



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

**Minutes of July 23, 2021**

Minutes of a regular meeting of Council held on Friday, July 23, 2021 at 9:30 a.m. electronically.

1. **CALL TO ORDER & MOMENT OF SILENT REFLECTION** – Let us take a moment of silent reflection to contemplate in our own way the responsibility we have to collectively use our skills and experience to ensure the mutual long term benefit of our Municipality and those we represent.

2. **ROLL CALL** – The following persons were present: Mayor Debbi Grills, Councillors: Brent Allen Chris Dowser, Fran Kelly-Chamberlain, and Ernie Villeneuve.

**Staff:** Charlotte Toope, Clerk/ Treasurer, members of the public (virtually)

**Absent/Regrets:**

3. **RECITAL OF THE MUNICIPAL MISSION AND VISION STATEMENTS** – Councillor Allen

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

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

4. **DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

- Councillor Villeneuve - Report 21/07/23/1001 – Application for Severance (E. Villeneuve)

Resolution No.: 23/07/21/001

Moved by Councillor Allen and seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby amend the agenda to include discussion of:

11.3 Shoreline Erosion

13.1 2021-36 By-Law to Appoint a Clerk-Treasurer

Carried Unanimously

5. **DEPUTATIONS/PRESENTATIONS**

- P Harrington – Welch LLP, 2020 Audited Statements

Resolution No.: 23/07/21/002

Moved by Councillor Villeneuve and seconded by Councillor Kelly-Chamberlain

**WHEREAS** Council has received and reviewed the audited financial statements for the 2020 financial year and has had the opportunity to ask clarifying questions of the Municipal Auditor at the meeting;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara and Maria does hereby accept these documents as an accurate reporting of 2020 municipal finances;

**AND FURTHER** directs staff to implement Mr. Harrington's recommendations as soon as possible.

Carried Unanimously

6. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS (INCLUDING COMMITTEES)**

Resolution No.: 23/07/21/003

Moved by Councillor Allen and seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** the minutes of June 18, 2021 be accepted as presented.

Carried Unanimously

7. **CORRESPONDENCE & PETITIONS**

**Petitions** - none

**Correspondence**

- i. Legal Age for Licensed Driver – City of Vaughn
- ii. PSA Test for Men – Town of Cochrane  
ACTION: Clerk-Treasurer to send Letter of Support
- iii. Municipal Land Tax Transfer – Municipality of St. Charles
- iv. Licensing of Cannabis Facilities – Fort Erie  
ACTION: Clerk-Treasurer to send Letter of Support

- v. Decommissioning of Smiths Falls – OPP
- vi. Truth and Reconciliation – Township of Georgian Bay

**8. MAYOR’S REPORT**

- Report 21/07/23/801 – Mayor Debbi Grills

**9. STAFF REPORT**

- Report 21/07/23/901 – Clerk Treasurer Report

**10. UNFINISHED BUSINESS**

- **Report 21/07/23/1001 – PWAG Terms of Reference**

Resolution No.: 23/07/21/004

Moved by Councillor Allen and seconded by Councillor Kelly-Chamberlain

**WHEREAS** the Clerk-Treasurer was directed to update the Terms of Reference to reflect the changes requested following the recent PWAG meeting;

**AND WHEREAS** Council has been provided with the updated Terms of Reference for review;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara and Maria does hereby approve the updated Terms of Reference for the Public Works Advisory Group as presented.

Carried Unanimously

**11. ADDENDUM (NEW BUSINESS)**

- **Report 21/07/23/1101 – Villeneuve Severance**

Resolution No.: 23/07/21/005

Moved by Councillor Dowser and seconded by Councillor Allen

**WHEREAS** a Planner’s report has been sent for review and response by the United Townships of Head, Clara and Maria relating to a severance report for B72/21(1) and B73/21(2);

**AND WHEREAS** Council has reviewed the provided documentation relating to the severance application and response from the Ministry of Transportation;

**THEREFORE BE IT RESOLVED THAT** Council does hereby direct staff to complete the commenting form for both severed lots based upon discussion at Council.

Carried Unanimously

Note: Councillor Villeneuve exited Council chambers for the duration of discussion regarding Report 21/07/23/1101.

- **Report 21/07/23/1102 – Clerk-Treasurer Performance Review**

- **Report 21/07/23/1103 – Shoreline Erosion**

Resolution No.: 23/07/21/009

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Allen

**WHEREAS** Council has reviewed the petition regarding Shoreline Erosion;

**BE IT RESOLVED THAT** Council does hereby direct staff to erect appropriate signage at Municipal Boat Launches to advise of consequences under the Contraventions Act.

Carried Unanimously

**12. POLICY AND PROCEDURE REVIEW**

- **By-Law 2021-35 Clean and Clear**

Resolution No.: 23/07/21/010

Moved by Councillor Villeneuve and seconded by Councillor Kelly-Chamberlain

**WHEREAS** Council has had a first reading of By-Law 2021-35 Clean and Clear Property

**BE IT RESOLVED THAT** this by-law be brought to the Committee of the Whole for further discussion.

Recorded Vote

Allen, B	Yea ___	Nay X
Dowser, C	Yea X	Nay ___
Grills, D	Yea X	Nay ___
Kelly-Chamberlain, F	Yea X	Nay ___
Villeneuve, E	Yea X	Nay ___

Carried

**13. BY-LAWS**

- **By-Law #2021-36 To Appoint a Clerk-Treasurer**

Resolution No.: 23/07/21/006

Moved by Councillor Villeneuve and seconded by Councillor Dowser

**BE IT RESOLVED THAT** By-Law 2021-36 being a by-law to appoint a Clerk-Treasurer be read a first time short and passed.

Carried Unanimously

**14. QUESTIONS AND ANSWERS**

- Council to discuss hall reopening at the September meeting.
- Suggestion to ask HCM residents what they would like to see the rec committee do in the future.
- Questions regarding Zoning By-Law

**16. CONFIRMATION OF PROCEEDINGS**

Resolution No.: 23/07/21/007

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** By-Law 2021-37 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on Thursday, July 23<sup>rd</sup>, 2021 be read a first time short and passed.

Carried Unanimously

**17. ADJOURNMENT**

Resolution No.: 23/07/21/008

Moved by Councillor Dowser seconded by Councillor Allen

**BE IT RESOLVED THAT** this meeting adjourn at 3:45 p.m. to meet again on Thursday, September 16, 2021 at 1:00 p.m.

Carried Unanimously

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**MAYOR**

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**CLERK**