1. ADOPTION OF THE AGENDA

2. DISCLOSURE OF PECUNIARY INTEREST

3. INVITED AND CEREMONIAL PRESENTATIONS
   Nil

4. DEPUTATIONS
   4.1. Dale Biddell, CEO, United Way Simcoe Muskoka
        Re: United Way Simcoe Muskoka Update
   4.2. Stephen Wyllie, Tom Thomson Cruises
        Re: Reduction in Fees - Town Dock

5. COUNCIL MINUTES
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   5.3. Special Council - August 8, 2019 47 - 54

6. REPORTS FROM COMMITTEES - MEETING MINUTES
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   6.2. Reports for Adoption
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             a) July 25, 2019
             b) Recommendation CORP44-19 to be pulled and voted on separately
             c) Staff Report CORP-2019-39 - Citizen Appointment Policy
      6.2.4. Development Services Committee - August 15, 2019 93 - 100

7. REPORTS FROM MUNICIPAL OFFICERS
7.1. Denise Corry


And Further That: The CAO and the Town's Legal Counsel be authorized to make any minor revisions as deemed necessary to finalize the Second Amending Agreement;

And Further That: the Mayor and Clerk be authorized to sign any necessary documentation.

7.2. Yvonne Aubichon
Re: Report Number CORP-2019-50 *Conversion of 10 Veterans Way to a Parking Lot - Pdf*

That: Staff be directed to proceed with the demolition of the dwelling at 10 Veterans way and subsequent construction of a parking lot;

And Further that: The Town enter into a winter maintenance agreement with the Huntsville Curling Club for the proposed parking lot at this location;

And Further That: Council resolution 36-19 be hereby rescinded;

And Further That: Costs associated with the demolition of the dwelling and construction of the parking lot be funded through the Town Capital Replacement Reserve.

7.3. Tanya Calleja
Re: Report Number CORP-2019-49 *Leave of Absence - Mayor Scott Aitchison*

That: Council grant Mayor Scott Aitchison an unpaid leave of absence from his duties and responsibilities to the Council of the Corporation of the Town of Huntsville to pursue a seat as a Member of Parliament in the upcoming Federal Election;

And Further That: The leave of absence shall begin September 1, 2019 and end at 11:59 p.m. on October 21, 2019.

8. **BY-LAWS AND AGREEMENTS FOR PASSAGE**

8.1. Clarifications
Nil

8.2. 1st, 2nd, 3rd and Final Readings

8.2.1. Repeal of By-law 2010-3 - Non Union Employee Remuneration
2019-83

8.2.2. Beadle - Pt Lt 28, Con 6, Stephenson (1116 Muskoka Rd. 10) - Shore Road Allowance Closing
2019-84
8.2.3. Farrer & Christoff - Pt Lt 24, Con 1, Brunel (3964 South Portage Rd.) - Shore Road Allowance Closing 2019-85
8.2.4. Ingram & Davies-Ingram - Pt Lt 27, Con 1, Chaffey (257 Cookson Bay Cres.) - Rezoning 2019-86
8.2.5. Huizinga - Pt Lt 14, Con 2, Chaffey (62 West Rd.) - Rezoning 2019-87
8.2.7. Grys - Pt Lt 13, Con 14, Brunel (161 Town Line Rd. W) - Holding "H" Provision Removal 2019-89
8.2.8. Perrin - Pt Lts 31 & 32, Con 5, Stephenson (421 Beaver Meadow Rd.) - Rezoning 2019-90
8.2.9. Huntsville Long Term Care Centre Inc. - Pt Lts 17 and 18, Con 2, Chaffey - (65 Rogers Cove Dr.) - Holding "H" Provision Removal 2019-91

9. PREVIOUS BUSINESS

10. NEW BUSINESS
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11. GENERAL INFORMATION
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11.2. District of Muskoka Update

12. CLOSED SESSION - MUNICIPAL ACT, 2001
12.1. Section 239 (2) (c) Proposed or Pending Acquisition or Disposition of Land
12.1.1. Confidential Report CORP-2019-51 - Property Within the Urban Core
12.2. Section 239 (2) (b) Personal Matters about an Identifiable Individual
12.2.1. Performance Review - Chief Administrative Officer
12.2.2. Confidential Report CAO-2019-17

13. BUSINESS ARISING FROM CLOSED SESSION

14. CONFIRMATION BY-LAW

15. ADJOURNMENT
1. **ADOPTION OF AGENDA**

Moved by Dan Armour and seconded by Nancy Alcock 194-19

**BE IT RESOLVED THAT:** The Special Council Meeting Agenda dated Wednesday, July 10, 2019 be hereby adopted as printed and circulated.

Carried.

2. **DISCLOSURE OF PECUNIARY INTEREST**

Nil

3. **CLOSED SESSION – MUNICIPAL ACT, 2001**

Moved by Nancy Alcock and seconded by Dan Armour 195-19

**BE IT RESOLVED THAT:** The next portion of the meeting be closed to the public commencing now at 3:24 p.m. for the purpose of considering the following matters under section 239 (2) (e) of the “Municipal Act, 2001”:


Carried.
4. **BUSINESS ARISING FROM CLOSED**

   (3.1.) **Section 239 (2) (e) Litigation or Potential Litigation**

   (3.1.1.) **LPAT Appeal – Z/09/2019/HTE – Nadrofsky – 555 Williamsport Rd.**

   Moved by Nancy Alcock and seconded by Dan Armour

   **BE IT RESOLVED THAT:** Staff be directed to initiate a dispute resolution process for Z/09/2019/HTE – Nadrofsky – 555 Williamsport Rd. appeal to the Local Planning Appeal Tribunal.

   Carried.

   (3.1.2.) **LPAT Appeal – B/77/2018/HTE – Muskoka Bible Centre – 8 Pioneer Ave.**

   Moved by Nancy Alcock and seconded by Dan Armour

   **BE IT RESOLVED THAT:** Staff be directed to initiate a dispute resolution process for B/77/2018/HTE – Muskoka Bible Centre – 8 Pioneer Ave. appeal to the Local Planning Appeal Tribunal.

   Carried.

5. **CONFIRMATION BY-LAW**

   Moved by Dione Schumacher and seconded by Nancy Alcock

   **BE IT RESOLVED THAT:** Confirmation By-law 2019-71 be received, numbered, and read a First, Second and Third time and finally passed this 10th day of July, 2019.

   Carried.

6. **ADJOURNMENT**

   Moved by Dione Schumacher and seconded by Nancy Alcock

   **BE IT RESOLVED THAT:** We do now adjourn at 3:31 p.m.

   Carried.

_________________________________ _________ ____________________
Mayor (Scott Aitchison) Clerk (Tanya Calleja)
REGULAR COUNCIL

Meeting held on Monday, July 22, 2019 at 6:00 p.m.
in the Huntsville Civic Centre, Municipal Council Chambers

Attendance:

Mayor: Scott Aitchison

Councillors: Councillor Nancy Alcock
Councillor Dan Armour
Councillor Jason FitzGerald
Councillor Dione Schumacher
Deputy Mayor Karin Terziano
Councillor Brian Thompson
Councillor Jonathan Wiebe
Councillor Tim Withey

Staff: Yvonne Aubichon Director of Corporate Services
Simone Babineau Acting Co-Director of Community Services
Crystal Best-Sararas Deputy Clerk (Recording Secretary)
Tanya Calleja Municipal Clerk
Denise Corry Chief Administrative Officer
Stephen Hernen Director of Operations & Protective Services
Kirstin Maxwell Director of Development Services
Lauren McDermid Acting Manager of Marketing
Julia McKenzie Manager of Finance/Treasurer
Greg Pilling Acting Co-Director of Community Services
Andrew Stillar Chief By-law Enforcement Officer

1. ADOPTION OF AGENDA

Moved by Brian Thompson and seconded by Karin Terziano 201-19

BE IT RESOLVED THAT: The Regular Council Meeting Agenda dated Monday, July 22, 2019 be adopted as printed and circulated.

Carried.

2. DISCLOSURE OF PECUNIARY INTEREST

Councillor Thompson declared a pecuniary interest on item:
7.2.4. Development Services Committee Meeting Minutes - for personal reasons.
3. INVITED AND CEREMONIAL PRESENTATIONS

3.1 Draft 2018 Financial Statements

Mr. Drew Pahapill, Pahapill & Associates, provided a summary of the 2018 Financial Statements. (Schedules “A”, “B” and “C”)

3.2 Ball Diamond Infield Mix

Ms. Cindy Summerfeldt, Hutcheson Sand and Gravel and Director Steve Hernen provided an overview of the materials available for the infield mix.

3.3 Update on Main Street Streetscape Project

Mr. Mark Misko, Director of Engineering & Transportation, District of Muskoka and Mr. Steve Hernen provided an update on the Main Street Streetscape Project.

4. DEPUTATIONS

4.1 Tricia Markle and Liz Stokes Weber, Huntsville and Area Historical Society re: “Pictures from the Past” Book

Ms. Markle introduced Council to the new Pictures from the Past book as updated by the Huntsville and Area Historical Society and presented Council with a copy.

5. NEW BUSINESS I

5.1 Repairs to Huntsville Civic Centre Square

Moved by Jonathan Wiebe and seconded by Karin Terziano

WHEREAS: Seventy-five thousand dollars ($75,000) was approved in the 2019 Operating Budget for the revamping of the walkway along the west side of the Huntsville Civic Centre;

AND WHEREAS: It has been determined that due to the steep grade, a ramp could not be constructed in this area, and therefore only the replacement of the stairs and the installation of a new handrail is possible thereby significantly reducing the cost;

AND WHEREAS: The brick walkway within the Huntsville Civic Centre square has deteriorated substantially resulting in the immediate need for repair;

THEREFORE, BE IT RESOLVED THAT: Staff be directed to arrange for the replacing of the brick within the Huntsville Civic Centre square with the remaining funds.
5.2 **Closures During Events under the Special Events By-law 2017-115**

Moved by Nancy Alcock and seconded by Dan Armour

**WHEREAS:** Huntsville is host to many events through the summer;

**THEREFORE, BE IT RESOLVED THAT:** Staff be directed to work with event user groups on potential solutions to the following concerns for the summer months:
- Communication between various stakeholders;
- Noise;
- Closures of parking lots and roadways.

**AND FURTHER THAT:** Staff prepare a report to the Community Services Committee with the proposed options.

Carried.

6. **COUNCIL MINUTES**

6.1 Moved by Tim Withey and seconded by Jonathan Wiebe

**BE IT RESOLVED THAT:** The following Council meeting minutes be adopted as printed and circulated:
- June 24, 2019 – Regular Meeting
- June 26, 2019 – Special Council Meeting
- July 10, 2019 – Special Council Meeting

Carried.

7. **REPORTS FROM COMMITTEES – MEETING MINUTES**

7.1 **Reports for Information**

7.1.1. **Huntsville Public Library Board**

The Huntsville Library Board meeting minutes dated June 10, 2019, were received for information only.

7.1.2. **Downtown Huntsville Business Improvement Area**

The Downtown Huntsville BIA minutes dated June 20, 2019 were received for information only.

7.1.3. **Committee of Adjustment**
The Committee of Adjustment meeting minutes dated July 10, 2019, were received for information only.

7.1.4. Huntsville/Lake of Bays Chamber of Commerce Update

Councillor Wiebe provided a Huntsville/Lake of Bays Chamber of Commerce update.

7.1.5. Municipal Accommodation Tax Association Board Update

Mayor Aitchison provided a Municipal Accommodation Tax Association update.

7.2. Reports for Adoption

7.2.1. Operations & Protective Services Committee

Moved by Brian Thompson and seconded by Karin Terziano

BE IT RESOLVED THAT: The Operations and Protective Services Committee meeting minutes dated June 26, 2019 and the recommendations contained therein be hereby adopted as printed and circulated.

Carried.

7.2.2. Community Services Committee

Moved by Jonathan Wiebe and seconded by Brian Thompson

BE IT RESOLVED THAT: The Community Services Committee meeting minutes dated June 26, 2019 and the recommendations contained therein be hereby adopted as printed and circulated with the exception of recommendation COMM27-19 to be pulled and voted on separately.

Carried.

Recommendation COMM27-19 – MOU - Mayor’s Bike Ride & Kids Bike Rodeo

Moved by Jonathan Wiebe and seconded by Brian Thompson

BE IT RESOLVED THAT: Staff be directed to enter into an MOU to outline the terms of a partnership with the Town of Huntsville and The SportLab to deliver annual community events: Mayor’s Bike Ride and Kid’s Bike Rodeo.

Motion to Amend
Move by Jonathan Wiebe and seconded by Brian Thompson

BE IT RESOLVED THAT: The following paragraph be added:

AND FURTHER THAT: The Mayor and Clerk be authorized to
sign any necessary documentation.

Carried.

Main Motion as Amended

Moved by Jonathan Wiebe and seconded by Brian Thompson

BE IT RESOLVED THAT: Staff be directed to enter into an MOU to
outline the terms of a partnership with the Town of Huntsville and The
SportLab to deliver annual community events: Mayor’s Bike Ride and
Kid’s Bike Rodeo;

AND FURTHER THAT: The Mayor and Clerk be authorized to sign any
necessary documentation.

Carried.

7.2.3. Corporate Services Committee

Moved by Karin Terziano and seconded by Brian Thompson

BE IT RESOLVED THAT: The Corporate Services Committee meeting
minutes dated June 26, 2019 and the recommendations contained therein
be hereby adopted as printed and circulated.

Carried.

7.2.4. Development Services Committee

Moved by Dan Armour and seconded by Nancy Alcock

BE IT RESOLVED THAT: The Development Services Committee
meeting minutes dated July 10, 2019 and the recommendations contained
therein be hereby adopted as printed and circulated.

Carried.

8. REPORTS FROM MUNICIPAL OFFICERS

8.1 Report Number CORP-2019-44 – Flood Update and MDRA Funding

Moved by Brian Thompson and seconded by Karin Terziano

WHEREAS: The municipality of the Town of Huntsville recently
experienced a high water event/flood on April 19, 2019 and has
experienced incremental operating and capital costs;

THEREFORE, BE IT RESOLVED THAT: The Council of the Corporation
of the Town of Huntsville hereby requests the Minister of Municipal Affairs
and Housing to activate the Municipal Disaster Recovery Assistance program (MDRA);

**AND FURTHER THAT**: Julia McKenzie, Manager of Finance/Treasurer be given delegated authority to verify and attest to the accuracy of the claim;

**AND FURTHER THAT**: Expenditures related to the Flood Infrastructure costs as outlined in this report that are not funded through the MDRA program be funded through the Working Capital Reserve.  

Carried.

8.2 Report Number OPS-2019-15 – McCulley Robertson Ball Diamonds – RFT Results

Councillor Withey left the Council Chambers at this time.

Moved by Karin Terziano and seconded by Brian Thompson

WHEREAS: The McCulley Robertson Ball Diamonds Request for Tender (RFT) results have come in under budget;

AND WHEREAS: The RFT provided for a “Standard Ball Mix” (8% gravel, 81% sand and 10% silt & Clay);

AND WHEREAS: The RFT required provisional pricing on optional upgrades and additional work including the use of a higher grade product on the infields at an additional cost;

THEREFORE, BE IT RESOLVED THAT: Staff be directed to issue a change order to the contact to “Muskoka Infield Mix” (5% gravel, 75% Sand and 20% silt and clay) at an increased cost of $26,208.95, plus taxes.

Carried.

8. **BY-LAWS AND AGREEMENTS FOR PASSAGE**

9.1 Clarifications

Nil

Councillor Withey returned to the Council Chambers at this time.

9.2 1st, 2nd, 3rd and Final Readings

Moved by Dan Armour and seconded by Nancy Alcock

BE IT RESOLVED THAT: By-law Numbers 2019-72 to 2019-80
(inclusive), be reported and read, a first, second and third time and finally passed this 22nd day of July, 2019.

**By-law 2019-72** - Repealing of By-law 2002-150 - One-Third Tax Allowance for Elected Members of Council

**By-law 2019-73** - Acquisition of 10 Veterans Way - Plan 11, Lt 189, Huntsville

**By-law 2019-74** - Repeal and Replace Burning By-law 2008-12

**By-law 2019-75** - Skidmore & Checkley - Con 4 & 5, Lts 1 & 2, Chaffey (669 Skyhills Rd.) - Road Allowance Closing

**By-law 2019-76** - Burt - Pt Lt 19, Con 10, Stephenson (371 South Lancelot Rd.) - Rezoning

**By-law 2019-77** - Smith & Miller - Pt Lt 17, Con 11, Chaffey (128 North Waseosa Lake Rd.) - Rezoning

**By-law 2019-78** - Thompson - Pt Lt 32, Con 8, Brunel (1421 Britannia Rd.) - Rezoning

**By-law 2019-79** - McLennan - Pt Lt 49, Plan 526, Chaffey (494 Muskoka Rd. 3 North) - Rezoning

**By-law 2019-80** - Barisic - Pt Lt 16, Con 1, Chaffey and Pt Lt 16, Con 14, Brunel (120 Town Line Rd. East) - Rezoning

Carried.

10. **NEW BUSINESS II**

10.1 **Draft 2018 Trust Fund Financial Statements**

Moved by Karin Terziano and seconded by Brian Thompson

BE IT RESOLVED THAT: The Draft Town of Huntsville Trust Fund Financial Statements for the year ending December 31, 2018 as prepared by Pahapill and Associates be received and approved by Council.

Carried.

10.2 **Draft 2018 Consolidated Financial Statements**
Moved by Karin Terziano and seconded by Brian Thompson  

**BE IT RESOLVED THAT:** The Draft Town of Huntsville Consolidated Financial Statements for the year ending December 31, 2018 as prepared by Pahapill and Associates be received and approved by Council.  

Carried.

11. **GENERAL INFORMATION**

11.1. **Council Correspondence – June 17 – July 16, 2019**

Council Correspondence was received for information.

11.2. **District of Muskoka Update**

Huntsville Members of District Council provided a brief update on matters at the District level.

12. **CLOSED SESSION**

Moved by Dione Schumacher and seconded by Nancy Alcock  

**BE IT RESOLVED THAT:** The next portion of the meeting be closed to the public commencing now at 8:05 p.m. for the purpose of considering matters pertaining to the following section under the “Municipal Act, 2001”:

Section 239 (2) (c) Proposed or Pending Acquisition or Disposition of Land:

- Confidential Report No. CORP-2019-43 – Properties within the Urban Core
- Property within the Urban Core  

Carried.

13. **BUSINESS ARISING FROM CLOSED**

(12.1.1.) **Confidential Report No. CORP-2019-43 – Properties within the Urban Core**

No motion was passed in closed session.

(12.1.2.) **Property within the Urban Core**

Staff direction was provided in closed session.

14. **CONFIRMATION BY-LAW**
Moved by Dan Armour and seconded by Dione Schumacher

**BE IT RESOLVED THAT:** Confirmation By-law 2019-81 be received, numbered, and Read a First, Second and Third time and finally passed this 22\textsuperscript{nd} day of July, 2019.

Carried.

15. **ADJOURNMENT**

Moved by Dione Schumacher and seconded by Dan Armour

**BE IT RESOLVED THAT:** We do now adjourn at 8:39 p.m.

Carried.

______________________________ _____________________________
Mayor (Scott Aitchison) Clerk (Tanya Calleja)
July 22, 2019

The Corporation of the Town of Huntsville
37 Main Street East
Huntsville Ontario P1H 1A1
Attention: Members of Council

Dear Members of Council,

This letter has been prepared to assist you with your review of the financial statements of The Corporation of the Town of Huntsville for the year ending December 31, 2018. We look forward to meeting with you and discussing the matters outlined below.

Significant Difficulties Encountered

There were no significant difficulties encountered during our audit.

Comments on Accounting Practices

Accounting Policies

The significant accounting policies used by the entity are outlined in the financial statements.

a. There were no significant changes in accounting policies;

b. We did not identify any alternative accounting policies that would have been more appropriate in the circumstances;

c. We did not identify any significant accounting policies in controversial or emerging areas.

Significant Accounting Estimates

The following significant estimates/judgments are contained in the financial statements:

Based on audit work performed, we are satisfied with the estimates made by management.

Significant Financial Statement Disclosures

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

Significant Deficiencies in Internal Control

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance. To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit.
Significant Deficiencies in Internal Control (continued)

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies.

Written Representations

In a separate communication, as attached, we have requested written representations from management in respect to their responsibility for the preparation of the financial statements in accordance with Canadian public sector accounting standards.

Other Audit Matters of Governance Interest

We did not identify any other matters to bring to your attention at this time.

We would like to thank management and staff for the assistance they provided to us during the audit.

We hope the information in this audit findings letter will be useful. We would be pleased to discuss them with you and respond to any questions you may have.

This letter was prepared for the sole use of those charged with governance of The Corporation of the Town of Huntsville to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,

Carl Pahapill, CPA, CA, LPA
Partner

Agreed to on behalf of The Corporation of the Town of Huntsville by:

________________________________________  ______________________________________

Date signed                                      Date signed
THE CORPORATION OF THE
TOWN OF HUNTSVILLE
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018
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INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of the Corporation of the Town of Huntsville

Opinion
We have audited the consolidated financial statements of The Corporation of the Town of Huntsville, which comprise the consolidated statement of financial position as at December 31, 2018, and the consolidated statements of operations, the consolidated change in its net financial assets (debt) and its consolidated cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Town of Huntsville as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion
We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter
The comparative financial statements as at December 31, 2017 have been restated as disclosed in Note 2 to the financial statements.

Responsibilities of Management and Those Charged with Governance for the Financial Statements
Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Statements
Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:
• Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

• Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality’s internal control.

• Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

• Conclude on the appropriateness of management’s use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality’s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor’s report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor’s report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.

• Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Huntsville, Ontario
July 22, 2019

Pahapill and Associates Professional Corporation
Chartered Professional Accountants
Authorized to practise public accounting by
The Chartered Professional Accountants of Ontario
THE CORPORATION OF THE TOWN OF HUNTSVILLE

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2018

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<td><strong>FINANCIAL ASSETS</strong></td>
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<tr>
<td>Cash and cash equivalents (Note 3)</td>
<td>$13,757,753</td>
<td>$9,271,300</td>
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<tr>
<td>Taxes receivable</td>
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<td>Trade and other receivables, net of allowance of $19,932 (2017 $19,932)</td>
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<td>822,859</td>
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<td>Due from trust funds</td>
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<tr>
<td>Investment in Lakeland Holding Ltd. (Note 6)</td>
<td>11,748,999</td>
<td>10,828,264</td>
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<td><strong>31,784,375</strong></td>
<td><strong>25,882,292</strong></td>
</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>6,249,411</td>
<td>6,039,528</td>
</tr>
<tr>
<td>Deferred revenue - general</td>
<td>380,182</td>
<td>370,353</td>
</tr>
<tr>
<td>Deferred revenue - obligatory reserve funds (Note 7)</td>
<td>2,960,357</td>
<td>2,580,400</td>
</tr>
<tr>
<td>Municipal debt (Note 8)</td>
<td>7,286,075</td>
<td>7,991,324</td>
</tr>
<tr>
<td>Due to trust funds</td>
<td>47</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td><strong>16,876,072</strong></td>
<td><strong>16,981,605</strong></td>
</tr>
<tr>
<td><strong>NET FINANCIAL ASSETS</strong></td>
<td><strong>14,908,303</strong></td>
<td><strong>8,900,687</strong></td>
</tr>
<tr>
<td><strong>NON-FINANCIAL ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible capital assets - net (Note 10, Schedule 1)</td>
<td>81,445,487</td>
<td>91,303,444</td>
</tr>
<tr>
<td>Inventories of supplies</td>
<td>176,678</td>
<td>319,080</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>205,892</td>
<td>176,738</td>
</tr>
<tr>
<td></td>
<td><strong>81,828,057</strong></td>
<td><strong>91,799,242</strong></td>
</tr>
<tr>
<td><strong>ACCUMULATED SURPLUS</strong></td>
<td><strong>$96,736,360</strong></td>
<td><strong>$100,699,929</strong></td>
</tr>
</tbody>
</table>

CONTINGENT LIABILITIES (Note 15)

The accompanying notes and schedules are an integral part of these financial statements
THE CORPORATION OF THE TOWN OF HUNTSVILLE
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2018

<table>
<thead>
<tr>
<th></th>
<th>Budget 2018 (Note 13)</th>
<th>Actual 2018</th>
<th>Actual 2017 (Note 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property taxes</td>
<td>$ 14,447,820</td>
<td>$ 14,646,611</td>
<td>$ 13,657,145</td>
</tr>
<tr>
<td>User fees</td>
<td>2,141,427</td>
<td>2,267,841</td>
<td>2,307,569</td>
</tr>
<tr>
<td>Government transfers</td>
<td>1,055,221</td>
<td>946,078</td>
<td>998,449</td>
</tr>
<tr>
<td>Government transfers - OMPF</td>
<td>1,819,700</td>
<td>1,819,700</td>
<td>1,816,100</td>
</tr>
<tr>
<td>Contributions from obligatory reserve fund</td>
<td>926,828</td>
<td>1,191,903</td>
<td>1,238,940</td>
</tr>
<tr>
<td>Lakeland Holding Ltd. - share of income (Note 6)</td>
<td>424,000</td>
<td>1,315,903</td>
<td>1,418,596</td>
</tr>
<tr>
<td>Other (Note 11)</td>
<td>2,050,197</td>
<td>(932,387)</td>
<td>2,931,953</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>22,865,193</td>
<td>21,255,649</td>
<td>24,368,752</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General government</td>
<td>7,211,843</td>
<td>7,370,384</td>
<td>6,862,086</td>
</tr>
<tr>
<td>Protection to persons and property</td>
<td>2,584,819</td>
<td>2,387,468</td>
<td>2,241,585</td>
</tr>
<tr>
<td>Transportation services</td>
<td>8,147,508</td>
<td>8,537,067</td>
<td>8,895,821</td>
</tr>
<tr>
<td>Environmental services</td>
<td>969,041</td>
<td>1,301,708</td>
<td>1,158,787</td>
</tr>
<tr>
<td>Health services</td>
<td>247,549</td>
<td>353,314</td>
<td>245,280</td>
</tr>
<tr>
<td>Social and family services</td>
<td>83,199</td>
<td>77,049</td>
<td>75,121</td>
</tr>
<tr>
<td>Recreation and culture</td>
<td>4,137,166</td>
<td>4,078,850</td>
<td>3,865,680</td>
</tr>
<tr>
<td>Planning and development</td>
<td>1,562,438</td>
<td>1,120,608</td>
<td>908,247</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>24,943,501</td>
<td>25,226,448</td>
<td>24,252,607</td>
</tr>
<tr>
<td><strong>ANNUAL SURPLUS (DEFICIT)</strong></td>
<td>(2,078,308)</td>
<td>(3,970,799)</td>
<td>116,145</td>
</tr>
</tbody>
</table>

