

Council Meeting Minutes – January 15th, 2008

**The Corporation of the Township of Lake of Bays
MINUTES**

There was a regularly scheduled meeting of Council held at 1:00 p.m., on January 15th, 2008, in the Council Chambers of the Township of Lake of Bays Municipal Offices, Dwight, Ontario.

Attendance

Mayor
Councillors

Janet Peake
Ben Boivin
Margaret Casey
Virginia (Ginny) Burgess
Nancy Tapley
Philip Cote (*left meeting at 4:00 p.m.*)

CAO/Treasurer
Director of Public Works
Chief Building Official
By-law Enforcement Officer
Clerk
Deputy Clerk
Administrative Assistant

Ruth McEachern Ross
Don Chevalier
Tom Brown
Steve Watson
Mike Wilmon
Michelle Percival
Yvonne Aubichon
Carrie Sykes

Regrets

Nil

1. MEETING CALLED TO ORDER

The meeting was called to order at 1:05 p.m., on January 15th, 2008, by Mayor Janet Peake

2. APPROVAL OF AGENDA

Resolution # 2(a)/01/15/08

Councillor Cote and Councillor Burgess

Be it resolved that the Council Meeting Agenda dated January 15th, 2008, be adopted as amended.

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Agenda to be amended as follows:

Additions

8. REPORTS AND BY- LAWS

(e) Clerk

- (vi) By-law #08-14A, Being a by-law to adopt an Hours of Work, Overtime & Flex Time Policy (Hours of Work, Overtime & Flex Time Policy)

Deferrals

5. DEPUTATION/DELEGATIONS

- (a) 1:15 p.m. Mr. Mario Circelli, Communications Officer, Canada Post
Re: Rural Route Mail Safety

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

Nil

4. TENDERS

Nil

5. DEPUTATION/DELEGATIONS

- (a) **1:15 p.m.** Mr. Mario Circelli, Communications Officer, Canada Post
Re: Rural Route Mail Safety

Delegation deferred until the February 5th, 2008 meeting

- (b) **1:30 p.m.** Presentation of Certificate
Mike Wilmon
Re: Internship Completion Certificate
Ontario Building Officials Association

Mayor Peake congratulated Mr. Wilmon on his achievement.

6. ADOPTION OF MINUTES**(a) To Be Adopted**

- (i) Council Meeting Minutes – December 4th, 2007.

Resolution # 6(a)(i)/01/15/08

Councillor Burgess and Councillor Cote

Be it resolved that the Council Meeting Minutes for the meeting dated December 4th, 2007 be adopted as circulated.

Carried

- (ii) Finance and Corporate Services Committee Meeting Minutes – November 20th, 2007.

Resolution # 6(a)(ii)/01/15/08

Councillor Cote and Councillor Burgess

Be it resolved that the Finance and Corporate Services Committee Meeting Minutes for the meeting dated November 20th, 2007 be adopted as circulated.

Carried

- (iii) Special Meeting Minutes (Dorset Environmental Science Centre) – December 11th, 2007

Resolution # 6(a)(iii)/01/15/08

Councillor Tapley and Councillor Ross

BE IT RESOLVED THAT the Special Council Meeting Minutes for the meeting dated December 11th, 2007, (Dorset Environmental Science Centre) be adopted as circulated.

Carried

- (iv) Special Meeting Minutes (Customer Service) – December 11th, 2007

Resolution # 6(a)(iv)/01/15/08

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Councillor Tapley and Councillor Ross

BE IT RESOLVED THAT the Special Council Meeting Minutes for the meeting dated December 11th, 2007, (Customer Service) be adopted as circulated.

Carried

(b) To Be Received

- (i) Heritage Advisory Committee Meeting Minutes – October 4th, 2007

Resolution # 6(b)(i)/01/15/08

Councillor Tapley and Councillor Ross

BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays receive the Heritage Advisory Committee Meeting Minutes for the meeting dated October 4th, 2007.

