



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

Minutes of June 21, 2022

Minutes of a regular meeting of Council held on June 21, 2022 at 1:00 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: Brent Allen, Chris Dowser, Fran Kelly-Chamberlain, and Ernie Villeneuve
Staff: Crystal Fischer, Clerk-Treasurer
Absent/Regrets: none
One member of the public.
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** –
Mayor Peckett – Sustane Technologies – see notes on page 6.

Resolution No.: 22/06/21/2001
Moved by Councillor Allen and Seconded by Councillor Villeneuve
BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby amend the agenda to include discussion of:
Report 22/06/21/1603 Restricted Acts in a Municipal Election Year under 16 iii.
Carried Unanimously
7. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS (INCLUDING COMMITTEES)**
Resolution No.: 22/06/21/001
Moved by Councillor Allen and Seconded by Councillor Villeneuve
BE IT RESOLVED THAT the minutes of May 17, 2022 and June 15, 2022 be accepted as amended.
Carried Unanimously
8. **CORRESPONDENCE & PETITIONS**
Petitions - none

Correspondence
 - i. County of Renfrew – Secondary Dwelling Units as Affordable Housing
 - ii. Town of Rainy River – Connecting Links
 - iii. City of Cambridge – Free Public Transportation on Election Days
 - iv. City of Brantford – Release of Documents Mohawk Institute Residential School
 - v. Town of Espanola – Support for Ukraine
 - vi. Niagara Region – Voluntary Russian Sanction Request
 - vii. Municipality of Shuniah - Community Schools Alliance Action Plan and Social and Economic Impact for Small Communities in Ontario Study
 - viii. City of Kitchener – Energy Performance Tiers
 - ix. Kelley Horricks – Letter to Council re Secondary Dwellings
9. **MAYOR'S REPORT**
 - i. Report #22/06/21/901
10. **STAFF REPORT** – none

11. FINANCIAL REPORTS

i. Report 22/06/21/1101 – Revenue and Expense Report

Resolution No.: 22/06/21/1001

Moved by Councillor Dowser and Seconded by Councillor Villeneuve

WHEREAS Council has received Report #22/06/21/1101 concerning the Revenue and Expense Report ending June 30, 2022 and have had the opportunity to ask clarifying questions of the report;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby accept the Revenue and Expense report dated June 15, 2022.

Carried Unanimously

12. UNFINISHED BUSINESS

i. Report 22/06/21/1201 – Closure of Dunlop Crescent

Resolution No.: 22/06/21/002

Moved by Councillor Allen and Seconded by Councillor Villeneuve

WHEREAS Council has received Report #22/06/21/1201 concerning the closure of the western entrance to Dunlop Crescent;

AND WHEREAS the costs associated with the closure may potentially be exponentially higher than originally anticipated and/or budgeted;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby direct staff not to proceed with the closure of the western entrance to Dunlop Crescent;

~~**AND FURTHER** directs staff to contract with Aultman's Rental to have a streetlight installed at Highway 17 intersecting the western entrance of Dunlop Crescent.~~

Carried Unanimously

Resolution No.: 22/06/21/2002

Moved by Councillor Villeneuve and Seconded by Councillor Kelly-Chamberlain

BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby direct staff to contract with Aultman's Rental to have a streetlight installed at Highway 17 intersecting the western entrance of Dunlop Crescent.

Recorded Vote		
Allen, B	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Dowser, C	Yea <input type="checkbox"/>	Nay <input checked="" type="checkbox"/>
Grills, D	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Kelly-Chamberlain, F	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Villeneuve, E	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>

Carried

i. Report 22/06/21/1202 – Recreation Equipment Lending Hub

Resolution No.: 22/06/21/003

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Allen

WHEREAS Council has received Report #22/06/21/1202 concerning the recreation equipment Lending Hub;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does enact the following:

Direct staff to re-open the Lending Hub for the 2022/2023 season;

Directs staff to implement a \$5.00 per day late fee;

Authorizes staff discretion of restricting lending to users who are in non-compliance with the loan agreement; and

Directs staff to update the loan agreement to include that the equipment must stay within the boundaries of the municipality throughout the duration of the loan.

Borrowers must be residents.

Recorded Vote		
Allen, B	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Dowser, C	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Grills, D	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Kelly-Chamberlain, F	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Villeneuve, E	Yea <input type="checkbox"/>	Nay <input checked="" type="checkbox"/>

Carried

Council took a recess at 2:33 p.m.

The meeting was called back to order at 2:42 p.m.

Resolution No.: 22/06/21/2003

Moved by Councillor Dowser and Seconded by Councillor Villeneuve

BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby direct staff to charge user fees as follows:

Paddle boards - \$10.00 per day

Kayaks - \$10.00 per day

Recorded Vote		
Allen, B	Yea ___	Nay <u>x</u>
Dowser, C	Yea ___	Nay <u>x</u>
Grills, D	Yea <u>x</u>	Nay ___
Kelly-Chamberlain, F	Yea ___	Nay <u>x</u>
Villeneuve, E	Yea <u>x</u>	Nay ___

Defeated

- ii. Report 22/06/21/1203 – Request for Boat Launch Installation in Bissett Creek

Resolution No.: 22/06/21/004

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Villeneuve

WHEREAS Council received a deputation at its regular meeting of May 17th, requesting consideration of installing a municipal boat launch in Bissett Creek;

AND WHEREAS Staff have visited the proposed location and have determined that the site is not suitable to install a boat launch;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby direct staff to not proceed with research and consultation of installing a municipal boat launch in Bissett Creek.

