

**THE CORPORATION of the UNITED TOWNSHIPS of HEAD, CLARA & MARIA**  
**MINUTES**



Minutes of a regular meeting of Council held on March 21, 2024.

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

Mayor Grills called the meeting to order at 2:11 P.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. Deputations/Presentations – Cogeco Connexion – Presentation: Fibre Installation Update**  
Council thanked the presenters for their time and information.

**7. Adoption of Minutes of Previous Meeting**

Resolution No.: 2024-028

Moved by Councillor Dowser and seconded by Councillor Richer

**BE IT RESOLVED THAT the minutes of the Regular Meeting of Wednesday February 21, 2024, be accepted as presented.**

**Carried Unanimously**

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

Resolution No.: 2024-029

Moved by Councillor Kelly-Chamberlain and seconded by Councillor LeClerc

BE IT RESOLVED THAT the Information Items be accepted as circulated with the exception of items 1 & 4 which Council further directs that the Clerk draft responses to same.

Carried Unanimously

9. Mayor's Report

Mayor Grills provided a report to Council (Copy on File)

Resolution No.: 2024-0230

Moved by Councillor Richer and seconded by Councillor Dowser

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

Carried Unanimously

Resolution No.: 2024-040

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

WHEREAS The *Community Safety and Police Services Act* requires municipalities to provide policing services; AND WHEREAS the Act further requires the establishment of the OPP Detachment Boards Regulation and the United Townships of Head, Clara and Maria are part of the Upper Ottawa Valley (UOV 3) Detachment Board; AND WHEREAS municipal councils must appoint a member to the Detachment Board by resolution;

NOW THEREFORE BE IT RESOLVED THAT Councillor Dowser be appointed to the Upper Ottawa Valley (UOV 3) Detachment Board.

Carried Unanimously

10. Staff Reports – None

11. Financial Reports - None

Resolution No.: 2024-0231

Moved by Councillor Dowser and seconded by Councillor Richer

BE IT RESOLVED THAT Council for the Corporation of the United Townships of Head, Clara and Maria acknowledges receipt of cost estimate information regarding the Culvert Replacement Project and directs that this project will be postponed and find engineering to reevaluate the culvert.

Carried Unanimously

12. By-Laws - None

13. Unfinished Business

a. Community Safety and Wellbeing Plan

Resolution No.: 23/11/16/09

Moved by Councillor Dowser and seconded by Councillor Richer

WHEREAS each municipality in the Province of Ontario is required to adopt a Community Safety and Well-Being Plan as required by the Safer Ontario Act, through the Ministry of the Solicitor General;

AND WHEREAS the City of Pembroke Police Services Board was successful in obtaining a grant which supported the board in hiring a consultant to assist with the development of the Community Safety and Well-Being Plan;

AND WHEREAS the City of Pembroke Polices Services Board invited other local Upper Ottawa Valley municipalities, including Head, Clara and Maria to jointly develop a plan;

AND WHEREAS Council has been presented with the Community Safety and Well-Being Plan at the regular meeting of November 16<sup>th</sup>, 2023;

NOW THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby approve and adopt the Community Safety and Well-Being Plan as presented.

Carried Unanimously

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- b. Special Council Meeting Date – Zoning Bylaw Amendment Review  
Resolution No.: 2024-032  
Moved by Councillor Richer and seconded by Councillor LeClerc  
BE IT RESOLVED THAT Council for the Corporation of the United Townships of Head, Clara and Maria will hold a Special Council Meeting on May 16, 2024, at 10:00 a.m. to consider the Draft Zoning Bylaw Amendment as prepared by the County of Renfrew Planning Department.  
Carried Unanimously

- c. Public Meeting Date – Zoning Bylaw Amendment  
Resolution No.: 2024-033  
Moved by Councillor Richer and seconded by Councillor LeClerc  
BE IT RESOLVED THAT Council for the Corporation of the United Townships of Head, Clara and Maria will hold a Special Council Meeting on August 17, 2024, at 10:00 a.m. to receive feedback from the Public on the Draft Zoning Bylaw Amendment as prepared by the County of Renfrew Planning Department.  
Carried Unanimously

14. Addendum (New Business)

- a. Request for Hall Use – Natalie Jackett Conservation Coordinator Gap Project  
Resolution No.: 2027-034  
Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser  
BE IT RESOLVED THAT Council for the Corporation of the United Townships of Head, Clara and Maria receives the request from Natalie Jackett Conservation Coordinator for the Gap Project and agrees to waive the fee for the community engagement session being held on April 24, 2024.  
Carried Unanimously
- b. County of Renfrew General Inquiry Fee  
Resolution No.: 2027-035  
Moved by Councillor Dowser and seconded by Councillor Kelly-Chamberlain  
BE IT RESOLVED THAT Council for the Corporation of the United Townships of Head, Clara and Maria Council for the Corporation of the United Townships of Head, Clara and Maria directs that the \$200 general inquiry fee will be paid by the individual and not the Township.  
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.

17. Closed Session

Move Into Closed Session

Resolution No.: 2024-036

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does now move into Closed Session at 3:46 p.m. pursuant to section 239(2) (b) personal matters about an identifiable individual, and (d) labour relations or employe negotiations to consider:

- i. Review of Closed Session Minutes from January 8 and February 21, 2024.
- ii. Receive an Update regarding the Municipal Administrator's Leave of Absence

Carried Unanimously

Return to Open Session

Resolution No.: 2024-037

Moved by Councillor Richer and seconded by Councillor LeClerc

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does now return to Open Session at 4:42 p.m. and reports that direction was given to the Mayor and staff related to the Municipal Administrator's leave of absence.

Carried Unanimously

18. Information Sharing (Formerly Questions and Answers)

19. Confirmation of Proceedings

Resolution No.: 2024-038

Moved By Councillor LeClerc and Seconded By Councillor Richer

BE IT RESOLVED THAT By-Law 2024-06 being a by-law to confirm proceedings of Council at their Regular Meeting of February 21, 2044, be read a first time short and passed.

Carried Unanimously

20. Adjournment

Resolution No.: 2024-039

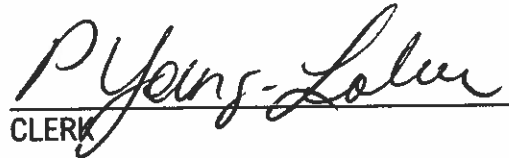
Moved by Councillor Dowser and seconded by Councillor Kelly-Chamberlain

BE IT RESOLVED THAT this meeting adjourn at 4:49 p.m. to meet again on Thursday April 18, 2024, at 2:00 p.m.

Carried Unanimously



MAYOR



CLERK