

**Minutes of Meeting of Council of the Municipality of Highlands East held on  
October 10, 2006 9:00 a.m. in the Council Chambers, Wilberforce, Ontario.**

**Members Present:**

Reeve Keith Tallman  
Deputy Reeve Bill Howe Ward 1  
Councillor Donna Graham Ward 3  
Councillor Rick Forget Ward 4

**Staff Present:**

CAO/Treasurer, Sharon Stoughton-Craig  
Clerk, Irene S. Cook  
Environmental/Property Supervisor, Glen Covert  
Roads Superintendent, Barry Dunford  
Fire Chief, Don Middleton  
Chief Building Official, Marie Schutt

*Absent: Suzanne Partridge, Ward 2 Councillor*

*The meeting commenced at 9:00 a.m.*

*A quorum was present.*

**Attendance:**

Joseph N. Parlette  
Carol Slighte  
Bill Foote

**Delegations**

**Affiliation**

none

In accordance with the Municipal Conflict of Interest Act, R.S.O., 1990, as amended, I, Rick Forget as Councillor of the Municipality of Highlands East hereby declare a Pecuniary Interest at a meeting of the Council of the Corporation of the Municipality of Highlands East, duly called at 9:00 a.m. on the 10<sup>th</sup> day October, 2006. Hereby declare a pecuniary interest in respect to General Administration – Montage Real Estate Building at the Council meeting held on October 10<sup>th</sup>, 2006, Council Chambers in the Lloyd Watson Centre. And that I hereby agree not take part in any discussion or vote on any question in respect to this matter and shall not attempt in any way whether before, during or after this meeting to influence the voting on any such question, and I may, depending on the nature of the interest, leave the meeting or that part of the meeting during which this matter is under consideration; and I further direct the Clerk to record this declaration of pecuniary interest in the minutes of this meeting or in the event this meeting was a meeting not open to the public, this declaration of pecuniary interest shall be recorded in the next meeting open to the public.

**Items added/changed to Agenda**

**2006-390**

Moved by: Donna Graham

Seconded by: William Howe

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

**Administration:** Bark Lake Quarry Expansion – Traffic Impact Study –FYI

Draft by-law respecting the licensing, regulating and governing of business carried out within the Municipality

Update on 14' boat – Fire Department

Carried.

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**Approval of Accounts**

**2006-391**

Moved by: Rick Forget

Seconded by: William Howe

BE IT RESOLVED THAT General Accounts in the amount of \$1,280,232.36 be approved.

Carried.

**Consent Application H-100/06 – Ralph & Brenda Bastien**

**2006-392**

Moved by: Rick Forget

Seconded by: William Howe

BE IT RESOLVED THAT the conveyance of part of lots 25, Concession 9 in the geographic Township of Cardiff by Ralph & Brenda Bastien be approved.

Conditions to be imposed:

1. Municipality of Highlands East Administration fee of \$100.00 per lot;
2. Subject to approval of final survey by the Chief Administrative Officer;
3. Subject to any Township roads found on final survey, must be deeded to Township at owners expense;
4. The location of the entrance to the severed/retained lot requires an entrance permit from the Highlands East Roads Department, and payment of entrance permit fee is required;
5. Severed and retained portions to have a minimum of 100 metres frontage and minimum area of 4.0 ha as per By-law 2005, 29, as amended.

Carried.

**Consent Application H-101/06 – Ralph & Brenda Bastien**

**2006-393**

Moved by: Donna Graham

Seconded by: Rick Forget

BE IT RESOLVED THAT the conveyance of part of lots 25, Concession 9 in the geographic Township of Cardiff by Ralph & Brenda Bastien be approved.

Conditions to be imposed:

1. Municipality of Highlands East Administration fee of \$100.00 per lot;
2. Subject to approval of final survey by the Chief Administrative Officer;
3. Subject to any Township roads found on final survey, must be deeded to Township at owners expense;
4. The location of the entrance to the severed/retained lot requires an entrance permit from the Highlands East Roads Department, and payment of entrance permit fee is required;
5. Severed and retained portions to have a minimum of 100 metres frontage and minimum area of 4.0 ha as per By-law 2005, 29, as amended.

Carried.

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**Consent Application H-104/06 – Dallyn Osborne Pickens  
2006-394**

Moved by: Rick Forget

Seconded by: William Howe

BE IT RESOLVED THAT the conveyance of part of lots 24, Concession 5 & 6 in the geographic Township of Glamorgan by Dallyn Osborne Pickens be approved.

Conditions to be imposed:

1. Municipality of Highlands East Administration fee of \$100.00 per lot;
2. Subject to approval of final survey by the Chief Administrative Officer;
3. Subject to any Township roads found on final survey, must be deeded to Township at owners expense;
4. Subject to amendment of Zoning By-law on retained parcels;
5. Deposit on title of severed and/or retained parcels that access is via a private right-of-way;
6. Severed and 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 if re-zoned to LSR zone.

Carried.

**Consent Application H-106/06 – Randolph N. Robski  
2006-395**

Moved by: Rick Forget

Seconded by: Donna Graham

BE IT RESOLVED THAT the conveyance of part of lot A, Concession 22 in the geographic Township of Cardiff by Randolph N. Robski be approved.