Carried Unanimously

- iii. Report 22/06/21/1204 – Unopened Road Allowance/ 911 Civic Address Application

No resolution required.

13. NEW BUSINESS –

- i. Report 22/06/21/1301 – Secondary Dwellings

Resolution No.: 22/06/21/1004

Moved by Councillor Villeneuve and Seconded by Councillor Dowser

WHEREAS Council has received Report #22/06/21/1301 concerning the request for consideration in amending the current zoning by-law to include secondary dwellings;

THEREFORE BE IT RESOLVED THAT The Council of the United Townships of Head, Clara and Maria does hereby direct staff to enter into an agreement with the County of Renfrew to complete an update of the zoning by-law, which will include secondary dwellings as a permitted use, at a cost of \$8,000 plus HST;

AND FURTHER THAT Council does hereby authorize the use of a Conditional Building Permit to have a secondary dwelling installed at Ms. Horricks' property with the condition that the building conforms with the County of Renfrew Official Plan's regulations on Secondary Dwellings.

Carried Unanimously

- ii. Report 22/06/21/1302 – PWAG Recommendations

Resolution No.: 22/06/21/006

Moved by Councillor Dowser and Seconded by Councillor Villeneuve

WHEREAS Council received Report 22/06/21/1302 with recommendations provided by the Public Works Advisory Group;

THEREFORE BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby direct staff to request that:

The Ministry of Transportation install a Pine Valley Road sign on the south side of the highway, and

That the Ministry of Transportation grant permission to the municipality in completing tree removal on the Ministry of Transportation's property located at the Mackey Boat Launch.

Carried Unanimously

14. NOTICE OF MOTION – none

15. POLICY/BY-LAW REVIEW – none

16. BY-LAWS

- i. Report 22/06/21/1601 –By-Law 2022-16 County of Renfrew Planning Services Agreement

Resolution No.: 22/06/21/005

Moved by Councillor Allen and Seconded by Councillor Dowser

WHEREAS Council has received Report #22/06/21/1601 with information regarding entering into a shared services agreement for local planning services with the County of Renfrew;
THEREFORE BE IT RESOLVED THAT By-Law 2022-16 being a by-law to enter into a shared services agreement for the provision of local planning services with the County of Renfrew be read a first, second and third time.

Carried Unanimously

ii. Report 22/06/21/1602 –By-Law 2022-17 Site Plan Control Delegation

Resolution No.: 22/06/21/1003

Moved by Councillor Allen and Seconded by Councillor Villeneuve

WHEREAS Council has received Report #22/06/21/1602 concerning the recent approval of Bill 109 that requires that the authority to approve site plan control agreements be delegated to municipal staff;

THEREFORE BE IT RESOLVED THAT By-law 2022-17 being a by-law to establish a site plan control area within the municipality and to delegate authority to approve site plan control agreements be read a first, second and third time passed.

Carried Unanimously

iii. Report 22/06/21/1601 –By-Law 2022-18 Restricted Acts

Resolution No.: 22/06/21/1005

Moved by Councillor Villeneuve and Seconded by Councillor Dowser

WHEREAS Council has received Report 22/06/21/1603 concerning Restricted Acts in a Municipal Election Year;

THEREFORE BE IT RESOLVED THAT By-law 2022-18 being a by-law to authorize the delegation of authority during the Restricted Acts Period of Council during the 2022 Municipal Election be read a first, second and third time passed.

Carried Unanimously

17. CLOSED SESSION

Resolution No.: 22/06/21/007

Moved by Councillor Villeneuve and Seconded by Councillor Allen Dowser

WHEREAS the Municipal Act allows for closed meetings under section 239(2)(b);

THEREFORE BE IT RESOLVED THAT this meeting go into an in camera session at 3:44 p.m. to adopt minutes from a previous meeting.

Carried Unanimously

Resolution No.: 22/06/21/008

Moved by Councillor Villeneuve and Seconded by Councillor Kelly-Chamberlain

WHEREAS Council went into closed session to adopt minutes from a previous meeting;

THEREFORE BE IT RESOLVED THAT this meeting come out of closed session at 3:47 p.m. and the public portion of the meeting continue.

Carried Unanimously

Resolution No.: 22/06/21/2004

Moved by Councillor Dowser and seconded by Councillor Allen

BE IT RESOLVED THAT Council of the United Townships of Head, Clara and Maria does hereby adopt the closed session minutes of May 17, 2022.

Carried Unanimously

18. QUESTIONS AND ANSWERS

Violations of by-laws – we don't currently have a system to lodge complaints, other than to submit complaint to Clerk.

