

THE CORPORATION OF THE TOWNSHIP OF MINDEN HILLS
COUNCIL MEETING MINUTES
Thursday, May 26th, 2011

Commencement: 10:29 a.m.
Adjournment: 1:57 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: CAO Gerry Morrison
Clerk Cheryl McCarroll
Treasurer Lorrie Blanchard
Director of Community Services Rick Cox

CLOSED SESSION: 9:00 A.M.

Res. #11-158 Cheryl Murdoch - Lisa Schell
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 an identifiable individual, including municipal or local board employees, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality.
Carried

Res. #11-159 Ken Redpath - Brigitte Gall
Be it resolved that the Closed Session of the Council Meeting adjourn and Open Session commence.
Carried

OPEN SESSION: 10:00 A.M.

PUBLIC MEETINGS:

- a) Application for Zoning By-law Amendment (RUSSELL), RZ-11-04, Part of Lot 24, Concession 6, in the geographic Township of Lutterworth
- b) Application for Temporary Use By-law (ALLSAW PENTECOSTAL CHURCH), Part of Lot 23, Concession 5, in the geographic Township of Minden

CALL TO ORDER

Reeve Reid welcomed everyone and called the meeting to order.

Res. #11-160 Cheryl Murdoch - Jean Neville
Be it resolved that the Council of the Township of Minden Hills approves the agenda for the Council Meeting of May 26th, 2011 with the addition of a motion to hire a recruiter for the recruitment of an Environmental & Property Operations Manager
Carried

Res. #11-161 Jean Neville - Cheryl Murdoch
Be it resolved that direction(s) given in Closed Session be approved.
Carried

DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None declared.

ADOPTION OF MINUTES OF PREVIOUS MEETINGS

Council Meeting - April 28th, 2011
Committee of the Whole - May 12th, 2011
Special Council Meeting - May 12th, 2011

Res. #11-162 Lisa Schell - Jean Neville

Be it resolved that the Council of the Township of Minden Hills adopt the minutes of the following meetings:

***Council Meeting - April 28th, 2011
Committee of the Whole - May 12th, 2011
Special Council Meeting - May 12th, 2011
Carried***

DELEGATIONS

a) Mr. Gary McKnight, County Swimming Pool Initiative

Mr. McKnight advised that:

- the committee has looked at property in Minden
- money was being raised for a study
- a site needs to be identified for the location of the pool
- committee has looked at property in Dysart and County property but prefer the Minden Community Centre
- looking for a commitment from Council that can be passed on to the Consultant

Council requested clarification and Mr. McKnight replied that the committee is looking for a commitment of (free) property to build a swimming pool facility at the Minden Community Centre.

The Reeve advised that the fundraising is required with potential for a matching grant from HCDC, before the committee moves ahead with a study. She further advised Mr. McKnight to work with staff to identify a location and prepare a report of what would be required of the municipality (donation of land, location, etc.)

b) Dave Bucholtz, Cambium Environmental Inc. re: Draft 2010 Annual Monitoring Reports

i) Steeles Landfill Site

Dave Bucholtz provided a brief overview of the Steeles Landfill site, noting:

- Steele site location (south of the Village of Minden - Deep Bay Road)
- Site is dormant and has been capped
- Discussed monitoring of ground water and surface water at the various sampling locations
- Samples have been submitted to the lab and there have been no significant changes and no adverse impact (no residents close enough to impact)
- Conclusion: site is performing well and recommend reduced monitoring

ii) Scotch Line Landfill Site

Dave Bucholtz outlined the property noting:

- Large, active landfill that is accepting waste
- Detailed Beaver Creek and hydro corridor
- High topography
- Outlined monitoring locations for ground water and surface water
- Sampling has indicated no significant changes and is performing well - worst concentration is in the landfill
- Only concern is elevated concentration in the well to the west (may be occurring naturally and non-health related)
- October 2010 - higher than historical 10,000 m3 (bulky material to be chipped for cover) whereas normal amount is 7,500 m3

