

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

Minutes November 22, 2013

Minutes of a regular meeting of Council held on Friday, November 22, 2013 at 14:05 h. in the Municipal Hall.

1. CALL TO ORDER & MOMENT OF SILENCE

2. ROLL CALL

The following were present Reeve Tammy Stewart, Councillors: Jim Gibson, Debbi Grills and Bob Reid.

Absent: Doug Antler

Staff: Melinda Reith, Clerk, Noella LeBreton, Treasurer, 3 members of the public, 1 member of the media.

3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF -

Pecuniary Interest applies to you if it applies to clubs/organizations you are involved in, or activities of your children, parents or spouse; – none

4. DEPUTATIONS/PRESENTATIONS - None

5. ADOPTION of MINUTES of PREVIOUS MEETINGS (INCLUDING COMMITTEES)

- i. Council Minutes – October 25, 2013

Resolution # 22/11/13/001

Moved by Councillor Reid and seconded by Councillor Grills

BE IT RESOLVED THAT the minutes of the regular meeting of Friday, October 25, 2013 be accepted as presented.

Carried Unanimously

- ii. Library Board minutes for information only

1. September 16, 2013 – (Marlene Gibson available for questions)
2. October 21, 2013

6. CORRESPONDENCE & PETITIONS – not circulated

- i. Various municipalities – re: support for HCM resolutions
- ii. Thank you card – Mel and Mike Theil

7. CORRESPONDENCE

- i. Community Christmas Basket Program – re: donation

Resolution #22/11/13/001-A

Moved by Councillor Grills and Seconded by Councillor Reid

BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to donate \$100 to the Community Christmas basket program.

Carried Unanimously

- ii. MMAH – re: financial indicator sheet - information

- iii. Citizenship and Immigration – re: thank you for the resolution - information

- iv. L1 – North Renfrew Long Term Care – re: Christmas Tree Lighting Ceremony –

Action: Councillor Gibson to provide a tree on behalf of the municipality; Reeve Stewart will attend and has already RSVP'd to Kim Rodgers.

- v. L2 – AMO – re: Resolution of support for the Gas Tax Funding Program - information

- vi. MNR – re: Closing of Pembroke Fire Station – MP John Yakabuski is speaking to this issue on behalf of the County at the provincial legislature

Action: Councillor Gibson to work with the Clerk to draft a letter of request for information concerning continued service and costs of that service.

- vii. MMAH – re: OMPF 2014 and beyond

- viii. AMO – re: OMPF allocations

- ix. OPP – re: cost recovery - information

- x. Whitewater Region – re: participation in election candidate training 2014

Action: Clerk to continue with Newsletters and informing residents on election and candidate information. Send a thank you note but decline invitation to participate.

xi. L1 – Seguin Township – re: OPP proposed billing model

Action: Support the Township of Seguin create report and resolution for next meeting

8. STAFF REPORTS

i. Report #22/11/13/801 – Clerk's Report – information and direction;
Resolution # 22/11/13/002

Moved by Councillor Grills and Seconded by Councillor Reid

WHEREAS annual performance appraisals are required for all municipal employees including for the Clerk/CAO by Council;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to hold a performance appraisal meeting on Saturday, November 30, 2013 at 11:00 a.m. prior to the public meeting.

Carried Unanimously

Recycling Stats from Commercial Operators

Action: Clerk to send a letter of encouragement to operators (5 & 6) that further actions as outlined in the Waste Management by-law may be taken to encourage increased participation in the recycling program if changes are not made. Is there something further that we can do to assist you?

Resolution # 22/11/13/003

Moved by Councillor Gibson and Seconded by Councillor Reid

WHEREAS Council deems it appropriate to host a licensed New Year's event to "christen" the new recreation facility;

AND WHEREAS a cost effective event could be held calling on volunteers to pre-prepare and hiring limited staff to heat, serve and clean;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to coordinate an ad hoc committee to manage and coordinate the event with the Clerk serving as secretary to the group;

AND FURTHER THAT Council does commit up to \$500 to pay for staffing and licenses.