**ACCUMULATED SURPLUS, BEGINNING OF YEAR**

<table>
<thead>
<tr>
<th></th>
<th>100,699,929</th>
<th>100,699,929</th>
<th>100,576,554</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lakeland Holding Ltd. - share of change in other comprehensive income</td>
<td>$ -</td>
<td>$ 7,230</td>
<td>$ 7,230</td>
</tr>
<tr>
<td><strong>ACCUMULATED SURPLUS, END OF YEAR</strong></td>
<td>$ 98,621,621</td>
<td>$ 96,736,360</td>
<td>$ 100,699,929</td>
</tr>
</tbody>
</table>

The accompanying notes and schedules are an integral part of these financial statements.
THE CORPORATION OF THE TOWN OF HUNTSVILLE
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS (DEBT)
FOR THE YEAR ENDED DECEMBER 31, 2018

<table>
<thead>
<tr>
<th></th>
<th>Budget 2018 (Note 13)</th>
<th>Actual 2018</th>
<th>Actual 2017 (Note 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual surplus</td>
<td>$ (2,078,308)</td>
<td>$ (3,970,799)</td>
<td>$ 116,145</td>
</tr>
<tr>
<td>Lakeland Holding Ltd. - share of change in other comprehensive income</td>
<td>-</td>
<td>7,230</td>
<td>7,230</td>
</tr>
<tr>
<td>Acquisition of tangible capital assets</td>
<td>(5,157,249)</td>
<td>(5,590,603)</td>
<td>(6,040,393)</td>
</tr>
<tr>
<td>Amortization of tangible capital assets</td>
<td>6,944,778</td>
<td>6,944,778</td>
<td>7,570,182</td>
</tr>
<tr>
<td>Contributed tangible capital assets</td>
<td>-</td>
<td>-</td>
<td>(497,572)</td>
</tr>
<tr>
<td>Allocation from work in progress</td>
<td>-</td>
<td>85,117</td>
<td>728,092</td>
</tr>
<tr>
<td>(Gain) loss on disposition of tangible capital assets</td>
<td>-</td>
<td>4,252,592</td>
<td>151,247</td>
</tr>
<tr>
<td>Proceeds on disposition of tangible capital assets</td>
<td>-</td>
<td>4,166,073</td>
<td>55,698</td>
</tr>
<tr>
<td>Change in supplies inventories</td>
<td>-</td>
<td>142,382</td>
<td>(143,209)</td>
</tr>
<tr>
<td>Change in prepaid expense</td>
<td>-</td>
<td>(29,154)</td>
<td>357,477</td>
</tr>
<tr>
<td>Increase (decrease) in net financial assets</td>
<td>(290,779)</td>
<td>6,007,616</td>
<td>3,304,897</td>
</tr>
<tr>
<td>Net financial assets (debt), beginning of year</td>
<td>8,900,687</td>
<td>8,900,687</td>
<td>5,595,790</td>
</tr>
<tr>
<td>Net financial assets (debt), end of year</td>
<td>$ 8,609,908</td>
<td>$ 14,908,303</td>
<td>$ 8,900,687</td>
</tr>
</tbody>
</table>

The accompanying notes and schedules are an integral part of these financial statements.
### THE CORPORATION OF THE TOWN OF HUNTSVILLE

#### CONSOLIDATED STATEMENT OF CASH FLOW

FOR THE YEAR ENDED DECEMBER 31, 2018

<table>
<thead>
<tr>
<th>Operating transactions</th>
<th>2018</th>
<th>2017 (Note 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual surplus</td>
<td>$ (3,970,799)</td>
<td>$ 116,145</td>
</tr>
<tr>
<td>Non-cash charges to operations:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization</td>
<td>6,944,778</td>
<td>7,570,182</td>
</tr>
<tr>
<td>(Gain) loss on disposal of tangible capital assets</td>
<td>4,252,592</td>
<td>151,247</td>
</tr>
<tr>
<td>Contributed tangible capital assets</td>
<td>-</td>
<td>(497,572)</td>
</tr>
<tr>
<td></td>
<td>7,226,571</td>
<td>7,340,002</td>
</tr>
<tr>
<td>Changes in non-cash items:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taxes receivable</td>
<td>(402,693)</td>
<td>57,054</td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>(97,606)</td>
<td>481,025</td>
</tr>
<tr>
<td>Long-term receivables</td>
<td>-</td>
<td>85,592</td>
</tr>
<tr>
<td>Lakeland Holding Ltd. - share of income (Note 6)</td>
<td>(1,315,903)</td>
<td>(1,418,598)</td>
</tr>
<tr>
<td>Due to/from trust funds</td>
<td>5,453</td>
<td>(14,559)</td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>209,883</td>
<td>157,280</td>
</tr>
<tr>
<td>Deferred revenue - general</td>
<td>9,829</td>
<td>(133,728)</td>
</tr>
<tr>
<td>Deferred revenue - obligatory reserve funds</td>
<td>379,957</td>
<td>94,477</td>
</tr>
<tr>
<td>Inventories of supplies</td>
<td>142,382</td>
<td>(143,209)</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>(29,154)</td>
<td>357,477</td>
</tr>
<tr>
<td></td>
<td>(1,297,854)</td>
<td>(476,197)</td>
</tr>
<tr>
<td>Cash provided by operating transactions</td>
<td>6,128,717</td>
<td>6,663,805</td>
</tr>
</tbody>
</table>

#### Capital transactions

| Acquisition of tangible capital assets | (5,590,603) | (5,040,393) |
| Allocation from work in progress       | 85,117       | 728,092     |
| Proceeds on disposal of tangible capital asset | 4,166,073  | 55,698      |
| Cash applied to capital transactions   | (1,339,413)  | (4,256,603) |

#### Investing transactions

| Dividends received (Note 6) | 402,398 | 380,395 |
| Cash provided by investing transactions | 402,398 | 380,395 |

#### Financing transactions

| Debt principal repayments | (705,249) | (694,320) |
| Cash applied to financing transactions | (705,249) | (694,320) |
| Net change in cash and cash equivalents | 4,486,453 | 2,293,277 |
| Cash and cash equivalents, beginning of year | 9,271,300 | 6,978,023 |
| Cash and cash equivalents, end of year | $ 13,757,753 | $ 9,271,300 |

The accompanying notes and schedules are an integral part of these financial statements.
THE CORPORATION OF THE TOWN OF HUNTSVILLE

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2018

The Corporation of the Town of Huntsville is a lower-tier municipality located in the District of Muskoka in the Province of Ontario, Canada. It conducts its operations guided by the provisions of provincial statutes such as the Municipal Act, Planning Act, Building Code Act and other related legislation.

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Corporation of the Town of Huntsville (the "Municipality") are prepared by management in accordance with Canadian public sector accounting standards for local governments as recommended in the Public Sector Accounting Board "PSAB" of the Chartered Professional Accountants Canada. Significant aspects of the accounting policies adopted by the Municipality are as follows:

(a) Reporting Entity

These consolidated statements reflect the assets, liabilities, revenues, expenses and reserve and reserve fund balances of the reporting entity. The reporting entity is comprised of all committees of Council and the boards, joint boards and municipal enterprises for which Council is politically accountable as follows:

(i) Consolidated and Proportionally Consolidated entities

The following local boards are consolidated:
- Huntsville Public Library Board
- Business Improvement Area Board of Management

Inter-organizational transactions and balances between these organizations are eliminated.

(ii) Modified equity accounting

Government business enterprises are accounted for by the modified equity method. Under this method the business enterprises’ accounting principles are not adjusted to conform with those of the Municipality and interorganizational transactions and balances are not eliminated. The following government business enterprise is included in these financial statements: Lakeland Holding Ltd.

(iii) Accounting for District and school board transactions

The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the school boards and the District of Muskoka are not reflected in these consolidated financial statements.

(iv) Trust funds

Trust funds administered by the Municipality are not included in these consolidated financial statements, but are reported separately on the trust funds financial statements.
THE CORPORATION OF THE TOWN OF HUNTSVILLE
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2018

(b) Basis of Accounting

(i) Accrual basis of accounting
Sources of financing and expenditures are reported on the accrual basis of accounting. This method recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

The Consolidated Statement of Financial Position reflects all of the financial assets and liabilities of the Municipality. Financial assets are those assets which could provide resources to discharge existing liabilities or finance future operations. Net financial assets represents the financial position of the Municipality and is the difference between its financial assets and liabilities. This provides information about the Municipality's overall future revenue requirements and its ability to finance activities and meet its obligations.

(ii) Non-financial assets
Non-financial assets are not available to discharge existing liabilities but are held for use in the provision of Municipal services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(a) Tangible capital assets
Tangible capital assets are recorded at cost less accumulated amortization, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Tangible capital assets received as contributions are recorded at their fair value at the date of receipt with a corresponding amount recorded as revenue. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

- Land improvements - 3 to 30 years
- Buildings - 15 to 50 years
- Equipment, fleet and vehicles - 3 to 25 years
- Roads, bridges and storm systems - 5 to 50 years

Assets under construction are not amortized until the asset is available for productive use.

The Municipality has a capitalization threshold of $5,000; individual tangible capital assets of lesser value are expensed in the year of purchase.

(b) Inventories of supplies
Inventories held for consumption are recorded at the lower of cost and replacement cost.

(c) Cash and cash equivalents
Cash and cash equivalents includes cash on hand, balances with banks and short term deposits with original maturities of three months or less.

(iii) Reserves and reserve funds
Certain amounts, as approved by Council, are set aside in reserves and reserve funds for future operating and capital purposes. Balances related to these funds are included in the accumulated surplus of the Consolidated Statement of Financial Position.
(iv) **Government transfers**

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

(v) **Deferred revenue**

The Municipality receives gas tax revenue from the Federal Government and payments in lieu of parkland under the authority of provincial legislation and Municipal by-laws. These funds are restricted in their use and until applied to the applicable expenditures are recorded as deferred revenue. Amounts applied to qualifying expenditures are recorded as revenue in the fiscal period they are expended. The Municipality also defers recognition of certain government grants which have been collected but for which the related expenditures have yet to be incurred. These amounts will be recognized as revenues in the fiscal year the services are performed.

(vi) **Taxation and related revenues**

Property tax billings are prepared by the Municipality based on assessment rolls issued by the Municipal Property Assessment Corporation ("MPAC"). Tax rates are established annually by Council, incorporating amounts to be raised for local services and amounts the Municipality is required to collect on behalf of the Province of Ontario in respect of education taxes. A normal part of the assessment process is the issue of supplementary assessment rolls which provide updated information with respect to changes in property assessment. Once a supplementary assessment roll is received, the Municipality determines the taxes applicable and renders supplementary tax billings. Taxation revenues are recorded at the time tax billings are issued. Assessments and the related property taxes are subject to appeal. Tax adjustments as a result of appeals are recorded when the result of the appeal process is known. The Municipality is entitled to collect interest and penalties on overdue taxes. These revenues are recorded in the period the interest and penalties are levied.

(vii) **Investment income**

Investment income earned on a surplus is reported as revenue in the period earned. Investment income earned on obligatory reserve funds is added to the fund balance and forms part of the restricted deferred revenue balance.

(viii) **Fees and user charges**

Fees, user charges, permits, licenses and rents are recognized as revenue when the services are provided and there is reasonable assurance of collection.

(ix) **Pensions and employee benefits**

The Municipality is an employer member of the Ontario Municipal Employee Retirement System (OMERS), a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Municipality has adopted defined contribution plan accounting principles for this plan because insufficient information is available to apply defined benefit plan accounting principles. The Municipality records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the plan for past employee service.
(x) **Use of estimates**
   The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant items subject to such estimates and assumptions include allowance for uncollectible taxes, estimated useful lives of tangible capital assets, allowance for doubtful accounts and accrued liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future. The estimates are reviewed periodically and any resulting adjustments are reported in earnings in the year in which they become known.

(xi) **Land inventory**
   Land inventory is held for resale and is recorded at the lower of cost and net realizable value. Cost includes amounts for land acquisition and improvements to prepare the land for sale or servicing.

2. **RESTATEMENT**
   The comparative figures included in these financial statements have been restated to conform with the accounting and reporting practices adopted for the current year.

   During the year, the Town completed its implementation of a new capital asset software management program. In order to improve the overall financial statement presentation and accurate measurement of the Tangible Capital Assets of the Town, during the implementation, a review of the accounting measurement including historical cost and accumulated amortization, asset category classification and presentation categories was completed.

   As a result of this review, the Town has implemented a change in certain asset classifications with a resultant change in historical amortization amounts. These changes (detailed below) have been presented as a change in accounting policy and have been applied on a retroactive basis with restatement of prior years' amounts.

   In addition, during the software implementation, several errors in certain recorded historical costs and related amortization were identified. These errors (detailed below) have been corrected on a retroactive restated basis.
The effects of this restatement are as follows:

Year ended December 31, 2017

<table>
<thead>
<tr>
<th>ACCUMULATED SURPLUS</th>
<th>$ 97,013,009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accumulated surplus, as previously reported</td>
<td></td>
</tr>
<tr>
<td>Policy changes:</td>
<td></td>
</tr>
<tr>
<td>Amortization change resulting from road surface and subsurface being combined</td>
<td></td>
</tr>
<tr>
<td>$ 2,935,621</td>
<td></td>
</tr>
<tr>
<td>Errors:</td>
<td></td>
</tr>
<tr>
<td>Reversal of road segments not owned by the Town</td>
<td></td>
</tr>
<tr>
<td>$ (871,085)</td>
<td></td>
</tr>
<tr>
<td>Reversal of Centennial Centre amortization recorded when should be classified as work in process</td>
<td></td>
</tr>
<tr>
<td>$ 564,829</td>
<td></td>
</tr>
<tr>
<td>Previously recorded amortization of road segments not owned by the Town</td>
<td></td>
</tr>
<tr>
<td>$ 775,432</td>
<td></td>
</tr>
<tr>
<td>Accumulated amortization change for adjustment to streetlight inventory</td>
<td></td>
</tr>
<tr>
<td>$ 138,112</td>
<td></td>
</tr>
<tr>
<td>Accumulated amortization change due to change of in-service dates of sidewalks</td>
<td></td>
</tr>
<tr>
<td>$ 83,093</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>$ 60,918</td>
<td></td>
</tr>
</tbody>
</table>

ACCUMULATED SURPLUS, AS RESTATED $ 100,899,929

ANNUAL SURPLUS

<table>
<thead>
<tr>
<th>ANNUAL SURPLUS</th>
<th>$ 563,404</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual surplus as previously reported</td>
<td></td>
</tr>
<tr>
<td>Policy changes:</td>
<td></td>
</tr>
<tr>
<td>Amortization change resulting from road surface and subsurface being combined</td>
<td></td>
</tr>
<tr>
<td>$ (449,203)</td>
<td></td>
</tr>
<tr>
<td>Errors:</td>
<td></td>
</tr>
<tr>
<td>Amortization change due to change of in-service dates of sidewalks</td>
<td></td>
</tr>
<tr>
<td>$ 1,944</td>
<td></td>
</tr>
</tbody>
</table>

ANNUAL SURPLUS, AS RESTATED $ 116,145

3. CASH

Cash consists of the following:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>$ 10,874,924</td>
<td>$ 6,690,900</td>
</tr>
<tr>
<td>Restricted</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal gas tax</td>
<td>235,796</td>
<td>628,486</td>
</tr>
<tr>
<td>Development charges act</td>
<td>1,641,346</td>
<td>1,243,759</td>
</tr>
<tr>
<td>Parkland</td>
<td>951,670</td>
<td>655,270</td>
</tr>
<tr>
<td>Parking</td>
<td>54,017</td>
<td>52,885</td>
</tr>
</tbody>
</table>

$ 13,757,753 $ 9,271,300
4. OPERATIONS OF SCHOOL BOARDS AND THE DISTRICT MUNICIPALITY OF MUSKOKA

Further to Note 1(a)(iii), the Municipality is required to collect property taxes and payments-in-lieu of taxes on the behalf of the school boards and the District Municipality of Muskoka. The amounts collected, remitted and outstanding are as follows:

<table>
<thead>
<tr>
<th></th>
<th>2018 School Boards</th>
<th>2018 District</th>
<th>2018 Total</th>
<th>2017 Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payable (receivable) at the beginning of the year</td>
<td>$ (70,823)</td>
<td>$ 87,194</td>
<td>$ 16,371</td>
<td>$ (105,123)</td>
</tr>
<tr>
<td>Taxation and payments-in-lieu, net of adjustments</td>
<td>8,874,449</td>
<td>17,798,787</td>
<td>26,673,236</td>
<td>25,579,411</td>
</tr>
<tr>
<td>Remitted during the year</td>
<td>(8,881,148)</td>
<td>(17,821,760)</td>
<td>(26,702,908)</td>
<td>(25,457,917)</td>
</tr>
<tr>
<td>Payable (receivable) at the end of the year</td>
<td>$ (77,522)</td>
<td>$ 64,221</td>
<td>$ (13,301)</td>
<td>$ 16,371</td>
</tr>
</tbody>
</table>

5. TRUST FUNDS

Trust funds administered by the Municipality amounting to $690,161 (2017 $698,280) have not been included in the Consolidated Statement of Financial Position nor have their operations been included in the Consolidated Statement of Operations. As such balances are held in trust by the Municipality for the benefit of others, they are not presented as part of the Municipality’s financial position or operations.

6. INVESTMENT IN LAKELAND HOLDING LTD.

Effective July 1, 2014, the Municipality holds a 21.74% ownership in the common shares of Lakeland Holding Ltd. Prior to July 1, 2014 the Municipality held a 25.13% ownership in the common shares of Lakeland Holding Ltd. On July 1, 2014 Lakeland Holding Ltd. amalgamated with Parry Sound Hydro Corporation and this amalgamation was accounted for as a business combination. The Municipality’s share of the gain on the business combination in 2014 was $211,252. As a government business enterprise of the Municipality, Lakeland Holding Ltd. is accounted for in these consolidated financial statements using the modified equity method. Lakeland Holding Ltd. and its subsidiaries are incorporation under the laws of Ontario and together they generate, sell and distribute hydro electric power and other retail services to users in Parry Sound, Bracebridge, Huntsville, Sundridge, Burk’s Falls and Magnetawan, Ontario.

<table>
<thead>
<tr>
<th>Consolidated Balance Sheet</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current assets</td>
<td>$ 4,967,609</td>
<td>$ 4,533,560</td>
</tr>
<tr>
<td>Capital and other assets</td>
<td>22,311,855</td>
<td>21,126,169</td>
</tr>
<tr>
<td>Total Assets</td>
<td>$ 27,279,464</td>
<td>$ 25,659,729</td>
</tr>
<tr>
<td>Liabilities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other liabilities</td>
<td>15,539,724</td>
<td>14,830,924</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>15,539,724</td>
<td>14,830,924</td>
</tr>
<tr>
<td>Equity:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shareholder’s equity</td>
<td>11,739,740</td>
<td>10,828,805</td>
</tr>
<tr>
<td>Total Equity</td>
<td>11,739,740</td>
<td>10,828,805</td>
</tr>
<tr>
<td>Total Liabilities and Equity</td>
<td>$ 27,279,464</td>
<td>$ 25,659,729</td>
</tr>
</tbody>
</table>
Municipality's share of equity $ 11,739,740 $ 10,628,805

Consolidated Statement of Operations, Retained Earnings and Comprehensive Income

<table>
<thead>
<tr>
<th></th>
<th>$ 12,324,887</th>
<th>$ 12,315,790</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>11,008,984</td>
<td>10,897,194</td>
</tr>
<tr>
<td>Net income</td>
<td>1,315,903</td>
<td>1,418,596</td>
</tr>
<tr>
<td>Less: dividends</td>
<td>(402,308)</td>
<td>(380,396)</td>
</tr>
<tr>
<td>Add: amortization of change in fair value of interest rate swap</td>
<td>7,230</td>
<td>7,230</td>
</tr>
<tr>
<td>Net income, net of dividends</td>
<td>$ 920,735</td>
<td>$ 1,045,431</td>
</tr>
</tbody>
</table>

Municipality's share of net income, net of dividends $ 920,735 $ 1,045,431

Investment balance, beginning of year $ 10,828,264 $ 9,782,833

Investment balance, end of year $ 11,748,999 $ 10,828,264

7. DEFERRED REVENUE - OBLIGATORY RESERVE FUNDS

The 2018 continuity of transactions within the obligatory reserve funds are described below:

<table>
<thead>
<tr>
<th></th>
<th>Balance beginning of year</th>
<th>Contributions received</th>
<th>Interest earned</th>
<th>Amounts taken into revenue</th>
<th>Balance end of year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash in lieu of parkland</td>
<td>$ 708,155</td>
<td>$ 283,360</td>
<td>$ 14,172</td>
<td>$ -</td>
<td>$ 1,005,687</td>
</tr>
<tr>
<td>Development charges</td>
<td>1,243,759</td>
<td>638,199</td>
<td>21,816</td>
<td>(184,900)</td>
<td>1,718,874</td>
</tr>
<tr>
<td>Federal gas tax</td>
<td>628,486</td>
<td>606,952</td>
<td>7,361</td>
<td>(1,007,003)</td>
<td>235,796</td>
</tr>
<tr>
<td></td>
<td>$ 2,580,400</td>
<td>$ 1,528,511</td>
<td>$ 43,349</td>
<td>$(1,191,903)</td>
<td>$ 2,960,357</td>
</tr>
</tbody>
</table>
8. MUNICIPAL DEBT

(a) The balance of the municipal debt reported on the Consolidated Statement of Financial Position is made up of the following:

<table>
<thead>
<tr>
<th>Description</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debenture payable to the District Municipality of Muskoka, repayable in semi annual payments of $44,405 including interest calculated at 6.02% per annum, maturing 2023 and is secured by future funding.</td>
<td>$378,618</td>
<td>$441,782</td>
</tr>
<tr>
<td>Debenture payable to the District Municipality of Muskoka, repayable in semi annual payments of $24,375 plus interest calculated at 2.45% per annum, maturing 2025 and is secured by future funding.</td>
<td>$316,875</td>
<td>$365,625</td>
</tr>
<tr>
<td>Debenture payable to the District Municipality of Muskoka, repayable in semi annual payments of $61,478 including interest calculated at 5.34% per annum, maturing 2026 and is secured by future funding.</td>
<td>792,074</td>
<td>869,614</td>
</tr>
<tr>
<td>Debenture payable to the District Municipality of Muskoka, repayable in semi annual payments of $54,433 including interest calculated at 5.23% per annum, maturing 2027 and is secured by future funding.</td>
<td>773,508</td>
<td>839,303</td>
</tr>
<tr>
<td>Debenture payable to the District Municipality of Muskoka, repayable in annual payments of $525,000 (varies every 5 years) and semi-annual interest payments at 1.1% to 5.1% per annum, maturing 2030 and is secured by future funding.</td>
<td>5,025,000</td>
<td>5,475,000</td>
</tr>
</tbody>
</table>

$7,286,075  $7,991,324

(b) Future estimated principal and interest payments on the municipal debt are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Principal</th>
<th>Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>$716,790</td>
<td>$343,817</td>
</tr>
<tr>
<td>2020</td>
<td>728,980</td>
<td>310,304</td>
</tr>
<tr>
<td>2021</td>
<td>716,853</td>
<td>276,133</td>
</tr>
<tr>
<td>2022</td>
<td>730,449</td>
<td>241,368</td>
</tr>
<tr>
<td>2023</td>
<td>744,808</td>
<td>205,521</td>
</tr>
<tr>
<td>2024 onwards</td>
<td>3,648,195</td>
<td>579,426</td>
</tr>
</tbody>
</table>

$7,286,075  $1,956,569
(c) Total charges for the year for municipal debt which are reported in the financial statements are as follows:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal payments</td>
<td>$ 705,248</td>
<td>$ 694,320</td>
</tr>
<tr>
<td>Interest</td>
<td>370,214</td>
<td>401,073</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 1,075,462</strong></td>
<td><strong>$ 1,095,393</strong></td>
</tr>
</tbody>
</table>

The annual principal and interest payments required to service the Municipality's debt were within the annual debt repayment limit of $3,230,691 prescribed by the Ministry of Municipal Affairs and Housing.

9. **BANK INDEBTEDNESS**

The Municipality has a revolving demand facility agreement with TD Canada Trust. The maximum amount available under this facility is $4,500,000 (2017 $4,500,000), of which $NIL (2017 $NIL) was used at the end of the year. The loan is payable on demand and bears interest at the bank’s prime rate less 0.5%.

10. **TANGIBLE CAPITAL ASSETS**

Schedule 1 provides information on the tangible capital assets of the Municipality by major asset class. Additional information relating to these assets is provided below.

(a) **Contributed tangible capital assets**

The Municipality records all tangible capital assets contributed by external parties at the fair market value. During the year $NIL (2017 $497,572) such contributions were recorded.

(b) **Tangible capital assets recorded at nominal value**

Certain tangible capital assets have been assigned a nominal value because of the difficulty of establishing a reasonable historical cost. Land is the only category where nominal values were assigned.

(c) **Works of art and historical treasures**

The Town holds various pieces of art and historical treasures including Muskoka Heritage Place, Public Art and Sports Memorabilia Collections.

