

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

Minutes February 27, 2015

Minutes of a regular meeting of Council held on Friday, February 27, 2015 at 14:23 h. in the Municipal Hall.

1. CALL TO ORDER & MOMENT of SILENCE

2. ROLL CALL

The following were present Mayor Gibson Councillors: Dave Foote, Debbi Grills and Bob Reid.

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

Absent: n/a

Regrets: Councillor Calvin Chartrand

Late: n/a

3. DISCLOSURE of PECUNIARY INTEREST & GENERAL NATURE THEREOF

Pecuniary Interest applies to you if it applies to clubs/organizations you are involved in, your employer, or activities of your children, parents or spouse;

4. DEPUTATIONS/PRESENTATIONS - Kelly Hawley, North Renfrew Family Services - prior to Council meeting at 1:00 p.m.

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

i. Council Minutes – January 30, 2015

Resolution # 27/02/15/001

Moved by Councillor Reid and seconded by Councillor Grills

BE IT RESOLVED THAT the minutes of the regular meeting of Friday, January 30, 2015 be accepted as presented.

Carried Unanimously

ii. Library Board Minutes – January 7, January 28, 2015 – information

iii. Recreation Committee Minutes – February 18, 2015

Resolution # 27/02/15/002

Moved by Councillor Grills and seconded by Reid Councillor

WHEREAS Council has directed the Recreation Committee to manage recreational activities within the municipality and has approved said committee's budget for 2015;

THEREFORE BE IT RESOLVED THAT THE Council of the United Townships of Head, Clara & Maria does hereby adopt the following recommendations of the Recreation Committee:

1. That a slide be purchased for Old Mackey Park to be installed prior to Canada Day celebrations.
2. That a bench and evergreen tree (to be lighted over the Christmas holiday season) be purchased as soon as possible and installed near the veteran's memorial in Stonecliffe.
3. That some picnic tables be portable (collapsible benches) for easy transport to Old Mackey Park as needed and modified to allow for installation of umbrellas to provide shade.
4. That Council research the possibility of washroom facilities at the Stonecliffe Boat Launch.

5. That Council consider implementing “poop and scoop” supplies at the boat launches and municipal parks.
Carried Unanimously

Resolution # 27/02/15/003

Moved by Councillor Grills and seconded by Councillor Reid

WHEREAS the Recreation Committee was tasked with reviewing the Municipal Parks and Parking By-Law and provided the following recommendations:

1. That dogs be permitted on leash and under owner control on municipal property, with owners exhibiting responsible pet ownership;
2. That Council allow overnight parking at the boat launches to accommodate those using the river and weary travellers for safety purposes;
3. That Council continue to prohibit overnight parking or camping at municipal parks;
4. That Council prohibit fires at all municipal parks and boat launches unless expressly authorized for specific events;
5. That improved signage be installed to communicate Council's decisions;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to incorporate these suggestions into the final draft of the amended by-law;

AND FURTHER directs the Clerk to prepare a by-law for review and approval.
Carried Unanimously

6. PETITIONS – none

7. CORRESPONDENCE & PETITIONS – none

- i. Loop Recycled Products – re: paint recycling information – information
- ii. AMO - re: Board Meeting report – information
- iii. Pedal Forward - re: brainstorming session – information
- iv. Autism Ontario – re: Raise the Flag – April 2nd, 2015 Councillor Grills to volunteer to raise Autism Ontario flag – photograph to NRT and Newsletter
- v. MTO – re: Consultation on Ontario's Default Speed Limit – information
- vi. AMO – re: pre-budget submission – information
- vii. MMAH – re: Performance Measurement requirements – information
- viii. OFMCEM – re: new training requirements – observations from the Em Mgmt. training in 2014 - need more people to complete the Notetaking course
- ix. MPP Pettapiece – re: municipal liability insurance reform – information
- x. Welch LLP – re: Auditor's annual letter – information
- xi. Chris Wray Town of Wawa – re: power dams and OGRA/ROMA conference – information
- xii. OPP Business Management Bureau – re: accountability and reporting – information
- xiii. Aurora – re: Protection of Public participation Act – information
- xiv. L1 – East Ferris – re: longevity of pavement on provincial roads - information

