

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

December 10, 2010

Minutes of a regular meeting of Council held on Friday, December 10, 2010 at 13:34 h. in Council Chambers.

1. **CALL TO ORDER & MOMENT OF SILENCE** – The Clerk called the meeting to order.
2. **ROLL CALL AND DECLARATION OF OFFICE** - The Clerk Administered the Declaration of Office to all members of Council and then turned the meeting over to the Reeve.

Reeve	Tammy Lea Stewart
Councillor	Ed Aiston
Councillor	Dave Foote
Councillor	Jim Gibson
Councillor	Robert Reid

HEAD OF COUNCIL ASSUMES THE CHAIR – Reeve Stewart

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

4. **ADOPTION of MINUTES of PREVIOUS MEETINGS (INCLUDING COMMITTEES)**
(Resolution Prepared)

- i. Council Minutes

Resolution # 10/12/10/001

Moved by Councillor Foote and seconded by Councillor Reid

BE IT RESOLVED THAT the minutes of the regular meeting of Friday, November 19, 2010 be accepted as presented.

Carried

5. **DEPUTATIONS/PRESENTATIONS** - none

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

- i. Prime Minister's Office – Thank you re: EODP

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

- i. Deep River Chamber of Commerce – re: congratulations - information
- ii. OGRA – re: CRTC public hearing – The Weather Network – letter of support
- iii. Township of Carlow/Mayo – re: CRTC and The Weather Network - information
- iv. Town of Marathon – re: CRTC and The Weather Network - information
- v. Ministry of Citizenship and Immigration – re: Volunteer Service Award program - information
- vi. Town of Laurentian Hills – re: Official Plan Amendment - information
- vii. OGRA – re: update on legal challenge to MMS - information
- viii. MNR – re: response to resolution and Conservation Ontario - information
- ix. MP Malcolm Allen – re: response to resolution of support and GST on Poppy sales - information
- x. Renfrew County Regional Science Fair – request for support - information
- xi. AMO – re: Auditor General of Ontario report - information
- xii. AMO – re: Decision on MHSW - information
- xiii. AMO – re: Report to Members -
- xiv. SOLS – re: info for Municipal Councils on Public Libraries

8. **STAFF REPORTS** (For information only)

- i. Clerk's Report - #10/12/10/801

9. **FINANCIAL REPORTS**

- i. Report - #10/12/10/901 – Cheque Log Report

Resolution #10/12/10/002

Moved by Councillor Aiston Seconded by Councillor Foote

BE IT RESOLVED THAT the Cheque Log as of December 6, 2010 be accepted as presented.

Carried

- ii. Report - #10/12/10/902 – Comparative Income Statement Report

Resolution #10/12/10/003

Moved by Councillor Foote Seconded by Councillor Gibson

BE IT RESOLVED THAT the Comparative Income Statement dated November 30, 2010 be accepted as presented.

Carried

10. **BY-LAWS** - none

11. UNFINISHED BUSINESS (reports and resolutions prepared)

- i. Report #10/12/10/1101 – Review of Council Insurance Coverage (information only)

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

- i. Report #10/12/10/1201 - Inaugural resolutions – committees etc.

Resolution # 10/12/10/004

Moved by Councillor Gibson and Seconded by Councillor Reid

WHEREAS it is common and appropriate to appoint an alternate Head of Council to facilitate the continuity of business of the Municipality in the absence of the Reeve;

THEREFORE BE IT RESOLVED THAT Councillor Gibson be named as alternate Head of Council for this term of Council beginning December 2010 to and including 2014 unless otherwise amended by resolution of Council.

