



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

Minutes of December 18, 2018

Minutes of a regular meeting of Council held on Tuesday, December 18th, 2018 at 19:11 h. in the Municipal Hall.

1. MAYORS ADDRESS TO COUNCIL AND PUBLIC

2. 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.

3. ROLL CALL – The following persons were present: Mayor Debbi Grills, Councillors: Brent Allen, Chris Dowser, Fran Kelly-Chamberlain, and Ernie Villeneuve.

Staff: Crystal Fischer, Administrative Assistant; members of the public.

Consultants: Peggy Young Lovelace, Expertise for Municipalities and Paul Cassan, Wishart Municipal Law Group

Absent/Regrets: Melinda Reith, Clerk/CAO; Noella LeBreton, Treasurer;

4. RECITAL OF THE MUNICIPAL MISSION AND VISION STATEMENTS - Councillor Kelly-Chamberlain

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.

5. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF - none

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.

6. Resolution 18/12/18/001 – Suspend Procedure By-Law
Moved by Councillor Villeneuve and seconded by Councillor Kelly-Chamberlain
BE IT RESOLVED THAT the Council of the United Townships of Head, Clara and Maria does hereby suspend the Procedure By-Law 2015-07.
Carried Unanimously

7. DEPUTATIONS/PRESENTATIONS- none

8. ADOPTION OF MINUTES OF PREVIOUS MEETINGS (INCLUDING COMMITTEES)

- i. Council Minutes - Tuesday November 6, Tuesday November 13, and Wednesday December 5, 2018

Resolution #18/12/18/002

Moved by Councillor Dowser and seconded by Councillor Allen

BE IT RESOLVED THAT the minutes of the meeting of Tuesday, November 6, Tuesday, November 13, and Wednesday, December 5, 2018 be accepted as presented.

Carried Unanimously

- i. Rural Mayor's Forum of Eastern Ontario - none
- ii. Library Board - none

- iii. Recreation Committee – information
 - i. October 24, 2018
 - ii. November 21, 2018

9. CORRESPONDENCE & PETITIONS

Petitions - none

Correspondence

- i. Municipal Reporting Burden – MMAH
- ii. 2019 County Warden Nominations – County of Renfrew
- iii. Municipality of Bruce Peninsula support of resolution 10.(d)(iii)/21/11/2018
- iv. County of Renfrew By-Law 113-18 Appointment of Alternate Members to County Council
- v. County of Renfrew General Unpaid Leave of Absences Policy
- vi. County of Renfrew Statutory Domestic of Sexual Violence Leave (Paid and Unpaid)
- vii. New Council Congratulations – MMAH
- viii. RMFEO confirmation of membership and contact information
- ix. Housing Supply Action Plan consultation - MMAH
- x. Board Meeting Highlights, November 28, 2018 – DRDHF, FSL, NRFHT
- xi. County of Renfrew By-Law 119-18 to regulate and govern the use of lands known as the Algonquin Trail as a linear park
- xii. County of Renfrew support of resolution from the Township of Admaston/Bromley
- xiii. County of Renfrew – Governor General’s Volunteer Medal
- xiv. County of Renfrew – Outstanding Community Champions
- xv. County of Renfrew – Renfrew Rotary Hall

Resolution 18/12/18/003

Moved by Councillor Allen and seconded by Councillor Dowser

BE IT RESOLVED THAT the Council of the United Townships of Head, Clara and Maria does hereby authorize correspondence items 3, 4, 11 and 12 be brought forward to the next regular meeting of council.

Carried unanimously

10. STAFF REPORTS – none

11. FINANCIAL REPORTS

- i. Income Statement

Resolution #18/12/18/004

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Villeneuve

BE IT RESOLVED THAT the Income Statement from January 1, 2018 – December 14, 2018 be accepted as presented.

Carried Unanimously

12. BY-LAWS

- i. Report #18/12/18/1001 –By-Law 2018-28 Authorizing Emergency Management Program and Plan

Resolution #18/12/18/005

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Villeneuve

WHEREAS By-Law # 2018-28 being a by-law to adopt the Municipality’s Emergency Management Program, Program Committee and Emergency Response Plan and appoint a Chair of the Community Emergency Management Committee is presented to Council to obtain compliance with 2018 regulation.

THEREFORE BE IT RESOLVED THAT By-Law 2018-28 be read a first time short and passed this 18th day of December, 2018.

Carried Unanimously

ii. Report #18/12/18/1002 – Interim Taxation By-Law 2018-29
Resolution #18/12/18/006

Moved by Councillor Dowser and Seconded by Councillor Allen

WHEREAS By-Law # 2018-29 being a by-law to provide for an interim tax levy on properties designated as residential, farmland, managed forest, pipeline, industrial and commercial and to provide for payment of taxes and penalty and interest of 1.25% is presented to Council for approval.

THEREFORE BE IT RESOLVED THAT By-Law 2018-29 be read a first time short and passed this 18th day of December, 2018.

Carried Unanimously

13. **UNFINISHED BUSINESS** – none for this meeting

14. **ADDENDUM (NEW BUSINESS)**

i. Report #18/12/18/1202 – Appointing Library Board Members
Resolution 18/12/18/007

Moved by Councillor Villeneuve and seconded by Councillor Allen

WHEREAS under the Public Libraries Act, 1990, section 9.(1) “a public library board shall be composed of at least five members appointed by the municipal council”.

