

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

**Minutes April 25, 2014**

Minutes of a regular meeting of Council held on Friday, April 25, 2014 at 14:09 h. in the Municipal Hall.

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

**2. ROLL CALL**

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

Absent/Regrets: none

Staff: Melinda Reith, Clerk, Noella LeBreton, 3 members of the public, Jeff Smith, OPP; Peter Harrington, Auditor; Paul Moreau and Alastair Baird, County of Renfrew Ec Dev;

**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**

i. Peter Harrington, Annual Auditor Statements

Mr. Harrington explained the process of the audit, impartiality and general process. Opened the floor to questions. Councillor Gibson asked about levels of reserves and when they should be considered fully funded. PH - Reserves are significantly higher than other clients; but not willing to make any other comments.

ii. Detachment Commander, Jeff Smith, OPP – discussion with Council - Communications Protocol.

Commander Smith is here on our request. Communications between municipality and detachment. Councillor Grills explained her concerns with extensive road closure, ability and willingness to help people stranded on the road.

iii. Alastair Baird and Paul Moreau, County Economic Development

Paul Moreau spoke about how the county can help with trails. Paul will follow up and get back to us. GIS, tourism and Ec/Dev.

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

i. Council Minutes – March 28, 2014

Resolution # 25/04/14/001

Moved by Councillor Gibson and seconded by Councillor Antler

**BE IT RESOLVED THAT** the minutes of the regular meeting of Friday, March 28, 2014 be accepted as presented.

Carried Unanimously

ii. Special Social Programming Meeting – March 27, 2014 - information

iii. Library Board minutes for information only

1. March 10, 2014 – clarification of minutes

**6. CORRESPONDENCE & PETITIONS – not circulated**

i. Premier Wynne – recognition of letter – Energy Costs

ii. Prime Minister Harper – recognition of letter - Housing

iii. 6 responses from various municipalities – support for HCM's resolution Septic System inspections

iv. 2 responses – support for County level elections audit committee

**7. CORRESPONDENCE**

i. Renfrew County Road Supervisors – re: sponsor for trade show - information

ii. Minister of Energy – re: clean energy and updates - information

iii. Town of Petrolia – re: electricity rate increases - information

- iv. Horton Township – re: electricity rates - information
- v. County of Renfrew – re: Complaints from member of the public – Administration - information
- vi. John Yakabuski – re: fundraiser - information
- vii. John Yakabuski – re: spring bear hunt - watch for April 30 decision
- viii. MNR – re: closure of Pembroke Fire Base - information
- ix. Cavan/Monaghan – re: Healthy Kids program and downloading costs on continued program to municipalities – information

- x. Valley and Children's Services – re: Fundraiser and Membership – information

**Action:** Clerk to register as a member for the upcoming year

- xi. City of Timmins – re: Canada Post continuation - information
- xii. West Lincoln – re: Wind Turbines – information

- xiii. Mallorytown – re: Return/Deposit System for Water Bottles – Ban use of Polystyrene

**Action:** Clerk to prepare resolutions of support for both resolutions for next meeting

- xiv. Ontario Forest Industry Association – re: changes to OBC and wood based programs - information
- xv. City of Peterborough – re: Police Services Board
- xvi. AMO – transparency from Liberal government with Transit funding – information
- xvii. DRD Community Foundation – AGM – April 28, 2014 – information
- xviii. North Renfrew Family Health Team – re: notice of upcoming meetings

Reeve Stewart does not know what the ICSC meeting is? She has not heard of it before. Spoke with Jennifer Kennedy and cannot located Terms of Reference for the committee.

**Clerk:** to contact Jennifer to make sure that we are advised and kept up to date on activities.

- xix. AMO – re: Policing update #5 - information
- xx. AMO – re: New Building Canada Fund - information
- xxi. AMO – re: Board Highlights - information
- xxii. AMO – re: Interest Arbitration - information
- xxiii. L1 – Cunningham Swan re: Legal Matters Spring 2014 -information
- xxiv. L2 – City of Kingston re: FCM Board highlights – not discussed

## 8. STAFF REPORTS

- i. Report #25/04/14/801 – Clerk's Report

Reeve Stewart left the meeting at 4:32. Councillor Gibson to chair the meeting.

Council took a break.

Council resumed at 4:35.

**Action:** Staff has been directed to insert an amended letter of duties and responsibilities to tax bill mail out in July. The letter should be amended to include the fact that we do not keep all taxes collected; that we are merely the collectors that per every \$100 we get to keep approximately \$26. Correct Auto-Ex to North Renfrew Rescue Unit.

