

**THE CORPORATION OF THE TOWNSHIP OF MINDEN HILLS  
COUNCIL MEETING MINUTES  
Thursday, February 24<sup>th</sup>, 2011**

Commencement: 9:00 a.m.  
Adjournment: 12:04 p.m.

**Present:** Reeve Barb Reid  
Deputy Reeve Cheryl Murdoch  
Councillor at Large Larry Clarke  
Councillor Lisa Schell  
Councillor Brigitte Gall  
Councillor Ken Redpath  
Councillor Jean Neville

**Staff:** Interim CAO John Rogers  
Clerk Cheryl McCarroll  
Road Superintendent Kevin Hill  
Treasurer Lorrie Blanchard  
Dir. of Community Services Rick Cox

CALL TO ORDER

Reeve Reid welcomed everyone and called the meeting to order.

CLOSED SESSION – 9:00 a.m. (Boardroom)

**Res. #11-41 Ken Redpath – Jean Neville**  
***Pursuant to Section 239 of the Municipal Act 2001, S.O. 2001, c. 25, be it resolved that the next part of the meeting be closed to the public. The subject matter being considered is personal matters about an identifiable individual including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality.***

***Carried***

**Res. #11-42 Ken Redpath – Jean Neville**  
***Be it resolved that the Closed Session of the Council Meeting adjourn and Open Session resume.***

***Carried***

**Res. #11-43 Ken Redpath – Jean Neville**  
***Be it resolved that direction(s) given in Closed Session be approved.***

***Carried***

**Res. #11-44 Ken Redpath – Jean Neville**  
***Be it resolved that the Council of the Township of Minden Hills approves the agenda for the Council Meeting of February 24<sup>th</sup>, 2011.***

***Carried***

PUBLIC MEETING – 10:00 a.m.

Application for the removal of the Holding (H) Zone attached to the Shoreline Residential Exception Twenty-Six (SR-26-H) Zone – Part of

Lot 14, Concession 14, in the geographic Township of Lutterworth  
(Little Bob Lake – 1158 Learners Lane)

DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF  
None declared.

ADOPTION OF MINUTES OF PREVIOUS MEETINGS

Council – January 27<sup>th</sup>, 20011  
Committee of the Whole – February 10<sup>th</sup>, 2011

**Res. #11-45 Brigitte Gall – Ken Redpath**  
**Be it resolved that the Council of the Township of Minden Hills**  
**adopt the minutes of the following meetings:**

**Council – January 27<sup>th</sup>, 2011**  
**Committee of the Whole – February 10<sup>th</sup>, 2011**  
**Carried**

DELEGATIONS

a. Dan Simmer re: Lighting on IGA Road, McKnight & Anson Streets  
Mr. Simmer advised of his delegation at the Town Hall Meeting. He discussed a tracking system for constituent inquiries. He further discussed:

- Lighting should be installed on IGA Road for pedestrian safety
- Culvert is required for under McKnight Street and the pioneer ditch running south to the ditch draining to 43 Anson Street – the river should be cleaned out
- Existing culverts under Anson Street should be lowered 12” – 18” to help provide drainage to all properties on the east side
- Existing ditch from Peck Street to McKnight Street should be maintained by the Township on a regular basis to prevent ice build-up or weeds
- Two trees on empty drainage lot (8 Anson Street) should be removed before they come down on hydro wires
- The boardwalk to the Cultural Centre, pool study and the need for a new fire pumper truck. Pictures of a dock in Somerville Township were circulated and Mr. Simmer noted the increase in the tourist business

The Reeve advised that the matters raised by Mr. Simmer would be referred to staff for guidance on how to proceed.

b. Dave Bucholtz re: Joint Waste Recycling Strategy Plan  
Mr. Bucholtz provided copies of the Municipal Waste Recycling Strategy for the municipalities in Haliburton County. He noted the plan was completed in order to develop a plan to increase the efficiency and effectiveness of the recycling program and maximize the amount of blue box material diverted from disposal.

