



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

Minutes of February 21, 2019

Minutes of a regular meeting of Council held on Thursday, February 21, 2019 at 7:00 p.m. in the Municipal Hall.

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: Crystal Fischer, Interim Clerk/ Interim Treasurer, members of the public.

Consultants:

Absent/Regrets: Melinda Reith, Clerk/CAO; Noella LeBreton, Treasurer;

3. **RECITAL OF THE MUNICIPAL MISSION AND VISION STATEMENTS** - Councillor Dowser

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**
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.

5. DEPUTATIONS/PRESENTATIONS

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

Resolution No.:19/02/21/001

Moved by Councillor Villeneuve and seconded by Councillor Allen

BE IT RESOLVED THAT the minutes of the regular meetings of council of January 17, 2019 and February 4, 2019 be accepted as presented.

Carried Unanimously

Minutes for information only -

- i. Rural Mayor's Forum of Eastern Ontario - none
- ii. Library Board
 - i. November 7, 2018
 - ii. December 3, 2018
 - iii. January 2, 2019
- iii. Recreation Committee
 - i. January 16, 2019

7. CORRESPONDENCE & PETITIONS

Petitions - none

Correspondence

- i. MPAC – Year-End Assessment Report
- ii. RCJTC – Municipal Roads
Action: Clerk to pass the information onto municipal contractor.
- iii. AMO- Provincial Regional Review
- iv. OPP- Court Security Prisoner Transportation Grant
Action: Clerk to gather more information on grant.

- v. COR- Community Improvement Plan
- vi. NRLTC – North Renfrew Dementia Friendly Communities Initiative
- vii. Bell Canada – Lease Renewal
Action: Clerk to update contact information, find location.
- viii. COR – 417 Expansion
- ix. David Foote – Thank you
- x. Town of Petawawa – Cannabis Resolution
- xi. AMO – Joint and Several Liability

Late Correspondence

- i. International Plowing Match
- ii. Rec Committee Information
- iii. Rec Committee Chair Resignation

8. MAYOR’S REPORT

9. STAFF REPORTS

- Report 21/02/19/901 – Interim Clerk/ Interim Treasurer Report

10. FINANCIAL REPORTS

- Report 21/02/19/1001 – Cheque Log
Resolution No.:19/02/21/003
Moved by Councillor Villeneuve and seconded by Councillor Allen
BE IT RESOLVED that the cheque log from January 1st – February 14th, 2019 be accepted as presented.

Carried Unanimously

Legal invoicing - verbal report

Action: Clerk to gather figures for December 2018.

11. BY-LAWS

- Report 21/02/19/1101 – By-Law 2019-04 Tree Canopy and Natural Vegetation Policy
Resolution No.:19/02/21/004

Moved by Councillor Villeneuve and seconded by Councillor Allen

BE IT RESOLVED THAT By-Law Number 2019-04 being a by-law to adopt a policy with respect to the manner in which the municipality will protect and enhance the tree canopy and natural vegetation in the municipality be read a first, second and third time passed.

Carried Unanimously

- Report 21/02/19/1101 – By-Law 2019-05 Boudreau Severance Development Agreement

Resolution No.:19/02/21/005

Moved by Councillor Allen and seconded by Villeneuve

BE IT RESOLVED THAT By-Law Number 2019-05 being a by-law to adopt a Development Agreement with The Estate of Edmond Boudreau be read a first time.

Carried Unanimously

Action: Clerk to contact Mr. LeConte regarding the treatability limit clause of the Development Agreement.

12. UNFINISHED BUSINESS

- Report #21/02/19/1201– Municipal Alcohol Policy
Resolution No.:19/02/21/006
Moved by Councillor Dowser and seconded by Councillor Kelly-Chamberlain
WHEREAS an updated Municipal Alcohol Policy is required to ensure the safe consumption and sales of alcohol at municipally licenced events;
THEREFORE BE IT RESOLVED THAT council replace “Schedule A” to By-Law 2008-29 with the attached updated Municipal Alcohol Policy dated February 2019 is deferred to April meeting.

Carried Unanimously

- Report#21/02/19/1202 – Northern Graphite – Unopened Road Allowance – Information Only
Action: Clerk to arrange for deputation at March meeting, if unable, consider a public meeting with notice.

- Report#21/02/19/1203 – Organizational Review

Resolution No.:19/02/21/007

Moved by Councillor Dowser and seconded by Councillor Kelly-Chamberlain

WHEREAS Council sees the value in an organizational review;

AND WHEREAS E4M has presented Council with a proposed scope of work and cost;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara and Maria does defer the organizational review decision until the regular meeting of Council in April.

Carried Unanimously

13. ADDENDUM (NEW BUSINESS)

- Report#21/02/19/1301 – AGCO Licence Information

Resolution No.:19/02/21/008

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

WHEREAS Melinda Reith, Clerk/CAO and Noella LeBreton, Treasurer are both listed as officers on the municipal liquor licence;

AND WHEREAS they are both currently on medical leave and are unable to oversee operations of the municipal bar;

AND WHEREAS they have both requested to have their names removed from the municipal liquor licence;

AND WHEREAS the Alcohol Gaming Commission of Ontario requires a resolution passed by Council in order to have names removed from a liquor licence;

THEREFORE BE IT RESOLVED that the Council of the United Townships does hereby authorize the removal of Melinda Reith and Noella LeBreton from the municipal liquor licence

AND FURTHER that Crystal Fischer, Interim Clerk/ Interim Treasurer be replaced on the municipal liquor licence as an officer of the municipality.

Carried Unanimously

- Report#21/02/19/1302 – Disposal Site Report -Information Only

14. QUESTIONS AND ANSWERS

Councillor Dowser- Is it possible to have the passwords set permanently or less frequently?

Action: Clerk to contact email provider.

15. CONFIRMATION OF PROCEEDINGS

Resolution No.:19/02/21/009

Moved by Councillor Allen and seconded by Councillor Villeneuve

BE IT RESOLVED THAT By-Law 2019-06 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on Thursday, February 21, 2019 be read a first time short and passed.

Carried Unanimously

16. ADJOURNMENT

Resolution No.: 19/02/21/010

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

BE IT RESOLVED THAT this meeting adjourn at 10:03 p.m. to meet again on Thursday, March 21st, 2019 at 7:00 p.m.

Carried Unanimously

MAYOR

CLERK