



CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA AND MARIA AGENDA
Thursday, June 19, 2025
10:00 A.M.

NOTE: Council will begin at 10:00 a.m., there will be no break for lunch.

1. Call to Order and Moment of Silence
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
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.: 2025-061
Moved by _____ and seconded by _____
BE IT RESOLVED THAT the agenda of the Regular Meeting of Thursday June 19, 2025, be adopted as circulated.
5. Declarations of Disqualifying Interest (Pecuniary)
6. Mayor's Address - None
7. Approval of the Minutes of the Most Recent Meeting(s)
 - a. Regular Meeting May 15, and Special Meeting May 30, 2025
Resolution No.: 2025-062
Moved by _____ and seconded by _____
BE IT RESOLVED THAT the minutes of the Regular Meeting of May 15, and Special Meeting May 30, 2025, be adopted as circulated.
8. Delegations/Presentations
9. Council Direction From the Previous Meeting
 - a. Inclusive Community Grants – Accessible Washrooms Project
 - b. Hall/Office Barrier Free Upgrades
10. Legislative Matters
 - a. Council Working Session (Council will convene to discuss and develop certain municipal policies/programs)
 - i. Asset Policy/Asset Management Plan
 - ii. Hall Rental Policy

iii. Recreation Level of Service

- b. 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).
(No Items for the Consent Agenda)

c. Resolution/Bylaws

- i. Resolution to Adopt Budget

Resolution No.: 2025-063

Moved by _____ and seconded by _____

BE IT RESOLVED THAT the 2025 municipal budget in the amount of \$1,796,346 be adopted.

- ii. Bylaw 2025-14 – Being A Bylaw to strike tax rates for the 2025

Resolution No.: 2025-064

Moved by _____ and seconded by _____

BE IT RESOLVED THAT Bylaw 2025-14 being a bylaw to strike tax rates for 2025 be hereby read and adopted.

d. Public Hearings: Planning/Zoning Matters (None)

e. Committee/Local Board Reports

- i. Library Board

(None)

- ii. Police Services Board

(None)

- iii. Renfrew County and District Health Unit Resolution

No.: 2025-065

Moved by _____ and seconded by _____

BE IT RESOLVED THAT the Renfrew County and District Health Unit Report to the Board Dated May 27, 2025 be received.

- iv. Renfrew County

County Council Summary May 2025 Resolution

No.: 2025-066

Moved by _____ and seconded by _____

BE IT RESOLVED THAT the Renfrew County Council May 2025 Summary be received.

- v. Community Emergency Management Control Group (None)

11. Administrative Matters

- a. New Business/Reports from Officers/Employees on Various Issues (including reports from departments which require Council approval)
(None)
- b. Financial Update/Statement/Quarterly Variance Report
(None)
- c. Update on Capital Projects
- i. Mackey Creek Culvert
 - ii. Streetlights

12. Leadership Issues

- a. Update to Strategic Plan – Update to Mission, Vision & Value Statements

Resolution No.: 2025-067

Moved by _____ and seconded by _____

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does hereby adopt the following:

Vision

To foster a community that is inclusive, progressive in nature, with a commitment to reconciliation.

Mission

"To serve our community honestly and ethically, while fostering an inclusive and progressive

municipality. We will honour reconciliation, our natural environment, while working together to build a sustainable future for all."

Core Values

Inclusion

We value diversity and ensure everyone in our community feels respected, represented, and welcome.

Integrity

We act with honesty, accountability, and transparency in all decisions and actions.

Sustainability

We protect our natural environment and plan responsibly to meet today's needs without compromising the future.

Collaboration

We work together—with residents, partners, and other governments—to create a stronger, more resilient community.

- b. Five-Year Financial Plan (including Asset Management Plan)
- c. New Policy
- d. Notice of Motion

13. Closed Session

Resolution No.: 2025-068

Moved by _____ and seconded by _____

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does now move into Closed Session at _____ Pursuant to section 239(2) (b) personal matters about an identifiable individual, d) labour relations or employe negotiations, (f) advice that is subject to solicitor-client privilege, including communications for that purpose, and (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. to consider:

- i. Confidential Service Proposal (requested to be discussed in closed by third-party)
- ii. HR Matters related to employment contracts with:
 - Municipal Works Foreman/Lead
 - Waste Disposal Site Attendant
 - Administrative Assistant

Return to Open Session

Resolution No.: 2025-069

Moved by _____ and seconded by _____

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does now return to Open Session at _____ and reports that _____

14. Confirmation of Proceedings

- a. Confirmatory Bylaw 2025-15

Resolution No.: 2025-070

Moved by _____ and seconded by _____

BE IT RESOLVED THAT By-Law 2025-15 being a bylaw to confirm proceedings of Council at their Special Meeting of May 30, and their Regular Meeting of May 15, and 2025, be read and adopted.

15. Adjournment

Note: Alternate formats and communication supports are available upon request.

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.

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



Minutes of a special meeting of Council held on May 30, 2025.

