

Minutes

Regular Meeting of Council July 5, 2017 at 9:00 a.m. - Council Chambers 1101 Holmes Road, Wilberforce

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Members Present:

| | | |
|--------------|-------------------|--------|
| Reeve, | Dave Burton | |
| Deputy Reeve | Suzanne Partridge | |
| Councillor | Cam McKenzie | Ward 1 |
| Councillor | Cecil Ryall | Ward 3 |
| Councillor | Joan Barton | Ward 4 |

Staff Present:

CAO/Treasurer, Shannon Hunter
 Deputy Clerk, Robyn Rogers
 Roads Superintendent, Earl Covert
 Acting Fire Chief, Chris Baughman
 Chief Building Official, Laurie Devolin
 Property and Parks Supervisor, Jim Alden
 Environmental Supervisor, Stewart Hurd
 Economic Development Coordinator, Joanne Vanier
 Adam Bird, Student Septic Inspector
 Rob Carter, Student Septic Inspector

Others Present:

Sue Tiffin/Angelica Ingram /Elizabeth Bat
 Lisa Harrison/Mark Arike
 Kenny Trenton
 Brent Devolin
 Mike Rutter
 Bonnie Ryall

Haliburton Echo
 The Highlander
 Moose FM
 Warden, Haliburton County
 CAO, Haliburton County
 Member of the Public

1. Call to Order/Opening of Meeting

- Reeve Burton called the meeting to order at 9 a.m.
- A quorum was present

2. Disclosure of Pecuniary Interest and general nature thereof:

Deputy Reeve Partridge declared pecuniary interest with respect to item 7.g),i) Finance-Approval of Accounts, issue of cheque # 16913 in the amount of \$1,681.44 to; The Secret Gardener.

3. Adoption of Agenda

2017- 187

Moved by: Councillor McKenzie

Seconded by: Councillor Ryall

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BE IT RESOLVED THAT the agenda for the July 5, 2017 Regular Meeting of Council be adopted as circulated.
Carried.

4. Adoption of Minutes

2017- 188

Moved by: Councillor Ryall

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT the Council for the Municipality of Highlands East approves the Minutes of the Regular Meeting held on June 7, 2017 and June 13, 2017.
Carried.

5. Business Arising from Minutes

None

6. Correspondence

List attached

2017- 189

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council receives and files the Correspondence of the July 5, 2017 Regular Meeting of Council.
Carried.

7. Department Reports

a) Building Department

a. Monthly Operations Report

2017-190

Moved by: Councillor Ryall

Seconded by: Councillor McKenzie

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BE IT RESOLVED THAT Council receives the Monthly Operations Report for the Building Department as information only, as submitted by the Chief Building Official.
Carried.

b. **Septic Inspection**

2017-191

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

THAT Council receives the Septic re-inspection report as information only, as submitted by the Student Septic Maintenance Inspector.

Carried.

b) **By-law Department**

a. **Monthly Operations Report**

2017-192

Moved by: Councillor Barton

Seconded by: Deputy Reeve Partridge

BE IT RESOLVED THAT Council receives the Monthly Operations Report for the By-law Department as information only, as submitted by the By-law Officer.

Carried.

c) **Fire Department**

a. **Monthly Operations Report**

2017-193

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council receives the Monthly Operations Report for the Fire Department as information only, as submitted by the Acting Fire Chief.

Carried.

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d) Parks, Recreation and Facilities Department

a. Monthly Operations Report 2017-194

Moved by: Councillor Ryall

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council receives the Monthly Operations Report for the Property Department as information only, as submitted by the Property Supervisor.

Carried.

b. Tender T06-2017 Keith Tallman Memorial Arena Concession Booth Results 2017-195

Moved by: Councillor McKenzie

Seconded by: Councillor Ryall

BE IT RESOLVED THAT Council receives this report, Tender T06-2017 Keith Tallman Memorial Arena Concession Booth–Results from the Property Supervisor for information purposes,

AND FURTHERMORE THAT Council for the Municipality of Highlands East approves the tender for services of the Concession Booth at the Keith Tallman Memorial Arena in the amount of Seven Hundred Dollars (\$ 700.00) includes H.S.T from Karen Hutt on condition that Ms. Hutt provides all documentation required in the Tender, WSIB clearance number, liability Insurance and food handling certificates by September 1, 2017 to the municipality.