(d) **Capitalization of Interest**

The Municipality has a policy of expensing borrowing costs related to the acquisition of tangible capital assets.
11. **OTHER INCOME**

<table>
<thead>
<tr>
<th>Description</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fees, permits, licences and fines</td>
<td>$1,833,667</td>
<td>$1,805,756</td>
</tr>
<tr>
<td>Penalties and interest on taxation</td>
<td>$683,869</td>
<td>$688,765</td>
</tr>
<tr>
<td>Investment income</td>
<td>$238,794</td>
<td>$128,373</td>
</tr>
<tr>
<td>Donations</td>
<td>$24,332</td>
<td>$37,531</td>
</tr>
<tr>
<td>Contributed tangible capital assets</td>
<td>- $497,572</td>
<td></td>
</tr>
<tr>
<td>Sale of miscellaneous items and other</td>
<td>$539,543</td>
<td>$83,491</td>
</tr>
<tr>
<td>Gain (loss) on sale of tangible capital assets</td>
<td>$(4,252,582)</td>
<td>$(109,535)</td>
</tr>
<tr>
<td><strong>Total Other Income</strong></td>
<td>$(932,387)</td>
<td>$2,931,953</td>
</tr>
</tbody>
</table>
SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT

The Municipality and its Boards and Committees provide a wide range of services to its citizens. The schedule and segment disclosure provides a breakdown of the annual surplus (deficit) reported on the Consolidated Statement of Operations by major reporting segment. The segments correspond to the major functional categories used in the Municipality’s Financial Information Return, which include the following activities:

General Government
General Government accounts for the revenues and expenses that relate to the operations of the Municipality itself and cannot be directly attributed to any specific segment.

Protection Services
Protection is compromised of fire protection, by-law enforcement services, emergency planning, and maintenance and enforcement of building and construction codes. The fire department is responsible to provide fire suppression services, fire prevention programs, training and education. The members of the fire department includes volunteers.

Transportation
Transportation is responsible for the maintenance of roads, winter control, storm sewer maintenance, street lighting and the municipal transit system.

Environmental Services
Includes storm system maintenance and solar generation activity.

Health Services
Included in health services is the maintenance and upkeep of the municipally controlled cemeteries.

Social and Family Services
This service area provides services meant to improve the health and development of the Municipality’s citizens.

Recreation and Culture
Recreational programs and cultural programs like swimming and skating lessons are provided at arenas, aquatic centers and community centers. Also, the Municipality provides library services to assist with its citizens’ information needs.

Planning and Development
This department provides a number of services including town and economic planning and review of all property development plans through its application process.

Unallocated Amounts
Items are recorded as unallocated amounts when there is no reasonable basis for allocating them to a segment. Included in this category is Lakeland Holding Ltd income.

In preparation of segmented financial information, some allocation of expenses is made. This generally includes charges of rent to specific segments.
## 12. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT (continued)

FOR THE YEAR ENDED DECEMBER 31, 2018

<table>
<thead>
<tr>
<th></th>
<th>General Government</th>
<th>Protection to Persons and Property</th>
<th>Transportation Services</th>
<th>Environmental Services</th>
<th>Health Services</th>
<th>Social and Family Services</th>
<th>Recreation and Culture</th>
<th>Planning and Development</th>
<th>Unallocated Amounts</th>
<th>Consolidated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property taxes</td>
<td>$ 5,334,398</td>
<td>$ 1,209,037</td>
<td>$ 5,268,887</td>
<td>$ 621,850</td>
<td>$ 66,781</td>
<td>$ 16,595</td>
<td>$ 1,870,654</td>
<td>$ 258,409</td>
<td>-</td>
<td>$ 14,646,611</td>
</tr>
<tr>
<td>User fees</td>
<td>245,347</td>
<td>59,684</td>
<td>113,668</td>
<td>648</td>
<td>135,149</td>
<td>15,869</td>
<td>1,634,965</td>
<td>62,391</td>
<td>-</td>
<td>2,267,841</td>
</tr>
<tr>
<td>Government transfers</td>
<td>51,917</td>
<td>202,613</td>
<td>380,507</td>
<td>41,759</td>
<td>-</td>
<td>51,979</td>
<td>115,867</td>
<td>101,436</td>
<td>-</td>
<td>946,078</td>
</tr>
<tr>
<td>Government transfers - OMPF</td>
<td>708,577</td>
<td>160,598</td>
<td>659,875</td>
<td>82,601</td>
<td>8,771</td>
<td>2,204</td>
<td>122,649</td>
<td>34,325</td>
<td>-</td>
<td>1,819,700</td>
</tr>
<tr>
<td>Contributions from obligatory reserve funds</td>
<td>-</td>
<td>-</td>
<td>1,045,863</td>
<td>-</td>
<td>-</td>
<td>146,240</td>
<td>-</td>
<td>-</td>
<td>1,191,903</td>
<td></td>
</tr>
<tr>
<td>Lakeland Holding Ltd - share of income</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,315,903</td>
<td>-</td>
<td>-</td>
<td>1,315,903</td>
</tr>
<tr>
<td>Penalties and interest on taxation</td>
<td>266,293</td>
<td>60,355</td>
<td>263,023</td>
<td>31,043</td>
<td>3,334</td>
<td>828</td>
<td>46,093</td>
<td>12,900</td>
<td>-</td>
<td>683,869</td>
</tr>
<tr>
<td>Other</td>
<td>3,730,379</td>
<td>1,122,039</td>
<td>170,350</td>
<td>(82,779)</td>
<td>9,291</td>
<td>-</td>
<td>365,083</td>
<td>530,136</td>
<td>-</td>
<td>(1,616,256)</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>2,876,158</td>
<td>2,814,326</td>
<td>7,942,293</td>
<td>995,122</td>
<td>223,426</td>
<td>87,275</td>
<td>4,301,551</td>
<td>999,597</td>
<td>1,315,903</td>
<td>21,255,649</td>
</tr>
</tbody>
</table>

|                          |                    |                                    |                         |                        |                |                           |                      |                        |                     |              |
| **EXPENSES**             |                    |                                    |                         |                        |                |                           |                      |                        |                     |              |
| Salaries, wages and benefits | 3,517,085       | 1,529,015                          | 2,088,403               | 177,052                | 170,305        | 60,057                     | 2,351,892            | 876,409                | -                   | 10,570,219  |
| Long-term debt charges (interest) | 211,134        | 23,689                             | 95,994                  | 2,164                  | -              | -                          | 37,233               | -                      | -                   | 370,214     |
| Operating expenses       | 969,217           | 249,222                            | 1,269,690               | 73,781                 | 40,032         | 16,992                     | 546,522              | 202,229                | -                   | 3,367,685   |
| Contracted services      | 1,745,908         | 117,671                            | 1,143,139               | 214,830                | 121,250        | -                          | 323,171              | 229,016                | -                   | 3,884,987   |
| Rents and financial expenses | 39,722         | 7,100                              | -                       | 6,121                  | -              | 20,843                     | 133,963              | -                      | -                   | 72,792      |
| Internal allocations     | (268,898)         | 166,101                            | (336,008)               | 343,813                | (154)          | -                          | 52,888               | -                      | -                   | 5,729       |
| Amortization             | 1,186,303         | 301,770                            | 4,272,743               | 490,068                | 21,881         | -                          | 665,226              | 6,831                  | -                   | 6,944,822   |
| **TOTAL EXPENSES**       | 7,370,384         | 2,837,468                          | 8,537,067               | 1,301,708              | 353,314        | 77,049                     | 4,078,850            | 1,120,608              | -                   | 25,226,448 |

|                          |                    |                                    |                         |                        |                |                           |                      |                        |                     |              |
| **ANNUAL SURPLUS (DEFICIT)** | $ (4,494,220)   | $ 426,656                           | $ (554,774)             | $ (905,566)           | $ (128,886)    | $ 10,226                   | $ 222,701             | $ (121,011)            | $ 1,315,903          | ($ 3,270,759) |
12. **SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT (continued)**

<table>
<thead>
<tr>
<th></th>
<th>General Government</th>
<th>Protection to Persons and Property</th>
<th>Transportation Services</th>
<th>Environmental Services</th>
<th>Health Services</th>
<th>Social and Family Services</th>
<th>Recreation and Culture</th>
<th>Planning and Development</th>
<th>Unallocated Amounts</th>
<th>Consolidated (Restated - Note 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property taxes</td>
<td>$ 5,242,086</td>
<td>$ 1,134,335</td>
<td>$ 4,830,082</td>
<td>$ 530,650</td>
<td>$ 83,010</td>
<td>$ 8,188</td>
<td>$ 1,669,700</td>
<td>159,084</td>
<td>-</td>
<td>$ 13,657,145</td>
</tr>
<tr>
<td>User fees</td>
<td>245,153</td>
<td>67,733</td>
<td>123,018</td>
<td>-</td>
<td>99,745</td>
<td>21,958</td>
<td>1,589,234</td>
<td>60,723</td>
<td>-</td>
<td>2,307,569</td>
</tr>
<tr>
<td>Government transfers</td>
<td>11,572</td>
<td>191,258</td>
<td>406,872</td>
<td>41,722</td>
<td>-</td>
<td>53,038</td>
<td>284,987</td>
<td>9,000</td>
<td>-</td>
<td>998,449</td>
</tr>
<tr>
<td>Government transfers - OMPF</td>
<td>749,039</td>
<td>162,084</td>
<td>690,167</td>
<td>75,824</td>
<td>11,861</td>
<td>1,170</td>
<td>103,222</td>
<td>22,733</td>
<td>-</td>
<td>1,816,100</td>
</tr>
<tr>
<td>Contributions from obligatory reserve funds</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Lakeland Holding Ltd - share of income</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,418,596</td>
</tr>
<tr>
<td>Penalties and interest on taxation</td>
<td>284,076</td>
<td>81,471</td>
<td>261,749</td>
<td>28,757</td>
<td>4,498</td>
<td>444</td>
<td>39,148</td>
<td>8,622</td>
<td>-</td>
<td>688,785</td>
</tr>
<tr>
<td>Other</td>
<td>29,928</td>
<td>931,461</td>
<td>487,320</td>
<td>40,338</td>
<td>6,711</td>
<td>2</td>
<td>283,655</td>
<td>461,763</td>
<td>-</td>
<td>2,243,188</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>6,561,854</td>
<td>2,548,347</td>
<td>7,675,450</td>
<td>717,291</td>
<td>207,825</td>
<td>84,800</td>
<td>4,432,654</td>
<td>721,935</td>
<td>1,418,596</td>
<td>24,388,752</td>
</tr>
</tbody>
</table>

| **EXPENSES**                         |                    |                                   |                         |                       |                |                           |                        |                        |                   |                             |
| Salaries, wages and benefits         | 3,369,090          | 1,455,424                         | 1,800,276               | 148,576               | 162,158        | 55,450                    | 2,211,257               | 533,177                | -                 | 9,738,408                |
| Long-term debt charges (interest)    | 228,780            | 25,511                            | 103,450                 | 2,463                 | -              | 40,969                    | -                      | -                      | -                 | 401,073                |
| Operating expenses                  | 884,154            | 238,546                           | 1,013,188               | 116,240               | 46,432         | 16,671                    | 501,323                | 218,654                | -                 | 3,035,218              |
| Contracted services                 | 1,302,067          | 122,251                           | 1,374,569               | 154,867               | 14,599         | -                         | 331,854                | 143,458                | -                 | 3,444,075              |
| Contracted services                 | 38,833             | -                                 | 6,115                   | -                     | -              | 22,142                    | 6,117                  | -                      | -                 | 73,207                |
| Internal allocations                | (248,207)          | 114,653                           | (264,701)               | 258,882               | (132)          | -                         | 129,929                | -                      | -                 | (9,581)                |
| Amortization                         | 1,287,369          | 285,185                           | 4,622,534               | 477,739               | 22,223         | -                         | 628,306                | 6,831                  | -                 | 7,570,187              |
| **TOTAL EXPENSES**                  | 6,682,086          | 2,241,935                         | 8,885,521               | 1,156,787             | 245,280        | 75,121                    | 3,855,690               | 906,247                | -                 | 24,252,807             |

| **ANNUAL SURPLUS (DEFICIT)**         | ($ 300,232)        | $ 306,762                          | ($1,220,371)            | ($441,496)            | ($37,455)      | $ 9,679                   | $ 866,974               | ($189,312)            | $ 1,418,596          | $ 116,146 |

THE CORPORATION OF THE TOWN OF HUNTSVILLE

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2018
13. **BUDGET FIGURES**

The unaudited budget adopted for the current year was prepared on a fund basis, and has been amended to conform with the accounting and reporting standards adopted for the current year actual results. Town Council approved a balanced budget as required under the Municipal Act. The budget in the financial statements has been amended in order to comply with PSAB requirements to prepare the financial statements on a full accrual basis.

The following schedule provides additional detail regarding the 2018 unconsolidated municipal operating surplus.

**SUPPLEMENTARY MUNICIPAL INFORMATION**

<table>
<thead>
<tr>
<th>CONSOLIDATED ANNUAL SURPLUS (DEFICIT)</th>
<th>Municipal 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer (to) from municipal reserves</td>
<td>(2,078,308)</td>
</tr>
<tr>
<td>Transfer to unfunded liabilities</td>
<td>994,167</td>
</tr>
<tr>
<td>Municipal amortization</td>
<td>(703,431)</td>
</tr>
<tr>
<td>Municipal capital expenditures</td>
<td>6,944,621</td>
</tr>
<tr>
<td></td>
<td>(5,157,248)</td>
</tr>
</tbody>
</table>

14. **PENSION AGREEMENTS**

The Municipality makes contributions to the Ontario Municipal Employee Retirement Fund (OMERS), which is a multi-employer plan, on behalf of certain members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2018. The results of this valuation disclosed total actuarial liabilities of $99,058 million with respect to benefits accrued for service with actuarial assets at that date of $94,867 million indicating an actuarial deficit of $4,191 million. Because OMERS is a multi-employer plan, any Plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Municipality does not recognize any share of the Plan surplus or deficit.

The amount contributed to OMERS for the current year was $876,718 (2017 $649,518) for current service and is included as an expense on the Consolidated Statement of Operations.

15. **CONTINGENT LIABILITY**

In the normal course of business, the municipality is named to lawsuits related to its operations. Management is of the view that these lawsuits are without merit and any settlement would not be material to the financial position of the municipality.

16. **COMPARATIVE FIGURES**

Certain comparative figures have been reclassified to conform with the current year’s presentation.
THE CORPORATION OF THE TOWN OF HUNTSVILLE
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2018

<table>
<thead>
<tr>
<th>Schedule 1</th>
<th></th>
<th>Land and Land Improvements</th>
<th>Buildings</th>
<th>Equipment, Fleet and Vehicles</th>
<th>Roads, Bridges, and Storm Systems</th>
<th>Assets Under Construction</th>
<th>TOTAL 2018</th>
<th>TOTAL 2017 (Note 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>COST</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance, beginning of year</td>
<td>$13,554,168</td>
<td>$52,923,835</td>
<td>$13,337,661</td>
<td>$96,865,957</td>
<td>$171,750</td>
<td>$176,853,371</td>
<td>$173,272,321</td>
<td></td>
</tr>
<tr>
<td>Additions and betterments</td>
<td>399,095</td>
<td>653,995</td>
<td>1,452,182</td>
<td>2,979,421</td>
<td>105,910</td>
<td>5,590,603</td>
<td>5,537,965</td>
<td></td>
</tr>
<tr>
<td>Disposals and writedowns</td>
<td>(138,359)</td>
<td>(10,633,635)</td>
<td>(1,531,763)</td>
<td>(4,627)</td>
<td>(85,117)</td>
<td>(12,308,384)</td>
<td>(1,228,823)</td>
<td></td>
</tr>
<tr>
<td>Allocation from work in progress</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BALANCE, END OF YEAR</td>
<td>13,814,904</td>
<td>42,944,195</td>
<td>13,258,080</td>
<td>99,840,751</td>
<td>192,543</td>
<td>170,050,473</td>
<td>176,853,371</td>
<td></td>
</tr>
<tr>
<td>ACCUMULATED AMORTIZATION</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance, beginning of year</td>
<td>5,342,751</td>
<td>17,306,589</td>
<td>8,105,935</td>
<td>54,794,652</td>
<td>85,549,927</td>
<td>79,001,623</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual amortization</td>
<td>450,287</td>
<td>1,190,493</td>
<td>925,203</td>
<td>4,378,795</td>
<td>6,944,778</td>
<td>7,570,182</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization disposals</td>
<td>(16,660)</td>
<td>(2,363,526)</td>
<td>(1,504,906)</td>
<td>(4,627)</td>
<td>(3,889,719)</td>
<td>(1,021,878)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BALANCE, END OF YEAR</td>
<td>5,776,378</td>
<td>16,133,556</td>
<td>7,526,232</td>
<td>59,168,820</td>
<td>86,504,986</td>
<td>85,549,927</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TANGIBLE CAPITAL ASSETS-NET</td>
<td>$8,038,526</td>
<td>$26,310,839</td>
<td>$5,731,848</td>
<td>$40,671,931</td>
<td>$192,543</td>
<td>$81,445,467</td>
<td>$91,383,444</td>
<td></td>
</tr>
</tbody>
</table>
### THE CORPORATION OF THE TOWN OF HUNTSVILLE
### SUPPLEMENTARY UNAUDITED SCHEDULE OF SURPLUS

#### 2018

<table>
<thead>
<tr>
<th>RESERVES AND RESERVE FUNDS</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIA</td>
<td>$79,032</td>
<td>$74,463</td>
</tr>
<tr>
<td>General government</td>
<td>502,723</td>
<td>574,133</td>
</tr>
<tr>
<td>Planning and development</td>
<td>189,076</td>
<td>195,025</td>
</tr>
<tr>
<td>Protection services</td>
<td>1,172,402</td>
<td>798,805</td>
</tr>
<tr>
<td>Recreation and culture</td>
<td>36,082</td>
<td>4,388</td>
</tr>
<tr>
<td>Working funds</td>
<td>5,346,255</td>
<td>721,299</td>
</tr>
<tr>
<td><strong>Capital</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General government</td>
<td>445,287</td>
<td>306,090</td>
</tr>
<tr>
<td>Library</td>
<td>458,643</td>
<td>457,104</td>
</tr>
<tr>
<td>Protection services</td>
<td>832,207</td>
<td>685,573</td>
</tr>
<tr>
<td>Health</td>
<td>81,766</td>
<td>68,766</td>
</tr>
<tr>
<td>Recreation and culture</td>
<td>2,098,100</td>
<td>1,746,616</td>
</tr>
<tr>
<td>Transportation services</td>
<td>(579,380)</td>
<td>758,380</td>
</tr>
<tr>
<td><strong>TOTAL RESERVES AND RESERVE FUNDS</strong></td>
<td><strong>10,662,195</strong></td>
<td><strong>6,391,942</strong></td>
</tr>
</tbody>
</table>

| **OTHER**                  |           |           |
| Investment in tangible capital assets | 81,445,487 | 91,303,444 |
| General operating surplus(deficit) | 352       | 48,478    |
| Investment in inventory for own use | 176,678   | 127,831   |
| Investment in Lakeland Holding Ltd. (Note 6) | 11,739,740 | 10,828,805 |
| Capital outlay financed by long-term liabilities and to be recovered in future years | (7,286,075) | (7,591,324) |
| Share of Lakeland Holding Ltd.'s accumulated comprehensive loss | (28,105) | (35,335) |
| Change in Lakeland Holding Ltd.'s comprehensive loss (defined benefit plan) | 26,088    | 26,088    |
| **TOTAL OTHER**            | 86,074,165 | 94,307,987 |

| **ACCUMULATED SURPLUS**    | $96,736,360 | $100,699,629 |
THE CORPORATION OF THE
TOWN OF HUNTSVILLE
TRUST FUNDS FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2018
INDEPENDENT AUDITORS' REPORT
TRUST FUNDS

To the Members of Council, Inhabitants and Ratepayers of the Corporation of the Town of Huntsville

Opinion
We have audited the accompanying financial statements of the trust funds of the Corporation of the Town of Huntsville which comprise of the statement of financial position as at December 31, 2018 and the statement of financial activities and changes in accumulated surplus for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the trust funds of the Corporation of the Town of Huntsville as at December 31, 2018, and its statement of financial activities and changes in accumulated surplus for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion
We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements
Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
PAHAPILL and ASSOCIATES Chartered Accountants
Professional Corporation

- The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality’s internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management’s use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality’s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor’s report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor’s report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Huntsville, Ontario
July 22, 2019

Pahapill and Associates
Chartered Professional Accountants
Authorized to practise public accounting by
The Chartered Professional Accountants of Ontario
THE CORPORATION OF THE TOWN OF HUNTSVILLE TRUST FUNDS
STATEMENT OF FINANCIAL ACTIVITIES AND CHANGES IN ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2018

<table>
<thead>
<tr>
<th>Hutcheson Cemetery</th>
<th>Stephenson Cemetery</th>
<th>Locks Cemetery</th>
<th>Madill Cemetery</th>
<th>Ifracombe Cemetery</th>
<th>Total 2018</th>
<th>Total 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest earned</td>
<td>$ 5,689</td>
<td>$ 1,993</td>
<td>$ 706</td>
<td>$ 580</td>
<td>$ 423</td>
<td>$ 9,291</td>
</tr>
<tr>
<td>Monument care collected</td>
<td>2,350</td>
<td>600</td>
<td>300</td>
<td>200</td>
<td>-</td>
<td>3,450</td>
</tr>
<tr>
<td>Care and maintenance collected</td>
<td>14,111</td>
<td>2,464</td>
<td>1,192</td>
<td>664</td>
<td>-</td>
<td>18,431</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>22,050</td>
<td>5,057</td>
<td>2,198</td>
<td>1,444</td>
<td>423</td>
<td>31,172</td>
</tr>
</tbody>
</table>

| Expenditures       |                     |                |                 |                   |            |            |
| Transfer to Cemetery operations | 5,589           | 1,993          | 706             | 580               | 423        | 0,291      | 8,712      |
| Total Expenditures | 5,589              | 1,993          | 706             | 580               | 423        | 9,291      | 8,712      |
| Net Surplus (deficit) | 16,461           | 3,064          | 1,492           | 864               | -          | 21,881     | 17,808     |
| Opening Accumulated Surplus | 485,929         | 58,427         | 50,166          | 42,673            | 31,085     | 668,280    | 650,472    |
| Closing Accumulated Surplus | $ 502,390      | $ 61,491       | $ 51,658        | $ 43,537          | $ 31,085   | $ 690,161  | $ 688,280  |

STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2018

<table>
<thead>
<tr>
<th>Hutcheson Cemetery</th>
<th>Stephenson Cemetery</th>
<th>Locks Cemetery</th>
<th>Madill Cemetery</th>
<th>Ifracombe Cemetery</th>
<th>Total 2018</th>
<th>Total 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>31,177</td>
<td>5,612</td>
<td>6,797</td>
<td>5,347</td>
<td>4,191</td>
<td>53,124</td>
</tr>
<tr>
<td>Investments (Note 2)</td>
<td>472,257</td>
<td>54,392</td>
<td>44,498</td>
<td>36,984</td>
<td>28,102</td>
<td>638,233</td>
</tr>
<tr>
<td>Due from Cemetery Board</td>
<td>-</td>
<td>1,487</td>
<td>363</td>
<td>-</td>
<td>-</td>
<td>1,850</td>
</tr>
<tr>
<td>$ 503,434</td>
<td>$ 61,491</td>
<td>$ 51,658</td>
<td>$ 44,331</td>
<td>$ 32,293</td>
<td>$ 693,207</td>
<td>$ 674,829</td>
</tr>
</tbody>
</table>

| Liabilities and Accumulated Surplus |                     |                |                 |                   |            |            |
| Due to Cemetery Board | 1,044            | -              | -               | 794               | 1,208      | 3,048      | 5,549      |
| Accumulated surplus  | 502,390          | 61,491         | 51,658          | 43,537            | 31,085     | 690,161    | 688,280    |
| $ 503,434           | $ 61,491          | $ 51,658       | $ 44,331        | $ 32,293          | $ 693,207  | $ 674,829  |
1. **ACCOUNTING POLICIES**

The financial statements of the Corporation of the Town of Huntsville Trust Funds are prepared by management in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Basis of Accounting

(a) (i) Sources of financing and expenditures are reported on the accrual basis of accounting.

(ii) The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Short term Investments

Investments are reported at cost plus accrued interest.

(c) Use of estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. The estimates are reviewed periodically and any resulting adjustments are reported in earnings in the year in which they become known.

2. **INVESTMENTS**

The Municipality manages its investments with a view to optimizing interest income.

Interest earned on these investments is transferred from the Municipality's Cemetery Trust Funds to the Municipality's operating funds for the purpose of care and maintenance of the cemetery plots and monuments.

Perpetual Care investments, recorded at cost, consist of the following:

<table>
<thead>
<tr>
<th>Description</th>
<th>Market Value</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>The One investment program money market.</td>
<td>$</td>
<td>$</td>
<td>$34,393</td>
</tr>
<tr>
<td>The One investment program bond funds.</td>
<td>79,399</td>
<td>83,184</td>
<td>81,407</td>
</tr>
<tr>
<td>The One investment program universal corporate bond.</td>
<td>163,291</td>
<td>167,306</td>
<td>163,335</td>
</tr>
<tr>
<td>The One investment program equity fund.</td>
<td>230,168</td>
<td>191,000</td>
<td>191,000</td>
</tr>
<tr>
<td>Guaranteed Investment Certificates bearing interest at rates from 1.27% to 2.52% and maturing between May 2019 and July 2021.</td>
<td>196,743</td>
<td>196,743</td>
<td>188,843</td>
</tr>
<tr>
<td></td>
<td><strong>$ 669,501</strong></td>
<td><strong>$ 638,233</strong></td>
<td><strong>$ 658,778</strong></td>
</tr>
</tbody>
</table>

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3. CARE AND MAINTENANCE FUND

The Care and Maintenance Fund administered by the Town is funded by the sale of cemetery interment rights and markers. These funds are invested and earnings derived therefrom are used to perform maintenance to the Town's cemeteries. The operations and investments of the fund are undertaken by the Town in accordance with the regulations of the Funeral, Burial and Cremation Services Act, 2002.
1. **ADOPTION OF AGENDA**

Moved by Brian Thompson and seconded by Jonathan Wiebe

BE IT RESOLVED THAT: The Special Council Meeting Agenda dated Wednesday, July 10, 2019 be hereby adopted as printed and circulated.

Carried.

2. **DISCLOSURE OF PECUNIARY INTEREST**

Nil
Motion to Suspend the Rules of Procedure

Moved by Jonathan Wiebe and seconded by Brian Thompson 223-19

BE IT RESOLVED THAT: The rules of procedure related to speaking order and limits be suspended to permit participation by all members of Council for the meeting held on August 8, 2019 Carried.

