

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

Type of Decision									
Meeting Date	Tuesday, Oct. 16, 2018				Report Date	Thursday, Sept. 27, 2018			
Decision Required		Yes	x	No	Priority	X	High		Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed
<b>Clerk's - Report #16/10/18/801</b>									

**Subject: General report from Clerk/CAO**

1. Time since the last meeting has largely been spent on:
  - a. Elections – policies, forms, questions, staffing, training, candidate info
  - b. Follow up with Expertise for Municipalities and Wishart – council policies and procedures.
  - c. Continued work with Cambium and MNRF on the transfer of property to the municipality for the continued operation of the Stonecliffe waste disposal site.
  - d. Zoning By-Law amendment meeting and Land Division Committee meeting re: Boudreau severance – Chokecherry Lane.
  
2. Request for Office Open House – There has been a request for an office open house – which did not occur after the office opening in 2017 due to unforeseen circumstances. There have been concerns raised with staff not having time to spend on this type of community/resident event. Options:
  - a. Perhaps Council volunteers could host an event – with staff simply working to open and lock up the offices afterwards – trusting Council to manage the event if held after hours.
  - b. Council volunteers to act as tour guides while staff worked if the event was held during office hours.
  - c. Staff/Council could open the office pre or post Council meeting.
  - d. Staff could work time for time for an evening or weekend 1-2 hour event.
  
3. The good stuff...
  - a. I just wanted to thank you so deeply for all the kids activities the township is holding. I especially appreciate the art programs and outdoor activities
 

It's a blessing to live in such a beautiful natural place and have the kids experience it together in the programs

Thanks again, Sincerely, Hope Ezerins
  - b. Remembrance Day ceremonies. Council volunteers? Participation?
  - c. New Year's Eve plans – suggestions. The Rec Committee and Council will once again host a NYE party.
  - d. Christmas Cake Baking will take place the weekend of the October 25 – 28<sup>th</sup> if anyone would like to participate and/or purchase fruitcake.

- e. The Wild Game Dinner is set for November 24 – plan to attend and/or help out with serving/clean up if you can. Tickets are once again selling quickly.
  - f. The Community Christmas Party has been set for December 16, 2018. Council has approved in its 2018 budget a contribution of \$150 towards this event.
  - g. The Municipal Appreciation dinner is set for December 1, 2018. Please plan to attend if you have volunteered for the municipality over the past year. Invitations will be arriving soon.
4. Grant application updates:
- a. Still waiting confirmation – NHSP.
5. General
- a. Ontario Hydro is planning to build a road along the length of the hydro line within the municipality and has been working with Terry to gain access to their road from ours through driveway permits etc.
  - b. Staff have consulted with municipal insurers to determine the cost of coverage for extra protection for software and data from cybercrimes such as ransomware. This is not something that is normally covered under our insurance plan and will require a resolution of Council to approve.
  - c. Signing Authority Change due to leave.

**WHEREAS** the purpose of this resolution is to provide the municipality with flexibility in the signing of various documents to improve the efficiency of business operations and yet maintain effective internal controls and approval processes.

**NOW THEREFORE** the Municipal Council of the Corporation of the Municipality of the United Townships of Head, Clara & Maria enacts as follows:

**THAT** the due to staff leave, Crystal Fischer is appointed as an alternate for the Clerk until changed by resolution of Council effective as soon as this resolution is adopted by Council.

6. Municipal Elections: Various questions have been asked by candidates. The questions have been answered to the best of staff ability with the responses posted on the Elections Q&A page on our municipal website.  
<http://www.townshipsofheadclaramaria.ca/departments/elections/candidate-q-a/>
7. 2019 Budget Considerations – please advise if you have additions or considerations for the list.
- a. Integrity Commissioner investigations – establishment of a new reserve fund and limits for each Council member
  - b. Tax Bill mailing
  - c. Munisoft training
  - d. First Aid – staff and volunteers?
  - e. New Council training
    - i. Association fees and training – AMO, AMCTO etc.
    - ii. OHSA and Health and Safety
    - iii. Accessibility
    - iv. Emergency Management

- f. Succession Planning – Roads/By-Law Enforcement position and process
- g. Website for Accessibility updates

8. From AMCTO's Legislative Express – expect cuts to provincial funding and increased costs for services from the province in light of the new conservative government taking over Provincial operations.

### **Policy Spotlight: Province Reviewing Fiscal Situation**

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Over the past two weeks the government has released the results of two reviews of Ontario's finances under the previous Liberal government. While the reviews both noted concern about deficit-spending and Ontario's high level of debt, neither provided any evidence of fraud or abuse.

The [report of the Independent Financial Commission of Inquiry](#), released on September 21, recommended that the government adhere to the Canadian Public Sector Accounting Standards on the treatment of certain pension assets and the debt associated with the suppression of electricity rates by the Liberal government's "Fair Hydro Plan." These changes will increase the province's deficit to \$15 billion this year.

A week later the government released the results of a [line-by-line audit](#) conducted by EY Canada. Amongst the report's conclusions were recommendations that the province provide fewer services, charge more for them, sell off Crown assets, means-test more provincial programs, and consolidate some of Ontario's arms-length agencies.

While it's not entirely clear how these two reviews of government spending will impact the government's priorities, it is reasonable to assume that they will have an impact on a range of government spending and programs, including those that benefit the municipal sector. Notably the audit highlighted transfer payments as an area of government spending that has grown exponentially.

Even before these two reviews, the incoming government promised to cut spending by 4% without eliminating any public sector jobs. The PC platform did not provide any details on where these cuts would come from, identify any large programs that they intended to cut, or indicate their intention to generate new revenue by increasing taxes. In order to cut 4% of government spending, and eliminate a now-\$15 billion deficit, the government will need to introduce significant cuts across government. Municipalities should begin to plan for the implications of potential cuts, should they occur to programs that benefit local government.

Learn more about the commission and audit [here](#).

9. Council meeting audio is being uploaded to YouTube under Municipality the United Townships of Head, Clara, Maria. Log on to YouTube and search HCM Council meetings. This activity will not always be up to date due to connectivity issues at the municipal office.

- a. HCM Council Meeting September 11, 2018 - <https://youtu.be/pifzH78zR5Q>
- b. HCM supported All Candidates Meeting – September 5, 2018 - <https://youtu.be/m9bqfzFAvk>
- c. HCM Council Special Meeting July 24, 2018 - <https://youtu.be/8oWdjuFG7Y0>
- d. HCM Council Meeting June 20, 2018 – <https://youtu.be/uneJndXjN74>

## Timely Issues Added After Packages Prepared

10. Schedule Council meeting for November.

**WHEREAS** the Clerk/CAO performance Appraisal is required to be completed;

**AND WHEREAS** the Procedure By-Law allows for Council to call a special meeting of Council via resolution;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby call a special closed meeting of Council for Tuesday, November 13, 2018 at 7:00 p.m. to complete the Clerk/CAOs Performance Appraisal;

11. Staff are recommending the approval of additional computer/technology insurance coverage through a Cyber policy. The premium is \$2,650 for protection against cybercrime, ransomware, Cyber incident response, System damage and business interruption, network security and Privacy liability, Media liability, and court attendance costs. As this was not a budgeted item; council approval is required.

**WHEREAS** cybercrime and ransomware cases are on the rise with municipalities being targeted more frequently;

**AND WHEREAS** insurance policies have been created to protect to some degree municipalities;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to contract for this additional coverage effective immediately.