Resolution # 25/04/14/002

Moved by Councillor Grills and Seconded by Councillor Gibson

**WHEREAS** the Small, Rural and Northern Municipal Infrastructure Fund (SRNMIF) was granted to assist small municipalities in completing and/or further developing their asset management plans;

**AND WHEREAS** the staff of Head, Clara & Maria has not yet completed the required plan;

**THEREFORE BE IT RESOLVED THAT THE** Council of the United Townships of Head, Clara & Maria does hereby authorize staff to complete the procurement process as per the municipal Procurement By-law and award the contract as soon as possible utilizing the designated funds.

Carried Unanimously

Resolution # 25/04/14/003

Moved by Councillor Reid and Seconded by Councillor Grills

**WHEREAS** minimal funds applied prudently would allow for significant improvements to the appearance of the hall and office entrances at the municipal office;

**THEREFORE BE IT RESOLVED THAT** Council does hereby authorize staff to spend up to \$ 50 \$100 on plants and planting materials to improve the appearance of the facility entrances.

Carried Unanimously

Resolution # 25/04/14/004

Moved by Councillor Grills and Seconded by Councillor Reid

**WHEREAS** Council is in the process of amending hall rental fees to provide routine “free” use for residents for community events;

**AND WHEREAS** this event is in memorial of a long term resident and planned by current residents, open to everyone;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to provide use of the hall for no cost ~~or a reduced cost of \$~~

Carried Unanimously

- ii. Report #25/04/14/801-A – Report from Youth Meeting – recommendation that report go to social committee;
- iii. Report #25/04/14/802 – Treasurer’s Report
- iv. Report #25/04/14/803 – Reeve’s Report – none
- v. Report #25/04/14/804 – Councillor Grills – EORN Highspeed meeting
- vi. All of Eastern Ontario – was to have improved access, higher speeds, and affordable rates. 5% is without, we are that 5%. HCM will never meet the household count if the formula continues to include our Crown lands. Fibre optic ends in Rolphton. Good news is improved rates and packages are now available through Xplornet. If any other service comes into the area EORN has negotiated a contract to opt out but only for DSL. If receive slower service than usual contact Xplornet. Area residents were advised to contact Xplornet and get off the legacy system.

Advertise in the upcoming Newsletter – new system is faster and less money. Handouts for office. EORN will be in operation another 10 years. HCM was well represented even though the meeting was in Admaston. Received attention and had an opportunity to be heard. Testament for HCM to be at area meetings.

## 9. FINANCIAL REPORTS

- i. Cheque Log

Resolution # 25/04/14/005

Moved by Councillor and Seconded by Councillor Gibson

**BE IT RESOLVED THAT** the Cheque Log dated March 26, 2014 to April 21, 2014 totalling \$557,621.99 Report #25/04/14/901 be accepted as presented.

Carried Unanimously

- ii. Comparative Income Statement

Resolution #25/04/14/006

Moved by Councillor Gibson and Seconded by Councillor Antler

**BE IT RESOLVED THAT** the Comparative Income Statement from January 1, 2014 to April 21, 2014, Report #25/04/14/902 be accepted as presented.

Carried Unanimously

## 10. BY-LAWS

- i. 2014-05 – Being a By-law to Establish a Social Programming Committee adopting Terms of Reference

Resolution #25/04/14/007

Moved by Councillor Reid and Seconded by Councillor Antler

**BE IT RESOLVED THAT** By-Law Number 2014-05 being a by-law to establish a Community Social Programming Committee be read a 1st and 2nd time.

Carried Unanimously

- ii.

Resolution #25/04/14/008

Moved by Councillor Reid and Seconded by Councillor Antler

**BE IT RESOLVED THAT** By-Law Number 2014-05 being a by-law to establish a Community Social Programming Committee be read a 3rd time short and passed.

Carried Unanimously

iii.

Resolution #25/04/14/009

Moved by Councillor Grills and Seconded by Councillor Reid

**WHEREAS** Council has established a Community Social Programming Committee through By-Law 2014-05;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby adopt the Terms of Reference Document presented as amended to govern the newly established committee.

