



CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA AND MARIA AGENDA  
Thursday, September 19, 2024  
2:00 P.M.

**1. Call to Order and Moment of Silence**

*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 morning (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 for years.*

**3. Recital of the Municipal Mission and Vision Statements**

**4. Approval of Agenda**

Resolution No.: 2024-077

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT the agenda of the Regular Meeting of Thursday September 19, 2024, be adopted as circulated.

**5. Declarations of Disqualifying Interest (Pecuniary)**

**6. Mayor's Address**

Resolution No.: 2024-078

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT the Mayor's Address be received as presented.

**7. Approval of the Minutes of the Most Recent Meeting(s)**

**a. Regular Meeting August 17, 2024**

Resolution No.: 2024-079

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT the minutes of the Regular Meeting of Saturday August 17, 2024, be adopted as circulated.

**8. Delegations/Presentations**

**a. Roadwork Report - Municipal Works Foreman/Labourer**

Resolution No.: 2024-080

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT the Road Work Report be received as presented by the Municipal Works Foreman/Labourer.

## 9. Council Direction From the Previous Meeting

- a. Hall Roof
  - i. Questions arising from Councillors
    - Ice & Water Sheild vs. Eave Guard
    - Interference with WiFi (Starlink)
    - Removal of Shingles – Weight Load (CBO Question)
- b. Proposal Regarding Developing a commercial-scale framework for geologic carbon storage
- c. Insurance re: Police Services Board

## 10. Legislative Matters

- a. Consent Agenda (includes items of correspondence not requiring administrative reports/action, committee reports not requiring any action by Council – matters that are for information purposes only).  
Resolution No.: 2024-081  
Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
BE IT RESOLVED THAT the Consent Agenda be accepted as circulated except for items \_\_\_\_\_  
which Council further directs that the Clerk draft responses/reports regarding same.
- b. Bylaws
- c. Public Hearings: Planning/Zoning Matters
- d. Committee/Local Board Reports
  - i. Library Board  
Resolution No.: 2024-082  
Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
BE IT RESOLVED THAT the Library Board report be received as presented by Councillor Kelly-Chamberlain.
  - ii. Police Services Board  
Resolution No.: 2024-083  
Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
BE IT RESOLVED THAT the Police Services Board report be received as presented by Councillor Dowser.

## 11. Administrative Matters

- a. New Business/Reports from Officers/Employees on Various Issues (including reports from departments which require Council approval)
  - i. Draft Zoning Bylaw Review  
NOTE: Summary Report to be circulated to Council at the Meeting/Shared on screen to finalize Feedback to the County  
Resolution No.: 2024-084  
Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
BE IT RESOLVED THAT the Zoning Bylaw Review report be provided to the Renfrew County Planner to modify the Draft Zoning Bylaw for presentation at the Regular Council Meeting in October 2024.

ii. Cogeco Buried Fibre Optic Installation

NOTE: Drawings to be shared on screen only

Resolution No.: 2024-085

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT Council is supportive of Cogeco's buried fibre optic installation project and authorizes staff to provide permits/temporary permits as may be required; providing that there is no damage to municipal infrastructure, no cost to the municipality for site repairs and that Cogeco has secured approval for access across private property for any of the proposed sites with the municipality is granting permission(s).

iii. Recycling/Solid Waste Collection Pick-Up at Door

Resolution No.: 2024-085

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

Whereas Council has adopted a level of service for recycling/solid waste collection that does not permit at door pick-up;

And Whereas requests have been made for such a service by individuals with mobility issues;

And Whereas Council is willing to consider this feedback;

BE IT RESOLVED THAT Council directs that the current policy be reviewed and required amendments be drafted for Council to consider at the October 2024 Regular Meeting.

b. Financial Update/Statement/Quarterly Variance Report

i. Third Quarter Financial Report

Resolution No.: 2024-086

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT the third quarter financial report be received as presented by the Deputy Treasurer.

c. Update on Capital Projects

i. Streetlighting Project

Resolution No.: 2024-087

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT the Streetlighting Project update be received as presented.

ii. Playground Equipment at Park

Resolution No.: 2024-088

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT the Playground Equipment update be received as presented.

**12. Leadership Issues**

a. Update to Strategic Plan

b. Five-Year Financial Plan (including Asset Management Plan)

c. New Policy

d. Notice of Motion

**13. Closed Session**

#### 14. Confirmation of Proceedings

- a. Confirmatory Bylaw 2024-015

Resolution No.: 2024-089

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT By-Law 2024-015 being a bylaw to confirm proceedings of Council at their Regular Meeting of September 17, 2024, be read and passed.