Carried

Recorded Vote

Gibson	Yes
Grills	Yes
Reid	Yes
Stewart	No

Funds are available from the Promotions budget line not used in 2013.

- ii. Report #22/11/801-A Clerk's Report on MLEO Training in Gravenhurst
- iii. Report #22/11/807-B Clerk's Report on AMCTO Elections 101 Webinar
- iv. Report #22/11/13/802 - Treasurer's Report – information;
- v. Report #22/11/13/803 – CBO Annual Report Comparison 2011-2013;
- vi. Report #22/11/13/804 – Reeve's Report – none;

vii. Report #22/11/13/801 – Clerk's Report

viii. Report #22/11/13/802 – Treasurer's Report

ix. Report #22/11/13/804 – Reeve's Report

1. Looked into issue from last meeting - diabetes and testing for ODSP clients. It's covered under discretionary benefits.

2. Provincial government's New Services for Seniors booklet.

Action: Clerk to order copies for front office, library and hall.

3. Babcock and Wilcox welcome reception and their donation to the Pembroke Employment Services office in Deep River.

9. FINANCIAL REPORTS

i. Cheque Log

Resolution # 22/11/13/004

Moved by Councillor Gibson and Seconded by Councillor Reid

BE IT RESOLVED THAT the Cheque Log dated November 5, 2013 totalling \$20,726.92 be accepted as presented.

Carried Unanimously

ii. Comparative Income Statement

Resolution #22/11/13/005

Moved by Councillor Reid and Seconded by Councillor Gibson

BE IT RESOLVED THAT the Comparative Income Statement to November 22, 2013 be accepted as presented.

Carried Unanimously

10. BY-LAWS - none

11. UNFINISHED BUSINESS

i. Report #22/11/13/1101 – Resolution of Support - County of Peterborough – Long Term Energy Plan Review

Resolution # 22/11/13/006

Moved by Councillor Grills and Seconded by Councillor Gibson

WHEREAS according to the resolution of the County of Peterborough, the Ontario Auditor General's Report of 2011 contains the following comment in the Summary:

“Because the ministerial directions were quite specific about what was to be done both the Ministry and the OPA directed their energies to implementing the Minister's requested actions as quickly as possible. As a result, no comprehensive business case evaluation was done to objectively evaluate the impacts of the billion-dollar commitment. Such an evaluation would typically include assessing the prospective economic and environmental effects of such a massive investment in renewable energy on future electricity prices, direct and indirect job creation or losses, greenhouse gas emissions, and other variables”;

AND WHEREAS the Council of the United Townships of Head, Clara & Maria does hereby agree that this along with other factors justifies a reconsideration of the *Green Energy and Green Economy Act* before the Long Term Energy Plan Review is completed;

NOW THEREFORE BE IT RESOLVED THAT Council supports the resolution of the County of Peterborough and requests that the Premier and the Minister of Energy offer no further FIT contracts until a comprehensive business case and evaluation has been completed.

Carried Unanimously

ii. Report #22/11/13/1102 – Renovation Update – Information only

iii. Report #22/11/13/1202 – Res of Support – AMO – FCM's Plan - Canada's Housing Crunch

Resolution # 22/11/13/007

Moved by Councillor Gibson and Seconded by Councillor Grills

WHEREAS, a stable and secure housing system that creates and maintains jobs and allows for a range of living options is essential to attracting new workers, meeting the needs of young families and supporting seniors and our most vulnerable citizens;

AND WHEREAS the high cost of housing is the most urgent financial issue facing Canadians with one in four people paying more than they can afford for housing, and mortgage debt held by Canadians now standing at just over \$1.1 trillion;

AND WHEREAS housing costs and, as the Bank of Canada notes, household debt, are undermining Canadians' personal financial security, while putting our national economy at risk;

AND WHEREAS those who cannot afford to purchase a home rely on the short supply of rental units, which is driving up rental costs and making it hard to house workers in regions experiencing strong economic activity;

AND WHEREAS an inadequate supply of subsidized housing for those in need is pushing some of the most vulnerable Canadians on to the street, while \$1.7 billion annually in federal investments in social housing have begun to expire;