Mr. Bucholtz further advised:

- Waste Diversion Ontario (Continuous Improvement Fund) provided funding to develop the plan
- Objective is to increase diversion rates and increase what is being recycled
- Demonstrate continuous improvements toward Best Practices
- Clarify long term goals of the (Blue Box) diversion program
- Identify cost solutions to maximize Blue Box diversion
- Four local municipalities initiated the municipal waste recycling strategy

- Plan identifies challenges (high seasonal population, geography – County is geographically large, entails winding roads and is dotted with lakes, high transportation/haulage costs) and circumstances of each of the municipalities
- Reviewed the public consultation process
- Average blue box diversion rate (2009) was 36.3% for Minden Hills while the municipal group average was 21.3%
- Net recycling cost per tonne per year was \$173 for Minden Hills while the municipal group average was \$553.13
- Provided an overview of planned initiatives:
  - Public education and training
  - Training of key staff
  - Multi-municipal collection and processing of recyclables
  - Standardized service levels and collaborative haulage contracting
- Discussed future initiatives:
  - Review of bag limits
  - Enhancements of recycling depots (signage, satellite depots, etc.)
  - Assess tools and methods to maximize diversion
  - Follow generally accepted principle for effective procurement and contract management
- Discussed monitoring and reporting
- Minden Hills waste diversion goal is to increase the diversion rate of blue box materials by 5% by the end of 2012
- Document was prepared to be a 15 year document
- Discussed the informal meetings of the four municipalities (there is no lead on the joint project – there is no County representative)
- Council questioned the recycling of materials and Mr. Bucholtz advised that fibres have a high reuse rate, glass and metals are dependent on the market (willing buyer) and plastics are tough as they are not always able to be sold
- Council Questioned the significant reduction in stewardship funding in light of our higher level of diversion. Mr. Bucholtz noted there is a two year lapse and noted there may have been a “blip” in 2008.

#### ACCOUNTS

**Res. #11-46 Cheryl Murdoch – Ken Redpath**  
**Be it resolved that the Council of the Township of Minden Hills approves account in the amount of \$299,275.12 for payment.**  
**Carried**

#### RESOLUTIONS TO BE CONSIDERED FOR APPROVAL

- a. Motion re: Cottage Kits

**Res. #11-47 Cheryl Murdoch – Ken Redpath**  
**Be it resolved that the Council of the Township of Minden Hills refer the creation of Cottage Kits to the Solid Waste Management Committee in conjunction with the Environment & Property Operations Manager for a recommendation back to Council.**  
**Carried**

- b. Motion re: Update Specification and Preparation of Tender Documents for the Proposed Reconstruction of Newcastle Street

**Res. #11-48 Cheryl Murdoch – Ken Redpath**

**Be it resolved that the Council of the Township of Minden Hills authorizes the Road Superintendent to have AECOM update the Newcastle Street specifications and prepare the tender documents so that this project can get started and finished in a timely manner.**

**Carried**

- c. Motion re: Cultural Planning Steering Committee

**Res. #11-49 Ken Redpath – Brigitte Gall**

**Be it resolved that the Council of the Township of Minden Hills strike a Municipal Cultural Planning Steering Committee to oversee the MCP Project from February 2011 to June 2011; and further, that the following be appointed to the committee: Councillor Larry Clarke, Councillor Brigitte Gall, Jim Blake (HCDC), Minden Hills Director of Community Services, a community member, County of Haliburton Economic Development Manager and Minden Hills Cultural Centre Director.**

**Carried**

- d. Motion re: 2014 Pan Am Games

**Res. #11-50 Ken Redpath – Cheryl Murdoch**

**Be it resolved that the Council of the Township of Minden Hills request the County of Haliburton to support in the planning for and implementation of the local aspects of hosting the white-water events for the 2015 Pan Am Games through the in-kind work of staff in the County Roads Department and Economic Development Department.**

**Carried**

- e. Motion re: Riverwalk Project

**Res. #11-51 Jean Neville – Ken Redpath**

**Be it resolved that the Council of the Township of Minden Hills authorize that the Township's contract with Braunstein & Braunstein be amended to include the additional work and screw piles required for the construction of a fully accessible Boardwalk component of the Riverwalk ISF Project at a total cost not to exceed \$615,000.00 plus applicable taxes.**