#### 15. Adjournment

Resolution No.: 2024-090

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

BE IT RESOLVED THAT this meeting adjourn at \_\_\_\_ p.m. to meet again on Thursday October 17, 2024, at 2:00 p.m.

Note\* Alternate formats and communication supports are available on request.

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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.





CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA AND MARIA

**Mayor's Address – Thursday September 19, 2024**

I would first like to welcome another new staff member, Wendy Cosgrove, to her position as the Office Assistant with Head Clara & Maria. She has joined a very strong team. Our municipality has experienced a highly productive Summer and early Fall with many projects being completed with the efforts of our “small but mighty” staff. I am most grateful for their efforts going above and beyond to complete many projects.

You may remember our efforts made with the Upper Ottawa Valley Senior Friendship Club (UOVSFC) and our neighbouring municipalities to bring a Senior Active Living Centre to North Renfrew in 2023. As I reported last August the UOVSFC decided not to attempt the grant application at that time. Thankfully the Town of Deep River has made an application for a SALC to serve the broader North Renfrew community beginning in April 2025. Luckily HCM has been included to host SALC programming in our facilities. Stay tuned for the results!

The Senior Active Living Fair hosted by the UOVSFC is being held at the Deep River Legion on October 3<sup>rd</sup>, 2024, (11:00 am until 3:00 pm). I have been invited to bring greetings from our municipality and join in the ribbon cutting for the fair. I hope other members of Council might have the time to join in that day's events.

On Thursday September 5, 2024 I attended the “Defence and Security Planning Exchange” at the Cobden Agricultural Hall held by MP Cheryl Gallant. This event was a follow-up to MP Gallant's visit to HCM on July 22<sup>nd</sup>. The guest speaker for the morning was Joe Varner, BAH, MA, FRSA. The title of his presentation was “The Global Threat Environment 2024 – Russia, China, North Korea, Iran”. Municipal leaders, Fire Chiefs and Emergency Management staff were encouraged to share our emergency strategies in the event of an electrical grid failure of 3 months. At the roundtable discussion MP Gallant praised our EM plan and asked me to share how our municipality uses volunteers to conduct “wellness checks” after or during an event. Also noted in the discussion was the use of our “low tech” mailbox bulletin boards to share information in the event of communication difficulties.

I have been invited to attend a meeting with the Chief and Council of the Algonquins of Pikwakanagan First Nation on September 26<sup>th</sup> to connect and build relationships with municipalities and their leaders. The aim is to establish mutually beneficial opportunities and discuss common issues.

Mayor Debbi Grills

# THE CORPORATION of the UNITED TOWNSHIPS of HEAD, CLARA & MARIA

## MINUTES



Minutes of a regular meeting of Council held on August 16, 2024.

### 1. Call to Order and Moment of Silence

Mayor Grills called the meeting to order at 10:01 A.M.

*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 morning (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 for years.*

### 3. Roll Call – The following persons were present: Mayor Debbi Grills, Councillors: Chris Dowser, Fran Kelly-Chamberlain, Karen LeClerc and Rachel Richer.

Meeting Clerk: Peggy Young-Lovelace

### 4. Recital of the Municipal Mission and Vision Statements – Councillor LeClerc

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 were disclosed.

### 6. Mayor's Address

### 7. Deputations/Presentations

Members of the Public Present:

Mark Hines, Lori Silvestri, Claude Fawcett, GA Fawcett, Garry Fawcett, Anne Trudel, Angela Kim, Paul Mercer & Tom Clouthier

#### a. Public Forum Draft Zoning Bylaw

Resolution No.: 2024-069

Moved by Councillor Richer and seconded by Councillor Kelly-Chamberlain

BE IT RESOLVED THAT the public portion of this meeting August 17, 2024, be open at 10:04 a.m. for the public to provide initial feedback to Council about the Draft Zoning Bylaw.

**b. Resolution No.: 2024-070**

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

BE IT RESOLVED THAT that the public portion of this meeting August 17, 2024, be closed at 11:39 a.m. and the regular meeting of Council continue.

Carried Unanimously

**8. Adoption of Minutes of Previous Meeting**

Resolution No.: 2024-071

Moved by Councillor Dowser and seconded by Councillor LeClerc

BE IT RESOLVED THAT the minutes of the Regular Meeting of Thursday June 20, 2024, be accepted as presented.