How is the street lighting with Aultman's coming along? Staff was waiting for Council's decision on closing Dunlop Crescent versus installing a streetlight. The paperwork for Hydro has been completed and will be submitted now that a decision was made on Dunlop Crescent.

Performance Appraisal for Clerk – Councillor Villeneuve has spoken with Peggy and she is working on it.

Action: Clerk to follow up with Peggy regarding the documents required for the performance appraisal.

Canada Day – Can we have public works have the grass at Old Mackey Park cut Monday and Thursday morning in preparation of Canada Day Celebrations?

Action: Clerk to follow up with Public Works Leader.

Deputy Mayor Villeneuve was approached by the North Renfrew Times for a statement concerning re-running for Council.

19. CONFIRMATION OF PROCEEDINGS

Resolution No.: 22/06/21/010

Moved by Councillor Dowser and Seconded by Councillor Villeneuve

BE IT RESOLVED THAT BE IT RESOLVED THAT By-Law 2022-19 being a by-law to confirm proceedings of the Council of Tuesday, June 21, 2022 be read a first time short and passed.

Carried Unanimously

20. ADJOURNMENT

Resolution No.: 22/06/21/011

Moved by Councillor Allen and Seconded by Councillor Kelly-Chamberlain

BE IT RESOLVED THAT this meeting adjourn at 4:04 p.m. to meet again on Saturday August 20th, 2022 at 1:00 p.m.

Carried Unanimously

D. Grills

MAYOR

C. Meher

CLERK

Deputations/ Presentation

Mayor Peckett, McNab-Braeside – Sustane Technologies
Video presented at the beginning of the meeting ([link](#)).

Recycling and waste diversion is a major issue in our area and throughout Canada.

There will be no new landfills and no new expansions to landfills issued. HCM's expansion was successful because it was in the works for many years prior to issuance.

Recycling percentage in Canada is only nine percent of actual recyclable plastic; plastic is major issue.

Sustane will take all plastic, plastic bags, some styrofoam, plastic foam, hay bale plastics and will recycle fibres from used baby diapers. Sustane will be able to recycle 90 percent of materials; going from 9 percent to 90 percent. Biomass product is a pellet; same BTUs as wood. Pellets sell in Europe and United States and it has been found that pellets can be used as fertilizer on farmland. Source to sell off products that have been going to landfill.

Working to attract plant to his township (McNab Braeside) for the last 3 years.

They need to make plant feasible and require 200 tonnes of garbage a day, seven days a week. Will require all garbage from Renfrew and Lanark Counties; approximately 150,000 people to generate the garbage required.

No chemicals, no burning. Use very little water, heat it up to create steam, use steam and water to create the biofuel and end products. No manual sorting.

Blue Box – provincial government transition to transfer cost of packaging onto suppliers; manufacturers are not going to take the hit, consumers will.

McNab Braeside is going to get rid of blue boxes, and will move to bags so that they can be recycled and will keep in the blue box program.

HCM may be interested in methane gas – could mine the garbage that is in our landfill sites currently and recycle anything that should have been recycled. Would reduce methane gas.

Materials going to Sustane would not need to be separated (garbage from recycling) anymore, the program takes all kitchen waste. McNab Braeside will realize large savings with eliminating blue box pick ups.

Questions:

Councillor Allen – way to protect natural resources – metals and mining – taking one form of pollution and turning into another – ground pollution to air pollution?

Mayor Peckett - Not if pellets are being used as agriculture, biomass is cardboard and box board. No oil used in making boxes. Synthetic diesel. Diesel will be around for a long time.

Does Sustane offer collection of material as part of the program?

Mayor Peckett: It would be the municipality's responsibility for cost to ship materials to the facility. The three neighbouring parties (Head, Clara and Maria, Laurentian Hills and Deep River) should combine efforts and have one truck. Other two representatives seem to be in favour of partnership. Need to consider environment in this process and reducing emissions.

See concerns, but positives of the outcomes outweigh the negatives.

Councillor Villeneuve – what is likelihood of this happening?

Mayor Peckett: Thought that it was 2- 2.5 years away, however, with the amount of presentations etc. it could be ready to start this fall if Sustane had enough garbage to process.

Will need time to build a plant.

What are you asking of municipalities? Will leave with you today, a MOU, that is a non-binding contract looking for support in having garbage sent to McNab Braeside.

Trying hard to get Renfrew and Lanark Counties to buy in – feel for rural areas, however, there are more residents and garbage in larger cities.

Facility will be designed that it can easily be added to in order to accommodate larger volumes of garbage in the future.

Potential for 25 jobs. Plant runs 24/7, operated mostly through computers. Engineers on site in case of break down or issues. On Sunday, garbage is not processed, just stockpiled for the rest of the week and vehicles undergo maintenance.

Councillor Kelly Chamberlain: What is the recycling used for?

Aluminum is recycled. Glass is compacted to use in roads, can be used for cover at landfill sites. Sustane will not get rid of landfills, but will extend its lifecycle by decades.

Really believe in this system – will create a little bit of carbon footprint, but reduction on the other end is so great.

There will be an information session in McNab/Braeside later this summer.