- Looking at site life of 30+ years
- Discussed diversion of materials (blue box, metal and cardboard)
- There is an application to the MOE for the site, to amend the Certificate of Approval for the design and operations plan of the site every five years (last submitted 7 - 8 years ago)
- Discussed MOE “cookbook” on how to move forward with managing the site

Questions were asked regarding:

- Age of the Steeles landfill site (has been closed for some time and is now a grass field)
- Potential for expanding the operating portion of the Scotch Line landfill - southern area for general waste (hydro corridor would limit and monitoring equipment for technical studies could be expensive to move - it is licenced and it is Township property)
- If we haul chipping materials away will it alter the life span of Scotch Line landfill (diversion will extend the life of the site)
- Used items table at the Scotch Line Landfill - Mr. Bucholtz stated that the Township needs to make a formal application - similar to the application for removal of the C & D materials
- CAO requested that Cambium provide a cost estimate for cover - now that the Township is making application to haul the material normally chipped on site and used for cover
- CAO stated that the Township can expect lower invoicing costs as a result of less monitoring and this was confirmed by Mr. Bucholtz

c) Kelly Hatch/John Stewart re: Pleasant Point

John Stewart reviewed his past appearances before Council stating he was disgruntled with the lack of response from the Township. He provided background information relative to the parking issues and the dock (cribbing, ramp and 14 x 20 dock). He noted that a survey stake had been moved on the Hatch’s property. He discussed the public access point and stated that the locals appear to be able to do whatever they want while it’s “too bad” for the cottagers.

The Reeve advised Mr. Stewart that the Township is having active conversations with our Solicitor and are working on a proposed solution. She assured Mr. Stewart that the issue of the dock and parking are being worked on.

Mr. Stewart stated that there were other examples of docks on public access points.

PAYMENT OF ACCOUNTS

Res. #11-163 Brigitte Gall - Ken Redpath
Be it resolved that the Council of the Township of Minden Hills approves accounts in the amount of \$422,175.29 for payment.
Carried

RESOLUTIONS TO BE CONSIDERED FOR APPROVAL

a) Motion to Award the Tender for the Engineering of the Reconstruction of Newcastle Street Project

Res #11-164 Cheryl Murdoch - Lisa Schell
Be it resolved that the Council of the Township of Minden Hills accepts the tender from Greer Galloway & Associates in the amount of \$28,000.00 + HST for the engineering of the Newcastle Street Reconstruction Project.
Carried

b) Motion re: Execution of the Museums & Technology Fund 2011 Grant Agreement
This matter was deferred.

- c) Motion re: Adopt the Position Description of Assistant to the Museums & Technology Project Coordinator
The matter was deferred.
- d) Motion re: Application for Consent H-022/2011, Part of Lots 23/23, Registered Plan 147 geographic Township of Lutterworth (WICKWARE)

Res. #11-165 Cheryl Murdoch - Jean Neville

Be it resolved that Consent Application No. H-022/2011, Part of Lots 22 & 23, Plan 147, in the geographic Township of Lutterworth be approved subject to the following conditions:

- 1) **Subject to minor variance approval by the Committee of Adjustment**
- 2) **Conditional upon consent being granted solely for lot addition to property in Roll #4616-052-000-01600 owned by Lauten/Sheppard**
- 3) **Subsection (3) or (5) of the Planning Act, R.S.O. 1990, shall apply to any subsequent conveyance or transaction as provided for in Section 50 (12) to ensure that the conveyance of land is such that the title is held in the same manner as the land to which the parcel is to be added, so that the two parcels merge to form an inseparable legally conveyable lot**
- 4) **Subject to approval of the survey by the Planning Administrator of the Township of Minden Hills prior to its registration**
- 5) **All outstanding realty taxes to be paid in full**
Carried

- e) Motion re: Application for Consent H-013/2011, Part of Lot 25, Concession 13, geographic Township of Snowdon (ZORKO & KELLY)