Carried Unanimously

**9. Petitions and Correspondence - Information Only – (Please advise if you feel any item warrants further consideration)**

Resolution No.: 2024-072

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

BE IT RESOLVED THAT the Information Items be accepted as circulated with the exception of items 3, 11, 15, 16, 18, 19, 22, & 23 which Council further directs that the Clerk draft responses to same.

Carried Unanimously

**10. Staff Reports – None**

**11. Financial Reports - None**

**12. By-Laws**

**13. Unfinished Business**

**14. Addendum (New Business)**

**a. Guarantee re: Land Severance Applications #B180/22(1), B181/22(2) and B182/22(3)**

Resolution No.: 2024-073

Moved by Councillor LeClerc and seconded by Kelly-Chamberlain

BE IT RESOLVED THAT Council for the United Townships of Head, Clara and Maria does hereby accept the Guarantee as submitted relative to the Land Severance Applications #B180/22(1), B181/22(2) and B182/22(3) as submitted by Mr. Bimm and authorizes the Mayor and staff to sign the Guarantee on Behalf of the municipality.

Carried Unanimously

**b. Quotes for the replacement of the Hall Roof**

Resolution No.: 2024-074

Moved by Kelly Chamberlain and seconded by Councillor Richer

BE IT RESOLVED THAT Council authorizes proceeding with the replacement of the shingles on the Hall Roof and accepts the quote from DV Contracting for the metal roof system in the amount of \$46,655.31.

Carried Unanimously

**15. Notice of Motion – (To be used by members of Council to introduce new areas of business they wish to discuss in the future) – None**

**16. Closed Session**

**17. Information Sharing (Formerly Questions and Answers)**

18. Confirmation of Proceedings

Resolution No.: 2024-075

Moved By Councillor LeClerc and Seconded by Councillor Richer

BE IT RESOLVED THAT By-Law 2024-14 being a bylaw to confirm proceedings of Council at their Regular Meeting of August 17, 2024, be read a first time short and passed.

Carried Unanimously

19. Adjournment

Resolution No.: 2024-076

Moved by Councillor Richer and seconded by Councillor LeClerc

BE IT RESOLVED THAT this meeting adjourn at 2:05 p.m. to meet again on Thursday September 19, 2024, at 2:00 p.m.