The following persons were present:

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

Meeting Clerk: Peggy Young-Lovelace, Deputy Clerk (E4m)

Staff/Advisors: Melanie Theil, Administrative Assistant (Electronically)

Leanne Crozier, Deputy Treasurer (E4m - Electronically)

Josh Young, E4m (Electronically)

Guests: Library Board – Chair Cathy Sutherland, and 2 Board Members

Tim Hutchison, MIS Municipal Insurance Services [joined at 11:00 A.M.]

1. Call to Order and Moment of Silence

Mayor Grills called the meeting to order at 10:05 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 Richer

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.: 2025-059

Moved by Councillor Kelly Chamberlain and seconded by Councillor Richer

BE IT RESOLVED THAT the agenda of the Special Meeting of Friday May 30, 2025, be adopted as circulated.

5. Special Business

- a. Meeting with Library Board – Council met with the Library Board Chair and two (2) Board members to discuss entering into a Memorandum of Understanding that will outline how the municipality will support the Library Board including what financial and non-financial supports the municipality will continue to provide.

The Library Board Chair emphasized the importance of communication between the municipality and the Board.

Council discussed the upcoming Hall renovations and the potential impact to the Library Board.

It was also discussed that the Library Board needed to open their own bank account and that this account had to be separate from the municipality's. Currently, the Library Funds are held in an account in the name of the municipality.

b. Working Meeting

i. Q&A with the Municipal Insurer – Council and the Library Board Members present asked questions of the municipal insurer about:

- Volunteer coverage and age limitations
- Event coverage – through municipal insurance
- Risk when reducing service levels

Recess from 12:10 to 12:53 P.M.

ii. Levels of Service Bylaw – Council focused on the Environment schedule for the level of service bylaw including:

- Continued provision of bins to campgrounds
- Continued collection of recycling for non-eligible sources
- Dates of solid waste collection

c. Summer Office Hours

Resolution No.: 2025-060

Moved by Councillor Dowser and seconded by Councillor Richer

BE IT RESOLVED THAT the Municipal Office be open to the public on Fridays only during the months of June, July, and August to accommodate the barrier-free upgrades to the Office and Hall;

AND FURTHER THAT appropriate notice be provided to the public in advance of this temporary change in office hours.

6. Adjournment

Mayor Grills adjourned the meeting at 3:12 P.M.

Note: Alternate formats and communication supports are available upon request.



CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA & MARIA
BY-LAW NUMBER 2023-30
Asset Management Policy By-law

BEING a by-law to adopt an Asset Management Policy

WHEREAS Ontario Regulation 588/17, under the Infrastructure for Jobs and Prosperity Act, 2015, requires Ontario municipalities to prepare a strategic asset management policy;

AND WHEREAS Section 5(3) of the Municipal Act, 2001, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do so otherwise;

AND WHEREAS the Council of the Corporation of the United Townships of Head, Clara and Maria deems it prudent to adopt an Asset Management Policy;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara and Maria enacts as follows:

THAT the Asset Management Policy attached hereto and marked as Appendix "A" to this by-law, be hereby adopted;

AND THAT this by-law shall come into force and take effect upon the date of the final passing.

Read a first and second time this 16th day of November, 2023.

Read a third time short and passed this 16th day of November, 2023.



MAYOR



CLERK

Head, Clara & Maria Policies and Procedures			
DEPARTMENT: Administration			POLICY #: A-05
POLICY NAME: Asset Management Policy			
DATE: November 2023	REV. DATE:	APPROVED BY: Council	PAGE #: 1 of 6

POLICY STATEMENT

The United Townships of Head, Clara and Maria has adopted a systematic and coordinated approach to asset management in delivering optimum levels of service to its residents and customers in a sustainable and cost-effective manner; in compliance with Ontario Regulation 588/17 (O. Reg. 588/17, Asset Management Planning for Municipal Infrastructure, under the *Infrastructure for Jobs and Prosperity Act, 2015*. This policy details key principles and guidelines to achieve financial sustainability and effective long-term management of the Municipality’s infrastructure assets in support of a healthy, growing and a prospering community.

PURPOSE

The purpose of this policy is to provide leadership in, and commitment to, the development and implementation of the Municipality’s asset management program. It is intended to guide the consistent and coordinated use of asset management across the Municipality and to facilitate logical and evidence-based decision-making for the management of municipal infrastructure.

Specifically, it addressed the need to:

- provide consistent and accurate means of tracking and reporting on the Municipality’s assets, while improving decision-making, accountability and transparency;
- provide a framework that will enable the Municipality to implement plans and define goals to achieve medium and long-term sustainability, and to demonstrate fiscal stewardship;
- ensure transparency and accountability by engaging staff and Council in asset management planning;
- work to ensure that all municipal infrastructure assets meet expected performance levels;
- link service outcomes to infrastructure investment decisions;
- meet legislative reporting and organization financial planning requirements;
- improve customer service.

APPLICATION

This policy applies to all departments and employees of the Municipality that have a direct or indirect link with assets that are owned in whole or in part, leased, or operated by the Municipality.

DEFINITIONS

“Asset” means of physical nature, is a significant economic resource, and provides the delivery of programs and/or services.

