

*Request for Decision United Townships of Head, Clara & Maria Council*

Type of Decision									
Meeting Date	Friday, October 14, 2016				Report Date	Monday, September 19, 2016			
Decision Required		Yes	x	No	Priority	X	High		Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed
<h2>Clerk's - Report #14/10/16/801</h2>									

**Subject:**

1. Time since the last meeting has largely been spent on the following:
  - a. Committee of the whole and follow up.
  - b. OFMEM documentation.
  - c. Completion of Homecoming grant applications.
  - d. First Homecoming planning committee meeting.
  
2. Staff worked one morning to move office furniture to make our spaces more private, useable and attractive.
  
3. Ball diamond improvements - snowmobile trail and benches. Staff members have expressed concern with the inability to use our own property based on the snowmobile trails. They have recommendation to request that the trail be moved to travel along the municipal road at the section along the ball diamond and the soon to be natural playscape to avoid further damage. It has been shared that the Missing Link Snowmobile Club will contact the County about leasing a section of the railbed which will avoid this area completely. We will re-address this issue in the spring once we know whether or not their request has been granted and/or whether or not HCM has received grant funding to erect benches and rooves for the ball diamond.
  
4. Mayor Gibson requested that I contact Reggie Francoeur and offer to purchase a second banner for his texting and driving display so that the vehicle could be placed perpendicular to the road to make reading the sign easier for drivers. As it turns out – Reggie had just removed his car/hearse and was in the process of changing his display to a crashed van. I made the offer; he will get back to me. Is there a location we could create our own display? It's simple enough to find a wrecked car. Banners cost approximately \$150 each 9might be cheaper through Vistaprint since we recently purchased business cards through them.. Excellent community service message. Minimal cost. Challenge would be location.
  
5. HCM annual budget includes donations to NRFS - how much?
  
6. Attendance at the RMFEO

On Friday, October 7, 2016 I attended the Rural Mayor's Forum of Eastern Ontario's meeting in McNab Braside mainly to participate in presentations given by the Ombudsman's office and Alli Vereyeken, Deputy Treasurer of Greater Madawaska concerning their audit of the list of properties used by MPAC and the OPP for billing purposes. There are some significant challenges with the way that the list was composed and is being used. A request for an audit may be made to resolve discrepancies.

A second challenge is with the way that the OPP record calls being responded to. If the calls are on Crown Land, they should not be billed to the municipality however; there is no check box on the reports used to indicate that the response is on Crown Land. As you well know, with nearly 95% of our land being Crown, there are a good number of calls which we are paying for which should be allocated to the Crown.

RMFEO have agreed to go through ROMA to review these issues with broader group of municipalities. They have requested that we go through an audit of both our billing listings and OPP calls for 4 service; send the information to Mayor Love who will make a presentation @ ROMA.

From my perspective, participation in the RMFEO and their involvement in ROMA is a valuable activity which is already showing concrete results for the lower tier, small rural Ontario municipalities who are participants.

**WHEREAS** there are discrepancies with police billing in two respects – the method of determining and the number of properties listed based on MPAC data and the way that calls are recorded when the OPP is responding;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to request an audit of our billing listings and take the necessary steps to remedy the current situation to ensure that our billings more accurately reflect policing provided to us.

7. "Legal Matters" from Cunningham Swan in your correspondence package. It is staff recommendation that Council amend the existing Code of Conduct to include additional methods to regulate councillor behaviour. As indicated in the article and on the blog; there are a number of things Councils can do when a council member engages in improper behaviour. Does Council see the benefit in implementing some of the restrictions as did the Town of Wawa?

It is recommended that these amendments be made to the Code of Conduct while they are not required as implementing these types of sanctions when they are needed would not be simple or easy.

**NOWTHEREFORE BE IT RESOLVED** that the Council of the Corporation of the Municipality of Wawa does hereby enact the following:

1. Apart from during Council Meetings, Councillor Tamara Liddle is to communicate with municipal staff solely by email to an email address to be provided. No other form of communication shall be permitted nor responded to; and
2. Councillor Tamara Liddle is to immediately return her keys and key FOB to the municipal offices; and
3. Councillor Tamara Liddle is not to access the municipal offices except to attend at the Front Desk to pick up her Council packages or make bill payments and to attend Council Chambers via the public entrance; and
4. Councillor Tamara Liddle is not to enter the interior of the municipal offices for any purpose without prior authorization from Council; and
5. To carry out her role as a Councillor, Councillor Tamara Liddle is permitted to attend all Council meetings, Policy Meetings, Corporate Planning Meetings and any special meetings of Council but will not be permitted to travel on municipal business and be reimbursed by the Municipality for any expenses incurred; and
6. Councillor Tamara Liddle is hereby removed from all committees that she has previously been appointed to; and
7. Councillor Tamara Liddle will not act as Deputy Mayor; and
8. Councillor Tamara Liddle is to cease all harassing behaviour against CAO, Chris Wray, forthwith; and
9. Gerry Liddle is to cease all harassing behaviour against CAO, Chris Wray, forthwith; and
10. Gerry Liddle is hereby removed as Chair of the Strategic Plan Implementation Committee and will not be a member of that committee or any other committee with the Municipality of Wawa; and
11. All communication between Gerry Liddle and the Municipality must be solely by email to an email address to be provided. No other form of communication shall be permitted nor responded to; and
12. Gerry Liddle shall not have any direct or indirect communication with Mr. Wray; and
13. Gerry Liddle shall immediately cease holding himself out as in any way representing the Municipality.

CARRIED.

***Action:***

Copy of the resolution to be forwarded to Norpro Security and legal counsel.

## Issues Added After Printing for Packages

8. That Council consider approving the following resolution moving Crystal up a step on the salary grid based on her increased duties and responsibilities since her hire. Crystal was hired on a three day per week basis as a receptionist to gradually move to full time over 3 years. Since that time, a Recreation support position has been added which Crystal has successfully filled. In addition to her regular work, she has assumed responsibility for many aspects of hall, sport and recreation management as well as waste management and environmental issues. She has successfully completed the administration course she was taking when she was hired and has registered in the Municipal Administration Program this September.

**WHEREAS** merit increases may be awarded to employees based on performance as a lump sum or base pay rate as per municipal policy;

**AND WHEREAS** the Clerk is recommending that although not yet employed for 12 months of the current year but based on increased responsibilities and exemplary performance that our most recent hire be awarded a step increase;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby approve awarding Crystal Fischer a step increase retro-active to June 1, 2016 which marks one year of service to the municipality.

9. Mayor Gibson has requested Council approval for attendance at the province's long term energy review.

**WHEREAS** the Ministry of Energy is travelling the province completing in-person consultations on the future of the long term energy plan one session to be held in Pembroke which Mayor Gibson has shown interest in participating in;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize Mayor Gibson to attend this session.