3. CLOSED SESSION – MUNICIPAL ACT, 2001

Moved by Brian Thompson and seconded by Karin Terziano 224-19

BE IT RESOLVED THAT: The next portion of the meeting be closed to the public commencing now at 1:01 p.m. for the purpose of considering the following matter under section 239 (3.1) of the “Municipal Act, 2001”:

- Procedural By-law 2019-45 - Training Session - Denise Labelle-Gelinas, Parliamentarian

Carried.

BUSINESS ARISING FROM CLOSED

(3.1.) Section 239 (3.1) - Education or Training Session

(3.1.1.) Procedural By-law 2019-45 - Training Session - Denise Labelle-Gelinas, Parliamentarian

No direction was provided in closed session.

4. REPORTS FROM MUNICIPAL OFFICERS

Council recessed at 2:45 p.m. and reconvened at 2:55 p.m.


Denise Corry presented committee with an overview of the plan, updates and next steps. Council participated in an exercise to determine items to be included in the new plan. (Schedule “A”)

Moved by Jonathan Wiebe and seconded by Karin Terziano 226-19

BE IT RESOLVED THAT: The items identified through the public engagement and supported by Council, be included in the Draft 2019-2023 Strategic Plan for further consideration by Council.

Carried.
5. **CONFIRMATION BY-LAW**

Moved by Karin Terziano and seconded by Jonathan Wiebe 227-19

**BE IT RESOLVED THAT:** Confirmation By-law 2019-82 be received, numbered, and read a First, Second and Third time and finally passed this 8th day of August, 2019.

Carried.

6. **ADJOURNMENT**

Moved by Jonathan Wiebe and seconded by Karin Terziano 228-19

**BE IT RESOLVED THAT:** We do now adjourn at 3:35 p.m.

Carried.

_________________________________ _________ ____________________
Mayor (Scott Aitchison) Clerk (Tanya Calleja)
2019-2023
STRATEGIC PLAN TEAM

- Joel Duffield
- Lauren MacDermid
- Lisa Spolnik
- Andrew Zanier
- Yvonne Aubichon (SMT Support)

- Cara-Dawn Gilchrist
- Ed Ross
- Margaret Stead
WHY DO WE HAVE A PLAN?

It is the set of the sails, not the direction of the wind that determines which way we will go.

Jim Rohn

• Provides clear direction on the priority areas that have been identified by Council during their term
• Staff utilize the Plan as a “roadmap” to ensure they are upholding the direction established by Council
• Accountable to the public by identifying priorities and reporting on their status
• Bottom Line – it keeps us all on track
WHY ARE WE UPDATING THE CURRENT PLAN?

• New Term of Council
• Need to ensure we are still heading in the right direction based on input from the Community, Staff and Council
• The Plan is an active document that should be “refreshed” based on present and future needs/wants
• Areas of potential improvement have been identified within the current Plan (priority areas, actionable items, term of the plan and implementation timelines and funding)

WHAT HAVE WE DONE?

• Public Engagement Sessions
• External Communications
• Staff and Council Engagement Sessions
WHAT HAVE WE DONE?

• Broader Pillar Names
• Ensured items transferred from previous plan are actionable items in new Plan
• SET new “lenses” for supporting plans and strategies (Accessibility Plan, new Digital Strategy, Unity Plan, etc.)
• Included all approved NI’s and items identified in Mandate Letters
• Combined and organized data collected into Pillars (raw data)

WHAT IS YET TO COME?

• An Improved Report Card
• Reports on actionable items
• Summarizes the status of projects
• Focuses on “investment” under each pillar
NOW FOR THE FUN PART

• Place a dot beside the items you want included in the new draft Plan
• 1 dot per item, per person
• Items with 5 dots or more will be presented in the new draft plan for Council’s future consideration

NEXT STEPS

• Items will be incorporated into the new draft Plan
• Draft Plan will be presented to Council in the Fall for adoption
• Councillors to provide notice to the Clerk’s Department should they wish to add new items
• Timing and potential funding options for approved projects to be further discussed by Council
Downtown Huntsville BIA
BOARD OF MANAGEMENT MEETING
TOWN OF HUNTSVILLE – Council Chambers, Third Floor
Thursday July 18, 2019 8:00 a.m.

Present: Rachel Hunt – Chair
Steve Campbell
Joan Wager
Catherine Cole
Nate Smith
Lindsay Buttus
Christine Kropp
Michelle Gardiner
Will Loughheed
Scott Ovell – Town Liaison
Karin Terziano – Council Representative
Morgan Richter – BIA Staff
Caroline Schat – BIA Staff

Regrets: Kelly Haywood
Kathy Sheridan
Kristin Maxwell

1. Call to Order: The Board Meeting of Downtown Huntsville BIA was called to order at 8:00 a.m. on July 18th, 2019 in Council Chambers by Chair, Rachel Hunt.

2. Declaration of Conflict of Interest: No conflicts of interest were declared.

   MOTION: To accept the Agenda
   Motioned by: Joan Wager
   Seconded by: Catherine Cole
   CARRIED

   MOTION: To accept the minutes of June 20th, 2019 BIA Board Meeting
   Motioned by: Catherine Cole
   Seconded by: Christine Kropp
   CARRIED

3. Financials

   Steve Campbell
   • Halfway through the year, levy has come through (line 15) 100% of budgeted income, will be over budget on income once the Macaroni Festival takes place.
   • Have not transferred the Beer Festival profit of approximately $15000 – will happen at end of July.
   • First half of the year typically has higher expenses than the second half
   • Horticulture donation of $1000 will come out end of July.
• Draft copy year end for 2018 – anticipate that this will go through fine. Where does the surplus go? The surplus accumulates to the $80,000.

MOTION: To accept the draft year end 2018 audited account
Motioned by: Steve Campbell
Seconded by: Joan Wager
CARRIED

MOTION: To transfer $5,000 from Beer Festival to the Streetscape Reserve
Motioned by: Steve Campbell
Seconded by: Lindsay Butts
CARRIED

MOTION: To transfer $5,000 from Beer Festival to the Event Reserve
Motioned by: Steve Campbell
Seconded by: Joan Wager
CARRIED

MOTION: To donate $5,000 to Gamble Farms – providing fresh eggs for a year to the Table Soup Kitchen
Motioned by: Steve Campbell
Seconded by: Rachel Hunt
CARRIED

MOTION: To purchase picnic tables as well as (memorial) benches and Muskoka chairs for River Mill Park with the remaining Beer Festival profit of approximately $2,000
Motioned by: Steve Campbell
Seconded by: Catherine Cole
CARRIED

4. Town Report

Karin Terziano

• The Town Square was starting to look to full and messy, community partners need to talk to the Town and get permission regarding the placement of fixtures. The BIA needs to do this regarding the picnic tables for River Mill Park.
• Council will be talking about events at the next Council meeting.

   a. Ironman Triathlon Feedback

   • Not practical for merchants to have this event downtown as parking and traffic was congested, both spectators and customers had a hard time visiting the downtown core.
   • As a tourist driven town it is unacceptable to have poor traffic flow with many delays during the town’s busiest time of the year.
   • Downtown stores were affected during this event, sales were lower than usual for a mid-July Sunday.
   • It is a good event as it puts Huntsville on the map, also very beneficial for restaurants and hotels.
   • Huntsville is busy during the summer months regardless of the amount of festivals and events that are held in the town. Therefore, move the event to an earlier or later date, in the shoulder seasons and prevent road closures wherever possible.
   • Possibly move the event back to Deerhurst in the future to avoid congestion and backups in the downtown area?
   • If the Ironman is to take place in Huntsville in the future:
     1. The route needs to be changed and the flow of traffic needs to be managed more effectively.
2. Move it to an earlier date, perhaps June, as the town is already busy during the summer.
3. River Mill parking lot should not be closed during these types of events as it makes it harder for people to visit downtown.
4. There needs to be knowledgeable volunteers about the event and the town to provide better direction.

b. Ribfest Feedback
- This event was put on by an event company, and the Lions Club advertised and volunteered.
  Attendance: 1200 Friday, 1200 Saturday, 600 Sunday
- River Mill parking lot was closed for 5 days, BIA merchants felt this was unacceptable during the busy summer season.
- What type of policies are in place and how do events and festivals get approved? Morgan will now be on the SEAT committee; she will receive applications and present them to the board.
- Recommendation that the River Mill Parking lot must remain open for July and August.
- Focus on creating/hosting events in shoulder season

5. Promotions and Events
- skating rink delegation on Wednesday, July 24 – please come and support.

6. Silver Ambassadors
- The Silver Ambassadors are not a sub-committee of the BIA - the BIA needs to appoint the Silver Ambassadors as BIA volunteers. They will then be automatically insured for all actions taken on behalf of/or at the direction of the BIA and/or Town. Please note that this is not medical insurance for volunteers (that would be OHIP).

MOTION: To appoint the Silver Ambassadors as BIA volunteers
Motioned by: Christine Kropp
Seconded by: Steve Campbell
CARRIED

7. Parking Recommendation
- BIA merchants and the Town of Huntsville met on June 20th to discuss snow removal and parking issues along Dara Howell Way – discussion is outlined in the June 20th report.
- Major changes include increasing the parking limit to beyond 2 hours, reinvestigate parking and pedestrian access along Dara Howell Way/River Mill Park and investigate alternative options for parking enforcement.
- Connor, the parking ambassador, has done a great job enforcing acceptable parking in River Mill Park – needs to address the parking by Pizza Pizza.
- Make recommendation to the Town, for the 2020 budget, also take into consideration the time of the Streetscape Project.

MOTION: To write a letter to Town Council about increasing 2-hour parking and creating parallel parking along Dara Howell Way.
Motioned by: Rachel Hunt
Seconded by: Steve Campbell
CARRIED
8. Beer Festival Recommendation

Morgan Richter

TABLED

9. Digital Main Street Grant

Morgan Richter

• The Digital Main Street grant for $60,000 was approved. This grant is in partnership with Huntsville, Bracebridge, Gravenhurst, and Township of Muskoka Lakes & Township of Georgian Bay. The propose is to hire a full-time employee to assist with the digital needs from our local merchants. 6 weeks of assistance in each area, $500 commitment from each party.
• Gravenhurst is spearheading the project and currently has a new BIA director and is working on an MOU.
• The MOU/recommendation will be presented at the next board meeting in August.

10. Streetscape Update

Steve Campbell

• The Town, District & BIA have not met in a few months, as King William has been delayed and the Streetscape Project conversation is on hold until further notice.

11. Staff Report

Morgan Richter

• BIA Board meeting minutes have been added to the website.
• New board group photo to be taken in August, depending on attendance.
• The meeting agenda and minutes will be sent out to all BIA members.

12. Municipal Accommodation Tax Program Up-Date

Christine Kropp

• MAT did not meet in July and will not meet in September.
• Chamber is taking over the administration.
• Spring of 2020 will probably be when people can apply for money.
• Everyone who has this tax may lose federal and provincial grants.

13. New Business

Next Meetings

1. Streetscape Committee Meeting – Thursday July 25, 8:00am Council Chambers
2. Events and Promotions Meeting – Thursday, August 8, 8:00am Whimsical Bakery
3. BIA Board Meeting – Thursday August 15, 8:00am Council Chambers

Adjournment

MOTION: To adjourn at 9:05 a.m.
Motioned by: Rachel Hunt
Seconded by: Will Loughheed
CARRIED

Minutes submitted by: Morgan Richter
Present: Ted & Irene Turner, Thelma & David Beaudry, Nancy Watts, Cherryll Demain, Sylvia Leeder, Dionne Schumacher

The meeting was called to order. Thelma presented the minutes from June 12, 2019. David moved that they be accepted, and all were in favour. Irene presented the financial statements. Thelma moved that they be accepted, and all were in favour.

Items for Discussion:

- It was reported that we are not eligible for the Senior’s Grant to purchase chairs because we are not incorporated. Club 55 is not selling their chairs as rumored. There was a discussion about the need to replace these chairs and the length of time it is taking to find an affordable supply. Board members will bring chairs from various locations to the hall in September when the Senior’s group reconvenes. The Seniors and the euchre club can test out the samples and provide feedback.
- Ted installed a paper towel holder above the new handwashing sink. He will be installing shelving underneath.
- Irene asked about our folding stacking chairs. They are never used and take up space. It was decided to keep them until we can resolve the chair issue.
- St. Mary’s Anglican Church had their last service on August 13, 2019. The following was discussed;
  - Irene presented a photo of the church and asked if we should put it in the hall. Sylvia moved that we have the photo matted and framed and hung in the hall. All were in favour.
  - War veterans’ memorial plaque – This will be brought to the hall and hung. Irene will contact the Legion to ensure that they have a record of these names.
  - The church wants to donate their remaining funds to us to use for supplies for Outreach projects. Sylvia moved that we accept this money, and all were in favour. Irene will connect with Julie at the Town to clarify how to handle this.
- Turkey Dinner – September 14, 2019
  - Price - $16.00 for adults, $8.00 for children twelve and under, preschoolers will be free
  - Sylvia will connect with Fresco and Independent to see what they will charge us for turkeys. She will check the prices at Costco online.
  - Irene will make flyers to be posted at senior’s clubs, churches and community organizations.
  - Cherryll will update council about the date and time.
  - Nancy will post the event on social media (Facebook) and encourage people to share with friends.
  - Cherryll will organize the volunteers
  - Irene will organize the pies.
  - Turkeys will be cooked on Thursday and food prep etc. will be done on Friday.

The meeting was adjourned. The next meeting will be October 9, 2019 at 9 am.
Corporation of the Town of Huntsville

COMMITTEE OF ADJUSTMENT

Meeting held on Thursday, August 15, 2019, at 10:00 a.m.
in the Huntsville Civic Centre, Municipal Council Chambers

Attendance

Chair: Bob Stone

Members: Councillor Nancy Alcock
Kenneth Donald
Councillor Jason FitzGerald
Brandon Stapleton

Staff: Denise Corry  Chief Administrative Officer
Jasmine Last  Planning Customer Service Representative
(Recording Secretary)
Kirstin Maxwell  Director of Development Services
Elizabeth Reimer  Senior Planner
Curtis Syvret  Planner

1. CALL TO ORDER

The meeting was called to order at 10:01 a.m.

2. ADOPTION OF AGENDA

Moved by Kenneth Donald and seconded by Brandon Stapleton  C0A77-19

BE IT RESOLVED THAT: The Committee of Adjustment Agenda dated August 15, 2019, be hereby adopted as printed and circulated.

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

Kenneth Donald and Brandon Stapleton:

4. MINUTES

Moved by Kenneth Donald and seconded by Brandon Stapleton  C0A78-19

BE IT RESOLVED THAT: The Committee of Adjustment meeting minutes dated July 10, 2019, and the recommendations contained therein be hereby adopted as printed and circulated.

Carried.
5. MINOR VARIANCES – PUBLIC MEETINGS


Curtis Syvret outlined the report.

Chair Stone called upon the applicant or their representative to provide additional comments.

Savas Varadas, representing the applicant, outlined the following:

- As the dwelling was a legal non-conforming structure, any additions would encroach on the required setbacks, particularly with respect to the Type 1 fish habitat setback;
- A fish habitat assessment had concluded that there would be no negative environmental impacts;
- The development on the neighbouring lot was located a fair distance away, mitigating any potential impacts from the reduced side yard setback;
- It was his opinion that the application meets the four tests of a minor variance.

Chair Stone asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Nil

Chair Stone asked if there were any questions or comments from Committee members.

Committee questioned where the shed was proposed to be relocated.

Mr. Syvret clarified that the existing shed would be relocated behind the dwelling and would meet all requirements of the zoning by-law except for the setback to Type 1 fish habitat, which had been addressed through the fish habitat assessment.

Moved by Jason FitzGerald and seconded by Nancy Alcock

BE IT RESOLVED THAT: Minor Variance Application A/23/2019/HTE be APPROVED, the purpose and effect of which is to provide relief from subsections 5.3.4(vi, vii) and 3.5.1 of Comprehensive Zoning By-law 2008-66P, in order to:

- reduce the interior side yard setback from 6m to 2.4m for a deck;
- reduce the interior side yard setback from 6m to 3.8m for an addition to a single family dwelling;
- reduce the setback to Type 1 Fish Habitat from 30m to 17m for an addition to a single family dwelling;
- reduce the setback to Type 1 Fish Habitat from 30m to 23m for a shed;
• recognize the front yard setback of 17m for a single family dwelling only.

Carried.


Curtis Syvret outlined the report.

Chair Stone called upon the applicant or their representative to provide additional comments.

Savas Varadas, representing the applicant, outlined the following:
• The variance was required because there were minor alterations being made to the existing legal non-conforming private cabin;
• There would be no change to the use that had already been occurring on the lot for some time;
• Other lots in the area also have private cabins;
• The increase to the accessory lot coverage would be very minor, and the principal lot coverage would remain under the permitted maximum;
• The private cabin would meet all other provisions of the zoning by-law with respect to maximum height and required setbacks;
• It was his opinion that the application meets the four tests of a minor variance.

Chair Stone asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Nil

Chair Stone asked if there were any questions or comments from Committee members.

Nil

Moved by Jason FitzGerald and seconded by Nancy Alcock

BE IT RESOLVED THAT: Minor Variance Application A/25/2019/HTE be APPROVED, the purpose and effect of which is to provide relief from subsections 3.1.17(b,c) and 3.1.6 of Comprehensive Zoning By-law 2008-66P, in order to:
• permit a private cabin;
• increase the accessory lot coverage from 5% to 5.3%;
• limit the size of the private cabin to 60m², including the loft, exterior stairs and covered deck.

Carried.

5.3 Report DEV-2019-224 - A/26/2019/HTE - Sawyer - 103 Gun Club Road

Curtis Syvret outlined the report.
Chair Stone called upon the applicant or their representative to provide additional comments.

Jason Sawyer, applicant, stated that he had no additional comments.

Chair Stone asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Nil

Chair Stone asked if there were any questions or comments from Committee members.

Nil

Moved by Brandon Stapleton and seconded by Kenneth Donald

**BE IT RESOLVED THAT:** Minor Variance Application A/26/2019/HTE be APPROVED, the purpose and effect of which is to provide relief from subsections 5.2.4(xiv) of Comprehensive Zoning By-law 2008-66P, in order to reduce the interior side yard setback from 5m to 1m for a detached garage only.

Carried.


Elizabeth Reimer outlined the report.

Chair Stone called upon the applicant or their representative to provide additional comments.

Nil

Chair Stone asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Nil

Chair Stone asked if there were any questions or comments from Committee members.

Committee questioned if the increased lot coverage was appropriate for the area.

Ms. Reimer clarified that as the deck is a low-profile structure, the visual impact of the increased lot coverage would be minimal.
Moved by Brandon Stapleton and seconded by Kenneth Donald

**BE IT RESOLVED THAT:** Minor Variance Application A/27/2019/HTE be APPROVED, the purpose and effect of which is to provide relief from subsection 5.2.4 of Comprehensive Zoning By-law 2008-66P, in order to:

- reduce the northerly interior side yard setback from 1.5m to 0.8m for a deck only; and
- increase the primary lot coverage from 35% to 42%.

Carried.

Kenneth Donald and Brandon Stapleton left Council Chambers at this time due to pecuniary interests.


Elizabeth Reimer outlined the report.

Chair Stone called upon the applicant or their representative to provide additional comments.

Lanny Dennis, representing the applicant, outlined the following:

- The private cabin existed on the lot at the time of purchase and the shoreline amenity area had been the same for many years, so the variance was recognizing an existing situation;
- The existing dwelling is on a year-round maintained road which is presently below the flood elevation, so the flood issue already exists;
- The proposed second storey addition would be well above the flood elevation, with no additional habitable space proposed on the first floor or in the detached garage;
- The applicant proposed to remove three sheds and an outhouse to improve the existing situation;
- The size of the proposed garage had been reduced to comply with the maximum lot coverage provisions;
- The garage was proposed to be located in an area already cleared and used for parking;
- The impact of the existing private cabin would be less than if the applicant were to construct a boathouse;
- The garage would not be coming closer to the water than the existing dwelling and would be located behind mature tree cover to reduce the visual impact from the water;
- The subject property is not located on a river, where flow velocities are more extreme;
- During recent flood events, the dwelling did not flood nor did the area for the proposed garage;
- As the lot is very narrow, a variance is required as the front and rear yard setbacks would overlap;
- The Official Plan is not prohibitive and the language suggests flexibility to address site-specific circumstances;
• The fish habitat assessment did not identify any negative impacts and recommended mitigation measures;
• An agreement under section 45(9) of the Planning Act could be used to address municipal concerns;
• Three letters of support had been submitted from neighbouring property owners;
• It was his opinion that the proposal meets the four tests of a minor variance.

Chair Stone asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Brent Stapleton, applicant, stated that the lot had been in his family for a number of years; that the proposed development would improve the existing situation by removing accessory structures; and that neighbouring properties with two-storey dwellings had recently had variances approved within the flood zone.

Chair Stone asked if there were any questions or comments from Committee members.

Committee questioned why staff were of the opinion that the application is not minor.

Ms. Reimer clarified that the proposed development would double the habitable space on the property, and that an addition to a legal non-complying and non-conforming structure in an area that is not contemplated to have any new development should not be considered minor.

Committee requested and received confirmation that variances for neighbouring property owners had been approved earlier in the year.

Committee questioned when the septic system had been installed.

Ms. Reimer clarified that it had been installed in 2016 to replace an existing system.

Committee expressed support for the application as it was an addition to an existing dwelling, noting that the applicant should be aware of the inherent risks of building within a flood plain.

A discussion occurred regarding the scope of an agreement that could be entered into between the applicant and the Town.

Mr. Dennis cited an agreement entered into by a neighbouring property owner, noting that the agreement contained wording to absolve the municipality from liability as a result of flooding.

Committee requested that the agreement be a condition of the variance approval.
Motion to Amend

Moved by Nancy Alcock and seconded by Jason FitzGerald C0A83-19

BE IT RESOLVED THAT: The following word be hereby deleted: DENY

AND FURTHER THAT: The following word be hereby inserted in its place: APPROVE

AND FURTHER THAT: The following lines be inserted:
the purpose and effect of which is to provide relief from subsections 3.1.17, 5.9.2, 3.5.1 and 3.1.18.5 of Comprehensive Zoning By-law 2008-66P, in order to:
• recognize a private cabin as a permitted use on the property;
• allow for an addition to an existing dwelling and allow for the construction of a detached garage;
• reduce the setback from a Type 1 Fish Habitat for the dwelling and garage, from 30m to 18.2m and 20m, respectively; and
• allow for an increase in shoreline amenity area from 15m to 19.9m;

CONDITIONAL ON:
• A License of occupation being granted for the encroachment of the private cabin on the municipal road allowance.
• The 3 sheds shown on attached plan are all removed.
• The applicant entering into and registering on title an agreement, noting that the Town is not responsible for any damage to the property due to its location within a flood plain.

Recorded: Kenneth Donald and Brandon Stapleton declared a pecuniary interest for personal reasons.

Carried.

Main Motion as Amended

Moved by Nancy Alcock and seconded by Jason FitzGerald C0A84-19

BE IT RESOLVED THAT: Committee of Adjustment APPROVE Minor Variance Application A/09/2019/HTE, the purpose and effect of which is to provide relief from subsections 3.1.17, 5.9.2, 3.5.1 and 3.1.18.5 of Comprehensive Zoning By-law 2008-66P, in order to:
• recognize a private cabin as a permitted use on the property;
• allow for an addition to an existing dwelling and allow for the construction of a detached garage;
• reduce the setback from a Type 1 Fish Habitat for the dwelling and garage, from 30m to 18.2m and 20m, respectively; and
• allow for an increase in shoreline amenity area from 15m to 19.9m.
CONDITIONAL ON:
- A License of occupation being granted for the encroachment of the private cabin on the municipal road allowance.
- The 3 sheds shown on attached plan are all removed.
- The applicant entering into and registering on title an agreement, noting that the Town is not responsible for any damage to the property due to its location within a flood plain.

Recorded: Kenneth Donald and Brandon Stapleton declared a pecuniary interest for personal reasons.

Carried.

Kenneth Donald and Brandon Stapleton returned to Council Chambers at this time.

6. NEW BUSINESS


Item was received for information only.

7. ADJOURNMENT

Moved by Nancy Alcock and seconded by Jason FitzGerald

BE IT RESOLVED THAT: We do now adjourn at 10:47 a.m.

Carried.

__________________________________________
Bob Stone, Chair
1. **CALL TO ORDER**

The meeting was called to order at 10:00 a.m.

2. **ADOPTION OF AGENDA**

Moved by Dan Armour and seconded by Jason FitzGerald  

**OPS30-19**

**IT IS RECOMMENDED THAT:** The Operations and Protective Services Committee Meeting Agenda dated July 24, 2019 be adopted as printed and circulated.

Carried.

3. **DISCLOSURE OF PECuniary Interest**

Nil
4. INVITED AND CEREMONIAL PRESENTATIONS

4.1 Huntsville OPP Detachment Commander, Staff Sergeant John-Paul Graham Re: 2019 Huntsville Traffic Overview

Staff Sergeant John-Paul Graham provided an overview and update regarding 2019 Huntsville Traffic Overview. (Schedule “A”)

5. DEPUTATIONS

5.1 Downtown Huntsville BIA Re: River Mill Park – Skating Rink

Morgan Richter and Joan Wager requested Committee consider supporting the BIA in constructing a skating rink in River Mill Park for the 2019-2020 winter season.

Moved by Nancy Alcock and seconded by Dan Armour

IT IS RECOMMENDED THAT: Staff be directed to work with the BIA to develop a MOU regarding a Skating Rink in River Mill Park and report back to committee.

Carried.

Councillor Withey left the Council Chambers at this time.

6. GENERAL INFORMATION I

6.1 Committee Correspondence – Oudaze Lake Road, Road Condition Concerns

Director Hernen provided a brief updated noting the concerns of citizens and the repairs done to date.

Deputation – Bill Bell

Mr. Bell expressed some general concerns on behalf of the residents in the Oudaze Lake Road area including the condition of the road and requested more ongoing maintenance.

Councillor Withey returned to the Council Chambers at this time.