Res. #11-166 Jean Neville - Cheryl Murdoch

Be it resolved that Consent Application No. H-013/2011, Part of Lot 25, Concession 6, in the geographic Township of Snowdon, be approved subject to the following conditions:

- 1) **Subject to amendment of Zoning By-law 06-10 on the retained parcel to Rural Exception (RU-) to address any deficiencies with respect to lot frontage**
- 2) **Conditional upon consent being granted solely for lot addition to property owned by Brad and Noel Tait**
- 3) **Subsection (3) or (5) of the Planning Act, R.S.O. 1990, shall apply to any subsequent conveyance or transaction as provided for in Section 50 (12) to ensure that the conveyance of land is such that the title is held in the same manner as the land to which the parcel is to be added, so that the two parcels merge to form an inseparable legally conveyable lot**
- 4) **Subject to approval of the survey by the Planning Administrator of the Township of Minden Hills**
- 5) **All outstanding realty taxes to be paid in full**
Carried

- f) Motion re: Application for Consent H-010/2011, Part of Lot 15, Concession 6, in the geographic Township of Lutterworth (OSTASZEWSKI & RUTKOWSKI)

Res. #11-167 Jean Neville - Cheryl Murdoch

Be it resolved that Consent Application No. H-10/2011, Part of Lot 15, Concession 6, in the geographic Township of Lutterworth be approved 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) **Subject to entrance approval being obtained from the Township's Road Superintendent**
- 3) **All outstanding realty taxes to be paid in full**

- 4) *Part 9 on the draft to be considered to form part of the right-of-way it deemed appropriate*
- 5) *Approval under Policy #32 is required to grant an access across an original allowance for road*
Carried

- g) Motion re: Proposed Shoreline Road Allowance Closure & Sale, SRA-11-01 (SAUNDERS), fronting Part Lot 13, Concession 1, geographic Township of Minden - Canning Lake

Res. #11-168 *Brigitte Gall - Ken Redpath*

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

- h) Motion re: Rezoning Application RZ-11-06 (ZORKO & KELLY), Part of Lot 25, Concession 13, geographic Township of Snowdon

Res. #11-169 *Ken Redpath - Brigitte Gall*

That the Council of the Township of Minden Hills proceed with the scheduling of a Public Meeting under Section 34 (14.1) of the Planning Act, as amended, R.S.O. 1990, for the next available date and that a Notice of Public Meeting be distributed in the prescribed manner, in accordance with Section 34 (13) of the Planning Act; and further, that Council consider a By-law to amend Zoning By-law 06-10 to rezone the subject lands from the Rural (RU) Zone to the Rural Exception Nineteen (RU-19) Zone in order to recognize a deficient front yard and existing non-complying structures.

Carried

- i) Motion re: Rezoning Application RZ-11-06 (PALUMBO), Part of Lot 25, Concession 3, geographic Township of Minden

Res. #11-170 *Jean Neville - Ken Redpath*

That the Council of the Township of Minden Hills proceed with the scheduling of a Public Meeting under Section 34 (14.1) of the Planning Act, as amended, R.S.O. 1990, for the next available date and that a Notice of Public Meeting be distributed in the prescribed manner, in accordance with Section 34 (13) of the Planning Act; and further, that Council consider a By-law to amend Zoning By-law 06-10 to rezone the subject lands from the Shoreline Residential (SR) Zone to the Shoreline Residential Exception Forty-Two (SR-42) Zone in order to recognize deficient lot frontage and area on the subject property

Carried

- j) Motion re: Official Plan Amendment & Rezoning Application, Part of Lot 12, Concession 10, geographic Township of Minden (JOHNSTON)

Res. #11-171 *Brigitte Gall - Ken Redpath*

That the Council of the Township of Minden Hills proceed with the scheduling of a Public Meeting under Section 17(15) (d) and 34 (14.1) of the Planning Act, as amended, R.S.O. 1990, for the next available date and that a Notice of Public Meeting be distributed in the prescribed manner, in accordance with Sections 17 (17) and 34 (13) of the Planning Act; and further, that Council consider a By-law to amend the Township Official Plan to re-designate the subject lands from Waterfront to a Waterfront Special Area and also consider a by-law to amend Zoning By-law 06-10 to rezone the subject lands from the Rural (RU) Zone to the Highway

