands in front of Lot 26, Conc. 6, geographic Township of Glamorgan (Pine Lake) **Applicant: SULTAN, Kaniz**
- 2017-05 Being a by-law to adopt a Performance Management Program
- 2017-06 Being a by-law to appoint a Deputy CAO/Treasurer
- 2017-07 Being a by-law to adopt an Employee Organizational Chart for the Municipality of Highlands East

11. **New Business**

12. **Notice of Motions**

13. **Closed Session**

- personal matters about an identifiable individual, including municipal local board employees – Environmental Department and Administration

14. **Confirming By-Law No. 2017-08**

15. **Adjournment**

Section 4(1) of the Procedural By-law states that a person not a member of Council shall not be allowed to address the Council on behalf of himself/herself or a deputation except upon invitation of the REEVE or his designate.