8. STAFF REPORTS

- i. Report #13 & 27/02/15/801 – Clerk's Report

Resolution # 27/02/15/004

Moved by Councillor Foote and seconded by Councillor Grills

WHEREAS Councillor Chartrand is accepting an employment position which may result in him missing consecutive and regular meetings of Council;

AND WHEREAS Section 259 of the Municipal Act states that “(1) The office of a member of council of a municipality becomes vacant if the member, (c) is absent from the meetings of council for three successive months without being authorized to do so by a resolution of council;

AND WHEREAS Council has acknowledged this opportunity and expressed that allowances may be made by changing meeting dates and/or authorizing leave;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to excuse Councillor Calvin Chartrand from meetings due to his absence from the area due to employment in another province for the calendar year 2015.

Carried Unanimously

- ii. Report #13 & 27/02/15/802 – Treasurer’s Report
- iii. Report #13/02/15/803 – Mayor’s Report – County Council
- iv. Report #27/02/15/804 – Councillor Grills – Recreation Committee

9. FINANCIAL REPORTS

- i. Comparative Income Statement

Resolution #13/02/15/005

Moved by Councillor Foote and Seconded by Councillor Grills

BE IT RESOLVED THAT the Comparative Income Statement from January 1, 2015 to February 9, 2015, Report #13/02/15/902 be accepted as presented.

Carried Unanimously

- ii. Cheque Log

Resolution #27/02/15/006

Moved by Councillor Grills and Seconded by Councillor Foote

BE IT RESOLVED THAT Report #27/02/15/901 being the Cheque Log dated February 25, 2015 totalling \$ 58,493.76 be accepted as presented.

Carried Unanimously

- iii. Comparative Income Statement

Resolution #27/02/15/007

Moved by Councillor Foote and Seconded by Councillor Reid

BE IT RESOLVED THAT the Comparative Income Statement from January 1, 2015 to February 25, 2015, Report #27/02/15/902 be accepted as presented.

Carried Unanimously

10. BY-LAWS – 2015-07 – Report 13/02/15/1001 Procedure By-law

Resolution #27/02/15/008

Moved by Councillor Foote and Seconded by Councillor Reid

WHEREAS by-law 2015-07 being a by-law to establish rules governing the proceedings of Council, the calling of meetings and the conduct of members, also known as the Procedure By-law, has been reviewed by Council and amended as directed by staff;

THEREFORE BE IT RESOLVED that by-law 2015-07 be read a first and second time this 27th day of February, 2015.

Carried Unanimously

Resolution #27/02/15/009

Moved by Councillor Grills and Seconded by Councillor Foote

BE IT RESOLVED that by-law 2015-07 known as the municipal Procedure By-Law be read a third time short and passed this 27th day of February, 2015.

Carried Unanimously

11. UNFINISHED BUSINESS

- i. Report #13/02/15/1101 – Scheduling – Public Meeting

Resolution #27/02/15/010

Moved by Councillor Reid and Seconded by Councillor Foote
WHEREAS the Clerk was tasked with scheduling public meetings;

THEREFORE BE IT RESOLVED that the public meeting to discuss the municipal Report Card and Strategic Plan be held on Saturday, March 28 at 10:00 a.m.
Carried Unanimously

ii. Report #30/01/15/1203 – Code of Conduct Review
Resolution #27/02/15/011

Moved by Councillor Foote and Seconded by Councillor Reid
WHEREAS Council has considered recommendations of staff;

AND WHEREAS Council has reviewed the Council Code of Conduct and provided input on the final version;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby direct staff to implement discussed recommendations in a new document to be provided for approval at a subsequent meeting of Council.
Carried Unanimously

12. ADDENDUM (NEW BUSINESS)

i. Report #13/02/15/1201 – County Training, Emotional Intelligence, March 5/15
Resolution # 27/02/15/012

Moved by Councillor Grills Seconded by Councillor Foote
WHEREAS Council feels that participation in the Emotional Intelligence course offered at the County on March 5 is a worthy educational workshop;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby authorize Councillor Foote, Mayor Gibson and Melinda Reith, Clerk/CAO to attend.