Carried.

b. Tender T07-2017 Keith Tallman Memorial Arena Roof Results 2017-196

Moved by: Councillor Barton

Seconded by: Deputy Reeve Partridge

BE IT RESOLVED THAT Council receives this report, Tender T07-2017 Keith Tallman Memorial Arena Roof–Results from the Property Supervisor for information purposes and;

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AND FURTHERMORE THAT Council for the Municipality of Highlands East approves the tender for services of the Arena Roof at the Keith Tallman Memorial Arena to be completed by Stoughton's Quality Roofing in the amount of One Hundred and Nineteen Thousand and Eleven (\$119,011.00) Dollars plus H.S.T.
Carried.

e) **Roads Department**

a. **Monthly Operations Report
2017-197**

Moved by: Councillor Barton

Seconded by: Councillor Ryall

BE IT RESOLVED THAT Council receives the Monthly Operations Report for the Roads Department as information only, as submitted by the Roads Superintendent.

Carried.

b. **Tender T05-2017- Winter Sand Results
2017-198**

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council receives this report, Winter Sand Tender- T05-2017 Results, from the Roads Superintendent for information purposes;

AND FURTHERMORE THAT Council for the Municipality of Highlands East approves the tender for the 2017 Winter Sand in the amount of Forty-Seven Thousand, Four Hundred and Sixty Dollars (\$ 47460.000) includes H.S.T from Harcourt Sand and Gravel.

Carried.

f) **Environment Department**

a. **Monthly Operations Report
2017-199**

Moved by: Councillor McKenzie

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Seconded by: Councillor Ryall

BE IT RESOLVED THAT Council receives the Monthly Operations Report as information only, as submitted by the Environmental Supervisor.

Carried.

g) Finance Department

a. Approval of Accounts 2017-200

Moved by: Councillor McKenzie

Seconded by: Councillor Barton

BE IT RESOLVED THAT General Accounts in the amount of \$ 2,233,101.09 be approved.

Carried.

b. Report -2nd Quarterly Financials 2017-201

Moved by: Councillor Barton

Seconded by: Councillor Ryall

BE IT RESOLVED THAT Council receives the 2nd Quarterly Financial Report as submitted by the CAO/Treasurer for information only.

Carried.

h) Administration

a. Report- Appointment of Deputy CBO/By-law Enforcement 2017-202

Moved by: Councillor Ryall

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council receives the Appointment of Deputy CBO and By-law Enforcement Officer Report as submitted by the CAO;

AND FURTHERMORE THAT Council proceed with the appointment of Mr. Jim Sangster as the Deputy Chief Building Official and By-law Enforcement Officer for the Municipality of Highlands East.

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Carried.

b. **Report- Solar Policy
2017-203**

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council adopt the Solar Policy as presented and pass a by-law at the August 2nd meeting of Council and;

BE IT RESOLVED THAT Council provide notification of its intent to amend the Planning Fees and Charges By-Law to include Solar Applications.

Carried.

c. **Report – Planning Fees
2017- 204**

Moved by: Councillor Ryall

Seconded by: Councillor Barton

BE IT RESOLVED THAT Council receives the Planning Fees Update Report as submitted by the CAO;

AND FURTHERMORE THAT a by-law to enact Planning Fees to be passed at the August 2nd, 2017 Council meeting and further that Council directs the CAO/Treasurer to provide notice of intent to pass Planning Fees by-law.

Carried.

d. **Discussion- Todd Byers, Request of placement of dock on municipal property.**

Council provided direction to staff stating Council is not in favour of a dock being placed on municipal property.

e. **Discussion- Gallant, Request of an Encroachment Agreement.**

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Council provided direction to staff stating Council is in favour of an Encroachment Agreement consisting of a Three (3) feet building envelope around the building structure.

i) Planning

a. Shoreline By-laws 2017- 205

Moved by: Councillor Ryall

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council receives this report, Shore Road Allowance By-laws to stop up, close and convey, as information only as submitted by the Deputy Clerk;

AND FURTHERMORE THAT Council accepts the recommendations in this report and that by-laws to stop up, close and convey the original shore road allowance be enacted at this meeting. (Rees)

Carried.

b. Surplus Lands – shoreline road allowance 2017- 206

Moved by: Councillor Barton

Seconded by: Deputy Reeve Partridge

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:

- **Hart, R & S;** Conc. 7, Part Lot 25, geographic Township of Glamorgan (Gooderham Lake) Roll No. 4601 902 000 42500 0000
- **Cheifetz, N & Cohen, S;** Conc. 13, Part Lot 3, geographic Township of Monmouth (Little Glamor Lake) Roll No. 4601 601 000 77101 0000
- **Schumach, F & B;** Conc. 8, Lot 27, Plan 451, Lot 15, geographic Township of Cardiff (Paudash Lake) Roll No. 4601 102 000 11500 0000

Carried.

c. Consent Application H-24/17

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2017- 207

Moved by: Councillor Barton
Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Staff Report, Consent Application H-024/17, be received for information purposes only;

AND FURTHERMORE THAT Council accepts the recommendations in the report and the following conditions be imposed:

Administration Fees

Municipality of Highlands East Administration fee of \$350.00 per lot;

Taxes

The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Municipality.

