THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES

MINUTES – SPECIAL COMMITTEE OF THE WHOLE MEETING

Friday, January 10, 2014

A Special Meeting of the Committee of the Whole was held on Friday, January 10, 2014, at 9:00 a.m. in the Council Chambers, Municipal Offices, Port Carling Ontario for the purposes of introducing the 2014 Draft Budget.

PRESENT:

OFFICIALS PRESENT:

Mayor Alice Murphy - CAO
C. Wray
C. Mortimer - Clerk

COUNCILLORS:

Jean-Ann Baranik - Treasurer
S. Rettie - Treasurer
D. Pink - Director of Planning
N. Donald - Development Services Coordinator
T. Guthrie - Clerk’s Assistant
R. Hayes - Fire Chief
J. Krynicki - Director of Public Works
L. McMurray - Community Economic Development Coordinator

Phil Harding left at 12:30 p.m.
Ruth Nishikawa left at 12:30 p.m.
Brad Burgess

1. **Call to Order**

   a. Mayor Murphy called the meeting to order at 9:03 a.m.

2. **Adoption of Agenda**

   a. Consideration of a resolution to adopt the agenda.

   Resolution Number SCOW-1-10/01/14

   Councillor Brent – Councillor Kruckel: Be it resolved that the Special Committee of the Whole Meeting agenda dated January 10, 2014 be adopted.

   Carried

3. **Disclosure of Interest**

   a. Councillor Baranik disclosed a pecuniary interest in two budgetary Fire Department line items; operating expense general wages and benefits and capital expense general vehicle, as her spouse is an employee of the Township Fire Department.

   b. Councillor Brent had disclosed pecuniary interests at the December 17, 2013 Committee of the Whole in Closed Session Meeting.
4. **Delegations and Petitions**
   
a. None

5. **Items of Business**
   
a. Consideration of a resolution to Suspend the Rules of Procedure.

   Resolution Number SCOW-3-10/01/14

   Councillor Harding – Councillor Brent: Be it resolved that Pursuant to Section 2(c) of the Township’s Procedural By-law 2006-11, the Rules of Procedure are suspended to enable the Committee to hold a general discussion regarding the 2014 draft budget.

   Carried

b. Introduction of the 2014 Draft Township Budget. Copies of the report and draft budget are attached.

   Finance Chair, Councillor Furniss, chaired this portion of the meeting.

   The Treasurer provided an introduction and high level summary of the 2014 Draft Township Budget for Committee.

   **OPERATING BUDGET**

   Committee, along with Senior Management, reviewed the draft Departmental Operating Budgets and made the following changes, directions and comments.

   **Summary**

   Committee requested a breakdown of all departmental expenditures relating to Education, Training, Conferences and Fees.

   **Council**

   The Clerk requested Committee members to advise which conferences they planned to attend in 2014 in order to provide an accurate budget allocation for consideration.

   **Clerk**

   The Clerk answered questions in regard to reserve transfers related to election funding and general questions regarding grant revenues.
Treasury
The Treasurer answered questions regarding the Consultant Fees line item.

Economic Development
Committee discussed the Duke House Visitor Information Centre as well as the Residential Rental Unit. The Treasurer was directed to reallocate the Residential Rental Unit to a separate cost centre under Community Centres.

Committee inquired regarding costs with respect to in-house versus outsourcing the Visitor Information Centre operations. With respect to inquiries regarding the 2010 Ontario Winter Games, the Treasurer indicated he could provide future reporting on the Township allocation resulting from the 2010 Ontario Winter Games Legacy Fund.

Financing
The Treasurer provided Committee with details regarding costs associated with the current debenture.

Human Resources
The Treasurer and CAO answered questions for Committee regarding wages and benefits, education and training, and advertising line items.

Fire
Councillor Baranik had disclosed a pecuniary interest in two budgetary Fire Department line items; operating expense general wages and benefits and capital expense general vehicle, as her spouse is an employee of the Township Fire Department. She left the Council table at 10:48 a.m. and did not participate.

Committee reviewed revenue line items, wages and benefits, station remuneration, vehicle fleet and vehicle maintenance in the Fire Department budget.

Councillor Baranik returned to the Council table at 11:08 a.m.

The Treasurer was requested to implement a separate line item for Bunker Gear Maintenance reallocating the expense from Purchase of Goods and Services.

Councillor Baranik left the Council table at 11:42 a.m.

Committee held a lengthy discussion regarding general by-law enforcement, departmental allocation of the By-law Enforcement / Fire Prevention Officer position and Emergency Services functions. Staff was requested to provide further background and information in this regard.

Councillor Baranik returned to the Council table at 12:00 noon.
Emergency Management
Staff was requested to consider recognition for volunteers who assist with Emergency Evacuation Centres. Chief Hayes explained the thresholds for activating Emergency Evacuation Centres versus Relief Centres. Committee also discussed volunteers, training and insurance as they relate to the Centres.

Community Policing
The Treasurer indicated he was currently reviewing this cost centre with the District of Muskoka.

Building
The Development Services Coordinator answered questions for Committee with respect to building permit fees.

By-law Enforcement / Fire Prevention
This cost centre was discussed during the Fire Department Operational Budget.

Dock Lighting
Committee discussed specific dock lighting expenditures, types of lighting and future reallocation of this cost centre.

Cemeteries
The Director of Public Works indicated that a fee by-law would be coming forward which would examine all fees associated with cemeteries. He also noted that damaged monuments are the responsibility of the Township.

Councillors Nishikawa and Harding left the meeting at the lunch recess at 12:30 p.m.

Parks
There was no discussion or direction at this time.

Community Centres
The Treasurer was previously directed to reallocate the Residential Rental Unit to a separate cost centre under Community Centres during the Economic Development Operating Budget discussion.

The Treasurer and the Community Economic Development Coordinator answered questions in regard to community centre usage versus revenues, heat and hydro expenses and the allocation of parkland dedication.

Arenas
Staff addressed questions from Committee in regard to building repairs, maintenance and hydro costs for the arenas.
Swimming
In response to Committee, the Community Economic Development Coordinator advised that the swimming rates charged for the 2013 Swim Program were comparable to those in the area.

Maintenance & Safe Drinking Water
There was no discussion or direction at this time.

Library
Committee discussed revenue items, expenses, use of library reserves and IT costs associated with the Library operational budget.

Trails
In response to Committee, the Treasurer indicated that the Trails Committee requested $10,000.00 for trails initiatives in 2014.

Planning
Committee discussed the Heritage Committee budget allocation, costs associated with a Community Improvement Plan and Consultant Fees associated with Ontario Municipal Board Hearings.

Grants to Organizations
The Treasurer reviewed the proposed 2014 grants to organizations. Committee members indicated support of the $18,000.00 grant allocation to the South Muskoka Hospital Foundation in the draft 2014 budget.

Roads
Following discussion regarding increased weather events / patterns, Committee requested the Director of Public Works to establish a “Weather Events Reserve Fund”. The Director also answered questions for Committee related to the Fogo Street Trial Road Maintenance Agreement.

Street Lighting
Committee discussed street lighting in the communities and the types of lighting utilized. The Director of Public Works advised that Local Authority Services (LAS) will be conducting a review of the Township’s street lighting in 2014.

CAPITAL BUDGET
Committee and Senior Management reviewed the draft Capital Budget and made the following changes, directions and comments.

Clerk
In response to Committee, the Treasurer confirmed that as the Council Chamber Audio Project was not completed in 2013, it would be reallocated in the 2014 draft budget.
Treasury
In response to Committee’s question, the Treasurer noted that the Development Charges Background Study is required every 5 years.

Economic Development
The Clerk noted that the $15,000.00 reserve allocation was being forecasted for 10 years towards the replacement and/or repair of the Port Carling Wall Mural.

Fire
Councillor Baranik had disclosed a pecuniary interest in two budgetary Fire Department line items; operating expense general wages and benefits and capital expense general vehicle, as her spouse is an employee of the Township Fire Department. She left the Council table at 2:28 p.m. and did not participate.

Committee discussed budgetary vehicle allocations, receipt of donations, Fire Master Plan, 10 year capital forecast and funding of reserves.

Councillor Baranik returned to the Council table at 2:42 p.m.

Emergency Management
The Fire Chief answered questions regarding generator allocations in the draft budget.

Building
The Development Services Coordinator answered questions regarding the vehicle allocation in the draft budget.

Cemeteries
There was no discussion or direction at this time.

Parks
The Treasurer answered Committees questions regarding washrooms, docks, boat launches and parkland allocations in the draft capital budget.

Community Centres
There was no discussion or direction at this time.

Arenas
There was no discussion or direction at this time.

Maintenance
There was no discussion or direction at this time.
Library
In response to Committee, the Treasurer answered questions with respect to the funding of library capital projects and the funding of reserves in this regard.

Trails
There was no discussion or direction at this time.

Planning
In response to Committee, the Director of Planning addressed the 2013 aerial photo budget allocation.

Roads
Committee held a lengthy discussion in regard to the capital Roads budget including vehicle replacement, road and bridge projects, road needs study, projects requiring immediate attention and funding options available to the Township in this regard.

Staff was requested to provide options for funding of roads capital deficiencies including taxation, debenturing, deferral of other projects and sale of surplus assets. Committee also requested staff to review the capital and operating budgets for additional budget reductions.

c. Consideration of a Resolution to Replace the Rules of Procedure.

Resolution Number SCOW-4-10/01/14

Councillor Baranik– Councillor Kruckel: Be it resolved that Pursuant to Section 2 (c) of the Township Procedural By-law 2006-11, the Rules of Procedure are no longer suspended.

Carried

d. Consideration of a Resolution Re: Community Improvement Plan (CIP). (This item was referred from the December 17, 2013 Committee of the Whole Meeting.)

This matter was considered prior to the Introduction of the 2014 Budget.

Committee held a lengthy discussion in regard to developing a plan, the costs associated with and the budget required for implementing a CIP.

Councillor Nishikawa requested a recorded vote.
Resolution Number SCOW-2-10/01/14

Councillor Harding – Councillor Furniss: Whereas Part IV of the Planning Act R.S.O. allows for municipalities to undertake Community Improvement and Community Improvement Plans;

And Whereas Part IV, Section 28 (2) allows municipalities who have provisions in their Official Plans relating to Community Improvement to designate the whole or any part of any area covered by such an Official Plan as a Community Improvement Project area;

Now Therefore Be it resolved that the Committee of the Whole recommend to Mayor and Council that the communities of Bala, Port Carling and Windermere be designated as Community Improvement Project Areas and consideration be given to other areas of the Township;

And Further that upon approval of Mayor and Council, this matter then be directed to staff to complete the process for each Community Improvement Plan as according to Provincial Legislation.

Recorded Vote:  

<table>
<thead>
<tr>
<th>Councillor Baranik</th>
<th>NAYS</th>
<th>YEAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Brent</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor Burgess</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor Edwards</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor Fruniss</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Harding</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor McTaggart</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Kruckel</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor Nishikawa</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mayor Murphy</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Totals 4 6

Carried

6. **Closed Session**

a. None
7. **Adjournment**

a. Consideration of a resolution to adjourn.

Resolution Number SCOW-5-10/01/14

Councillor Furniss – Councillor Kruckel: Be it resolved that the Special Committee of the Whole meeting adjourn at 4:00 p.m. and the next regular meeting of Committee of the Whole will be held on Tuesday, January 21, 2014 at 9:00 a.m. or at the call of the Chair in the Council Chambers, of the Municipal Offices in Port Carling, Ontario.

Carried

___________________________   ____________________________

Mayor Alice Murphy, Chair    Cheryl Mortimer - Clerk
THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES
MINUTES - COMMITTEE OF THE WHOLE MEETING
Tuesday, January 21, 2014

A Regular Meeting of the Committee of the Whole was held on Tuesday, January 21, 2014, at 9:00 a.m. in the Council Chambers, Municipal Offices, Port Carling Ontario.

PRESENT:

OFFICIALS PRESENT:

Mayor Murphy, Chair  C. Wray - CAO
C. Mortimer - Clerk

COUNCILLORS:

Brad Burgess  S. Walker - Corporate Assistant
Jean-Ann Baranik  S. Rettie - Treasurer
Don Furniss  R. Hayes - Fire Chief
Allen Edwards  J. Krynicki - Director of Public Works
Phil Harding  N. Donald - Development Services Coordinator
Donelda Kruckel  L. McMurray - Community Economic Development Coordinator
Gault McTaggart, left at 12:10 pm
Ruth Nishikawa
Ron Brent, arr. at 9:08 am and
left at 12:15 pm

1. **Call to Order**

   a. Mayor Murphy called the meeting to order at 9:00 a.m.

2. **Adoption of Agenda**

   a. Consideration of a resolution to adopt the agenda.

   Resolution Number COW-1-21/01/14

   Councillor Furniss - Councillor Kruckel: Be it resolved that the Committee of the Whole agenda dated January 21, 2014 be adopted.

   Carried

3. **Disclosure of Interest**

   a. Councillor Harding disclosed a potential pecuniary interest in item 6.a.1. Delegation, Residents Association of Port Carling, for reasons of future employment.

   b. Mayor Murphy had disclosed a pecuniary interest at the January 20, 2014 Planning Committee of the Whole in Closed Session meeting.
4. **Adoption of Minutes**

a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on December 17, 2013

Resolution Number COW-2-21/01/14

Councillor Kruckel – Councillor Furniss: Be it resolved that the Committee of the Whole Meeting minutes held on December 17, 2013 be adopted.

Carried

Councillor Furniss noted minor corrections to the minutes.

5. **Public Works**

a. **Delegations and Petitions**

1. None

b. **Road and Infrastructure**

   Chair Brent and Vice Chair Edwards


   Committee discussed the new responsibilities of the Director including docks, municipal facilities and buildings.

   The Director of Public Works highlighted his monthly activity report including the trial Fogo Street Maintenance agreement and an update regarding the Environment Assessment for the Clear Lake water access.

   After some discussion, it was the consensus of Committee to not continue the Fogo Street maintenance agreement.

2. Report from the Director of Public Works Re: Unopened Road Allowances. A copy of the report is attached.

   The Director of Public Works reviewed the report and answered a number of questions for Committee.
After a lengthy discussion regarding the status of different road allowances in the municipality including cottage roads, original road allowances, and former colonization roads, it was the consensus of Committee to not proceed with a formal policy for the use of unassumed road allowances, but to address each application individually.

6. Corporate Services

a. Delegations and Petitions

1. Ian Turnbull, Residents Association of Port Carling attended at 9:05 a.m. Re: Balanced Community Standards for Outdoor Restaurant Patios. A copy of the presentation is attached.

Councillor Harding had disclosed a potential pecuniary interest in item 6.a.1. Delegation, Residents Association of Port Carling, for reasons of future employment. He left the Council table at 9:05 a.m. and did not participate in the matter.

Mrs. Saundra Turnbull also attended the meeting, on behalf of the Residents Association of Port Carling.

Mr. Turnbull advised that Turtle Jack’s Muskoka Grill has applied to the Alcohol and Gaming Commission of Ontario (AGCO) to remove current liquor license conditions in place. Mr. Turnbull reviewed the history of the subject license and expressed concern with the proposed changes.

Mr. Turnbull requested that Council provide a letter supporting the Residents Association of Port Carling’s position in this regard and that the Township review and / or develop by-laws applicable to community standards for outdoor patios at restaurants and bars in Port Carling.

In response to Committee’s question regarding authorization, Mr. Turnbull and Mrs. Turnbull agreed to forward emails of support and consent from individual association members to the Clerk.

Committee requested a staff report providing background information regarding the Township’s current Noise By-law, The Kee to Bala background as it relates to this matter, and to also include noise by-laws from other communities such as Whistler, B.C.

Councillor Harding returned to the Council table at 9:30 a.m.
b. **Finance**  
Chair Furniss and Vice Chair Burgess


   The Treasurer reviewed his monthly report and answered questions for Committee.

   In response to questions regarding annual taxation by-laws from the January 17, 2014, Council meeting, the Treasurer confirmed that penalty charges and rates of interest on tax arrears are legislated in accordance with section 345, of the Municipal Act, 2001.

   Committee held a general discussion regarding bridge weight limits and reconstruction.


   Further to direction received at the January 10, 2014 Special Committee of the Whole budget meeting, the Treasurer outlined the funding alternatives contained in the staff report. It was the consensus of Committee to proceed with Alternative #2, to address bridge rehabilitation initiatives without debenturing, and to amend the Township Parks Reserve By-law 83-81 to allow for the proceeds from the sale of road allowances and license agreements to be transferred to a Roads Reserve.

c. **Administration**  
Chair Kruckel and Vice Chair McTaggart


   The Development Services Coordinator reviewed the report for Committee and answered questions regarding building permit statistics and fees charged for inspections.


   The CAO reviewed the report and provided an update on the Ontario Provincial Policy costing structure and impacts to area taxpayers.

The Clerk highlighted the department’s monthly activities for Committee.


Councillor McTaggart left the meeting at 12:10 p.m.

The Clerk provided clarification for Committee in regard to the location of the subject property and the original shore road allowance.

Councillor Brent left the meeting at 12:15 p.m.

Resolution Number COW-4-21/01/14

Councillor Edwards – Councillor Baranik: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase a portion of Original Shore Road Allowance submitted by Robert and Oonagh Fitzpatrick (9-11-061) lying in front of Concession 10, Lot 27, (Monck) Lake Muskoka pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances.

Carried


The Clerk highlighted the report for Committee.

Resolution Number COW-3-21/01/14

Councillor Burgess – Councillor Edwards: Be it resolved that the Committee of the Whole recommend to Township Council to declare the following land surplus:

A portion of Original Shore Road Allowance lying in front of Concession 13, Lot 31, Lake Muskoka (Monck) designated as Part 1 on Registered Plan 35R-24333, DAVIE – 9-14-020;
And further that the Clerk is hereby instructed to dispose of the said properties pursuant to Sections 8, 9 and 11 of the Municipal Act, 2001.

Carried

7. **Community**

   a. **Delegations and Petitions**

      a. None

   b. **Community and Volunteerism**
      Chair Baranik and Vice Chair Kruckel

      1. Community Event Updates

         Councillor Baranik provided a list of upcoming events for Committee.

   c. **Emergency Management**
      Chair McTaggart and Vice Chair Edwards


         The Fire Chief reviewed his report for Committee and answered questions.

         Committee directed the Fire Chief to proceed with the development of a Relief Centre plan and a Vulnerable Persons Registry for the Township.

      2. Discussion Re: Weather Effects on Services

         1. Flooding

         The CAO provided an update regarding correspondence received from the Ministry of Natural Resources (MNR) acknowledging receipt of the Township’s correspondence and Council resolution C-16-15/11/13. He advised that a date has not yet been set to meet with representatives from the Ministry of Natural Resources.

         Committee directed the CAO to follow up with the MNR with respect to the status of the impact study as requested.
2. Winter Road Maintenance

Committee requested that a resolution be considered at the February 14, 2014 Council meeting similar to the Town of Huntsville’s regarding the winter maintenance of Highway 11 in Muskoka, and to include Highways 141 and 400.

3. Winter Storm Post Mortem

Committee agreed this item was addressed in the monthly report from the Fire Chief.

A copy of the minutes is attached for Committee’s information.

d. Parks, Trails and Libraries
Chair Nishikawa and Vice Chair Brent

1. Minutes from Muskoka Lakes Public Library Board meetings held on November 14 and December 12, 2013. A copy of the minutes is attached for Committee’s information.

Following a discussion regarding the status of wireless access points at community centre and fire hall facilities, the Clerk was requested to consult with District of Muskoka IT Services on the status of this project.

8. Visioning and Economic Development

a. Delegations and Petitions

1. None

b. Visioning
Chair Murphy and Vice Chair Harding

1. None

c. Economic Development and Communications
Chair Harding and Vice Chair Baranik

The Community Economic Development Coordinator highlighted the monthly activity report. She answered questions regarding the upcoming municipal job fair. As a result, staff was requested to inquire about the availability of wireless access at the Bala Community Centre for the job fair.

Mayor Murphy thanked the Community Economic Development Coordinator and the Community Economic Marketing Coordinator for their efforts regarding the Mayor’s New Year Levee, and asked if another levee could be held in July.


The Marketing Economic Marketing Coordinator highlighted the report and answered questions for Committee.

Resolution Number COW-5-21/01/14

Councillor Burgess – Councillor Edwards: Be it resolved that the Committee of the Whole recommend that Township Council, support the Draft Community Economic Development Strategy as presented on January 21, 2014.

Carried


The Marketing Economic Marketing Coordinator presented a report on the Sport and Recreation Strategy and indicated that the Township has been successful in securing funding for this initiative.