6.2 Petition received from the property owners of Oudaze Lake Road Re: Condition of Road – 31 Signatures

The item was received for information.
7. REPORTS FROM MUNICIPAL OFFICERS


Moved by Jason FitzGerald and seconded by Tim Withey

IT IS RECOMMENDED THAT: Committee approve the recommendations for maintenance and signage of seasonal, non-maintained and winter non-maintained roads as attached in Tables 1.0, 2.0, 3.0 and 4.0 to report OPS-2019-08.

Carried.

7.2 2nd Quarter Report – Operations and Protective Services

The report was received for information only.

7.3 Report Number OPS-2019-14 – Driver Certification Program

Moved by Jason FitzGerald and seconded by Tim Withey

IT IS RECOMMENDED THAT: The Town enter into a Driver Certification Program Agreement with the Ministry of Transportation for training and testing related to upgrading and/or renewing commercial driver's licences for Town employees;

AND FURTHER THAT: Gary Monahan, Deputy Fire Chief be approved as the Recognized Authority Official for the agreement;

AND FURTHER THAT: The Mayor and Clerk be authorized to sign all necessary documentation.

Carried.

7.4 Report No. OPS-2019-16 – Transfer of Lands

Moved by Jason FitzGerald and seconded by Dan Armour

IT IS RECOMMENDED THAT: Committee accept the transfer of lands as identified on Pin 48077-0011. Pt Lot 11 Con 14 Chaffey; Pt 2 on PL 35R-25994;

AND FURTHER THAT: The Mayor and Clerk be authorized to sign all necessary documentation.

Carried.

7.5 Report Number OPS-2019-17 – Safe Driving Speed Strategies

This report was received for information only.
7.6 Report Number OPS-2019-18 – Transit Service Expansion Update #2  

Moved by Jason FitzGerald and seconded by Dan Armour

**IT IS RECOMMENDED THAT:** The planned service expansion for the Huntsville Transit Service be put on hold at this time;

**AND FURTHER THAT:** staff be directed to look at other possible service level options and report back to Committee with further options and costing.

Carried.

8. GENERAL INFORMATION II

8.1 Capital Projects – Verbal Update  

Councillor Withey left the meeting at 11:18 p.m.

Brandon Hall provided an update on the status of 2019 Capital Projects. (Schedule “B”)

9. NEW BUSINESS

9.1. Fee Reimbursement Request – Burial Costs  

No direction was provided at this time.

9.2. Potential Fees and Charges By-law, Schedule “N”, Amendment Discussion  

Moved by Nancy Alcock and seconded by Jason FitzGerald

**IT IS RECOMMENDED THAT:** Staff be directed to bring back a report outlining the potential option of waiving standard burial fees for stillbirths or infants.

Carried.

10. ADJOURNMENT

Moved by Jason FitzGerald and seconded by Dan Armour

**IT IS RECOMMENDED THAT:** We do now adjourn at 11:44 a.m.

Carried.

Chair (Councillor Brian Thompson)
### Overview: Collision Type

#### Huntsville Motor Vehicle Collisions – 2016 to 2018

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<td>Fatal</td>
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<td>508</td>
<td>520</td>
<td>1,498</td>
<td>+2%</td>
<td>+12</td>
</tr>
</tbody>
</table>

% Fatal/PI of Collisions: 10% / 16% / 9%  
% of Region Total Collisions: 4% / 5% / 4%

Source: eCRS Statistician Data Spreadsheets – Reported Type Motor Vehicle Only  
*excludes ORV & MSV Collisions.
### Overview: Primary Cause (2016 to 2018)

<table>
<thead>
<tr>
<th>Primary Cause of Collision</th>
<th>Fatal</th>
<th>Personal Injury</th>
<th>Property Damage</th>
<th>Total</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inattentive driver</td>
<td>29</td>
<td>226</td>
<td>255</td>
<td>17.02%</td>
<td></td>
</tr>
<tr>
<td>Speed -- too fast for conditions</td>
<td>27</td>
<td>159</td>
<td>186</td>
<td>12.42%</td>
<td></td>
</tr>
<tr>
<td>Lost control</td>
<td>1</td>
<td>115</td>
<td>141</td>
<td>9.41%</td>
<td></td>
</tr>
<tr>
<td>Ability Impaired – Alcohol</td>
<td>14</td>
<td>18</td>
<td>32</td>
<td>2.14%</td>
<td></td>
</tr>
<tr>
<td>Animal - Wild or Domestic</td>
<td>13</td>
<td>361</td>
<td>374</td>
<td>24.97%</td>
<td></td>
</tr>
<tr>
<td>Failed to yield right of way</td>
<td>13</td>
<td>68</td>
<td>81</td>
<td>5.41%</td>
<td></td>
</tr>
<tr>
<td>Driver fatigue</td>
<td>8</td>
<td>23</td>
<td>31</td>
<td>2.07%</td>
<td></td>
</tr>
<tr>
<td>Speed -- excessive</td>
<td>7</td>
<td>14</td>
<td>21</td>
<td>1.40%</td>
<td></td>
</tr>
<tr>
<td>Pedestrian</td>
<td>6</td>
<td>1</td>
<td>7</td>
<td>0.47%</td>
<td></td>
</tr>
<tr>
<td>Improper turn</td>
<td>6</td>
<td>47</td>
<td>53</td>
<td>3.54%</td>
<td></td>
</tr>
<tr>
<td>Medical/Physical Disability for Driver</td>
<td>5</td>
<td>12</td>
<td>17</td>
<td>1.13%</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>4</td>
<td>59</td>
<td>63</td>
<td>4.21%</td>
<td></td>
</tr>
<tr>
<td>Unknown</td>
<td>2</td>
<td>4</td>
<td>118</td>
<td>8.28%</td>
<td></td>
</tr>
<tr>
<td>Following too closely</td>
<td>3</td>
<td>35</td>
<td>38</td>
<td>2.54%</td>
<td></td>
</tr>
<tr>
<td>Debris on roadway</td>
<td>3</td>
<td>14</td>
<td>17</td>
<td>1.13%</td>
<td></td>
</tr>
<tr>
<td>Disobeyed traffic control</td>
<td>2</td>
<td>5</td>
<td>7</td>
<td>0.47%</td>
<td></td>
</tr>
<tr>
<td>Mechanical failure</td>
<td>2</td>
<td>9</td>
<td>11</td>
<td>0.73%</td>
<td></td>
</tr>
<tr>
<td>Ability Impaired Drugs</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>0.13%</td>
<td></td>
</tr>
<tr>
<td>Fail to Share</td>
<td>1</td>
<td>13</td>
<td>14</td>
<td>0.93%</td>
<td></td>
</tr>
<tr>
<td>Speed -- too slow</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>0.13%</td>
<td></td>
</tr>
<tr>
<td>NULL</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0.07%</td>
<td></td>
</tr>
<tr>
<td>Improper lane change</td>
<td>12</td>
<td>12</td>
<td>24</td>
<td>1.60%</td>
<td></td>
</tr>
<tr>
<td>Improper passing</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>0.60%</td>
<td></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>3</td>
<td>173</td>
<td>1,322</td>
<td>1,498</td>
<td>100%</td>
</tr>
</tbody>
</table>

Source: eCRS Statistician Data Spreadsheets – Motor Vehicle Only
*Sorted by # of PI collisions

---

### Motor Vehicle Collisions – Heat Map

**Fatal & Personal Injury Only (2016-2018)**

---

Source: eCRS collisions mapped in Palantir
Motorcycle Collisions

Huntsville Motorcycle Collisions – 2016 to 2018

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fatal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Personal Injury</td>
<td>6</td>
<td>4</td>
<td>1</td>
<td>11</td>
<td>-75%</td>
<td>-3</td>
</tr>
<tr>
<td>Property Damage</td>
<td>3</td>
<td>4</td>
<td>3</td>
<td>6</td>
<td>Increase</td>
<td>+3</td>
</tr>
<tr>
<td>Total Collisions</td>
<td>9</td>
<td>4</td>
<td>4</td>
<td>17</td>
<td>0%</td>
<td>0</td>
</tr>
</tbody>
</table>

% Fatal/PI of Collisions: 67% 100% 25% 65%
% of Region Total M/C Collisions: 6% 2% 3% 4%

Source: eCRS Collisions extracted various dates by SPA Unit (BMB).
Filtered for “Motorcycle” as Vehicle Type.
Motorcycle Collisions: Primary Cause

<table>
<thead>
<tr>
<th>Primary Cause of Collision</th>
<th>Fatal</th>
<th>Personal Injury</th>
<th>Property Damage</th>
<th>Total</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inattentive driver</td>
<td>3</td>
<td>2</td>
<td></td>
<td>5</td>
<td>29.41%</td>
</tr>
<tr>
<td>Mechanical failure</td>
<td>2</td>
<td></td>
<td>2</td>
<td>4</td>
<td>11.76%</td>
</tr>
<tr>
<td>Lost control</td>
<td>2</td>
<td></td>
<td>2</td>
<td>4</td>
<td>11.76%</td>
</tr>
<tr>
<td>Animal - Wild or Domestic</td>
<td>1</td>
<td>1</td>
<td></td>
<td>2</td>
<td>11.76%</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
<td>1</td>
<td></td>
<td>2</td>
<td>11.76%</td>
</tr>
<tr>
<td>Speed -- excessive</td>
<td>1</td>
<td></td>
<td>1</td>
<td>2</td>
<td>11.76%</td>
</tr>
<tr>
<td>Improper turn</td>
<td>1</td>
<td></td>
<td>1</td>
<td>2</td>
<td>11.76%</td>
</tr>
<tr>
<td>Failed to yield right of way</td>
<td></td>
<td>2</td>
<td></td>
<td>2</td>
<td>11.76%</td>
</tr>
<tr>
<td>Following too closely</td>
<td></td>
<td>1</td>
<td></td>
<td>2</td>
<td>11.76%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>0</strong></td>
<td><strong>11</strong></td>
<td><strong>6</strong></td>
<td><strong>17</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Motorcycle Operators were considered most at fault for 73% of Fatal/Personal Injury motorcycle collisions in Huntsville over the last three years (8 of 11 collisions). The most frequent 'Driver Actions' for these collisions were: Driving Properly (4), Lost Control (3), and Exceeding the Speed Limit (1).

*Sorted by # of PI collisions

Source: eCRS Statistician Data Spreadsheets – Motorcycle as Vehicle Type

Motorcycle Collisions

ALL Collision Types (2016-2018)
Motorcycle Collisions
ALL Collision Types (2016-2018)

Source: eCRS collisions mapped in Palantir

King William St through Main St E
2 PI, 1 PD
Follow too close, inattentive driver, lost control

Hwy 60
5 PI
Animal, improper turn, inattentive driver, lost control, speed
## 2018 Carry Overs

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>LENGTH</th>
<th>2019 Budget</th>
<th>Tendered/forecast Amount</th>
<th>Final Invoice Amount</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fairvern Road</td>
<td>New Road</td>
<td>$59,500</td>
<td>$59,500</td>
<td>to be completed in 2019</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## GRAVEL

<table>
<thead>
<tr>
<th>ROAD NAME</th>
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<th>LENGTH</th>
<th>2019 Budget</th>
<th>Tendered/forecast Amount</th>
<th>Final Invoice Amount</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Deer Lake Road</td>
<td>Add 3” Gravel Lift</td>
<td>7.5 km</td>
<td>$45,000.00</td>
<td>$45,000.00</td>
<td>anticipated completion september 2019</td>
<td>Posponed Due to Flood Damage in Huntsville April 2019</td>
<td></td>
</tr>
<tr>
<td>Hughes Rd</td>
<td>Add 3” Gravel Lift</td>
<td>9.000</td>
<td>$9,000.00</td>
<td>$9,000.00</td>
<td>anticipated completion september 2019</td>
<td>Posponed Due to Flood Damage in Huntsville April 2019</td>
<td></td>
</tr>
<tr>
<td>Parrish’s Lane</td>
<td>Add 3” Gravel Lift</td>
<td>18.000</td>
<td>$18,000.00</td>
<td>$18,000.00</td>
<td>anticipated completion september 2019</td>
<td>Posponed Due to Flood Damage in Huntsville April 2019</td>
<td></td>
</tr>
<tr>
<td>Brushacher Rd</td>
<td>Add 3” Gravel Lift</td>
<td>30.000</td>
<td>$30,000.00</td>
<td>$30,000.00</td>
<td>anticipated completion september 2019</td>
<td>Posponed Due to Flood Damage in Huntsville April 2019</td>
<td></td>
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</tbody>
</table>

## BRUSHING

<table>
<thead>
<tr>
<th>ROAD NAME</th>
<th>DESCRIPTION</th>
<th>LENGTH</th>
<th>2019 Budget</th>
<th>Tendered/forecast Amount</th>
<th>Final Invoice Amount</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fowlers Road</td>
<td>Base Stabilization/Dbl ST</td>
<td>$140,000</td>
<td>$128,500.00</td>
<td>$128,500.00</td>
<td>Highfloat to start in early August. Roads are ready and prepped</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ditching</td>
<td>$60,000.00</td>
<td>$43767.44</td>
<td>$43767.44</td>
<td>completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brushing</td>
<td>$60,000.00</td>
<td>$4576.50</td>
<td>$4576.50</td>
<td>completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Old North Road</td>
<td>Base Stabilization/Dbl ST</td>
<td>$323,000</td>
<td>$245,521.00</td>
<td>$245,521.00</td>
<td>Highfloat to start in early August. Roads are ready and prepped</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ditching</td>
<td>$57,000.00</td>
<td>$58717.09</td>
<td>$58717.09</td>
<td>completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brushing</td>
<td>$57,000.00</td>
<td>$10831.05</td>
<td>$10831.05</td>
<td>completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skyhills Road</td>
<td>Spot Repairs/Micro Resurface</td>
<td>Based on Funding</td>
<td>$54835.48</td>
<td>$54835.48</td>
<td>completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ditching</td>
<td>$45,000.00</td>
<td>$5186.70</td>
<td>$5186.70</td>
<td>completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brushing</td>
<td>$45,000.00</td>
<td>$5186.70</td>
<td>$5186.70</td>
<td>completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lindgren Road West</td>
<td>Mill &amp; Pave</td>
<td>Based on Funding</td>
<td>$13500.00</td>
<td>$13500.00</td>
<td>Road to be resurfaced in 2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ditching</td>
<td>Based on Funding</td>
<td>$2135.70</td>
<td>$2135.70</td>
<td>completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brushing</td>
<td>Based on Funding</td>
<td>$72,000.00</td>
<td>$72,000.00</td>
<td>completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Old Muskoka Road</td>
<td>Ditching</td>
<td>Based on Funding</td>
<td>$2593.35</td>
<td>$2593.35</td>
<td>In progress, complete July 2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brushing</td>
<td>Based on Funding</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
<td>anticipated 2019 completion if funding available</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>West Point Sands</td>
<td>Ditching</td>
<td>Based on Funding</td>
<td>$3611.20</td>
<td>$3611.20</td>
<td>completion in 2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brushing</td>
<td>Based on Funding</td>
<td>$3611.20</td>
<td>$3611.20</td>
<td>completion in 2020</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## HIGHLANDER

<table>
<thead>
<tr>
<th>ROAD NAME</th>
<th>DESCRIPTION</th>
<th>LENGTH</th>
<th>2019 Budget</th>
<th>Tendered/forecast Amount</th>
<th>Final Invoice Amount</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Various Locations</td>
<td>Culvert Replacement</td>
<td>750m ft/</td>
<td>$30,000</td>
<td>$30,000</td>
<td>TBD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### North Lancelot Culvert Replacement
- **Cost:** $50,000
- **Status:** Charged to flood damage
- **Comments:** Flood damage to culvert, replaced under flood damage.

### Sidewalks
<table>
<thead>
<tr>
<th>Location</th>
<th>Description</th>
<th>Length</th>
<th>2019 Budget</th>
<th>Tendered/Forecast Amount</th>
<th>Final Invoice Amount</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Various Locations</td>
<td>Sidewalks install and repairs</td>
<td>750m</td>
<td>$120,000</td>
<td>$120,000</td>
<td>in progress, King William Construction</td>
<td>New sidewalk John St to Chaffey, Replacement sidewalk Chaffey to Scott St.</td>
<td></td>
</tr>
<tr>
<td>River St</td>
<td>Retaining wall/sidewalk</td>
<td>$85,000</td>
<td>$95,000</td>
<td></td>
<td>Start Mid August</td>
<td>Tender awarded to Fowler Construction</td>
<td></td>
</tr>
<tr>
<td>Centre/West Rd</td>
<td>Intersection upgrade</td>
<td>$68,000</td>
<td>$68,000</td>
<td></td>
<td>District Tender in progress</td>
<td>Intersection of Centre and West Rd upgrades, AODA Compliance.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>$273,000</td>
<td>$283,000</td>
<td></td>
<td></td>
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<td></td>
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</table>

### Slurry Seal
<table>
<thead>
<tr>
<th>Road Name</th>
<th>Description</th>
<th>Length</th>
<th>2019 Budget</th>
<th>Tendered/Forecast Amount</th>
<th>Final Invoice Amount</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gryffin Lodge Rd</td>
<td>Slurry Seal</td>
<td>$49,500</td>
<td>$48,114</td>
<td></td>
<td></td>
<td>anticipated start August 12th, 2019</td>
<td>Awarded to Miller Construction (District Contract)</td>
</tr>
<tr>
<td>Penfold Lake Rd</td>
<td>Slurry Seal</td>
<td>$28,500</td>
<td>$27,702</td>
<td></td>
<td></td>
<td>anticipated start August 12th, 2019</td>
<td>Awarded to Miller Construction (District Contract)</td>
</tr>
<tr>
<td>Domtar Rd</td>
<td>Slurry Seal</td>
<td>$39,000</td>
<td>$37,908</td>
<td></td>
<td></td>
<td>anticipated start August 12th, 2019</td>
<td>Awarded to Miller Construction (District Contract)</td>
</tr>
<tr>
<td>Fowlers Rd</td>
<td>Slurry Seal</td>
<td>$15,000</td>
<td>$3,300</td>
<td></td>
<td></td>
<td>anticipated start August 12th, 2019</td>
<td>Awarded to Miller Construction (District Contract)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$147,000</td>
<td>$133,104</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Urban/Asphalt
<table>
<thead>
<tr>
<th>Road Name</th>
<th>Description</th>
<th>Length</th>
<th>2019 Budget</th>
<th>Tendered/Forecast Amount</th>
<th>Final Invoice Amount</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caroline St W</td>
<td>Storm, Mill &amp; Pave, Asphalt Sidewalk</td>
<td>103,636</td>
<td>103,636</td>
<td></td>
<td></td>
<td>in progress/completion August 2019</td>
<td>Signed contract for resurfacing, getting quotes for storm works</td>
</tr>
<tr>
<td>Centre St</td>
<td>Storm, Mill &amp; Pave, Asphalt Sidewalk</td>
<td>250,000</td>
<td>120,000</td>
<td></td>
<td></td>
<td>in progress/completion August 2019</td>
<td>Signed contract for resurfacing, getting quotes for storm works</td>
</tr>
<tr>
<td>Echo Bay Rd</td>
<td>Spot Repairs/Micro Resurface</td>
<td>80,000</td>
<td>0</td>
<td></td>
<td>Removed from 2019 Capital</td>
<td>Need to investigate poor ground conditions, storm sewers and Cbts. 2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ditching/Culverts</td>
<td>10,500</td>
<td>0</td>
<td></td>
<td>Removed from 2019 Capital</td>
<td>Posponed Due to Flood Damage in Huntsville April 2019</td>
<td></td>
</tr>
<tr>
<td>Hillcrest Rd</td>
<td>Spot Repairs/Micro Resurface</td>
<td>12,820</td>
<td>25477.4</td>
<td></td>
<td></td>
<td>in progress, completion July 2019</td>
<td>Posponed Due to Flood Damage in Huntsville April 2019</td>
</tr>
<tr>
<td>Bayshore Blvd</td>
<td>Pulverize &amp; Pave</td>
<td>15,000</td>
<td>9554.02</td>
<td></td>
<td></td>
<td>2020 unless funding available</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ditching/Culverts</td>
<td>5,000</td>
<td>2,164</td>
<td></td>
<td></td>
<td>2020 unless funding available</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Brushing</td>
<td>3203.55</td>
<td>3203.55</td>
<td></td>
<td></td>
<td>completed</td>
<td></td>
</tr>
<tr>
<td>Lawrence Ave</td>
<td>Pulverize &amp; Pave</td>
<td>15,000</td>
<td>9554.02</td>
<td></td>
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<td>2020 unless funding available</td>
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</tr>
<tr>
<td></td>
<td>Ditching/Culverts</td>
<td>5,000</td>
<td>2,164</td>
<td></td>
<td></td>
<td>2020 unless funding available</td>
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<tr>
<td></td>
<td>Brushing</td>
<td>3203.55</td>
<td>3203.55</td>
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<tr>
<td>Meadow Park</td>
<td>Asphalt Repairs/Storm/Road Base</td>
<td></td>
<td>delayed</td>
<td></td>
<td></td>
<td>Delayed, TBD</td>
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<tr>
<td>Sabrina Park</td>
<td>Strip Asphalt/re-pave/storm</td>
<td></td>
<td>delayed</td>
<td></td>
<td></td>
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<td></td>
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<td>$623,590</td>
<td>$75,009</td>
<td>$51,022</td>
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### Bridges
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<th>Length</th>
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<td>Gat Trail Bridge</td>
<td>Replacement</td>
<td>delayed</td>
<td>-</td>
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<tr>
<td>SOUTH LANCELOT BRIDGE #2 Replacement</td>
<td>Based on Funding</td>
<td>$</td>
<td>-</td>
<td></td>
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**DMM**

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<td>Main St</td>
<td>Streetscape Design Engineering</td>
<td>300,000</td>
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<td>Carried Money to cover main st construction</td>
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<td>Kingwilliam St</td>
<td>Detailed Design Engineering</td>
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<td>Kingwilliam St</td>
<td>Construction</td>
<td></td>
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<td>Earls Road</td>
<td>Water/Sewer</td>
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<td>$230,000</td>
<td>$160,000</td>
<td>In progress, completion August 2019</td>
<td>Resurfacing of road and multi-use trail MR3 to Golf Course Rd</td>
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<td>Earls Road</td>
<td>Multi-use Trail</td>
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**STREETLIGHTS**

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<td>Remove and Replacement</td>
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<td>$100,000</td>
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**STORM SEWER STUDY**

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<tr>
<th>STORM SEWERS</th>
<th>DESCRIPTION</th>
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<tr>
<td>Study</td>
<td>Storm system study</td>
<td>N/A</td>
<td>$70,000</td>
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<td>Investigation work</td>
<td>Remedial Work/Design</td>
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<td>$26,000</td>
<td>$26,000</td>
<td>In progress</td>
<td>Completion September 2019</td>
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**ROAD NAME**

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<thead>
<tr>
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<tr>
<td>North Deer Lake Road</td>
<td>Add 3” Gravel Lift</td>
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<td>Old Schoolhouse Rd</td>
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<td>Echo Bay Rd</td>
<td>Spot Repairs/Micro Resurface</td>
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<td>$80,000.00</td>
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<td>Ditching/Culverts</td>
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<tr>
<td></td>
<td>Spot Repairs/Micro Resurface</td>
<td></td>
<td>$12,820.00</td>
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<td></td>
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<td>$1,000.00</td>
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<tr>
<td>South Fairy Lake Rd</td>
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<td>$34,100.00</td>
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<tr>
<td>Various Roads</td>
<td>Guidepost Maintenance</td>
<td></td>
<td>$100,000.00</td>
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**Total** | | | $399,420.00 |

Note: Projects postponed due to Flood Damage in Huntsville April 2020.
Corporation of the Town of Huntsville

ACCESSIBILITY ADVISORY COMMITTEE MEETING MINUTES

Meeting held on Wednesday, July 24, 2019 at 1:30 p.m.
in the Huntsville Civic Centre, Partners Hall

__________________________________________

Attendance:

Vice Chair: Councillor Dione Schumacher

Members: Lorraine Blondin
          Donna Glashan
          Kaye Leslie
          Diane Lupton
          Laurel Shaw

Regrets: Chair Councillor Dan Armour

Staff: Yvonne Aubichon Director of Corporate Services
      Crystal Best-Sararas Deputy Clerk (Recording Secretary)
      Denise Corry Chief Administrative Officer
      Christopher Nagy Chief Building Official

1. CALL TO ORDER

The meeting was called to order at 1:30 p.m.

2. ADOPTION OF AGENDA

Moved by Donna Glashan and seconded by Diane Lupton

IT IS RECOMMENDED THAT: The Accessibility Advisory Committee
Meeting Agenda dated Wednesday, July 24, 2019 be adopted as printed
and circulated.

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

Nil

4. DEPUTATIONS

Nil

5. NEW BUSINESS
5.1 Site Plan Reviews- SPA/66 – Florence Holding Company Ltd.

Committee reviewed the report.

5.2 Site Plan Guidelines – Next Steps for Committee

A discussion took place regarding comments from the committee in regards to site plans. Member Lorraine Blondin and member Kaye Leslie will work on a checklist for committee members and the public.

Civic Centre Square Repairs and Town Hall Walkway Handrail

Councillor Schumacher provided an update on upcoming repairs to the civic square cobblestone as well as noted that the repairs to the walkway along the side of town hall would be underway in the next few weeks and will include a handrail.

6. REPORTS FROM MUNICIPAL OFFICERS

6.1 Town Hall Working Group – Update and Upcoming Events

Chris Nagy, Chief Building Official provided an update from the Town Hall working group noting two upcoming events that will offer a tour of the Town Hall on August 17th at September 14th. Committee noted they would assist with any accessibility education at the events as well.

7. PREVIOUS BUSINESS

7.1 Accessible Signage Guidelines and Requirements

Director Aubichon highlighted the signage guidelines and provided a brief history of the policy to date.

7.2 Draft Accessibility Plan – 2019 Updates

(a) 2018-2022 Accessibility Plan – 2019

This item was received for information and no comments were received at this time.

(b) 2018-2022 Accomplishments to date – 2019

This item was received for information

8. GENERAL INFORMATION

8.1 Meeting Frequency - Discussion
Committee discussed the option of moving the meetings to by-monthly moving forward.

**Main Street Streetscape**

Councillor Schumacher updated committee on the new timelines for the project.