Commercial (C1) Zone in order to permit the proposed landscaping and garden centre on the subject property.
Carried

- k) Motion to Adopt Policy #10, as amended - To Govern the Training & Development of Municipal Staff

Res. #11-172 Brigitte Gall - Jean Neville
That the Council of the Township of Minden Hills adopt Policy #10 as amended.
Carried

- l) Motion to Adopt Policy #11, as amended - To Govern the Reimbursement of Expenses for Members of Council attending Meetings & Conferences

Res. #11-173 Jean Neville - Brigitte Gall
That the Council of the Township of Minden Hills adopt Policy #11 as amended.
Carried

- m) Motion re: Doctor Survey
It was questioned if the survey had been drafted and it was confirmed that the survey had been amended with the suggestions provided and grammar corrected.

Res. #11-174 Brigitte Gall - Jean Neville
That the proposed Minden Hills Doctor Survey be included as an insert in the Township's Final Tax bill and further that the survey be advertised in the local newspaper and on the website.
Carried

- n) Motion re: Council Remuneration - 1/3 tax exempt

Res. #11-175 Larry Clarke - Brigitte Gall
That the Council of the Township of Minden Hills continue with the practice of providing 1/3 of the remuneration paid to elected members of Council to be deemed to be expenses incidental to the discharging of their duties and therefore tax exempt, in accordance with Section 283 of the Municipal Act, 2001, S.O. 2001, as amended.
Carried

- o) Motion re: 2010 Year End Transfers to Reserve

Res. #11-176 Ken Redpath - Jean Neville
That the Council of the Township of Minden Hills approve the list of 2010 year-end transfers to Reserve as outlined in the Treasurer's report dated May 2nd, 2011.
Carried

- p) Motion re: Property Standards By-law
The Reeve discussed the change to the draft by-law which included the ability for the Township to place a lien against a property (on the tax bill) for clean-up work done by the Township.

Res. #11-177 Brigitte Gall - Larry Clarke
Be it resolved that the Council of the Township of Minden Hills directs that a Property Standards By-law be prepared and reviewed by the Township Solicitor; and further, that the Property Standards By-law be considered at the June 30th Council Meeting; and further, that Council appoint a three member Property Standards Committee.
Carried

CORRESPONDENCE & COMMUNICATIONS

Requiring Action

Nil

Advisory Committee Minutes

- i) Community Engagement Advisory Committee re: Draft Minutes of April 11th and May 2nd, 2011 Meetings
The Chair discussed the possibility of having a public notice board. The Chair is to ask for assistance from staff to prepare a report for Council's consideration re: location, size, budget, etc.
- ii) Waste Management Advisory Committee re: Draft Minutes of April 13th, 2011 and May 18th, 2011 Meetings
The Chair advised of the following:
 - Cottage Kits: there is no one to put the kits together this year
 - E-Waste bin is permanent at the Scotch Line landfill
 - Hazardous Household Waste Days - long weekends from May to October
- iii) Roads Advisory Committee re: Draft of May 10th, 2011 Meeting
Discussion took place concerning vehicle and pedestrian traffic on Bobcaygeon Road which included:
 - Poor site lines
 - Comments made that the Intersections of Bobcaygeon Road and Water Street and Bobcaygeon and Newcastle Street are a safety concern
 - Can be dangerous trying to cross Bobcaygeon Road, especially during the busy summer months
 - Committee considered three-way stops and it was advised that these can create more problems
 - Road Superintendent to bring an estimate for the completion of a traffic study to the next Roads Committee Meeting
 - Suggestions/new ideas can be forwarded to the committee
- iv) Economic Development Committee re: Draft of April 14th, 2011 Meeting
- v) Protective Services Committee re: Draft April 4th, 2011 Meeting

The minutes of the above meeting were received for information.