Resolution Number COW-6-21/01/14

Councillor Baranik – Councillor Nishikawa: Be it resolved that the Committee of the Whole recommend that Township Council support continued development of the Sport and Recreation Strategy and development of an application to the 2014 - 2015 Ontario Sport and Recreation Community Fund to support implementation of relevant proposed activities.

Carried
9. **New and Unfinished Business**

   a. **Discussion Re: Design Concept Survey - Bala Falls Project.**

      A general discussion was held regarding the on-line survey being conducted by Swift River Energy Limited to obtain public input into the potential design.

   b. **Correspondence Ministry of Transportation Re: Scenic Corridor Billboards – Response to Township.** A copy of the correspondence is attached.

      Committee was pleased with the Ministry’s decision to place a temporary moratorium on the installation of new billboards on Provincial highways in the Township of Muskoka Lakes.

10. **Committee in Closed Session**

    a. Committee in Closed Session was held for personal matters about an identifiable individual, including municipal or local board employees, pursuant to Section 239 (2) of the Municipal Act, 2001.

       **Resolution Number COW-7-21/01/14**

       Councillor Baranik – Councillor Harding: Be it resolved that the Committee of the Whole in Closed Session convene at 3:32 p.m. for personal matters about an identifiable individual, including municipal or local board employees, pursuant to Section 239 (2) of the Municipal Act, 2001.

       Carried

       **Resolution Number COW-8-21/01/14**

       Councillor Nishikawa – Councillor Baranik: Be it resolved that Closed Session reconvene as Committee of the Whole at 4:40 p.m. to report on matters arising from Closed Session.

       Carried

       There was no report to Committee arising from Committee in Closed Session.
11. **Adjournment**

a. Consideration of a resolution to adjourn.

Resolution Number COW-9-21/01/14

Councillor Nishikawa – Councillor Baranik: Be it resolved that this meeting adjourn at 4:42 p.m. and the next regular meeting of the Committee of the Whole will be held on Tuesday February 18, 2014 at 1:00 p.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

A Special Committee of the Whole meeting will be held on Thursday, January 30, 2014 at 8:30 a.m. for budget deliberations.

Carried

________________________________  _________________________
Mayor Alice Murphy, Chair           Cheryl Mortimer, Clerk
A Special Meeting of the Committee of the Whole was held on Thursday, January 30, 2014, at 8:30 a.m. in the Council Chambers, Municipal Offices, Port Carling Ontario for 2014 Budget Deliberations and Committee in Closed Session.

PRESENT:

OFFICIALS PRESENT:
Mayor Alice Murphy - CAO
C. Wray - CAO
C. Mortimer - Clerk
S. Rettie - Treasurer
COUNCILLORS:
Jean-Ann Baranik - Director of Planning
D. Pink - Director of Planning
N. Donald - Development Services Coordinator
Allen Edwards - Clerk's Assistant
T. Guthrie - Clerk's Assistant
Donald Furniss - Fire Chief
R. Hayes - Fire Chief
Brad Burgess left at 11:25 am - Director of Public Works
J. Krynicki - Director of Public Works
Ron Brent - Community Economic Development Coordinator
L. McMurray - Community Economic Development Coordinator

REGRETS:
Gault McTaggart

1. Call to Order
   a. Mayor Murphy called the meeting to order at 8:33 a.m.

2. Adoption of Agenda
   a. Consideration of a resolution to adopt the agenda as amended.

Resolution Number SCOW-1-30/01/14

Councillor Baranik – Councillor Harding: Be it resolved that the Special Committee of the Whole Meeting agenda dated January 30, 2014 be adopted as amended to add closed session for litigation or potential litigation including matters before administrative tribunals affecting the municipality under item 6.a.

Carried

3. Disclosure of Interest
   a. Councillor Baranik disclosed a pecuniary interest in two budgetary Fire Department line items; operating expense general wages and benefits and capital expense general vehicle, as her spouse is an employee of the Township Fire Department.
4. **Delegations and Petitions**
   a. None

5. **Items of Business**
   a. Consideration of a resolution to Suspend the Rules of Procedure.

   Resolution Number SCOW-4-30/01/14

   Councillor Harding – Councillor Baranik: Be it resolved that Pursuant to Section 2(c) of the Township’s Procedural By-law 2006-11 as amended, the Rules of Procedure are suspended to enable the Committee to hold a general discussion regarding the 2014 draft budget.

   Carried


   Finance Chair Councillor Furniss chaired this portion of the meeting.

   The Treasurer provided a brief overview of the report and noted that there were projects that were identified by Senior Staff which could be deferred to reduce the 2014 tax levy. He also indicated that a breakdown of Education, Training, Conferences and Fees per department was included in the report as requested by Committee on January 10, 2014.

   c. Report from the Fire Chief Re: Volunteer Firefighter Pay Scale – Additional Data. A copy of the report was distributed and is attached.

   This item was deferred to the February 14, 2014 Council meeting.

   d. Deliberations of the 2014 Draft Township Budget

   **OPERATING BUDGET**

   Committee, along with Senior Management, reviewed the draft Departmental Operating Budgets and made the following changes, directions and comments.

   Council

   Councillor Furniss suggested opportunities for cost savings such as reducing the Township’s Council composition from 10 members to 7. The Clerk indicated that this was not possible for the upcoming 2014 municipal election. Committee requested that this matter be discussed further at a future meeting.
Clerk
There was no discussion or direction at this time.

Treasury
It was the consensus of Committee to increase Interest Earned by $20,000.00, this being closer to previous year’s actual.

Councillor Baranik had disclosed a pecuniary interest in two budgetary Fire Department line items; operating expense general wages and benefits and capital expense general vehicle, as her spouse is an employee of the Township Fire Department. She did not participate in the discussion commencing at 11:25 a.m.

Committee discussed the draft budget costs associated with mandatory and discretionary employee benefits as well as impacts of the Consumer Price Index (CPI) and estimates resulting from a current wage review, including pay equity requirements.

Councillor Baranik returned to the discussion at 11:45 a.m.

Economic Development
The Treasurer answered questions with respect to wages and benefits in this regard. There was no direction at this time.

Financing Charges
There was no discussion or direction at this time.

Human Resources
The Treasurer addressed questions with respect to advertising expenditures advising that HR related advertising costs have been reallocated from departmental budgets to one cost centre.

Fire
Councillor Baranik had disclosed a pecuniary interest in two budgetary Fire Department line items; operating expense general wages and benefits and capital expense general vehicle, as her spouse is an employee of the Township Fire Department. She left the Council table at 11:50 am and did not participate in the discussion.

Committee reviewed wages and benefits, fire vehicle maintenance, revenues, education and training and the fire master plan. It was the consensus of Committee to increase Medical Response Revenues by $8,000.00. Additionally, the Fire Chief was directed to further reduce departmental expenditures by $30,000.00.

Councillor Baranik returned to the Council table at 12:36 p.m.
Emergency Management
The Fire Chief answered questions regarding equipment rental and repairs. There was no direction at this time.

Community Policing
The Treasurer answered questions regarding the current and proposed location housing the Community Policing office in Port Carling. It was the consensus of Committee to reduce expenditures by $4,000.00 to reflect this change.

Building
Committee commented on building permit fees. There was no direction at this time.

By-law Enforcement / Fire Prevention
There was no discussion or direction at this time.

Dock Lighting
There was no discussion or direction at this time.

Cemeteries
There was no discussion or direction at this time.

Parks
In response to Committee, the Treasurer indicated he would review the insurance line items in Parks expenditures. He also addressed questions regarding the Port Carling Locks operations. Committee commented on future potential revenues resulting from park rentals.

Community Centres
In response to Committee, the Treasurer advised that Parkland Dedication funds can be allocated for community centre Building Repairs and Maintenance, as such the budget currently reflects this. The CAO indicated he would be providing future reporting with respect to the use of solar panels at municipal facilities.

It was the consensus of Committee to reduce the Torrance Community Centre wages and benefits by $1,300.00, this being closer to previous year’s actual.

Arenas
Staff addressed questions from Committee regarding parkland dedication, building repairs and maintenance, equipment rental and repairs, water, sewer and hydro at the arenas.

Staff was directed to further reduce each arena budget by $10,000.00, to achieve a net reduction of $20,000.00 in this cost centre.
Swimming
The Treasurer addressed questions from Committee regarding swimming revenues and was requested to review mileage and fees and conferences to achieve potential reductions.

Maintenance & Safe Drinking Water
In response to Committee, the Treasurer indicated he would review the insurance line item in this cost centre.

Library
It was the consensus of Committee to reduce the transfer to reserves by $5,000.00.

Trails
Staff addressed questions regarding purchase of goods and services, trails committee, and wages and benefit expenditures related to the Trails budget.

Planning
The Director of Planning answered questions regarding transfers to reserves, Planning Department related application fees, and legal costs.

Committee directed staff to increase revenues by $12,500.00 as application fee increases are anticipated in 2014. Staff were also instructed to reduce the Heritage Committee budget by $10,000.00 and reallocate this amount to Legal - Other.

Grants to Organizations
Committee considered the various grant requests and allocations in the draft budget. In response to Committee, the Treasurer advised he would provide members with the Communities in Bloom 2014 work plans.

The Treasurer was directed to reduce the Muskoka Lakes Chamber of Commerce grant by $3,000.00, reduce the Safe Quiet Lakes grant by $1,500.00 and to remove the South Muskoka Hospital Foundation $18,000.00 grant allocation in 2014.

Roads
In response to Committee, staff was directed to investigate further with the District of Muskoka the details with respect to funds they receive resulting from District Road Maintenance.

Following the review of the Capital Budget, the Treasurer was instructed to increase Operating Expenses by $15,000.00 towards Backhoe/Loader rental charges and increase Transfer to Reserves by $25,000.00 towards the future purchase of a Backhoe/Loader.
Street Lighting
The Director of Public Works answered questions regarding hydro costs and contract services. There was no direction at this time.

CAPITAL BUDGET
Committee and Senior Management reviewed the draft Capital Budget and made the following changes, directions and comments.

Clerk
Committee held a lengthy discussion regarding the Port Carling Nursing Station allocation and requested a future staff report detailing the project vision and plan.

Committee directed staff to remove the Office Flagpole project in the amount of $3,000.00.

Treasury
There was no direction at this time.

Economic Development
Committee instructed staff to remove the Port Carling Wall Mural 2014 transfer to reserves allocation of $15,000.00.

Fire
Committee directed staff to reduce the Self Contained Breathing Apparatus 2014 transfer to reserves allocation by $75,000.00 and to reduce the Bala Pumper 3 capital purchase by $50,000.00 and reallocate this as a 2014 transfer to reserves.

Emergency Management
There was no direction at this time.

Building
Staff addressed questions regarding various municipal vehicle requirements. There was no direction at this time.

Cemeteries
There was no direction at this time.

Parks
There was no direction at this time.

Community Centres
The Community Economic Development Coordinator addressed questions for Committee regarding Community Centre proposed capital expenditures. There was no direction at this time.
Arenas
There was no direction at this time.

Maintenance
There was no direction at this time.

Library
Committee instructed staff to reduce the Library Books allocation by $5,000.00.

Trails
There was no direction at this time.

Planning
There was no direction at this time.

Roads
Committee instructed staff to remove the Backhoe/Loader capital allocation of $110,000.00 in 2014.

The Treasurer was requested to amend the draft budget as directed with final budget consideration being scheduled for the February 14, 2014 regular meeting of Council.

e. Consideration of a Resolution to Replace the Rules of Procedure.

Resolution Number SCOW-5-30/01/14

Councillor Brent – Councillor Harding: Be it resolved that Pursuant to Section 2 (c) of the Township Procedural By-law 2006-11, as amended, the Rules of Procedure are no longer suspended.

Carried

6. Closed Session

a. Committee in Closed Session was held for personal matters about identifiable individuals, including municipal or local board employees, and litigation or potential litigation including matters before administrative tribunals affecting the municipality pursuant to Section 239 (2) of the Municipal Act, 2001.
Resolution Number SCOW-2-30/01/14

Councillor Furniss – Councillor Kruckel: Be it resolved that the Special Committee of the Whole in Closed Session convene at 8:35 a.m. for personal matters about identifiable individuals, including municipal or local board employees, and litigation or potential litigation including matters before administrative tribunals affecting the municipality pursuant to Section 239 (2) of the Municipal Act, 2001.

Carried

Councillor Nishikawa arrived to the meeting at 8:58 am.

Councillor Burgess left the Council Chambers at 9:40 am and returned at 9:42 am.

Councillor Brent left the Council Chambers at 9:40 am and returned at 9:44 am.

Councillor Baranik left the Council Chambers at 10:10 am and returned at 10:12 am.

Councillor Brent left the Council Chambers at 10:18 am and returned at 10:21 am.

Councillor Baranik left the Council Chambers at 10:20 am.

Committee in Closed Session recessed at 10:22 am and reconvened at 10:33 am.

Councillor Baranik returned to the Council Chambers at 10:33 am.

Councillor Burgess left the Council Chambers at 10:33 am and returned at 10:36 am.

Resolution Number SCOW-3-30/01/14

Councillor Kruckel – Councillor Furniss: Be it resolved that Closed Session reconvene as Special Committee of the Whole at 10:50 a.m. to report on matters arising from Closed Session.

Carried

There was no report to Committee arising from Committee in Closed Session.
7. **Adjournment**

a. Consideration of a resolution to adjourn.

Resolution Number SCOW-6-30/01/14

Councillor Baranik – Councillor Edwards: Be it resolved that the Special Committee of the Whole meeting adjourn at 4:30 p.m. and the next regular meeting of Committee of the Whole will be held on Tuesday, February 18, 2014 at 1:00 p.m. or at the call of the Chair in the Council Chambers, of the Municipal Offices in Port Carling, Ontario.

A Special Planning Committee of the Whole meeting will be held on Tuesday February 4, 2014 at 9:00 a.m. for purposes of the Zoning by-law review.

Carried

_________________________________   ____________________________
Mayor Alice Murphy, Chair    Cheryl Mortimer - Clerk
THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES
MINUTES - COMMITTEE OF THE WHOLE MEETING
Tuesday, February 18, 2014

A Regular Meeting of the Committee of the Whole was held on Tuesday, February 18, 2014, at 1:00 p.m. in the Council Chambers, Municipal Offices, Port Carling Ontario.

PRESENT:
OFFICIALS PRESENT:
Mayor Murphy, Chair
C. Wray - CAO
C. Mortimer - Clerk
Donelda Kruckel
T. Guthrie - Clerk’s Assistant
Jean-Ann Baranik
S. Rettie - Treasurer
Phil Harding
R. Hayes - Fire Chief
Ruth Nishikawa
J. Krynicki - Director of Public Works
Allen Edwards
L. McMurray - Community Economic Development Coordinator
Don Furniss
N. Donald - Development Services Coordinator
REGRETS:
D. Pink - Director of Planning
Brad Burgess
Ron Brent
Gault McTaggart

1. Call to Order
   a. Mayor Murphy called the meeting to order at 1:01 p.m.

2. Adoption of Agenda
   a. Consideration of a resolution to adopt the agenda.

   Resolution Number COW-1-18/02/14

   Councillor Harding - Councillor Nishikawa: Be it resolved that the Committee of the Whole agenda dated February 18, 2014 be adopted.

   Carried

3. Disclosure of Interest
   a. None

4. Adoption of Minutes
   a. Consideration of a resolution to adopt the Special Committee of the Whole Meeting minutes held on January 10, 2014.

COMMITTEE OF THE WHOLE MINUTES – February 18, 2014 – PAGE # 1
Resolution Number COW-2-18/02/14

Councillor Harding – Councillor Baranik: Be it resolved that the Special Committee of the Whole Meeting minutes held on January 10, 2014 be adopted.

Carried

b. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on January 21, 2014.

Resolution Number COW-3-18/02/14

Councillor Harding - Councillor Nishikawa: Be it resolved that the Committee of the Whole Meeting minutes held on January 21, 2014 be adopted.

Carried

c. Consideration of a resolution to adopt the Special Committee of the Whole Meeting minutes held on January 30, 2014.

Resolution Number COW-4-18/02/14

Councillor Baranik – Councillor Harding: Be it resolved that the Special Committee of the Whole Meeting minutes held on January 30, 2014 be adopted.

Carried

5. Public Works

a. Delegations and Petitions

1. None

b. Road and Infrastructure
Chair Brent and Vice Chair Edwards


   Committee discussed load restrictions on area roads. Councillor Nishikawa was requested to seek input and dialogue with the Director of Public Works in this regard.
6. **Corporate Services**

a. **Delegations and Petitions**

   1. Joshua Morgan, Planner, Morgan Planning and Development Inc. attended at 1:45 p.m. Re: Purchase of an Original Road Allowance leading to the Severn River. *Refer to Item 6.c.4. Administration Staff Report.*

b. **Finance**

   Chair Furniss and Vice Chair Burgess


      The Treasurer highlighted his report and answered questions for Committee regarding the Township’s 2012 Financial Information Review (FIR) and the Township’s Asset Management Plan.

c. **Administration**

   Chair Kruckel and Vice Chair McTaggart


      The Development Services Coordinator reviewed the report for Committee.


      The CAO reviewed the report and provided an update on the Ontario Provincial Police costing structure and impacts to area taxpayers.

      Resolution Number COW-5-18/02/14

      Councillor Nishikawa – Councillor Harding: WHEREAS the Ontario Provincial Police will be rolling out a new billing format for the provision of policing services to the communities they service.

      AND WHEREAS the District Municipality of Muskoka is currently billed for all of the policing costs for the lower tier Municipalities in the District of Muskoka and distributes these costs on a weighted assessment basis.

      AND WHEREAS the method employed by the District of Muskoka to distribute policing costs appears to be disproportionate to the Township of Muskoka Lakes.
AND WHEREAS the Township of Muskoka Lakes is currently not aware of the real cost of policing in the Township.

NOW THEREFORE BE IT RESOLVED that the Committee of the Whole of the Township of Muskoka Lakes recommends to Council that it request an OPP Costing for the years 2015 and beyond, based on the new billing format developed by the OPP once these amounts are available.

Carried

Committee discussed the 2013 flooding events and the use of bubblers. It was the consensus of Committee for the CAO to further correspondence with the Ministry of Natural Resources with respect to the Muskoka River Water Management Plan. Committee also agreed that other than lighting restrictions through the proposed dark sky lighting by-law, other restrictions for their use would not be pursued by the Township at this time.


The Clerk highlighted the department’s monthly activities for Committee. She indicated that an additional application had been received for the Township’s Volunteer Recreational Trails Committee.

Resolution Number COW-7-18/02/14

Councillor Nishikawa – Councillor Harding: Be it resolved that Committee of the Whole recommend to Township Council that a by-law to amend By-law 2013-138, a by-law to establish and appoint members to the Township of Muskoka Lakes Volunteer Recreational Trails Committee be given three readings at the March 14, 2014 Council meeting.

Carried


The Clerk introduced the application for Committee. The Clerk and the Director of Planning addressed Committee’s questions in this regard.

Joshua Morgan, agent for Kevin Dawson, attended the meeting requesting Committee consider selling Block B on Plan M501 which leads to the Severn River. He provided a handout showing the location of the subject lands and comments related to the Township’s Road Closing Policy and Official Plan, copies of which are attached.
Resolution Number COW-6-18/02/14

Councillor Harding – Councillor Baranik: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase a portion of Original Shore Road Allowance lying in front of Concession 19, Lot 28 (Wood) Severn River, Kevin James Dawson (8-17-081-01) pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances;

And further that Block “B” on Plan M501 (8-17-081) leading to the Severn River be retained for future municipal use and to ensure access to the back lots in the area.

Carried

5. Report from the Clerk Re: Application to purchase a portion of Original Shore Road Allowance lying in front of Concession 9, Lot 32 (Watt) LUSTIG/HIMEL, 2-24-068. A copy of the report is attached.

The Clerk introduced the application for Committee.

Resolution Number COW-8-18/02/14

Councillor Edwards – Councillor Furniss: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase a portion of Original Shore Road Allowance submitted by Ron Lustig and Naomi Himel (2-24-068) lying in front of Concession 9, Lot 32 (Watt) Lake Rosseau pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances.

Carried

6. Report from the Clerk Re: License Agreement Annual Fee Renegotiations. A copy of the report is attached.

The Clerk introduced the report and answered questions for Committee.
Resolution Number COW-9-18/02/14

Councillor Edwards – Councillor Furniss: Be it resolved that the Committee of the Whole recommend to Township Council that all license agreement fees which require an increase in 2014, as per the standards of each agreement, be increased to $600.00 per year for the years 2014, 2015, 2016, 2017 and 2018, at which time the fees will be renegotiated by Council;

And further, that if any of the license agreement annual fees are not yet set at the current rate of $500.00 per annum as per Section 1.07 of Township Council Policy C-LS-07, direction is given to have those increased to this rate for the years 2014, 2015, 2016, 2017 and 2018, at which time the fees will be renegotiated by Council.

