

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

July 16, 2010

Minutes of a regular meeting of Council held on Friday, July 16, 2010 at 14:02 h. in Council Chambers.

## 1. CALL TO ORDER & MOMENT OF SILENCE

## 2. ROLL CALL

The following were present: Councillors: Ed Aiston, Dave Foote, Jim Gibson and Bob Reid.

Absent: Reeve Stewart

Also in attendance: Wilfred Lamure; Steve Boland, County of Renfrew; David Balla-Boudreau, Ray Boudreau, Clayton and Heather McKechnie, Brent Gervais, Chris Emery

In absence of the Reeve, Councillor Gibson chaired the meeting as Alternate to the Reeve.

## 3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF – None

## 4. ADOPTION of MINUTES of PREVIOUS MEETINGS (INCLUDING COMMITTEES)

(Resolution Prepared)

- Council Minutes

Resolution # 16/07/10/001

Moved by Councillor Aiston and seconded by Councillor Jim Gibson

**BE IT RESOLVED THAT** the minutes of the regular meeting of Friday, June 4, 2010 be accepted as presented.

Carried

- Joint Economic Development Committee Minutes – June 29, 2010 – information
- AECL Breakfast Meeting March 10-10 minutes – June meeting- information

## 5. DEPUTATIONS/PRESENTATIONS

- Steve Boland - County Public Works and Engineering Roads Report – summary following the meeting minutes.

Reeve Stewart arrived at 2:15, Councillor Gibson continued to Chair.

Steve Boland left the meeting at 2:28pm.

## 6. CORRESPONDENCE & PETITIONS – FYI only - documents not included

- ❖ Prime Minister's Office – Thank you letter – CREATE
- ❖ Minister of Natural Resources – Thank you letter – CREATE
- ❖ Madawaska Valley – Letter of Support – CREATE
- ❖ East Ferris – Letter of Support – conservation of railway line

## 7. CORRESPONDENCE (Please advise if you feel any item warrants further consideration at a subsequent meeting.)

- County of Renfrew – invitation to Council members to attend Bill 168 presentation - information
- FCM – re: Long format of 2011 Canadian Census - information
- James Lochrie – re: Canadian Meeting Services and workshops for newly elected councils – information – **Action** - bring to Joint Council
- City of Kawartha Lakes – re: request for donation towards costs of fighting environmental ruling requiring Municipality to pay for environmental cleanup from private spill – **Action** - request additional information from AMO – what are their actions?
- County of Renfrew – re: Farmland/Managed Forest Tax Rebate Impact - information
- OGRA – re: MMS and request for funding to assist with defending MMS in courts - information
- Town of Atikokan – re: classification for utility vehicles - information
- Town of Midland – re: Request for support, Residential Tenancies Act - information
- Ontario Parks – re: Algonquin Forest Annual work Schedule - information
- cupw – The Canadian Postal Service Charter and the Future - information

## 8. STAFF REPORTS (For information only)

- Clerk's Report – #16/07/10/201 – information only

**Action:** research possibility of a permanent MHSW site; arrange collection during the period of the last 3 weeks of September to the 1st week of August; set date with contractor and advertise.

- CBO Report - #16/07/10/202 – information only

- Treasurer's Report - #16/07/10/203 – information only
- Road Super's Report - #16/07/10/204 – information only

## 9. FINANCIAL REPORTS

- Report - #16/07/10/205 – Cheque Log Report to July 9, 2010

Resolution #16/07/10/002

Moved by Reeve Stewart Seconded by Councillor Aiston

**BE IT RESOLVED THAT** the Cheque Log as of July 9, 2010 be accepted as presented.

Carried

- Report - #16/07/10/206 – Comparative Income Statement Report to July 9, 2010

Resolution #16/07/10/003

Moved by Councillor Aiston Seconded by Reeve Stewart

**BE IT RESOLVED THAT** the Comparative Income Statement dated July 9, 2010 be accepted as presented.

Carried

- Report - #16/07/10/207 – Audited Financial Statements

Resolution #16/07/10/004

Moved by Councillor Reid Seconded by Councillor Aiston

**BE IT RESOLVED THAT** the Audited Financial Statements as presented by the Municipal auditors, Welch LLP, for the year ending December 31, 2009 be accepted as presented.