Carried

- ii. Resolution # 10/12/10/005

Moved by Councillor Foote and Seconded by Councillor Aiston

WHEREAS it is in the best interest of the ratepayers of the United Townships of Head, Clara & Maria to be represented at various area committees that affect them and their well-being;

AND WHEREAS it is by representation by members of Council on various Joint committees between the Town of Deep River, The Town of Laurentian Hills and the United Townships of Head, Clara & Maria (and other municipalities) that ratepayers' participation is achieved;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria do hereby appoint the following individuals to the corresponding committees for the month of December 2010 and the calendar year 2011:

- o Councillor Aiston - Family Health Team Committee.
- o Reeve Stewart - Upper Ottawa Valley Community Policing Advisory Committee.
- o Councillor Foote – Library Board.
- o Councillor Gibson and Reeve Stewart - Joint Economic Development Committee.
- o Reeve Stewart - Joint Laurentian Hills, Deep River and Head, Clara & Maria Auto Extrication Committee.
- o Melinda Reith, Clerk/CEMC, Gayle Watters, Administrative Assistant, and all members of Council be appointed to the Municipal Emergency Management Committee.

Carried

- iii. Resolution #10/12/10/006

Moved by Councillor Gibson and Seconded by Councillor Foote

BE IT RESOLVED THAT for purposes of completing budgeted, emergency or specifically approved financial transactions for the United Townships of Head, Clara & Maria, cheque signing authority is hereby granted for the remainder of 2010 and for the calendar year 2011 to: Reeve Stewart with Councillor Gibson and Councillor Aiston as alternates for Council; and the Clerk-Melinda Reith with the Treasurer- Ruth Morin as alternate for administration. All cheques are to be signed by one representative of Council and one representative of administration.

Carried

- iv. Report 10/12/10/1202 – Request for COLA

Resolution # 10/12/10/007

Moved by Councillor Foote and Seconded by Councillor Reid

BE IT RESOLVED THAT the salary grid and honorarium compensation be adjusted by a 2.4% increase to reflect the cost of living over the past year based on Stats Can's CPI of 2.4% for the year October 2009 to October 2010.

Carried

- v. Report 10/12/10/1203 – Request for Office Closure

Resolution # 10/12/10/008

Moved by Councillor Aiston and Seconded by Councillor Reid

WHEREAS over the past 4 years the office has closed early on Christmas Eve for the holiday and in 2009 closed for the entire day;

AND WHEREAS most associations and ministries are closed from about the 20th of December to January 2 annually resulting in minimal interoffice exchange;

AND WHEREAS the office staff would like the opportunity to spend more time at home with their families in preparation of their Christmas celebrations and are willing to forfeit a day's pay or use their vacation entitlement for the opportunity;

AND WHEREAS no other municipal employee would be affected by this request as they work part time during this time of year and are not required to be on the job anyway;

THEREFORE BE IT RESOLVED that the Council of the United Townships of Head, Clara & Maria does hereby agree to close the Municipal office on December 24 for the entire day;

AND BE IT FURTHER RESOLVED that advertising of this closure will occur as per the Municipal Notice By-law.

Carried

vi. Report 10/12/10/1204 - Staff Christmas Party

Resolution # 10/12/10/009

Moved by Councillor Aiston and Seconded by Councillor Reid

WHEREAS in 2009 Council contributed funds towards a token of appreciation for staff by financing a Christmas lunch;

AND WHEREAS most employers (private and public) provide some type of compensation for their staff at Christmas;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to contribute \$300 or \$_____ per person towards the costs of a staff Christmas celebration in 2010.

Carried

vii. Report 10/12/10/1205 - Year End Reserve Funds

Resolution # 10/12/10/010

Moved by Councillor Aiston and Seconded by Councillor Reid

WHEREAS the Council of the United Townships of Head, Clara & Maria allocated funds towards specific Environment projects/plans in 2010 and \$30,000 is remaining as surplus in the Environment budget line;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby authorize the Treasurer to move \$30,000 from the Environment budget line to Disposal Sites (reserve) funds to meet our post-closure and other Environment requirements in 2011.

Carried

viii. Report 10/12/10/1206 - Special Meeting

Resolution # 10/12/10/011

Moved by Councillor Reid and Seconded by Councillor Aiston

WHEREAS municipal staff and our consultant think it is important to complete the Pay Equity and Salary Review prior to year end;

AND WHEREAS four of five Council members have tentatively agreed to meet in December;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to hold a special meeting on Wednesday, December 22, 2010 from 12:00 noon to 2:00 pm for the sole purpose of receiving a presentation of the results of the consultant's review of the current Pay Equity Plan;

BE IT FURTHER RESOLVED THAT staff will advertise this meeting as per the Municipal Notice By-Law.