AND WHEREAS section 10 (3) provides that “A board member shall hold office for a term concurrent with the term of the appointing council, or until a successor is appointed, and may be reappointed for one or more further terms”;

AND WHEREAS Section 10 (4) states that “The first appointments of members of a new board shall be made at a regular meeting of council and the member shall take office as soon as possible thereafter, and thereafter appointments shall be made at the first meeting of council in each term, but if the council fails to make the appointments at its first meeting, it shall do so at any regular or special meeting held within 60 days after its first meeting”.

AND WHEREAS the following persons have indicated their interest in serving on this board;

THEREFORE BE IT RESOLVED THAT the following people be appointed members of the Township Public Library Board: Councillor Fran Kelly-Chamberlain, Marlene Gibson, Betty Condie, Gay Baribeau and Catherine Sutherland.

Carried Unanimously

ii. Report #18/12/18/1203 – Appointing Recreation Committee Members
Resolution 18/12/18/008

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Villeneuve

WHEREAS the Recreation Committee Terms of Reference provide for annual appointments to the Recreation Committee;

AND WHEREAS the following persons have indicated their interest in serving on this committee;

AND WHEREAS Council sees the value in continuing this committee in providing activities for members of our community;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby appoint to the Recreation Committee for the year 2019 for the terms as detailed below with Councillor Allen and Councillor Dowser as Council representatives and Stephany Rauche as staff representative.

For a three year term:

- Cheryl Jennings;
- Roseanne Boudreau;

For a two year term:

- Cathy McKay;

For a one year term:

- Gayle Watters;

- o Betty Condie;
- o Glenn Stewart

Carried Unanimously

Report #18/12/18/1204 – Signing Authority- deferred to end of meeting

Report #18/12/18/1205 – Plowing Contract Extension

Resolution 18/12/18/009

Moved by Councillor Villeneuve and seconded by Councillor Kelly-Chamberlain

WHEREAS the 2013 Plowing Contract expired April 1st 2016;

AND WHEREAS Section 10.19 of the Plowing Contract allowing the Municipality to extend the agreement for an additional term of two years has expired as of April 1st 2018;

AND WHEREAS Pat Stewart has continued to provide the same services rendered in the original contract for the 2018/2019 winter season;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara and Maria does authorize staff to extend the Plowing Contract with Pat Stewart Trucking until April 1st, 2019 and plow down to Mackey Park and back up to Jennings Road.

AND FURTHER THAT the Plowing Contract is advertised for Tender in the spring of 2019.

Carried Unanimously

iii. Report #18/12/18/1206 – COLA and CPI increase – deferred to January meeting of Council

iv. Report #18/12/18/1207 – Review of Strategic Plan
Resolution 18/12/18/010

Moved by Councillor Allen and seconded by Councillor Kelly-Chamberlain

BE IT RESOLVED THAT the Council of the United Townships of Head, Clara and Maria does hereby direct staff to place a suggestion box in the municipal building to gather suggestions for 2019-2022 Strategic Plan; advertise in newsletter and review the 2014-2017 Strategic Plan.

Carried Unanimously

v. Report #18/12/18/1208 – Cannabis Retail Sales

vi. Report #18/12/18/1209 – Council Legal Opinion
Resolution 18/12/18/011

Moved by Councillor Villeneuve and seconded by Councillor Kelly-Chamberlain

BE IT RESOLVED THAT Council engage Wishart Law Firm to provide a legal opinion regarding councillors' involvement with the Missing Link Snowmobile Club and how that may be impacted by the Municipal Conflict of Interest Act. Report to be provided by January 9, 2019 Council Meeting.

Carried Unanimously

vii. Report #18/12/18/1210 – Special Meeting of Council January 2019
Resolution 18/12/18/012

Moved by Councillor Villeneuve and seconded by Councillor Dowser

BE IT RESOLVED THAT a Special Meeting of Council be held January 9 at 7:00 p.m. for the purpose of discussing the 2019 budget process and the review of the Legal Report regarding the Missing Link Snowmobile Club.

Carried Unanimously

viii. Report #18/12/18/1211 – Service Review – Verbal Report
Resolution 18/12/18/013

Moved by Councillor Villeneuve and seconded by Councillor Kelly-Chamberlain

BE IT RESOLVED THAT the Council of the United Townships of Head, Clara and Maria does hereby authorize to contract a service review with Expertise for Municipalities.

Carried Unanimously

15. CLOSED SESSION

Resolution #18/12/18/014

Moved by Councillor Dowser and seconded by Councillor Allen

WHEREAS the *Municipal Act* allows for closed meetings under section 239;

THEREFORE BE IT RESOLVED THAT this meeting go into an in camera session at 9:10 p.m. to discuss personal matters about an identifiable individual including municipal and local employees under section 239 (2)(b) and section 239 (2)(f) for advice that is subject to solicitor client privilege.

Carried Unanimously

Resolution #18/12/18/015

Moved by Councillor Allen and seconded by Councillor Villeneuve

BE IT RESOLVED THAT this meeting come out of closed session at 11:41 p.m. and the public portion of the meeting continue.

Carried Unanimously

16. BUSINESS ARISING FROM CLOSED SESSION - none

17. QUESTIONS AND ANSWERS - none

18. ADJOURNMENT

Resolution #18/18/18/016

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

BE IT RESOLVED THAT this meeting adjourn at 23:41h to meet again Wednesday December 19th at 10:00 a.m.

Carried Unanimously

MAYOR

CLERK