



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

Minutes of January 19, 2023

Minutes of a regular meeting of Council held on January 19, 2023 at 2:00 p.m.

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. **TRADITIONAL LAND ACKNOWLEDGEMENT**

As we gather this afternoon, I would like to acknowledge on behalf of Council and our community that we are meeting on the traditional territory of the Algonquin People. We would like to thank the Algonquin people and express our respect and support for their rich history, and we are extremely grateful for their many and continued displays of friendship. We also thank all the generations of people who have taken care of this land for thousands of years.

3. **ROLL CALL** – The following persons were present: Mayor Debbi Grills, Councillors: Chris Dowser, Fran Kelly-Chamberlain, Karen LeClerc and Rachel Richer
Staff: Crystal Fischer, Municipal Administrator and Jesse Gagnon, Public Works Leader
Absent/Regrets: none
Guests: three members of the public

Resolution No.: 23/01/19/1002

Moved by Councillor Dowser and Seconded by Councillor Kelly-Chamberlain

BE IT RESOLVED THAT Council does hereby amend the agenda to move item 13 v. and 13vi. Review of Roads Level of Service Policy and Review of Municipal Gravel Pits respectively to after 6. Deputations/ Presentations; and to include adoption of Closed Meeting Minutes of November 21 and December 1, 2022 under 17. Closed Session.

Carried Unanimously

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

6. **DEPUTATIONS/PRESENTATIONS** –

- i. Ernie Villeneuve Jr. – Council Remuneration
See page six for notes.

13. **NEW BUSINESS**

v. Report 23/01/19/1305 – Roads Level of Service Policy Review

Resolution No.: 23/01/19/006

Moved by Councillor LeClerc and Seconded by Councillor Dowser

WHEREAS Council has received Report 23/01/19/1305 concerning re-classification of Emergency Maintenance Only Roads;

THEREFORE BE IT RESOLVED THAT the Council of the United Township of Head, Clara and Maria does hereby update "Schedule A" of By-law 2021-04.

Carried Unanimously

vi. Report 23/01/19/1306 – Review of Municipal Gravel Pits and Crushing Services
Resolution No.: 23/01/19/007

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Richer

WHEREAS Council received Report 23/01/19/1306 regarding review of municipal gravel pits and the current cost of gravel crushing;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby direct staff to include \$30,000 in the 2023 budget to purchase gravel from the local contractor.

Deferred

Note: Staff requested that Council defer the decision to budget deliberations based on new information received after the time of writing the report.

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

Resolution No.: 23/01/19/001

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Richer

BE IT RESOLVED THAT the minutes of the special meetings of Council of November 24, 2022, November 29, 2022 and December 1, 2022 be accepted as presented.

Carried Unanimously

8. CORRESPONDENCE & PETITIONS

Petitions - none

Correspondence

- i. Lanark County -Violence Against Women
- ii. Township of McNab Braeside -Reduce Tax on Fuel Used for Heat
- iii. Ministry of Agriculture, Food and Rural Affairs -Rural Economic Development Program
- iv. Ministry of Municipal Affairs and Housing-Bill 109, Bill 23 and Bill 3 Correspondence
- v. Bernadette McCann House-Donation Thank-you
Action: Clerk to obtain more information on presentations and articles available to the public.
- vi. Adam Kasprzak Surveying Ltd -Thank you and Tree Planting
- vii. City of Toronto -Update on Bill 23 -More Homes Built Faster Act, 2022
- viii. Municipality of Tweed -Natural Gas Prices
Action: Clerk to send letter of support.
- ix. Ministry of Municipal Affairs and Housing-Update on Key Initiatives
- x. County of Renfrew-Notice of an Application for Consent (Land Severance)

9. MAYOR'S REPORT

- i. Report 23/01/19/901 –Mayor's Report

10. STAFF REPORT

- i. Report 23/01/19/1001 – Municipal Administrator's Report

Resolution No.: 23/01/19/1001

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Richer

WHEREAS the Ontario Senior's Community Grant Program is currently accepting applications for funding until March 6th, 2023;

AND WHEREAS Council understands the importance of social, physical and recreational programming in the community;

THEREFORE BE IT RESOLVED Council does hereby direct staff to submit an application for funding through the Ontario Senior's Community Grant Program.

Carried Unanimously

11. FINANCIAL REPORTS - none

12. UNFINISHED BUSINESS –

i. Report 23/01/19/1201 – Notice of Motion Request for Voting Information – for information only.

ii. Report 23/01/19/1202 – Deputy Mayor Appointment Policy

Resolution No.: 23/01/19/002

Moved by Councillor Richer and Seconded by Councillor LeClerc

WHEREAS Council has received and provided input on C-03 Appointment of Deputy Mayor Policy, dated January 2023;

THEREFORE BE IT RESOLVED THAT the Council of the United Township of Head, Clara and Maria does hereby adopt C-03 Appointment of Deputy Mayor Policy, dated January 2023, as presented to come into effect on December 31, 2023;

AND FURTHER THAT By-law 2022-35 being a By-law to Adopt C-03 Appointment of Deputy Mayor Policy be read a first, second and third time passed.