“Asset Management” is a systematic approach to the governance of municipal assets using sound technical, social and economic principles that considers present and future needs of the community.

Head, Clara & Maria Policies and Procedures			
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“Asset Management Plan” means documented information that specifies the activities, resources, and timescales required for an individual asset, or a grouping of assets, to achieve the organization’s asset management objectives.

“Level of Service” means the parameters, or combination of parameters, which reflect social, political, environmental and economic outcomes that the organization delivers. Parameters can include, but are not limited to, safety, customer satisfaction, quality, quantity, capacity, reliability, responsiveness, environmental acceptability, cost, and availability.

“Life Cycle” means the time interval that commences with the identification of the need for an asset and terminates with the disposal of the asset.

“Life Cycle Cost” means the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation, and disposal costs.

ORGANIZATIONAL VISION AND GOALS

Vision Statement

Council’s vision is to provide a healthy, connected, and sustainable community teeming with possibilities for its citizens now and into the future.

A healthy, connected and sustainable community includes, but is not limited to:

- Safe and efficient road networks,
- Economical and reliable waste collection systems,
- Reliable information technology systems,
- Productive fleets,
- Accessible parks; and
- Efficient and reliable recreation facilities.

Council Commitment

Council is committed to integrating asset management planning within the organization in such a way that it is coordinated, cost effective and organizationally sustainable. Council is also committed to implementing good stewardship and delivering affordable services while considering its legacy to future residents.

Staff Commitment

Staff will implement the policy through the development and use of asset management guidelines and practices. Staff will continually work to optimize processes for the creation, operation,

Head, Clara & Maria Policies and Procedures			
DEPARTMENT: Administration			POLICY #: A-05
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maintenance and disposal of assets as well as promote service levels that balance customer expectations with cost and risk.

GUIDELINES

1. The Municipality will implement continuous improvement protocols and adopt best practices regarding asset management planning, including:
 - Complete and Accurate Asset Data
 - Condition Assessment Protocols
 - Risk and Criticality Models
 - Lifecycle Management
 - Financial Strategy Development
 - Level of Service Framework
2. Municipal Staff will monitor standards and service levels to ensure that they meet and support the community, as well as Council’s goals and objectives.
3. The Municipality will develop and maintain an asset inventory of all municipal infrastructure assets which includes asset ID, description, location information, value (historical and replacement), performance characteristics and/or condition, estimated remaining life and estimated repair, rehabilitation or replacement date; and estimated cost of repair, rehabilitation or replacement.
4. The Municipality will develop an asset management plan (AMP) that incorporates all infrastructure categories and assets that are necessary to the provision of services. This may include assets that fall below their respective capitalization thresholds as outlined in the Municipality’s Tangible Capital Asset Procedure. The scope of these assets will be determined, according to relevance, based on the judgment of municipal staff. The Plan will be reviewed annually to address the Municipality’s progress in implementing its asset management plan and updated at least every five years in accordance with O. Reg. 588/17 requirements.
5. The Municipality will integrate asset management plans and practices with its budgeting strategies. This includes the development of financial plans that determine the level of funding required to achieving short-term operating and maintenance needs, in addition to long-term funding needs to replace and/or renew municipal infrastructure assets based on full lifecycle costing.
6. The Municipality will develop meaningful performance metrics and reporting tools to transparently communicate and display the current state of asset management practice to Council and the community.

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PRINCIPLES

The principles established under the asset management policy are intended to help direct decision making, actions and recommendations, as described below. The Municipality will strive to:

- Make informed decisions based on all available information on an asset class, identifying all revenues and costs (including operation, maintenance, and replacement and decommission) associated with asset decisions, including additions and deletions. The basis for the decisions made should be recorded and transparent;
- Create opportunities to communicate with the community and promote openness and transparency on the decision-making process as applicable;
- Integrate corporate, financial, business, technical and budgetary planning for municipal assets;
- Develop and enhance asset management knowledge and competencies to ensure the availability of skill sets required for the implementation of asset management programs; and
- Establish organization accountability and responsibility for asset inventory, condition, use and performance;
- Define and document service, maintenance and replacement levels and outcomes;
- Use available resources effectively;
- Manage assets to be sustainable;
- Minimize total life cycle costs of assets;
- Minimize risks to users and risks associated with failure;
- Achieve/pursue best practices where applicable;
- Report on the performance of its asset management program as require; and
- Promote accessibility for persons with disabilities.

ROLES AND RESPONSIBILITIES

The development and continuous support of the Municipality’s asset management program requires a range of duties and responsibilities. The following passages outline the persons responsible for these tasks:

Council

1. Approve the asset management policy and direction of the asset management program through its approval of the Municipality’s asset management plan.
2. Maintain adequate organizational capacity to support the core practices of the asset management program.
3. Prioritize effective stewardship of assets in adoption and ongoing review of policy and asset management plan.
4. Approve capital and operating budgets presented by Staff.