Carried

- (ii) Lake of Bays Library Board Meetings – September 25th, October 30th, November 27th, December 11th, 2007

Resolution # 6(b)(ii)/01/15/08

Councillor Boivin and Councillor Burgess

BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays receive the Lake of Bays Library Board Meeting Minutes for the meetings dated September 25th, October 30th, November 27th and December 11th, 2007

Carried

7. COMMITTEE RESOLUTIONS FOR CONSIDERATION

(a) Finance and Corporate Services Committee

- (i) **Resolution #7(a)(i)/01/15/08**

Councillor Burgess and Councillor Boivin

BE IT RESOLVED THAT the Finance & Corporate Services Committee of the Corporation of the Township of Lake of Bays recommends to Council that the following accounts be ratified for payment.

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As of November 30th, 2007 the following accounts are payable:

General Accounts:

November 30 th , 2007	-	\$ 505,113.83
Total General Accounts		\$ 505,113.83

TOTAL: **\$ 505,113.83**

Carried

(ii) **Resolution #7(a)(ii)/01/15/08**

Councillor Boivin and Councillor Burgess

BE IT RESOLVED THAT the Finance & Corporate Services Committee recommend to the Council of the Corporation of the Township of Lake of Bays the passing of By-law 08-01, to adopt a Procurement Policy (Procurement Policy).

Carried

By-law #08-01, being a by-law to adopt a Procurement Policy for the Corporation of the Township of Lake of Bays (Procurement Policy)

By-law #08-01 was read a first, second and third time and finally passed.

(iii) **Resolution #7(a)(iii)/01/15/08**

Councillor Tapley and Councillor Ross

BE IT RESOLVED THAT the Finance & Corporate Services Committee recommend to the Council of the Corporation of the Township of Lake of Bays the passing of By-law 08-02, to adopt a Salary Grid and Merit Increase Guide for Full Time Non-Unionized Employees (Salary Grid).

Carried

By-law #08-02, being a by-law to adopt a salary grid and merit increase guide for full-time non-unionized employees (Salary Grid & Merit Increase)

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By-law #08-02 was read a first, second and third time and finally passed.

(b) **Heritage Committee**

(i) **Resolution #7(b)(i)/01/15/08**

Councillor Ross and Councillor Tapley

BE IT RESOLVED THAT the Heritage Advisory Committee of the Corporation of the Township of Lake of Bays recommend that Council adopt the attached Youth Recognition Award, to recognize and encourage the outstanding contributions and achievements of individual young people in our community or to the larger public good, as citizens of Lake of Bays (Youth Recognition Award).

Carried

(ii) **Resolution #7(b)(ii)/01/15/08**

Councillor Tapley and Councillor Ross

BE IT RESOLVED THAT the Heritage Advisory Committee accepts and recommends to the Council of the Corporation of the Township of Lake of Bays the resignation of committee member, Mr. Karl Jaffary (Resignation of Karl Jaffary)

Carried

Councillor Tapley advised Council that it was with great regret that the committee accepted Mr. Jaffary's resignation, but noted that he has gracefully offered to assist the committee whenever his expertise is required.

(c) **Parks Recreation and Trails Committee**

Nil

(d) **Community Emergency Management Committee**

Nil

8. **REPORTS AND BY- LAWS**

(a) **Planning**

(i) **By-laws**

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Nil

(ii) **Council Variations to Development Permit By-Law 04-180**

Nil

(ii) **Other**

Nil

(b) Director of Public Works

- (i) Reports re: Water Test Results for November and December 2007;
for Council's information

(c) Chief Building Official

- (i) Report re: Building Reports for the month of November 2007; **for Council's information.**

(d) Fire Chief

Nil

(e) Clerk

- (i) Report re: Designation of Gouldie Park

By-law #08-10, being a by-law to Designate and Regulate Public Parks and Parkland in the Township of Lake of Bays (Designate and Regulate Public Parks and Parkland)

By-law #08-10 was read a first, second and third time and finally passed.

- (ii) By-law #08-12, being a by-law to appoint members of the 2008 Committee of Adjustment for the Corporation of the Township of Lake of Bays (Appoint Committee of Adjustment)

By-law #08-12 was read a first, second and third time and finally passed.

- (iii) By-law #08-13, being a by-law to appoint members of the 2008 Planning Advisory Committee for the Corporation of the Township of Lake of Bays (Appoint Planning Advisory Committee)

By-law #08-13 was read a first, second and third time and finally passed.

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- (iv) By-law #08-08, being a by-law to establish an Occupational Health and Safety Policy to benefit the Corporation of the Township of Lake of Bays (Health and Safety Policy)

By-law #08-08 was read a first, second and third time and finally passed.