Carried

7. **Community**

a. **Delegations and Petitions**

1. None

b. **Community and Volunteerism**

Chair Baranik and Vice Chair Kruckel

1. Community Event Updates

   Councillor Baranik provided a list of upcoming events for Committee.

c. **Emergency Management**

Chair McTaggart and Vice Chair Edwards


   The Fire Chief reviewed the department’s monthly activity report for Committee.

2. Report from the Fire Chief Re: Noise By-Law. A copy of the report is attached. *(This item was requested at the January 21, 2014 Committee of the Whole meeting.)*

   The Fire Chief reviewed the Township’s Noise By-law for Committee.
Further to the January 21, 2014 Committee of the Whole delegation, it was the consensus of Committee for the CAO to submit correspondence to the Alcohol and Gaming Commission of Ontario requesting that the Township be included as part of the process regarding Turtle Jacks’ application for the removal of liquor license conditions.


The Fire Chief highlighted the draft Sign By-law and answered questions for Committee in regard to A-frame signs, sign permits, road allowances and back lit signage.

Committee requested that this item be placed on the next Committee of the Whole agenda and that a potential town hall meeting date in this regard be determined.

d. Parks, Trails and Libraries
Chair Nishikawa and Vice Chair Brent

1. None

8. Visioning and Economic Development

a. Delegations and Petitions

1. None

b. Visioning
Chair Murphy and Vice Chair Harding

1. None

c. Economic Development and Communications
Chair Harding and Vice Chair Baranik


The Community Economic Development Coordinator highlighted the monthly activity report including the upcoming Township Job Fair and the Township’s participation in the 2014 Ontario Winter Games.
In response to Committee, the CAO indicated he would contact the District Municipality of Muskoka with respect to moving the Wireless Access Point project forward.

2. Report from the Community Economic Development Coordinator Re: 2014 Skating School (Brian Orser/Port Carling Figure Skating Club). A copy of the report is attached.

Councillor Nishikawa left the Council Chambers at 2:44 p.m.

The Community Economic Marketing Coordinator highlighted the request for Committee.

Resolution Number COW-12-18/02/14

Councillor Furniss – Councillor Kruckel: Be it resolved that the Committee of the Whole recommend to Township Council that the use of the Port Carling Arena be approved for the 2014 Skating School, provided that wording in the contract includes:

a) “The renter acknowledges that ice-making equipment is undersized, therefore unforeseen weather conditions could result in the production of insufficient ice”;

b) That Council waive the rental fees for the 2014 Gala Demonstration and VIP reception at the Port Carling Arena and Port Carling Memorial Community Centre.

Carried

Councillor Nishikawa returned to the Council Chambers at 2:46 p.m.

9. **New and Unfinished Business**


The CAO reviewed the report and answered question for Committee.

Resolution Number COW-10-18/02/14

Councillor Baranik – Councillor Harding: Whereas the Township of Muskoka Lakes has sought information from the Ministry of Natural Resources concerning the flood in the spring of 2013 and the high water levels in the fall of 2013;

COMMITTEE OF THE WHOLE MINUTES – February 18, 2014 – PAGE # 8
And Whereas the Ministry of Natural Resources has not sufficiently addressed the documented concerns of the Township of Muskoka Lakes;

Now Therefore Be It Resolved that the Minister be asked to have District of Parry Sound staff of the Ministry of Natural Resources to work with the Township of Muskoka Lakes, the District of Muskoka and the Moon River Property Owners’ Association in arranging a pre-spring freshet information session for all residents of the District of Muskoka.

And Further that the District of Muskoka and its member municipalities be asked for their assistance in the above noted matters;

And Further that the CAO be directed to send the appropriate correspondence.

And Further that the Council ratification process of this resolution not delay the issuing of the noted correspondence.

Carried

Resolution Number COW-11-18/02/14

Councillor Baranik – Councillor Harding: Whereas the Township of Muskoka Lakes has sought information from the Ministry of Natural Resources concerning the flood in the spring of 2013 and the high water levels in the fall of 2013;

And Whereas the Ministry of Natural Resources has not sufficiently addressed the documented concerns of the Township of Muskoka Lakes;

Now Therefore Be It Resolved that the Committee of the Whole recommend to the Council of the Township of Muskoka Lakes that it proceed immediately to asking the Ministry of Natural Resources to intervene in this matter and direct District of Parry Sound staff from the Ministry of Natural Resources to provide the requested information and review possible changes to the Muskoka River Water Management Plan.

Carried

10. Committee in Closed Session

a. None
11. **Adjournment**

a. Consideration of a resolution to adjourn.

Resolution Number COW-13-18/02/14

Councillor Baranik – Councillor Harding: Be it resolved that this meeting adjourn at 3:50 p.m. and the next regular meeting of the Committee of the Whole will be held on Monday, March 17, 2014 at 9:00 a.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

Carried

_______________________   _______________________
Mayor Alice Murphy, Chair   Cheryl Mortimer, Clerk
The Corporation of the Township of Muskoka Lakes

Minutes - Committee of the Whole Meeting

Monday, March 17, 2014

A Regular Meeting of the Committee of the Whole was held on Monday, March 17, 2014, at 9:00 a.m. in the Council Chambers, Municipal Offices, Port Carling Ontario.

Present: Mayor Murphy, Chair

Officials Present: C. Wray - CAO
                    C. Mortimer - Clerk

Councillors: T. Guthrie - Clerk’s Assistant
             S. Rettie - Treasurer
             R. Hayes - Fire Chief
             J. Krynicki - Director of Public Works
             L. McMurray - Community Economic Development Coordinator
             N. Donald - Development Services Coordinator

Regrets: Brad Burgess
         Don Furniss

1. Call to Order
   a. Mayor Murphy called the meeting to order at 9:02 a.m.

2. Adoption of Agenda
   a. Consideration of a resolution to adopt the agenda as amended.

   Resolution Number COW-1-17/03/14

   Councillor Brent - Councillor Nishikawa: Be it resolved that the Committee of the Whole agenda dated March 17, 2014 be adopted as amended to add:

   Item 9.a. Discussion Re: Cottage Life Show Request.

   Carried
3. Disclosure of Interest

a. None

4. Adoption of Minutes

a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on February 18, 2014.

Resolution Number COW-2-17/03/14

Councillor Harding – Councillor McTaggart: Be it resolved that the Committee of the Whole Meeting minutes held on February 18, 2014 be adopted.

Carried

5. Public Works

a. Delegations and Petitions

1. None

b. Road and Infrastructure
   Chair Brent and Vice Chair Nishikawa


   Committee discussed the Clear Lake Ramp project and the inventory of speed zone signs on area water bodies.


   After a discussion regarding Municipal wharves it was the consensus of Committee to continue working with the 2013 Windermere Dock Wharf Manager for the 2014 season.
Resolution Number COW-3-17/03/14

Councillor Edwards – Councillor Kruckel: Be it resolved that the Committee of the Whole recommend to Township Council the appointment of the following as Wharf Managers for the 2014 operating season:

Michael J. Buwalda, Beaumaris Wharf
Marjorie Knight, Windermere Docks
Tracey Fitchett, Foot’s Bay Wharf

And that the remuneration terms be set at 60% of revenue to the Township and 40% of revenue to the wharf manager.

Carried

3. Report from the Director of Public Works Re: Load Limits for Roads and Bridges. A copy of the report is attached.

Committee discussed the current by-law regulating load limits on area roads and bridges and the need to protect Municipal assets from damage caused by heavy vehicle use and during vulnerable times.

Councillor Brent passed the Chair to Vice Chair Nishikawa at 10:12 a.m. to address Committee in this regard.

Committee agreed that should a road need assessing, Councillors could forward the name of the road to the Director of Public Works for review.

Councillor Brent requested a recorded vote.

Resolution Number COW-5-17/03/14

Councillor Edwards – Councillor Kruckel: Be it resolved that the Committee of the Whole recommend to Township Council that an addendum to By-law Number 2009-24 be developed stating “that additional temporary or permanent restrictions may be imposed as necessary by the Director of Public Works.”

Recorded Vote: 

<table>
<thead>
<tr>
<th></th>
<th>NAYS</th>
<th>YEAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Baranik</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Brent</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Burgess</td>
<td>REGRETS</td>
<td></td>
</tr>
</tbody>
</table>

COMMITTEE OF THE WHOLE MINUTES – March 17, 2014 – PAGE # 3
6. Corporate Services

a. Delegations and Petitions

1. None

b. Finance
Chair Furniss and Vice Chair Burgess

Mayor Murphy chaired the meeting in the absence of both the Chair and Vice Chair of Corporate Services.


   The Treasurer highlighted his report and answered questions for Committee.


   The Treasurer advised that consideration of the following resolution is required for audit purposes.

Resolution Number COW-6-17/03/14

Councillor Baranik – Councillor Harding: Be it resolved that the Committee of the Whole recommend to Township Council to approve the 2013 financial reserves transactions as presented in the staff report dated March 17, 2014.

Carried

The Treasurer answered questions in regard to the allotment of Development Charges for Attainable Housing Projects. The Treasurer was requested to consult with the District of Muskoka in this regard and that this matter be further discussed at a future meeting. He also noted that the following resolution is required for the Municipal Audit.

Resolution Number COW-7-17/03/14

Councillor Edwards – Councillor Kruckel: Be it resolved that the Committee of the Whole recommend to Township Council to approve the 2013 Development Charges Statement as presented in the staff report dated March 17, 2014.

Carried


The Director of Public Works and the Treasurer reviewed the report for Committee in regard to Municipal critical infrastructure and how it relates to the Asset Management Plan.

Resolution Number COW-4-17/03/14

Councillor Harding – Councillor McTaggart: Be it resolved that the Committee of the Whole recommend to Township Council to approve the Asset Management Plan for Core Service Infrastructure as presented in the staff report dated March 17, 2014.

Carried

c. **Administration**

Chair Kruckel and Vice Chair McTaggart


The Development Services Coordinator highlighted the building permit numbers for the month of February 2014.

The CAO provided a review of his report and answered questions regarding broadband in the Township.


The Clerk highlighted the department’s monthly activities for Committee.

4. Report from the Clerk Re: Application to purchase a portion of Original Road Allowance lying between Concession C and D, Lot 20 (Medora) RABIE, 6-20-083

The Clerk reviewed the application for Committee.

Resolution Number COW-10-17/03/14

Councillor Baranik – Councillor Harding: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase a portion of Original Road Allowance lying between Concessions C and D, Lot 20, Medora submitted by Anton and Ilana Rabie (6-20-083) pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Road Allowances.

Carried


The Clerk advised that area municipalities will be using vote by mail and optical scanning vote tabulators, as in past elections, for the upcoming 2014 Municipal Election.

Resolution Number COW-8-17/03/14

Councillor Baranik – Councillor Edwards: Be it resolved that the Committee of the Whole recommend that Township Council waive the
provisions of Procurement Policy C-CAO-13 and further that by-laws be given three readings at the April 17, 2014 Council meeting to use the following alternative voting methods pursuant to Section 42 of the Municipal Elections Act for the 2014 Municipal Election:

- DataFix for vote by mail and voters list management, and
- Dominion Voting Systems for optical scanning vote tabulators.

Carried


The Clerk reviewed the proposed lease agreement between the Township of Muskoka Lakes and the property owner for the Wall mural. Committee directed the Clerk to inquire with the Municipal Solicitor whether the termination provision could be extended to 120 days written notice.

Resolution Number COW-11-17/03/14

Councillor Baranik – Councillor Brent: Be it resolved that the Committee of the Whole recommend to Township Council that the Mayor and Clerk are hereby authorized to execute and affix the corporate seal to a Lease Agreement between Riverview Holdings (Port Carling) Limited and the Township of Muskoka Lakes for The Wall.

Carried


Resolution Number COW-12-17/03/14

Councillor McTaggart – Councillor Harding: Be it resolved that the Committee of the Whole recommend to Township Council that the Township of Muskoka Lakes supports resolution number 059-14 passed by the Council of the Town of Arnprior on February 10, 2014 with respect to electricity rates.

Carried

Committee supported Option 1 as outlined in the staff report as presented.

Resolution Number COW-13-17/03/14

Councillor McTaggart – Councillor Harding: Be it resolved that the Committee of the Whole recommend to Township Council that the Township of Muskoka Lakes recognizes the 50th Anniversary Celebration of the Muskoka Lakes Museum on Saturday July 26th, 2014;

And further that the Township of Muskoka Lakes extends congratulations on this significant occasion to those who have contributed to the historical preservation of Muskoka.

Carried

9. Information/Discussion Item Re: Residents’ Association of Port Carling – Submission of Objection to Turtle Jacks’ Request to Change Liquor License Conditions

The Clerk indicated that the Residents’ Association of Port Carling has submitted their objections as circulated. The CAO noted that a hearing has not yet been scheduled in this regard.

7. Community

a. Delegations and Petitions

1. Pat Young and Adele Fairfield attended at 9:05 a.m. Re: Walker’s Point Volunteer Community Library

Pat Young and Adele Fairfield, Volunteers of the Walker’s Point Community Library provided an update to Committee. They currently have 249 members and are finding increased use of the library as a social hub in the community.

They requested that Committee reinstate the annual $1,000.00 grant which was previously provided in the Municipal Budget. The Treasurer clarified that the grant is based on matching the funds of the previous year’s donations.
Committee suggested that the Community Library grant allocations be reviewed during the 2015 budget process.

In response to the delegation, the Clerk requested that they provide the Township with the details of how they wished to be recognized in municipal publications.

Committee thanked the delegation for their continued volunteerism.

2. Lyle Quan, Emergency Management and Training Inc. attended at 11:30 a.m. Re: Master Fire Plan Presentation. A copy of the presentation is attached.

Refer to item 7.c.2. Emergency Management Staff Report

b. Community and Volunteerism
Chair Baranik and Vice Chair Kruckel

1. Community Event Updates

Councillor Baranik presented the Community Economic Development Coordinator with a plaque for the Township of Muskoka Lakes’ involvement and commitment in the 2014 Ontario Winter Games held in Muskoka and Simcoe County. Mayor Murphy thanked the Coordinator for her hard work and dedication to the Games.

Committee requested that a discussion be included on the April 22, 2014 Committee of the Whole meeting regarding the 2014 Mayor’s Golf Classic.

Committee was also supportive of hosting a volunteer appreciation event in 2014 as allocated in the Township Budget.

2. Minutes of the Torrance Community Centre hall board meetings held on November 27, 2013 and February 20, 2014. A copy of the minutes is attached for information purposes.

3. Minutes of the Windermere Community Centre Hall Board meeting held on August 7, 2013. A copy of the minutes is attached for information purposes.

Committee discussed the options available to the Lucky Duck Fudgery for kitchen rental at the Torrance Community Centre. This item was deferred to allow staff to review and report back with other suitable options.

Councillors Nishikawa and Edwards left the meeting at 1:25 p.m.

c. Emergency Management
Chair McTaggart and Vice Chair Edwards


The Fire Chief reviewed the department’s monthly activity report for Committee.


Lyle Quan provided a PowerPoint presentation outlining the results of the Master Fire Plan prepared for the Township. This included a review of the current services and highlighted recommendations in regard to governance, planning, programs, physical resources, staffing and financing.

Mr. Quan and the Fire Chief answered questions for Committee in regard to the project findings.

_Councillor McTaggart passed the Chair to Vice Chair Edwards at 12:30 p.m. to address Committee in this regard._

It was the consensus of Committee to receive the master fire plan as presented and have the Fire Chief review the recommendations and related impacts and report back at a future meeting in that regard.

Resolution Number COW-9-17/03/14

_Councillor Harding – Councillor Kruckel: Be it resolved that the Committee of the Whole recommend to Township Council to receive the Master Fire Plan as presented on March 17, 2014._

_Carried_
3. Minutes of the Joint Occupational Health and Safety Committee meeting dated December 18, 2013. A copy of the minutes is attached for information purposes.

d. **Parks, Trails and Libraries**  
   Chair Nishikawa and Vice Chair Brent

   1. Minutes of the Muskoka Lakes Public Library Board meeting held on January 9, 2014. A copy of the minutes is attached for information purposes.

8. **Visioning and Economic Development**

   a. **Delegations and Petitions**

   1. None

   b. **Visioning**  
      Chair Murphy and Vice Chair Harding

   1. None

   c. **Economic Development and Communications**  
      Chair Harding and Vice Chair Baranik


      The Community Economic Development Coordinator highlighted the departmental monthly activities report for Committee. The Community Economic Development Coordinator was requested to work on next steps for potential events such as music in the park and street events.

9. **New and Unfinished Business**

   a. Discussion Re: Cottage Life Show Request. *This item was referred from the March 14, 2014 Council meeting.*

      The Community Economic Development Coordinator was allocated up to $500.00 to purchase a promotional Township banner for use at the Cottage Life Show and other upcoming events.
10. **Committee in Closed Session**

   a. Committee of the Whole in Closed Session was held for personal matters about an identifiable individual, including municipal or local board employees and labour relations matters or employee negotiation matters pursuant to Section 239(2) of the Municipal Act, 2001.

   Resolution Number COW-14-17/03/14

   Councillor Kruckel – Councillor Baranik: Be it resolved that the Committee of the Whole in Closed Session convene at 2:59 p.m. for personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations pursuant to Section 239(2) of the Municipal Act, 2001.

   Carried

   Resolution Number COW-15-17/03/14

   Councillor Baranik – Councillor Kruckel: Be it resolved that Committee of the Whole reconvene at 4:25 p.m. to report on matters arising from Closed Session.

   Carried

   There was no report to Committee of the Whole as a result of Closed Session.

11. **Adjournment**

   a. Consideration of a resolution to adjourn.

   Resolution Number COW-16-17/03/14

   Councillor Baranik – Councillor Brent: Be it resolved that this meeting adjourn at 4:27 p.m. and the next regular meeting of the Committee of the Whole will be held on Tuesday April 22, 2014 at 1:00 p.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

   Carried

_______________________   _______________________
Mayor Alice Murphy, Chair   Cheryl Mortimer, Clerk
A Regular Meeting of the Committee of the Whole was held on Tuesday, April 22, 2014, at 1:00 p.m. in the Council Chambers, Municipal Offices, Port Carling Ontario.

PRESENT:
Mayor Murphy, Chair
C. Wray - CAO
C. Mortimer - Clerk
COUNCILLORS:
T. Guthrie - Clerk’s Assistant
S. Rettie - Treasurer
J. Krynicki - Director of Public Works
L. McMurray - Community Economic Development Coordinator

OFFICIALS PRESENT:
C. Wray - CAO
C. Mortimer - Clerk

COUNCILLORS:
Donelda Kruckel
Jean-Ann Baranik
Phil Harding
Ruth Nishikawa
Ron Brent, left at 2:10 p.m.
Gault McTaggart
Brad Burgess
Don Furniss

REGRETS:
Allen Edwards

1. Call to Order
   a. Mayor Murphy called the meeting to order at 1:34 p.m. Commencement was delayed due to the 1:04 p.m. adjournment time of the Planning Committee of the Whole meeting.

   Following requests regarding agenda item additions, including Wakestock, One Muskoka, follow-up on Council delegations and Council Code of Conduct, Committee held a discussion due to the full agenda and Committee members’ commitments to attend other meetings.

   Councillor Furniss left the Council table at 1:45 p.m.

2. Adoption of Agenda
   a. Consideration of a resolution to adopt the agenda as amended.

      Resolution Number COW-1-22/04/14


      Carried
3. **Disclosure of Interest**
   a. Councillor Burgess disclosed a pecuniary interest in item 7.b.2, The Lucky Duck Fudgery, as his spouse is the company president.

4. **Adoption of Minutes**
   a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on March 17, 2014.

   Resolution Number COW-2-22/04/14
   
   Councillor Kruckel – Councillor Burgess: Be it resolved that the Committee of the Whole Meeting minutes held on March 17, 2014 be adopted.

   Carried

5. **Public Works**
   a. **Delegations and Petitions**
      1. None
   b. **Road and Infrastructure**
      Chair Brent and Vice Chair Nishikawa

      In response to Committee, the Director of Public Works responded to questions regarding the status of the Weismiller dock reconstruction.