Head, Clara & Maria Policies and Procedures

DEPARTMENT: Administration	POLICY #: A-05		
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Senior Staff

1. Develop policy and policy updates.
2. Provide corporate oversight to goals and directions and ensure the asset management program aligns with the Municipality's strategic plan.
3. Ensure that adequate resources are available to implement and maintain core asset management practices.
4. Develop and monitor levels of service and make recommendations to Council.
5. Track, analyze and report on asset management program progress and results.
6. Provide organization-wide leadership in asset management practices and concept.

Departmental Staff

1. Use the business processes and technology tools developed as part of the asset management program.
2. Participate in implementation to carry-out asset management activities.
3. Implement and maintain defined capital asset levels of service.
4. Manage budgets based on lifecycle activities and financial management strategies.

Public

1. Engage and voice level of service expectations and concerns to Council and Staff through surveys and public engagement opportunities.
2. Understand dynamic relationship between performance, cost, and risk of assets to deliver desired services.
3. Engage in discussions about strategic priorities and target levels of service for future planning.

**Townships of Head, Clara, and Maria
2025 Budget**

LEVELS OF SERVICE /OPERATIONAL SUPPORT	BUDGET
REVENUE	
Previous Year Surplus	92,943
Taxation	757,734
Human Resources	4,500
General Government Services	222,500
Protections to Persons & Property Services	3,200
Environmental Servcies	31,000
Health Services	25,000
Recreational & Cultural Services	1,500
TOTAL REVENUE	1,138,377
EXPENSE	
Human Resources	606,400
General Government Services	86,920
Protections to Persons & Property Services	100,670
Transportation Services	93,690
Environmental Servcies	35,500
Health Services	26,700
Recreational & Cultural Services	4,300
TOTAL EXPENSE	954,180
ASSET LIFECYCLE SUPPORT	BUDGET
REVENUE	
General Government Services	19,000
Health Services	5,000
TOTAL REVENUE	24,000
EXPENSE	
General Government Services	500
Transportation Services	97,350
Environmental Servcies	61,000
Health Services	2,500
Recreational & Cultural Services	18,850
TOTAL EXPENSE	180,200

**Townships of Head, Clara, and Maria
2025 Budget**

CAPITAL

BUDGET

REVENUE

General Government Services	215,225
Transportation Services	110,000
Recreational & Cultural Services	300,000
Planning & Development Services	8,744
TOTAL REVENUE	633,969

EXPENSE

Human Resources	3,272
General Government Services	227,997
Transportation Services	110,000
Environmental Services	5,000
Recreational & Cultural Services	305,697
Planning & Development Services	10,000
TOTAL EXPENSE	661,966

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

2025-14

BEING A BY-LAW TO STRIKE TAX RATES FOR 2025

Legal Authority

Scope of Powers

Section 8(1) of the *Municipal Act*, 2001, S.O. 2001, c.25, ("*Municipal Act*") as amended, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues.

Powers of a Natural Person

Section 9 of the *Municipal Act* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

Powers Exercised by Council

Section 5(1) of the *Municipal Act* provides that the powers of a municipality shall be exercised by its Council

Powers Exercised by By-law

Section 5(3) of the *Municipal Act* provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by bylaw unless the municipality is specifically authorized to do otherwise.

Yearly Budget

Section 290 of the *Municipal Act* provides that for each year, a local municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality.

Local Municipality Levies

Section 312(2) of the *Municipal Act* provides that for purposes of raising the general local municipality levy, a local municipality shall, each year, pass a bylaw levying a separate tax rate, as specified in the bylaw, on the assessment in each property class in the local municipality rateable for local municipality purposes.

Section 312(6) of the *Municipal Act* requires that the tax rates on the different classes of properties must be in the same proportion to each other as the tax ratios established under section 308 for the property classes are to each other.

Prescribed Subclass Reductions

Section 313 of the *Municipal Act* requires the tax rates that would be otherwise levied for municipal purposes for the subclasses under subsection 8(1) of the *Assessment Act* shall be reduced.

This applies to vacant land and excess land subclasses in the commercial and industrial property classes.

Installments & Late Payment Charges

Section 342 (1)(a) of the *Municipal Act* states that a local municipality may pass by-laws providing for, the payment of taxes in one amount or by instalments and the date or dates in the year for which the taxes are imposed on which the taxes or instalments are due.

Section 345 (1) of the *Municipal Act* provides that a local municipality may, in accordance with this section, pass by-laws to impose late payment charges for the non-payment of taxes or any instalments by the due date. Section 345 (2) states that a percentage charge, not to exceed 1.25 percent of the amount of taxes due and unpaid, may be imposed as a penalty for the non-payment of taxes on the 1st day of default or such later date as the by-law specifies.

Tax Ratios – Tiered Municipalities

Section 308(5) of the *Municipal Act* requires an upper-tier municipality to pass a by-law in each year to establish the tax ratios for that year for the upper-tier municipality and its lower-tier municipalities.

Preamble

Council adopted the estimates for the 2025 operating year in the amount of \$1,796,346 and the County of Renfrew established tax ratios as set out in Bylaw 41-25 and tax rate reductions for property subclasses 42-25 for all lower tier municipalities.

Municipal tax rates are to be set for each tax class based on the amount of the municipal levy. For the 2025 operating year the municipal levy has been calculated to be \$652,234.