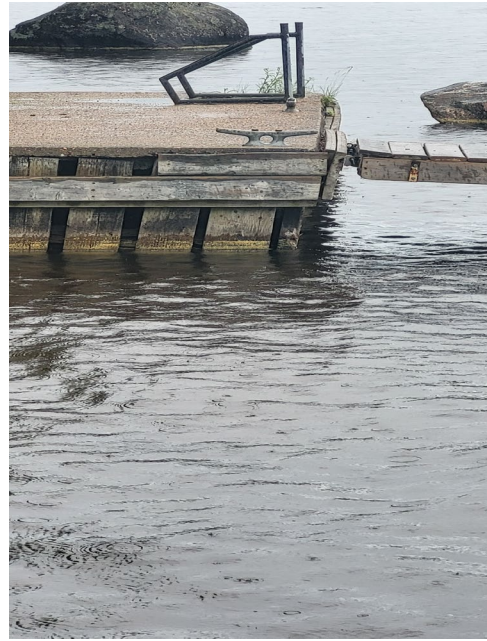
Carried Unanimously

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MAYOR

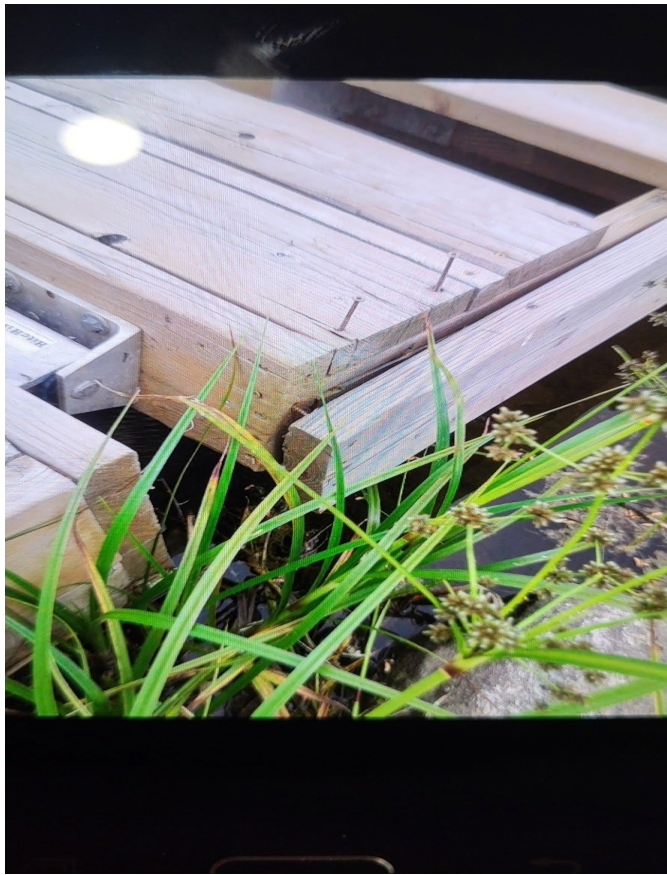
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CLERK



Stonecliffe Boat launch  
Cost to rebuild is 20,000\$





- Deux Rivières boat launch
- Cost to rebuild is 2,500\$



# Grave yard (Ferndale)





# Mackey park boat launch





# Mackey park bench and sign



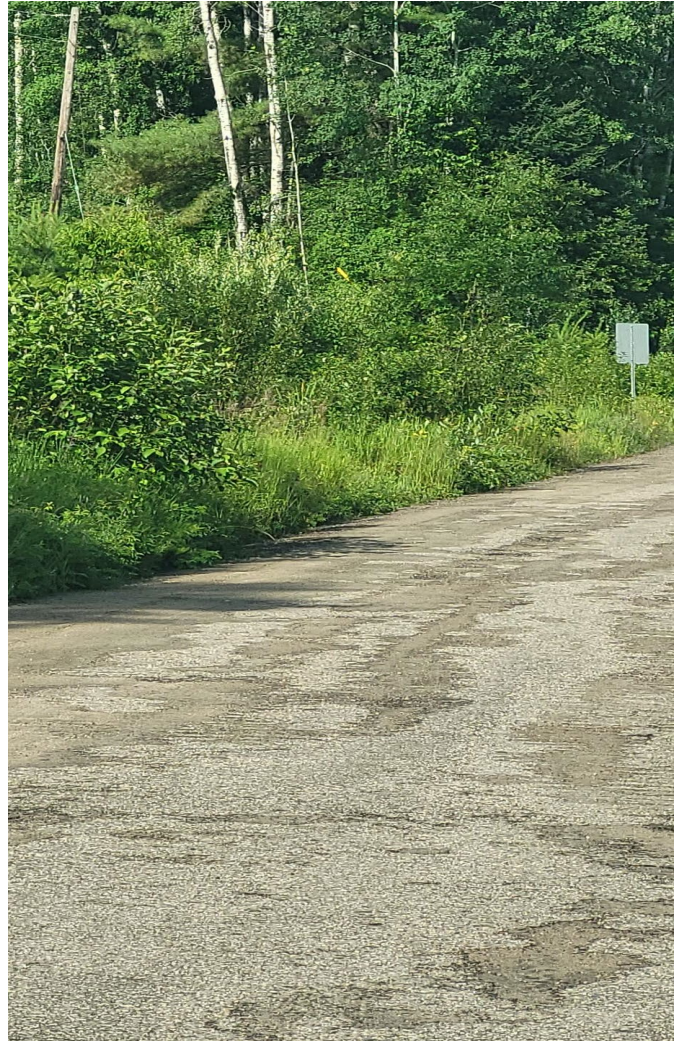


# Mcisaac Dr





# Dunlop





# Brushing cost

- Excavator brusher
- 265\$ at 40 hours 10,600
- Tractor mulcher 35 hours 5,250

# Francoeur road





# Adelard





# Kenny Road





# Dunlop culvert





# Cross culvert to be replaced

- Dunlop 3 cross
- M.C.R 3 cross
- Jenning 1 cross
- Ashport 2 cross
- Donnelly 2 cross