6. **Corporate Services**
   a. **Delegations and Petitions**
      1. Nicole White, BDO Canada, Auditors attended at 1:55 p.m. Re: 2013 Township Audit

      Ms. White provided the results of the Township of Muskoka Lakes audit for the year ended December 31, 2013 as conducted by BDO Canada. She reported that the consolidated financial statements present fairly the financial position of the Township as at December 31, 2013.
b. **Finance**  
Chair Furniss and Vice Chair Burgess


   Committee had no questions.


   Refer to Item 6.a.1, Delegations.

   **Resolution Number COW-3-22/04/14**

   Councillor Harding – Councillor Baranik: Be it resolved that the Committee of the Whole recommend to Township Council to approve the Consolidated Financial Statements of the Township of Muskoka Lakes for the year ended December 31, 2013.

   Carried

Councillor Brent left the meeting at 2:10 p.m.

c. **Administration**  
Chair Kruckel and Vice Chair McTaggart


   The Development Services Coordinator answered questions in regard to building permit statistics and the areas of inspection for the summer septic system inspection program.


   The CAO answered questions for Committee in regard to smoke free places and the Ontario Provincial Police billing model.


   Committee had no questions.

The Clerk reviewed the application for Committee advising this is a renewal of an existing license agreement.

Resolution Number COW-5-22/04/14

Councillor Burgess – Councillor Baranik: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given for the renewal of a license agreement for the encroachment of a framed dwelling situated on a Township Road Allowance leading to the Moon River lying in Concession B, Part Lot 13 (Bala) with Tony DiCaro (7-9-058) subject to the conditions provided in Township Council Policy C-LS-07 for License Agreements.

Carried

5. Report from the Clerk Re: Bala Legion Liquor License Request. A copy of the report is attached.

The Clerk advised that the temporary liquor license extension is an annual request submitted by the Bala Legion.

Resolution Number COW-6-22/04/14

Councillor Burgess – Councillor Baranik: Be it resolved that the Committee of the Whole recommend that Township Council has no objection to the temporary extension of the proposed extended licensed area as submitted by the Royal Canadian Legion, Bala Branch 424, for the 9th Annual “Cruiz-In for Veterans Classic Car Show & Shine” on Sunday June 29th, 2014, subject to the temporary extension of the liquor sales license being restricted to the fenced off area and approval of the Township Fire Chief.

Carried


The Clerk noted that Councillors Kruckel and Nishikawa had requested that this resolution come forward for consideration.
Resolution Number COW-7-22/04/14

Councillor Burgess – Councillor Baranik: Be it resolved that the Committee of the Whole recommend to Township Council that the Township of Muskoka Lakes supports the resolution passed by the Council of the Regional Municipality of Niagara on January 16, 2014 with respect to Ontario’s Long Term Energy Plan.

Carried

7. Review of Seguin Township Blasting By-law. A copy of Township of Seguin By-law 2008-104 is attached.

Committee held a lengthy discussion in regard to the Township’s current blasting / site alteration by-law and the Seguin Township by-law model. Councillor Kruckel was requested to report back on this matter at a future meeting to allow for further consideration.

7. **Community**

   a. **Delegations and Petitions**

      1. None

   b. **Community and Volunteerism**

      Chair Baranik and Vice Chair Kruckel

      1. Community Event Updates

         Councillors reviewed upcoming events in the Township including a community fundraiser on June 21 for the Brock and Willa Wellness Centre, Community Clean Up Day on April 26, Milford Bay tea on April 12 and the Raymond Pot Luck dinner.


         Councillor Burgess left the Council table at 2:26 p.m. as he had disclosed a pecuniary interest in item 7.b.2, The Lucky Duck Fudgery, as his spouse is the company president. He did not participate in the matter.

         The Community Economic Development Coordinator advised that this is an annual request submitted by The Lucky Duck Fudgery however the operations
will be based out of the Glen Orchard Community Centre rather than the Torrance Community Centre.

Committee discussed the need to review and update the community centre rental rates.

Resolution Number COW-8-22/04/14

Councillor Harding – Councillor Nishikawa: Be it resolved that the Committee of the Whole recommend to Township Council that the Lease Agreement between the Township of Muskoka Lakes and The Lucky Duck Fudgery be approved for the kitchen at the Glen Orchard Community Centre as presented in the April 22, 2014 staff report.

Carried

Resolution COW 9-22/04/14

Councillor Harding – Councillor Nishikawa: Be it resolved that the Committee of the Whole recommend that Township Council authorize the Mayor and Clerk to execute and affix the corporate seal to the Lease Agreement between the Township of Muskoka Lakes and The Lucky Duck Fudgery for the Glen Orchard Community Centre kitchen.

Carried

Councillor Burgess returned to the Council table at 2:38 p.m.


The Community Economic Development Coordinator reviewed the report advising that this is an annual request. She also noted the hall board is in support of the request.

Resolution Number COW-10-22/04/14

Councillor Harding – Councillor Nishikawa: Be it resolved that the Committee of the Whole recommend to Township Council that the Lease Agreement between the Township of Muskoka Lakes and Ali Hunter
Cuisine be approved for the kitchen at the Milford Bay Community Centre as presented in the April 22, 2014 staff report.

Carried

Resolution COW 11-22/04/14

Councillor Harding – Councillor Nishikawa: Be it resolved that the Committee of the Whole recommend that Township Council authorize the Mayor and Clerk to execute and affix the corporate seal to the Lease Agreement between the Township of Muskoka Lakes and Ali Hunter Cuisine for the Milford Bay Community Centre kitchen.

Carried

4. Report from the Community Economic Development Coordinator Re: Request to waive fees – Brock & Willa Wellness Centre fundraiser. A copy of the report is attached.

The Community Economic Development Coordinator indicated that the coordinators would have to provide the required insurance for the event.

Resolution Number COW-12-22/04/14

Councillor Harding – Councillor Nishikawa: Be it resolved that the Committee of the Whole recommend to Township Council that rental fees at the Port Carling Memorial Community Centre be waived for the Muskoka Melody Fundraiser event on June 18, 20 and 21, 2014 provided the donations are raised to support the Brock and Willa Wellness Centre.

Carried

5. Information Item – District Wide Food and Agriculture Charter Steering Committee. A copy of the Food and Agriculture Steering Committee Meeting Report dated March 24, 2014 is attached for information purposes.

c. Emergency Management
Chair McTaggart and Vice Chair Edwards

The CAO answered questions for Committee in the Fire Chief’s absence regarding railway company emergency plans and train speed limits in Township communities.

Staff was requested to include the Fire Chief’s April Activity report on the May 20, 2014 Committee of the Whole meeting agenda for further discussion.

d. **Parks, Trails and Libraries**  
Chair Nishikawa and Vice Chair Brent

1. Minutes of the Muskoka Lakes Public Library Board meeting held on Thursday February 27, 2014 and March 13, 2014. Copies of the minutes are attached for information purposes.

8. **Visioning and Economic Development**

   a. **Delegations and Petitions**

   1. None

   b. **Visioning**  
Chair Murphy and Vice Chair Harding

   1. None

   c. **Economic Development and Communications**  
Chair Harding and Vice Chair Baranik


   Councillors Nishikawa and Harding spoke to the proposed Saturday road closures in Bala and Port Carling to promote economic opportunities and answered questions for Committee members. Further information in this regard is forthcoming.

   Committee also discussed the upcoming Mayor’s Golf Classic to be held on Monday, June 23, 2014, with proceeds going toward the Port Carling Nursing Station initiative.

   **Resolution Number COW-13/22/04/14**

   Councillor Kruckel – Councillor Burgess: Be it resolved that Committee of the Whole recommend to Township Council that to promote economic opportunities in the communities of Port Carling and Bala, that Lock Street in Port Carling and a portion Bala Falls Road (Walker Street south...
to Highway #169) in Bala, be closed on Saturdays from 12:00 noon until 9:00 p.m. to promote Music and Art Festival Days from June 28 through August 16, 2014.

Carried

2. Report from the Community Economic Development Coordinator Re: Request for exemption to parking by-law. A copy of the report is attached.

Committee discussed the request submitted for an exemption to the Township’s parking by-law. It was the consensus of Committee to limit overnight sleeping vehicles to the Bala Sports Park parking lot during the events.

Councillor Nishikawa left the Council Chambers at 3:17 p.m.

Resolution Number: COW-14-22/04/14

Councillor Kruckel - Councillor Burgess: Be it resolved that the Committee of the Whole recommend to Township Council that By-law 2014-40 be given three readings at the next meeting of Council for a temporary exemption to the Parking By-law (By-law 91-67) on June 27-29, 2014 and October 3-5, 2014 for the Bala Craft and Gift Show and the Bala Antique and Nostalgia Show.

And Further that Trailers and Recreational vehicles for sleeping will receive a temporary exemption to the Parking By-law at the Bala Sports Park parking lot.

Carried


The Community Economic Development Coordinator reviewed the annual request for Committee.

Resolution Number: COW-15-22/04/14

Councillor Burgess – Councillor Kruckel: Be it resolved that the Committee of the Whole recommend to Township Council that it support the No Parking – Tow Away Zones as approved by the District Municipality of Muskoka for the 2014 Bala Cranberry Festival as per District By-law 2012-15.

Carried
Councillor Nishikawa returned to the Council Chambers at 3:22 p.m.

Resolution Number: COW-17-22/04/14

Councillor Burgess – Councillor McTaggart: Be it resolved that Committee of the Whole recommend to Township Council that three readings be given to By-law 2014-044, a by-law to temporarily exempt the Bala Cranberry Festival Board and its participants, from the following by-laws, during the 2014 Bala Cranberry Festival:

By-law 94-36 Transient Traders
By-law 94-37 Hawkers and Peddlers
By-law 94-38 Refreshment Vehicles

Carried

Resolution Number: COW-16-22/04/14

Councillor Burgess – Councillor Kruckel: Be it resolved that Committee of the Whole Recommend to Township Council that three readings to By-law 2014-042, a by-law to temporarily designate No Parking – Tow Away Zones and By-law 2014-043, a by-law to authorize the temporary road closure for the Bala Cranberry Festival be given at the May 16, 2014 regular meeting of Council.

Carried


Resolution Number: COW-18-22/04/14

Councillor Kruckel – Councillor Burgess: Be it resolved that the Committee of the Whole recommend to Township Council that the Muskoka Lakes Chamber of Commerce be authorized to use the Precambrian Shield Parking Lot for the Bala Farmers’ Market between 7:00 a.m. – 3:00 p.m. every Monday between June 23, 2014 and September 1, 2014 as presented in the April 22, 2014 staff report.

Carried
Resolution Number COW-19-22/04/14

Councillor Kruckel – Councillor Burgess: Be it resolved that the Committee of the Whole recommend to Township Council that a request be made to the District Municipality of Muskoka to impose a temporary “No Parking – Tow Away Zone” weekly, on Mondays from June 23, 2014 to September 1, 2014 along Muskoka Road 169 from the CPR overpass, North to the intersection at Bala Falls Road.

Carried


Resolution Number COW-20-22/04/14

Councillor Kruckel – Councillor Burgess: Be it resolved that Committee of the Whole recommend to Township Council that the Muskoka Lakes Chamber of Commerce be authorized to use Hanna Park for the Port Carling Farmers’ Market between 6:00 a.m. – 3:00 p.m. every Thursday between June 26, 2014 and August 28, 2014 as presented in the April 22, 2014 staff report.

Carried

9. New and Unfinished Business

a. Consideration of a resolution Re: Wakestock

Councillor Harding reviewed the delegation made to Council on April 17, 2014 in regard to Wakestock returning to Bush’s Water Sport Centre.

Resolution Number COW-4-22/04/14

Councillor Harding – Councillor Nishikawa: Be it resolved that Committee of the Whole recommend to Township Council that they approve in principle the closure of Bala Falls Road in connection with the Kee to Bala’s request dated April 17, 2014.

And further that this event along with other events surrounding the return of Wakestock to Muskoka at Bush’s Water Sport Centre August 8 – 10, 2014 be approved pending the requirements of staff recommendations or concerns surrounding the administration of this event.

Carried
b. Discussion Re: One Muskoka

Committee discussed the One Muskoka concept and requested a future report from the Treasurer in regard to associated costs. Councillors Kruckel and McTaggart will provide data to assist in this regard.

c. Follow-up discussion Re: Council delegations on April 17, 2014

Further to the April 17, 2014 Council meeting delegations, Committee requested the following:

- CAO to seek clarification and report back Re: North Bala Falls Small Hydro Project delegations.
- Clerk to report back in regard to the Muskoka Pride request Re: 2014 Muskoka Pride Week.
- Director of Public Works to report back Re: Reduced Load Restrictions on Township Loads.
- Councillor Kruckel to report back Re: Proposed Blasting / Site Alteration By-law (refer to item 6.c.7, above).
- Wakestock delegation request was considered in item 9.a, above.

Committee requested an update on the District of Muskoka Code of Conduct at the next Committee of the Whole meeting.

10. **Committee in Closed Session**

   a. None

11. **Adjournment**

   a. Consideration of a resolution to adjourn.

      Resolution Number COW-21-22/04/14

      Councillor Baranik – Councillor Harding: Be it resolved that this meeting adjourn at 4:20 p.m. and the next regular meeting of the Committee of the Whole will be
held on Tuesday May 20, 2014 at 1:00 p.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

Carried

_______________________   _______________________
Mayor Alice Murphy, Chair   Cheryl Mortimer, Clerk
A Regular Meeting of the Committee of the Whole was held on Tuesday, May 20, 2014, at 1:00 p.m. in the Council Chambers, Municipal Offices, Port Carling Ontario.

PRESENT:
Mayor Murphy, Chair
C. Wray - CAO
C. Mortimer - Clerk
COUNCILLORS:
T. Guthrie - Clerk’s Assistant
S. Rettie - Treasurer
R. Hayes - Fire Chief
N. Donald - Development Services Coordinator
Phil Harding
Ruth Nishikawa, arrived at 1:10 p.m.
Allen Edwards
Gault McTaggart, left at 3:04 p.m.
Brad Burgess
Don Furniss

REGRETS:
Ron Brent

1. **Call to Order**
   a. Mayor Murphy called the meeting to order at 1:05 p.m.

2. **Adoption of Agenda**
   a. Consideration of a resolution to adopt the agenda as amended.

   Resolution Number COW-1-20/05/14

   Councillor Edwards - Councillor Burgess: Be it resolved that the Committee of the Whole agenda dated May 20, 2014 be adopted as amended to add items:

   9.b. Completion of District Updates
   9.c. Consideration of a resolution to appoint a Master Fire Plan Review Committee
   9.d. District Report Re: Bala Falls Project Entrance Permit Requests and consideration of a resolution

   Carried
3. Disclosure of Interest
   a. None

4. Adoption of Minutes
   a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on April 22, 2014.

   Resolution Number COW-2-20/05/14

   Councillor McTaggart – Councillor Harding: Be it resolved that the Committee of the Whole Meeting minutes held on April 22, 2014 be adopted.

   Carried

   Mayor Murphy left the Council Chambers at 1:09 p.m. and Deputy Mayor Edwards assumed the Chair.

   Councillor Nishikawa arrived at 1:10 p.m.

5. Public Works
   a. Delegations and Petitions
      1. None
   b. Road and Infrastructure
      Chair Brent and Vice Chair Nishikawa

      There were no questions or comments in this regard.

6. Corporate Services
   a. Delegations and Petitions
      1. None
b. **Finance**  
Chair Furniss and Vice Chair Burgess


   The Treasurer spoke to the Development Charges Study being carried out by the District Municipality of Muskoka.

   It was the consensus of Committee that the Treasurer forward comments to the District of Muskoka noting that the Township of Muskoka Lakes was opposed to an alternative square foot charge for Development Charges as suggested in the Study rather than the current per unit charge.


   The Treasurer answered questions for Committee in regard to First Quarter Budget figures for utility costs, roads, winter maintenance and the Library.

c. **Administration**  
Chair Kruckel and Vice Chair McTaggart


   There were no questions or comments in this regard.


   There were no questions or comments in this regard.


   There were no questions or comments in this regard.

4. Report from the Chief Administrative Officer Re: Outdoor Sidewalk Patios. A copy of the report is attached.
The Clerk’s Assistant highlighted the report for Committee and answered general questions in regard to outdoor sidewalk patios. The Clerk and Fire Chief also addressed questions for Committee with respect to the proposal. Committee discussed the option to provide temporary licensing of a sidewalk patio for the Bala Falls Pub. As there were a number of outstanding questions, Committee directed the Clerk and Fire Chief to bring forward more information in this regard.

Resolution Number COW-5-20/05/14

Councillor Burgess – Councillor Furniss: Be it resolved that the Committee of the Whole recommend to Township Council that staff be directed to review the current draft business licensing by-law and include the licensing of outdoor sidewalk patios within it addressing the matters included in the May 20, 2014 staff report as well as any other matters Municipal Staff, Council, the Municipal Solicitor and/or the Municipal Insurance Agent Company deem necessary.

Carried

Resolution Number COW-6-20/05/14

Councillor Baranik – Councillor Harding: Be it resolved that Committee of the Whole recommend that further investigation be conducted for a temporary outdoor sidewalk patio for the Bala Falls Pub.

Carried

5. Report from the Clerk Re: Muskoka Pride Community Request. A copy of the report is attached.

The Clerk highlighted the report for Committee and was directed to bring back further information in regard to the installation of an attached flag pole at the Municipal Office.

6. Report from the Clerk Re: Juno Beach Centre Association’s Canada’s D-Day Tribute Campaign Request. A copy of the report is attached.

Councillor Furniss requested a recorded vote.
Resolution Number COW-3-20/05/14

Councillor Baranik – Councillor Harding: Be it resolved that the Committee of the Whole recommend to Township Council that the Township of Muskoka Lakes participate in the Canada's D-Day Tribute Campaign in the amount of $500.00.

Recorded Vote: 

<table>
<thead>
<tr>
<th></th>
<th>NAYS</th>
<th>YEAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Baranik</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Brent - Regrets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Councillor Burgess</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor Edwards</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor Furniss</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Harding</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor Kruckel</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor McTaggart</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Councillor Nishikawa</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Mayor Murphy - Absent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>2</td>
<td>6</td>
</tr>
</tbody>
</table>

Carried

7. **Community**

a. **Delegations and Petitions**

   1. John Newton attended at 2:00 p.m. Re: Port Carling Curling Club Request.

   John Newton delegated Committee to request that the Port Carling Memorial Community Centre rental fees be waived for the Port Carling Curling Club’s annual fundraiser on Saturday July 5, 2014. Proceeds from this fundraising event are allocated to supporting their youth curling program.

   Refer to item 7.b.2 for consideration of a resolution in this regard.

b. **Community and Volunteerism**

   **Chair Baranik and Vice Chair Kruckel**

   1. Community Event Updates

   Councillor Baranik provided a list of upcoming community events for Committee.
2. Report from the Community Economic Development Coordinator Re: Request to waive fees – Port Carling Curling Club. A copy of the report is attached.

Refer to item 7.a.1 Delegations

Resolution Number COW-4-20/05/14

Councillor Harding – Councillor Furniss: Be it resolved that the Committee of the Whole recommend to Township Council that rental fees at the Port Carling Memorial Community Centre be waived for the Port Carling Curling Club fundraiser on July 5, 2014.

Carried

c. Emergency Management
Chair McTaggart and Vice Chair Edwards


The Fire Chief answered questions in regard to Saved Values noted in the report and the current volunteer firefighter complement. Committee requested that the Fire Chief use bar charts in future reporting.

2. Report from the Fire Chief Re: Previous Month Activity Report. A copy of the report is attached.

There were no comments or questions in this regard.

3. Minutes of the Health and Safety Committee meeting held on February 20, 2014. A copy of the minutes is attached for information purposes.

d. Parks, Trails and Libraries
Chair Nishikawa and Vice Chair Brent

1. Minutes of the Muskoka Lakes Public Library Board meetings held on April 10, 2014 and April 15, 2014. Copies of the minutes are attached for information purposes.
8. **Visioning and Economic Development**
   
a. **Delegations and Petitions**
   
   1. None

b. **Visioning**
   Chair Murphy and Vice Chair Harding
   
   1. None

c. **Economic Development and Communications**
   Chair Harding and Vice Chair Baranik
   

   Committee discussed the Annual Mayor’s Golf Classic and requested that a draft policy be drafted for a future meeting in this regard to provide framework for organizing the event.

   Mayor Murphy returned to the Council Chambers at 2:50 p.m.

9. **New and Unfinished Business**

   a. Discussion Re: Outstanding Items of Business

   This item was not considered at this time.

   Councillor McTaggart left the meeting at 3:04 p.m.

   b. Completion of District Updates

   Councillor Harding – District Engineering and Public Works Committee report included; awards of various tenders, bridge work on Highway 169, Swift River Energy Limited delegation and departmental budget.

