

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

**January 21, 2011**

Minutes of a regular meeting of Council held on Friday, January 21, 2011 at 14:00 h. in Council Chambers.

**1. CALL TO ORDER & MOMENT OF SILENCE**

**2. ROLL CALL**

The following were present: Reeve Stewart; Councillors: Ed Aiston, Dave Foote, Jim Gibson and Robert Reid.

Also in attendance: Noella Lebreton.

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

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

(Resolution Prepared)

**i. Council Minutes**

Resolution # 21/01/11/001

Moved by Councillor Ed Aiston and seconded by Councillor Robert Reid

**BE IT RESOLVED THAT** the minutes of the regular meeting of Friday, December 10, 2010 be accepted as presented.

Carried

**ii. Special Meeting**

Resolution # 21/01/11/002

Moved by Councillor Reid and seconded by Councillor Aiston

**BE IT RESOLVED THAT** the minutes of the special meeting of Wednesday, December 22, 2010 be accepted as presented.

Carried

**5. DEPUTATIONS/PRESENTATIONS – OPG – Business, Operations and Commitment to Community – presentation by Roy Van Clief accompanied by Matt Mulvihill – general information on OPG operations; willingness to give back to the community – cooperate in Emergency Response training; contact Matt.**

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

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

- i.** AMO – re: OMPF allocation for 2011 – information
- ii.** MAH – re: delegations to ROMA/OGRA convention - information
- iii.** AMO – re: Councillor Training Registration – information
- iv.** Algonquin Land Claim Municipal Advisory Committee – updated information for new councillors – information
- v.** MPAC – re: Auditor General's Annual Report – information
- vi.** MNR – re: review of Ottawa Valley Forest Management Plan - information
- vii.** Killaloe-Haggarty-Richards – re: HST and supply of electricity – information
- viii.** TransCanada – re: Pipelines in your community – information
- ix.** StatsCan – re: encourage participation in Census – information
- x.** United Way – re: invitation to launch of 211 - information
- xi.** Canadian Pacific – re: sale of Chalk River Subdivision -information
- xii.** L1 – OPP – re: Know the Law and Snowmobiling - information
- xiii.** L2 – Cunningham Swan – newsletter - information

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

- i.** Clerk's Report #07/01/11/801
- ii.** CBO Report #07/01/11/802
- iii.** Clerk's Report #21/01/11/801
- iv.** CBO – Annual Fee Report

**9. FINANCIAL REPORTS**

**i.** Report - #07/01/11/901 – Comparative Income Statement Report

Resolution #21/01/11/003

Moved by Councillor Aiston Seconded by Councillor Reid

**BE IT RESOLVED THAT** the Comparative Income Statement dated January 4, 2011 be accepted as presented

Carried

ii. Report - #21/01/11/901 – Cheque Log Report  
Resolution #21/01/11/004  
Moved by Councillor Reid Seconded by Councillor Aiston  
**BE IT RESOLVED THAT** the Cheque Log from January 1, 2011 to January 16, 2011 be accepted as presented.

Carried

iii. Report #21/01/11/902 – Journal Entry Report  
Resolution #21/01/11/005  
Moved by Councillor Aiston Seconded by Councillor Reid  
**BE IT RESOLVED THAT** the Journal Entries from December 15, 2010 to and including December 31, 2010 be accepted as presented.

Carried

## 10. BY-LAWS

i. 2011-01 - Report #07/01/11/1001 – Maintain Tax Free Status of Council Remuneration  
Resolution #21/01/11/006

Moved by Councillor Foote Seconded by Councillor Gibson

**BE IT RESOLVED THAT** By-Law 2011-01 being a by-law to retain the one-third tax-free allowance for remuneration paid to municipal councillors for the 2010-14 term of the Council of the United Townships of Head, Clara & Maria be read a first and second time.

Carried

Resolution #21/01/11/007

Moved by Councillor Aiston Seconded by Councillor Gibson

**BE IT RESOLVED THAT** By-Law 2011-01 being a by-law to retain the one-third tax-free allowance for remuneration paid to municipal councillors for the 2010-14 term of the Council of the United Townships of Head, Clara & Maria be read a third time short and passed.

Carried

ii. 2011-02 – Report #07/01/11/1202 – Animal Control By-Law

Resolution #21/01/11/008

Moved by Councillor Gibson Seconded by Councillor Aiston

**BE IT RESOLVED THAT** By-Law 2011-02 being a by-law for prohibiting and regulating certain animals, the keeping of dogs within the municipality, for restricting the number of dogs that may be kept by any person in or about any dwelling unit within the municipality, and for prohibiting the running at large of dogs within the Corporation of the Municipality of the United Townships of Head, Clara & Maria be read a first and second time.

Defeated

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

- Report #21/01/11/1101 – Amendment to Salary Grid

Resolution # 21/01/11/009

Moved by Councillor Aiston and Seconded by Councillor Gibson

**WHEREAS** the salary grid created in 2005 had the Treasurer's position at Level 6;

**AND WHEREAS** the newly adopted grid more accurately reflects qualifications, experience, knowledge, and accountability for a Treasurer by placing this position at Level 7 in effect acknowledging that the position has been underpaid for the past 5 years;

**AND WHEREAS** the agreed upon position of the Treasurer at Step 1 of Level 7 is not recognizing the years of experience, education and training that our current Treasurer has and in fact is awarding a salary that would be given to a new hire;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to amend the placement of the Treasurer on the current grid by moving the incumbent up to step 3 to more accurately reflect her tenure and qualifications.