Carried Unanimously

ii. Report #13/02/15/1202 – Funding Opportunities
Resolution # 27/02/15/013

Moved by Councillor Foote Seconded by Councillor Reid
WHEREAS Council sees the value in providing summer employment for local students;

AND WHEREAS the Summer Experience Program's (SEP) objectives meet those of Head, Clara & Maria as identified through it's budget priorities and Recreation Committee;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to apply for the Ministry of Tourism, Culture and Sport's SEP grant;

AND FURTHER THAT Council agrees to increase the potential for grant award by increasing the term by four weeks at a cost to the municipality of up to \$1,700.

AND FURTHER THAT Council agrees to increase the wage by \$1.00 at an additional cost of approximately \$400.

Carried Unanimously

Resolution # 27/02/15/014

Moved by Councillor Reid Seconded by Councillor Foote
WHEREAS Council supports the provision of programs and services for the community's seniors with a focus on intergenerational interaction;

AND WHEREAS a funding opportunity through Ontario's Seniors' Secretariat's Seniors Community Grant Program might provide funding for the development of municipal programs directed at improvements for Seniors;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to apply for the Ministry's grant;

AND FURTHER THAT Council does hereby authorize Mayor Gibson to endorse the required letter of support for the program application.

Carried Unanimously

Resolution # 27/02/15/015

Moved by Councillor Foote Seconded by Councillor Grills

WHEREAS recent grant opportunities have identified funding for programming which has been previously discussed by Council;

AND WHEREAS the Recreation Committee does not have enough volunteers to pursue the provision of Senior's programming and in fact this area might be beyond its mandate;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to remove up to \$3,500 from the Parks and Recreation Reserve to pay for a temporary staff position to focus solely on developing seniors programming with a focus on intergenerational programming for the community.

Carried Unanimously

iii. Report #13/02/15/1203 – Performance Appraisal Results

Resolution # 27/02/15/016

Moved by Councillor Reid Seconded by Councillor Foote

WHEREAS employee evaluations were completed in February for 2014 with all employees meeting or exceeding expectations with 3 individuals in a position for a step increase as recommended by the CAO;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree that based on completed assessments and to become effective January 1st 2015 all staff warranting step increases receive them.

Carried Unanimously

iv. Report #13/02/15/1204 – Clerk's Goals for 2015 – information

Resolution # 27/02/15/017

Moved by Councillor Reid Seconded by Councillor Foote

WHEREAS the Clerk has provided a document listing goals for 2015 to use as a comparison for 2015 year end performance review;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to accept this report as information.

Carried Unanimously

v. Report #13/02/15/1205 – Elections Accessibility Report

Resolution # 27/02/15/018

Moved by Councillor Foote Seconded by Councillor Reid

WHEREAS Elections Accessibility Reports to Council are legislated and have been provided;

THEREFORE BE IT RESOLVED THAT the report dated February 27, 2015 be accepted as information.

Carried Unanimously

13. CLOSED SESSION – none

14. BUSINESS ARISING FROM CLOSED SESSION – n/a

15. QUESTIONS AND ANSWERS

- i. Councillor Reid - Newsletter corrections – printed version still has Reeve.
- ii. Councillor Foote – Mayor Gibson to drive to training at County March 5, 2015. Someone will pick up Councillor Foote.

16. CONFIRMATION OF PROCEEDINGS

Resolution # 27/02/15/019

Moved by Councillor Foote and Seconded by Councillor Grills

BE IT RESOLVED THAT By-Law 2015-08 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on February 27, 2015 be read a first time short and passed.

Carried Unanimously

17. ADJOURNMENT

Resolution # 27/02/15/020

Moved by Councillor Reid and seconded by Councillor Foote

BE IT RESOLVED THAT this meeting adjourn at 15:16 h. to meet on Friday, March 27, 2015 at 14:00 h.

Carried Unanimously

Mayor – Jim Gibson

Clerk – Melinda Reith