



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

### Minutes of November 13, 2018

Minutes of a regular meeting of Council held on Tuesday, November 13, 2018 at 19:00 h. in the Municipal Hall.

1. **CALL TO ORDER & MOMENT OF SILENT REFLECTION** – Let us take a moment of silent reflection to contemplate in our own way the responsibility we have to collectively use our skills and experience to ensure the mutual long term benefit of our Municipality and those we represent.

2. **ROLL CALL** – The following persons were present: Councillors: Cathy McKay, Nancy Rose and Ernie Villeneuve.

**Staff:** Crystal Fischer, Deputy Clerk/Treasurer; 3 members of the public.

**Consultants:** Peggy Young Lovelace, Expertise for Municipalities

**Absent/Regrets:** Melinda Reith, Clerk; Noella LeBreton, Treasurer; Mayor Bob Reid; Councillor Calvin Chartrand

3. **RECITAL OF THE MUNICIPAL MISSION AND VISION STATEMENTS** - Councillor Rose

**HCM Mission:** At your service; working effectively to bring together people, partnerships and potential for a strong, connected community.

**HCM Vision:** Providing a healthy, connected and sustainable community teeming with possibilities for our citizens now and into the future.

4. **DISCLOSURE of PECUNIARY INTEREST & GENERAL NATURE THEREOF**  
Pecuniary Interest applies to you if it applies to clubs/organizations you are involved in, your employer, or activities of your children, parents or spouse.

5. **DEPUTATIONS/PRESENTATIONS** - none

Resolution #/13/11/18/001

Moved by Councillor Rose and Seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara and Maria does hereby suspend the voice recording of this meeting dated November 13, 2018.

Carried Unanimously

6. **ADOPTION of MINUTES of PREVIOUS MEETINGS (INCLUDING COMMITTEES)**

i. Council Minutes - October 16th, 2018

Resolution # 13/11/18/002

Moved by Councillor Rose and Seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** the minutes of the regular meeting of Tuesday October 16, 2018 be accepted as amended.

Carried Unanimously

ii. Rural Mayor's Forum of Eastern Ontario – none

iii. Library Board – none

iv. Recreation Committee – information only

i. August 8, 2018

ii. September 19, 2018

7. **CORRESPONDENCE & PETITIONS**

Petitions - none

Correspondence – none

**8. STAFF REPORTS**

- i. Report #13/11/18/801 – Clerk’s Report - none
- ii. Report #13/11/18/802 – Treasurer’s Report – none
- iii. Report #13/11/18/803 – Mayor’s Report - none

**9. FINANCIAL REPORTS**

- i. Cheque Log

Resolution #13/11/18/003

Moved by Councillor Rose and Seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** the Cheque log from October 18, 2018 – November 9, 2018 totalling \$92,829.08 be accepted as presented.

Carried Unanimously

- ii. Income Statement

Resolution #13/11/18/004

Moved by Councillor Rose and Seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** the Income Statement from January 1, 2018 – November 9, 2018 be accepted as information as presented.

Carried Unanimously

**10. BY-LAWS**

**11. ADDENDUM (NEW BUSINESS)**

**12. NOTICE OF MOTION**

**13. CLOSED SESSION**

Resolution #13/11/18/005

Moved by Councillor Rose and seconded by Councillor Villeneuve

**WHEREAS** section 239 of the *Municipal Act* allows for closed meetings to discuss matters related to an identifiable individual and labour matters;

**THEREFORE BE IT RESOLVED THAT** this meeting go into an in camera session at 19:10 h to conduct the CAO’s annual performance evaluation.

Carried Unanimously

Resolution #13/11/18/006

Moved by Councillor Rose and seconded by Councillor Villeneuve

**WHEREAS** Council went into closed session to conduct the CAO’s annual performance evaluation;

**THEREFORE BE IT RESOLVED THAT** this meeting come out of closed session at 20:02 h. and the public portion of the meeting continue. Let it be public record that no business of Council was advanced during this closed session.

Carried Unanimously

**14. BUSINESS ARISING FROM CLOSED SESSION**

Resolution #13/11/18/007

Moved by Councillor Rose and seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** Council for the Corporation of the United Townships of Head, Clara and Maria direct Peggy Young-Lovelace of E4M to review the performance evaluation with the CAO upon her return to work.

Carried Unanimously

**15. QUESTIONS AND ANSWERS – none**

**16. CONFIRMATION OF PROCEEDINGS**

Resolution #13/11/18/008

Moved by Councillor Rose and seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** By-Law 2018 – 27 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on Tuesday, November 13, 2018 be read a first time short and passed.

Carried Unanimously

**17. ADJOURNMENT**

Resolution #13/11/18/009

Moved by Councillor Rose and seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** this meeting adjourn at 20:05 h.

Carried Unanimously

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**MAYOR**

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**CLERK**