**Carried**

- f. Motion re: Delegation of Powers to the County re: Tree Preservation By-law

**Res. #11-52 Brigitte Gall – Ken Redpath**

**Be it resolved that the Council of the Township of Minden Hills pass a resolution to delegate its power to pass a by-law under Section 135 of the Municipal Act to the County of Haliburton**

**Carried**

- g. Motion re: Proposed Historical Designation of the Irondale Church

**Res. #11-53 Ken Redpath – Jean Neville**

**Be it resolved that the Council of the Township of Minden Hills instruct staff to prepare a Notice of Intention to pass a by-law**

**designating the Irondale Church as an historic property.  
Carried**

- h. Motion re: Proposed shoreline Road Allowance Closure & Sale, SRA-11-01 (KURTZ/KRIZMANIC), fronting Part Lot 12, Concession 13, geographic Township of Minden – Little Boshkung Lake

**Res. #11-54 Ken Redpath – Jean Neville**

**Be it resolved that the Council of the township of Minden Hills direct Planning Staff to proceed with the processing of this application in accordance with established procedure under approved Policy No. 19 as amended.**

**Carried**

- i. Motion re: Application for Consent H-132/2010 (MOORE), Part of Lot 13, Concession 8, geographic Township of Minden

**Res. #11-55 Ken Redpath – Jean Neville**

**Be it resolved that Consent Application No. H-132/2010, Part of Lot 13, Concession 8, in the geographic Township of Minden be approves subject to the following conditions:**

1. **Subject to approval of the survey by the Planning Administrator of the Township of Minden Hills prior to its registration**
2. **The severed lot must be serviced by an M.O.E. or District Health Unit approved on-site sewage disposal system. The retained lot appears to be sufficiently large enough to accommodate a proper septic system**
3. **Subject to entrance approval being obtained from the Township's Road Superintendent**
4. **Where an insufficient right-of-way exists at present, the applicant must deed to the Township of Minden Hills, for road purposes, a minimum of 33 feet from the centre line on the road known as Dennison Road fronting the applicant's property and any land between the travelled road and the municipal road allowance. All associated costs are to be the responsibility of the applicant, including but not limited to, legal fees and survey costs. The survey, outlining the property to be conveyed, is to be approved by the Road Superintendent of the Municipality prior to registration**
5. **All outstanding realty taxes to be paid in full**
6. **The severed and retained lots must meet the minimum lot standards in accordance with Zoning by-law 06-10 for Minden Township in the Rural (RU) Zone.**

**Carried**

- j. Motion re: Terms of Reference for Advisory Committees

Discussion took place regarding the proposed Terms of Reference which included:

- Cannot support generic blanket coverage – this will impede committees
- Do support committees making up their own Terms of Reference

**Res. #11-56 Jean Neville – Ken Redpath**

**Be it resolved that the Council of the Township of Minden Hills adopts the standardized Terms of Reference for all committees, and further that each individual advisory committee will prepare their own Mandate/Objectives.**

**Carried**

A recorded vote was requested which resulted as follows:

Yea: Clarke, Gall, Neville, Redpath, Reid

Nay: Murdoch, Schell

- k. Motion re: Policy for Volunteering

When questioned, the Interim CAO stated that the policy was meant to cover anyone volunteering on behalf of the municipality, i.e. including events, etc.

Questions were asked regarding police checks and it was noted that the OPP had provided a sample letter requesting that the fee for volunteer's police check be waived and had also provided a list of required documents volunteers needed to present to the OPP at the time of applying for the police check.

**Res. #11-57 Ken Redpath – Jean Neville**

**Be it resolved that the Council of the Township of Minden Hills adopts the Policy for Volunteering in Minden Hills.**

**Carried**

- l. Motion re: Water Testing Bottles – deferred to March COTW

- m. Appointment of Additional Advisory Committee Members

**Res. #11-58 Brigitte Gall – Ken Redpath**

**Be it resolved that the following applicants be appointed to the pertinent advisory committees:**

**Irondale Community Centre: Barry Simmons, Glenda Simmons, Ranold Wright, Jane Wilson and Paula Shepherd**

**Carried**

**Parks & Recreation: Cheryl Lynn Smith and Stephen "Scotty" Boyd**

**Youth: Stephen "Scotty" Boyd**

**Cemetery Board: Mike Cusato**

**Carried**

**Res. #11-59 Lisa Schell – Jean Neville**

**Be it resolved that the following (late) applicants be appointed:**

**Lochlin Community Centre: Audrey Carter**

**Parks & Recreation: Mary Hamilton**

**Carried**

After discussions with the Interim CAO, the Chair advised that the motions for additional applications to the Solid Waste Management and Cultural Centre Committees were not being presented today. She noted that they had been previously discussed and debated in Closed Session. She noted that the decision had been made.

