

THE CORPORATION of the UNITED TOWNSHIPS of HEAD, CLARA & MARIA

MINUTES



Minutes of a regular meeting of Council held on October 17, 2024.

The following persons were present:

Mayor Debbi Grills, Councillors: Chris Dowser, Fran Kelly- Chamberlain, Karen LeClerc and Rachel Richer.

Meeting Clerk: Peggy Young-Lovelace, E4m

Staff/Advisors: Stephany Rauche, Deputy Clerk/Deputy Treasurer
Frank Morin, Municipal Works Foreman/Labourer
Leanne Crozier, E4m

1. Call to Order and Moment of Silence

Mayor Grills called the meeting to order at 10:06 A.M.

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. Traditional Land Acknowledgement

As we gather this morning (afternoon), I would like to acknowledge on behalf of Council and our community that we are meeting on the traditional territory of the Algonquin People. We would like to thank the Algonquin people and express our respect and support for their rich history, and we are extremely grateful for their many and continued displays of friendship. We also thank all the generations of people who have taken care of this land for thousands for years.

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. Approval of Agenda

Resolution No.: 2024-091

Moved by Councillor Richer and seconded by Councillor Dowser

BE IT RESOLVED THAT the agenda of the Regular Meeting of Thursday October 17, 2024, be adopted as circulated

Carried

5. Disclosure of Pecuniary interest & General Nature Thereof – None were disclosed.

6. Mayor's Address

Resolution No.: 2024-092

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Richer

BE IT RESOLVED THAT the Mayor's Address be received as presented.

Carried

7. Approval of the Minutes of the Most Recent Meeting(s)

a. Regular Meeting September 19, 2024

Resolution No.: 2024-093

Moved by Councillor LeClerc and seconded by Councillor Richer

BE IT RESOLVED THAT the minutes of the Regular Meeting of Thursday September 19, 2024, be adopted as circulated.

Carried

8. Delegations/Presentations

9. Council Direction From Previous Meeting

a. Library Internet Issues – ongoing seeking quotes

b. Zoning Bylaw Amendments Update – need information from the County

c. Recycling/Solid Waste Collection Pick-Up at Door Policy Considerations – Level of Service Bylaw to be considered
(Brief verbal updates were provided. No decisions or directions required at this time.)

10. Legislative Matters

a. Consent Agenda (includes items of correspondence not requiring administrative reports/action, committee reports not requiring any action by Council – matters that are for information purposes only).

Resolution No.: 2024-094

Moved by Councillor Dowser and seconded by Councillor Richer

BE IT RESOLVED THAT the Consent Agenda be accepted as circulated.

Carried

b. Bylaws – None

c. Public Hearings: Planning/Zoning Matters – None

d. Committee/Local Board Reports

i. Library Board

Board Minutes

Resolution No.: 2024-095

Moved by Councillor Kelly-Chamberlain and seconded by Councillor LeClerc

BE IT RESOLVED THAT the Library Board Minutes of the Special Meeting June 2024 be received.

Carried

Board Rep Report

(None)

ii. Police Services Board

(None)

iii. Renfrew County and District Health Unit

Letter to the Board from the Medical Officer of Health September 24, 2024

Resolution No.: 2024-096

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Richer

BE IT RESOLVED THAT the Letter from the Medical Officer of Health to the Renfrew County and District Health Unit Board of Directors be received.

Carried

11. Administrative Matters

- a. New Business/Reports from Officers/Employees on Various Issues (including reports from departments which require Council approval)
 - i. M. Gibson Resignation from Library Board
Resolution No.: 2024-097
Moved by Councillor LeClerc and seconded by Councillor Kelly-Chamberlain
BE IT RESOLVED THAT Council acknowledges receipt of Marlene Gibson's letter resigning from the Library Board and does direct the Mayor to draft a letter thanking Marlene Gibson for her commitment to the Library and for her participation on the Library Board.

Carried

- ii. Request from Library Board Chair to appoint Members
Resolution No.: 2024-098
Moved by Councillor Richer and seconded by Councillor LeClerc
BE IT RESOLVED THAT the Council for the Corporation of the United Townships of Head, Clara and Maria does hereby appoint Trudy Miller and Charlene Airhardt to the Library Board for the remainder of the Council Term.

Carried

- b. Financial Update/Statement/Quarterly Variance Report
Budget Working Session – Leanne Crozier reviewed the budget by functional category and explained next steps in the budgeting process.
- c. Update on Capital Projects
 - i. Streetlighting Project
Resolution No.: 2024-099
Moved by Councillor Kelly Chamberlain and seconded by Councillor Richer
BE IT RESOLVED THAT the Streetlighting Project update be received as presented.

Carried

12. Leadership Issues

- a. Update to Strategic Plan - Council Reviewed the Strategic Plan and an Update will be tabled at the next budget meeting.
- b. Five-Year Financial Plan (including Asset Management Plan)
- c. New Policy
 - i. Proposal for Christmas Office Closure Policy
Resolution No.: 2024-100
Moved by Councillor Richer and seconded by Councillor Dowser
Whereas the United Townships of Head, Clara and Maria have historically closed the Township office during the holiday season;
And Whereas it is prudent for Council to adopt a policy related to such closures;
BE IT RESOLVED THAT Council directs that an office closure policy be drafted for consideration at the November 17, 2024, meeting.

Carried

- d. Notice of Motion

13. Closed Session

The Mayor Called A Lunch Recess between 12:04 p.m. and 2:06 p.m.

14. Confirmation of Proceedings

a. Confirmatory Bylaw 2024-016

Resolution No.: 2024-101

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

BE IT RESOLVED THAT By-Law 2024-016 being a bylaw to confirm proceedings of Council at their Regular Meeting of October 17, 2024, be read and passed.

Carried

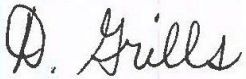
15. Adjournment

Resolution No.: 2024-102

Moved by Councillor LeClerc and seconded by Councillor Richer

BE IT RESOLVED THAT this meeting adjourn at 4:58 p.m. to meet again on Thursday November 21, 2024, at 2:00 p.m.

Carried



Mayor



Clerk