9. **ADJOURNMENT**

Moved by Laurel Shaw and seconded by Kaye Leslie

**IT IS RECOMMENDED THAT:** We do now adjourn at 3:03 p.m.

Carried.

______________________________
Vice Chair (Councillor Dione Schumacher)
1. CALL TO ORDER

The meeting was called to order at 1:32 p.m.

2. ADOPTION OF AGENDA

Moved by Dione Schumacher and seconded by Tim Withey CORP41-19

IT IS RECOMMENDED THAT: The Corporate Services Committee Meeting Agenda dated July 25, 2019 be adopted as printed and circulated with the following change:

Removal of:

Item 5.5. Report CORP-2019-37 – Landline Telephone System Funding

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

Nil
4. DEPUTATIONS

Nil

5. REPORTS FROM MUNICIPAL OFFICERS

5.1 2nd Quarter Report

Julia McKenzie highlighted the report for information only.

5.2 Report CORP-2019-42 Budget - Forecast 2nd Quarter Reports

The report was received for information only.


Moved by Tim Withey and seconded by Dione Schumacher

IT IS RECOMMENDED THAT: a Municipal Accommodation Tax Reserve Account be established for the Town of Huntsville’s portion of thirty percent (30%) of the Municipal Accommodation Tax Revenue;


Carried.

5.4 Report CORP-2019-40 Electronic Signatures Policy

Moved by Dione Schumacher and seconded by Tim Withey


Carried.

5.5 Report CORP-2019-37 Landline Telephone System Funding

This item was removed from the agenda.

5.6 Report CORP-2019-39 Citizen Appointment Policy

Moved by Jonathan Wiebe and seconded by Dione Schumacher


Carried.
5.7 Report CORP-2019-41 Policy - Donations and Taxable Receipt - Update

Moved by Dione Schumacher and seconded by Tim Withey

**IT IS RECOMMENDED THAT:** The amendments to the "Donation and Taxable Receipts" Policy, as attached as Schedule "A" to report CORP-2019-41, be approved.

Carried.

5.8 Report CORP-2019-38 Amendment to Council Expense Policy

Moved by Tim Withey and seconded by Dione Schumacher

**IT IS RECOMMENDED THAT:** Committee approves the amendment to the Council Expense Policy as attached to Report CORP-2019-38;

**AND FURTHER THAT:** Recommendation No. GC13-15 ratified by Council on February 23, 2015 be rescinded.

Carried.


The report was received for information only.

6. NEW BUSINESS

Nil

7. GENERAL INFORMATION

Nil

8. ADJOURNMENT

Moved by Dione Schumacher and seconded by Tim Withey

**IT IS RECOMMENDED THAT:** We do now adjourn at 2:37 p.m.

Carried.

_____________________________
Deputy Mayor (Karin Terziano)
CORPORATION OF THE TOWN OF HUNTSVILLE

CORPORATE SERVICES COMMITTEE

Date: July 25, 2019

Moved by:

Seconded by:


RECORDED VOTE

<table>
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<tr>
<th>MEMBERS OF COUNCIL</th>
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<th>NAY</th>
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<tr>
<td>Mayor Aitchison</td>
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<td></td>
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<tr>
<td>Councillor Schumacher</td>
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<tr>
<td>Deputy Mayor Terziano</td>
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<tr>
<td>Councillor Wiebe</td>
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<tr>
<td>Councillor Withey</td>
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DECLARATION OF PECUNIARY INTEREST

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<th>MEMBERS OF COUNCIL</th>
<th>PERSONAL</th>
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<td>Deputy Mayor Terziano</td>
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<td>Councillor Wiebe</td>
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<tr>
<td>Councillor Withey</td>
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</table>

Carried:
Town of Huntsville Staff Report

Meeting Date: July 25, 2019

To: Corporate Services Committee


Confidential: No

Author(s): Crystal Best-Sararas, Deputy Clerk

Subject: Citizen Appointment Policy

Report Highlights

• Recommended implementation of a policy to guide the recruitment and selection process of citizen members to committees

Recommendation


Background

The Town has had numerous citizen appointments to boards and committees in the past. Some recent boards and committees of Council that included a citizen appointment are as follows:

• Accessibility Advisory Committee
• Arts, Culture and Heritage Advisory Committee
• Committee of Adjustment
• Community Services Committee
• Economic Development Committee
• Huntsville Youth Council
• Sport and Recreation Advisory Committee

In 2008 Council established a Committee Appointment policy (By-law 2008-24). This policy was rescinded. The contents of this policy are now included in the following documents; Council and Committee Terms of Reference, Appointing By-law and Procedural By-law.

Discussion
This new Citizen Appointment Policy aims to formally outline the appointment process for Staff, Council and members of the public. To enhance and raise the Town's accountability and transparency with this process, clarification in relation to notification, member selection, training requirements as well as vacancies and a leave of absence have been outlined. This policy will apply to all committees of Council as well as the Committee of Adjustment.

Options

- Approve the Citizen Appointment policy (Recommended)
- Continue without a formal policy (Not Recommended)

Capital

No financial implications

Operational

No financial implications

Council Strategic Direction / Relevant Policies / Legislation / Resolutions

Town of Huntsville Strategic Plan 2017 and Beyond - Financial Management and Governance Goal #3: Continuously review all bylaws and administrative requirements to ensure they are appropriate and necessary.

Attachments

Schedule A - Citizen Appointment Policy

Respectfully Submitted: Crystal Best-Sararas, Deputy Clerk

Manager Approval (if required): Tanya Calleja, Municipal Clerk

Director Approval: Yvonne Aubichon, Director of Corporate Services

CAO Approval: Denise Corry, Chief Administrative Officer
POLICY:

To provide Staff and Council guidelines for establishing and appointing members of the public in an equitable, accountable and transparent manner.

DEFINITIONS:

“Board” for the purposes of this policy refers only to the Committee of Adjustment.

“Committee” for the purposes of this policy means any advisory or other committee, subcommittee or similar entity of which at least 50 per cent (50%) of the members are also members of one or more councils or local boards.

“Elected Office” for the purposes of this policy means an elected position for municipal or school board only.

OBJECTIVE:

This Policy provides a framework aimed at ensuring that the most suitable candidates are selected and appointed as board and committee members and to ensure that the public appointment process is principle-based, is implemented in a consistent manner, and is administered with integrity. The appointment of citizen members to serve on a board or committees is important to the Town in order to:

• provide a variety of perspectives, reflecting the diversity of the community;
• represent stakeholder groups;
• bring specific skills and expertise that contribute to good governance; and
• represent specific groups of service users.
SCOPE:

Establishing a Committee

Committees are determined by the Mayor and require the support of Council. Committees are established at the beginning of the term of council and may be reviewed annually or at the request of the Mayor. Council may delegate powers to committees as outlined in the procedural by-law and the membership of committees will be outlined in the Town's appointing by-law, identifying all citizen appointed seats.

Requirements and Restrictions

All citizens who apply for appointment shall meet the requirements of the Town’s Appointing By-law. To remain on the board or committee, appointees are required to maintain the status as outlined in said By-law.

Application Notification to serve on a Board or Committee

As best as practicable, the following communications measures will be used to provide public notice around board and committee vacancies:

- Publishing notice in the Town’s local newspaper;
- Publishing the vacancies on the Town’s website;
- Making forms available at Town Hall and online;
- Publishing notice by way of the Town’s social media channels.

Council Members, Town Staff or current board and committee members may encourage qualified applicants to submit applications to enrich the applicant pool, but may not provide letters of references (or formal reference in the application form) for any candidates that are being or will be considered.

Applicants are to submit applications through the electronic application process on the Town’s website or by mail, email, fax or in person to the attention of the Clerk. Hardcopy application forms may be obtained from the Clerk’s Office.

Incumbents who are eligible and wish to seek reappointment to a board or committee must reapply in the same manner as other applicants.

Only applications received in the prescribed form shall be considered.

In cases where there are insufficient applications from qualified and eligible applicants, Town staff may extend the deadline for applications. Public notice of any extension to the deadline shall be given in the same manner as the original notice provided.
Selection Process

All applications will be forwarded to Council in a confidential manner due to personal information. Council shall deliberate in private in accordance with the closed meeting provisions of the Municipal Act, 2001 and appointments will be made by public resolutions of Council.

Appointment to Boards and Committees

After Council makes an appointment to a board or committee, the Clerk’s office will acknowledge all applications, advising applicants of the status of their applications and thanking them for their interest.

The applications will be kept on file in accordance with the Town's Records Retention By-law, and those not appointed may be drawn upon in the case of a vacancy.

Training Requirements

All citizen appointments must first complete necessary training as required by the Town. Members must submit proof of completion of all required training to the Clerks department and may not take their seat until such time as the proof of training has been submitted.

Term of Service

A set term of appointment will be established for the appointment of citizen members of each board and committee. Unless an exception applies, the term of appointment will run concurrent with the term of Council.

All members are appointed at the pleasure of Council and Council retains the right to remove any appointed member at any time and for any reason, unless legislation provides otherwise, as outlined in the Code of Conduct for Citizen Appointments to Committees (Report CORP-2019-14).

Vacancy and Leaves of Absence

A vacancy on the board or committee is created when a member resigns or vacates the position for any reason, effective the earliest of:

(a) the date of resignation;
(b) the date the member ceases to be qualified;
(c) the date the member is removed by Council; or
(d) the date of death or other incapacitation.
The Clerks shall be notified of any vacancy. At the discretion of the Mayor and Chair, the vacancy may be filled by:

(a) filling the vacancy from the list of eligible candidates from the applicant pool for that board or committee; or
(b) advertising for new applicants.

Citizen members of boards or committees who run for elected office, or seek an appointment to such an office to fill a vacancy, shall take a leave of absence from the board or committee while doing so. The leave must begin on the day the member is nominated for election or seeks an appointment.

Board and committee members may submit a request for a leave of absence for an extended period of time, for any reason, to the board or committee. The board or committee will forward such approved request to Council, by way of recommendation, for appropriate action. The vacancy may be filled by Council on a temporary basis.

REFERENCES:

Procedural By-law
Appointing By-law
Code of Conduct for Citizen Appointments to Committees
Council Code of Conduct

RESPONSIBILITY:

The Citizen Appointments Policy shall be administered by the Clerk’s Department.
Corporation of the Town of Huntsville

DEVELOPMENT SERVICES COMMITTEE

Meeting held on Thursday, August 15, 2019, at 1:00 p.m.
in the Huntsville Civic Centre, Municipal Council Chambers

Attendance

Chair: Councillor Nancy Alcock – left meeting at 1:58 p.m.

Members: Mayor Scott Aitchison
           Councillor Jason FitzGerald
           Councillor Jonathan Wiebe

Absent: Councillor Dan Armour

Staff: Denise Corry Chief Administrative Officer
       Stephen Hernen Director of Operations and Protective Services
       Jasmine Last Planning Customer Service Representative
           (Recording Secretary)
       Kirstin Maxwell Director of Development Services
       Elizabeth Reimer Senior Planner
       Curtis Syvret Planner

1. CALL TO ORDER

Committee was called to order at 1:03 p.m.

2. ADOPTION OF AGENDA

Moved by Jason FitzGerald

IT IS RECOMMENDED THAT: The Development Services Committee
Agenda dated August 15, 2019, be hereby adopted as printed and
circulated.

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

Nancy Alcock:
Item 7.1.2: Report Number DEV-2019-231 - RC/08/2019/HTE -
Cheyenne Homes Limited - 683 Gryffin Lodge Road

4. MEETING MINUTES – FOR INFORMATION

4.1 The July 10, 2019 meeting minutes were received for information only.
5. **PREVIOUS BUSINESS**


Kirstin Maxwell outlined the report.

A discussion occurred regarding a request for a privacy fence to be installed. Committee also noted that the applicant should plant vines or other vegetation to conceal the proposed retaining wall.

**Motion to Amend**

Moved by Jonathan Wiebe

**DEV125-19**

**IT IS RECOMMENDED THAT:** The following line be hereby inserted: with the inclusion of a fence being erected along the southern lot line.

Carried.

**Main Motion as Amended**

Moved by Jonathan Wiebe

**DEV126-19**

**IT IS RECOMMENDED THAT:** The Director of Development Services APPROVE Site Plan Application SPA/67/2017/HTE;

**AND THAT:** The agreement be prepared to the satisfaction of the Town;

**AND FURTHER THAT:** the Mayor and Clerk are hereby authorized to sign any necessary documentation;

**CONDITIONAL ON:** All final plans, agreements and drawings being to the satisfaction of the Town and all other commenting agencies, with the inclusion of a fence being erected along the southern lot line.

Carried.

6. **ZONING BY-LAW AMENDMENTS – PUBLIC MEETINGS**

Chair Alcock provided a brief overview of the purpose and procedure of the public meetings.


Curtis Syvret outlined the report.

Chair Alcock called upon the applicant or their representative to provide comments.
Robert Ingram, applicant, stated that he was present to answer questions.

Chair Alcock asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Nil

Chair Alcock asked if there were any questions or comments from Committee Members.

Nil

Moved by Jason FitzGerald

**IT IS RECOMMENDED THAT:** Council APPROVE Zoning By-law Amendment Z/23/2019/HTE, changing the zoning from a Shoreline Residential One (SR1) Zone to a Shoreline Residential One (SR1) Zone with an exception to treat both parcels as one for development purposes.

Carried.


Elizabeth Reimer outlined the report.

Chair Alcock called upon the applicant or their representative to provide comments.

Lanny Dennis, representing the applicant, concurred with the conditions of the approval. Mr. Dennis noted that the lot is located within the urban settlement area where residential intensification is anticipated, and that the Residential Two zone would be more appropriate for the proposed development.

Chair Alcock asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Nil

Chair Alcock asked if there were any questions or comments from Committee Members.

Nil
Moved by Jonathan Wiebe

IT IS RECOMMENDED THAT: Council APPROVE Zoning By-law Amendment Z/24/2019/HTE, changing the zoning from a Residential One (R1) Zone to a Residential Two (R2) Zone.

Carried.


Chair Alcock called upon the applicant or their representative to provide comments.

Chair Alcock asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Scott Gibson, abutting property owner, questioned if the driveway was now proposed to be located next to his property.

Ms. Reimer clarified that the driveway was proposed on the lot line abutting his property, and that privacy fences were required to be constructed along the lot line through previous approvals.

Mr. Gibson questioned if there was a setback for a street from a dwelling.

Ms. Reimer clarified that the zoning by-law does not have a setback requirement for drive aisles that lead to parking areas, but that the applicant had proposed a four metre setback from the property line.

Mr. Gibson noted that the corner property stake had been removed to dig on the subject property.

Kirstin Maxwell clarified that through the subsequent development agreement, staff would ensure that the property stakes were in place and that the abutting property was not being disturbed.

Chair Alcock asked if there were any questions or comments from Committee Members.

Committee questioned whether the proposed driveway entrance and location would be compatible with the stormwater management works.

Ms. Reimer noted that no concerns had been received, and that the Holding provision on the property would restrict development until such time as staff were satisfied.

Ms. Maxwell clarified that the final by-law would have additional wording with respect to the revised Holding provision.
Moved by Jonathan Wiebe

**IT IS RECOMMENDED THAT:** Council APPROVE Zoning By-law Amendment Z/25/2019/HTE, to replace Property Detail Schedule 9-59 associated with exception 0414, changing the location of five dwelling units.

Carried.


Elizabeth Reimer outlined the report.

Chair Alcock called upon the applicant or their representative to provide comments.

Reid Perrin, applicant, stated that he was present to answer any questions.

Chair Alcock asked if there was anyone present that wished to provide comments or ask questions regarding the application.

Nil

Chair Alcock asked if there were any questions or comments from Committee Members.

Nil

Moved by Jonathan Wiebe

**IT IS RECOMMENDED THAT:** Council APPROVE Zoning By-law Amendment Z/27/2019/HTE, changing the zoning from a Rural Two (RU2) Zone to a Rural Two (RU2) Zone with an exception to permit a secondary suite within an accessory structure.

Carried.

### 7. REPORTS FROM MUNICIPAL OFFICERS

#### 7.1 Planning Matters

#### 7.1.1 Report Number DEV-2019-234 - Z/10/2019/HTE - Huntsville Long Term Care Centre (Jarlette) - Lift of Holding

Elizabeth Reimer outlined the report.

Moved by Jonathan Wiebe

**IT IS RECOMMENDED THAT:** Council approve Zoning By-law amendment Z/10/2019/HTE, to lift the Holding provision associated with
the R4-0603 and R4-0604 Zone.

Carried.

Chair Alcock relinquished the Chair to Vice-Chair FitzGerald and left Council Chambers at this time due to a pecuniary interest.


Elizabeth Reimer outlined the report.

Moved by Jonathan Wiebe

**DEV132-19**

**IT IS RECOMMENDED THAT:** Application RC/08/2019/HTE be approved in accordance with the ORA/OSRA Policy (DEVELOPMENT-07).

**CONDITIONAL ON:**

1. The Applicant pay all survey, legal and associated expenses;
2. The sale price for the land proposed to be closed be in accordance with the Fees and Charges By-law, as amended;
3. A survey, in duplicate, be provided showing the road allowance as a specific part on the Plan;
4. A registered Transfer/Deed of Land for the road allowance be filed with the Municipality within one year from the date of the motion approving the application or the motion will be considered null and void and a new application will be required;
5. That any utility plant located on the property proposed to be closed be given an easement;
6. The road allowance is hereby declared as surplus to the Town’s needs;
7. The portion of the road allowance being closed merge in title with Part of Lot 2, Concession 10, Geographic Township of Brunel, designated as Part Road Allowance, Part Shore Road Allowance, RP 35R-24857, Parts 6, 7, 10, 11, 13, 14 & 15;
8. The portion of the road allowance being closed merge in title with Part of Lot 3, Concession 11, Geographic Township of Brunel, designated as MVLC 81, Level 1, Unit 19;
9. All rights-of-way/easements to neighbouring properties being registered;
10. That the Mayor and Clerk are hereby authorized to sign the necessary documentation pertaining to the closure and sale of said road allowance.

Recorded: Councillor Alcock declared a pecuniary interest for personal reasons.

Carried.

Chair Alcock reassumed the Chair at this time.
7.1.3 Report Number DEV-2019-235 - SPA/82/2019/HTE - 1573441 Ontario Inc. (Jenner) - 395 Centre Street North

Curtis Syvret outlined the report.

Moved by Scott Aitchison

**IT IS RECOMMENDED THAT:** The Director of Development Services APPROVE Site Plan Application SPA/82/2019/HTE;

**AND THAT:** The agreement be prepared to the satisfaction of the Town;

**AND FURTHER THAT:** The Mayor and Clerk are hereby authorized to sign any necessary documentation.

**CONDITIONAL ON:** All final plans, agreements and drawings being to the satisfaction of the Town and all other commenting agencies.

Carried.


Kirstin Maxwell outlined the report and noted that an additional amendment would be made to section F1.3.1 to include the Hidden Valley Resort and Recreational Lifestyle Area within the secondary plan areas.

Chair Alcock relinquished the Chair to Vice-Chair FitzGerald and left the meeting at this time.

Committee concurred with staff’s proposed amendments.

Moved by Scott Aitchison

**IT IS RECOMMENDED THAT:** Committee endorse the modifications to the Official Plan, as noted in Appendix #1 to Report DEV-2019-228, and they be forwarded to the District of Muskoka for consideration of approval;

**AND FURTHER THAT:** The District of Muskoka be advised that the Council of the Town of Huntsville is in support of Muskoka Official Plan Amendment No. 48.

Carried.

Committee recessed at 2:10 p.m. and reconvened at 2:14 p.m.
7.2 Corporate Matters

7.2.1 Report Number DEV-2019-220 - Cogeco Broadband Expansion

Kirstin Maxwell outlined the report.

Moved by Scott Aitchison

**IT IS RECOMMENDED THAT:** The Town of Huntsville enter into a Non Disclosure Agreement with Cogeco regarding funding applications to support broadband expansion in Huntsville;

**AND FURTHER THAT:** The Mayor and Clerk be authorized to sign any necessary documentation.

Carried.

7.2.2 Report Number DEV-2019-221 - Exotic Pets By-law

Moved by Jonathan Wiebe

**IT IS RECOMMENDED THAT:** The matter of Report DEV-2019-221 be postponed to the September 11, 2019 meeting.

Carried.

8. NEW BUSINESS

9. GENERAL INFORMATION

9.1. Staff Delegated Approvals - July 6 to August 9, 2019:
- Waterfront/Residential Development - 13 Site Plan Agreements
- Consent Applications - 3 Decisions

10. ADJOURNMENT

Moved by Scott Aitchison

**IT IS RECOMMENDED THAT:** We do hereby adjourn at 2:17 p.m.

Carried.

__________________________
Chair, Councillor Nancy Alcock
Town of Huntsville Staff Report

Meeting Date: August 26, 2019  
To: Council

Confidential: No

Author(s): Denise Corry, CAO

Subject: Fairvern Letter of Intent - Second Amending Agreement

Report Highlights

- To provide Council with an overview of amendments proposed by the Developer to the Fairvern Letter of Intent - Fairvern Nursing Home Redevelopment Proposal
- To seek approval from Council to proceed with said amendments

Recommendation


And Further That: The CAO and the Town's Legal Counsel be authorized to make any minor revisions as deemed necessary to finalize the Second Amending Agreement;

And Further That: the Mayor and Clerk be authorized to sign any necessary documentation.

Background

On September 27, 2018, the Town of Huntsville (Town), 1901364 Ontario Inc. (Ontario) and the Huntsville District Nursing Home Inc. (HDNH) entered into a Tri-party Agreement (Letter of Intent - LOI). The LOI addressed the construction of a portion of the road leading to the new Fairvern lot, the donation of land from the Developer to Fairvern through the Town and financial commitments by all parties. The original LOI is attached as Schedule A.

On February 28, 2019, the LOI was amended by way of an Amending Agreement to address necessary administrative changes related to property descriptions and timing of the road assumption. Approval from Council was not required for these amendments as resolution 335-17 granted approval for minor revisions as deemed necessary by the CAO and the Town's Legal Counsel. The Amending Agreement to the LOI is attached as Schedule B.
Discussion

**Additional Amendments Proposed - Developer**

The Developer has approached both the Town and HDNH requesting a second amendment to the LOI. The amendments specifically relate to the provisions that would need to be followed should the development of Fairvern not occur on the lot donated by Ontario and reimbursement of funds to the Town and HDNH for the construction of the road and proportionate share of studies.

The draft Second Amending Agreement is attached as **schedule C**.

As the proposed amendments are not believed to be of an administrative nature, approval to proceed with the amendments is being sought from Council.

**Town of Huntsville Legal Counsel Recommendation**

Legal counsel has reviewed the proposed changes within the draft Second Amending Agreement and has suggested that, in addition to the commitments made for the road construction and proportionate study costs, Council consider seeking reasonable legal and administrative costs incurred by the Town which are associated with negotiation and execution of the LOI and all related and ancillary documentation including any amending agreements.

The draft Second Amending Agreement, including the recommendation from the Town’s Legal Counsel, is attached as Schedule D.

It should be noted that the Developer has objected to the inclusion of the additional costs and requests that only the costs related to the original commitment toward the road construction and the proportionate study costs be reimbursed by the Developer in the event the project does not move forward.

**Options**

3. Council not approve any amendments to the Letter of Intent (not recommended)

**Capital**

No capital financial implications associated with the draft Second Amending Agreement. The new municipal roadway will have to be added to the Capital Asset Management Plan once assumed.

**Operational**

Legal Fees will continue to be incurred to finalize the Second Amending Agreement. This will be funded from the 2019 Corporate Legal Budget.

**Town of Huntsville Legal Counsel Recommendation**
The Town of Huntsville's Legal Counsel has recommended that, should the Fairvern Development Project not proceed, the Town should recoup its costs related to legal and administration. Although it would be difficult to determine the costs associated with administration, the costs spent on legal to date for this matter is as follows:

2017 - $8,967.46
2018 - $3,993.07
2019 - $5,490.97

Additional Costs/Commitments to Date:

Road Construction Costs - $250,000
Proportionate Share of Studies - $15,000
Survey - $9,600
Consultant (Additional Beds Review through District) - $2,500
Waiving of Fees (Development Charges, Building Fees, Entrance Permit) - Costs unknown at this time as project has not commenced

Council Strategic Direction / Relevant Policies / Legislation / Resolutions

- Strategic Plan 2017 and Beyond
  - Healthcare and Wellness - Goal #1 - Ensure adequate and appropriate health care is in place to service the needs of all residents and visitors of Huntsville
  - Roads and Infrastructure - Planning and Management of roads, facilities, trails and parks to enhance connectivity and active living
- Town of Huntsville Official Plan
- Reports CAO-2016-14, Mayor-2016-02, CAO-2017-04, CAO-2017-14, CAO-2017-24, Resolutions 206-16, 290-16, GC117-16, 39-17, GC114-17, 328-17, 335-17

Attachments

Report CAO-2019-15 - Schedule A

Consultations

Pat Dube, 1901364 Ontario Inc.
Dana Murdy, Fairvern Board Chair
Jim MacIntosh, Barristons

Respectfully Submitted: Denise Corry, CAO

Manager Approval (if required): __________________________
Letter of Intent

September 27th, 2018

1901364 Ontario Inc.
8 Crescent Road, Unit A-1
Huntsville, ON P1H 0B3

Huntsville District Nursing Home Inc.
14 Mill Street
Huntsville ON P1H 2A4

Attention: Patrick Dubé

Attention: Dana Murdy

Dear Mr. Dubé and Ms. Murdy,

Re: Letter of Intent re: Fairvern Nursing Home Redevelopment Proposal
Dedication of Fairvern Development Parcel and Construction/Dedication of Road Access
Part of Lot 18, Concession 2, Chaffey Ward, Town of Huntsville, District of Muskoka

A. This Letter of Intent ("LOI") is presented pursuant to Resolution 206-16 (a copy of which is attached as Schedule "A" to this LOI) ratified by Huntsville Town Council on August 8, 2016. This LOI confirms the general terms of an agreement in principle reached between 1901364 Ontario Inc. ("Ontario"), The Corporation of the Town of Huntsville (the "Town") and Huntsville District Nursing Home Inc. ("HDNH") whereby:

1. Ontario has agreed to transfer land to the Town for the purpose of a road (the "Road");
2. The Road (which shall include municipal services for water and sewer, as well as utilities such as hydro, gas and cable) shall be constructed by Ontario with cost contribution from the Town and HDNH. It is understood between the Parties that Ontario shall provide an underground conduit from overhead lines to the Fairvern Lot property line; and
3. Ontario shall donate land to the Town, such land to be transferred from the Town to HDNH for the relocation and development of the Fairvern Nursing Home.