AND WHEREAS the stakes are especially high for Ontario's municipal governments as housing responsibilities have already been downloaded (unlike other provinces and territories) and this is not sustainable on the property tax base;

AND WHEREAS, the Federation of Canadian Municipalities (FCM) has launched a housing campaign, "Fixing Canada's Housing Crunch," calling on the federal government to increase housing options for Canadians and to work with all orders of government to develop a long-term plan for Canada's housing future;

AND WHEREAS FCM has asked its member municipalities to pass a council resolution supporting the campaign;

THEREFORE BE IT RESOLVED that council endorses the FCM housing campaign and urges the Minister of Employment and Social Development to develop a long-term plan for housing that puts core investments on solid ground, increases predictability, protects Canadians from the planned expiry of \$1.7 billion in social housing agreements and ensures a healthy stock of affordable rental housing for Canadians;

AND BE IT FURTHER RESOLVED that a copy of this resolution be sent to the minister noted above, to Ontario's Minister of Municipal Affairs and Housing, to Cheryl Gallant, MP, to the Federation of Canadian Municipalities and to the Association of Municipalities of Ontario.

Carried Unanimously

iv. Report #22/11/13/1101 – Mission Statement – Value Statement
Resolution # 22/11/13/008

Moved by Councillor Grills and Seconded by Councillor Gibson

WHEREAS Council deems it important to provide a statement of vision and mission to the public and members of staff in order to direct actions and decisions;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby recommend the following Vision and Missions Statements to guide the public and staff at the public meeting.

Mission Statement:

HCM – At your service: working effectively to bring together people, partnerships and potential for a strong, connected community.

Vision Statement:

HCM – Providing a healthy, connected, and sustainable community teeming with possibilities for our citizens now and into the future.

Carried Unanimously

v. Report #22/11/13/1102 – Council/Municipal Report Card – information only
Action: Council members to complete the report card and review at a special meeting called for that purpose at a future date yet to be set.

12. ADDENDUM (NEW BUSINESS) From November 8th meeting

i. Report #22/11/13/1201 – Solar FIT Project Approval - Municipal Council Support Resolution – Request Withdrawn

ii. Report #22/11/13/1201 – Canada Day Funding Approval
Resolution # 22/11/13/009

Moved by Councillor Gibson and Seconded by Councillor Reid

WHEREAS the Federal Government is providing funds through Heritage Canada for Canada Day celebrations which this municipality previously participated in;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to budget up to \$1,000 to host a Canada Day Celebration and apply to the Celebrate Canada program to offset the costs delegating to the Clerk, Melinda Reith, the authority to apply to the Department of Canadian Heritage for funding under the Celebrate Canada Program;

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 and the municipality.

Carried Unanimously

From November 22nd meeting

iii. Report #22/11/13/1202 – Cambium/Jp2g comparison

Resolution # 22/11/13/010

Moved by Councillor Reid and Seconded by Councillor Gibson

WHEREAS Council directed staff to review services received for environmental consulting and obtain a comparable quote from another provider;

AND WHEREAS Cambium Inc. has provided a detailed document outlining their resume and a quote for comparable services as provided by Jp2g in the past which indicates some potential savings;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby direct staff to accept the offer for services as outlined in the report and letter dated November 4, 2013 from Cambium Inc.

Carried Unanimously

iv. Report #08/11/13/1203 – 2014 Budget

Resolution # 22/11/13/011

Moved by Councillor Gibson and Seconded by Councillor Reid

WHEREAS the municipality will realize an operating surplus for 2013 in excess of \$100,000 a part of which are funds allocated to specific uses in 2013 which projects have not been completed in the amount of \$19,716 and are partially a result of funds taken out of reserves for the hall expansion project and not required;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to allocate the unaudited 2013 surplus funds as follows:

1. \$20,000 to deferred revenue for use in 2014 for already approved projects:
 - a. \$5,000 for Blue Box P&E program;
 - b. \$5,000 for signage;
 - c. \$4,000 for web page;
 - d. \$6,000 for SNHP Council commitment – flooring;
2. \$80,000 to reserves to meet Council approved goals and needs some time in the future:
 - a. \$3,000 to the Emergency Management Reserve;
 - b. \$32,000 back to Hall Office Replacement and Repair Reserve;
 - c. \$25,000 back to Facility Management (Hall/Office upgrades);
 - d. \$10,000 for disposal site expansion;
 - e. \$10,000 to parks and recreation;
3. Estimate of \$30,000 to surplus to be used as general revenues for 2014.

