

**Council Meeting Minutes – December 2<sup>nd</sup>, 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 December 2<sup>nd</sup>, 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  
Nancy Tapley  
Ruth McEachern Ross  
Don Chevalier  
Tom Brown  
Steve Watson  
Michelle Percival  
Yvonne Aubichon

CAO/Treasurer  
Director of Public Works  
Chief Building Official  
Clerk  
Deputy Clerk

**Regrets**

Councillors

Virginia (Ginny) Burgess  
Philip Cote

**1. MEETING CALLED TO ORDER**

The meeting was called to order at 1:15 p.m., on December 2<sup>nd</sup>, 2008, by Mayor Janet Peake

**2. APPROVAL OF AGENDA**

**Resolution # 2(a)/12/02/08**

**Councillor Casey and Councillor Boivin**

**Be it resolved that the Council Meeting Agenda dated December 2<sup>nd</sup>, 2008, be adopted as amended.**

Agenda to be amended as follows:

**Additions****7. COMMITTEE RESOLUTIONS FOR CONSIDERATION****(a) Finance and Corporate Services Committee**

- (viii) **BE IT RESOLVED THAT** the Finance & Corporate Services Committee recommend to Council that the Mayor and Clerk have authority to sign a service agreement of behalf of the Township of Lake of Bays with the District Municipality of Muskoka for information technology services; and

That the terms and conditions of the agreement are satisfactory to the Chief Administrative Officer and Treasurer; and

Further that the projected costs for the implementation of the information technology operational review be included in the 2009 operating budget.

- (ix) **BE IT RESOLVED THAT** the Finance & Corporate Services Committee recommend to Council that the Township of Lake of Bays supports the joint acquisition of centralized corporate software from Vadim Software (Orillia, Ontario) at a cost not to exceed \$110,000 annually for operations and capital payable through the District Municipality of Muskoka

Further, that the projected costs for the implementation of the corporate software replacement be included in the 2009 operating and capital budgets as required.

**Deferrals****4. TENDERS**

- (a) 2008–16 The Provision of Professional Consulting Services for a Human Resource Project including Compensation and Pay Equity, Organizational Review and Succession Plan

**Carried.**

**3. DISCLOSURE OF PECUNIARY INTEREST**

Nil

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**4. TENDERS**

- (a) 2008–16 The Provision of Professional Consulting Services for a Human Resource Project including Compensation and Pay Equity, Organizational Review and Succession Plan

**Deferred pending further review of proposals**

**5. DEPUTATION/DELEGATIONS**

- (a) 1:15 p.m. Staff Sergeant Mike Frew  
Ontario Provincial Police, Huntsville Detachment  
Re: Police Matters

**Staff Sergeant Frew presented the incident summary and comparison reports for the Lake of Bays area. Staff Sergeant Frew described a piece of equipment that is on loan from the Peterborough Detachment that will assist in volume control and allocation of patrol requirements. Upon conclusion of Staff Sergeant Frew's presentation Mayor Peake opened the floor for Council's questions or comments.**

- (b) 1:30 p.m. Presentation of Certificates  
Michelle Percival and Yvonne Aubichon  
Ontario Municipal Management Institute (OMMI),  
Re: CMM III Accreditation

**Mayor Peake congratulated both Mrs. Percival and Mrs. Aubichon on their achievement; noting the importance of staff continuing their professional development in order to better serve the Township and the public.**

**6. ADOPTION OF MINUTES**

- (a) **To Be Adopted**

- (i) Council Meeting Minutes – November 4<sup>th</sup>, 2008.

**Resolution # 6(a)(i)/12/02/08**

**Councillor Boivin and Councillor Casey**

**Be it resolved that the Council Meeting Minutes for the meeting dated November 4<sup>th</sup>, 2008 be adopted as circulated.**

**Carried**

**Council Meeting Minutes – December 2<sup>nd</sup>, 2008**

- (ii) Finance and Corporate Services Committee Meeting Minutes – October 7<sup>th</sup>, 2008.

**Resolution # 6(a)(ii)/ 12/02/08**

**Councillor Casey and Councillor Boivin**

**Be it resolved that the Finance and Corporate Services Committee Meeting Minutes for the meeting dated October 7<sup>th</sup>, 2008 be adopted as amended.**

**Carried**

- (iii) Special Council Meeting Minutes – August 28<sup>th</sup>, 2008  
Re: Dickson House

**Resolution # 6(a)(iii)/12/02/08**

**Councillor Boivin and Councillor Casey**

**Be it resolved that the Special Council Meeting Minutes for the meeting dated August 28<sup>th</sup>, 2008 be adopted as circulated.**

**Carried**

- (iv) Special Council Meeting Minutes – November 18<sup>th</sup>, 2008  
Re: Building Canada Fund – Communities Components (BCF-CC)