B. As background, Ontario is the owner of a parcel of land in the Town of Huntsville as more particularly described below (the "Ontario Land"). Ontario has a long-term plan by which it proposes to develop the Ontario Land, in various phases, as a seniors' retirement and assisted living campus comprised of various types of residential housing units (the "Campus"). In order to facilitate the proposed development of the Campus, Ontario has committed to:

(i) transfer title by way of dedication to the Town of a portion of the Ontario Land comprising the Road, as more particularly described below and highlighted in orange on Schedule "B" attached; and
(ii) transfer title by way of donation to the Town for the benefit of the HDNH a portion of the Ontario Land as more particularly described below and highlighted in blue and purple on Schedule "B" attached, to facilitate the relocation and development of the Fairvern Nursing Home (the "Fairvern Lot").

C. This LOI shall be binding on the Parties and is intended to set forth the basic terms and conditions upon which the Town, Ontario and HDNH have agreed to proceed as more particularly set out herein.
Description of Ontario Land, the Road and the Fairvern Lot

1. The Ontario Land is legally described as:

   LT48 RCP 526 Huntsville; PT LT 42 RCP 526 Huntsville; PT LT 17 CON 2 Chaffey as in DM159407 (secondly, thirdly & fourthly); S/T DM159407; S/T CH6323 (partially released by MT106063); S/T CH6387; Town of Huntsville, District Municipality of Muskoka;

   being all of PIN Parcel Register 48084-0339 (LT).

2. The Road is legally described as:

   Part of Lot 17; Concession 2 and Part of Lot 42, Registrar's Compiled Plan 526, Town of Huntsville, District Municipality of Muskoka, designated as Parts 1, 4, 8, 9, 11, 12 and 19 on Plan 35R-25342.

3. The Fairvern Lot is legally described as:

   (i) Part of Lot 42 and 48, Registrar's Compiled Plan 526, Town of Huntsville, District Municipality of Muskoka, designated as Parts 7, 14, 16, 18 and 19 on Plan 35R-25342, as highlighted in blue on Schedule B; and

   (ii) The additional land that has been requested by HDNH (the "Additional Land"), yet to be described on a reference plan comprising of roughly 1.2 acres and highlighted in purple on Schedule B attached.

Construction and Dedication of the Road

4. Ontario will dedicate and convey the Road to the Town free and clear of encumbrances and at no cost to the Town.

5. As a preliminary condition of development of the Ontario Land, and in contemplation of its future development in phases, Ontario shall construct the Road in phases to municipally approved standards between District Road 3 and Earl's Road, to the sole satisfaction of the Town, acting reasonably. The first phase ("Phase 1 Construction") shall involve the construction of the Road over the parts highlighted in orange and hatched in red on Schedule B attached.

   Upon completion of the Phase 1 Construction, that portion of the Road shall be assumed by the Town and a Bylaw shall be passed establishing that portion of the Road as part of the municipal road system.

6. Phase 1 Construction shall commence as soon as this LOI is executed by the Parties. Subject to the terms of this LOI, the Phase 1 Construction of the Road shall be constructed at the cost and expense of the Town and HDNH. The Town, however, shall have no liability for cost contribution except as specifically set out in this LOI as more particularly set out in paragraphs 8 and 10, or as specifically directed and authorized by Town Council.

7. Subsequent phases will involve the construction to municipal standards, of the remainder of the Road, as highlighted in orange on Schedule B ("Phase 2 Construction"). Phase 2 Construction shall occur as Ontario obtains required municipal approvals and proceeds with the development of the remainder of the Ontario Land. Phase 2 Construction of the Road shall be at the sole cost and expense of Ontario. Upon completion of the Phase 2 Construction, that portion of the Road shall be assumed by the Town and a Bylaw shall be passed establishing that portion of the Road as part of the municipal road system.

Town and HDNH Cost Contribution

8. In partial consideration of the dedication and transfer of lands for the Road and its construction as provided in this LOI, the Town agrees to contribute the sum of $250,000.00, plus HST, toward the
cost of the Phase 1 Construction. In addition, the Town will contribute a proportional amount up to a maximum of $15,000.00 for completed required background technical studies for the construction of the road. HDNH shall also contribute the sum of fifty percent (50%) of any engineering, consulting and inspection fees, as per Schedule C attached, in excess of the $15,000.00 contributed by the Town. The remaining fifty percent (50%) shall be paid by Ontario.

9. HDNH shall pay Ontario $407,600 plus HST as contribution for the Phase 1 Construction of the Road: (i) in accordance with an agreed upon schedule of payments; and (ii) upon HDNH receiving funding from the Provincial and/or municipal governments. The Town and Ontario acknowledge that the obligation of HDNH to redevelop Fairvern Nursing Home on the Fairvern Lot is also conditional upon HDNH obtaining the required Provincial and municipal government funding.

10. Unless otherwise approved by Town Council, the Town shall not be obligated to make any other financial contribution toward the cost of construction of the Road. The Town’s cost contribution toward eligible expenses may be provided in installments as the work progresses during Phase 1 Construction and upon the recommendation of the Town’s Director of Operations and Protective Services.

Review and Certification of Work

11. Ontario agrees to provide the Town and HDNH with progress reports certified by an engineering consultant acceptable to the Town, acting reasonably, certifying that work has been completed in accordance with plans and reports approved by the Town for the Phase 1 Construction. The engineer’s final report and certification for the Phase 1 Construction shall be addressed to the Town as the owner of the Road in accordance with the terms of this LOI.

Acknowledgement re Preparation of Reference Plan & Responsibility for Costs

12. It is acknowledged that a Reference Plan was prepared and subject to the review and approval of the Town and Ontario prior to being deposited on title to the Ontario Land. It is further acknowledged that the Town has paid for the cost of the preparation and deposit of the Reference Plan and has agreed to pay for the related reasonable legal costs to complete the transfer of lands from Ontario to the Town for the Road. It is also acknowledged that a further Reference Plan will need to be prepared to describe the Fairvern Lot and that the cost of preparation and deposit of this Reference Plan shall be at Ontario’s expense.

Donation and Transfer of Fairvern Lot

13. Upon the Town’s assumption of the Phase 1 Construction of the Road, Ontario shall donate and transfer to the Town the Fairvern Lot free and clear of encumbrances to be held for the benefit of, and eventual transfer to, HDNH for the proposed development and relocation of the Fairvern Nursing Home. The Town, to the extent required, shall ensure that the transfer of the Fairvern Lot for the benefit of HDNH including a transfer to HDNH or its nominee for the purposes of holding title to the property for the Fairvern Nursing Home complies with the requirements for acquisition and disposition of interests in land pursuant to the Municipal Act, 2001.

14. Ontario represents and warrants that it is not presently aware of any environmental contamination that exists with respect to the Fairvern Lot. As the Town is acting as a flow-through entity only to facilitate the transfer of the Fairvern Lot as a matter of public benefit, to the extent that any environmental contamination or impairment is subsequently discovered affecting the Fairvern Lot, whether before or after its transfer to HDNH, Ontario and HDNH agree to fully indemnify and save the Town harmless from any damages, loss, costs or expenses associated any action taken or required to be taken pursuant to applicable environmental laws.

15. HDNH acknowledges that the Town is working with Ontario and HDNH to facilitate the transfer of ownership of the Fairvern Lot from Ontario to HDNH as a matter of public interest and to assist in the development of the Fairvern Nursing Home within the Town of Huntsville and HDNH agrees to accept the Fairvern Lot from the Town on an “as is” basis and shall not require from the Town any
representations, warranties or indemnifications with respect to the condition of the Fairvern Lot at the time of transfer.

16. HDNH shall be responsible for the cost of any Land Transfer Tax and HST that may be payable upon registration of the transfer documents for the Fairvern Lot from Ontario to the Town and from the Town to HDNH.

17. Ontario and the Town agree to work cooperatively with engineers retained by HDNH concerning the completion of the Road and the municipal and utility services to be provided to the Fairvern Lot.

18. Ontario shall receive a Charitable Tax Receipt for the fair market value of the Fairvern Lot upon completion of the transfer from Ontario to the Town.

Confidentiality

19. Ontario, the Town and HDNH each agree that no party to this LOI shall disclose the terms or existence of this LOI to any third party (except to their respective shareholders, lenders, agents and advisors), or the status or contents of any negotiations pursuant to this LOI, without the prior written consent of the other party, provided that each party shall be entitled to make such disclosure to the extent required by law and regulation, rules or policy of any regulatory body, in which case the disclosing party shall notify the other prior to making such disclosure.

Binding Nature of Letter

20. This LOI is binding and the parties shall have obligations and liabilities to the other pursuant to, or in respect of, this LOI, and any negotiations in respect hereof, including the confidentiality provisions set out above.

Counterparts:

21. This LOI may be executed in any number of counterparts and by electronic means and all such counterparts and electronic signatures shall for all purposes constitute one agreement binding on the parties, notwithstanding that all signatures are not originals and that all parties have not executed the same original document.

The Corporation of the Town of Huntsville

Per: [Signature]
Scott Atchison, Mayor

Per: [Signature]
Tanya Calleja, Municipal Clerk

We have the authority to bind the Corporation

1901364 Ontario Inc.

Per: [Signature]
Patrick Dubé, President

Huntsville District Nursing Home Inc.

Per: [Signature]
Dana Murdy, Chair

I have authority to bind the corporation.

I have authority to bind the corporation.
WHEREAS: The Town of Huntsville Council has the opportunity to acquire lands located at Pt Lot 18, Con. 2, Chaffey Ward, Town of Huntsville, approximately in accordance with Appendix II as discussed, to facilitate the redevelopment of Fairvern Nursing Home for a minimum cost of land survey and legal fees;

AND WHEREAS: The Town of Huntsville seeks to assist in the redevelopment of Fairvern Nursing Home on a new site located closer to the Huntsville site of Muskoka Algonquin Healthcare;

THEREFORE BE IT RESOLVED THAT: Staff are directed to prepare an agreement with the property owner which documents the terms and conditions of the Town’s acquisition and disposition of, as well as the construction of the publicly owned and maintained access road on, the above noted lands;

AND FURTHER THAT: The terms and conditions of the agreement be to the satisfaction of the Town Solicitor and Chief Administrative Officer;

AND FURTHER THAT: Staff are hereby authorized to complete the necessary survey and legal work related to the land acquisition and that these cost be funded through the 2016 Corporate Services consulting and legal budget;

AND FURTHER THAT: The cost estimate of $250,000.00 for the construction of a publicly owned and maintained access road from Muskoka Road No. 3 to the above noted lands be included in the Town’s 2017 Budget.

**RECORDED VOTE**

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**DECLARATION OF PECUNIARY INTEREST**

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Carried: ____________________________
### Engineering and Studies Cost Contribution for Fairvern Road Project

**07/04/2018**

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AMENDING AGREEMENT

THIS AGREEMENT made as of the 28th day of February, 2019.

BETWEEN:

THE CORPORATION OF THE TOWN OF HUNTSVILLE, a corporation under the laws of the Province of Ontario

(hereinafter called the "Town")

- and -

1901364 ONTARIO INC., a corporation under the laws of the Province of Ontario

(hereinafter called "Ontario")

- and -

HUNTSVILLE DISTRICT NURSING HOME INC., a corporation under the laws of the Province of Ontario

(hereinafter called "HDNH")

BACKGROUND:

A. the parties hereto entered into a Letter of Intent dated September 27th, 2018 (the "LOI") pursuant to which Ontario shall donate certain lands to the Town, a portion of which (the "Fairvern Lot") the Town shall, in turn, donate to HDNH;

B. the description of the Fairvern Lot set forth in paragraph 3 of the LOI is incorrect;

C. the description of the Road set forth in paragraph 2 of the LOI has been amended;

D. the timing for the donation and transfer of the Fairvern Lot as set out in paragraph 13 of the LOI requires clarification; and

E. the parties hereto wish to amend the LOI to correct the description of the Fairvern Lot in paragraph 3 and the timing for the donation and transfer in paragraph 13.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree to amend the LOI as follows:

1. Paragraph 3 of the LOI shall be deleted in its entirety and the following substituted therefor:
"The Fairvern Lot is legally described as Part of Lot 42 and All of Lot 48, Registrar’s Compiled Plan 526, Town of Huntsville, District Municipality of Muskoka, designated as Parts 1, 2, 3 and 4 Plan 35R-25784 as highlighted in blue on Appendix 1 attached to this Amending Agreement."

2. The description of the Road set forth in Paragraph 2 of the LOI shall be deleted in its entirety and the following substituted therefor:

   “Part of Lot 17, Concession 2 and Part of Lot 42, Registrar’s Compiled Plan 526, Town of Huntsville, District Municipality of Muskoka, designated as Parts 1, 4, 8, 9, 11, 12, 18 and 19 Plan 35R-25342 together with that portion of Part of Lot 42, Registrar’s Compiled Plan 526, Town of Huntsville, District Municipality of Muskoka lying between Parts 1, 8 and 11 Plan 35R-25342 and Parts 1 and 5 Plan 35R-25784.”

3. Schedule B of the LOI shall be deleted in its entirety and replaced with the Reference Plan annexed hereto as Appendix 1.

4. Paragraph 13 shall be amended to read:

   “Upon acceptance by the Town of the Phase 1 Construction of the Road to the point of completion of the first lift of asphalt and reduction of municipal securities relating to this portion of the construction has occurred consistent with the Town’s standard procedural requirements for development projects involving municipal infrastructure, Ontario shall donate and transfer to the Town the Fairvern Lot to be held for the benefit of, and eventual transfer to, HDNH for the proposed development and relocation of the Fairvern Nursing Home. The Town, to the extent required, shall ensure that the transfer of the Fairvern Lot for the benefit of HDNH including a transfer to HDNH or its nominee for the purposes of holding title to the property for the Fairvern Nursing Home complies with the requirements for acquisition and disposition of interests in land pursuant to the Municipal Act, 2001.”

5. In all other respects, the LOI, as amended by this Amending Agreement, is hereby reaffirmed, ratified and confirmed in its entirety and the LOI and this Amending Agreement shall be read as one instrument. In the event of any inconsistency between this Amending Agreement and the LOI, this Amending Agreement will prevail to the extent of the inconsistency.

6. This Amending Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original and such counterparts together shall constitute one and the same instrument. Any such counterpart may be delivered by email in pdf format or similar transmission and such delivery shall be deemed to be an original document.

SIGNATURE PAGE FOLLOWS.
IN WITNESS WHEREOF the parties have executed this amending agreement as of the date first above written.

THE CORPORATION OF THE TOWN OF HUNTSVILLE

Per: 
Name: Karin Terziano
Title: Deputy Mayor

Per: 
Name: Tanya Calleja
Title: Municipal Clerk

1901364 ONTARIO INC.

Per: 
Name: Patrick Dubé
Title: President

HUNTSVILLE DISTRICT NURSING HOME INC.

Per: 
Name: Dana Murdy
Title: Chair
IN WITNESS WHEREOF the parties have executed this amending agreement as of the date first above written.

THE CORPORATION OF THE TOWN OF HUNTSVILLE

Per: __________________________
Name: Scott Aitchison
Title: Mayor

Per: __________________________
Name: Tanya Calleja
Title: Municipal Clerk

1901364 ONTARIO INC.

Per: __________________________
Name: Patrick Dubé
Title: President

HUNTSVILLE DISTRICT NURSING HOME INC.

Per: __________________________
Name: Dana Murdy
Title: Chair
IN WITNESS WHEREOF the parties have executed this amending agreement as of the date first above written.

THE CORPORATION OF THE TOWN OF HUNTSVILLE

Per: ____________________________
Name: Scott Aitchison
Title: Mayor

Per: ____________________________
Name: Tanya Calleja
Title: Municipal Clerk

1901364 ONTARIO INC.

Per: ____________________________
Name: Patrick Dubé
Title: President

HUNTSVILLE DISTRICT NURSING HOME INC.

Per: ____________________________
Name: Dana Murdy
Title: Chair
SECOND AMENDING AGREEMENT

THIS AGREEMENT made as of the ______ day of July, 2019.

BETWEEN:

THE CORPORATION OF THE TOWN OF HUNTSVILLE, a corporation under the laws of the Province of Ontario

(hereinafter called the "Town")

- and -

1901364 ONTARIO INC., a corporation under the laws of the Province of Ontario

(hereinafter called "Ontario")

- and -

HUNTSVILLE DISTRICT NURSING HOME INC., a corporation under the laws of the Province of Ontario

(hereinafter called "HDNH")

BACKGROUND:

A. the parties hereto entered into a Letter of Intent dated September 27th, 2018 (the "LOI") pursuant to which Ontario shall donate certain lands to the Town, a portion of which (the "Fairvern Lot") the Town shall, in turn, donate to HDNH;

B. the parties hereto amended the terms of the LOI pursuant to an Amending Agreement dated February 28, 2019 (the “First Amending Agreement”); and

C. the parties hereto wish to amend the LOI as amended by the First Amending Agreement on the terms and conditions set out herein (the “Second Amending Agreement”).

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree to amend the LOI as amended by the First Amending Agreement as follows:

1. Paragraph 4 of the First Amending Agreement and Paragraph 13 of the LOI shall be amended by the addition of the following paragraph:
Notwithstanding the foregoing, should HDNH fail to commence construction of the Fairvern Nursing Home by May 1, 2021 (the “Deadline Date”): (i) if the Fairvern Lot is then owned by HDNH, HDNH will at its expense as soon as reasonably possible transfer the Fairvern Lot to Ontario for no consideration; or (ii) if the Fairvern Lot is then owned by the Town, the Town will immediately transfer the Fairvern Lot to Ontario for no consideration, and the obligation to donate as set out herein shall terminate; or (iii) if the Fairvern Lot is then owned by Ontario, the obligation to donate as set out herein shall terminate (any one of the events contemplated in clauses (i) to (iii), inclusive, shall be referred to as a “Termination”).

In the event a Termination takes place: (i) Ontario shall refund to HDNH the road contribution costs paid by HDNH as contemplated in Paragraph 9 herein (being a maximum of $407,000.00, plus HST, plus the cost incurred by HDNH for its contribution to engineering and related studies for the road construction); and (ii) Ontario shall refund the Town the road contribution costs incurred by the Town as contemplated in Paragraph 8 herein (being a maximum of $250,000 plus HST, plus the cost, to a maximum of $15,000, for required background technical studies). Ontario may register notice of this Agreement and any amendment(s) thereto on title to the Fairvern Lot which notice may only be deleted with the prior written consent of Ontario, such consent not to be unreasonably withheld.

It is understood and agreed by all Parties that the donation of the Fairvern Lot is for the specific and sole purpose of relocating the Fairvern Nursing Home. Should, for any reason, the Fairvern Nursing Home not be relocated to the Fairvern Lot, there shall be no obligation on behalf of Ontario to donate the Fairvern Lot. Should the Fairvern Lot be held by any entity other than Ontario when the determination is made that the Fairvern Nursing Home is not to be relocated to the Fairvern Lot, the Fairvern Lot shall be immediately transferred back to Ontario.

2. In all other respects, the LOI and the First Amending Agreement are hereby reaffirmed, ratified and confirmed in their entirety and the LOI, the First Amending Agreement, and this Second Amending Agreement shall be read as one instrument. In the event of any inconsistency between this Agreement, the LOI, and the First Amending Agreement, this Second Amending Agreement will prevail to the extent of the inconsistency.

3. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original and such counterparts together shall constitute one and the same instrument. Any such counterpart may be delivered by email in pdf format or similar transmission and such delivery shall be deemed to be an original document.

SIGNATURE PAGE FOLLOWS.
IN WITNESS WHEREOF the parties have executed this amending agreement as of the date first above written.

THE CORPORATION OF THE TOWN OF HUNTSVILLE

Per: ________________________________
Name: Scott Aitchison
Title: Mayor

1901364 ONTARIO INC.

Per: ________________________________
Name: Patrick Dubé
Title: President

HUNTSVILLE DISTRICT NURSING HOME INC.

Per: ________________________________
Name: Dana Murdy
Title: Chair
SECOND AMENDING AGREEMENT

THIS AGREEMENT made as of the ________ day of July, 2019.

BETWEEN:

THE CORPORATION OF THE TOWN OF HUNTSVILLE, a corporation under the laws of the Province of Ontario

(hereinafter called the "Town")

- and -

1901364 ONTARIO INC., a corporation under the laws of the Province of Ontario

(hereinafter called "Ontario")

- and -

HUNTSVILLE DISTRICT NURSING HOME INC., a corporation under the laws of the Province of Ontario

(hereinafter called "HDNH")

BACKGROUND:

A. the parties hereto entered into a Letter of Intent dated September 27th, 2018 (the "LOI") pursuant to which Ontario shall donate certain lands to the Town, a portion of which (the "Fairvern Lot") the Town shall, in turn, donate to HDNH;

B. the parties hereto amended the terms of the LOI pursuant to an Amending Agreement dated February 28, 2019 (the “First Amending Agreement”); and

C. the parties hereto wish to amend the LOI as amended by the First Amending Agreement on the terms and conditions set out herein (the “Second Amending Agreement”).

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree to amend the LOI as amended by the First Amending Agreement as follows:

1. Paragraph 4 of the First Amending Agreement and Paragraph 13 of the LOI shall be amended by the addition of the following paragraph:
Notwithstanding the foregoing, should HDNH fail to commence construction of the Fairvern Nursing Home by May 1, 2021 (the “Deadline Date”): (i) if the Fairvern Lot is then owned by HDNH, HDNH will at its expense as soon as reasonably possible transfer the Fairvern Lot to Ontario for no consideration; or (ii) if the Fairvern Lot is then owned by the Town, the Town will immediately transfer the Fairvern Lot to Ontario for no consideration, and the obligation to donate as set out herein shall terminate; or (iii) if the Fairvern Lot is then owned by Ontario, the obligation to donate as set out herein shall terminate (any one of the events contemplated in clauses (i) to (iii), inclusive, shall be referred to as a “Termination”).

In the event a Termination takes place: (i) Ontario shall refund to HDNH the road contribution costs paid by HDNH as contemplated in Paragraph 9 herein (being a maximum of $407,000.00, plus HST, plus the cost incurred by HDNH for its contribution to engineering and related studies for the road construction); and (ii) Ontario shall refund the Town the road contribution costs incurred by the Town as contemplated in Paragraph 8 herein (being a maximum of $250,000 plus HST, plus the cost, to a maximum of $15,000, for required background technical studies) plus the reasonable legal and administrative costs incurred by the Town which are associated with negotiation and execution of the LOI and all related and ancillary documentation including any amending agreements. Ontario may register notice of this Agreement and any amendment(s) thereto on title to the Fairvern Lot which notice may only be deleted with the prior written consent of Ontario, such consent not to be unreasonably withheld.

It is understood and agreed by all Parties that the donation of the Fairvern Lot is for the specific and sole purpose of relocating the Fairvern Nursing Home. Should, for any reason, the Fairvern Nursing Home not be relocated to the Fairvern Lot, there shall be no obligation on behalf of Ontario to donate the Fairvern Lot. Should the Fairvern Lot be held by any entity other than Ontario when the determination is made that the Fairvern Nursing Home is not to be relocated to the Fairvern Lot, the Fairvern Lot shall be immediately transferred back to Ontario.

2. In all other respects, the LOI and the First Amending Agreement are hereby reaffirmed, ratified and confirmed in their entirety and the LOI, the First Amending Agreement, and this Second Amending Agreement shall be read as one instrument. In the event of any inconsistency between this Agreement, the LOI, and the First Amending Agreement, this Second Amending Agreement will prevail to the extent of the inconsistency.

3. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original and such counterparts together shall constitute one and the same instrument. Any such counterpart may be delivered by email in pdf format or similar transmission and such delivery shall be deemed to be an original document.

SIGNATURE PAGE FOLLOWS.
IN WITNESS WHEREOF the parties have executed this amending agreement as of the date first above written.

THE CORPORATION OF THE TOWN OF HUNTSVILLE

Per: _________________________________
Name: Scott Aitchison
Title: Mayor

Per: _________________________________
Name: Tanya Calleja
Title: Municipal Clerk

1901364 ONTARIO INC.

Per: _________________________________
Name: Patrick Dubé
Title: President

HUNTSVILLE DISTRICT NURSING HOME INC.

Per: _________________________________
Name: Dana Murdy
Title: Chair
Town of Huntsville Staff Report

Meeting Date: August 26, 2019  To: Council
Report Number: CORP-2019-50  Confidential: No
Author(s): Yvonne Aubichon, Director of Corporate Services
Subject: Conversion of 10 Veterans Way to a Parking Lot

Report Highlights

To seek approval for costs associated with demolition of dwelling, construction of parking lot located at 10 Veterans Way and approval to enter into a winter maintenance agreement between the Town of Huntsville and the Huntsville Curling Club.

Recommendation

That: Staff be directed to proceed with the demolition of the dwelling at 10 Veterans way and subsequent construction of a parking lot;

And Further that: The Town enter into a winter maintenance agreement with the Huntsville Curling Club for the proposed parking lot at this location;

And Further That: Council resolution 36-19 be hereby rescinded;

And Further That: Costs associated with the demolition of the dwelling and construction of the parking lot be funded through the Town Capital Replacement Reserve.

Background

On July 22, 2019 Council passed By-law 2019-73 approving the acquisition of 10 Veterans Way, Huntsville, identified as Plan 11, Lot 189 Huntsville, District Municipality of Muskoka. In accordance with By-law 2018-100, Council has identified the municipal need for public parking near the downtown core to potentially mitigate the congestion of road side parking in general, as well as during special Town events and during Curling Club events; such as, bonspiels, etc. Therefore demolition of the existing dwelling for construction of a parking lot is required.

Discussion
Demolition and Construction: The table below outlines the original costs identified by staff for the dwelling demolition and creation of the parking lot. It should be noted that, at the time this report was written, only one quote was received for the demolition of the dwelling and construction of the parking lot at a cost of $35,000 plus tipping fees. Staff are still awaiting further demolition quotes.