Carried Unanimously

Resolution # 22/11/13/012

Moved by Councillor Reid and Seconded by Councillor Gibson

WHEREAS the Council of the United Townships of Head, Clara & Maria have reviewed the options available for setting the total operating budget for 2014 and are cognizant of concerns of rate increases by members of the public;

AND WHEREAS a public meeting will be held on Saturday, November 30, 2013 to explain the 2014 budget and to receive comments and concerns from members of the public;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to utilize option number 1 and directs staff to insert the corresponding total into the budget by-law so that it may be formally adopted at the next meeting pending public consultation.

Carried Unanimously

Action: Clerk to include in the report for Saturday – the OMPF – and its significance.

v. Report #22/11/13/1204 – Staff Christmas Party

Resolution # 22/11/13/013

Moved by Councillor Gibson and Seconded by Councillor Grills

WHEREAS in previous years 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 towards the costs of a staff Christmas celebration for 2013.

Carried Unanimously

13. CLOSED SESSION – – Under the *Municipal Act* – s. 239 (2) (g)

Solar FIT Project – Under the *Municipal Freedom of Information and Protection of Privacy Act* s. 11 – Economic or Other Interests

Resolution # 22/11/13/014

Moved by Councillor and Seconded by Councillor

WHEREAS Council has received a request from a private party which includes confidential economic information which may be protected under s. 239 (2) (g) of the *Municipal Act*;

THEREFORE BE IT RESOLVED THAT in order to address this issue and to provide additional information to Staff that the Council of the United Townships of Head, Clara & Maria does hereby agree to enter into closed session at _____h.

Deferred

Resolution #22/11/13/015

Moved by Councillor and Seconded by Councillor

BE IT RESOLVED THAT this meeting comes out of closed session at _____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 and that Council received information from staff and provided direction for next steps.

Deferred

14. BUSINESS ARISING FROM CLOSED SESSION

Resolution #22/11/13/016

Moved by Councillor Gibson and Seconded by Councillor Reid

WHEREAS Council deems it important to look to the future of the municipality and to take advantage of opportunities for increased revenues for the municipality as proven by its contract with Bell for installation of a cell tower at the Deux Rivieres disposal site;

AND WHEREAS an opportunity for participation in a Solar FIT project under the province's program has recently made itself known;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to discuss this issue with members of the public at the public meeting to be held on November 30, 2013 with a goal to obtain public input on the furtherance of Council participation in this project.

Carried Unanimously

15. QUESTIONS AND ANSWERS

- i. Councillor Gibson - Minimum Wage – Council to request a resolution in support of hike to \$14.00/hr. and then tie increases to the annually established rate of inflation

Action: Councillor Gibson to work on a draft resolution

- ii. Councillor Grills – Could we include in an upcoming agenda the consideration of having a permanent liquor license in the Community Centre. This issue is on a “to do” list and will be added in the near future.

- iii. Councillor Gibson – Has anyone heard from Councillor Antler? He has been absent from Council meetings and events since September.

16. CONFIRMATION OF PROCEEDINGS

Resolution # 22/11/13/017

Moved by Councillor Grills and Seconded by Councillor Gibson

BE IT RESOLVED THAT By-Law 2013-24 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on November 08, 2013 be read a first time short and passed.

Carried Unanimously

17. ADJOURNMENT

Resolution # 22/11/13/018

Moved by Councillor Gibson and seconded by Councillor Grills

BE IT RESOLVED THAT this meeting adjourn at 16:35 h. to meet again Friday, December 13th 2013 at 14:00 h.

Carried Unanimously

Reeve – Tammy Lea Stewart

Clerk – Melinda Reith