

THE CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA & MARIA

Minutes May 23, 2014

Minutes of a regular meeting of Council held on Friday, May 23, 2014 at 14:02 h. in the Municipal Hall.

1. CALL TO ORDER & MOMENT OF SILENCE

2. ROLL CALL

The following were present Reeve Stewart Councillors: Doug Antler, Jim Gibson, Debbi Grills and Bob Reid.

Absent/Regrets: Noella LeBreton

Staff: Melinda Reith, Clerk, 2 members of the public;

3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF - Pecuniary Interest applies to you if it applies to clubs/organizations you are involved in, or activities of your children, parents or spouse; – none

4. DEPUTATIONS/PRESENTATIONS

5. ADOPTION of MINUTES of PREVIOUS MEETINGS (INCLUDING COMMITTEES)

- i. Council Minutes – April 25, 2014

Resolution # 25/04/14/001

Moved by Councillor Gibson and seconded by Councillor Grills

BE IT RESOLVED THAT the minutes of the regular meeting of Friday, April 25, 2014 be accepted as amended.

Carried Unanimously

6. CORRESPONDENCE & PETITIONS – not circulated

7. CORRESPONDENCE

- i. Township of Muskoka – re: errors and corrections to the Land Titles Electronic Registry System

Action: Clerk to prepare a resolution of support for next meeting.

- ii. Rural Municipalities – re: Province to take back responsibility for policing small municipalities

Action: Council to support the appointment to the province's Future of Policing Advisory Committee.

- iii. AMO – re: Moving Forward on Rural Matters - information

- iv. MPAC – re: response to our letter – information

- v. Central Algoma Joint Disaster Relief Committee – re: request for financial support

Action: Council directs the clerk to support Algoma with \$100.

- vi. Duplicate - information

- vii. Municipality of Killarney – re: Permit electronic meetings - information

- viii. OFIA – re: Liberal government's 24% reduction in Ontario Forest Roads Program

Action: Prepare a resolution for future – this proposal and any similar proposals.

- ix. Ministry of Citizenship and Immigration – re: Ontario Medal of Good Citizenship nominations

Action: Clerk to advertise for nominees; Councillor Grills to complete the applications.

- x. County – re: Communiqué - information
- xi. Sorbara Law – re: Land use development report – information
- xii. Ministry of Citizenship and Immigration – re: Senior Achievement Award

Action: Advertise as above

- xiii. NOMA, FONOM, NOACC, OFIA – re: letters to provincial leaders and their responses - information
- xiv. Eastern Ontario Warden’s Caucus – re: three question to provincial election candidates - information
- xv. AMO – re: questions for provincial election - information
- xvi. Madawaska Valley – re: moratorium on cell towers and antennae - information
- xvii. TransCanada – re: News Release - information

- xviii. L1 – Deep River and District Hospital – re: Physician Recruitment Incentive Invoice - At the meeting of April 29, 2014 group was looking at continuing the agreement. Amount Deep River had paid was reduced based on the value of the building. HCM share negotiating on a population basis. HCM share being requested is \$1,260. Looking for a four year renewal of the agreement. Clerk request for additional information to provide in report to Council prior to making a decision. Councillors requesting a copy of the agreement. We have not been given any information to base a decision on?

Action: Reeve Stewart to follow up with Gary Simms of the DRDH.

- xix. L2 – Phoenix Centre – re: Clara’s Big Ride - Locally, we could organize an informal “cheering section” along the highway to welcome her to our community.

Action: Councillor Gibson will contact organizers to offer the availability of the hall.

- xx. L3 – AMO – re: Blue Box Funding Arbitration - information

8. STAFF REPORTS

- i. Report #25/04/14/801 – Clerk’s Report

Resolution # 25/04/14/002

Moved by Councillor Grills and Seconded by Councillor Gibson

WHEREAS Council has provided free hall use for other users where the topic benefits the general public;

AND WHEREAS a request has been made by this group for Council to consider waiving the rental fee;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to waive the rental fee for the North Renfrew Landowner’s meeting to be held in the township office Tuesday, June 17 at 7:00 p.m.

Carried Unanimously

- ii. Report #25/04/14/802 – Treasurer’s Report
- iii. Report #25/04/14/803 – Reeve’s Report – none
- iv. Report #25/04/14/804 – Councillor Grills – Integrated Community Service Committee Report - Request that all media releases be sent to us so that they might be included in our Newsletters.

9. FINANCIAL REPORTS

- i. Cheque Log

Resolution # 25/04/14/003

Moved by Councillor Gibson and Seconded by Councillor Grills

BE IT RESOLVED THAT the Cheque Log dated April 22, 2014 to May 14, 2014 totalling \$44,529.54 Report #23/05/14/901 be accepted as presented.