Further comments included:

- Motions have been moved and seconded

- Concern raised re: transparency
- Totally object to not being able to vote in public regarding requested additions
- Apologize to the people who have not been placed on committees
- Decision has been made and people may be unhappy with that decision
- Additional applicants were discussed in closed session and Council cannot vote in Closed Session and the request was made to add additional members to Solid Waste Management and the Cultural Centre Committees
- List was prepared of those who had applied and those not chosen, vote was taken at January Council
- Council has voted in public on the list of people on the list but has not voted in public regarding the people off the list
- Would like to vote today on the additions requested
- AMO training sessions, members were told that committee selections (including review of application) should have been discussed in Open Session

Council recessed at 10:59 a.m. and reconvened at 11:08 a.m.

After consultation with the Interim CAO and Clerk, the Reeve advised that the motions be reconsidered.

**Res. #11-60 Lisa Schell – Jean Neville**  
**Be it resolved that the following applicant be appointed:**

**Solid Waste Management Committee: Peter Oyler**  
**Defeated**

A recorded vote was requested that resulted as follows:  
 Yea: Murdoch, Neville, Schell  
 Nay: Clarke, Gall, Redpath, Reid

**Res. #11-61 Lisa Schell – Cheryl Murdoch**  
**Be it resolved that the following applicants be appointed:**

**Minden Hills Cultural Centre Committee: Georgina Parkes, Sandy Valentine, Elly Malcomson & June Anderson**  
**Defeated**

A recorded vote was requested which resulted as follows:  
 Yea: Murdoch, Neville, Schell  
 Nay: Clarke, Gall, Redpath, Reid

Considerable discussion took place regarding:

- No problem with those appointed to the Cultural Centre Committee, due to the multi aspects of the centre, a larger committee will be beneficial
- Appreciate the members who have dedicated volunteer time and expertise, but new people also want to have an opportunity to make a contribution
- Former members will not be confrontational
- Concern expressed that none of the four applicants requested have made it onto the committee
- There needs to be an appropriate way to publically celebrate and recognize those who have been long serving members
- Meetings are open to the public and those not selected can continue to

- be involved in some manner
- Members are not being celebrated but rather “put out to pasture”

The Reeve stated that the Council was elected by the majority of the people in Minden Hills and regretted that this matter was forced into the public light and discussed the need to respect the rights of the individuals brought forward and not appointed.

**CORRESPONDENCE & COMMUNICATIONS**

a. Requiring Action:

- i. OPP Haliburton Highlands Detachment re: Business Planning consultation – Priorities within the Community & Extra Policing Needs

A member of Council requested that increased presence on the water would be appreciated as weekend activities on the lakes become out of control. It was explained that 2/3 of the experienced marine unit is retiring.

With regards to the \$2,500 for extra policing needs, it was noted that extra patrols in 2010 had taken place on Canada Day (Gull River) and on Halloween night.

These matters were referred to the Protective Services Committee for a recommendation back to Council.

Advisory Committee Meetings

- i. Cemetery Board re: Draft minutes and recommendations of the February 13<sup>th</sup>, 2011 Meeting

**Res. #11-62 Lisa Schell – Jean Neville**

**Be it resolved that the Council of the Township of Minden Hills approves the 2011 Cemetery Budget as distributed to and recommended by the Cemetery Board.**

**Carried**

**Res. #11-63 Jean Neville – Lisa Schell**

**Be it resolved that the 2011 Cemetery Schedule of the Fees & Charges as distributed to and recommended by the Cemetery Board be adopted.**

**Carried**

- b. Information – Nil.

