



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

**Minutes of October 25, 2021**

Minutes of a Committee of the Whole meeting of Council held on Monday, October 25, 2021 at 9:30 a.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. **ROLL CALL** – The following persons were present: Mayor Debbi Grills, Councillors: Brent Allen, Chris Dowser, Fran Kelly-Chamberlain, and Ernie Villeneuve.

**Staff:** Crystal Fischer, Clerk/ Treasurer

Members of the public: Jim Gibson, Marlene Gibson, Diane Foreman(virtually)

**Absent/Regrets:** none

Councillor Allen entered at 9:47 am.

3. **RECITAL OF THE MUNICIPAL MISSION AND VISION STATEMENTS** – Mayor Grills

**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.

4. **DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF** - none

5. **BY-LAW REVIEW**

Clean and Clear By-Law

- This by-law came about after receiving complaints about unclean properties, and the fact that the municipality could not do anything about it because there is no by-law in effect.
- Deputy Mayor Villeneuve volunteered to create a by-law; compared current by-laws of neighbouring municipalities to come up with the proposed Clean and Clear By-Law.
- Letter or survey should go out to residents for public consultation.
- Public input is important, proposed by-laws will affect people in the community. Council strategic plan includes public input.
- Would like to have the “never get a second chance to make first impression” clause to remain.
- Property standards committee seems to be included in about 50 percent of by-laws.
- Would be better not to have CBO make all final decisions; public should be involved in the process.
- Private roads – no authority to enter for any reason? Are we looking at a by-law that is only applicable to portion of the population?  
Action: Clerk to investigate if CBO can enter onto private roads.
- Property Standards Committee – should be removed, CBO is neutral party and having no committee will reduce conflict in the community.
- Deemed delivery was in the by-law to be clear – legalities.
- Discrimination of properties that face frontage versus not, this by-law would be discriminatory in a court of law.
- Keep your front yard clean – can’t have complaints if we cannot see it.
- This is something that can go on and on if people want to fight it – slippery slope. Council is creating by-laws that cannot be enforced, heading to a by-law enforcement officer, not sure we want to go there. Creating policies that are not required.
- Believe that we do need this by-law, CBO needs to have a by-law in order to enforce.
- Public meetings will be held before anything is passed. This is just discussion beforehand to see if we can come to some sort of consensus.

### Trailer Licence By-Law

- This by-law does not affect private campgrounds. It is stated in the Municipal Act that it does not apply to private campgrounds.
- Under general provisions, it is stated that it applies to vacant private land and that the owner of the property is liable for any fees.
- Enforcement will be difficult. Will we spend more money on enforcement than we will receive? Difficult to properly police. Could be managed throughout roads inspections – locating and changes.
- What about private roads?
- Send out information to public, regarding information on the by-law and to identify if they have trailer on their property.

### Zoning By-Law

- Hoping to have one document that encompasses all zoning information in one document instead of having to search multiple sources for information.
- This by-law should be reviewed every three years, has not been done in 17 years. Every time the county updates their Official Plan, we have to update our zoning by-law.
- Thank you to Deputy Mayor Villeneuve for all his work.
- The County of Renfrew Workplan is a new option.
- Mayor Grills will to get information from the Count of Renfrew regarding how much it would cost to review the proposed document.
- The document should be vetted either by the County or by legal.

### 16. CONFIRMATION OF PROCEEDINGS

Resolution No.: 21/10/25/001

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Allen

**BE IT RESOLVED THAT** By-Law 2021-46 being a by-law to confirm proceedings of the Council of October 25, 2021 be read a first time short and passed.

Carried Unanimously

### 17. ADJOURNMENT

Resolution No.: 21/10/25/002

Moved by Councillor Dowser seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** this meeting adjourn at 11:20 a.m.

Carried Unanimously

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MAYOR

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CLERK