Carried Unanimously

Action: In future, when approached by a contractor asking to use our disposal sites for what might be contaminated fill, we will make it very clear to them that we will require detailed reports and analyses, and they will/may be responsible for the costs of our consultant's analysis.

ii. Comparative Income Statement

Resolution #25/04/14/004

Moved by Councillor Grills and Seconded by Councillor Gibson

BE IT RESOLVED THAT the Comparative Income Statement from January 1, 2014 to May 14, 2014, Report #23/05/14/902 be accepted as presented.

Carried Unanimously

10. BY-LAWS

i. Report #1001 – By-Law 2014-06 – A By-Law to Set the Tax Rate for 2014

Resolution #25/04/14/005

Moved by Councillor Gibson and Seconded by Councillor Grills

BE IT RESOLVED THAT By-Law Number 2014-06 being a by-law to provide for the adoption of the 2014 tax rates and establishing penalty and interest on overdue taxes be read a 1st time short and passed.

Carried Unanimously

ii. Report #1002 – By-Law 2014-07 – A By-Law to Authorize the Federal Gas Tax Funding

Resolution #25/04/14/006

Moved by Councillor Grills and Seconded by Councillor Gibson

BE IT RESOLVED THAT By-Law Number 2014-07 being a by-law to authorize the entrance into the Municipal Funding Agreement with The Association of Municipalities of Ontario (AMO) to facilitate the Transfer of the federal Gas Tax Funds be read a 1st time short and passed.

Carried Unanimously

11. UNFINISHED BUSINESS

i. Report #25/04/14/110 1101 – Support for Mallorytown – Return/deposit system for Water Bottles

Resolution #25/04/14/007

Moved by Councillor Gibson and Seconded by Councillor Grills

WHEREAS Council reviewed the resolution of the Township of Front of Yonge at its meeting of Friday, April 25 requesting that the Ontario Ministry of the Environment be petitioned to institute a deposit/return system for plastic water bottles due to the level of materials showing up as waste;

THEREFORE BE IT RESOLVED THAT the Council of the Municipality of the United Townships of Head, Clara & Maria does hereby support that resolution and requests that the provincial government through the Ministry of the Environment work with industry stewards and recyclers to develop a deposit/return system for this material which continues to contaminate landfill and roadsides around the world.

Carried Unanimously

ii. Report #25/04/14/1102 – Support for Mallorytown – Ban use of Polystyrene

Resolution # 25/04/14/008

Moved by Councillor Grills and Seconded by Councillor Gibson

WHEREAS Council reviewed the resolution of the Township of Front of Yonge at its meeting of Friday, April 25 requesting that the Ontario Ministry of the Environment be petitioned to ban the use of polystyrene foam peanuts in Ontario as there are viable environmentally friendly alternatives;

THEREFORE BE IT RESOLVED THAT the Council of the Municipality of the United Townships of Head, Clara & Maria does hereby support that resolution and requests that the provincial government through the Ministry of the Environment ban the production and use of polystyrene packing peanuts in Ontario.

Carried Unanimously

- iii. Report #25/04/14/1103 – Appoint member to the North Renfrew Integrated Community Services Council

Resolution # 25/04/14/009

Moved by Councillor Antler and Seconded by Councillor Reid

WHEREAS it is in the best interest of the ratepayers of the United Townships of Head, Clara & Maria to be represented at various area committees that affect them and their well-being;

AND WHEREAS we have recently received an invitation to appoint a member to the North Renfrew Integrated Community Services Council who's goal it is to promote quality of life for North Renfrew residents by identifying and responding to the various health and social needs of individuals and families;

THEREFORE BE IT RESOLVED THAT Councillor Debbi Grills is hereby appointed to the North Renfrew Integrated Community Service Council for the remainder of this term.
Carried Unanimously

12. ADDENDUM (NEW BUSINESS)

- i. Report #25/04/14/1201 – Migratory Bird Management Plan

Resolution #25/04/14/010

Moved by Councillor Reid and Seconded by Councillor Antler

WHEREAS various techniques are required to assist in eliminating the goose problem at Old Mackey Park as reliance on cull activities are not prudent or permitted over the long term;

AND WHEREAS evidence of the creation of and adherence to a Migratory Bird Management Plan is a requirement for obtaining a cull permit from Environment Canada;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby adopt the plan attached;

AND FURTHER THAT Council authorizes staff to procure various articles to be used to continue to deter the geese from frequenting Old Mackey Park such as plywood silhouettes, rope barriers, introduction of shrubs or grasses and other deterrents to maximum cost of \$500 which funds will be obtained through the audited surplus.

Carried Unanimously

- ii. Report #25/04/14/1202 – George Cuff - Resources, Council Training, New Council Training

Resolution # 25/04/14/011

Moved by Councillor Antler and Seconded by Councillor Reid

WHEREAS education and current advice on governance issues is important to anyone performing the duties of a municipal council member;

AND WHEREAS George Cuff is seen by peers and Canadian organizations as a leader in municipal governance;

AND WHEREAS in house training, in a format available for a 12 month term is highly cost effective and convenient as opposed to one time training at a location which would incur travel costs;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to purchase the Cuff video series to be used as an educational tool for current, potential and newly elected Council members as well as staff and the general public.