**Resolution # 6(a)(iv)/12/02/08**

**Councillor Casey and Councillor Boivin**

**Be it resolved that the Special Council Meeting Minutes for the meeting dated November 18<sup>th</sup>, 2008 be adopted as amended.**

**Attendance**

Councillor Margaret Casey should be noted under Regrets

**Carried**

(b) **To Be Received**

- (i) Lake of Bays Library Board Meeting Minutes – May 20<sup>th</sup>, June 17<sup>th</sup>, July 15<sup>th</sup>, September 16<sup>th</sup> and October 21<sup>st</sup>, 2008

**Resolution # 6(b)(i)/12/02/08**

**Councillor Tapley and Councillor Ross**

**BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays receive the Lake of Bays Library Board Committee Meeting Minutes for the meetings dated May 20<sup>th</sup>, June 17<sup>th</sup>, July 15<sup>th</sup>, September 16<sup>th</sup> and October 21<sup>st</sup>, 2008.**

**Carried**

- (ii) Lake of Bays Fire Advisory Committee Meeting Minutes – September 9<sup>th</sup>, 2008

**Resolution # 6(b)(ii)/12/02/08**

**Councillor Tapley and Councillor Ross**

**BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays receive the Fire Advisory Committee Meeting Minutes for the meeting dated September 9<sup>th</sup>, 2008.**

**Carried**

**7. COMMITTEE RESOLUTIONS FOR CONSIDERATION**

- (a) **Finance and Corporate Services Committee**

- (i) **Resolution #7(a)(i)/12/02/08**

**Councillor Tapley and Councillor Boivin**

**BE IT RESOLVED THAT the Finance and Corporate Services Committee recommends that the Council of the Township of Lake of Bays receive the 2007 audited financial statements as prepared by KPMG, Chartered Accountants, North Bay, ON. (2007 Audited Financial Statements)**

**Carried**

- (ii) **Resolution #7(a)(ii)/12/02/08**

**Councillor Boivin and Councillor Tapley**

**BE IT RESOLVED THAT the Finance & Corporate Services Committee recommend that the Council of the Corporation of the Township of Lake of Bays adopt the Application for the Allocation of Funds Raised in the Mayor's Golf Tournament;**

**And further ensure that this application be used by all persons interested in accessing dollars raised by the Township of Lake of Bays Mayor's Golf Tournament regarding youth**

programming in the Township of Lake of Bays (Allocate Funds from Mayors Golf Tournament).

Carried

(iii) **Resolution #7(a)(iii)/12/02/08**

Councillor Tapley and Councillor Boivin

BE IT RESOLVED THAT the Finance & Corporate Services Committee recommend that the Council of the Corporation of the Township of Lake of Bays approve the unbudgeted item of \$21,891 + G.S.T. for the placement of snowshoes (brakes) on the Lake of Bays Community Centre in order to prevent snow from sliding off the roof and endangering pedestrians, staff and vehicles (Snowshoe Brakes – Lake of Bays Community Centre).

Carried

(iv) **Resolution #7(a)(iv)/12/02/08**

Councillor Casey 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 08-148, to establish fees and charges on persons for payment of municipal services, activities and use of municipal property (Establish Fees and Charges)

Carried

By-law #08-148, being a by-law to establish fees and charges on persons for payment of municipal services, activities and use of municipal property (Establish Fees and Charges)

By-law #08-148 was read a first, second and third time and finally read.

(v) **Resolution #7(a)(v)/12/02/08**

Councillor Ross and Councillor Casey

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 08-152, to

**adopt a salary grid and merit increase guide for full-time non-unionized employees (Salary Grid & Merit Increase)**

**Carried**

By-law #08-152, being a by-law to adopt a salary grid and merit increase guide for full-time non-unionized employees (Salary Grid & Merit Increase)

**By-law #08-152 was read a first, second and third time and finally read.**

(vi) **Resolution #7(a)(vi)/12/02/08**

**Councillor Casey and Councillor Ross**

**BE IT RESOLVED THAT the Finance and Corporate Services recommend to Council the approval of Policy HR-8.1 Business Etiquette Guidelines (Business Etiquette Guidelines Policy)**

**Carried**

(vii) **Resolution #7(a)(vii)/12/02/08**

**Councillor Ross and Councillor Casey**

**BE IT RESOLVED THAT the Finance and Corporate Services recommend to Council the approval of Policy HR-1.14 Fitness Equipment/Physical Activity Membership Purchase Plan (Fitness Equipment/Physical Activity Membership Purchase Plan)**

**Carried**

(viii) **Resolution #7(a)(viii)/12/02/08**

**Councillor Casey and Councillor Ross**

**BE IT RESOLVED THAT the Finance & Corporate Services Committee recommend to Council that the Mayor and Clerk have authority to sign a service agreement on behalf of the Township of Lake of Bays with the District Municipality of Muskoka for information technology services; and**

