

CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA & MARIA
July 18, 2008

Minutes of a regular meeting of Council held on Friday, July 18, 2008 at 14:00 h. in Council Chambers.

1. CALL TO ORDER & MOMENT OF SILENCE

2. ROLL CALL

The following were present: Reeve Tammy Lea Sonnenburg, Councillors: Ed Aiston, Dave Foote, Jim Gibson & Bob Reid

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

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

a) Resolution # 1

Moved by Councillor Foote and seconded by Councillor Reid **BE IT RESOLVED THAT** the minutes of the regular meeting of Friday, June 20, 2008 be accepted as presented.

Carried

b) Library Board Minutes and Budget Report – for information only

5. DEPUTATIONS/PRESENTATIONS - none

6. CORRESPONDENCE & PETITIONS

- (1) MTO funding: request a list from Wilfred Lamure as to culverts & crushing
- (2) Ombudsmen to address Hospital and Long term care complaints: already announced
- (3) Postal service: info
- (4) Canadian Red Cross: info
- (5) Gas Tax Fairness: info
- (6) Town of Kearney: info
- (7) Cheryl Gallant re high speed internet: info
- (8) Town of Caledon re tax-exempt allowances: info
- (9) Kincardine re physician shortage – letter of support

7. STAFF REPORTS (For information only)

Treasurers Report to MMAH – Budget and Taxation:

- average assessed value of property in municipality is \$71,429.45 with a total tax increase of \$12.17 for the year 2008 on an average property

b. Clerk's Report

- The clerk has requested time off due to family reasons and the deputy clerk will prioritize the work with additional help from the administrative assistant

8. FINANCIAL REPORTS

Resolution # 2

Moved by Councillor Reid and seconded by Councillor Gibson **BE IT RESOLVED THAT** the Budget report be accepted as presented.

Carried

9. BY-LAWS

a. 2008-16 Mileage Rates

Resolution #3

Moved by Councillor Gibson and seconded by Councillor Reid **BE IT RESOLVED THAT** By-Law Number 2008-16 being a by-law to set mileage rates for compensation of employees and members of Council for the use of personal vehicles on approved municipal business be read a 3rd time short and passed.

Carried

b. 2008-19 Health and Safety Policy

Resolution #4

Moved by Councillor Reid and seconded by Councillor Foote **BE IT RESOLVED THAT** By-Law Number 2008-19 being a by-law to adopt a Municipal Health and Safety Policy be read a 1st and 2nd time.

Carried

c. 2008-20 Temporary Road Closure

Resolution#5

Moved by Councillor Gibson and seconded by Councillor Reid **BE IT RESOLVED THAT** By-Law Number 2008-20 being a by-law to close to vehicular traffic on a temporary basis, a portion of municipal highway under the jurisdiction of council for the dedication of the Veteran's Memorial be read a 1st and 2nd time.

Carried

Resolution #6

Moved by Councillor Gibson and seconded by Councillor Reid **BE IT RESOLVED THAT** By-Law Number 2008-20 being a by-law to close to vehicular traffic on a temporary basis, a portion of municipal highway under the jurisdiction of council for the dedication of the Veteran's Memorial be read a 3rd time short and passed.

Carried

Resolution #7

Moved by Councillor Aiston seconded by Councillor Foote **BE IT RESOLVED THAT** The item of a chain of office be deferred and dealt with during the next budget preparation process.

Carried

10. UNFINISHED BUSINESS Moved by Councillor Gibson and seconded by Councillor Reid
Chain of Office resolution deferred

11. ADDENDUM (NEW BUSINESS)

Resolution #8

- a. Accounting and Taxation Software Proposal
- b. Moved by Councillor Foote and seconded by Councillor Gibson

WHEREAS effective and efficient accounting for municipal finance is paramount to any municipality;
AND WHEREAS the current municipal accounting, audit and taxation processes and procedures have the potential for major challenges due to proprietary software and knowledge and the lack of back;

AND WHEREAS simplified accounting procedures will facilitate employee recruitment and training;
AND WHEREAS accounting software specific to municipal operations and tax bill preparation will ease report preparation, will decrease workload, provide tighter financial controls for the municipality and reduce the possibility of error;

AND WHEREAS financing is available through PSAB funding and IT reserves;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby approve the purchase of municipal government specific accounting software that will allow for in-house production of year end financial statements and property tax bills eliminating challenges of sole sourcing and providing control over continuity of service meeting legislative requirements.

Carried

12. IN CAMERA OR CLOSED SESSION -none

13. QUESTIONS AND ANSWERS – none

14. CONFIRMATION of PROCEEDINGS BY-LAW

Resolution # 9

Moved by Councillor Foote and seconded by Councillor Gibson **BE IT RESOLVED THAT** By-Law Number 2008-18 being a by-law to provide for the confirmation of proceedings at this and the proceeding meeting be read a 3rd time short and passed.

Carried

15. ADJOURNMENT – (Resolution Prepared)

Resolution # 10

Moved by Councillor Foote and seconded by Councillor Gibson

WHEREAS there is currently a staffing shortage in the office

AND WHEREAS the summer months experience a lighter administration load of work

THEREFORE BE IT RESOLVED THAT this meeting adjourn at 15:16h to meet again Friday, August 15th, 2008 at 14:00 h. and that the August 1st 2008 council meeting be cancelled.

Carried

Reeve- Tammy-Lea Sonnenburg

Deputy Clerk – Ruth Morin