Carried Unanimously

## 11. UNFINISHED BUSINESS

i. Report #25/04/14/1101 – Support for AMO and Prompt Payment Act

As this issue has been decided; the resolution has not been created.

ii. Report #25/04/14/1102 – Support for North Grenville and Closure of University of Guelph Campus at Kemptville

Resolution # 25/04/14/010

Moved by Councillor Gibson and Seconded by Councillor Antler

**WHEREAS** the closure of any post-secondary institution reduces the opportunities for continue education for Ontario youth;

**AND WHEREAS** the closure of the Kemptville Campus of the University of Guelph significantly reduces the opportunities for skilled trades program seats in Eastern Ontario;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby support the Corporation of the Municipality of North Grenville in its lobby of the Premier and the provincial government to immediately issue a 2-year moratorium on the closure of the University of Guelph's Kemptville campus and reinstate the intake to academic programs for the fall 2014 semester and work to continue this vital programming in Eastern Ontario;

**AND FURTHER THAT** this resolution be forwarded to the appropriate ministries and organizations for their attention and support.

Carried Unanimously

iii. Report #25/04/14/1103 – Support for Ontario Forest Industries Association – Stop Bill 83

Resolution # 25/04/14/011

Moved by Councillor Gibson and Seconded by Councillor Reid

**WHEREAS** the legislation being considered in Bill 83 seems dangerous and threatening to the reputations and rights of all Canadians, specifically Canadian Corporations;

**AND WHEREAS** it is felt that adequate protections already exist to protect our rights to Freedom of Speech in Ontario and in Canada;

**AND WHEREAS** freedoms to speak untruths about corporations or individuals where the issue may be considered a "matter of public interest" with no accountability is setting a dangerous precedent;

**THEREFORE BE IT RESOLVED THAT THE** Council of the United Townships of Head, Clara & Maria does hereby support the position taken by the Northwestern Ontario Municipal Association, the Federation of Northern Ontario Municipalities and the Ontario Forest Industries Association in requesting that Bill 83, *Protection of Public Participation Act, 2014* be stopped prior to further readings or debate as it consists of unnecessary and potentially dangerous legislation;

**AND FURTHER THAT** this resolution be forwarded to the appropriate provincial representatives for consideration and action.

Carried Unanimously

## 12. ADDENDUM (NEW BUSINESS)

i. Report #25/04/14/1201 – Amend Council Procedure By-law  
Resolution #25/04/14/012  
Moved by Councillor Reid and Seconded by Councillor Gibson  
**WHEREAS** section 238 of the *Municipal Act* requires that a municipality shall have a Procedure By-law;

**AND WHEREAS** by having within that by-law a mechanism to suspend the rules of the by-law defeats the purpose of the legislation and results in the Council being non-compliant;

**THEREFORE BE IT RESOLVED THAT** by-law 2008-10 be amended by striking section 2.2 fulfilling this requirement.

Carried Unanimously

ii. Report #25/04/14/1202 – Appoint Members of the Community Social Committee  
Resolution # 25/04/14/013  
Moved by Councillor Gibson and Seconded by Councillor Grills  
**WHEREAS** the following members have expressed their interest in becoming members of the Community Social Programming Committee;

**AND WHEREAS** Council has agreed that a committee be formed at this time;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby appoint the following members to the Social Programming Committee:

- For a three year term:
  - Paul Sarrazin;
  - Gayle Watters;
  - Linda Chartrand;
- For a two year term:
  - Marion Chaput;
  - Marlene Gibson;
  - Betty Condie;
- For a one year term:
  - David Balla-Boudreau;
  - Merredith Line;
  - Jim Watters;
  - Carl Lentz;

**AND FURTHER THAT** Council Members Debbi Grills and Bob Reid be the legislated Council members with the Clerk, Melinda Reith acting as staff resource person for the term to begin immediately and to end in January of 2016.

Carried Unanimously

iii. Report #25/04/14/1203 – Municipal Alcohol Policy  
Draft not yet completed.

iv. Report #25/04/14/1204 – Hall Rental Agreement  
Resolution # 25/04/14/014  
Moved by Councillor Reid and Seconded by Councillor Gibson  
**WHEREAS** it has been determined that the Municipal Property Rental Agreement should be separate from the Municipal Alcohol Policy;

**AND WHEREAS** a comprehensive Property Rental Agreement details the rights, rules and obligations of the lessee and lessor in any contract;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby adopt the attached document entitled Municipal Property Rental Agreement dated April 2014 to be used beginning immediately.

Carried Unanimously

**Action:** Clerk to request information about Food Vendor's Certificate when using caterers.

v. Report #25/04/14/1205 – Algonquin/Brent use of Maria Disposal Site  
Resolution # 25/04/14/015  
Moved by Councillor Gibson and Seconded by Councillor Reid  
**WHEREAS** once again the Brent Campground is being managed by the MNR similarly to Driftwood and have requested access to the Maria Disposal Site;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to accept material at the Maria Disposal Site based on the fees established in the municipal Waste Management By-law in a similar manner as material is received from Driftwood Provincial Park.