**That the terms and conditions of the agreement are satisfactory to the Chief Administrative Officer and Treasurer; and**

Further that the projected costs for the implementation of the information technology operational review be included in the 2009 operating budget. (Service Agreement – Information Technology Services) (District Municipality of Muskoka)

Carried

(ix) Resolution #7(a)(ix)/12/02/08

Councillor Casey and Councillor Ross

BE IT RESOLVED THAT the Finance & Corporate Services Committee recommend to Council that the Township of Lake of Bays supports the joint acquisition of centralized corporate software from Vadim Software (Orillia, Ontario) at a cost not to exceed \$110,000 annually for operations and capital payable through the District Municipality of Muskoka

Further, that the projected costs for the implementation of the corporate software replacement be included in the 2009 operating and capital budgets as required. (Corporate Software Replacement) (District Municipality of Muskoka)

Carried

(b) Heritage Advisory Committee

Nil

(c) Parks Recreation and Trails Advisory Committee

Nil

(d) Community Emergency Management Committee

Nil

8. **REPORTS AND BY- LAWS**

(a) Planning

Nil

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**(b) Director of Public Works**

- (i) By-law #08-146, being a by-law to appoint a Community Emergency Management Coordinator and Alternate for the Township of Lake of Bays (Community Emergency Management Coordinator and Alternate)

**By-law #08-146 was read a first, second and third time and finally read.**

- (ii) By-law #08-147, being a by-law to appoint a Community Emergency Information Officer and Alternate for the Township of Lake of Bays (Community Emergency Information Officer and Alternate)

**By-law #08-147 was read a first, second and third time and finally read.**

**(c) Chief Building Official**

- (i) Report re: Building Report for the Month of October 2008; for Council's information

**(d) Fire Chief**

Nil

**(e) Clerk**

- (i) By-law #08-149, being a by-law to appoint members of the 2009 Committee of Adjustment for the Corporation of the Township of Lake of Bays (Appoint Committee of Adjustment)

**By-law #08-149 was read a first, second and third time and finally read.**

- (ii) By-law #08-151, being a by-law to authorize the Mayor and Clerk to sign a Letter of Agreement between the Ontario Trillium Foundation and the Corporation of the Township of Lake of Bays for the Lake of Bays Community Centre (Ontario Trillium Foundation) (Lake of Bays Community Centre)

**By-law #08-151 was read a first, second and third time and finally read.**

**(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)	McLean	Cesta	1019 Grand Blvd.	L 15, C 12	08-150
8(f)(i)(b)	Franklin	Van Gelder	1052 Rat Bay Road	L 21, C 10 & 11	Withdrawal

**(a) Resolution #8(f)(i)(a)/12/02/08****Councillor Ross and Councillor Casey**

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

- **All that part of the original road allowance, also known as original shore road allowance lying in front of Part of Lot 15, Concession 12, former Township of McLean, now Township of Lake of Bays, District Municipality of Muskoka, being Part 1, Plan 35R-12124 (Cesta)(1019 Grand Blvd)(McLean)**

**Carried**

By-law #08-150, entitled a by-law for the purpose of closing that part of the original road allowance, also known as original shore road allowance, in front of Part of Lot 15, in Concession 12, of the former Township of McLean, now in the Township of Lake of Bays, in the District Municipality of Muskoka, designated as Part 1 on Plan 35R-12124 (Cesta)(1019 Grand Blvd.)(McLean)

**By-law #08-150 was read a first, second and third time and finally passed**

**(b) Resolution #8(f)(i)(b)/12/02/08****Councillor Boivin and Councillor Casey**

**BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays accepst the withdrawal of Original Road Allowance Application File #07-05 (Van**

**Gelder Holding Ltd. (Blue Water Acres Resort) (1052 Rat Bay Road) (Franklin)**

**Carried**

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

ITEM #	WARD	APPLICANT	CIVIC ADDRESS	LOT/CONC.
8(f)(ii)(a)	McLean	Cabral	Kelly Road	L 14, C 9

(a) **Resolution #8(f)(ii)(a)/12/02/08**

**Councillor Casey and Councillor Ross**

**BE IT RESOLVED THAT the application for the use of original shore road allowance located in front of Part Lot 14, Concession 9, McLean Ward, under assessment roll no. 040-007-08800 for a proposed dock and newly constructed stone patio be DENIED (Cabral) (Kelly Road-Vacant Land) (McLean)**

**Carried**

- (a) Report re: Monthly Summary Report up to November 30<sup>th</sup>, 2008; **for Council's information**

(iii) **Other**

- (a) Report re: Water Test Results for October 2008; **for Council's information**