Carried

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

i. Report #07/01/11/1201 – Council Expense Report

Resolution # 21/01/11/010

Moved by Councillor Gibson and Seconded by Councillor Foote

**WHEREAS** under the Municipal Act, 2001 the Treasurer of each municipality shall in each year on or before March 31 provide to the Council of the municipality an itemized statement of remuneration and expenses paid in the previous year to each member of Council in respect of his or her services as a member of the council;

**BE IT RESOLVED THAT** the Statement of Expenses for Council for the year 2010 totaling \$16,729.77 be accepted as presented.

Carried

ii. Report #21/01/11/1201 – Appointment of Library Board Members

Resolution # 21/01/11/011

Moved by Councillor Foote and Seconded by Councillor Reid

**WHEREAS** under the *Public Libraries Act*, 1990, section 9.(1) “a public library board shall be composed of at least five members appointed by the municipal council”.

**AND WHEREAS** section 10 (3) provides that “A board member shall hold office for a term concurrent with the term of the appointing council, or until a successor is appointed, and may be reappointed for one or more further terms”;

**AND WHEREAS** Section 10 (4) states that “The first appointments of members of a new board shall be made at a regular meeting of council and the member shall take office as soon as possible thereafter, and thereafter appointments shall be made at the first meeting of council in each term, but if the council fails to make the appointments at its first meeting, it shall do so at any regular or special meeting held within 60 days after its first meeting.

**AND WHEREAS** four of the previous library board members have agreed to continue in that capacity and one new member has agreed to serve;

**BE IT RESOLVED THAT** the following people be appointed members of the Township Public Library Board: Councillor Dave Foote, Marlene Gibson, Betty Condie, Debbie Grills and Cathy Balla-Boudreau.

Carried

iii. Economic Development Committee Report – Issues for consideration – discussion only

1. Focus on Long-term care expansion
2. Reeve Stewart to follow up with Warden on Eastern Ontario Warden’s group and wireless for the county, except HCM
3. Joint Council and need to get together; physician recruitment

iv. Report # 21/01/11/1202 - Security for Library

Resolution # 21/01/11/012

Moved by Councillor Aiston and Seconded by Councillor Foote

**WHEREAS** the Library Board members perceive the security of persons and materials within the Library to be inadequate;

**AND WHEREAS** the library now contains a variety of electronic devices and other valuables;

**AND WHEREAS** volunteers occasionally work alone and are concerned with safety;

**AND WHEREAS** some peace of mind and added security may be purchased for a little over \$1,000;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to purchase updated security systems for the Municipal Library.

Carried

v. Report #21/01/11/1203 – Canada Day Celebration

Resolution # 21/01/11/013

Moved by Councillor Foote and Seconded by Councillor Gibson

**WHEREAS** the Federal Government is providing funds through Heritage Canada under the Celebrate Canada program for Canada Day celebrations;

**AND WHEREAS** the municipality sponsored a similar event in 2009;

**AND WHEREAS** celebrating Canada Day would promote community and give something visible and tangible back to the ratepayers;

**AND WHEREAS** most costs could be recovered through the Celebrate Canada program and through donations;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to host a Canada Day Celebration and apply to the Celebrate Canada program to offset the costs;

**AND FURTHER THAT** the Clerk, Melinda Reith, be delegated the authority to apply to the Department of Canadian Heritage for funding under the Celebrate Canada Program;

**AND FURTHER THAT** this item is added to municipal budget for 2011 to determine the extent of municipal contributions.

**AND FURTHER THAT** volunteers be authorized to organize this event on behalf of Council and according to the guidelines of Heritage Canada’s funding program.

Carried

Clerk to create resolution to formally appoint members at a subsequent meeting.

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

**14. QUESTIONS AND ANSWERS**

- i. Councillor Aiston and Jp2g Waste Management Plan – they have promised end of January, Clerk to follow up; expression of lack of confidence in their services; Clerk to create RFP for services for Disposal Site Monitoring for 2011;
- ii. Reeve Stewart and AMO Conference – request for commitment of funding to pay part of costs of attending AMO conference – county to pick up part of the costs as well. Council agreed to budget for 2011 the same amount budgeted in 2010 for Councillor training and conferences to cover these expenses.

**15. CONFIRMATION OF PROCEEDINGS**

Resolution # 21/01/11/014

Moved by Councillor Reid and Seconded by Councillor Foote

**BE IT RESOLVED THAT** By-Law 2011-03 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on January 21, 2011 be read a first time short and passed.

Carried

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

Resolution # 21/01/11/015

Moved by Councillor Foote and seconded by Councillor Aiston

**BE IT RESOLVED THAT** this meeting adjourn at 15:41h to meet again Friday, February 4, 2011 at 14:00 h.

Carried

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Reeve – Tammy Stewart

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Melinda Reith – Clerk