Decision

Council of the Corporation of the United Townships of Head, Clara and Maria decides it in the best interest of the Corporation to strike tax rates and to provide for the collection of property taxation for the 2025 operating year.

Direction

NOW THEREFORE the Council of the Corporation of the United Townships of Head, Clara and Maria directs as follows:

1. That \$652,234 be levied therefore in the manner as set out hereinafter;
2. That the tax rates for the year 2025 for municipal purposes, the County of Renfrew, and education purposes as set by the Province shall be as follows:

	Education	Renfrew County	HCM	Total
Residential	0.00153	0.00435326	0.00259812	0.00848
Commercial Occupied	0.0088	0.00789986	0.00471481	0.02141
Commercial Vacant	0.0088	0.00789986	0.00471481	0.02141
Industrial Occupied	0.0088	0.01073907	0.00640931	0.02595
Industrial Excess	0.0088	0.01073907	0.00640931	0.02595
Pipelines	0.0088	0.00580202	0.00346277	0.01806
Managed Forest	0.0003825	0.00108832	0.00064953	0.00212

3. That the levy provided for in this Bylaw shall be reduced by the amount of the interim levy for 2025;
4. That for payments-in-lieu of taxes due to the Corporation of the United Townships of Head, Clara and Maria, the actual amount due shall be based on the assessment roll and tax rates for the year 2025;
5. That for the railway right of way, taxes due to the Corporation of the Township of Val Rita-Harty, the actual amount due shall be based on the assessment roll and tax rates for the year 2025;
6. That the taxes shall become due and payable on or before **July 31, and October 31, 2025.**
7. That the Treasurer, no later than twenty-one (21) days prior to the date that the installment is due, is hereby authorized to mail or cause to be mailed the notice of taxes due to the last known address of the residence or place of business of the persons to whom such notice is required to be given;
8. That all taxes are due and payable to the United Townships of Head, Clara and Maria at the Head, Clara and Maria Municipal Office located at 15 Township Hall Road, Stonecliffe, Ontario, Canada, K0J 2K0.
9. That non-payment of the amount, as noted on the date stated in accordance with this Bylaw constitutes a default, a penalty of 1.25% per month shall be added to all taxes of the levy which are in default until December 31, 2025;
10. That on all 2025 taxes unpaid as of December 31, 2025, interest shall be added at the rate of 1.25% per month, for each month or fraction thereof in which the arrears continue; and
11. That this by-law shall come into force and effect force on the date of its final passing.

Read and adopted by Resolution 25-064 this 17th Day of June 2025.

Mayor

Clerk



Medical Officer of Health Report to the Board

Tuesday, May 27th, 2025

HEALTH PROTECTION

Infectious Diseases

Measles:

As of May 21st, a total of 2 confirmed cases of measles have been reported in Renfrew County and District (RCD). Both cases are linked to the large multijurisdictional outbreak centered in Southwestern Ontario.

In our response to mitigate the spread of measles, the Renfrew County and District Health Unit (RCDHU) activated its Emergency Control Group and established a multidisciplinary Measles Response Team to meet increased operational demands.

The Measles Response Team has been:

- Responding to public inquiries via a dedicated intake line
- Conducting case and contact investigations
- Administering vaccinations through community clinics and door-to-door in the most at-risk areas
- Providing post-exposure prophylaxis to measles contacts as necessary
- Ensuring isolation and quarantine are adhered to when required
- Testing symptomatic individuals for measles

Throughout the response thus far, the team has followed 38 measles contacts and helped the most affected community increase their 1-2 dose measles immunization rate from 50% to 86%. This collaborative work is ongoing.

In April, RCDHU identified public measles exposure sites within Renfrew County. The public was advised to contact RCDHU if they were potentially exposed and either unvaccinated or experiencing symptoms. Interviews were completed with CBC and CTV to share details about the potential exposure in Renfrew County and about measles more generally. No additional suspect or confirmed cases resulted from this exposure – demonstrating how our relatively high local vaccination rates provide a significant measure of protection.

Both confirmed local measles cases are now resolved and can no longer spread infection. Thanks to a strong and coordinated response, the local spread of measles has been effectively contained at this time.

RCDHU continues to monitor the measles activity in Ontario. There have been 1622 total measles cases linked to the multijurisdictional outbreak across Ontario from October 18th, 2024 to May 13th, 2025. The majority (76.3%) of these cases have been among infants, children, and adolescents—95.5% of whom were unvaccinated.

In total, Ontario has reported 1646 measles cases so far in 2025. Of these, only 61 cases were not linked to the outbreak:

- 17 had a history of travel (measles acquired outside Canada)
- 1 was linked to a visitor to Ontario
- 43 cases remain without a known source of exposure

Respiratory Infections:

As of May 21st, local COVID-19, influenza, and RSV test positivity levels remain low. Hospital bed occupancy due to respiratory infections and respiratory outbreaks both remain at moderate levels. The proportion of local emergency department visits related to respiratory infections is still high at 10%, but has been trending down slowly since the beginning of the year.

Across the province, hospitalizations related to COVID-19 are at the lowest level since the summer of 2020. COVID-19 deaths in recent weeks are the lowest observed since the pandemic began.