<table>
<thead>
<tr>
<th>Year</th>
<th>Demolition</th>
<th>Parking Lot Creation</th>
<th>Winter Maintenance</th>
<th>Total</th>
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<tr>
<td>2019</td>
<td>$20,000</td>
<td>$50,000</td>
<td>$6,000 (per year)</td>
<td>$91,000</td>
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**Winter maintenance:** Staff are requesting approval to enter into a winter maintenance agreement between the Town of Huntsville and the Huntsville Curling Club to offset the estimated winter maintenance costs noted above.

**Resolution 36-19:** In addition, Resolution 36-19, states that Council supports the Huntsville Curling Club, should they proceed with a new building at the McCulley Robertson Recreation Park to provide:

- land at the McCulley Robertson Recreation Park;
- site servicing in 2020/2021; and
- shared parking improvements.

Given the purchase of this land for parking lot use by the Curling Club, staff are recommending that Resolution 36-19 be rescinded in its entirety.

**Options**

Option #1 - Approve the recommendation as presented by staff (recommended)
Option #2 - Not approve the recommendation presented by staff (not recommended)
Option #3 - Approve only a portion of the recommendation presented by staff (not recommended)

**Capital**

Costs associated with the demolition of the dwelling and proposed construction of the parking lot shall be funded through the Town Capital Replacement Reserve. It is expected that the balance of this fund would be primarily depleted after this transfer.

As the parking lot would be included in the Town’s asset inventory, it is expected that it would have an estimated useful life of 20 years which would add an increase in the annual contribution to capital reserve of $2,500 annually.

**Operational**

The cost to maintain this parking lot (summer and winter maintenance) will need to be included in future budgets. It is expected that this amount will increase the 2020 budget by $6,000 (potentially to be offset by maintenance conducted by the Curling Club).

**Council Strategic Direction / Relevant Policies / Legislation / Resolutions**

Strategic Plan
Consultations

Steve Hernen, Director of Operations and Protective Services

Respectfully Submitted: Yvonne Aubichon, Director of Corporate Services

Manager Approval (if required): ____________________________

Director Approval: Yvonne Aubichon, Director of Corporate Services

CAO Approval: Denise Corry, Chief Administrative Officer
Town of Huntsville Staff Report

Meeting Date: August 26, 2019

To:  Council

Report Number: CORP-2019-49

Confidential: No

Author(s): Tanya Calleja, Municipal Clerk

Subject: Leave of Absence - Mayor Scott Aitchison

Report Highlights

To request Council's approval for a leave of absence by Mayor Scott Aitchison.

Recommendation

That: Council grant Mayor Scott Aitchison an unpaid leave of absence from his duties and responsibilities to the Council of the Corporation of the Town of Huntsville to pursue a seat as a Member of Parliament in the upcoming Federal Election;

And Further That: The leave of absence shall begin September 1, 2019 and end at 11:59 p.m. on October 21, 2019.

Background

On August 15, 2019, Mayor Scott Aitchison provided notice to the Clerk of his intention to take an unpaid leave of absence commencing September 1, 2019 until 11:59 p.m. on October 21, 2019 to pursue a seat as a Member of Parliament in the upcoming Federal Election.

The Federal Election is scheduled to take place on October 21, 2019.

Discussion

Requirements for a Leave of Absence

There is no legislation that requires a member of municipal council to take a leave of absence to pursue a seat in Federal office.
The Municipal Act, 2001, section 259 (1) (c) states: "The office of a member of council of a municipality becomes vacant if the member is absent from the meetings of council for three successive months without being authorized to do so by a resolution of council.

As the Mayor will not be absent for three successive months he is not required under the Act to take a leave.

**Leave of Absence in Regards to the District of Muskoka Council**

Section 259 (3) of the Municipal Act, 2001 notes that if one of the offices of a person who is a member of council of both a local municipality and its upper-tier municipality becomes vacant, then the other office also becomes vacant.

The Mayor's position is a member of the upper tier council.

As per section 268 (2) of the Municipal Act, 2001 and Town of Huntsville By-law 2018-148, Council appointed Councillor Jonathan Wiebe as an alternate member to the District of Muskoka for the 2018-2022 term of Council.

The appointment allows Councillor Wiebe to attend District Council meetings only.

**Leave of Absence in Regards to the Town of Huntsville Council**

Section 242 of the Municipal Act, 2001 provides for a municipality to appoint a member of the council to act in the place of the head of council or other member of council designated to preside at meetings in the municipality’s procedure by-law when the head of council or designated member is absent or refuses to act or the office is vacant, and while so acting such member has all the powers and duties of the head of council or designated member, as the case may be, with respect to the role of presiding at meetings.

Council adopted By-law 2018-149 appointing Councillor Karin Terziano as Deputy Mayor and Councillor Nancy Alcock as alternate Deputy Mayor for the Town of Huntsville for the 2018-2022 Term of Council.

The Town's Procedural By-law notes that the Mayor shall be ex officio on all committees, with the exception of Committee of Adjustment and shall have the right to participate fully in all committee meetings and to vote unless prohibited by law, but does not count towards a quorum unless required.

**Committees**

Mayor Aitchison is currently appointed to:

- **Corporate Services Committee:**
  - Deputy Mayor Terziano is already a member. No backfilling is recommended as the absence is for a short duration of time.

- **Planning Committee:**
  - Deputy Mayor Terziano will fill in on the Planning Committee as ex officio.
• Town Hall Working Group:
  o Deputy Mayor Terziano is already a member. No backfilling is recommended as the absence is for a short duration of time.

• Lakeland Holding Inc.:
  o CAO Denise Corry is already named as second appointee in the Appointing By-law; therefore, no backfilling is required.

• Municipal Accommodation Tax Tourism Entity:
  o Councillor Nancy Alcock is already named as an alternate in the Appointing By-law; therefore, no backfilling is required.

The Deputy Mayor will receive an additional remuneration as per the difference between the Mayor and Deputy Mayor's remuneration from September 1 to October 21, 2019 to address the increase in responsibilities and duties.

Options

1. Approve Mayor Aitchison's request for a leave of absence from September 1, 2019 until 11:59 p.m. on October 21, 2019. (RECOMMENDED)
2. Disapprove Mayor Aitchison’s request for a leave of absence. (NOT RECOMMENDED)

Disapproving the Mayor's request may make it difficult to conduct some municipal business as the Mayor will be unavailable.

Capital

N/A

Operational

Mayor Remuneration:

- September 1-30, 2019 = $4,153.60 (Gross)
- October 1-21, 2019 = $2,813.65 (Gross)
- Total = $6,967.25 (Gross)

Deputy Mayor Remuneration:

- September 1-30, 2019 = $2,016.17 (Gross)
- October 1-21, 2019 = $1,365.75
- Total = $3,381.92 (Gross)

Difference between Mayor and Deputy Mayor's Remuneration from September 1 to October 21, 2019:

- Total = $3,585.33 (Gross)

Council Strategic Direction / Relevant Policies / Legislation / Resolutions

The granting of a leave of absence does not have any direct linkages to the Town of Huntsville’s Strategic Plan.
Respectfully Submitted:       Tanya Calleja, Municipal Clerk

Manager Approval (if required):  

Director Approval:    Yvonne Aubichon, Director of Corporate Services

CAO Approval:    Denise Corry, Chief Administrative Officer
CORPORATION OF THE TOWN OF HUNTSVILLE

BY-LAW NUMBER 2019-83

Being a By-law to Repeal By-law 2010-3
Being a By-law to Establish a Non Union Employee Remuneration By-law for the Town of Huntsville

WHEREAS By-law 2010-3 was passed by Council of the Corporation of the Town of Huntsville on the 1st day of February, 2010;

AND WHEREAS as per Corporate Services Committee Recommendation CORP28-19 adopted by Council on June 24, 2019, Council deems it desirable to repeal By-law 2010-3 and any amendments;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE ENACTS AS FOLLOWS:

1. That By-law 2010-3 and amending By-laws 2013-65 and 2017-25 be hereby repealed.

2. This By-law shall come into force and effect from the date of its final passage thereof.

READ a first, second and third time and finally passed this 26th day of August, 2019.

Mayor (Scott Aitchison) Clerk (Tanya Calleja)
CORPORATION OF THE TOWN OF HUNTSVILLE

BY-LAW NUMBER 2019-84

Being a By-law to close and stop up and sell lands in the Town of Huntsville, in the District Municipality of Muskoka and being composed of that part of the original shore road allowance in front of Part Lot 28, Concession 6, Geographic Township of Stephenson, now in the Town of Huntsville, designated as Parts 11 and 12 on Plan 35R-9674

WHEREAS it is expedient to close that part of the municipal road in the Town of Huntsville described below, pursuant to Sections 9 and 25 of the Municipal Act, 2001;

AND WHEREAS it is deemed expedient in the interest of The Corporation of the Town of Huntsville, hereinafter called the Corporation, that lands in the Town of Huntsville, in the District Municipality of Muskoka, being composed of that part of the original shore road allowance in front of Part Lot 28, Concession 6, Geographic Township of Stephenson, now in the Town of Huntsville, designated as Parts 11 and 12 on Plan 35R-9674 be closed and stopped up and that Part 11 on Plan 35R-9674 be sold to the abutting land owner;

AND WHEREAS notice of this by-law has been published once a week for two (2) successive weeks in The Forester, a newspaper published in the Town of Huntsville, in the District Municipality of Muskoka;

AND WHEREAS Council provided an opportunity for anyone, in person or by his counsel, solicitor or agent who claims that his land will be prejudicially affected to be heard and no such person has applied to be heard;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE ENACTS AS FOLLOWS:

1. That upon and after passing of this By-law the lands in the Town of Huntsville, in the District Municipality of Muskoka, being composed of that part of the original shore road allowance in front of Lot 28, Concession 6 of the geographic Township of Stephenson, now in the Town of Huntsville, designated as Parts 11 and 12 on Plan 35R-9674 be closed and stopped up.

2. That the soil and freehold of the said lands hereinbefore stopped up and closed and designated as Part 11 on Plan 35R-9674 shall be sold to the adjoining land owner for the sum of $13,678.86 plus H.S.T.
3. That the Mayor and Clerk of the Corporation are hereby authorized and directed to sign or execute such deeds or other documents as may be necessary or expedient for carrying out the provisions of this By-law and to affix to such documents and conveyances the Corporate Seal of the Corporation.

4. That this By-law shall come into force and effect on the date of passing.

READ a first second and third time and finally passed this 26th day of August, 2019.

______________________________ _________ _________________________
Mayor (Scott Aitchison) Clerk (Tanya Calleja)
CORPORATION OF THE TOWN OF HUNTSVILLE

BY-LAW NUMBER 2019-85

Being a By-law to close and stop up and sell lands in the Town of Huntsville, in the District Municipality of Muskoka and being composed of that part of the original shore road allowance in front of Part Lot 24, Concession 1, Geographic Township of Brunel, now in the Town of Huntsville, designated as Parts 7 and 8 on Plan 35R-15040

WHEREAS it is expedient to close that part of the municipal road in the Town of Huntsville described below, pursuant to Sections 9 and 25 of the Municipal Act, 2001;

AND WHEREAS it is deemed expedient in the interest of The Corporation of the Town of Huntsville, hereinafter called the Corporation, that lands in the Town of Huntsville, in the District Municipality of Muskoka, being composed of that part of the original shore road allowance in front of Part Lot 24, Concession 1, Geographic Township of Brunel, now in the Town of Huntsville, designated as Parts 7 and 8 on Plan 35R-15040 be closed and stopped up and that Part 7 on Plan 35R-15040 be sold to the abutting land owner;

AND WHEREAS notice of this by-law has been published once a week for two (2) successive weeks in The Forester, a newspaper published in the Town of Huntsville, in the District Municipality of Muskoka;

AND WHEREAS Council provided an opportunity for anyone, in person or by his counsel, solicitor or agent who claims that his land will be prejudicially affected to be heard and no such person has applied to be heard;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE ENACTS AS FOLLOWS:

1. That upon and after passing of this By-law the lands in the Town of Huntsville, in the District Municipality of Muskoka, being composed of that part of the original shore road allowance in front of Part Lot 24, Concession 1, Geographic Township of Brunel, now in the Town of Huntsville, designated as Parts 7 and 8 on Plan 35R-15040 be closed and stopped up.

2. That the soil and freehold of the said lands hereinbefore stopped up and closed and designated as Part 7 on Plan 35R-15040 shall be sold to the adjoining land owner for the sum of $4,734.99 plus H.S.T.
3. That the Mayor and Clerk of the Corporation are hereby authorized and directed to sign or execute such deeds or other documents as may be necessary or expedient for carrying out the provisions of this By-law and to affix to such documents and conveyances the Corporate Seal of the Corporation.

4. That this By-law shall come into force and effect on the date of passing.

READ a first, second and third time and finally passed this 26th day of August, 2019.

______________________________ _________ _________________________
Mayor (Scott Aitchison) Clerk (Tanya Calleja)
WHEREAS the council of the Corporation of the Town of Huntsville finds it expedient to amend Zoning By-law 2008-66P, as amended;

AND WHEREAS authority to pass this by-law is provided by Section 34 of the Planning Act, R.S.O, 1990. c. P. 13 and amendments thereto;

NOW THERFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE ENACTS AS FOLLOWS:

1. Map No. “G-10”, of Zoning By-law 2008-66P, as amended is hereby further amended by rezoning Part of Lot 27, Concession 1, Geographic Township of Chaffey, designated as Parts 1 to 3, Plan 35R-17775, from a Shoreline Residential One (SR1) Zone to a Shoreline Residential One (SR1) Zone with exception “0435” as shown blackened, on Schedule "I" attached hereto.

2. Section 6 – “Special Exceptions” is hereby further amended by the following:

   Exception No. “0435”
   Notwithstanding any provisions of the Zoning By-law 2008-66P, as amended, Parts 1 to 3 on Plan 35R-17775, shall be treated as one lot for development purposes.

3. Schedule “I” attached hereto, is hereby made part of this by-law.

4. This By-law shall come into force on the date of passage and take effect the day after the last date for filing of appeals where no appeals are received, or, where appeals are received, upon the approval of the Local Planning Appeal Tribunal.

READ a first, second and third time and finally passed this 26th day of August, 2019.

______________________________ _________ _________________________
Mayor (Scott Aitchison) Clerk (Tanya Calleja)
Schedule “I” to By-law 2019-86 (Ingram & Davies-Ingram)
WHEREAS the council of the Corporation of the Town of Huntsville finds it expedient to amend Zoning By-law 2008-66P, as amended;

AND WHEREAS authority to pass this by-law is provided by Section 34 of the Planning Act, R.S.O, 1990. c. P. 13 and amendments thereto;

NOW THERFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE ENACTS AS FOLLOWS:

1. Map No. "F-8-3" of Zoning By-law 2008-66P, as amended is hereby further amended by rezoning Part of Lot 14, Concession 2 in the former Township of Chaffey, designated as Part Block A, Plan 6, now in the Town of Huntsville from a Residential One (R1) Zone to a Residential Two (R2) Zone, as shown blackened, on Schedule "I" attached hereto.

2. Schedule "I" attached hereto, is hereby made part of this by-law.

3. This By-law shall come into force on the date of passage and take effect the day after the last date for filing of appeals where no appeals are received, or, where appeals are received, upon the approval of the Local Planning Appeal Tribunal.

READ a first, second and third time and finally passed this 26th day of August, 2019.

Mayor (Scott Aitchison) Clerk (Tanya Calleja)
Schedule “I” to By-law 2019-87 (Huizinga)
CORPORATION OF THE TOWN OF HUNTSVILLE

BY-LAW NUMBER 2019-88

(Grys)
Being a by-law to amend By-law 2019-32, a By-law to
Amend Zoning By-law 2008-66P as amended, of the Corporation
of the Town of Huntsville

WHEREAS the council of the Corporation of the Town of Huntsville finds it expedient to amend Zoning By-law 2008-66P, as amended;

AND WHEREAS authority to pass this by-law is provided by Section 34 of the Planning Act, R.S.O, 1990. c. P. 13 and amendments thereto;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE ENACTS AS FOLLOWS:

1. Section 7 – “Holding Provisions” is hereby further amended by the following:

   4442-060-014-03500 R3-H-0414
   Pt. Lot 13, Con 14, Brunel
   Schedule No. G-8-3

   The Holding (H) provision may be removed and development may proceed upon Council being satisfied that:

   a) An agreement has been entered into, with the District Municipality of Muskoka, to address capacity allocation and other servicing-related matters.
   b) An entrance permit be issued by the Town of Huntsville.
   c) The stormwater management facilities are designed to the satisfaction of the Town.

2. Section 9 – “Property Detail Schedules” is hereby further amended with the replacement of Schedule 9-59.

3. Schedule “I” attached hereto, is hereby made part of this by-law.


5. This By-law shall come into force on the date of passage and take effect the day after the last date for filing of appeals where no appeals are received, or, where appeals are received, upon the approval of the Local Planning Appeal Tribunal.
READ a first, second and third time and finally passed this 26th day of August, 2019.

Mayor (Scott Aitchison)  Clerk (Tanya Calleja)

Schedule “I” to By-law 2019-88 (Grys)
<table>
<thead>
<tr>
<th>Schedule No.</th>
<th>9-59</th>
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<tr>
<td>Exception No.</td>
<td>R3-0414</td>
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WHEREAS the Town of Huntsville is empowered to enact this by-law, by virtue of the provisions of Sections 34 and 36 of the Planning Act, R.S.O. 1990, c.P.13, as amended;

AND WHEREAS this by-law conforms to the Town of Huntsville Official Plan;

AND WHEREAS Council is the authority for granting the lifting of Holding –“H” Provisions;

AND WHEREAS the Council of the Corporation of the Town of Huntsville deems it appropriate to delegate authority to the Director of Development Services to remove a Holding –“H” provision from the zoning of certain lands.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE HEREBY ENACTS AS FOLLOWS:

1. This by-law shall apply to the lands described as Part of Lot 13, Concession 14 in the former Township of Brunel.

2. Schedule “7” of Zoning By-law 2008-66P, as amended, is hereby further amended by removing the Holding –“H” provision as shown on Schedule “I” attached hereto; at such time as the Director of Development Services is satisfied and has documented that all conditions relating to the Holding –“H” provision have been met.

3. Schedule “I” attached hereto, is hereby made part of this by-law.


5. This by-law shall take force and take effect on the date of passing.

READ a first second and third time and finally passed this 26th day of August, 2019.

Mayor (Scott Aitchison) Clerk (Tanya Calleja)
PURPOSE AND EFFECT OF BY-LAW NO 2019-89

This by-law affects lands that are described as Part of Lot 13, Concession 14 in the former Township of Brunel, municipally known as 161 Town Line Road West.

The purpose of this by-law is to remove the Holding-"H" provision from zoning on the subject lands at such time as the Director of Development Services is satisfied that the following has been completed:

a) An agreement has been entered into, with the District Municipality of Muskoka, to address capacity allocation and other servicing-related matters.

b) An entrance permit being issued by the Town of Huntsville.

c) The stormwater management facilities are designed to the satisfaction of the Town.

According to the Town of Huntsville Official Plan, the subject lands are designated ‘Residential’. The lands are zoned “R3-0414” in the Town of Huntsville Zoning By-law 2008-66P.

Report Number: DEV-2019-233
File Number: Z/25/2019/HTE
Name: Grys
Roll #: 4442-060-014-03500
CORPORATION OF THE TOWN OF HUNTSVILLE

BY-LAW NUMBER 2019-90

(Perrin)

Being a by-law to amend Zoning By-law 2008-66P as amended, of the Corporation of the Town of Huntsville

WHEREAS the council of the Corporation of the Town of Huntsville finds it expedient to amend Zoning By-law 2008-66P, as amended;

AND WHEREAS authority to pass this by-law is provided by Section 34 of the Planning Act, R.S.O, 1990. c. P. 13 and amendments thereto;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE ENACTS AS FOLLOWS:

1. Map Nos. "K-5" and "K-6" of Zoning By-law 2008-66P, as amended is hereby further amended by rezoning Part of Lots 31 & 32, Concession 5 in the former Township of Stephenson, now in the Town of Huntsville, from a Rural Two (RU2) Zone to a Rural Two (RU2) Zone with exception 0434, as shown blackened, on Schedule "I" attached hereto.

2. Section 6 – “Special Exceptions” is hereby further amended by the following:

   Exception No. “0434”
   Notwithstanding any provisions of Zoning By-law 2008-66P, as amended:
   • A secondary suite, ancillary to the primary dwelling, shall be a permitted accessory use, in an accessory structure. No more than one secondary suite shall be permitted.

3. Schedule “I” attached hereto, is hereby made part of this by-law.

4. This By-law shall come into force on the date of passage and take effect the day after the last date for filing of appeals where no appeals are received, or, where appeals are received, upon the approval of the Local Planning Appeal Tribunal.

READ a first, second and third time and finally passed this 26th day of August, 2019.

Mayor (Scott Aitchison)  Clerk (Tanya Calleja)
Schedule “I” to By-law 2019-90 (Perrin)
WHEREAS the council of the Corporation of the Town of Huntsville finds it expedient to amend Zoning By-law 2008-66P, as amended;

AND WHEREAS authority to pass this by-law is provided by Sections 34 and 36 of the Planning Act, R.S.O, 1990. c. P. 13 and amendments thereto;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HUNTSVILLE ENACTS AS FOLLOWS:

1. Map Nos. “F-8-4” and “F-9-3” of Zoning By-law 2008-66P, as amended, is hereby further amended by removing the “Holding” symbol on Part of Lots 17 and 18, Concession 2, Geographic Township of Chaffey, designated as 35M-624, Lots 5 to 25, Blocks 26, 28, 32 & 33, and 35R-16633, Part 1, Town of Huntsville, as shown blackened on Schedule "I" attached hereto.

3. Schedule "I" attached hereto, is hereby made part of this by-law.

4. This By-law shall come into force on the date of passage.

READ a first, second and third time and finally passed this 26th day of August, 2019.

Mayor (Scott Aitchison)  Clerk (Tanya Calleja)
Schedule “I” to By-law 2019-91 (Huntsville Long Term Care Centre Inc.)
BE IT RESOLVED THAT: Council waives the fees in the amount of $593.31 (including HST) for the rental of the Active Living Centre for the Celebration of Life Ceremony held on August 15, 2019 for Peter Jacob;

AND FURTHER THAT: The amount be taken from account 1.5.10311.20850 (Mayor’s expense).
Council Correspondence
July 17, 2019 – August 22, 2019

- **Municipality of Neebing** – Copy of response from the Municipality of Neebing’s Council to the Lake of Bays May 21st, 2019, resolution regarding the Ontario Municipal Partnership Fund and maintaining funding be kept at no less than 2016 levels. (July 18, 2019)

- **City of Stratford** – Resolution passed opposing changes to the 2019 Provincial Budget and Planning Act. (Received July 19, 2019)

- **Northumberland County** – Resolution passed on July 17, 2019, supporting the Township of Warwick’s Resolution regarding Enforcement for Safety on Family Farms. (Received July 19, 2019)

- **Northumberland County** – Resolution passed on July 17, 2019, supporting an annual combined conference for the Ontario Good Roads Association and the Rural Ontario Municipalities Association. (Received July 19, 2019)

- **Ministry of Municipal Affairs and Housing** – Letter from The Honourable Steve Clark announcing changes to the Provincial Policy Statement. (Received July 22, 2019)

- **Town of Halton Hills** – Resolution passed on July 8, 2019, regarding reducing waste in our communities and calling upon the Province of Ontario to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers. (Received July 24, 2019)

- **Municipality of South Huron** – Resolution passed on July 15, 2019, supporting the Township of Warwick’s Resolution regarding the Enforcement for Safety on Family Farms in Ontario. (Received July 25, 2019)
• **Township of McKellar** – Resolution passed on July 15, 2019, that before the Provincial Government forces amalgamation in any of the 444 municipalities in Ontario, our AMO organization go beyond requesting “consultation” and “demand” that the Provincial Government hold a local referendum; conduct an evidence based study and allow those municipalities to work out their own local collaborative agreement. (Received July 25, 2019)

• **Ontario Ministry of Agriculture, Food and Rural Affairs** – Letter from The Honourable Ernie Hardeman announcing the launch of the revitalized Rural Economic Development (RED) program. (Received July 29, 2019)

• **The Municipality of McDougall** - Resolution passed on July 17, 2019, supporting The Township of Warwick’s Resolution regarding Enforcement for Safety on Family Farms. (Received July 30, 2019)

• **Muskoka Watershed Council** – Letter from MWC Chair Kevin Trimble to Doug McNeil, the recently appointed Special Advisor on Flooding for the Province of Ontario. (Received July 30, 2019)

• **Township of Nairn and Hyman** – Resolution passed on July 8, 2019, opposing Bill 115. (Received August 7, 2019)

• **Township of South Frontenac** – Resolution passed on August 6, 2019, supporting the Township of Warwick’s resolution regarding Enforcement for Safety on Family Farms. (Received August 12, 2019)

• **Municipality of Bluewater** – Resolution passed on July 29, 2019, supporting the resolution of the Town of Halton Hills calling upon the Province of Ontario, through the discussion paper entitled “Reducing Litter and Waste in our Communities”, to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers. (Received August 13, 2019)
• **Ministry of Finance** – Letter from the Minister of Finance, Rod Phillips, providing an update of the Ontario Legalization Implementation Fund and the distribution of the remaining third payment. (Received August 13, 2019)

• **Municipality of Thames Centre** – Resolution passed on August 12, 2019, supporting the Township of Warwick’s resolution regarding Enforcement for Safety on Family Farms. (Received August 13, 2019)

• **Town of Bradford West Gwillimbury** – Resolution passed on August 6, 2019, supporting the Never Forgotten National Memorial. (Received August 14, 2019)

• **Municipality of Hastings Highlands** – Resolution passed on August 14, 2019, supporting the Township of McKellar’s resolution noted above. (Received on August 17, 2019)

• **Municipality of Hastings Highlands** – Resolution passed on August 14, 2019, supporting the Town of Halton Hills resolution noted above. (Received on August 17, 2019)

• **Township of Papineau-Cameron** – Resolution passed on August 13, 2019, supporting the Township of McKellar’s resolution noted above. (Received on August 21, 2019)