Carried

Congratulations to Treasurer and Clerk – no notations/comments from Auditors – good work.  
Councillor Aiston

## 10. BY-LAWS - none

## 11. UNFINISHED BUSINESS (reports and resolutions prepared)

- Report #16/07/10/208 – Harassment and Violence in the Workplace

Resolution # 16/07/10/005

Moved by Councillor Aiston and Seconded by Councillor Reid

**WHEREAS** new legislation requires all workplaces to address Violence and Harassment in the Workplace;

**AND WHEREAS** the Council of the United Townships of Head, Clara & Maria has previously addressed some of these issues in its Code of Conduct;

**AND WHEREAS** the amended policies address all legislated requirements;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby adopt the amended P&G167/ADMIN/Workplace Harassment and Violence Policy-April 2009/July 2010 and P&G166/ADMIN/Code of Conduct-April 2009/July 2010 separating the Workplace Harassment and Violence issues and complaint processes from the Code of Conduct making it a separate and distinct document.

Carried

- Resolution of Support – Poppy Sales exempt from GST/HST – as requested at last meeting

Resolution #16/07/10/006

Moved by Councillor Reid and Seconded by Councillor Aiston

**WHEREAS** The City of St. Catharine's has requested support for its resolution to support the Private Members Bill introduced by Welland MP Malcolm Allen asking that the Royal Canadian Legion be exempt from GST on purchases of red lapel poppies;

**AND WHEREAS** the sale of those poppies is a critical fundraiser for the Royal Canadian Legion for support of veteran's programs;

**AND WHEREAS** the Council of the United Townships of Head, Clara & Maria recognizes that the poppy has come to represent our respect for the sacrifices made by the men and women who have served our country and sacrificed their lives to protect our freedoms;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby endorse the Private Members Bill and requests that the Federal Government seriously consider exempting the sale of poppies and poppy wreaths from GST and/or HST, as is applicable, allowing for an increased revenue for the Royal Canadian Legion for funding of their veteran support programs.

Carried

## 12. ADDENDUM (NEW BUSINESS) (reports and resolutions prepared)

- #16/07/10/209 – Employee performance Appraisal

Resolution #16/07/10/007

Moved by Councillor Foote and Seconded by Councillor Reid

**WHEREAS** based on satisfactory job performance and successful completion of educational requirements, it is hereby recommended that Tracy Pearce be considered for a salary increase upon 1 year of hire;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby approve the above recommendation that Tracy Pearce receive a step increase effective July 13, 2010.

Carried

- #16/07/10/210 - Resolution of Support – County of Renfrew – Designation of Heritage River

Resolution #16/07/10/008

Moved by Councillor Foote and Seconded by Councillor Reid

**WHEREAS** the County of Renfrew has unanimously passed a resolution requesting Prime Minister Harper to consider and ensure that the documents designating the Ottawa River as a Canadian Heritage River be immediately approved;

**AND WHEREAS** a river with as much historical significance as the Ottawa should be declared such in accordance with the Canadian Heritage Rivers System;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby offer this resolution in support of that of the County of Renfrew respectfully requesting that this process be finalized as soon as possible.

Carried

**Action:** Clerk to attempt to determine if MP Gallant's office has signed off on this designation or is still holding it up. Provide response to Councillor Gibson who will draft a resolution for consideration at a later meeting.

**13. IN CAMERA OR CLOSED SESSION** - none

**14. QUESTIONS AND ANSWERS**

- When will we be reviewing the disposal site policy? – Have received confirmation of funding from Stewardship Ontario's Continuous Improvement Fund after clearing up a misunderstanding. It is up to Clerk to contact service providers to begin the process. Will likely commence within 6-8 weeks but will be some time before policy will be finalized. Public consultation is an important aspect, after recycling plan, will continue with recommendations to develop a complete waste management plan.
- Comments about the theft of a boat trailer from Mackey boat launch and a request for Roads to clear the brush between highway and launch. Potential for increased erosion, need to contact MNR first. Then work may proceed.

**15. CONFIRMATION OF PROCEEDINGS**

Resolution # 16/07/10/009

Moved by Councillor Reid and Seconded by Councillor Foote

**BE IT RESOLVED THAT** By-Law 2010-18 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on July 16, 2010 be read a first time short and passed.

Carried

**16. ADJOURNMENT** – (Resolution Prepared)

Resolution # 16/07/10/010

Moved by Councillor Foote and seconded by Councillor Reid

**BE IT RESOLVED THAT** this meeting adjourn at 15:23 h to meet again Friday, August 13, 2010 at 14:00 h.

Carried

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Reeve – Tammy Stewart

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Melinda Reith – Clerk

## Notes from Deputation/Presentation from Mr. Boland

Mr. Boland introduced himself and explained that he was here to follow up on a road tour that he and Dave Darch, Director of Public Works for the County completed with our Road Super back in May, 2010 at the request of our municipality. These gentlemen had followed up with a letter listing concerns and recommendations and an offer to attend a Council meeting to further explain the recommendations. At the request of Council, Mr. Boland was asked to attend. Members of the public were also made aware of Steve's attendance and the specific purpose of the meeting.