# Donnelly road

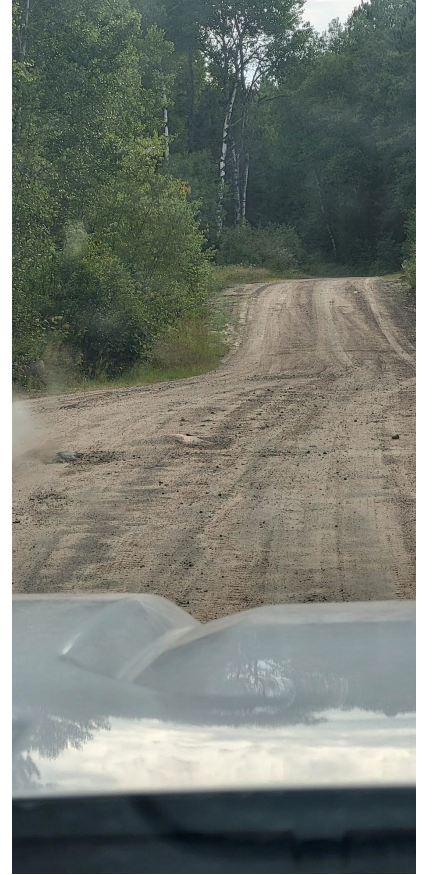


# Donnelly

- Cost to remove berms 10,800
- Grader
- Loader
- 2 trucks



# M.C.R Minimum Maintenance



July 10, 2024

Subject: *Proposal Regarding Developing a commercial-scale framework for geologic carbon storage*

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Hello,

The Ministry of Natural Resources is seeking feedback on the development of a legislative and regulatory framework for commercial-scale geologic carbon storage. The current posting is available at <https://ero.ontario.ca/notice/019-8767>. It provides an overview of how various components of the framework could function and has a series of questions at the end seeking feedback on how Ontario could regulate the activity.

This proposal follows four previous engagement opportunities related to the framework development in January 2022, November 2022, April 2023 and September 2023. A roadmap towards regulating geologic carbon storage was released in November 2022 and can be found at <https://www.ontario.ca/page/geologic-carbon-storage>.

Although Ontario's framework would apply provincially, to help provide for the responsible development of commercial-scale projects, the framework could initially focus on enabling commercial-scale projects within saline aquifers and depleted oil and gas reservoirs in southwestern Ontario at depths of 800 metres or more. These are expected to be the most viable opportunities for geologic carbon storage in Ontario given the current state of carbon storage technologies. To continue to advance the development of new technologies, projects that do not meet the above criteria could be permitted under a testing and demonstration permit.

For more information on what geologic carbon storage is, and where it could occur, Ontario has included a background information document at the end of this letter.

If you would like more information or have any questions, please contact Andrew Ogilvie, Manager of Resources Development Section, through email: [Resources.Development@ontario.ca](mailto:Resources.Development@ontario.ca).

Sincerely,

Jennifer Keyes  
Director, Development and Hazard Policy Branch

Attachment: Geologic Carbon Storage background document

## Introduction

Large quantities of carbon dioxide (CO<sub>2</sub>) are generated through industrial processes such as the production of cement, steel and fertiliser, from power generation, during oil and gas refining, and as a by-product of creating hydrogen from methane.

One way of reducing the impact of CO<sub>2</sub> emissions from these large emission sources is to take captured CO<sub>2</sub> that would have otherwise been emitted into the atmosphere and to permanently store (sequester) it in deep underground rock formations (storage formations). This process is termed ‘geologic carbon storage,’ and is one tool being considered to manage Ontario’s emissions.

Geologic carbon storage is necessary for economically achieving emissions targets and net-zero emissions, especially for carbon-intensive industries.

According to the Global CCS Institute, “the injection and storage of CO<sub>2</sub> is the final stage in the carbon capture and storage process and has been working safely and effectively for over 50 years” and “close to 300 million tonnes of CO<sub>2</sub> has been injected into storage formations underground.”<sup>1</sup>

## How is CO<sub>2</sub> stored?

Captured carbon dioxide emissions from industrial processes are transported and

injected into a storage well that injects the CO<sub>2</sub> into deep geologic formations.

Depth is an important factor in geologic carbon storage. As depth increases below the surface, temperature and pressure increase. At depths greater than 800 metres (about 1.5 times the height of the CN Tower) temperature and pressure are high enough that CO<sub>2</sub> reaches a ‘supercritical’ state – it has the density of a liquid but flows like a gas – which allows the CO<sub>2</sub> to be stored efficiently.<sup>2</sup>

Underground storage formation characteristics are also important. The following technical requirements are considered when determining if a formation is a good fit for geologic carbon storage:<sup>2</sup>

- **Porosity:** the pore space in which the CO<sub>2</sub> can be stored.
- **Permeability:** the interconnectedness of the pore spaces that enables the injected CO<sub>2</sub> to flow throughout the formation.
- **Cap rock:** the presence of an impermeable barrier to flow around the formation to contain the CO<sub>2</sub> permanently.