- (v) Report re: Emergency Evacuation Procedures

Resolution #8(e)(v)/01/15/08

Councillor Casey and Councillor Ross

BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays hereby adopt the attached Emergency Evacuation Procedures Policy (Emergency and Evacuation Procedures Policy)

Carried

By-law #08-09, being a by-law to adopt Emergency and Evacuation Procedures for the Township of Lake of Bays Staff (Emergency and Evacuation Procedures)

By-law #08-09 was read a first, second and third time and finally passed.

- (vi) By-law #08-14A, being a by-law to adopt an Hours of Work, Overtime & Flex Time Policy (Hours of Work, Overtime & Flex Time Policy)

By-law #08-14A was read a first, second and third time and finally passed.

(f) Deputy Clerk

- (i) **Reports and By-laws re: Original Shore Road Allowance and Original Road Allowance**

ITEM #	WARD	APPLICANT	CIVIC ADDRESS	LOT/CONC.	BYLAW
8(f)(i)(a)	Franklin	Pelletier	1547 South Portage Road	L 25, C 10	08-05
8(f)(i)(b)	Franklin	Pinckard (previously Collins)	Vacant Land – Lake of Bays Lane	L 11, C 9	08-11
8(f)(i)(c)	Ridout	MacKay	1009 S Long Line Lake Road	L13, C 14	Preliminary Only

(a) **Resolution #8(f)(i)(a)/01/15/08****Councillor Ross and Councillor Burgess**

That the Council of the Corporation of the Township of Lake of Bays declares the following Township owned real property to be surplus:

- **those parts of the original shore road allowance in front of Lot 25, in Concession 10, of the former Township of Franklin, now in the Township of Lake of Bays, in the District Municipality of Muskoka, designated as Parts 2 and 3 on Plan 35R-21780 (Pellettier)(1547 South Portage Road)(Franklin)**

Carried

By-law #08-05, entitled a by-law for the purpose of closing those parts of the original shore road allowance in front of Lot 25, in Concession 10, of the former Township of Franklin, now in the Township of Lake of Bays, in the District Municipality of Muskoka, designated as Parts 2 and 3 on Plan 35R-21780 (Pellettier)(1547 South Portage Road)(Franklin)

By-law #08-05 was read a first, second and third time and finally passed

(b) **Resolution #8(f)(i)(b)/01/15/08****Councillor Casey and Councillor Ross**

That the Council of the Corporation of the Township of Lake of Bays declares the following Township owned real properties to be surplus:

- **to close and sell those parts of Lot 11, Concession 9, former Township of Franklin, now Township of Lake of Bays, District Municipality of Muskoka, being Parts 3 and 4, Plan 35R-5662 (Pinckard (previously Collins)) (Vacant Land - Lake of Bays Lane) (Franklin)**

Carried

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By-law #08-11, entitled a by-law for the purpose of closing those parts of Lot 11, in Concession 9, of the former Township of Franklin, now in the Township of Lake of Bays, in the District Municipality of Muskoka, designated as Parts 3 and 4 on Plan 35R-5662; (Pinckard previously Collins) (Vacant Land – Lake of Bays Lane) (Franklin)

By-law #08-11 was read a first, second and third time and finally passed

(c) **Resolution #8(f)(i)(c)/01/15/08**

Councillor Burgess and Councillor Boivin

That the application to stop up and close the original shore road allowance in front of Lot 13, Concession 14, Ridout Ward, abutting property identified as Part 1, Plan 35R-20245, roll number 030-010-10800, more particularly described as Part 2 on Plan 35R-Draft be DENIED (MacKay)(1009 Long Line Lake Road)(Ridout)

And further, that the Council approve Pt. 2 on Plan of survey 35R-20245 as the portion of original shore road allowance to be stopped up and closed;

And Mr. Primmer enter into a Licence of Occupation for the structures/encroachments on the original shore road allowance abutting his property.