Conditions to be imposed:

1. Municipality of Highlands East Administration fee of \$100.00 per lot;
2. Subject to approval of final survey by the Chief Administrative Officer;
3. Subject to any Township roads found on final survey, must be deeded to Township at owners expense;
4. For right-of-way purposes only.

Carried.

**Volunteer Fire Fighter Appointment  
2006-396**

Moved by: Rick Forget

Seconded by: William Howe

BE IT RESOLVED THAT Council appoints Joe C. Smith to the Volunteer Fire Department (Station #2).

Carried.

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**Volunteer Fire Fighter Appointment**

**2006-397**

Moved by: Donna Graham

Seconded by: Rick Forget

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

Carried.

**Snow Removal – Cardiff School**

**2006-398**

Moved by: William Howe

Seconded by: Rick Forget

BE IT RESOLVED THAT an agreement be entered into with the Trillium Lakelands District School Board for snow removal at the Cardiff Elementary School for the term January 1, 2007 to December 31, 2007, and further that the Reeve and Clerk be authorized to sign same on behalf of the Municipality.

Carried.

**Snow Removal – Cardiff School/Rescind**

**2006-399**

Moved by: Rick Forget

Seconded by: William Howe

BE IT RESOLVED THAT the previous resolution dealing with snow removal at Cardiff School be rescinded and that the agreement be brought forth to be dealt with by new council.

Carried.

**Gooderham Community Action Group**

**2006-400**

Moved by: Rick Forget

Seconded by: William Howe

BE IT RESOLVED THAT the following be appointed to the Gooderham Community Action Group for 2006:

- Donna Mehill-Paul & Peggy Parnell to replace Alanna Cole and Kimberly Warr

AND FURTHER THAT the following be appointed as a committee of the Gooderham Community Action Group to be known as “The Beautification Committee”:

- Sharon Stoughton-Craig
- Marilyn Wooder
- Donna Graham
- Donna Mehill-Paul
- Maryanne Leach

Carried.

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*Sharon Stoughton-Craig discussed with Council a request from the Wilberforce Figure Skating Club. The Figure Skating Club is concerned about obtaining insurance coverage and the cost to the Club and requested that Council consider appointing the Wilberforce Figure Skating Club as a Committee of Council. Council indicated that they would be willing to consider appointing the Wilberforce Figure Skating Club as a Committee of Council or a sub-committee to the Ward 4 Recreation Committee.*

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

**Ward Councillor Report**

Highlights:

Ward 1: Bill Howe had nothing to report.  
Ward 2: Suzanne Partridge was absent from the meeting.  
Ward 3: Donna Graham reported that it was pretty quiet in Ward 3.  
Ward 4: Rick Forget had nothing to report.

**Adjourn Committee of Council**

**2006-401**

Moved by: Rick Forget

Seconded by: Donna Graham

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

Carried.

**Meeting Declared Open**

**2006-402**

Moved by: William Howe

Seconded by: Rick Forget

BE IT RESOLVED THAT this Council meeting be declared open.

Carried.

**Adopt/Amend Agenda**

**2006-403**

Moved by: Rick Forget

Seconded by: William Howe

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

Carried.

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**Approval of Minutes**

**2006-404**

Moved by: Donna Graham

Seconded by: William Howe

BE IT RESOLVED THAT the Council for the Municipality of Highlands East approve the minutes of September 26, 2006 council meetings.

Carried.

**Committee of Council Resolutions**

**2006-405**

Moved by: William Howe

Seconded by: Rick Forget

BE IT RESOLVED THAT the resolutions from the Committee of Council of a Whole meeting of Tuesday, October 10, 2006 be adopted.

Carried.

**By-laws**

**2006-406**

Moved by: Rick Forget

Seconded by: Donna Graham

BE IT RESOLVED THAT By-laws Nos.

**2006-54** Being a Shoreline Road Allowance By-law for lands in front of Part of Lot 20, Conc. 5, geographic Township of Cardiff (Paudash Lake)  
**Applicant: Bernard, Rosemary**

**2006-55** Being a Shoreline Road Allowance By-law for lands in front of Lot 31, Conc. 16, geographic Township of Monmouth (Cockerel Lake)  
**Applicant: Parlette, Joseph N.**

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

Carried.

**Closed Session**

**2006-407**

Moved by: Rick Forget

Seconded by: Donna Graham

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

Carried.

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**Arise from Closed Session**

**2006-408**

Moved by: Donna Graham

Seconded by: William Howe

BE IT RESOLVED THAT Council arise from the closed session.

Carried.

**Confirm Proceeding of Meeting**

**2006-409**

Moved by: William Howe

Seconded by: Donna Graham

BE IT RESOLVED THAT By-law No. 2006-56 being a by-law to confirm the proceedings of council at its regular meeting of October 10, 2006, be read a first, second and third time, passed, signed and sealed with the Corporate Seal.

Carried.

**Adjournment**

**2006-410**

Moved by: Donna Graham

Seconded by: William Howe

BE IT RESOLVED THAT this Council meeting be adjourned.

Carried.

The meeting adjourned at **12:37 p.m.**

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Reeve, Keith Tallman

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Clerk, Irene S. Cook