Detailed, site specific studies need to be conducted to prove site suitability for geologic carbon storage.

After injection activities end, wells are plugged, and the site is decommissioned and monitored to mitigate any potential safety risks to the public or the environment.

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<sup>1</sup> Global Carbon Capture and Storage Institute Ltd. <https://www.globalccsinstitute.com/ccs-101-storage/>. Used under Creative Commons Attribution-Noncommercial-NoDerivatives 4.0 International Licence. © 2024 Global Carbon Capture and Storage Institute Ltd.

<sup>2</sup> Carter, T., Gunter, W., Lazorek, M., Craig, R. (2007). *Geological Sequestration of Carbon Dioxide: A Technology Review and Analysis of Opportunities in Ontario*. Climate Change Research Report CCRR-07. Ontario Ministry of Natural Resources. ISBN 978-1-4249-4557-3

## What happens to the CO<sub>2</sub> after it is injected?

Carbon dioxide can be trapped in several ways:

- **Structural trapping** occurs when the rock layers above the storage formation form a cap or seal that prevents the upward movement of CO<sub>2</sub>.
- **Solution trapping** occurs when the injected CO<sub>2</sub> dissolves into saline water that is present in the storage formation.
- **Residual trapping** occurs when CO<sub>2</sub> is trapped in pores within the storage formation.
- **Mineral trapping** occurs when the CO<sub>2</sub> reacts with the reservoir rocks and fluids to form solid carbonate minerals that permanently trap the CO<sub>2</sub>.

## Where could CO<sub>2</sub> be stored in Ontario?

Currently, there are no geologic carbon storage projects in Ontario. Most projects in other jurisdictions have occurred in deep sedimentary rock formations including:

- saline aquifers
- depleted oil and gas reservoirs

Previous desktop research has suggested the most suitable storage formations in Ontario may be found beneath the beds of Lake Huron and Lake Erie and surrounding onshore areas, which also coincide with many of the province's largest point source emitters of CO<sub>2</sub>.

Ontario is taking a phased approach to create a regulatory framework for geologic carbon storage which will play an important role in supporting industry, encouraging sector innovation, and helping industry manage emissions and meet emissions targets. Our roadmap to regulating geologic carbon storage can be found online at [Roadmap towards regulating geologic carbon storage](https://www.ontario.ca/page/geologic-carbon-storage).<sup>3</sup>

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<sup>3</sup> <https://www.ontario.ca/page/geologic-carbon-storage>