Reference plan approval

A copy of all reference plans associated with this application shall be provided to the Municipal CAO/Treasurer for approval prior to registration.

Professional fees

The registered owner shall ensure, to the satisfaction of the Municipality of Highlands East that the Municipality is fully reimbursed for any costs incurred by the Municipality of Highlands East for professional services related specifically to this application.

Easement

Easement only, Bell Canada;

Carried.

8. Resolutions from other Municipalities/Level of Government

a. 2017-208

Moved by: Councillor Barton
Seconded by: Deputy Reeve Partridge

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BE IT RESOLVED THAT Council supports the resolution from the Municipality of West Nipissing and the request that the Minister of Municipal Affairs reconsider the proposed changes under Bill 68 pertaining to out of court payments.

Carried.

9. Advisory Committees of Council/Economic Development

a. Meeting Minutes from the advisory committee meetings.

2017-209

Moved by: Councillor McKenzie

Seconded by: Councillor Ryall

BE IT RESOLVED THAT Council receives and files the Meeting Minutes of the Trails, Housing and Grants, Economic and Development and Recreation and Culture for the month of May, 2017, as information only.

Carried.

b. Report-Reuse Signs & Poster

2017-210

Moved by: Councillor Ryall

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council provides permission to have made and installed reuse signs at the municipal landfill sites. The signs would be an appropriate size in relation to other signage at landfills and would inform residents of locations where items can be donated instead of bringing them to the landfill.

Carried.

c. Report- Promote Reuse of items

2017-211

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council provides permission to promote the reuse of items, by donating them to local centres instead of bringing them to the landfill sites, on the Municipal website and social media platforms.

Carried.

d. Report-Clean and Clear Bylaw # 24-2004

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2017-212

Moved by: Councillor Barton

Seconded by: Deputy Reeve Partridge

BE IT RESOLVED THAT Bylaw # 24-2004, Clean and Clear Bylaw be reviewed and enforced such that refuse and debris is cleaned up in visible yards to improve the image of the municipality.

Carried.

e. **Report- Member Resignation – Economic Development and Business Advisory Committee**

2017- 213

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council accept Adam Mannella's resignation from the Economic Development and Business Committee.

Carried.

f. **Report- Member Resignation- Environmental Advisory Committee**

2017- 214

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT Council accept Josh Bramham's resignation from the Environment Advisory Committee.

Carried.

10. Delegations

10:00 a.m. Haliburton County Update, Warden Devolin and CAO Mike Rutter

A presentation to Highlands East Council was made by Warden Devolin and CAO Rutter as to projects that the County Council is currently working on as well as future projects/goals that the County will be striving towards, topics of discussion were;

- Zero based budget
- Focus on sustainability
- Acquiring a Financial Software System in 2018
- The expansion of broadband to areas that are under serviced currently

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- Work on providing affordable housing
- Construction and maintenance plan of county roads
- Paramedic Service with the acquiring of a new ambulance and defibrillator replacements
- Review and submission of the Official Plan to the Ministry of Municipal Affairs and Housing
- Tourism performance with new initiatives and marketing platform

11. Public Meeting Minutes

Minutes of Public Meeting

(under Section 34 of the Planning Act, R.S.O. 1990, cp. 13 as amended)

July 5, 2017 at 10:30 a.m.

Council Chambers, Wilberforce.

Members Present:

| | |
|-------------------|-------------------|
| Reeve | Dave Burton |
| Deputy Reeve | Suzanne Partridge |
| Councillor Ward 1 | Cam McKenzie |
| Councillor Ward 2 | Cecil Ryall |
| Councillor Ward 4 | Joan Barton |

Staff Present:

CAO/Treasurer, Shannon Hunter
Deputy Clerk, Robyn Rogers
CBO, Laurie Devolin

Attendance Others:

| | |
|---------------------------------------|-----------------|
| Municipal Planning Services Applicant | Chris Jones |
| Applicant Representative | Pamela Bruggink |
| Warden, Haliburton County | Keith Brown |
| Adjacent Owner to Applicant | Brent Devolin |
| | Jim Crabtree |

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Open Public Meeting 2017- 215

Moved by: Councillor McKenzie
Seconded by: Councillor Ryall

BE IT RESOLVED THAT this scheduled Public meeting be declared open to discuss the following applications made under Section 34 of the Planning Act, R.S.O. 1990, cp.13 as amended, as follows:

1. **Applicant: Bruggink, Pamela**

Purpose:

The purpose of the proposed by-law is to amend the Restricted Area (Zoning) By-Law No. 2005-29 as amended to lands located in Part of Lot 4, Concession 4 (Cardiff) located at 1087 Anchor Lane. The purpose of the application is to rezone the subject lands to recognize an existing cabin that functions as an accessory sleeping cabin. The existing cabin requires relief from current zone regulations including maximum floor area, minimum lot size and location in the shoreline setback.