c. Staff Reports

- i. Administration – Nil.
- ii. Finance – Nil.
- iii. Building/By-law – Nil.
- iv. Fire – Nil.
- v. Environment & Property Operations – Nil.
- vi. Community Services  
Memo from the Community Services Director re: 2011 Timbit Curling Championship Rental Rate

**Res. #11-64 Larry Clarke – Cheryl Murdoch**  
**Be it resolved that the Council of the Township of Minden Hills authorize the Director of Community Services to revise the contract with the Timbits Curling Championship, eliminating the cost for the rental of the Community Centre and Arena; and further, to refund the deposit they have already paid towards the cost.**  
**Carried**

vii. Cultural – Nil.

viii. Personnel – Nil.

ix. Planning – Notice of Motion re: Clean & Clear By-law  
Concern was expressed that rate payers were complaining about the state of neighbouring properties (derelict vehicles, etc.) and the property owners were fined but the debris and refuse remained. It was requested that the Clean & Clear By-law be amended to allow the Township to do more than process a fine.

A Property Standards By-law was suggested and it was noted that Dysart's By-law is extremely effective.

Further discussion took place regarding a community based on mutual respect and further discussed "normal standards." The need for an effective tool to address problem properties was emphasized.

Staff are to report back to Council regarding a proposed updated Clean and Clear By-law and/or a Property Standards By-law.

x. Roads – Nil.

#### BY-LAWS

a. 11-14: Fees & Charges

**Res. #11-65 Jean Neville – Larry Clarke**  
**Be it resolved that the following by-law be given first, second and third readings, passed and signed and the Corporate Seal attached thereto:**

**By-law 11-14**  
**Carried**

b. 11-15: Agreement with DataFix

**Res. #11-66 Larry Clarke – Jean Neville**  
**Be it resolved that the following by-law be given first, second and third readings, passed and signed and the Corporate Seal attached thereto:**

**By-law 11-15**  
**Carried**

c. 11-16: Removal of the "H" Symbol (DUERR)

**Res. #11-67 Jean Neville – Larry Clarke**  
**Be it resolved that the following by-law be given first, second and third readings, passed and signed and the Corporate Seal**

**attached thereto:**

**By-law 11-16  
Carried**

- d. 11-17: SRA-09-14 (RATZ)

**Res. #11-68 Larry Clarke – Brigitte Gall  
Be it resolved that the following by-law be given first, second and third readings, passed and signed and the Corporate Seal attached thereto:**

**By-law 11-17  
Carried**

- e. 11-18: SRA-10-11 (HESLOP)

**Res. #11-69 Jean Neville – Larry Clarke  
Be it resolved that the following by-law be given first, second and third readings, passed and signed, and the Corporate Seal attached thereto:**

**By-law 11-18  
Carried**

- f. 11-19: SRA-10-13 (TOWN/HARRIS)

**Res. #11-70 Larry Clarke – Brigitte Gall  
Be it resolved that the following by-law be given first, second and third readings, passed and signed, and the Corporate Seal attached thereto:**

**By-law 11-19  
Carried**

- g. 11-20: Estimate for Expenditures & Revenues

Considerable discussion took place regarding a 0% increase for Council remuneration. It was suggested that the mileage paid to members of Council be cut out instead. It was noted that the 0% increase was equivalent to approximately \$3,600 to \$3,700 and cutting out mileage would amount to approximately \$1,600 in savings.

Further comments included:

- 0% increase is about stepping up to the front of the line – in light of the economic climate – this sends a good message
- Agree with cutting out mileage unless attending a meeting/conference outside of the County
- Another year or another Council will have to play catch-up and that doesn't look good either
- CUPE contract discussed
- It is not about the money
- Take out the mileage and any remaining amount out of Conferences & Education
- Staff are not paid to come to work why should Council members
- Principle is that Council is setting an example with a 0% increase
- 3% of Councillor's remuneration = approximately \$500, 3% of 150,000 is far greater – talk dollars not percentages (optics)
- Treasurer did not agree to revising the budget but rather move dollars

from one area to another and revise the language in the Executive Summary (no change to By-law)