Carried

(ii) **By-laws & Reports re: Licence of Occupation**

ITEM #	WARD	APPLICANT	CIVIC ADDRESS	LOT/CONC.	BYLAW
8(f)(ii)(a)	Franklin	Withers	1060 Seabreeze Road	L 8, C 4	N/A

(a) **Resolution #8(f)(ii)(a)/01/15/08**

Councillor Cote and Councillor Burgess

Be it resolved that the request for the proposed dock extension and construction of a shed on the original road allowance located in Part Lot 8, Concession 4, Franklin Ward, not be APPROVED (Withers) (1060 Seabreeze Road) (Franklin)

Deferred

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Mayor Peake requested Councillor Tapley, Councillor Boivin and staff meet with Mr. and Mrs. Withers, within the next month, to reach a compromise, which takes into consideration the 2000 (LOC) agreement made with Mr. and Mrs. Withers and a public access area. Once a compromise is reached a report will be forwarded to the Parks, Recreation and Trails Advisory Committee for consideration.

- (b) Report re: LOC Monthly Summary Report; **for Council's Information**

(iii) **Other**

Nil

(g) **By-law Enforcement**

- (i) Report re: By-law Activity Report November and December 2007; **for Council's information**
- (ii) Report re: Sign Application (Exemption Requested)

Council had no objection to this exemption

(h) **C.A.O./Treasurer**

- (i) By-law #08-03, being a by-law to appoint a Community Emergency Management Coordinator and Alternate(s) for the Township of Lake of Bays (Community Emergency Management Coordinator and Alternate(s))

By-law #08-03 was read a first, second and third time and finally passed

- (ii) By-law #08-04, being a by-law to designate persons authorized to sign cheques issued by the municipality (Cheque Signing Authority)

By-law #08-04 was read a first, second and third time and finally passed

- (iii) By-law #08-06, being a by-law to provide for an Interim Tax Levy (Interim Tax Levy)

By-law #08-06 was read a first, second and third time and finally passed

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- (iv) By-law #08-07, being a by-law to authorize the Mayor and Clerk to sign an interim financing agreement between the Royal Bank of Canada and the Township of Lake of Bays (Interim Financing Agreement)

By-law #08-07 was read a first, second and third time and finally passed

9. CORRESPONDENCE

- (i) Herb Hickling, for Paint Lake Association, re: Open Public Meeting – December 11th, 2007

Council directed this matter to the Finance and Corporate Services Committee and requested that staff provide the necessary information for discussion purposes.

Councillor Casey requested that the Paint Lake Water Access, mentioned in this correspondence, also be directed to the Parks, Recreation and Trails Committee Meeting on January 21st, 2008

- (ii) Marlene Shortreed, Chairperson, Dorset Community Policing Committee re: All Terrain Vehicle Concerns

Council directed staff to review this matter, also noting that it is scheduled for discussion on the District Municipality of Muskoka Corporate Services Agenda for Friday, January 18th, 2008

- (iii) James E. Jones re: Township of Algonquin Highlands re: Dorset Ball Diamond Rehabilitation Project – Public Meeting

Mayor Peake noted that several members of Council would be attending this meeting.

10. MUNICIPAL COUNCILLORS' REPORTS

- (a) **Councillor Tapley**

Councillor Tapley reported on the following:

Dwight Winter Carnival

- Held first organization meeting
- More details will be announced at a later date

Chamber of Commerce

- Still operating from the Rainbow Motel due to flood damage

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Resignation

- Advised Council that Murray Moore, will be tendering his resignation as Library Board Chair, due to relocation from the area
- A resolution will be coming forth from Committee to the next Council meeting

(b) **Councillor Ross**

Councillor Ross reported on the following:

Dorset Library- Candidate for Closure

- Attended the meeting at the Frost Centre at 8:00 p.m. on Monday, January 14th, 2008
- Algonquin Development Community Corporation advised that all that is required is support from the Lake of Bays Librarians at this time
- Looks positive that Dorset library will remain open
- Decision will be made at the Thursday, January 31st, 2008 meeting in Haliburton

Playground Meeting

- Meeting on Wednesday, January 16th, 2008 at 7:00 p.m.