Immunization

Immunization of School Pupils Act (ISPA):

On March 26th, 2025, the school suspension order became effective for 119 students born in 2007 and 2017. Staff have worked closely with schools, families, and healthcare providers to provide support with resources needed for students to meet the ISPA immunization requirements and return to school.

Over the course of the 20-day suspension period, 114 students (95.8%) who were suspended updated their requirements under ISPA and were able to return to school as soon as this was confirmed.

Grade 7 Program:

The second round of Grade 7 school-based immunization clinics for Hepatitis B (HB), Meningococcal, and Human Papilloma Virus started on April 2nd, 2025 and will continue until early June. Approximately 40 school-based clinics will be hosted across RCD. Students may also choose to be vaccinated through their health care provider, or by booking an appointment at an RCDHU routine immunization clinic. As of May 8th, 2025, 22 school-based clinics have been completed.

COVID-19 Vaccine:

The Ministry of Health announced that the Ontario Spring COVID-19 vaccine campaign

is running from April to June 2025. An additional dose of COVID-19 vaccine is recommended for previously vaccinated individuals who have completed their primary series and are at increased risk of SARS-CoV-2 infection including:

- Adults 65 years of age and older
- Adult residents of long-term care homes and other congregate living settings for seniors
- Individuals 6 months of age and older who are moderately to severely immunocompromised
- Individuals 55 years and older who identify as First Nations, Inuit, or Metis, and their non-Indigenous household members who are 55 years and older

As of May 9th, 2025, 4 mobile services clinics have been completed at retirement homes in RCD and additional clinics are scheduled over the following 4 weeks.

Emergency Preparedness and Response

Staff are participating in Freshet meetings to support ongoing preparedness for spring flooding. Municipalities along the Ottawa River from Pembroke to Arnprior have been affected by high water levels. The Ministry of Natural Resources issued a Flood Watch for the MNR Pembroke district, which expired on May 22nd. RCDHU has shared watershed statements through social media, as well as weather events that may impact flooding. Additionally, messaging about flood preparedness continues to be shared through social media.

A five-year commemoration was held for COVID-19 to recognize the dedication, resilience, and work done by staff over the course of the pandemic.

May 4th to 10th was Emergency Preparedness Week. Emergency Preparedness Week is a national awareness campaign that encourages individuals to take steps to protect themselves, their families, and their communities during emergencies. This year's theme was "Be Prepared. Know Your Risks." It served as a reminder for residents RCD to understand the local risks and take action to be ready in case of an emergency. Throughout the week, RCDHU shared social media posts to raise awareness and promote preparedness. These posts focused on understanding [potential risks in the region](#) and learning practical steps to stay safe.

Healthy Environments

Rabies Control:

RCDHU is once again promoting the [Yellow Ribbon campaign](#) for animal bite and rabies awareness in May. The campaign promotes the wearing of a yellow ribbon or collar or scarf around a dog's neck to let people know to approach with caution, thereby reducing the likelihood of unintended animal bites and unnecessary healthcare visits. Several veterinary clinics and pet stores across the health unit are promoting the campaign, offering free yellow ribbons and information cards. A media release has been issued to raise awareness.

Food Safety:

A large component of the healthy environments mandate is food premise inspections. Public health inspectors have completed the first round of inspections of high-risk establishments to protect the public from foodborne illness. High risk facilities are those that serve vulnerable populations and offer food that is prepared through multiple handling steps. Each high-risk facility must be routinely inspected at least once every 4 months. Inspections of moderate risk food establishments, such as fast-food restaurants, are being prioritized to have at least one inspection completed by the end of June, as advised under the Ontario Public Health Standards.

Vectorborne Disease:

Public health inspectors are actively monitoring ticks in RCD. Tick dragging is taking place in southern (Combermere, Renfrew), western (Wilno area), and northern (Chalk River) parts of RCD. The intention is to monitor for the movement of black-legged ticks that may carry tickborne diseases. Current confirmed risk areas are Arnprior, Calabogie, Cobden, and Eganville.

HEALTH PROMOTION

Renfrew County and District Drug Strategy

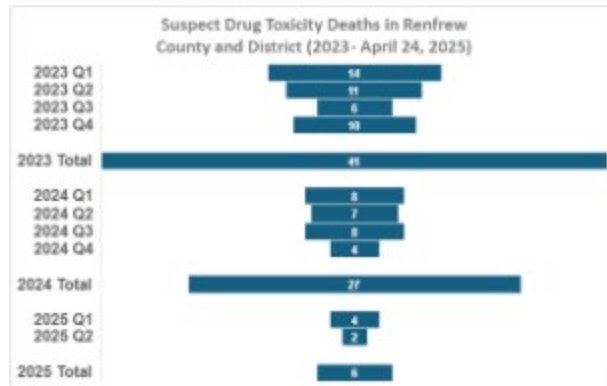
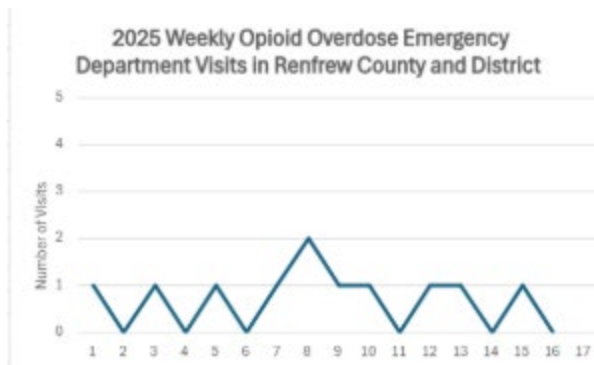
Following the April 10th release of the Renfrew County and District Drug Strategy (RCDDS), the promotion of the 25 priorities has been a major focus. Weekly social media messages have been posted to explain the context and priorities for each of the four pillars of prevention, treatment, harm reduction, and community safety.