Carried Unanimously

13. NEW BUSINESS –

i. Report 23/01/19/1301 – Interim Taxation By-law

Resolution No.: 23/01/19/003

Moved by Councillor Dowser and Seconded by Councillor Kelly-Chamberlain

WHEREAS Council received Report 23/01/19/1301 regarding the Interim Taxation By-law;

THEREFORE BE IT RESOLVED that By-law 2023-01 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% be read a first, second and third time passed this 19th day of January 2023.

Carried Unanimously

ii. Report 23/01/19/1302 – Procedure By-law

Resolution No.: 23/01/19/004

Moved by Councillor Richer and Seconded by Councillor LeClerc

WHEREAS Council received Report 23/01/19/1302 regarding the Procedure By-law and have had an opportunity to ask clarifying questions and make recommendations of updates to the by-law;

THEREFORE BE IT RESOLVED that By-law 2023-02 being a by-law to establish rules governing the proceedings of Council, the calling of meetings and the conduct of

members, staff and the public be read a first, second and third time passed this 19th day of January, 2023.

Deferred to February meeting of Council

iii. Report 23/01/19/1304 – Service Proposals

Resolution No.: 23/01/19/005

Moved by Councillor Dowser and Seconded by Councillor Richer

WHEREAS Council has received Report 23/01/19/1304 concerning service proposals offered to the municipality;

THEREFORE BE IT RESOLVED THAT the Council of the United Township of Head, Clara and Maria does here by direct staff not to proceed with the service proposals at this time.

Carried Unanimously

iv. Report 23/01/19/1304 – Strategic Planning – for information only.

14. NOTICE OF MOTION

Resolution No.: 23/01/19/012

Moved by Councillor Richer and Seconded by Councillor LeClerc

WHEREAS Councillor Richer requested a Notice of Motion of Council's consideration of the August 2023 Council meeting;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby move the meeting to August 26th at 1:00 p.m.

Carried Unanimously

15. POLICY/BY-LAW REVIEW - none

16. BY-LAWS –none

Resolution No.: 23/01/19/008

Moved by Councillor Dowser and Seconded by Councillor Richer

WHEREAS E4M has offered to complete DISC Assessments on Members of Council at a rate of \$2300;

AND WHEREAS Council sees the educational value of the DISC Assessment;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does direct staff to register five members of Council for DISC Assessments to be paid with surplus funds from Council education and training.

Carried Unanimously

Resolution No.: 23/01/19/2003

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Richer

BE IT RESOLVED THAT Council does hereby suspend Section 6.4 of the Procedural By-law for the remainder of this meeting.

Carried Unanimously

17. CLOSED SESSION

Resolution No.: 23/01/19/009

Moved by Councillor Richer Seconded by Councillor Kelly-Chamberlain

WHEREAS the Municipal Act, 2001 allows for closed session of Council to discuss personal matters about identifiable individuals including municipal employees under section 239 (2)(b);

THEREFORE BE IT RESOLVED THAT Council does hereby go into closed session at 5:05 p.m.

Carried Unanimously

Resolution No.: 23/01/19/010

Moved by Councillor Dowser and Seconded by Councillor LeClerc

WHEREAS Council went into closed session under Section 239(2)(b) of the Municipal Act, 2001, to discuss personal information about identifiable individuals, including municipal employees;

THEREFORE BE IT RESOLVED THAT Council does hereby come out of closed session at 6:19 p.m. and the public portion of the meeting continue.

Carried Unanimously

Resolution No.: 23/01/19/011

Moved by Councillor Richer and Seconded by Councillor Dowser

WHEREAS Council went into Closed Session under Section 239(2)(b) of the Municipal Act, 2001, to discuss personal information about identifiable individuals including municipal employees;

AND WHEREAS the current staff salary was reviewed;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby direct the Clerk to update the Staff Salary Grid as presented.

Deferred

Resolution No.: 23/01/19/2002

Moved by Councillor Dowser and Seconded by Councillor Richer

BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby accept the closed meeting minutes of November 21, 2022 and December 1, 2022 as presented.

Carried Unanimously

18. QUESTIONS AND ANSWERS - none

19. CONFIRMATION OF PROCEEDINGS

Resolution No.: 23/01/19/013

Moved by Councillor Richer and Seconded by Councillor LeClerc

BE IT RESOLVED THAT By-law 2022-03 being a by-law to confirm proceedings of the meeting of Council of Thursday, January 19, 2023 be read a first time short and passed.

Carried Unanimously

20. ADJOURNMENT

Resolution No.: 23/01/19/014

Moved by Councillor Dowser and Seconded by Councillor Richer

BE IT RESOLVED THAT this meeting adjourn at 6:23 p.m. to meet again on February 23rd, 2023 at 2:00 p.m.

Carried Unanimously

D Grills

MAYOR

Crucher

CLERK