Joint Public Works Meeting

- Requested Director of Public Works from both Algonquin Highlands and Township of Lake of Bays meet to discuss turn around area on Shoe Lake Road and other matters as required

Dorset Fire Department

- Working with Jennifer Schnier, Community Recreation Coordinator, to assist with the water stations during the Ironman Event on September 14th, 2008

(c) **Councillor Casey**

Councillor Casey reported on the following:

Homelessness Task Force

- Initiated by District Municipality of Muskoka Community Services Department and held on Wednesday, January 9th, 2008
- Inspiring meeting, working on affordable housing
- Will determine exact needs over the next eighteen (18) months
- Shelter for men cited as a need most often mentioned during the meeting
- Programs such as “Out of the Cold” in Bracebridge and the “Soup Kitchen” in Huntsville are being frequented on a regular basis

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Seniors Skating

- Started again at the Lake of Bays Arena

Building Community Leadership and Capacity Succession Planning Workshop

- Scheduled for Saturday, January 19th, 2008 from 1:00 to 4:00 p.m.
- Joint venture between Muskoka Heritage Foundation and Muskoka Watershed Council
- Contact Councillor Casey for more information

Muskoka Futures Symposium

- Scheduled for January 24th, 2008 at Delta Grandview

Huntsville Lake of Bays Chamber of Commerce Annual Meeting

- Scheduled for Thursday, January 17th, 2008 at 5:00 p.m. at Delta Grandview

(d) **Councillor Boivin**

Councillor Boivin reported on the following:

Muskoka Watershed Council Meeting

- Scheduled for Friday, January 18th, 2008 1:00 p.m. at Bracebridge Municipal Office Council Chambers

Customer Service Meeting Follow Up

- Thanked staff who were involved
- Requested date and time of next meeting and frequency of meetings
- Ask about format of responses to questions from the meeting

The C.A.O./Treasurer advised of the following:

- **the management team have met for seven hours thus far to discuss the items brought forth from the public meeting and have two more departments to complete; and**
- **the next public meeting will be held in March 2008, with public notice provided closer to the date**

Fireboat Viewing

- Firefighters impressed with first view of fireboat
- Determining location of generator
- Construction of boat is on schedule

C.A.O./Treasurer advised that he is meeting with fundraising committee to discuss docking location of the boat

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(e) **Councillor Burgess**

Councillor Burgess reported on the following:

Sinclair Advisory Meeting

- Hosted meeting on Monday, January 14th, 2008
- Concerns expressed with road conditions
- Received a letter from taxpayer re: West Oxbow Lake Road
- Coordinator for High Speed Internet was discussed

The C.A.O./Treasurer advised that the Township is currently waiting for Core Broadband to make a presentation regarding this matter

Customer Service Meeting

- Thanked staff for hosting the meeting
- Looking forward to seeing results of how things progress

(f) **Councillor Cote**

Nil

11. MAYOR'S REPORT

Mayor Peake reported on the following:

Planning/Heritage Meeting

- December 23rd, 2008 Planning/Heritage Meeting

Deferred until the February 5th, 2008 meeting

Dorset Snowball Winter Carnival

- Received an invitation and will attend the parade

Customer Service Meeting

- Thanked staff for hosting the meeting

Lake of Bays Association Meeting

- Scheduled for Saturday, January 19th, 2008 in Baysville at 10:30 a.m.

Royal Victoria Hospital Meeting

- Scheduled for Friday, January 18th, 2008 at 12:00 noon

Municipal Office Closed

- On Thursday, January 17th, 2008 for Exceptional Customer Service Training Session

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Mayor's Round Table

- Scheduled for Tuesday, January 22nd, 2008 with Tony Clement at Deerhurst Resort at 4:00 p.m.

Winter Active Media Launch

- Will attend the meeting scheduled for Tuesday, January 22nd, 2008 at 9:00 a.m.
- Councillor Tapley will be Acting Mayor for the Council (Planning) Meeting on that date.

Dorset Men's Breakfast Group

- Will be attending breakfast on Saturday, January 26th, 2008 at the Dorset Seniors Building

12. CLOSED SESSION

Nil

13. BUSINESS ARISING FROM CLOSED SESSION

Nil

14. CONFIRMING BY-LAW

- (a) By-law #08-14, being a by-law to confirm the proceedings of the meetings of Council held on January 15th, 2008.

By-law #08-14 was read a first, second and third time and finally passed.

15. ADJOURNMENT

Resolution #15(a)/01/15/08

Councillor Ross and Councillor Tapley

Be it resolved that the Council of the Corporation of the Township of Lake of Bays adjourn at 4:30 p.m. to meet again on January 22nd, 2008 at 1:00 p.m., in the Council Chambers of the Municipal Office, Dwight, Ontario.

Carried

Mayor

Clerk