

**THE CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA & MARIA**  
**October 2, 2009**

Minutes of a regular meeting of Council held on Friday, October 2, 2009 at 14:00 h. in Council Chambers.

**1. CALL TO ORDER & MOMENT OF SILENCE**

**2. ROLL CALL**

The following were present: Reeve Tammy Stewart, Councillors: Ed Aiston, Dave Foote, and Jim Gibson.

Absent: Bob Reid

**3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF – None**

**4. ADOPTION of MINUTES of PREVIOUS MEETINGS (INCLUDING COMMITTEES) –**  
(Resolution Prepared)

a. Resolution # 02/10/09/001

Moved by Councillor Aiston and seconded by Councillor Foote **BE IT RESOLVED THAT** the minutes of the regular meeting of Friday, September 18<sup>th</sup>, 2009 be accepted as presented.

Carried

b. Economic Development Meeting - information

**5. DEPUTATIONS/PRESENTATIONS - none**

**6. CORRESPONDENCE & PETITIONS - none**

**7. CORRESPONDENCE INFORMATION ONLY** (Please advise if you feel any item warrants further consideration at a subsequent meeting.)

a. MNR – re: reply from Minister Raitt in response to our resolution - information

b. Daily Observer – re: ad to celebrate OPPs 100<sup>th</sup> anniversary - information

c. LAS – re: Photovoltaic Program available in Ontario – information

d. AMO – re: Joint and Several Liability Reform –information but keep Council informed

e. AMO – re: Green Energy Regulations – information

**8. STAFF REPORTS** (For information only)

a. Clerk's Report – 02/10/09/201

**9. FINANCIAL REPORTS - none**

**10. BY-LAWS - none**

**11. UNFINISHED BUSINESS - none**

**12. ADDENDUM (NEW BUSINESS)** (reports and resolutions prepared)

a. Report # 02/10/09/202 – Appointment of Library Board Member

Resolution # 02/10/09/002

Moved by Councillor Aiston and seconded by Councillor Foote

**WHEREAS** the *Public Libraries Act*, 1990, section 9 (1) states that “a public library board shall be composed of at least five members appointed by the municipal council”.

**AND WHEREAS** there is currently a vacant seat on the Head, Clara & Maria Library Board;

**THEREFORE BE IT RESOLVED THAT** Deborah Grills be appointed a member of the Municipal Public Library Board effective immediately.

Carried

b. Report #02/10/09/203 – Trillium Grant and Old Mackey Park

Resolution # 02/10/09/003

Moved by Councillor Gibson and seconded by Councillor Aiston

**WHEREAS** we are currently marketing our municipality as a recreational destination and attempting to promote increased residency;

**AND WHEREAS** the Municipality owns a beautiful underutilized expanse of property along the Ottawa River in Mackey;

**AND WHEREAS** the local population of children within the community, although small, is increasing;

**AND WHEREAS** outdoor events such as our Canada Day Celebration and the annual outdoor mass are difficult to plan due to possible inclement weather;

**AND WHEREAS** there are available funding programs and the potential for private fundraising to help pay for park improvements;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to support the idea of possible procurement of a limited amount of children's play equipment and the construction of a pavilion to be located at Old Mackey Park for use by all residents and visitors;

**AND BE IT FURTHER RESOLVED THAT** Council authorizes staff to determine what cost estimates, funding limits and Council contribution would amount to and bring back to Council for further consideration.

Carried

c. Report #02/10/09/204 – Amendment to Building Permit Fees  
Resolution # 02/10/09/004

Moved by Councillor Gibson and seconded by Councillor Aiston

**WHEREAS** the fee schedule prepared in 2007 omitted certain classes of building permits;

**AND WHEREAS** current practice has resulted in fees that seem too high for simple renovations or repairs in some instances and not adequate to cover the time to perform inspections in others;

**THEREFORE BE IT RESOLVED THAT** Schedule A to By-Law # 2007-06, being the Building By-law, be amended to reflect the following:

**THAT** the rates for commercial building, renovations, alterations etc. be increased from .20/square foot to .30/square foot;

**THAT** the Septic system fees be separated to show Class 2 and 3 system permits being reduced from \$300 to \$150 with Class 4 permits remaining at \$300;

**THAT** a new category for Class 1 be set as a no fee permit, simply to advise the CBO for approval of location;

**THAT** a new category called Re-roofing be set at \$30;

**AND THAT** a new category called Minor alterations, repairs, and renovations is set at \$15;

**BE IT FURTHER RESOLVED THAT** these fees be effective upon passing of this resolution and following the legislated public meeting.