   In response to Committee, Councillor Harding answered questions regarding late commercial garbage pick-up in Port Carling.

   Mayor Murphy – District Corporate and Emergency Services Committee report included; Ontario Provincial Police Costing Structure.
c. Consideration of a resolution to appoint a Master Fire Plan Review Committee

This item was referred from the May 16, 2014 Council meeting.

Resolution Number COW-7-20/05/14

Councillor Furniss – Councillor Burgess: Be it resolved that the Committee of the Whole recommend to Township Council that the following be appointed to the Master Fire Plan Review Committee:

1. Councillor McTaggart
2. Councillor Edwards
3. Councillor Harding
4. Councillor Kruckel
5. Mayor Murphy
6. Fire Chief
7. Deputy Fire Chief
8. Murray Kelly
9. Dave Goltz
10. Matt McDermott
11. Kevin Gonneau

Carried

d. District Report Re: Bala Falls Project Entrance Permit Requests and consideration of a resolution

Committee discussed and considered a resolution regarding the entrance permit requests at the District Municipality of Muskoka as submitted by Swift River Energy Limited. Staff was directed to forward the resolution to the District of Muskoka.

Resolution Number COW-8-20/05/14

Councillor Harding – Councillor Baranik:

Whereas Swift River Energy Limited (SREL) has submitted applications to the District of Muskoka and the Township of Muskoka Lakes for a series of road occupation and temporary and permanent entrance permits;

And Whereas SREL is not the owner of the property, nor does it hold any rights of tenancy;
And Whereas the Commissioner of Engineering and Public Works authored a report for the District of Muskoka Engineering and Public Works Committee to be considered at a Committee Meeting on May 21, 2014;

And Whereas the subject report does not take into consideration certain key concerns made by the Township of Muskoka Lakes, including correspondence from the Solicitor for the Township;

And Whereas the totality of the accumulated effect of all the permit applications (District of Muskoka and Township of Muskoka Lakes) has not been considered as it relates to a comprehensive amalgamated schematic reflecting concerns relating to municipal infrastructure, traffic congestion and safety concerns for pedestrians and other travelers and the provision of emergency services;

And Whereas the area under consideration for the subject entrance and road occupation permits is currently the subject of a Study under Part V of the Ontario Heritage Act;

And Whereas the applications should be considered on a mutually exclusive basis, and on their own merit;

Therefore be it resolved that Committee of the Whole recommends to Council that an updated letter be sent to the District Engineering and Public Works Committee in consideration of the following:

Consideration of a temporary commercial access permit from Muskoka Road 169 to Parcel A (Margaret Burgess Park) be deferred until such time that the Township consider a proposal from SREL to lease alternate municipal lands which would render the Parcel A application moot, and to the extent that alternate municipal lands are not identified, and the Parcel A application proceeds, produce a pre-construction record of condition of the lands and roadway, including an inventory of trees and other vegetation on the lands and a description of the means by which such lands will be protected from damage arising from the construction use of this parkland;

Consideration of a permanent commercial access permit from Muskoka Road 169 Parcel B be approved subject to the protection of the portage which crosses this land and is currently the subject of litigation at the Ontario Court of Appeal;

Consideration of a permanent roadway occupation permit in respect of lands to be occupied by a hydro pole adjacent to Parcels C and B be deferred as this application was previously unknown to the Township of Muskoka Lakes;
Consideration of a road widening south of Parcel B, or alteration of the landscape, trees and vegetation and a temporary roadway occupation permit in respect of lands to be occupied by a road widening south of Parcel B, abutting Heritage Designated Lands, be denied;

And further that a comprehensive traffic plan and emergency services plan be completed as a condition of approval incorporating all applications submitted by SREL;

And further that a copy of this resolution be immediately provided to the District of Muskoka.

Carried

10. Committee in Closed Session
   a. None

11. Adjournment
   a. Consideration of a resolution to adjourn.

Resolution Number COW-9-20/05/14

Councillor Harding – Councillor Baranik: Be it resolved that this meeting adjourn at 3:35 p.m. and the next regular meeting of the Committee of the Whole will be held on Tuesday June 17, 2014 at 9:00 a.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

Carried

_______________________   _______________________
Mayor Alice Murphy, Chair   Cheryl Mortimer, Clerk

________________________
Deputy Mayor, Allen Edwards,
Vice Chair
A Regular Meeting of the Committee of the Whole was held on Tuesday June 17, 2014, at 9:00 a.m. in the Council Chambers, Municipal Offices, Port Carling Ontario.

PRESENT:
Mayor Murphy, Chair
Councillors:
Donelda Kruckel
Ron Brent
Phil Harding, left at 2:12 pm
Ruth Nishikawa
Allen Edwards
Gault McTaggart
Brad Burgess
Don Furniss

OFFICIALS PRESENT:
C. Mortimer - Clerk
T. Guthrie - Clerk’s Assistant
S. Rettie - Treasurer
R. Hayes - Fire Chief
J. Krynicki - Director of Public Works
L. McMurray - Community Economic Development Coordinator
M. Ross - Marketing Economic Development Coordinator
R. Konrad - By-law Enforcement/Fire Prevention Officer

REGRETS:
Jean-Ann Baranik

1. **Call to Order**
   a. Mayor Murphy called the meeting to order at 9:04 a.m.

2. **Adoption of Agenda**
   a. Consideration of a resolution to adopt the agenda as amended.

   Resolution Number COW-1-17/06/14

   Councillor Kruckel - Councillor Furniss: Be it resolved that the Committee of the Whole agenda dated June 17, 2014 be adopted as amended to add Item 9.a. District of Municipality of Muskoka Updates and Item 10.a. Closed Session – for litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and personal matters about an identifiable individual, including municipal or local board employees.

   Carried

3. **Disclosure of Interest**
   a. Councillor Harding disclosed a potential pecuniary interest in item 6.a.4. (Delegations) as he has a business relationship with Turtle Jacks of Muskoka.
4. **Adoption of Minutes**
   a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on May 20, 2014.

   Resolution Number COW-2-17/06/14

   Councillor Furniss – Councillor Kruckel: Be it resolved that the Committee of the Whole Meeting minutes held on May 20, 2014 be adopted.

   Carried

5. **Public Works**
   a. **Delegations and Petitions**

      1. Dustin Cleveland, Muskoka Sno-Bombers Inc. attended at 9:05 a.m. Re: Request to use Township Road Allowances. A copy of the submission is attached. *Refer to item 5.b.2. Roads and Infrastructure, Report.*

   b. **Road and Infrastructure**

      **Chair Brent and Vice Chair Nishikawa**


      The Director of Public Works answered questions in regard to Joe River Road repairs, street lighting in Bala and the former Medora landfill site. The Director was requested to report back to Committee on street lighting, continue with LED lighting through the LAS program, and review the area of street lighting in Bala. Councillor Brent offered to work with the Director of Public Works on this matter.

      The Director was also requested to consult with the District of Muskoka regarding former Township landfill sites, including costing and transfers to the District and report back to Committee.

      2. Report from the Director of Public Works Re: Use of unopened road allowances – Muskoka Sno-Bombers Inc. A copy of the report is attached. *(Refer to item 5.a.1 Delegations)*

      Dustin Cleveland requested the use of Original Road Allowances in the former Township of Monck for the Muskoka Sno-Bombers to reroute the snowmobile trail as they have lost access to private lands in this area.
Mr. Cleveland and the Director of Public Works answered questions in regard to survey and environmental assessment requirements for the proposed project.

Resolution Number COW-3-17/06/14

Councillor Edwards – Councillor Kruckel: Be it resolved that the Committee of the Whole recommend to Township Council that the Muskoka Sno-Bombers Inc. be encouraged to undertake a legal survey and Class B Environmental Assessment, and further enter into a License Agreement subject to an EA, to be completed to the satisfaction of the Township of Muskoka Lakes.

Carried

6. Corporate Services

a. Delegations and Petitions

1. Stefan Krzeczunowicz, HEMSON Consulting Limited attended at 9:44 a.m. Re: Development Charges Presentation. *(Refer to item 6.b.2, Finance)*

2. Eva Moore, The ACT, attended at 10:54 a.m. Re: Request for financial assistance - 2014 season.

Eva Moore provided the history of the Actors' Colony Theatre (ACT) in Bala. She requested financial assistance towards their shortfall as they are having financial challenges for the 2014 production season. Without assistance, it will be necessary to reduce programming.

It was the consensus of Committee to provide financial assistance in the amount of $1,200.00 to the ACT, as well as waiving any rental fees for their fundraising events at the Bala Community Centre. It was also noted that the ACT utilizes a Township stage for their performances. Staff was requested to present a resolution at the July 18, 2014 Council meeting to formalize this allocation.


4. Ian Turnbull, Residents’ Association of Port Carling attended at 11:39 a.m. Re: Turtle Jacks Liquor License Amendments. A copy of the presentation is attached.

Ian Turnbull provided updates to Committee regarding two liquor licence application processes with respect to; Grand Electric Restaurant and Turtle Jacks of Muskoka.
Mr. Turnbull also requested that the Township consider an amendment to their current Noise By-law to include community standards in Port Carling to address licensed outdoor patios.

Committee requested staff review the presentation request and report back at a future meeting, including seeking a legal opinion.

b. **Finance**  
Chair Furniss and Vice Chair Burgess


Mayor Murphy and Councillor Furniss thanked the Treasurer for his hard work and dedication to the Township of Muskoka Lakes during his tenure with the municipality and wished him well with his new position as Director of Finance / Treasurer for the Town of Bracebridge.

2. Consideration of a Resolution Re: To proceed with the development charges public meeting process. *Refer to item 6.a.1 Delegations*

Stefan Krzeczunowicz provided an overview of the Development Charges Study conducted by HEMSON Consulting. He answered questions for Committee in regard to population projections, square footage versus flat rate charges, and the use of development charges fees collected.

He indicated that public notice and a public meeting is required as part of the process. Notice of public meeting will be given on the municipal website and in local newspapers. The public meeting is scheduled for the July 18, 2014 Council meeting.

**Resolution Number COW-4-17/06/14**

Councillor Brent – Councillor Harding: Be it resolved that Committee of the Whole recommend to Township Council that staff be directed to advertise and ensure the proposed development charges by-law and background study are made available as required in Section 12 of the Development Charges Act, 1997.

Carried
c. **Administration**  
Chair Kruckel and Vice Chair McTaggart

1. Report from the Development Services Coordinator Re: Monthly Activity Report. A copy of the report is attached. There were no questions or comments in this regard.

2. Report from the Clerk Re: Monthly Activity Report. A copy of the report is attached. There were no questions or comments in this regard.

3. Report from the Clerk Re: Application to purchase portions of Original Shore Road Allowance lying in front of Concession 13, Lot 29 (Monck) Lake Muskoka, TRAINOR, 9-1-048. A copy of the report is attached. The Clerk introduced the Original Shore Road Allowance application for Committee.

   Resolution Number COW-6-17/06/14

   Councillor Brent – Councillor Harding: Be it resolved that Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase portions of Original Shore Road Allowance submitted by Kelly Anne Trainor (9-13-048) lying in front of Concession 13, Lot 29 (Monck) Lake Muskoka pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances.

   Carried

4. Report from the Clerk Re: Report from the Clerk Re: Request to exchange a portion of Original Road Allowance leading to Leonard Lake – COOPER, 9-8-044. A copy of the report is attached. Refer to item 6.a.3 Delegations

The Clerk introduced the application for Committee.

Josh Campbell, agent, delegated Committee on behalf of the applicant, David Cooper. He indicated that Mr. Cooper proposes to exchange a portion of Original Road Allowance leading to Leonard Lake for other lands leading to the lake. The purpose for this request is to assist with development of the subject lands with the least amount of impact.
Committee considered the land exchange, planning implications, and impacts on neighbours. Committee was supportive of the application provided input is obtained from the neighbours to the north of the proposed new Original Road Allowance, that Alex Campbell submit an application for the portion of Original Road Allowance abutting his property and that municipal staff conduct a site inspection to ensure the lands being obtained by the Township are of equal or greater value than those being conveyed.

Resolution Number COW-5-17/06/14

Councillor Harding – Councillor Brent: Be it resolved that Committee of the Whole recommend to Township Council that Option 2 be approved as per the recommendation outlined in the June 17, 2014 staff report for the application to purchase a portion of the Original Road Allowance and exchange of land from David Cooper (9-8-044).

Carried

5. Report from the Clerk Re: Muskoka Pride Community Request – Additional Information. A copy of the report is attached.

The Clerk introduced the report and answered questions for Committee.

Resolution Number COW-7-17/06/14

Councillor Harding - Councillor Brent: Be it resolved that Committee of the Whole recommend to Township Council that Option 3 (Three) be approved as per the recommendation outlined in the June 17, 2014 staff report regarding the request submitted by the Muskoka Pride Community with respect to the 2014 Muskoka Pride Week from July 21 to 27, 2014.

Carried

Due to the timing of the event, the Clerk was instructed to initiate this recommendation prior to enactment by Council.

6. Review of Procedural By-law & Code of Conduct

Mayor Murphy indicated that she would circulate the District Procedural By-law & Code of Conduct to members of Council for their input.
7. **Community**

a. **Delegations and Petitions**

1. Heather Elliott, Community Engagement Coordinator, Muskoka Community Services, did not attend Re: Muskoka Food and Agriculture Charter Steering Committee.

2. Bob McNeil and Ted McNeil, Torrance Citizens Committee attended at 11:51 a.m. Re: Monument/plaques to commemorate the 1959 visit of Queen Elizabeth.

Bob McNeil attended to request consider be given for the development of a parkette in Torrance on Township lands to place a monument in commemoration of the 1959 visit of Queen Elizabeth. He indicated that the Torrance Citizens Committee would like to development the parkette; including a monument, landscaping and flowers. Once complete, the facility would be maintained by the municipality. Mr. McNeil circulated a map indicated the proposed location, a copy of which is attached.

The Director of Public Works was requested to verify ownership of the proposed location, review the proposal and report back to Committee on the initiative.

b. **Community and Volunteerism**  
Chair Baranik and Vice Chair Kruckel

1. Community Event Updates

Councillor Baranik provided a list of upcoming community events for Committee.

c. **Emergency Management**  
Chair McTaggart and Vice Chair Edwards


The Fire Chief answered questions for Committee regarding the provisions of the District of Muskoka’s and the Township’s sign by-laws with respect to real estate signage.

2. Report from the Fire Chief Re: Georgian Bay Fire Department and Muskoka Lakes Fire Department Fire Protection Service Agreement. A copy of the report is attached.

Georgian Bay Fire Chief Jim Boswell attended the meeting with Fire Chief Hayes to present a proposal for a joint fire protection service between the Township of Georgian Bay and the Township of Muskoka Lakes.
Committee held a lengthy discussion regarding the proposal including agreement composition, cost implications, liability, branding, regulatory compliance and human resources. The Fire Chiefs and the Treasurer answered a number of questions for Committee.

Councillor Harding left the meeting at 2:12 p.m.

Resolution Number COW-10-17/06/14

Councillor Furniss – Councillor Kruckel: Be it resolved that the Committee of the Whole recommend to Township Council that the Fire Chief move forward with a draft agreement utilizing Option 1 of the June 17, 2014 staff report and it be authored by the respective township staffs in a draft version would allow the respective Councils to determine if a final agreement is viable.

Carried

3. Report from the Fire Chief Re: First Aid Assistance Agreement. A copy of the report is attached.

The Fire Chief provided an overview of the First Aid Assistance Agreement which is entered into with the District of Muskoka.

Resolution Number COW-9-17/06/14

Councillor Brent – Councillor Edwards: Be it resolved that the Committee of the Whole recommend to Township Council that the Mayor and Clerk be authorized to execute the Fire Aid Assistance Agreement with the District of Muskoka.

Carried

4. Report from the Fire Chief Re: Dock By-law Usage and Fee Exemption. A copy of the report is attached.

The Fire Chief introduced the report for Committee and answered questions regarding the request submitted by the Ministry of Natural Resources.

It was the consensus of Committee to defer this matter for additional detail to be provided by the Ministry.
d. Parks, Trails and Libraries
Chair Nishikawa and Vice Chair Brent

1. None

8. Visioning and Economic Development

a. Delegations and Petitions

1. None

b. Visioning
Chair Murphy and Vice Chair Harding

1. None

c. Economic Development and Communications
Chair Harding and Vice Chair Baranik


The Community Economic Development Coordinator answered question regarding special events and solar panel proposals. She was requested to report back to Committee with respect to the ability to provide startup funds / support for special events.


The Community Economic Development Coordinator introduced the request.

Resolution Number COW-8-17/06/14

Councillor Kruckel – Councillor Furniss: Be it resolved that the Committee of the Whole recommend to Township Council that permission be granted to Summer Water Sports Inc. for the use of Windsor Park in Bala on Tuesday evenings from June 24, 2014 to August 26, 2014 for weekly ski shows, as per the conditions outlined in the June 17, 2014 staff report.

Carried
3. Discussion Re: Bubbler Lights Program

To assist in promoting the recently passed Dark Sky Lighting By-law, Councillor Harding introduced an initiative to provide replacement light bulbs for bubbler systems on the lakes.

It was the consensus of Committee for Councillor Harding to research this proposal further.

9. New and Unfinished Business

a. District Municipality of Muskoka Updates. This item was referred from the June 13, 2014 Council meeting.

The following District updates were provided:

- Councillor Edwards – District Planning and Economic Development Committee report included; Waters Network Update, Muskoka Airport Update and updates on projects in Bracebridge and Huntsville.

- Councillor Nishikawa – District Community Services Committee report included; Wahta Nursing Station update.

- Councillor Harding – District Engineering and Public Works Committee report included; Swift River Energy Limited Entrance Permit delegations, Muskoka Fleet dry dock repairs and the use of the Port Carling Locks and former landfill sites in the District of Muskoka.

- Mayor Murphy – District Corporate and Emergency Services Committee report included; energy conservation and demand management plan and the District’s Development Charges study.

10. Committee in Closed Session

a. Committee in Closed Session was held for a proposed or pending acquisition or disposition of land by the municipality or local board, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239 (2) of the Municipal Act, 2001.

Resolution Number COW-11-17/06/14

Councillor Furniss – Councillor Kruckel: Be it resolved that the Closed Session convene at 3:22 p.m. for a proposed or pending acquisition or disposition of land by the municipality of local board, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239 (2) of the Municipal Act, 2001.
Carried

Resolution Number COW-12-17/06/14

Councillor Brent – Councillor McTaggart: Be it resolved that Closed Session reconvene as Committee of the Whole at 4:22 p.m. to report on matters arising from closed session.

Carried

There was no report to Committee of the Whole arising from Closed Session.

11. Adjournment

a. Consideration of a resolution to adjourn.

Resolution Number COW-13-17/06/14

Councillor Kruckel – Councillor Furniss: Be it resolved that this meeting adjourn at 4:23 p.m. and the next regular meeting of the Committee of the Whole will be held on Tuesday July 22, 2014 at 9:00 a.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

Carried

_______________________     _______________________
Mayor Alice Murphy, Chair     Cheryl Mortimer, Clerk
A Regular Meeting of Committee of the Whole was held on Tuesday, July 22, 2014, at 9:00 a.m. in the Council Chambers, Municipal Offices, Port Carling, Ontario.

PRESENT:

OFFICIALS PRESENT:
Mayor Murphy C. Harris - Interim CAO
C. Mortimer - Clerk

COUNCILLORS:
T. Guthrie - Clerk’s Assistant
Ron Brent D. Pink - Director of Planning
Don Furniss J. Krynicki - Director of Public Works
Gault McTaggart N. Donald - Development Services Coordinator
Jean-Ann Baranik H. Baranik - Deputy Fire Chief
Allen Edwards L. McMurray - Community Economic Development Coordinator
Donelda Kruckel M. Ross - Marketing Economic Development Coordinator

Phil Harding
Ruth Nishikawa, left at 1:28 pm
Brad Burgess

REGRETS:

1. Call to Order

Mayor Murphy called the meeting to order at 9:05 a.m.

2. Adoption of Agenda

a. Consideration of a resolution to adopt the agenda as amended.

Resolution Number COW-1-22/07/14

Councillor Edwards - Councillor Kruckel: Be it resolved that the Committee of the Whole agenda dated July 22, 2014 be adopted as amended to add:

- Item 7.d.2. Consideration of a Resolution Re: Realignment of Portage
- Item 9.a. District of Muskoka Updates
- Item 9.b. Discussion re: Township Communications / Media Protocol
- Item 10.a. Closed Session for advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Carried
3. Disclosure of Interest
   a. None

4. Adoption of Minutes
   a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on June 17, 2014.

   Resolution Number COW-2-22/07/14

   Councillor Brent - Councillor Edwards: Be it resolved that the Committee of the Whole Meeting minutes held on June 17, 2014 be adopted.