(g) **By-law Enforcement**

Nil

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

- (a) By-law #08-153, being a by-law to authorize the execution of a tax arrears extension agreement pursuant to Section 378 of the *Municipal Act, 2001* (Tax Arrears Extension Agreement)

**By-law #08-153 was read a first, second and third time and finally passed**

**9. CORRESPONDENCE**

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- (a) Mary Howard re: Removal of Dock

**Council directed staff to respond accordingly to this matter.**

- (b) Martin and Karin Ahermaa, Moot Lake, re; Commend Staff; **for Council's information**

**10. MUNICIPAL COUNCILLORS' REPORTS**

- (a) Councillor Tapley

Councillor Tapley reported on the following:

Heritage Advisory Committee

- Year end report will be coming forward from Committee
- Several unfinished items from 2008 year will be coming forward to Council and completed in 2009
- Committee is currently processing their first heritage designation that may come to Council on January 13<sup>th</sup>, 2009
- Networking with the Ministry of Culture on the By-law and staff have been very diligent with assisting Committee with the designation

Ministry of Tourism and MTMA Conference

- Attended "Barriers to Tourism" conference at Taboo Resort
- Ministry is looking at ways to ensure there is an equal footing across the Country with respect to tourism.

Firefighters Christmas Party

- Thanked the Firefighters for organizing a wonderful Christmas Party again this year
- Olympic Torch is coming to Huntsville on December 30<sup>th</sup>, 2009 on route to the 2010 Winter Games

Birthday Celebration

- Mary Elder former Clerk of the Township of Lake of Bays is celebrating her 95<sup>th</sup> Birthday on December 10<sup>th</sup>, 2008

- (b) **Councillor Ross**

Councillor Ross reported on the following:

Dorset Heritage Museum Committee

- Attended meeting on November 26<sup>th</sup>, 2008 at 7:00 p.m.
- Requested a letter of support from the Township regarding a project being undertaken for a visual heritage tour of the museum that will be available online.

High Speed Internet

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- Being questioned by constituents as to when Dorset will receive service

Dorset Seniors Club

- Are actively enjoying the Wii System and consider it a great addition to their centre
- One of the oldest members got the first three (3) strikes at bowling

(c) **Councillor Casey**

Councillor Casey reported on the following:

Winter Games Community Chair

- Lake of Bays needs to appoint a Community Chair for the 2010 Winter Games
- It is a volunteer position
- Two (2) events are to be held in the Township during the games; wrestling in Dwight and Women's Hockey in Baysville
- There is potential to have co-chairs one (1) from Dwight and one (1) from Baysville who could work together to assist each other
- Names and suggestions are welcome
- The Community Chair would help organize volunteers within the area

(d) **Councillor Boivin**

Councillor Boivin reported on the following:

District Advisory Committee

- Issue was brought forward that lighting around the Township building was pointed toward the sky and suggested light hoods and redirection of lights downward

District Road #8

- Custodial building now has power and a light bulb
- Residents are objecting to work crews discarding the reels from the wire of the new guardrails into the ditch.
- Councillor Boivin to discuss matter with District Municipality of Muskoka Public Works

The Andrew Daniel's Fish Stewardship Group

- Next year the group will direct its energy to restoration of streams; conducting detailed fish study of Rabbits Bay and Oxtongue River

Unavailable

From Monday, December 8<sup>th</sup>, 2008 to Tuesday, December 16<sup>th</sup>, 2008

(e) **Councillor Burgess**

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Nil

(f) **Councillor Cote**

Nil

**11. MAYOR'S REPORT**

Mayor Peake reported on the following:

**Events Attended**

- Meetings,
- Bazaars and other events in support of area seniors, and
- Retirement Party for District Municipality of Muskoka Employee, Jeff Plummer

**Development Charges**

- Received an e-mail regarding Mayor and Council not supporting development charges increase at the District Municipal of Muskoka Council
- Responded advising the sender that all of Lake of Bays Council did vote in favour of the increase, but there was not enough Council at the table in support of the motion to get it passed.

**12. UNFINISHED BUSINESS**

Nil

**13. CLOSED SESSION**

Nil

**14. BUSINESS ARISING FROM CLOSED SESSION**

Nil

**15. CONFIRMING BY-LAW**

- (a) By-law #08-154 being a by-law to confirm the proceedings of the meetings of Council held on December 2<sup>nd</sup>, 2008.

**By-law #08-154 was read a first, second and third time and finally passed.**

16. ADJOURNMENT

Resolution #16(a)/12/02/08

Councillor Casey and Councillor Ross

**BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays adjourn at 2:55 p.m. to meet again on December 16<sup>th</sup>, 2008, at 9:00 a.m. in the Council Chambers of the Municipal Office, Dwight, Ontario.**

Carried

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

DRAFT