Carried Unanimously

- iii. Report #25/04/14/1203 – Municipal Alcohol Policy

Resolution # 25/04/14/012

Moved by Councillor Antler and Seconded by Councillor Reid

WHEREAS a comprehensive Municipal Alcohol Policy will help to promote a safe, responsible and enjoyable environment for people using municipal facilities during alcohol licensed events;

AND WHEREAS a policy well-advertised and followed will assist in preventing alcohol related problems at licensed events;

AND WHEREAS a reference tool provided for event organizers will help facility users to successfully operate events which include alcohol service and protect municipal assets;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to adopt the updated and amended document entitled Schedule "A" to By Law 2008-29 MUNICIPAL ALCOHOL POLICY as its current policy to be followed by all facility users and to become effective immediately.

Resolution Deferred - Council directed staff to follow up.

Action: Clerk to review and edit the draft referencing Councillor Gibson's notes, amending formatting and "rationale" prior to sending to Roy Conroy for review.

iv. Report #25/04/14/1204 – Notice to province re Regulation 397/11 Energy Management Plan

Resolution # 25/04/14/013

Moved by Councillor Reid and Seconded by Councillor Antler

WHEREAS the province has rolled out requirements for annual reporting on municipal energy consumption as well as the creation of an Energy Management Plan in an effort to force municipalities to consciously address energy conservation in Ontario;

AND WHEREAS Head, Clara & Maria simply would not benefit but instead actually suffer through the waste of time and resources put into creating such a plan and completing annual reports due to our limited facilities and current energy conservation practises;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby direct staff to disregard this provincial requirement and authorizes staff to inform the Ministry of Energy of our situation and forgo creating such a plan or completing annual reports.

Carried Unanimously

Action: Council direction. Clerk to forward the letter and report to other small municipalities for support.

v. Report #25/04/14/1205 – Council Annual Expense Report – 2013

Resolution # 25/04/14/014

Moved by Councillor Antler and Seconded by Councillor Reid

WHEREAS under the Municipal Act, 2001 the Treasurer of each municipality shall in each year provide to the Council of the municipality an itemized statement of remuneration and expenses paid in the previous year to each member of Council in respect of his or her services as a member of the council;

BE IT RESOLVED THAT the Statement of Expenses for Council for the year 2013 totalling \$19,140.05 be accepted as presented.

Carried Unanimously

i. Report #25/04/14/1206 – Staffing Proposal – 2014

Resolution # 25/04/14/015

Moved by Councillor Antler and Seconded by Councillor Reid

WHEREAS increased workload, a large portion downloaded by the Provincial government, has increased the demand on employees' time increasing workplace stress due to conflicting demands;

AND WHEREAS volumes of research has shown that individuals working under constant stress do not perform as efficiently or effectively;

AND WHEREAS amendments to the current workplace and organizational structure could resolve in a cost effective measure current and future staffing issues;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to:

1. begin to close the municipal office, not answer phones or email for one day per week to allow for uninterrupted periods of work for as long as necessary to become caught up in backlog of work;
2. continue to allow staff to work from home on an as needed basis to provide for uninterrupted work periods;
3. agree to increase the hours of the office administrative assistant by one day per week beginning immediately;
4. agree, upon the announcement of retirement of the incumbent, to fill the office assistant position by hiring for a four day week providing for in-house training and succession planning.

Carried

Antler	Yes
Grills	Yes
Gibson	Yes
Reid	Yes
Stewart	No

13. CLOSED SESSION – none

14. BUSINESS ARISING FROM CLOSED SESSION – n/a

15. QUESTIONS AND ANSWERS

- i. Councillor Antler - Water levels low, with no rhyme or reason; aside from a declaration of the possibility of rain. Computer operating exactly as last year. Levels too low in head pond, both Mattawa and Deep River flooded.
- ii. Reeve Stewart – “Save On Energy” program. Link on our website? Hydro One. Anybody can apply. Put on our website in the link area and in the Newsletter.
- iii. Reeve Stewart – large pickup recycling; Council had decided not to have it as most people cleaned up the first few years. Advertise that anyone wishing to have large recyclables removed to call Andre and he will collect the material from their residence.

16. CONFIRMATION OF PROCEEDINGS

Resolution # 25/04/14/016

Moved by Councillor Antler and Seconded by Councillor Reid

BE IT RESOLVED THAT By-Law 2014-08 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on May 23, 2014 be read a first time short and passed.

Carried Unanimously

17. ADJOURNMENT

Resolution # 25/04/14/017

Moved by Councillor Reid and seconded by Councillor Antler

BE IT RESOLVED THAT this meeting adjourn at 16:51 h. to meet again Friday, June 20, 2014 at 14:00 h.

Carried Unanimously

Reeve – Tammy Lea Stewart

Clerk – Melinda Reith