

*Request for Decision United Townships of Head, Clara & Maria Council*

Type of Decision									
Meeting Date	Tuesday, May 15, 2018				Report Date	Thursday, May 3, 2018			
Decision Required		Yes	x	No	Priority	X	High		Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed
<b>Clerk's - Report #15/05/18/801</b>									

**Subject:**

1. Time since the last meeting has largely been spent on:
  - a. Updating elections policy, forms and website prior to May 1, 2018 when nominations opened.
  - b. Vacant seat appointment process.
  - c. Stakeholder Consultation meetings – Algonquin Rail Trail.
  - d. Follow up with newly appointed Integrity Commissioner, supply documents, reports, arrange training session, copy and share audio.
  - e. Smart Serve training was held. We have had some people resign their willingness to assist in the community and have subsequently filled our roster with others from within and without the community. We did offer to people outside of HCM but under the same conditions, that they commit to bartending for our events, at least once a year and assuming they all pass their exams have 7 additional people.
  
2. The positive...we have received some positive comments about our community from newcomers and strangers:
  - a. Kudos for our newsletters which are very informative; and
  - b. A frequent traveller through our community commented on the status of the facilities at our washrooms and expressed how nice it was to be able to stop and picnic at our boat launches while traveling through.
  
3. Meeting Follow up and information:
  - a. Amendments to Resolution #20/03/18/005 at the request of Council.

**WHEREAS** the clause in resolution #20/03/18/005 states that there was “one conflict of interest infraction based on the loose definitions and interpretation of the municipal Code of Conduct policy”;

**AND WHEREAS** there has been questioning of that wording;

**THEREFORE BE IT RESOLVED THAT THE** Council of the United Townships of Head, Clara & Maria does hereby amend that clause by adding the words used specifically in the report of Mr. Fleming that “a conflict of interest under the Code with respect to the closed session on September 15, 2017 and October 17, 2017” be added in place of the words “one conflict of interest infraction”;

- b. A card has been sent to the community of Humboldt.
4. Grant application updates:
- a. A new announcement under the Ontario Community Infrastructure Fund top up program is providing HCM with up to \$1,900,000 for approved funds. The challenge is that we do not have qualified projects under the following categories.
    - i. It is possible, that the funding could be used to provide bollards or gates along municipal roads to prevent motorized use at crossings where we have identified problems with trespass and speed – failure to stop. This would meet the identified components of the funding.
  - b. If council thinks this is a worthy purpose to avoid accidents on municipal roads; or can come up with something else that might be appropriate, the application is due late August. Staff will research further and bring additional information to Council in the future.
  - c. Core infrastructure projects (roads, bridges, water and wastewater, including sanitary and storm water infrastructure) that are identified as a priority in the community's asset management plan are eligible for funding, including:
    - i. capital construction of new core infrastructure owned by the applicant that addresses an existing health or safety issue
    - ii. capital maintenance for the renewal, rehabilitation or replacement of core infrastructure owned by the applicant
    - iii. For projects to be eligible, projects must include a capital component.

5. Municipal Elections

- a. A Candidate education session has been set for Wednesday, July 4, 2018 in the evening (time to be determined) likely 6:30 or 7:00 at the Chalk River Fire Hall. The session is joint for Deep River, Head, Clara & Maria and Laurentian Hills and will be provided by Stephen Seller from the Ministry of Municipal Affairs and the Ministry of Housing. Please spread the word – open to anyone thinking of running for a seat on municipal council. Due to the significant changes to legislation, returning Council members are encouraged to attend as well.
- b. Head, Clara & Maria will also provide an on-line session provided by the Association of Municipalities of Ontario as required. Time and date to be set once interest is known.
- c. New for 2018 as it is rumoured that we might have an election this year and not simply acclamations across the board, the municipal hall will be opened for candidates, campaigns, families and friends to hear the results at the same time. The vote will conclude at 8:00 p.m. Everyone will be asked to leave the facility until votes have been counted and supplies removed to the municipal office. The library will be open to allow an area for people to wait until they are allowed back into the community centre for the announcement of unofficial results.
- d. An advance poll, should one be required will take place at the Community Centre on Saturday, September 22, 2018 from 11:00 a.m. to 5:00 p.m. All polling subdivisions will be located at the one location. The ability to have polls opened in other locations within the community are limited by the fact that we

are no longer allowed to use private residences as voting locations, and that all locations must be fully accessible.

- e. Further, because there are so few people in some of our smaller locations, it is possible, that the way a person voted might become known if all votes were for the same person or persons. Since the secrecy of the ballot and vote are paramount to municipal elections; the simplest solution is to combine all subdivisions in one ballot box for advance polls and two for regular voting day.
6. I have followed up with Jim Pine of EORN with a request to have him attend our June meeting to discuss options for improved internet service within our municipality.
7. I have requested that a member of our OPP detachment attend at the June Council meeting to address concerns which have been identified during stakeholder consultation session: trespass on the rail bed, availability of additional service in our area/limited OPP resources, and general information on the OPP in HCM. They will advise if someone is available to attend.
8. I have hired a replacement for Mel Theil. Stephany Rauche who has been providing cleaning services for us here in the office/hall has been hired to replace Mel. Stephany's was the only application received however; I have confidence that she will be a positive addition to our workforce based on her proved work ethic in providing other services for us.
9. An update from our environmental services provider advises us on the need for new wells at the Bissett disposal site. It is expected that these wells will not be required until after we move into the newly authorized section. I have advised that we can postpone having them installed until 2020. Councils have been pro-active in planning for waste disposal and funds exist in reserves to pay for these wells at the time. Current rate has been estimated at between \$15,000 if single wells are required and \$30,000 or more if double wells are required. This won't be known until MOE in further consulted at time of installation.
10. Council meeting audio is being uploaded to YouTube under Municipality the United Townships of Head, Clara, Maria. Log on to YouTube and search HCM Council meetings.
  - a. HCM Council Meeting April 17, 2018 - <https://youtu.be/2AvwH1ZG3M0>
  - b. HCM Council Meeting March 20, 2018 - <https://youtu.be/CQ6aT3LLwdl>
  - c. HCM Council Meeting February 13, 2018 - <https://youtu.be/PR97ZilqkoM>
  - d. HCM Council Meeting January 23, 2018 - <https://youtu.be/3vsLQ3gZzpQ>
  - e. HCM Council Meeting December 19, 2017 <https://youtu.be/mJe6vcCqtXM>

11. Request for training – documentation in Council package.

**WHEREAS** staff and Council training and continued education allow the municipality to be up to date on legislation and best municipal practises;

**AND WHEREAS** the upcoming training will provide Council with the most up to date legislated policy and process documents related to the Bill 68 changes and is within normal budgeted limits for staff training;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby approve the requested training by the Clerk as in the attached documents.