Information

Nil.

Staff Reports

Administration

Nil.

Finance

- i) Report from Treasurer re: 2010 Surplus

The report from the Treasurer outlined the items contributing to the 2010 Surplus, which included:

- Penalty on taxes
- Supplementary taxes
- Building permits & severance Admin. Fees
- Interest, Tax Registrations & other income (Treasury)
- Tipping Fees & Recyclables

- Stewardship Program
- Aggregate Stewardship Funding
- Wages & Benefits
- Policing (POA & CPAC)
- Minden Medical Centre
- Roads - Capital - Vehicles (Plow Truck & Backhoe)
- Landfill (General Expenditures)
- Accessibility & Health & Safety

2010 Surplus - Pending Audit Approval	\$440,000
Air Fill Station (defer as per Fire Chief)	\$ 40,000
Rink Door	\$ 25,000
Movable Partitions	\$ 25,000
Generator (defer as per Dir.)	\$ 80,000
Surveillance Camera (requires further investigation)	\$ 6,000
Rear Accessibility (defer to next intake)	\$ 40,000
Ball Diamond Electrical	\$ 18,000
Snowblower Attachment	\$ 9,000
Front Entrance - RinC	\$ 10,000
HCSA Bridge/ATV Project	\$ 25,000
Building Renovations	\$ 60,000
Property Information Software (defer)	\$ 30,000
Department Renovations	\$ 5,000
Financial Software	\$ 50,000
Road to Water Tower	\$ 21,000
Milburn Bridge (defer to 2012)	\$320,000
Lochlin Hall Eavestrough	\$ 5,500
Ontario Arts Council Grant	\$ 4,000
TOTAL	\$253,500.00
Used for 2010 Taxation Year	\$ 75,000.00
Transfer to Working Capital Reserve	\$107,500.00

Other items that require further investigation:

- Community Services Highway Signage
- Landfill Weigh Scales

Res. #11-178 Larry Clarke - Cheryl Murdoch

Be it resolved that the Council of the Township of Minden Hills approve the recommended list of projects, to be funded from the 2010 surplus; and further, that the Council of the Township of Minden Hills approve the transfer of approximately \$107,000 to Working Capital Reserve.

ii) Motion to Appoint Agent of Record

The Treasurer advised that proposals were requested from three companies and one individual for Agent of Record for the managing the Township's benefit package.

She advised that the proposals were to reflect:

- Experience
- Key personnel
- Commission
- Time line for completing a review

- References i.e. other municipal clients
- Candidates and their proposals were reviewed and rated, and they were invited to come and make a presentation to Council and staff

All Council members expressed their views as to who they were recommending and why.

Deputy Reeve Murdoch

- Did not participate in numbers game (rating sheet)
- Company can “low ball” to entice and raise rates after they have secured your business
- This is not a lottery - this is serious business
- Township has been warned about “shopping around”
- Current carrier has provided excellent service
- Staff have been pleased with current provider

Councillor Gall

- Mosey & Mosey is a large carrier and they spoke of savings down the road
- We would be the first piece of the Haliburton “puzzle”
- CAO has expressed positive past experience with this company
- They brought a number of things (ideas) to the table

Councillor Clarke

- Mosey & Mosey is a large group which gives smaller groups the stability of being part of a larger pool
- Represent many municipalities
- More aggressive in pricing and keeping us in line

Councillor Neville

- Bigger is not necessarily better
- In favour of independent due to creative thinking and ideas presented re: personal shopping accounts

Councillor Redpath

- Rated Mosey & Mosey (large company with lots of support) and McCoy (small, hands-on business) above the others
- Current Agent of Record not proactive and flexible enough
- Smaller company would be more hands-on but with larger company, the Township would be part of a bigger pot which would “spread the risk”

Reeve Reid

- Discussed Mosey & Mosey (consortium)
 - Give smaller municipalities more buying power
 - As Agent of Record may be able to negotiate better rates
- For the record, the CAO stated that he had previously had benefit coverage through Mosey & Mosey and was satisfied with their service but emphasized that the current carrier (Shawn Hagerman) was providing excellent service.