   Carried

5. Public Works
   a. Delegations and Petitions
      1. Michelle Hjort, Associate Director, Business Development, RealTerm Energy attended at 9:07 a.m. Re: Streetlights (Roads and Infrastructure, Item 5.b.2, Report)

         Michelle Hjort provided information and answered questions for Committee in regard to LED streetlights and the Local Authority Services (LAS) Streetlight Upgrade Program available to the Township of Muskoka Lakes.

   b. Roads and Infrastructure
      Chair Brent and Vice Chair Nishikawa

         There were no questions or comments in this regard.


         It was the consensus of Committee to defer this matter to allow the Director of Public Works and the Interim CAO to further investigate the upgrade proposal including, financial information, cost savings and how the proposal relates to the Township’s Procurement Policy.
6. **Corporate Services**

a. **Delegations and Petitions**

1. None

b. **Finance**

Chair Furniss and Vice Chair Burgess

1. None

c. **Administration**

Chair Kruckel and Vice Chair McTaggart


   The Development Services Coordinator answered questions relating to building permit statistics. He also provided Committee with a hand out in regard to final inspections and occupancy permits, a copy of which is attached.


   There were no questions or comments in this regard.


   The Clerk introduced the application for Committee.

   **Resolution Number COW-3-22/07/14**

   Councillor Nishikawa - Councillor Harding: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase a portion of Original Shore Road Allowance submitted by Gerald and Helen Drake (2-14-084) lying in front of Concession 6, Lot 11, (Watt) Three Mile Lake pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances.

   Carried


   The Clerk introduced the application for Committee.
Resolution Number COW-4-22/07/14

Councillor Nishikawa - Councillor Harding: Be it resolved that Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase portions of Original Shore Road Allowance submitted by Spinks Cottage Trust Inc. (8-13-003) and Spinks (8-13-005) lying in front of Concession 14, Lot 16 (Wood) Nine Mile Lake pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances.

Carried

5. Report from the Clerk Re: Muskoka Compliance Audit Committee. A copy of the report is attached.

The Clerk highlighted the report and answered questions for Committee.

Resolution Number COW-5-22/07/14

Councillor Edwards - Councillor Baranik: That Committee of the Whole recommend to Township Council that By-law 2014-90, a by-law to appoint a Muskoka Compliance Audit Committee, with the committee membership as recommended in the confidential memo, be given three readings at the August 13, 2014 Council meeting.

Carried


Councillor McTaggart took the Chair to allow Councillor Kruckel to address Committee regarding honeybees. She highlighted the concerns for the welfare of honeybees, the impacts on the food chain resulting from the declining number of bees and the effects of neonicotinoid on the honeybee population. A copy of the presentation is attached.

Committee requested staff to report back on Township use or non-use at municipal facilities and purchases of products and to draft a resolution to forward Township concerns regarding the use of neonicotinoid pesticides.


The Interim CAO advised Committee that the District of Muskoka passed their Procedural By-law on June 30, 2014. He will use this document to draft a Township working document for the August 15, 2014 Committee of the Whole meeting.

8. Discussion Re: Town Hall Meeting
It was the consensus of Committee to hold the 2014 Town Hall Meeting at the Walker's Point Community Centre on the morning of Saturday, August 16, 2014.

7. **Community**

a. **Delegations and Petitions**

   1. Jim Mills, attended at 10:18 a.m. Re: Walkers’ Point Community Centre Complete Projects and Sound / PA System and parking expansion requests. *(Community and Volunteerism)*

   Jim Mills requested additional funds be allocated towards the cost of a new sound system and for future budget consideration of the Walker’s Point Community Centre additional parking needs. Mr. Mills also provided an update for Committee in regard to recent projects completed at the Community Centre.

   Mr. Al Young, who was also in attendance, requested a future review of the Township's community centre rental / insurance policy.

   It was the consensus of Committee to support the allocation of an additional $2,500.00 in 2014 towards the Community Centre sound system equipment. This allocation will be formalized by resolution at the August 13, 2014 Council meeting. Councillors agreed to determine if other halls had a similar need as presented by Mr. Mills and bring their requests forward for consideration.

   2. John Baird, attended at 10:42 a.m. Re: Reduction of hourly rental rates at the Bala Arena for Pickleball *(Community and Volunteerism)*

   John Baird provided a brief history and description of the game Pickleball. He requested that Committee consider a reduced rental rate at the Bala Arena. The Community Economic Development Coordinator was directed to bring forward a report in August 2014 regarding this request.

b. **Community and Volunteerism**  
   Chair Baranik and Vice Chair Kruckel

   1. Community Events Update.

   Councillor Baranik provided an update on the events taking place in the Township.

c. **Emergency Management**  
   Chair McTaggart and Vice Chair Edwards

The Deputy Fire Chief answered questions for Committee in regard to train speeds, horn blowing and train car contents. The Fire Chief was requested to provide additional future reporting in this regard. The Fire Chief was also requested to provide comparative statistics in future monthly activity reporting.


Committee requested that these minutes be placed on the August 2014 Committee meeting agenda due to issues with viewing the document.


The Deputy Fire Chief provided additional information to Committee regarding the request submitted by the Ministry of Natural Resources to use Municipal docks for upcoming work on the lakes.

Staff was directed to notify the Wharf Managers of the Ministry’s upcoming use.

Resolution Number COW-8-22/07/14

Councillor Kruckel - Councillor Edwards: Be it resolved that The Committee of the Whole recommends to Township Council that the Ministry of Natural Resources be permitted to utilize TML docks as outlined in their letter of July 14 for the sum of $200.00 for the 2014 season subject to specific non use of Windsor Park on Tuesdays.

Carried

d. Parks, Trails and Libraries
Chair Nishikawa and Vice Chair Brent

1. Correspondence and discussion Re: Request to rename the Muskoka Lakes Sports Park, pursuant to Township Council Policy C-PD-07 (Asset Naming).

In Councillor Nishikawa’s absence of this item, this matter was deferred to a future Committee meeting. Committee also requested that the policy application be completed and submitted.

2. Consideration of a Resolution Re: Realignment of Portage

Resolution Number COW-11-22/07/14
Councillor Burgess – Councillor Baranik: Be it resolved that Committee of the Whole recommend to Township Council that the Volunteer Recreational Trails Committee be requested to provide a recommendation for the realignment of the Bala Falls Portage for the August 13, 2014 Council meeting.

Carried

8. Visioning and Economic Development

a. Delegations and Petitions


Annette Allen thanked Councillor Baranik and Lisa McMurray, Community Economic Development Coordinator, for their involvement in the 2014 Ontario Winter Games. She presented Councillor Baranik with a plaque and Mayor Murphy with an executive summary of the Games. Ms. Allen also requested that a Township representative participate as a member of the 2014 Ontario Winter Games Legacy Committee.

It was the consensus of Committee that Councillor Baranik be appointed to participate as a member of the 2014 Ontario Winter Games Legacy Committee. This approval will be formalized by resolution at the August 13, 2014 Council meeting.

The Community Economic Development Coordinator was requested to provide a review of the 2014 Games at the August 15, 2014 Committee of the Whole meeting.

2. Jane Templeton, Muskoka Lakes Chamber of Commerce attended at 11:22 a.m. Re: Farmer's Market. A copy of the correspondence is attached. (Economic Development and Communications)

Jane Templeton reviewed some of the Chamber’s successful economic development and cultural initiatives, including the Bala and Port Carling Farmer’s Markets. She advised that the Markets have now exceeded the Chamber’s resources to operate them and as such, offered the Township the opportunity to do so in the future for future growth and development. In response to Committee, Ms. Templeton indicated that Farmer’s Markets are generally operated by a group of vendors or a committee. She also provided suggestions for future Market improvement related to the Township.

Committee discussed the proposal and agreed that the Chamber offer the operation of the Markets to the respective vendors going forward.

b. Visioning
Chair Murphy and Vice Chair Harding

1. None

c. Economic Development and Communications
Chair Harding and Vice Chair Baranik

There were no questions or comments in this regard.

2. Report from the Community Economic Development Coordinator Re: Muskoka Volunteer Development Initiative and Collaborative Agreement. A copy of the report is attached. (*This matter was recommended for consideration at the May 16, 2014 Council meeting.*)

It was the consensus of Committee that Councillor Baranik be appointed to participate as a member of the Volunteer Muskoka Advisory Committee. This appointment will be formalized by resolution at the August 13, 2014 Council meeting.

Resolution Number COW-6-22/07/14

Councillor Furniss – Councillor Nishikawa: Be it resolved that the Committee of the Whole recommend to Township council that:

1. Staff be authorized to execute a Collaborative Agreement with the Town of Huntsville, the Huntsville Lake of Bays Chamber of Commerce and other municipalities in Muskoka for the operation of a virtual volunteer centre and the provision of volunteer development services for the Township of Muskoka Lakes as a part of a Muskoka Volunteer Initiative and in accordance with the roles and responsibilities described in Appendix A of the July 22, 2014 staff report.

2. The final form and content of the collaborative agreement be to the satisfaction of the Community Economic Development Coordinator and the Interim CAO.

3. Staff provides updates to Council at appropriate times regarding the progress and activities of the Muskoka Volunteer Initiative specifically pertaining to Township of Muskoka Lakes residents and organizations.

4. Formal approval of the $500 contribution that was verbally approved when requested verbally during the Huntsville / Lake of Bays Chamber of Commerce delegation to Council on May 16, 2014. Once approved, this contribution would represent a one-time commitment for 2014 and would fall outside of the requirements of the formal Collaborative Agreement. Additional requests for financial contributions in future years may come forward for consideration, as the initiative progresses and plans for sustainability beyond 2019 are initiated.

Carried
Committee also discussed the Township’s Volunteer Appreciation Awards tentatively scheduled for September 2014. Councillor Baranik indicated that further information would be forthcoming at the August 2014 Committee of the Whole meeting.


The Marketing Economic Development Coordinator highlighted the report for Committee and answered general questions in this regard.

The Interim CAO was directed to work with Senior Management to further discuss the FIT Program and other solar system opportunities within the Municipality and determine the appropriate departmental assignment.

Resolution Number COW-7-22/07/14

Councillor Nishikawa - Councillor Furniss: Be it resolved that Committee of the Whole recommend to Township Council that staff proceed with research into opportunities to participate in the Ontario Power Authority’s FIT and/or Micro FIT programs on Township owned buildings and properties.

Carried

9. **New and Unfinished Business**

a. District of Muskoka Updates. *(This item was referred from the July 18, 2014 Council meeting.)*

The following District updates were provided:

- Councillor Edwards – District Planning and Economic Development Committee report included; year to date budget, Muskoka Tourism update and Muskoka Airport Land Lease.

- Councillor Nishikawa – In Councillor Nishikawa’s absence, Councillor Edwards provided an update on District Community Services Committee which included; year to date budget and a move to license home child care centres.

- Councillor Harding – District Engineering and Public Works Committee report included; year to date budget, asset management plan, paved shoulder initiatives and winter road maintenance.

- Mayor Murphy – District Corporate and Emergency Services Committee report included; department budget year to date.

b. Discussion Re: Township Communications / Media Protocol

In response to Committee, the Interim CAO reviewed the process used for recent municipal
communications. He also advised that costs related to the recent Judicial Review process will be included in the Township’s quarterly financial reporting as provided in the past.

10. **Committee in Closed Session**

   a. Committee of the Whole in Closed Session was held for litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and for advice that is subject to solicitor-client privilege, including communications necessary for that purpose pursuant to section 239(2) of the Municipal Act, 2001.

   Resolution Number COW-9-22/07/14

   Councillor Furniss - Councillor Kruckel: Be it resolved that Committee of the Whole in Closed Session convene at 12:37 p.m. for litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and for advice that is subject to solicitor-client privilege, including communications necessary for that purpose pursuant to Section 239 (2) of the Municipal Act, 2001.

   Carried

   Councillor Harding left the Council Chambers at 1:16 pm and returned at 1:17 pm.

   Councillor Baranik left the Council Chambers at 1:20 pm and returned at 1:21 pm.

   Councillor Nishikawa left the meeting at 1:28 pm

   The Mayor Murphy left the Council Chambers at 1:28 pm and returned at 1:29 pm.

   Resolution Number COW-10-22/07/14

   Councillor Kruckel - Councillor Furniss: Be it resolved that Closed Session reconvene as Committee of the Whole at 1:45 p.m. to report on matters arising from closed session.

   Carried

   There was no report to Committee of the Whole arising from Closed Session.

11. **Adjournment**

   a. Consideration of a resolution to adjourn.

   Resolution Number COW-12-22/07/14

   Councillor Baranik - Councillor Harding: Be it resolved that this meeting adjourn at 3:07 p.m. and the next regular meeting of the Committee of the Whole will be
held on Friday, August 15, 2014 at 9:00 a.m. or at the call of the Chair in the
Council Chambers, Municipal Office, Port Carling.

Carried

Mayor Alice Murphy, Chair

Cheryl Mortimer, Clerk
A Regular Meeting of Committee of the Whole was held on Friday, August 15, 2014, at 9:00 AM in the Council Chambers, Municipal Offices, Port Carling, Ontario.

PRESENT:
Mayor Murphy, Chair
C. Harris - Interim CAO
C. Mortimer - Clerk

OFFICIALS PRESENT:

COUNCILLORS:
Ruth Nishikawa, left at 12:35pm
Don Furniss
Gault McTaggart
Jean-Ann Baranik
Allen Edwards
Donelda Kruckel
Phil Harding
Ron Brent
Brad Burgess

T. Guthrie - Clerk's Assistant
N. Donald - Development Services Coordinator
R. Hayes - Fire Chief
J. Krynicki - Director of Public Works
L. McMurray - Community Economic Development Coordinator
M. Ross - Marketing Economic Development Coordinator

1. **Call to Order**

Mayor Murphy called the meeting to order at 9:03 a.m.

2. **Adoption of Agenda**

   a. Consideration of a resolution to adopt the agenda as amended.

   Resolution Number COW-1-15/08/14

   Councillor Furniss - Councillor Kruckel: Be it resolved that the Committee of the Whole agenda dated August 15, 2014 be adopted as amended to add item 9.a. District of Muskoka Updates.

   Carried

3. **Disclosure of Interest**

   a. Councillor Harding disclosed a pecuniary interest in Item 6.c.6 as Turtle Jacks is a tenant of his.

4. **Adoption of Minutes**

   a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on July 22, 2014.
Resolution Number COW-2-15/08/14

Councillor Edwards - Councillor Burgess: Be it resolved that the Committee of the Whole Meeting minutes held on July 22, 2014 be adopted.

Carried

5. Public Works

a. Delegations and Petitions

1. None.

b. Roads and Infrastructure
Chair Brent and Vice Chair Nishikawa


The Director of Public Works answered questions in regard to former municipal landfill sites and the Asset Management Plan.

6. Corporate Services

a. Delegations and Petitions

1. None

b. Finance
Chair Furniss and Vice Chair Burgess


Councillor Burgess Chaired this item to allow Councillor Furniss to participate in the discussion.

Committee held a discussion and staff answered questions regarding operational and capital expenditures including legal, consulting and insurance costs.

It was the consensus of Committee to accept the financial reporting up to June 30, 2014 presented by the Treasurer, as accurate.

Councillor Furniss returned to the Chair.

The CAO advised that the investment report is an annual requirement of the Township under the Municipal Act.

c. **Administration**  
Chair Kruckel and Vice Chair McTaggart


The Development Services Coordinator answered questions for Committee regarding the building permit statistics.


In response to Committee, the Clerk answered questions regarding the recent Wakestock event. She indicated that a debriefing of the event will take place in the near future.

Committee requested a future report from an economic development perspective with respect to event planning in the area municipalities.

3. Report from the Clerk Re: Request for a Temporary Liquor License Extension – Royal Canadian Legion, Branch 424 – Bala, for the 2014 Cranberry Festival. A copy of the report is attached.

The Clerk introduced the report and answered questions in this regard. The Interim CAO advised that an additional request has now been received from the Bala Legion for the waiver of the tent building permit fee as was the case 2013. Committee concurred with this request.

**Resolution Number COW-3-15/08/14**

Councillor Burgess - Councillor Edward: Be it resolved that Committee of the Whole recommend to Council that the Township of Muskoka Lakes has no objection to the temporary extension of the liquor license area, as submitted by Branch 424 of the Royal Canadian Legion (Bala) located at 1011 Maple Street, from Friday October 17, 2014 to Sunday October 19, 2014, during the 2014 Bala Cranberry Festival, subject to:

- the temporary extension being restricted to the fenced off area,
- approval of the Fire Chief and Chief Building Official for the tent, and
- the provisions of relevant municipal by-laws being met

And further that the Township provide a grant to the Bala Legion for the required Building Permit fee for the tent.

Carried

The Interim CAO introduced the report and requested that Committee members submitted to him, their comments on the draft document.

Resolution Number COW-6-15/08/14

Councillor Edwards - Councillor Baranik: Be it resolved that Committee of the Whole recommend to Township Council to receive the draft update of the Procedural By-law and accompanying Code of Conduct for Members of Council for input and discussion;

And that staff be directed to bring a revised draft to a future Committee of the Whole Meeting for consideration.

Carried

5. Consideration of a resolution Re: Appointment of the Treasurer Interview Committee for the Township of Muskoka Lakes.

Committee held a brief discussion regarding appointing a Treasurer during a “lame duck council”. The CAO advised that the municipal solicitor has been contacted in this regard.

Resolution Number COW-4-15/08/14

Councillor Edwards - Councillor Baranik: Be it resolved that Committee of the Whole recommend to Township Council that the Treasurer Interview Committee for the Township of Muskoka Lakes be comprised of:

Mayor Alice Murphy
Councillor Don Furniss
Councillor Brad Burgess
CAO Clayton Harris

Carried

6. Discussion and consideration of a resolution Re: Turtle Jacks Liquor License Request.

Councillor Harding left the Council table at 10:43 a.m. as he had disclosed a pecuniary interest in this item as Turtle Jacks is a tenant of his.

Committee discussed the proposed resolution and the Township’s Noise By-law.
Resolution Number COW-5-15/08/14

Councillor Nishikawa - Councillor Burgess: WHEREAS the Corporation of the Township of Muskoka Lakes has a noise by law 2005-83, which sets out noise limitations by time and place for the Zone 1 area, in which a number of licensed establishments are located,

AND WHEREAS this set time within the Noise By-Law requires the cessation of noise production in Schedule 1 (3) by yelling, shouting, hooting, whistling, singing or other similar human sound in any part of the Township between 23:00 hours (11:00pm) and 07:00 hours (7:00am) the following day,

AND WHEREAS this Zone 1 area has further restrictions of noise production in Schedule 2 (2) being, the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for production, reproduction or amplification of sound for the period of 23:00 hours (11:00pm) one day to 07:00 hours (7:00am) the next day,

AND WHEREAS concerns have been expressed by the Residents Association of Port Carling to limit unwanted noise from commercial outdoor space in Port Carling,

AND WHEREAS a number of licensed establishments with patios are located at the top of a narrow waterway with steep topography, with a significant number of residential properties,

AND WHEREAS Committee of the Whole supports in principle the Residents Association of Port Carling in their endeavor to have quiet enjoyment at their residential properties in the core of Port Carling without unwanted sound production from commercial outdoor space,

THEREFORE B IT RESOLVED that the Committee of the Whole recommend to Township Council that a recommendation be forwarded to the AGCO to state that the Council of the Corporation of the Township of Muskoka Lakes does not support the production or amplification of music on outdoor commercial space in Port Carling at any time.

Carried

It was the consensus of Committee to forward the resolution for legal review prior to ratification by Council.

Councillor Harding returned to the Council table at 11:02 a.m.
7. **Community**

a. **Delegations and Petitions**

1. Mary Grady attended at 10:03 a.m. Re: Bala Communities in Bloom. A copy of the presentation is attached.

Mary Grady delegated Committee to advise that the Bala Communities in Bloom Committee will be dissolving this fall. She highlighted their accomplishments over the past 16 years and indicated that there is currently a lack of volunteers to keep the group moving forward. As such, ongoing maintenance of gardens has become difficult with concern being expressed for the future of same.

In response to Committee, Mrs. Grady answered questions regarding the notification process of the Committee’s AGM and the relocation of memorial trees.

The Clerk answered questions in regard to former and current Communities in Bloom Committees in the Township. The CAO suggested that the Committee speak with Township staff regarding garden maintenance and plantings prior to disbanding.