Steve addressed the issues in the order that they were listed on the letter of recommendation and provided some background information as summarized below...

1. **Dunlop Crescent** – Drainage issues off highway and onto the roadway washing into private property. Request to have MTO remove the windrow along the guide rails, along the posts allowing the water to flow freely through the posts as it was originally constructed. Windrows develop with winter plowing, creating a channel for water to collect, run along the slope and follow the path of least resistance which in this case is the entrances to Dunlop Crescent and private property.
  - a. Recommendation – a meeting with MTO to discuss options for correction – County willing to attend. Jim McLaren is the representative from our area, the District Maintenance Supervisor out of Ottawa. There has been Ministry reorganization and our area is now supervised out of Ottawa. They will come up and have a look.
  - b. **Action** – Clerk/ Road Super to arrange a meeting with Jim McLaren of Ottawa MTO and either Steve or Dave of the County.
2. **Culverts on Dunlop Crescent** – 1 large and 2 small culverts which are the responsibility of the county (assumed 10-12 years ago). There is some distance to travel for routine maintenance as the closest patrol yard is in Pembroke. Request that we reach some type of agreement with the County, on a cost recovery basis, to provide routine maintenance – small washouts, clearing debris etc.
  - a. **Recommended Action** – Clerk to contact County to arrange for a draft agreement.
3. **Mackey Creek Road Culvert** – similar as Dunlop Crescent – responsibility of the County – is the municipality interested in arranging an agreement for maintenance on a cost recovery basis.
  - a. Question about decking on Mackey Creek Road Culvert – It is the responsibility of the County and will be worked on this summer.
4. **Mackey Creek Road Curve at Desjardins Road** – recommendation to simply install checkerboard warning signs – have been ordered.
5. **Boudreau Road @ Highway 17** – problems with winter/spring flow from Clouthier's property after new construction and landscaping. Obvious solution is to erect a shallow ditch which will run into the Highway drainage ditch – will need to discuss with MTO.
  - a. **Action** – discuss this issue with MTO staff at meeting.
6. **Chokecherry Lane and entrance to Boudreau Road** - Slope of the entrance is too severe – challenges with entering the roadway, visibility, grading, and winter operations. The profile needs to be re-graded – extending it and tapering it so that a flat area is available on the top allowing vehicles to stop prior to entering the roadway. Does not require an elaborate plan or engineering, simply needs a widening of the road and an extension back approximately 100 ft. Some discussion of Council as to whose responsibility this would be. Council past decision is that work on a private road is the responsibility of the private land owners, not the municipality. (There is a policy in place.)
  - a. **Action** – determine extent of work required. Advise property owners.
7. **Harvey Creek Road – Bank Erosion** – The stability of the bank has been influenced by a number of issues including the varying water levels due to the proximity to the hydro dam. The biggest challenge is that there is no optimal solution. Recommends a geotechnical specialist with slope stability experience with saturated soils to review the situation in more detail. Ultimately, the solution will look like the adjacent Highway bank. To commence this type of work various approvals will be required from the MNR, MOE, Canadian Coast Guard, OPG, Department of Fisheries and Oceans as they will all have an interest. Should talk to these people first and also speak with OPG?
  - a. **Suggested action** – hire an engineer; get approvals; contact OPG who have a vested interest in this project due to water, may provide some assistance with costs, personnel. The situation will not get better. For the short term – leave all trees/brush to provide some type of bank stability.
  - b. Councillor Gibson believes that this has been blown out of proportion, that the road is on an old rail bed and is stable and that the only material that is washing away is what the municipality has put there. There is no need to enter into this project as the rail bed that the road is built on is stable and we can always just move our road over. **Action:** check deed to determine property lines – believe its OPG land on either side.
  - c. Mr. Boland reiterated that ultimately any decision was a decision of Council; he was simply providing recommendations as requested.

Mr. Boland then provided some advice on the situation with the Giant Hogweed. He has seen it in the County – grows to be 10 – 12 feet tall. Prefers damp areas. Flowers are 3-4 feet wide. Leaves are huge as well. Flower is similar to Queen Ann's Lace but much larger.

Mr. Boland left the meeting at 2:28 pm.