- Areas of expense need to be looked at – what’s appropriate
- Suggested compromise was 1 ½% increase and no mileage
- Thanked the Treasurer, Department Heads and Finance Chair for the early preparation of the Budget (4 -6 weeks early) but expressed concern that there are numbers that we don’t know: County and School Board. The Treasurer confirmed that from a municipal point of view, she was confident in passing the By-law of Estimated Revenue and Expenses. She noted that County and School Board numbers will be forwarded to Council when available. Further discussion took place regarding a tender for the new fire pumper truck. The Treasurer explained the additional \$50,000 allocated to Reserve for this purpose and advised that the Township may have to use next year’s allocation depending on tenders received. The Treasurer further discussed the proposed road construction (Newcastle and Orde Streets) as part of the Road Needs Study and was confident of the 2010 surplus. She detailed the process once the final 2010 numbers are available (wish list items will require what, why and what makes it important – health & safety, accessibility, aging infrastructure, etc. and the cost of each project).

It was noted that Minden Hills was the first municipality to pass their budget and the Treasurer was questioned if she had any concerns. The Treasurer stated that she had the numbers for: insurance, policing costs, OMPF, Stewardship Ontario and was confident that there were decent reserves. Trust was placed in the Treasurer.

The Interim CAO stated that it was beneficial to bring in an early budget. He suggested passing the budget before December 31<sup>st</sup> (not in an election year) like a corporation as it allows staff to get working on their projects. He commended the Treasurer on an early budget, moving the business of the municipality forward.

It was agreed to go ahead with no freeze to Council remuneration and that a review of other issues (reimbursement of expenses) take place.

**Res. #11-71 Brigitte Gall – Larry Clarke**

**Be it resolved that the following by-law be given first, second and third readings, passed and signed, and the Corporate Seal attached thereto:**

**By-law 11-20**

**Carried**

- h. 11-21: Sewer Fee – Minden

**Res. #11-72 Larry Clarke – Brigitte Gall**

**Be it resolved that the following by-law be given first, second and third readings, passed and signed, and the Corporate Seal attached thereto:**

**By-law 11-21**

**Carried**

- i. 11-22: Water Fee – Minden

**Res. #11-73 Brigitte Gall – Larry Clarke**

**Be it resolved that the following by-law be given first, second and third readings, passed and signed, and the Corporate Seal**

**attached thereto:**

**By-law 11-22  
Carried**

- j. 11-23: Water Fee – Lutterworth

**Res. #11-74 Brigitte Gall – Cheryl Murdoch  
Be it resolved that the following by-law be given first, second and third readings, passed and signed, and the Corporate Seal attached thereto:**

**By-law 11-23  
Carried**

- k. 11-24: 2011 Cemetery Annual Budget

**Res. #11-75 Jean Neville – Brigitte Gall  
Be it resolved that the following by-law be given first, second and third readings, passed and signed, and the Corporate Seal attached thereto:**

**By-law 11-24  
Carried**

#### QUESTIONS FROM THE PRESS

A question was asked regarding By-law 11-21 and it was noted that the by-law was passed.

#### OPEN PUBLIC FORUM

Ron Buchanan offered to swear an affidavit for volunteers he knew who did not have the required identification for an OPP check.

Rick Ratcliff discussed the 3% salary increase vs. cutting of mileage expenses. He suggested that Councillor's salary be based on attendance at meetings.

Attendance and mileage to attend Councillor training was discussed and Mr. Ratcliff was advised that this was a two day session.

Sandra Bradley discussed the Police Checks required by Committee appointees and asked if Councillors also required a Police Check. The Reeve confirmed that yes everyone required a Police Check.

#### CONFIRMATORY BY-LAW

**Res. #11-76 Jean Neville – Cheryl Murdoch  
Be it resolved that the following by-law be given first, second and third readings, passed and signed, and the Corporate Seal attached thereto:**

**By-law 11-25, being a by-law to confirm the proceedings of the Council at its meeting held on February 24<sup>th</sup>, 2011.  
Carried**

#### ADJOURNMENT

**Res. #11-77    Larry Clarke – Brigitte Gall**  
**Be it resolved that the Council of the Township of Minden Hills**  
**adjourns the Council Meeting of February 24<sup>th</sup>, 2011.**  
**Carried**

\_\_\_\_\_  
Head of Council

\_\_\_\_\_  
Clerk