Res. #11-179 Brigitte Gall - Larry Clarke

Be it resolved that the Council of the Township of Minden Hills appoints Mosey & Mosey (LAS) as the Township’s Agent of Record.

Carried

A recorded vote was requested which resulted as follows:

Yea: Clarke, Gall, Redpath, Reid

Nay: Murdoch, Neville, Schell

The Treasurer stated that she would contact Mosey & Mosey to move forward with a proposal for Council’s consideration. She noted that it would likely be the end of summer. The Reeve noted that contract negotiations will get

underway this fall and stated that any changes need to be identified prior to the fall.

Building/By-law
Nil.

Fire
Nil.

Environment & Property Operations

- i) Report from CAO re: Quotation for the removal of materials to be chipped from the Scotch Line Landfill

Concern was raised that when Dysart had the building materials removed from the landfill, the fees for taking construction materials to the dump increased substantially. Builders using Scotch Line landfill need to be made aware if fees are to be increased in Minden Hills.

Res. #11-180 Ken Redpath - Brigitte Gall

Be it resolved that the Council of the Township of Minden Hills proceed with the tendering process for the removal of materials to be chipped from the Scotch Line Landfill, as set out in the Township's Procurement Policy. Carried

- ii) Recommendation from the Waste Management Committee re: the purchase of additional recycling bins for the Scotch Line Landfill

The Chair of the Solid Waste Committee advised:

- Garbutt's allowed one trip to Bracebridge per day in the summer
- One container is insufficient for the volume of recyclables during the busy summer months
- In the past, recyclables have been overflowing and get dirty
- Bracebridge wants clean recycling
- Would ultimately like to see eight additional bins, but would make due with four
- CAO advised that there was only \$10,000 in the budget and even two additional bins would likely exceed the budgeted amount
- Treasurer discussed options to finance (savings in wages & benefits, increased metal revenue and two years of good surpluses)
- Education needed re: use of disposal of water bottles - try not to use them!

Res. #11-181 Larry Clarke - Cheryl Murdoch

Be it resolved that the Council of the Township of Minden Hills prepare tenders for the purchase of four additional recycling bins for use at the Scotch Line Landfill. Carried

- iii) Discussion re: Landfill Cards

The Chair of the Waste Management Committee discussed the following:

- Owner of Miners' Bay Lodge has requested landfill cards for seasonal trailers
- Trailers with additions i.e. decks, additions, have been assessed by MPAC
- Assessments have been added to Miners' Bay Lodge owner who then recovers the associated taxes
- Two previous Environmental & Property Operations Managers have cautioned against issuing landfill cards to the owners of the trailers
- The other three local municipalities do not issue landfill cards to owners of trailers
- Approximately six campgrounds with 60+ sites
- Discussed Policy #4

- Residents of Lutterworth Pines do not receive landfill cards as it is considered a business
- The need to be fair to all constituents
- Request staff to identify the number of people on the tax roll in a similar situation

Mr. Wunker, owner, Miners' Bay Lodge was invited to attend the June 9th, 2011 Committee of the Whole Meeting to present his facts and express his concerns

- iv) Motion to Authorize the execution of an Agreement with Environmental Recycling Advocate for the Shrink Wrap Program

Res. #11-182 **Brigitte Gall - Larry Clarke**

Be it resolved that the Council of the Township of Minden Hills approves the Reeve and Clerk to execute the Agreement between the Township and Environmental Recycling Advocate for the 2011 Shrink Wrap Landfill Program; and further, that an amendment to the Township's Fees & Charges By-law be considered at the June 30th Council Meeting to include the Shrink Wrap Fee of \$5.00 per wrap; and further that notice of the proposed amendment be placed on the website and in the local newspaper. Carried

Council recessed at 12:22 p.m. and reconvened at 12:33 a.m.