Carried

ix. Report 10/12/10/1207 - Treasurer Trainee Pay Scale

Resolution # 10/12/10/012

Moved by Councillor Aiston and Seconded by Councillor Gibson

WHEREAS the salary set for the Treasurer Trainee position is unfair and inequitable;

AND WHEREAS paying a higher salary commensurate with responsibility, experience and education will help to attract and retain employees;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria do hereby agree to place the successful candidate for the Treasurer Trainee position at the first step of the level that falls below that of the Treasurer on the Salary Grid;

FURTHER THAT once the Trainee successfully completes the required education they advance upon the lower level until the Treasurer has retired or the individual has completed all required education at which point they will move to a corresponding step on the Treasurer level of the grid.

Carried

x. Report 10/12/10/1208 – Daylight Savings Time

Resolution # 10/12/10/013

Moved by Councillor Gibson and Seconded by Councillor Aiston

WHEREAS the adverse impacts of reduced sunlight hours on health have been noted in numerous scientific studies;

AND WHEREAS the original rationale for reverting to Eastern Standard Time in winter (such as farm milking times) has become largely irrelevant;

AND WHEREAS the impact on reduced energy use in the evening could have substantial positive environmental impacts;

AND WHEREAS the changing of time twice per year is unnecessary, has cost implications for industry and commerce in the province of Ontario and causes confusion and inconvenience to residents and visitors;

AND WHEREAS one other province has already adopted this practice with positive results;

THEREFORE BE IT RESOLVED that the Council of United Townships of Head, Clara and Maria urge the provincial government to retain daylight savings time year-round; and

THAT this Resolution be forwarded to other councils with a request for endorsement and that it also be forwarded to the Ontario Association of Municipalities.

Carried

13. IN CAMERA OR CLOSED SESSION – brief session for information only

Resolution # 10/12/10/014

Moved by Councillor Reid and Seconded by Councillor Aiston

WHEREAS in *the Municipal Act*, R.S.O. 2001 section [239. \(1\)](#) Reads “Except as provided in this section, all meetings shall be open to the public. 2001, c. 25, s. 239 (1).

AND WHEREAS section 239 (2) further states: “**Exceptions**

[\(2\)](#) A meeting or part of a meeting may be closed to the public if the subject matter being considered is (b) personal matters about an identifiable individual, including municipal or local board employees;

AND WHEREAS the Council of the United Townships of Head, Clara & Maria has determined that the issue at hand is a qualifying exemption under section 239 sub paragraph (2) (b) as it concerns actions taken by an identifiable individual.

THEREFORE BE IT RESOLVED THAT this meeting go into an in camera session at h to discuss job performance issues. At no time will business of Council be advanced during this closed session.

Carried

Resolution # 10/12/10/015

Moved by Councillor Aiston and Seconded by Councillor Reid

BE IT RESOLVED THAT this meeting come out of closed session at 14:38 h. and the public portion of the meeting continue. Let it be public record that no business of Council was advanced during this closed session. There were no votes held in camera.

Carried

14. QUESTIONS AND ANSWERS

- i. Councillor Foote – will advertise senior subsidy snow plowing plan
- ii. Councillor Reid – service for Aiden at Our Lady of Good Counsel on Saturday, December 18th at 11:00 a.m.
- iii. Reeve Stewart – 15th December – AECL meeting economic development, Councillor Gibson to attend
- iv. Councillor Foote – Bissett Disposal Site extension – is started, will be completed in spring

15. CONFIRMATION OF PROCEEDINGS

Resolution # 10/12/10/016

Moved by Councillor Reid and Seconded by Councillor Gibson

BE IT RESOLVED THAT By-Law 2010-26 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on December 10, 2010 be read a first time short and passed.

Carried

16. ADJOURNMENT – (Resolution Prepared)

Resolution # 10/12/10/017

Moved by Councillor Foote and seconded by Councillor Reid

BE IT RESOLVED THAT this meeting adjourn at 14:45h to meet again Wednesday, December 22, 2010 at 12:00 h.

Carried

Reeve – Tammy Stewart

Melinda Reith – Clerk