A second communication campaign has also been running concurrently titled "Share Your Story," where Renfrew County and District residents have been engaged to tell their unique experience with recovering from a substance use disorder and the local support they received. Their courageous stories have garnered excellent online engagement and discussion that will hopefully inspire and empower others who face similar challenges to reach out for help.

Looking forward, the steering committee will receive progress updates from the pillar working groups on the indicators that are associated with each of the priorities. Additionally, the steering committee will review local data in consideration of which substances should be the focus of future phases of the strategy, as it expands beyond opioids.

RCCDS Substance Use Harm Indicators:

RCDHU staff continue to monitor key indicators associated with the harms of substance use. In 2025 so far, as of April 30th, there have been 11 emergency department visits related to opioid overdose and as of May 8th there have been 6 suspect drug toxicity deaths reported.



Harm Reduction

Outreach Team and SPRITE Testing:

The Outreach Team continues to bring RCDHU services to clients across RCD and forge new partnerships with community agencies. Since the beginning of 2025, the Outreach Team completed 41 visits to 13 different sites across Renfrew County & District. During those visits, 264 naloxone kits were distributed, and 181 new people were trained in their use. The Team had over 1000 interactions with clients throughout these visits. The Team continues to provide harm reduction and sexual health supplies, offer sexual health testing, and connect clients to other RCDHU services or community partners where needed.

SPRITE testing continues to be offered at Outreach Team events and at RCDHU's Pembroke office. As of April 30th, 137 tests for syphilis, HIV and hepatitis C have been completed under this program. Individuals that test positive have been successfully referred for follow-up and treatment. Most of the clients tested would be considered at high risk for acquiring sexually transmitted and blood-borne infections, and do not have a family doctor or the means to seek out testing on their own.

Indigenous Cultural Safety Training:

Two members from the Outreach Team attended “Wabano-Win: The Art of Seeing Clearly” Indigenous Cultural Safety Training at the Wabano Centre in Ottawa on March 21st. The training helped to foster a deeper understanding and respect for Indigenous perspectives on health and wellness. By incorporating the experience and information learned, the Outreach Team will provide an inclusive and supportive environment for Indigenous clients, reducing barriers to care and providing more effective, compassionate and culturally safe services.

County of Renfrew Licensed Childcare – Nutrition Support

In March, RCDHU provided a virtual educational seminar to licensed childcare providers through the County of Renfrew. The session focused on applying Canada's Food Guide (CFG) to meet the nutritional requirements outlined in the [Child Care and Early Years Act](#) and the [Child Care Centre Licensing Manual](#), using the [Child Care Menu Planning – Practical Guide](#) developed by the Ontario Dietitians in Public Health.

This guide was recently updated in 2024 to align with the latest version of CFG and continues to support childcare staff by translating the plate-based recommendations into practical, food-based guidelines for planning daily meals and snacks. To support the implementation of this updated resource, the seminar is now being offered biannually in the evenings to accommodate the schedules of childcare staff. This ongoing partnership with the County of Renfrew promotes professional development, supports healthy eating environments, and helps ensure continued compliance with provincial standards across early years settings.

Submitted by:

Dr. Jason Morgenstern, Medical Officer of Health
Renfrew County and District Health Unit

Council and Committee Monthly Summary

May 2025

Below you will find highlights of the County of Renfrew County Council and Committee meetings held May 14 and May 28, 2025.

Please note that this summary does not constitute the official record of the meetings and approved minutes should be consulted for that purpose.

The full [Council and Committee packages](#) can be found online.

The [May 14, 2025](#) and [May 28, 2025](#) meetings are on YouTube.

Warden's Address

Key highlights

Warden Peter Emon attended the May 14 meeting virtually and was absent for the May 28 meeting. Acting Warden Jennifer Murphy presided over both meetings.