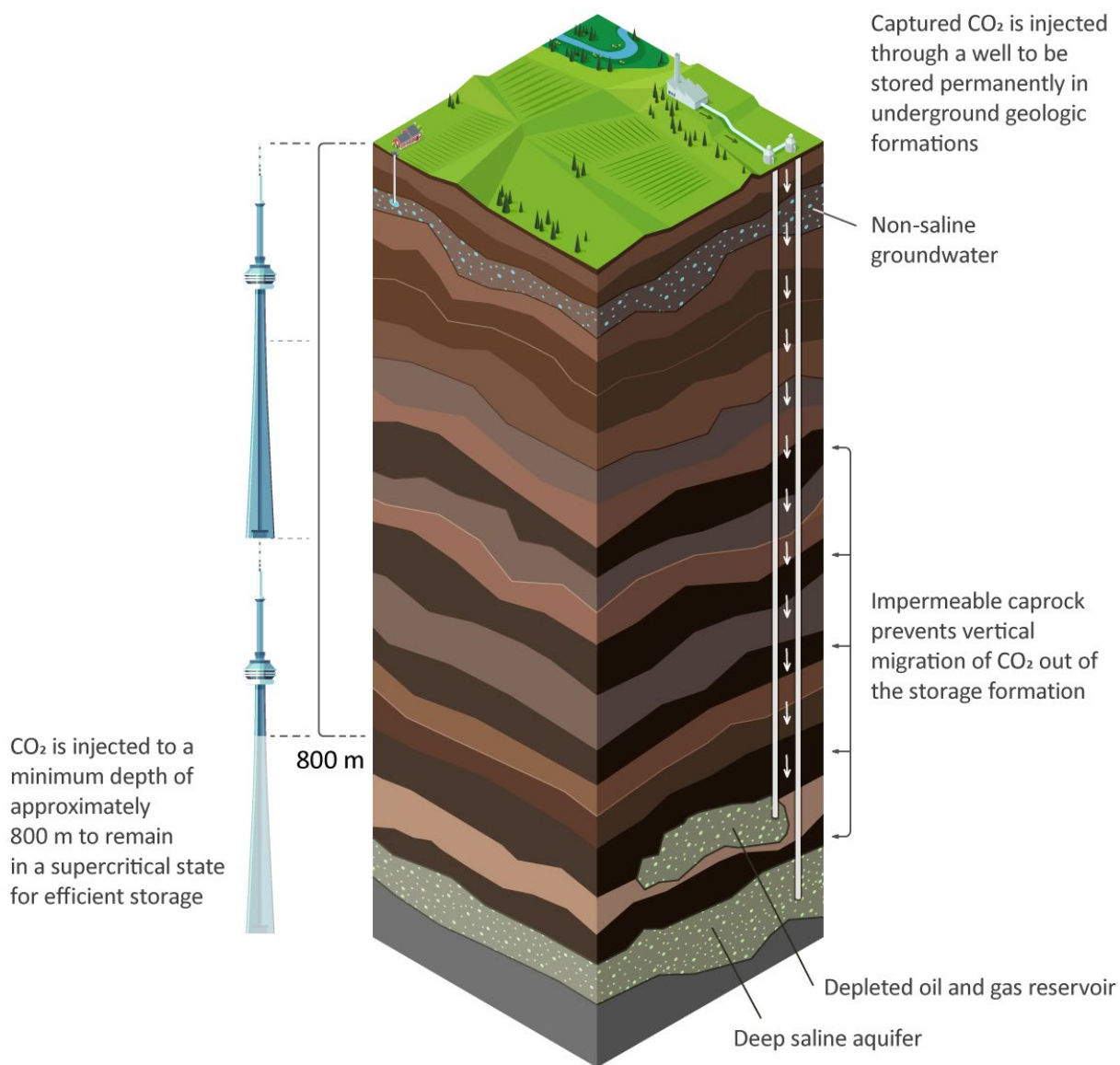


Figure 1: Schematic diagram of geologic carbon storage in a depleted oil and gas reservoir and a deep saline aquifer. This diagram is for illustrative purposes only. Objects shown are not drawn to scale.



• Spring Gravel/Grade	29,000
• 2 grades in summer	8000
• 1 fall grade	6000
• Calcium	20,300
• Tool box for truck	600
• Sander for truck	3600
• Snow tires	1700
• Shop tools/Welder plug/Supplies	1445
• Shop supplies from wurth	1317.98
• Training	750
• Computer	1000
• Shop building repairs	2500
• Boat signs and over night parking	2000
• Fuel Tank	1200.00



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

## BY-LAW NUMBER 2024-15

**BEING** a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its regular meeting held on Thursday, September 19, 2024.

**WHEREAS** Subsection 5(1) of the *Municipal Act, 2001*, as amended, provides that the powers of a municipal corporation are to be exercised by its council;

**AND WHEREAS** Subsection 5(3) of the said *Municipal Act* provides that all municipal power including the municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of the United Townships of Head, Clara & Maria at this meeting be confirmed and adopted by by-law;

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

1. **THAT** the action of the Council of the United Townships of Head, Clara & Maria in respect of each recommendation or resolution contained in the minutes of the regular council meeting of Thursday, September 19, 2024, and any reports of committees and of local boards and each motion and resolution passed and other action taken by the Council of the United Townships of Head, Clara & Maria at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. **THAT** the Mayor and the appropriate officials of the United Townships of Head, Clara & Maria are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the United Townships of Head, Clara & Maria referred to in the proceeding section.
3. **THAT** the Mayor, or in the absence of the Mayor, the alternate head of council and the Municipal Clerk, or in the absence of the Municipal Clerk, the Deputy Clerk, or in the absence of the Municipal Clerk and the Deputy Clerk, the Acting Clerk, are authorized and directed to execute all documents necessary in that behalf and to affix thereto the corporate seal of the United Townships of Head, Clara & Maria.

**READ** and passed this 19<sup>th</sup> day of September 2024.

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MAYOR

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CLERK