The proposed zoning by-law amendment would rezone the subject lands to a Limited Service Residential Exception (LSR-72) Zone.

File No. RZ-04-2017 Roll No. 4601 101 000 19400 0000
Carried.

File No. RZ-04-2017 Roll No. 4601 101 000 19400 0000

Applicant: Pamela Bruggink

Attendance:

Pamela Bruggink
Keith Brown

*Ms. Bruggink and Keith Brown were in attendance at the public meeting. **There was one (1) individual in attendance that opposed the application, Jim Crabtree.** Public notice for the meeting was given as follows: June 14, 2017 - first class prepaid mail to all persons & bodies as per Planning Act, notice posted June 14, 2017 on site. As of 4:30 p.m. July 4, 2017 there were a total of 2 submissions.*

1. Letter dated March 21, 2017 – Jim and Elisa Crabtree **Formal Objection to the Rezoning**

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Summary of Concerns

The concern of not having the appropriate permits for the construction that has previously taken place to the structure and that the future use of the structure will be for the purpose of renting out to the public.

2. Letter dated June 27, 2017- John Bruce Kelley Formal Objection to the Rezoning Summary of Concerns

The concern is that the structure will be utilized as a rental property while the main structure is also occupied, located on the same land.

Chris Jones, Municipal Planning Services Ltd. was in attendance and addressed Council providing an overview of the application.

Mr. Brown, Applicant's Representative addressed Council regarding Ms. Bruggink's application for rezoning. He spoke to the discrepancies of the building permits of the sleeping cabin.

Mr. Jim Crabtree, neighbour to the Applicant who provided written objection to the application was in attendance and addressed Council with a presentation on his objections. As well Mr. Crabtree echoed the concerns of Mr. John Bruce Kelley's letter on his objections. Letters outline the objections.

Ms. Bruggink, Applicant addressed Council regarding her application for rezoning with stating that she was not fully aware of the construction that was done without permit. Ms. Bruggink stated that she only wants to utilize the sleeping cabin for use by her elderly parents until she sells.

Chris Jones, Municipal Planning Services Ltd. addressed council in conclusion with next steps going forward, to have the application on the next meeting of Council being August 2, 2017 which will provide Council the time and opportunity to review all information collected from the Public Meeting, dated July 5, 2017.

Adjourned Public Meeting 2017- 216

Moved by: Councillor Barton

Second by: Councillor McKenzie

BE IT RESOLVED THAT this Public meeting be adjourned.

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Carried.

The Public Meeting was adjourned at 11:16 a.m.

Reeve, Dave Burton

Deputy Clerk, Robyn Rogers

Unapproved minutes of council meeting

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12. Bylaws

2017-217

Moved by: Councillor Ryall

Seconded by: Councillor Barton

BE IT RESOLVED THAT By-laws #'s

2017-63 Being a By-law to appoint a Deputy Chief Building Official/Building Inspector/By-law Enforcement Officer

2017-64 Being a By-law for Part of Road Road Allowance in front of Lot 31, Concession 8, geographic Township of Cardiff (Beaver Lake)

Applicant: REES, Kyle and SCHMIDLECHNER, Renee

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

Carried.

13. New Business

None

14. Notice of Motions

None

15. Closed Session

None

Confirmatory Bylaw, Proceedings of Meeting

a. 2017-218

Moved by: Councillor Barton

Seconded by: Councillor McKenzie

BE IT RESOLVED THAT By-law No. 2017-65, being a by-law to confirm the proceedings of council at its Regular Meeting of July 5, 2017, be read a first, second and third time, passed, signed and sealed with the Corporate Seal.

Carried.

16. Adjournment

2017-219

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Moved by: Councillor Barton
Seconded by: Councillor McKenzie

BE IT RESOLVED THAT the Regular Meeting of Council of July 5, 2017 be adjourned.
Carried.

The meeting adjourned at **11:23 a.m.**

Reeve, Dave Burton

Deputy Clerk, Robyn Rogers

Unapproved minutes of council meeting