- v) Environment & Property Operations Manager's Position

Considerable discussion took place which included:

- The position has been advertised twice
- 2nd session a good candidate was identified and the person could start in two weeks
- It is critical to get someone to fill this position
- It is not fiscally responsible to spend in excess of \$20,000 for a recruiter
- Personnel Committee to go back and review two other applicants not identified for interviews - if this does not produce a suitable candidate then propose to hire a recruiter
- Hire could become Director of Public Works
- It may take longer but it is better than just filling a slot
- Approve spending where we need to spend - recruiter may be the only solution
- If recruiter finds a candidate and they are not successful (do not pass probation) recruiter must "make it good" at no charge to the Township
- CAO advised that the 1st round of advertising produced seven responses and fourteen responses were received during the 2nd round

Res. #11-183 **Larry Clarke - Ken Redpath**

Be it resolved that the Council of the Township of Minden Hills directs that, failing a review of candidates by the Personnel Committee, that the CAO be authorized to have Feldman Daxon Partners Inc. conduct a search for an Environmental & Property Operations Manager at a fee of \$21,000 plus taxes and expenses. Carried

A recorded vote was requested that resulted as follows:

Yea: Clarke, Gall, Redpath, Reid

Nay: Murdoch, Neville, Schell

Community Services

- i) Report from the Director of Community Services re: Road Closure Request - Pritchard Lane, June 24th, 2011 from noon to 4:00 p.m.

Res. #11-184 **Larry Clarke - Brigitte Gall**

***Be it resolved that the Council of the Township of Minden Hills approve the Gold Wing Touring Association's request for use of the Municipal Parking Lot and partial closure of Pritchard Lane from 12:00 noon to 4:00 p.m. on Friday, June 24th, 2011.
Carried***

Cultural
Nil.

Personnel

i) Proposed Amendment to Policy #28 - Performance Appraisals

The matter was deferred as the Personnel Chair requested that the proposed changes being requested be forwarded to Department Heads for approval. The following amendments were requested by the Reeve:

- Section 2, Scope, add: "with voluntary input from Council"
- Section 6, 3rd paragraph: ..meeting with Personnel Committee Chair ..be amend to "meeting with Personnel Committee"

Discussion included:

- Council should not be involved in performance appraisals - this is the CAO's job - he works daily with the staff
- Council should have an opportunity to participate in the review on a voluntary basis - this is standard procedure/best practice
- Will not support Council member passing judgement of staff
- Some members of Council have only known staff for five months - how can they be objective?
- This is going down the wrong road
- It does not make sense that Council has no input whatsoever
- Likened Council to a Board of Directors - has a say in best practices

The policy was deferred to the June Council Meeting.

ii) Proposed Policy - Township Owned/Leased Vehicles

This matter was deferred until after Closed Session. It was stressed that smoking in Township vehicles is prohibited. It was advised that this has been brought forward to all Department Heads at recent Department Head Meetings and has also been addressed in the last set of Health & Safety Committee minutes.

iii) Policy #70 - Proposed Amendments - Code of Conduct for Staff

Questions were asked regarding the definition of "relative" (page three) and under Conflict of Interest - it was noted that the *Municipal Conflict of Interest Act* does not apply to siblings.

Grammatical changes were noted and the CAO advised that the changes should be sent to John S. Rogers who authored the policies.

A member of Council requested amendments to the Respect in the Workplace Policy, page six, paragraph six, and the CAO advised that all other employees have the avenue of an independent mediator or investigator while the CAO does not have that option. Discussion ensued regarding the policy and the CAO advised that it was imperative that this policy get approved today as a condition of recent mediation/investigation. He noted that CUPE has approved the policy as written.

iv) Policy #44 - Proposed Amendments - Respect in the Workplace

Res. #11-185 Larry Clarke - Brigitte Gall

Be it resolved that the Council of the Township of Minden Hills adopt the following:

