

Type of Decision									
Meeting Date	Tuesday, December 12, 2017				Report Date	Wednesday, November 29, 2017			
Decision Required		Yes	x	No	Priority	X	High		Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed
<h2 style="text-align: center;">Clerk's - Report #12/12/17/801</h2>									

Subject:

1. Time since the last meeting has largely been spent on:
 - a. Workplace Harassment and Violence Policy Investigation.
 - b. Code of Conduct and Conflict of Interest Research and responses to Council member complaints. Considerable employee time has been taken responding to the number of recent complaints and requests for information received.
 - c. Emergency Management Plan review, training and follow up.
 - d. Accessibility Compliance reporting.
 - e. Final Grant application reporting.

2. Grant applications submitted but awaiting notice:
 - a. air conditioning for hall.
 - b. Seniors Community Grant Program – ongoing seniors activity programming – 2018.

3. As anticipated, the provincial government has announced funding for transportation for seniors in underserved and rural communities. Grant deadline is February. Additional information will be brought forward in January for Council direction. Based on preliminary authority issued at the November meeting – staff will proceed with developing a program plan and application.

4. The municipal office will be closed at 12:00 on December the 15th for the staff Christmas Party.

5. I met with a property owner who is investigating plans to build a retreat centre within the community. He has extensive experience in operating health focused businesses and was looking for planning information. Without knowing more, I expressed to him that this type of business would likely be more than welcome in HCM but that any final decisions on Zoning By-Law amendments would be Council's decision. He is looking at a two year timeline and will be in touch.

6. Set date for Clerk's performance appraisal.

7. Resolution for donation to North Renfrew Family Services Inc. –

WHEREAS for the past 2 years Council has provided a financial contribution to the North Renfrew Family Services;

AND WHEREAS funds remain in the Council donation budget line for 2017;

THEREFORE BE IT RESOLVED THAT THE Council of the United Townships of Head, Clara & Maria does hereby authorize staff to provide a cheque to NRFS in the amount of \$1,500.

8. Appointment of Integrity Commissioner. As described in the minutes of the November meeting, because Councillor Villeneuve removed himself from the council table without declaring or having a pecuniary interest in the vote at hand, his vote had to be recorded as a negative vote which resulted in a tie and the vote lost. As such, Mr. Fleming is not willing to move forward without formal approval from Council.

Normally a vote cannot come back to the Council table without new information as per the Municipal Procedure By-Law and even then cannot if it contractually binds council. Technically there is nothing new in this instance and no tool to bring a lost motion back to the table. Nothing in the resolution or situation has changed. Change from the Procedure by-law requires public notice and advertisement of the change and may only occur at the next meeting.

A second method Council can use to resolve this issue is to decide to divert the decision on this issue to staff. Council policy has less weight than its Procedure By-Law and can be modified by Council decision. As no council member has a pecuniary interest in this specific decision, all members may vote; there is no need to call a pecuniary interest. It is recommended that this resolution be passed to allow staff and legal counsel to move this matter forward towards resolution as quickly as possible.

Resolution

WHEREAS due to the number of council members named in Code of Conduct infractions there remained only two councillors left to make a decision on appointment of an Integrity Commissioner with one member refusing to vote on the decision at the November 14th meeting resulting in the vote being in the negative with the vote ultimately lost;

AND WHEREAS it is in Council's best interest to have these matters investigated and followed up on in a timely manner;

AND WHEREAS Council at any time may change its own policy through an open vote at a Council meeting;

THEREFORE BE IT RESOLVED THAT in order to expedite the matters of investigation into Code of Conduct Complaints that the Council of the United Townships of Head, Clara & Maria does hereby amend section 14.4 of the Code of Conduct – Council where it states *“At that time, Council will choose an Integrity Commissioner by resolution to act upon the complaint received.”* and authorizes staff to appoint an Integrity Commissioner for this purpose alone to investigate the complaints filed against members of Council;