Committee members thanked Bala Communities in Bloom for their beautification efforts towards the community.

b. **Community and Volunteerism**

Chair Baranik and Vice Chair Kruckel

1. Community Events Update.

Councillor Baranik provided an update to Committee on upcoming events in the Township.


   Further to the delegation received at the July 22, 2014 Committee of the Whole meeting, the Community Economic Development Coordinator introduced the report regarding the Pickleball request.

   Committee discussed the options available for facility rental fees for Pickleball. It was the consensus of Committee to charge a reduced rate for the first 2 years of the program as well as the municipality covering the $1.51 per day of activity insurance rate for the facility user group.

Resolution Number COW-7-15/08/14

   Councillor Nishikawa - Councillor Burgess: Whereas Committee of the Whole endorsed the Sport and Recreation Strategy in January 2014 (Resolution COW 6-21/01/14);
And whereas the Municipality received $23,250 in July 2014 from the Ministry of Tourism Culture and Sport to implement the Active Stronger Community project;

And further, that staff amend Policy C-PR-02 and C-PR-10 to include language for “new groups” outlining phased-in rates over a 3 year period to recognize the challenge of organizing new recreation groups;

Now therefore be it resolved that Committee of the Whole recommend to Township Council that the Pickleball group receive a 50% reduced rental rate for a 2-year period, ending July 1, 2016, after which time they would fall under the revised policy, including the insurance rate.

Carried

Councillor Nishikawa left the meeting at 12:35 pm.

3. Verbal update Re: Nursing Station.

Councillor Edwards provided an update to Committee regarding the status of the Port Carling Nursing Station.

c. Emergency Management
Chair McTaggart and Vice Chair Edwards


The Fire Chief answered questions for Committee in regard to train speeds through communities and railway crossing barriers on roads.

Councillor Harding indicated he would raise the issue of railway crossing barriers on District Roads at the District Engineering and Public Works Committee.

2. Report from the Fire Chief Re: Parking By-law Update. A copy of the report is attached.

The Fire Chief introduced the report noting that during recent event planning, it came to his attention that the current parking by-law requires amendment with respect to the towing provision.

Committee discussed overnight parking in municipal lots and the proposed by-law amendment. It was the consensus of Committee to defer this matter to the next Committee meeting for further review and investigation by the Fire Chief.

The Clerk answered questions regarding the Health and Safety Committee composition.

d. **Parks, Trails and Libraries**
Chair Nishikawa and Vice Chair Brent

1. Correspondence and discussion Re: Request to rename the Muskoka Lakes Sports Park, pursuant to Township Council Policy C-PD-07 (Asset Naming).

It was the consensus of Committee for the Clerk to further review this request and report back to Committee.

8. **Visioning and Economic Development**

a. **Delegations and Petitions**

1. None

b. **Visioning**
Chair Murphy and Vice Chair Harding

1. None

c. **Economic Development and Communications**
Chair Harding and Vice Chair Baranik


   There were no questions or comments in this regard.

2. Report from the Community Economic Development Coordinator Re: Appointment of Committee Centre Hall Board Members. A copy of the report is attached.

   The Community Economic Development Coordinator introduced the report advising that the by-law to appoint hall board members is amended on an as needed basis. Typically, Hall Board members are appointed with each term of Council however, amendments are required with changes in volunteers.

   **Resolution Number COW-8-15/08/14**

   Councillor Kruckel - Councillor Furniss: Whereas the Township of Muskoka Lakes has established and formalized acceptable standards for the operation of its Community Centres (By-law 2010-29);

   And whereas Schedule A to By-Law 2010-29 requires that Board Members be appointed by Council;
NOW therefore be it resolved that Committee of the Whole recommend to Township Council that Schedules A – L of By-law 2011-59 be withdrawn and replaced with the members outlined in the staff report dated August 15, 2014 as amended.

Carried

3. Report from the Community Economic Development Coordinator Re: Municipal Sport and Recreation *Active Stronger Community* Project. A copy of the report is attached.

The Marketing Economic Development Coordinator reviewed the report for Committee and answered questions in this regard.


The Community Economic Development Coordinator advised that the Volunteer Appreciation Awards event will be held on the evening of Tuesday September 30, 2014 at the Port Carling Memorial Community Centre.

9. **New and Unfinished Business**

a. District Municipality of Muskoka Updates. This item was referred from the August 13, 2014 Council meeting.

The following District updates were provided:

- Councillor Edwards – District Planning and Economic Development Committee report included; water monitoring program update, Deerhurst Resort Expansion Project, Muskoka Airport Update – Art display.

- Councillor Harding – District Engineering and Public Works Committee report included; Bracebridge northern bypass project and the retirement of the Commissioner of Engineering and Public Works.

- Mayor Murphy – District Corporate and Emergency Services Committee report included; Ontario Provincial Policy costing update and solid waste management.

10. **Committee in Closed Session**

a. None

11. **Adjournment**

a. Consideration of a resolution to adjourn.
Resolution Number COW-9-15/08/14

Councillor Furniss - Councillor Kruckel: Be it resolved that this meeting adjourn at 2:21 p.m. and the next regular meeting of the Committee of the Whole will be held on September 16, 2014 at 9:00 a.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

Carried

Mayor Alice Murphy, Chair
Cheryl Mortimer, Clerk

COMMITTEE OF THE WHOLE MINUTES - August 15, 2014 – Page 10
A Regular Meeting of Committee of the Whole was held on Tuesday, September 16, 2014, at 9:00 a.m. in the Council Chambers, Municipal Offices, Port Carling, Ontario.

PRESENT:
Mayor Murphy, Chair
Councillors:
Ruth Nishikawa
Don Furniss
Gault McTaggart
Jean-Ann Baranik
Allen Edwards
Donelda Kruckel
Phil Harding
Ron Brent
Brad Burgess, left at 1:16 pm

OFFICIALS PRESENT:
C. Harris - Interim CAO
C. Mortimer - Clerk
T. Guthrie - Clerk's Assistant
D. Pink - Director of Planning
R. Hayes - Fire Chief
N. Donald - Development Services Coordinator
S. Bos - Septic System Inspector
L. McMurray - Community Economic Development Coordinator
J. Krynicki - Director of Public Works

1. **Call to Order**
   a. Mayor Murphy called the meeting to order at 9:07 a.m.

2. **Adoption of Agenda**
   a. Consideration of a resolution to adopt the agenda as amended.

   Resolution Number COW-1-16/09/14

   Councillor Brent - Councillor Harding: Be it resolved that the Committee of the Whole agenda dated September 16, 2014 be adopted as amended to add item 9.b. District updates and to remove litigation or potential litigation and personal matters from closed session item 10.a. and add item 9.c. Discussion Re: Bala Falls Hydro Plant Design Committee.

   Carried

3. **Disclosure of Interest**
   a. Councillor Brent had disclosed a pecuniary interest at the September 15, 2014 Planning Committee of the Whole in Closed Session meeting.
b. Councillor Nishikawa had disclosed a pecuniary interest at the September 15, 2014 Planning Committee of the Whole in Closed Session meeting.

4. **Adoption of Minutes**

a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on August 15, 2014. A copy of the minutes is attached.

   Resolution Number COW-2-16/09/14

   Councillor Nishikawa - Councillor Baranik: Be it resolved that the Committee of the Whole Meeting minutes held on August 15, 2014 be adopted.

   Carried

5. **Public Works**

a. **Delegations and Petitions**

   1. None

b. **Roads and Infrastructure**

   Chair Brent and Vice Chair Nishikawa


      The Director of Public Works answered questions in regard to landfill sites, sandbag content, the Energy Conservation and Demand Management Plan and the Clear Lake boat launch.

   2. Report from the Director of Public Works Re: Municipal Infrastructure Initiatives. A copy of the report is attached.

      The Director of Public Works introduced the report for Committee.

      Resolution Number COW-4-16/09/14

      Councillor Baranik - Councillor Harding: Be it resolved THAT the Committee of the Whole affirms that the rehabilitation of the Rosseau River Bridge is a priority within the municipality’s comprehensive asset management plan;

      AND THAT this project be proposed for funding under the Ontario Community Infrastructure Fund (OCIF).

      Carried
6. **Corporate Services**

a. **Delegations and Petitions**

1. None

b. **Finance**

Chair Furniss and Vice Chair Burgess

1. Report from the Clerk Re: MLA Antique Boat Show Request. A copy of the report is attached.

The Clerk reviewed the report for Committee.

Resolution Number COW-11-16/09/14

Councillor Harding - Councillor Brent: Be it resolved that Committee of the Whole recommend Township Council approve Option 2 with respect to a $200.00 building permit fee refund request from the MLA for the construction of a tent at the MLA Bi-Annual Antique Boat Show.

Carried

c. **Administration**

Chair Kruckel and Vice Chair McTaggart


The Development Services Coordinator and Septic System Building Inspector answered questions in regard to the building department monthly activities including septic re-inspections and building permit statistics.

2. Report from the Clerk Re: License Agreement Application for an existing encroachment of a frame cottage - BARATTA - 2-14-008. A copy of the report is attached.

The Clerk introduced the application for Committee.

Resolution Number COW-3-16/09/14

Councillor Furniss - Councillor Edwards: Be it resolved that Committee of the Whole recommend to Township Council that tentative approval be given for the renewal of a license agreement for an existing encroachment of a framed dwelling situated on an Original Road Allowance lying between Lots 5 and 6, Concession 7 (Watt) designated as Part 4 on 35R-10675 with Angelo Baratta (2-14-008) subject
to the conditions provided in Township Council Policy C-LS-07 for License Agreements.

Carried

7. Community

a. Delegations and Petitions

1. Ted Carruthers and John Newton, Port Carling Curling Club, attended the meeting at 9:30 a.m. Re: Support for 2014-2015 Annual and Capital Fundraising Needs.

John Newton delegated on behalf of the Port Carling Curling Club to request 2014 financial support from the Township in the amount of $5,000.00 to assist with their $10,000.00 funding needs.

Committee requested a staff report in this regard. The Curling Club was also requested to submit a formal written request to the Township for consideration.

b. Community and Volunteerism

Chair Baranik and Vice Chair Kruckel

1. Community Events Update.

Councillor Baranik provided a list of upcoming events for Committee.


The Community Economic Development Coordinator highlighted the report for Committee.

Committee requested a future staff report with respect to investigating upgrades to the ice making equipment system at the Port Carling Arena.

Resolution Number COW-5-16/09/14

Councillor Nishikawa - Councillor McTaggart: Be it resolved that Committee of the Whole recommend to Township Council that the use of the Port Carling Arena be approved for the 2015 Skating School at the 2015 adult ice rental rate and that the contract include the wording “The renter acknowledges that ice-making equipment is undersized therefore unforeseen weather conditions could result in the production of insufficient ice” and further that Council waive rental fees for the 2015 Gala Demonstration and VIP reception at the Port Carling Arena and Port Carling Memorial Community Centre.

Carried

The Community Economic Development Coordinator updated Committee on the progress of plans for the Township Volunteer Appreciation Night. It was the consensus of Committee that all volunteers in the community be invited to the event to be held on Tuesday October 7, 2014 from 7:00 p.m. until 9:00 p.m.

c. **Emergency Management**
Chair McTaggart and Vice Chair Edwards


The Fire Chief answered questions for Committee and noted that Fire Prevention week is October 6 to 10, 2014.

2. Report from the Fire Chief Re: Parking by-law with administrative amendment. A copy of the report is attached.

The Fire Chief introduced the report and answered questions for Committee.

Committee discussed the parking by-law with regard to overnight parking in municipal lots and long term parking of commercial vehicles in lots. A discussion was held with respect to election signage and the upcoming Bala Cranberry Festival.

Resolution Number COW-6-16/09/14

Councillor Kruckel - Councillor Furniss: Be it resolved that Committee of the Whole recommend to Township Council that Section 5 of the Township of Muskoka Lakes By-Law 91-67 be amended as follows:

REMOVING AND IMPOUNDING VEHICLE
The Municipal Law Enforcement Officer under the authority of Section 170 (13) of the Highway Traffic Act R.S.O. 1990, Chapter H.8 and under the authority of Section 101 (2) and Section 102 (2) of the Municipal Act 2001 S.O. Chapter 25 may upon discovery of any vehicle found in contravention of this by-law can cause it to be moved or taken to and placed or stored in a suitable place and all costs and charges for removing, care and storage thereof, are a lien upon the vehicle, which may be enforced in the manner provided by the Repair and Storage Liens Act.

Carried

Resolution Number COW-7-16/09/14

Councillor Edwards - Councillor Kruckel: Be it resolved that Committee of the Whole recommend to Township Council to forward a recommendation to the District of Muskoka to amend the District Parking By-Law 89-55 to include the

COMMITTEE OF THE WHOLE MINUTES - September 16, 2014 -
provisions of removing and impounding of vehicles in contravention of the Parking By-Law.

Carried

d. **Parks, Trails and Libraries**  
Chair Nishikawa and Vice Chair Brent

1. None

8. **Visioning and Economic Development**

a. **Delegations and Petitions**

1. None

b. **Visioning**  
Chair Murphy and Vice Chair Harding

1. None

c. **Economic Development and Communications**  
Chair Harding and Vice Chair Baranik


   There were no questions or comments in this regard.

2. Report from the Community Economic Development Coordinator Re: Trek to Bethlehem. A copy of the report is attached.

Resolution Number COW-8-16/09/14

Councillor Kruckel - Councillor Furniss: Be it resolved that Committee of the Whole recommend to Township Council that a by-law be given three-readings at the October 17, 2014 Council meeting to authorize the temporary road closures for the 2014 Trek to Bethlehem on Saturday December 6, 2014;

And further that the Township has not objection to the turning off the requested street lights for the 2014 event.

And further that Township has no objection to waiving the fees associated with the arena rental or community centre if required.

Carried

Resolution Number COW-9-16/09/14

Councillor Baranik - Councillor Brent: Be it resolved that Committee of the Whole recommend to Township Council that three readings be given to a by-law at the next regular meeting of Council, to authorize the temporary closure of a portion of Bailey Street (Port Carling) from 6:00 p.m. to 7:00 p.m. on Saturday November 22, 2014 for the Port Carling Santa Claus Parade.

Carried

Resolution Number COW-10-16/09/14

Councillor Kruckel - Councillor Furniss: Be it resolved that Committee of the Whole recommend to Township Council that there are no objections to the temporary closure of portions of Maple Street and Joseph Street by the District Municipality of Muskoka for the 2014 Port Carling Santa Claus Parade.

Carried

9. **New and Unfinished Business**

a. Consideration of a resolution Re: Welfare of Honeybees

Resolution Number COW-12-16/09/14

Councillor Baranik - Councillor Edwards: Be it resolved that Committee of the Whole recommend to Township Council that the Township of Muskoka Lakes support the resolution passed by the Council of the Town of Grand Valley on June 24, 2014, requesting the Ontario Ministry of Agriculture and Food to impose an immediate ban on the use of neonicotinoids which has a link to the decline in the bee population.

Carried
b. District Municipality of Muskoka Updates. *This item was deferred at the September 12, 2014 Council meeting.*

The following District updates were provided:

- Councillor Edwards – District Planning and Economic Development Committee report included: nursing station initiatives and web mapping updates.

- Councillor Nishikawa – District Community Services Committee report included: Pay it Forward initiative recognition, community homeless program, wellness initiative, nursing station initiative and the Attainable Housing forum.

- Councillor Harding – District Engineering and Public Works Committee report included: contract awards, active transportation initiatives and criteria for District roads.

- Mayor Murphy – District Corporate and Emergency Services Committee report included; OPP billing model and continuous improvement project initiative.

c. Bala Falls Hydro Plant Design Committee

Committee requested the Interim CAO to contact Swift River Energy Limited in regard to the Bala Falls Hydro Plan Design Committee to confirm the establishment of the Committee and the consultation process.

10. **Committee in Closed Session**

Prior to proceeding into closed session, Councillor Nishikawa requested that personal matters about an identifiable individual, including municipal or local board employees be included as part of closed session.

a. Committee of the Whole in Closed Session was held for proposed or pending acquisition of land by the municipality or local board, and personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239(2) of the Municipal Act, 2001.

Resolution Number COW-13-16/09/14

Councillor Baranik - Councillor Nishikawa: Be it resolved that Committee of the Whole Closed Session convene at 11:52 a.m. for proposed or pending acquisition or disposition of land by the municipality or local board, and personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239(2) of the Municipal Act, 2001.

Carried

Councillor Burgess left the meeting at 1:16 pm.
Resolution Number COW-14-16/09/14

Councillor Nishikawa - Councillor Baranik: Be it resolved that Closed Session reconvene as Committee of the Whole at 1:26 p.m. to report on matters arising from Closed Session.

Carried

There was no report to Committee of the Whole arising from Closed Session.

11. **Adjournment**

   a. Consideration of a resolution to adjourn.

   Resolution Number COW-15-16/09/14

   Councillor Harding - Councillor Brent: Be it resolved that this meeting adjourn at 1:27 p.m. and the next regular meeting of the Committee of the Whole will be held on Tuesday, October 21, 2014 at 9:00 a.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

   Carried

______________________________  ______________________________
Mayor Alice Murphy, Chair       Cheryl Mortimer, Clerk
A Regular Meeting of Committee of the Whole was held on Tuesday, October 21, 2014, at 9:00 a.m. in the Council Chambers, Municipal Offices, Port Carling, Ontario.

PRESENT:
Mayor Murphy, Chair

OFFICIALS PRESENT:
C. Harris - Interim CAO
C. Mortimer - Clerk

COUNCILLORS:
Ruth Nishikawa
Don Furniss
Ron Brent
Jean-Ann Baranik
Allen Edwards
Donelda Kruckel
Phil Harding
Brad Burgess

REGRETS:
Gault McTaggart

1. Call to Order
   a. Mayor Murphy called the meeting to order at 9:04 a.m.

2. Adoption of Agenda
   a. Consideration of a resolution to adopt the agenda as amended.

   Resolution Number COW-1-21/10/14

   Councillor Furniss - Councillor Kruckel: Be it resolved that the Committee of the Whole agenda dated October 21, 2014 be adopted as amended to:
   - add item 6.a.1 Representative of the Muskoka Builders’ Association to attend.
   - add personal matters about an identifiable individual, including municipal or local board employees to item 10.a. closed session

   Carried
3. Disclosure of Interest
   a. None

4. Adoption of Minutes
   a. Consideration of a resolution to adopt the Committee of the Whole Meeting minutes held on September 16, 2014.

      Resolution Number COW-2-21/10/14

      Councillor Edwards - Councillor Furniss: Be it resolved that the Committee of the Whole Meeting minutes held on September 16, 2014 be adopted.

      Carried

5. Public Works
   a. Delegations and Petitions
      1. None

   b. Roads and Infrastructure
      Chair Brent and Vice Chair Nishikawa


         The Director of Public Works answered questions regarding the status of infrastructure repairs resulting from damages caused by the September 2014 storm event.

      2. Report from the Director of Public Works Re: District responsibility for waste management facilities closed prior to the District's assumption of waste management powers. A copy of the report is attached.

         Councillor Brent left the Council Chambers at 9:59 a.m. and returned at 10:04 a.m. Vice Chair Nishikawa chaired this portion of the meeting.

         The Director of Public Works highlighted the report and answered questions for Committee in regard to former municipal landfill sites in the Township.

         Mayor Murphy requested a recorded vote.
Resolution Number COW-3-21/10/14

Councillor Baranik - Councillor Furniss: Be it resolved that Committee of the Whole recommend to Township Council that the Township of Muskoka Lakes transfer ownership of all former landfill;

AND THAT the Township of Muskoka Lakes enters into an agreement with the District of Muskoka to recoup all costs associated with remediation of these sites thus far.

RECORDED VOTE: NAYS YEAS
COUNCILLOR BARANIK _____ X
COUNCILLOR BRENT _____ X
COUNCILLOR BURGESS _____ X
COUNCILLOR EDWARDS (Deputy Mayor) _____ X
COUNCILLOR FURNISS _____ X
COUNCILLOR HARDING _____ X
COUNCILLOR KRUCKEL _____ X
COUNCILLOR McTAGGART - Regrets _____
COUNCILLOR NISHIKAWA (Acting Deputy) _____ X
MAYOR MURPHY _____ X

TOTALS 0 9

Carried

6. Corporate Services

a. Delegations and Petitions

1. Lisa Cormack, Muskoka Builders’ Association attended the meeting at 9:25 Re: Building Permit Process – Docks and Boathouses / Zoning By-law 2014-14

Lisa Cormack delegated Committee to request changes to the building permit process for docks and boathouses to reduce approval times for property owners and builders.