- 1) *That the Code of Conduct for Staff be adopted as Policy #70, replacing the existing Policy #70;*
 - 2) *That Policy #9, Acceptance of Gifts by Municipal Employees be revoked;*
 - 3) *That Policy No. 16, Hiring of Employees be revised by removing the entire section headed "Hiring of Relatives"*
 - 4) *That the Respect in the Workplace Policy be adopted as Policy #44, replacing the existing Policy;*
 - 5) *That Policy #6, Addressing matters with the Members of the Public be revoked;*
 - 6) *That Policy #67, Prevention of Workplace Violence be revoked,*
 - 7) *That the Township Owned/Leased Vehicles Policy be adopted as #Policy #75 (REMOVED)*
 - 8) *That Policy #8 - Passengers in Municipal Vehicles be revoked;*
 - 9) *That staff bring back a Code of Conduct for Council - for consideration by Council.*
- Carried*

Planning

- i) Motion to appoint the Planning Consultant for the Official Plan Review

The CBO reported the following:

- RFP for the Official Plan Review was advertised in March 2011
- Five proposals were received by the deadline
- Submissions were reviewed and evaluated and three companies were identified for interviews
- Submission:
 - EcoVue \$55,970.00 779.5 hours \$71.80/hour
 - Meridian \$32,568.75 408.75 hours \$79.68/hour
 - MHBC \$38,990.75 416.25 hours \$93.67/hour
- Special tasks outlined in EcoVue proposal detailed (exceed other two companies)
- CBO read out his summary report
- It is important to get the review started (Lake Associations are calling)
- Minden Hills is the last Township in Haliburton County to do the Official Plan Review
- County is happy to know the review is in process
- Members of Council discussed in detail the company they were recommending to do the Township's Official Plan Review
- Concern was expressed regarding the fee for EcoVue and the additional hours and services were noted
- Any of the three companies can do the job
- Potential for "double opportunity" with Meridian knowing the process with backup from the Township's Consultant, EcoVue
- Concern raised that there will not be sufficient public input (to and from), Meridian was hard to follow and the public may have difficulty understanding
- EcoVue will do a better job - has a better understanding of the municipality, has done lots of background work for the municipality and they propose more public involvement
- Meridian has done a good job for Highlands East
- Meridian not as aware as EcoVue
- EcoVue recommended by staff
- Cost per hour - EcoVue is the cheapest
- Pleased with Meridian's inclusion of school workshops
- EcoVue will do in-depth work
- EcoVue's quotation within the \$60,000 budgeted for the review
- Meridian proposal excellent - value for money

Res. #11-186 Brigitte Gall - Ken Redpath
Be it resolved that the Council of the Township of Minden Hills appoint Meridian for the Official Plan Review.
Carried

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

Roads

Nil.

BY-LAWS

a) 11-46: RZ-11-04 (RUSSELL)

Res. #11-187 Ken Redpath - Brigitte Gall
Be it resolved that the following by-law be read a first, second and third time, passed and signed and the Corporate Seal attached thereto:

By-law No. 11-46.
Carried

b) 11-47: Temporary Use By-law (Allsaw Pentecostal Church)

Res. #11-188 Brigitte Gall - Larry Clarke
Be it resolved that the following by-law be read a first, second and third time, passed and signed and the Corporate Seal attached thereto:

By-law No. 11-47.
Carried

QUESTIONS FROM THE PRESS

Nil.

QUESTIONS FROM THE PUBLIC

A comment was made with respect to the recruiter for the Environment & Property Operations Manager's position.

CONFIRMATORY BY-LAW

Res. #11-189 Ken Redpath - Jean Neville
Be it resolved that the following by-law be read a first, second and third time, passed and signed, and the Corporate Seal attached thereto:

By-law 11-49, being a by-law to confirm the proceedings of the Council at its meeting held on May 26th, 2011.
Carried

ADJOURNMENT

Res. #11-190 Ken Redpath - Jean Neville
Be it resolved that the Council of the Township of Minden Hills adjourns the Council Meeting of May 26th, 2011.
Carried

Head of Council

Clerk