Carried

d. Report #02/10/09/205 – Performance Appraisals  
Resolution # 02/10/09/005

Moved by Councillor Gibson and seconded by Councillor Aiston

**WHEREAS** the Clerk was absent for the latter half of 2008 and the first two months of 2009;

**AND WHEREAS** employee appraisals were not performed for the calendar year 2008;

**AND WHEREAS** employees need to be compensated according to policy;

**THEREFORE BE IT RESOLVED THAT** the Clerk in conjunction with the Treasurer complete performance appraisals for 2008 making any step increases and corresponding pay increases retroactive.

Carried

e. Report #02/10/09/206 – Disposal Site Remaining Volume  
Resolution # 02/10/09/006

Moved by Councillor Foote and seconded by Councillor Gibson

**WHEREAS** Council has requested up to date information regarding the options for disposal of waste material once our sites have reached capacity;

**AND WHEREAS** the best opportunity for obtaining information is with a direct meeting between Council and the engineer;

**THEREFORE BE IT RESOLVED** that Council hereby authorizes the Clerk to arrange to have the engineer attend a Council meeting some time in early November to discuss various options.

Carried

f. Report #02/10/09/207 – Valley Employee and Family Assistance Program  
Resolution # 02/10/09/007

Moved by Councillor Aiston and seconded by Councillor Gibson

**WHEREAS** the Council of the United Townships of Head, Clara & Maria believes that loyal employees are any businesses most valuable asset;

**AND WHEREAS** it has been proven that employee assistance programs reduce absenteeism, reduce jobsite accidents, improve productivity, improve morale and in the end save the employer money due to reduced costs of benefits and sick leave;

**AND WHEREAS** it has also been proven that small businesses can not afford to adequately staff and operate a Human Resource department in order to offer EAP assistance in-house;

**AND WHEREAS** testimony from the retired CAO of a neighbouring municipality confirms the benefits of enrolment in employee assistance programs to even the smallest of workplaces;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby commit to provide funding for the enrolment of the municipality in the Valley Employee and Family Assistance Program in 2010.

Carried

**13. IN CAMERA OR CLOSED SESSION** - none

## 14. QUESTIONS AND ANSWERS

- a. Joint Council Meeting
  1. Mr. Allan Nadeau, MTO – not in highway maintenance; Pioneer is centered in North Bay until at least 2013; will reconsider the Ottawa to North Bay area and perhaps have one contract;
  2. Our area is in a different maintenance level than Petawawa area; Staggered bell system, employee attendance to AECL and the Base; we have different conditions.
  3. Highway 17 – designated limited access – and commercial rights of way; anything after 1982 will have a challenge getting a permit
  4. Kenny Road – did not realize it was a Township Road and will be adjusted; write them a letter.
  5. OVR – crossings (rate increase has been passed by Canadian Transportation) and state of repair/cleanliness – ties etc.
  6. Child care
  7. Dr. Recruitment – positive developments
  8. School bussing, staggered bells and consolidation
- b. Fire on Boudreau Road – our obligations, report to Fire Marshall's Office
  1. Discuss with Terry to watch the area and contact MNR or OPP to investigate if anything else is required; Contact Dan Koroscil and ask what our obligations are with respect to building fires.
- c. Euchre – cancelled for 2009? Clerk to determine what is happening!

## 15. CONFIRMATION OF PROCEEDINGS

Resolution # 02/10/09/008

Moved by Councillor Foote and Seconded by Councillor Aiston

**BE IT RESOLVED THAT** By-Law 2009 -24 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on October 2, 2009 be read a first time short and passed.

Carried

## 16. ADJOURNMENT – (Resolution Prepared)

Resolution # 02/10/09/009

Moved by Councillor Foote and seconded by Councillor Aiston

**BE IT RESOLVED THAT** this meeting adjourn at 15:00 h to meet again Friday, October 16, 2009 at 14:00 h.

Carried

---

Reeve – Tammy Stewart

---

Clerk – Melinda Reith

Note - Councillor Aiston to be absent from October 16<sup>th</sup>, meeting.