The Deputy Chief Building Official spoke to the building permit process, answered questions for Committee and indicated that staff will work with the Association to improve the process.

b. Finance

Chair Furniss and Vice Chair Burgess

1. Report from the Clerk Re: Port Carling Curling Club - request for financial support in 2014. A copy of the report is attached.
The Clerk introduced the request and answered questions for Committee in regard to the grants to organizations cost centre and available options in response to the request.

Committee requested a future report regarding the potential to carry forward any unspent budget allocation of the attainable housing line item to 2015.

Resolution Number COW-4-21/10/14

Councillor Baranik - Councillor Harding: Be it resolved that Committee of the Whole recommend that Township Council approve Option 2 with respect to a $5,000.00 financial assistance request in 2014 from the Port Carling Curling Club.

Carried

c. Administration
   Chair Kruckel and Vice Chair McTaggart


   There were no questions or comments in this regard.


   The Interim CAO provided an update on activities and projects including OPP costing, the Wellness Centre project, and the Treasurer vacancy.

   It was the consensus of Committee that Councillor Harding be Councillor Burgess’ alternate for the upcoming Treasurer interviews.

3. Report from the Clerk Re: Original Shore Road Allowance on Brandy Lake lying in front of Concession 1, Lot 32, WATT - BOWES/SMITH, 2-6-015. A copy of the report is attached.

   The Clerk introduced the report for Committee.

   Resolution Number COW-5-21/10/14

   Councillor Brent - Councillor Harding: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase a portion of Original Shore Road Allowance submitted by Krista Bowes and Kent Smith 2-6-015 lying in front of Concession 1, Lot 32 (Watt) Brandy Lake pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances.

The Clerk introduced the report for Committee.

Resolution Number COW-6-21/10/14

Councillor Brent - Councillor Harding: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase a portion of Original Shore Road Allowance submitted by Dyan Davison and Susan Linklater 2-9-044 lying in front of Concession 5, Lot 29 (Watt) Lake Rosseau pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances and confirmation of the status of the roadway.

Carried


The Clerk introduced the report for Committee.

Resolution Number COW-7-21/10/14

Councillor Burgess - Councillor Edwards: Be it resolved that the Committee of the Whole recommend to Township Council that tentative approval be given to the request to purchase a portion of Original Shore Road Allowance submitted by Karen Wolfe lying in front of Concession 6, Lot 25 (Watt) Lake Rosseau pursuant to the conditions provided in Township Council Policy C-LS-08 for the Sale of Original Shore Road Allowances.

Carried


The Clerk introduced the report, draft accessibility policy and updated accessibility plan for the Township of Muskoka Lakes and answered questions in this regard.

Resolution COW-8-21/10/14

Councillor Burgess - Councillor Edwards: Be it resolved that Committee of the Whole recommend to Township Council that the Integrated Accessibility Standards Policy C-GG-25 and the Multi-Year Accessibility Plan as presented on October 21,
2014, approved.

Carried

7. **Community**

a. **Delegations and Petitions**

1. Patricia Gidley, Chairperson, and Cathy Duck, CEO/Chief Librarian, Muskoka Lakes Public Library attended at 9:06 a.m. Re: Library Update.

Patricia Gidley and Cathy Duck provided Committee with an update on recent events and activities at the Muskoka Lakes Public Library including; the creative kids program, arts and crafts, music, school visits, Muskoka reads, and partnerships. A copy of the PowerPoint presentation is attached.

2. Jan Getson, Adele Fairfield and Pat Young, Walker's Point Community Library attended at 9:14 a.m. Re: Library Update.

Jan Getson, Adele Fairfield and Pat Young provided Committee with an update on the past year’s activities and increased membership at the community library including; extended programs, additional inventory of books and hours of operation. The delegation thanked the Township for their encouragement and support of the Walker’s Point Community Library.


Jim Frangakis delegated Committee requesting the Township to construct tennis courts at the Muskoka Lakes Sports Park. He submitted a petition to the Township in support of this request.

In addition to the petition, Mr. Frangakis was advised to submit a letter of request for the tennis courts to be considered as part of the 2015 budget deliberations.

b. **Community and Volunteerism**

**Chair Baranik and Vice Chair Kruckel**

1. Community Events Update.

Councillor Baranik provided a listing of upcoming community events including Santa Claus parades in Bala and Port Carling and the Trek to Bethlehem.

c. **Emergency Management**

**Chair McTaggart and Vice Chair Edwards**

COMMITTEE OF THE WHOLE MINUTES - **October 21, 2014** -
Vice Chair Edwards chaired this portion of the meeting in Councillor McTaggart’s absence.


   The Fire Chief reviewed his monthly activity report and addressed parking and towing matters which arose during the 2014 Bala Cranberry Festival.

2. Report from the Fire Chief Re: Double Hatter Firefighters. A copy of the report is attached.

   The Fire Chief introduced the report for Committee.

Resolution Number COW-9-21/10/14

Councillor Baranik - Councillor Harding:

WHEREAS the training and certification of professional firefighters is established and mandated by the Province of Ontario under the Fire Protection and Prevention Act, 1997;

AND WHEREAS it is the responsibility of municipalities to establish fire departments and appoint fire chiefs to provide fire protection services as they determine may be necessary in accordance with their needs and circumstances;

AND WHEREAS many Ontario municipalities rely on both full time and volunteer firefighters in order to provide fire protection;

AND WHEREAS the International Association of Fire Fighters ("IAFF") Constitution prohibits full time firefighters from volunteering as firefighters in another municipal jurisdiction (i.e. "Double Hatting");

AND WHEREAS the IAFF’s stance on Double Hatting is specifically prohibited by legislation in almost all provinces in Canada and much of the United States;

AND WHEREAS a volunteer firefighter in the Innisfil Fire and Rescue Service is challenging the IAFF ban on Double Hatting and their expulsions from that union because of his desire to continue volunteering while being employed as a full-time firefighter in another jurisdiction;

AND WHEREAS the right of individuals to use their free time in service of their community is a Fundamental right in a free, open and democratic society.

NOW THEREFORE BE IT RESOLVED that the Committee of the Whole recommend to Council that the Township of Muskoka Lakes requests that the Province of Ontario amend the Fire Protection and Prevention Act, 1997 with respect to salaried Firefighters who also work as volunteer firefighters, such that if a person is denied membership in an association of Firefighters, is expelled or
disciplined by the association or engages in reasonable dissent within the association in connection with this kind of dual role, the association is not permitted to require the employer to refuse to employ the person as a salaried Firefighter, terminate his or her employment as a salaried firefighter or refuse to assign the person to fire protection services.

AND FURTHER that this resolution be sent to:
• Hon. Kathleen Wynne, Premier of Ontario
• Hon. Madeline Meilleur, Attorney General
• Hon. Kevin Flynn, Minister of Labour
• Hon. Yasir Naqvi, Minister of Community Safety and Correctional Services
• Hon. Ted McMeekin, Minister of Municipal Affairs and Housing.
• Hon. Norm Miller, MPP Parry Sound – Muskoka
• The District Municipality of Muskoka
• Muskoka Association of Fire Chiefs

Carried

d.  **Parks, Trails and Libraries**  
Chair Nishikawa and Vice Chair Brent

1.  None

8.  **Visioning and Economic Development**

a.  **Delegations and Petitions**

1.  None

b.  **Visioning**  
Chair Murphy and Vice Chair Harding

1.  None

c.  **Economic Development and Communications**  
Chair Harding and Vice Chair Baranik


There were no comments or questions in this regard.

The Fire Chief advised that the organizers of Wakestock are seeking initial support for the 2015 event to allow them to move forward with event planning. A report outlining event specific details will come forward in 2015.

Resolution Number COW-10-21/10/14

Councillor Burgess - Councillor Edwards: Whereas the Township of Muskoka Lakes’ Strategic Plan identifies on-going support for festivals and events in the municipality;

Now therefore be it resolved that Committee of the Whole recommend to Township Council that Wakestock 2015 be supported in principle. Event approval will be granted upon the completion of Township and agency requirements.

Carried

9. New and Unfinished Business

a. None.

10. Committee in Closed Session

a. Committee in Closed Session was held for proposed or pending acquisition or disposition of land by the municipality or local board and personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239(2) of the Municipal Act, 2001.

Resolution Number COW-11-21/10/14

Councillor Harding – Councillor Brent: Be it resolved that the Committee of the Whole Closed Session convene at 12:12 p.m. for proposed or pending acquisition or disposition of land by the municipality or local board and personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239 (2) of the Municipal Act, 2001.

Carried

Councillor Edwards left the Council Chambers at 1:36 pm and returned at 1:38 pm.

Councillor Brent left the Council Chambers at 1:38 pm and returned at 1:41 pm.
Resolution Number COW-12-21/10/14

Councillor Baranik – Councillor Burgess: Be it resolved that Closed Session reconvene as Committee of the Whole at 1:50 p.m. to report on matters arising from Closed Session.

Carried

The following resolution was considered upon arising from Committee in Closed Session.

Councillor Edwards requested a recorded vote.

Resolution Number COW-12-21/10/14

Councillor Baranik – Councillor Nishikawa:

WHEREAS health services in the Township of Muskoka Lakes is identified as a priority by Council in their Strategic Plan;

AND WHEREAS land for a Wellness Centre has been donated to the Township of Muskoka Lakes;

AND WHEREAS there has been significant public support for health services in the Township of Muskoka Lakes, including significant fundraising;

AND WHEREAS the Township of Muskoka Lakes has entered into a property lease;

AND WHEREAS the District of Muskoka and its Health Care partners submitted a proposal to the Ministry of Health and Long-Term Care in October 2014, which includes a health clinic in Port Carling;

AND WHEREAS the Ministry has advised that the proposal has been approved;

NOW THEREFORE BE IT RESOLVED THAT Committee of the Whole recommend to Township Council that direction be provided to staff to initiate a public process to rezone the Wellness Centre lands and any related amendments to the Official Plan and/or Zoning By-law as may be necessary;

AND THAT the lessee is permitted to undertake site preparation work this fall;

AND THAT site preparation work be done in accordance with the recommendations set-out in Riverstone Environmental Solution’s Impact Study;

AND THAT the site preparation work be done in accordance with the drawings and specifications prepared by CC Tatham and Associates related to the site preparation works only (no buildings or structures);

AND THAT site alteration work is at no cost to the municipality;

AND THAT the lessee provide proof of insurance coverage;
AND THAT the lessee provide written confirmation of construction access

AND THAT if after 24 months of completion of the aforesaid site preparation work, Building Permits have not been issued and/or construction commenced for each component of the proposed Wellness Centre, that vegetative cover satisfactory to Council is required for that component to be installed at the expense of the lessee.

RECORDED VOTE:

<table>
<thead>
<tr>
<th></th>
<th>NAYS</th>
<th>YEAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUNCILLOR BARANIK</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>COUNCILLOR BRENT</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>COUNCILLOR BURGESS</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>COUNCILLOR EDWARDS (Deputy Mayor)</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>COUNCILLOR FURNISS</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>COUNCILLOR HARDING</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>COUNCILLOR KRUCKEL</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>COUNCILLOR McTAGGART- Regrets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COUNCILLOR NISHIKAWA (Acting Deputy)</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>MAYOR MURPHY</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

TOTALS 4 5

Carried

11. **Adjournment**

a. Consideration of a resolution to adjourn.

Resolution Number COW-14-21/10/14

Councillor Furniss - Councillor Kruckel: Be it resolved that this meeting adjourn at 1:55 p.m. and the next regular meeting of the Committee of the Whole will be held on Tuesday, December 16, 2014 at 9:00 a.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

Carried
1. **Call to Order**
   
a. Mayor Furniss called the meeting to order at 9:00 a.m.

2. **Adoption of Agenda**
   
a. Consideration of a resolution to adopt the agenda.

   Resolution Number COW-1-16/12/14

   Councillor Barrick-Spearn - Councillor Kruckel: Be it resolved that the Committee of the Whole agenda dated December 16, 2014 be adopted.

   Carried

3. **Disclosure of Interest**
   
a. None
4. **Adoption of Minutes**
   a. None

5. **Public Works**
   a. **Delegations and Petitions**
      1. None
   b. **Roads and Infrastructure**
      1. None

6. **Corporate Services**
   a. **Delegations and Petitions**
      1. The following delegations attended at 9:00 am.
         a. Jeff Mole attended at 9:03 a.m. Re: Request for support of correspondence to
            Premier of Ontario - Bala Falls.
            Jeff Mole provided the attached PowerPoint presentation to Committee in
            regard to the proposed Bala Falls hydro project. He requested support of a
            proposed letter to the Premier of Ontario, a copy of which is also attached.
         b. Karen McGhee, Project Manager, McGhee-Krizsan Engineering Limited Re:
            Project Update, North Bala Falls Small Hydro Project.
            Karen McGhee was unable to attend the meeting.
         c. Karl Stevens, Project Architect, Stevens Burgess Architect attended at 9:16 a.m.
            Re: Preliminary Design Options for the Powerhouse North Bala Falls Small
            Hydro Project.
            Karl Stevens provided a presentation to Committee highlighting preliminary
            design options for the powerhouse for the proposed Bala Falls hydro project.
         d. Frank Belerique, Vice President, Swift River Energy Limited attended at 9:14
            a.m. Re: Next Steps/Moving Forward North Bala Falls Small Hydro Project.
            Frank Belerique introduced Karl Stevens, Project Architect, and provided a
            next steps update on the proposed hydro project.
e. Peggy Peterson attended at 9:27 a.m. Re: Bala Falls.

Peggy Peterson shared her experiences during her time spent at the Bala Falls and spoke on the proposed hydro project. A copy of the submission is attached.

f. Mitchell Shnier, SaveTheBalaFalls.com attended at 9:42 a.m. Re: North Bala Falls Small Hydro Project.

Mitchell Shnier provided a PowerPoint presentation addressing public safety and land ownership issues related to the hydro project, a copy of which is attached.

g. Deborah Ylanko, Moon River Property Owners' Association (MRPOA) attended at 9:48 a.m. Re: North Bala Falls Small Hydro Project. Drew Cowern was unable to attend the meeting.

Deborah Ylanko delegated Committee in regard to the proposed hydro project. She read a submission on behalf of the MRPOA addressing the protection of municipal land and Bala's heritage, a copy of which is attached.

The delegation participants answered questions for Committee in regard to the proposed design, lane closures and widening, Margaret Burgess Park, coffer dams, staging areas, water levels, and insurance requirements for the project.

Delegates were directed to provide their presentations and written requests to the Clerk following the meeting. The Interim CAO was directed to summarize the presentations / requests provided from the delegates and report back at the next Committee of the Whole meeting.

b. Finance

1. Report from the Treasurer Re: 3rd Quarter Financials. A copy of the report is attached.

The Interim CAO highlighted the third quarter financial report for Committee. Senior Management answered questions in regard to the road budget, community centre expenses, unspent allocations moving forward and budget forecasting.


The Interim CAO reviewed the OPP Costing report and answered questions for Committee. He was requested to inquire with the District of Muskoka regarding the phase in period and capped costs per property.
Resolution Number COW-2-16/12/14

Councillor Edwards - Councillor Ledger: WHEREAS the objective of the new OPP billing model was to develop a simpler, fairer and more transparent billing model;

AND WHEREAS the OPP billing has been developed based on information specific each municipality;

AND WHEREAS collecting the cost of OPP services by the District of Muskoka distorts the cost determined under the new billing model;

AND WHEREAS the distortion is contrary to the objective of fairness and transparency;

NOW THEREFORE BE IT RESOLVED that Committee of the Whole recommend to the Council of Township of Muskoka Lakes to request that the Province of Ontario put a moratorium on the implementation of the new billing model until the options for collecting the charge from property owners are addressed;

AND FURTHER that the Province amend the Police Services Act to permit lower tier municipalities within a regional municipality to become responsible for policing;

AND FURTHER that staff be requested to obtain a legal opinion with respect to options for the District of Muskoka to collect the cost of OPP services other than through the general levy;

AND FURTHER that the District of Muskoka be requested to continue to work with the local municipalities to identify a more equitable mechanism for collecting the cost for OPP Services;

AND FURTHER that this resolution be forwarded to the Premier of Ontario, Minister of Community Safety and Correctional Services, Minister of Finance, MPP Norm Miller, The District of Muskoka, AMO and all municipalities serviced by the OPP.

Carried

c. Administration


   The Clerk highlighted the report for Committee.

2. Report from the Clerk Re: Request for support - Canada Post Home to Home Delivery. A copy of the report is attached.
The Clerk reviewed the report for Committee. In response to Committee, the Interim CAO was directed to follow-up with Canada Post regarding previous correspondence with respect to the Windermere Post Office and to further inquire regarding the hours of operation at the Bala Post Office.

Resolution Number COW-3-16/12/14

Councillor Ledger - Councillor Edwards: WHEREAS Canada Post has proposed a plan to end residential home delivery in Canada;

AND WHEREAS the lack of home delivery will disadvantage many seniors and people with mobility problems and will be compounded during inclement weather;

NOW THEREFORE BE IT RESOLVED THAT Committee of the Whole recommend to Township Council that the Township of Muskoka Lakes does not support the proposed plan to eliminate residential home to home delivery and herein petition Canada Post to reconsider this plan immediately and retain this valuable service for communities.

AND FURTHER THAT a copy of this resolution be forwarded to the Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM), municipalities in the District Municipality of Muskoka, as well as to our local MP, MPP and representatives of Canada Post to encourage others to speak up against this plan.

Carried

3. Discussion Re: Township Committees and Council Liaisons.

Mayor Furniss provided an overview of proposed Council Liaisons and their roles and Committee appointments for the new term of Council, a copy of which is attached. Mayor Furniss indicated that the Liaison positions will be considered at the January Council meeting.

7. Community

a. Delegations and Petitions

   1. None

b. Community and Volunteerism

   1. Community Events Update.

   Councillor Ledger noted that the Port Carling Winterfest will be held in February 2015 and will include a "snow-pitch" tournament.
c. **Emergency Management**

1. Minutes of the Joint Occupational Health and Safety Committee meeting held on June 19, 2014. A copy of the minutes is attached for information purposes.


d. **Parks, Trails and Libraries**

1. Minutes of the Muskoka Lakes Public Library Board meeting held on October 9, 2014. A copy of the minutes is attached for information purposes.

8. **Visioning and Economic Development**

a. **Delegations and Petitions**

1. None

b. **Visioning**


   The Interim CAO reviewed the proposed strategic planning process. It was the consensus of Committee that each District Councillor and the Mayor attend the public meeting to be held in the Greater Toronto Area; that meetings be held in each of the three wards (Torrance Community Centre, Windermere Community Centre and Port Carling Community Centre) with ward Councillors and the Mayor attending, and further that a Strategic Plan Sub-Committee be comprised of Councillors Nishikawa and Ledger and Mayor Furniss.

   Resolution Number COW-4-16/12/14

   Councillor Edwards - Councillor Ledger: Be it resolved that Committee of the Whole recommend that Township Council endorse the process for the update/development of the Township’s Strategic Plan and direct staff to assign the resources necessary to undertake the activities required to facilitate the strategic planning process as identified in the staff report dated December 16, 2014.

   Carried

c. **Economic Development and Communications**

1. Report from the Community Economic Development Coordinator Re: Port Carling Winterfest 2015. A copy of the minutes is attached.
The Community Economic Development Coordinator introduced the report for Committee.

Resolution Number COW-5-16/12/14

Councillor Ledger - Councillor Edwards: Be it resolved that Committee of the Whole recommend to Township Council that By-law 2015-06 being a by-law to authorize the temporary closure of a portion of Bailey Street from 10:00 a.m. to 4:00 p.m. on February 7th, 2015 for the 2015 Port Carling Winterfest, be given three readings at the January 16, 2015 regular meeting of Council.

Carried

Resolution Number COW-6-16/12/14

Councillor Kruckel - Councillor Barrick-Spearn: Be it resolved that Committee of the Whole recommend to Township Council that the facility rental and parks fees be waived for the 2015 Port Carling Winterfest event.

Carried

9. **New and Unfinished Business**
   a. None

10. **Committee in Closed Session**
    a. None

11. **Adjournment**
    a. Consideration of a resolution to adjourn.

Resolution Number COW-7-16/12/14

Councillor Barrick-Spearn - Councillor Kruckel: Be it resolved that this meeting adjourn at 12:47 p.m. and the next regular meeting of the Committee of the Whole will be held on Tuesday, January 20, 2015 at 9:00 a.m. or at the call of the Chair in the Council Chambers, Municipal Office, Port Carling.

Carried

Mayor Don Furniss, Chair

Cheryl Mortimer, Clerk

COMMITTEE OF THE WHOLE MINUTES - **December 16, 2014**