Carried Unanimously

**13. CLOSED SESSION** – none

**14. BUSINESS ARISING FROM CLOSED SESSION** – n/a

**15. QUESTIONS AND ANSWERS**

i. none

**16. CONFIRMATION OF PROCEEDINGS**

Resolution # 25/04/14/016

Moved by Councillor Grills and Seconded by Councillor Gibson

**BE IT RESOLVED THAT** By-Law 2014-04 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on April 25, 2014 be read a first time short and passed.

Carried Unanimously

**17. ADJOURNMENT**

Resolution # 25/04/14/017

Moved by Councillor Gibson and seconded by Councillor Grills

**BE IT RESOLVED THAT** this meeting adjourn at 17:28 h. to meet again Friday, May 23, 2014 at 14:00 h.

Carried Unanimously

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Reeve – Tammy Lea Stewart

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Clerk – Melinda Reith

#### *Notes to Minutes – Deputations*

Detachment Commander – Jeff Smith, Ontario Provincial Police – at Council's Request

D Grills - How can we improve communications so that we can assist the public? We may not know of incidents on the highway. People are stranded; we could help if we knew.

J Smith – most municipalities have some type of written agreement with OPP; emergency management committee. Problem is we don't have a time frame for highway opening. Can vary from hours to 12 – 14 hours. Out of OPP control. In winter, send someone up to check the highway. Road closure – don't have the people to man it. A protocol has to be created. If an emergency is declared, Em mgmt. contact com centre. Highway signs MTO. Some municipalities may purchase their own sign.

D Grills - Make the situation easier for OPP and people stranded. Use of abandoned rail bed.

J Smith – protocol needs to be established. We don't have the resources to man roads, rail bed etc. And it's not our responsibility. MTO owns the highway, municipality owns local roads. We do utilize signage with MTO. Getting better with that. More and more people are turning around – highway closed; not detour.

D Grills – they need information. They'll make the decision; they want the info.

J Smith – meeting coming up in future. Sergeants - Do a better job giving info. Unique situation, issue we don't have anywhere else. Can take back to members; because of uniqueness of our area and lack of detour, will bring it back.

B Reid – problem is where road closures take place – Rolphton to Mattawa;

J Smith – if not close – locals will drive onto the scene. Difficult to coordinate with Deep River, this detachment and Mattawa OPP.

T Stewart – protocol? If we called in, you'll tell us. Can you contact the office? Other issues. School buses weather related.

J Smith – buses, manageable – buses return to schools.

T Stewart – just a quick message to office or CEMC during closure.

J Gibson – appreciate concerns with road closures – hundreds of influencing factors. How much longer will the road be closed as opposed to when will it open. Moral and social obligation to open the hall. Eg. It will be closed for the next 3-4 hours. Would a change in focus help?

J Smith – they want the highway open as soon as possible. Call in on a fatal – changes all the time.

J Gibson – not concerned with accuracy. Just a guesstimate at initial closure length.

B Reid – I was a long haul driver, in accident years ago...they weren't given a time for reopening, but boy scouts volunteered to help – if there are medical needs etc. was a valuable service.

J Smith – will discuss with NCO's about improving communications. Don't release it because it confuses the public. Nothing is happening; upsets people. Lot of time waiting.

Cost of Policing

J Smith – that issue is with the province. Goal is to keep costs level.

County of Renfrew – Paul Moreau and Alastair Baird

Areas of responsibility and focus.

Forestry – trails program; Beachburg track – Jeff Muzzi;

Property – emergency services and admin buildings;

Planning Services – provide advice and support;

Official Plans – new PPS; MMAH in Pembroke soon.

Economic Development – Manufacturing, Agriculture, Bio-Economy, Culture, Heritage; County is going to acquire the railway corridor from Mattawa to Lanark – intact for the public of Renfrew County. Regional and municipal to discuss what to happen with your portion. EORN, AECL and restructuring, Garrison Petawawa, Biomass Energy, Highway 417 Extension. Work with Ontario East at MMAH.

Ratepayer who wants to start a business - programs we can deliver on behalf of the province.

Help youth start a business. Help link to other businesses. What OVTA is to tourism, Ec/Dev can do for any type of business.

OVTA – marketing for tourism in Renfrew County – membership driven.