- She noted Warden Emon was invited by Premier Doug Ford to participate in a multi-minister meeting alongside members of the Eastern Ontario Warden's Caucus on May 13 in Toronto. The meetings included discussions with the Hon. Rob Flack, Minister of Municipal Affairs; Hon. David Piccinni, Minister of Labour, Immigration, Training and Skills Development; Parliamentary Assistant Matt Rae, Ministry of Municipal Affairs and Housing and the Hon. Victor Fedeli, Minister of Economic Development, Job Creation and Trade.
- At the May 28 meeting, she acknowledged National Paramedic Services Week and National Public Works Week, which were observed from May 18 to 24. On behalf of council and residents she thanked the members of these departments for their service and commitment to our communities.
- She also announced the return of the [Silver Chain Challenge](#), a friendly competition between Renfrew and Lanark Counties which encourages everyone to get outside, stay active, and enjoy our beautiful communities by walking, running or cycling during the month of June. Let's lace up, ride out, and make every step and pedal count. Visit the Silver Chain Challenge website to get started. Let's bring the title home to Renfrew County!
- Councillor Dan Lynch represented the County at the Town of Petawawa's Kick Off to Accessibility Week, which is May 25-31. As part of the celebration, he was invited to paint a square, which will be part of a centrepiece that promotes Accessibility.
- On Sunday May 25, Councillor Lynch also brought greetings and congratulations from the County to Gerald Tracey in Bonnechere Valley, during the community celebration that highlighted the renaming of "Gerald Tracey Park".

Delegations

At the May 14 meeting, Council heard from the following interested parties:

- Ann Pohl, spokesperson for the Council of Canadians: Kitchissippi-Ottawa Valley spoke about the Climate Action postcards display at the County Administration Building to mark Earth Day. She also provided postcards from their communities to members of County Council.
- Sabine Mersmann, Co-chair of the Ottawa Valley Ontario Health Team, provided an update on Primary Care Team expansion proposals, which were recently submitted on behalf of the West Champlain Family Health Team and the Petawawa Centennial Family Health Team. These proposals are meant to serve high-needs and underserved populations across Renfrew County and South Algonquin and attach people to regular primary care providers. These teams seek to attach almost 18,000 patients to primary care providers by March 2027.
- Chris Brennan, Enbridge Gas, provided an update on the 20-year Franchise Agreement, initially entered with Enbridge Gas Distribution Inc. in April 2025, which was up for renewal.

At the May 28 meeting, Council heard from the following interested party:

- Three German Paramedics – Andreas Bauer, Chief of Education, Bavarian Red Cross Regensburg; Stefan Dums, Preceptor, BRK Kreisverband Cham, Germany and Kristina Voith, who spent the week with the County of Renfrew Paramedic Service were introduced to County Council by Health Committee Chair Michael Donohue. He noted this visit provided a unique opportunity to strengthen professional relationships and foster international cooperation in the field of paramedicine. It also allowed the Paramedics to learn from one another, deepening the understanding of various approaches to public safety and patient care.
- Jason St. Pierre and Lisa Severson provided an annual update from the [Eastern Ontario Regional Network](#), including the Cell Gap Project and highlights of the 2024-2028 Strategic Plan. In Renfrew County 47 new builds were planned with 27 of 47 new sites are in service, 25 upgrades were completed and nine-co-locations are in the process of being completed.
- Nadia Prescott, [Ottawa West Four Rivers Ontario Health Team](#), made a presentation on the Primary Care Team expansion proposals recently submitted to address the needs in the communities of Arnprior and McNab/Braeside. The multi-organizational approach will be led by West Carleton Family Health Team with the support of the Arnprior & District Family Health Team among others. The goal is to attach 8,500 net new patients by March 2027, including 1,000 new patients for the Arnprior and District Family Health Team.
- Stefani Van Wijk (Chair) and Meghan James (Vice-Chair) of the [Ottawa Valley Tourist Association](#) Board of Directors provided an annual update on the state of tourism in the Ottawa Valley, the critical role played by the OVTA and how tourism is fuelling economic growth and community vitality in the region.

Development & Property Committee

Presented by: James Brose, Chair

- County Council will send a letter to MPP Billy Denault, Renfrew-Nipissing-Pembroke and the Honourable Vic Fideli, Minister of Economic Development, Job Creation and Trade (MEDJCT), in support of the Small Business Centres Ontario's (SBC Ontario) recommendations and request for increased CORE funding towards salary wages for Enterprise Renfrew County and all Small Business Enterprise Centres across Ontario.

- County Council adopted a by-law to authorize Municipal Law Enforcement Services, Renfrew, Ontario to act as a By-law Enforcement Officer, on behalf of the County of Renfrew, on County of Renfrew Owned Forests. In recent years, issues within the Renfrew County Forests have been increasing in frequency and severity, including dumping, encroachment, fires and camping.
- A special meeting of the Development and Property Committee will be held on June 12, 2025 at 3 p.m. at the County of Renfrew Administration Building to host a public meeting to inform the public of the proposed Official Plan Amendment No. 47. The proposed Official Plan Amendment is to permit the County Council to provide grants and/or loans to support local Community Improvement Plans.
- The County of Renfrew is working with Esri Canada to do a full review of its location-based data to get ready for the new Next Generation 9-1-1 (NG9-1-1) system. This new system will help modernize how emergency services respond. Local municipalities play a big part in this work because they help create and update the data that emergency services rely on. For this project to be successful, strong teamwork and input is required from our municipal partners. Their local knowledge is key to making sure the data is correct and useful. To help move this project forward, a two-hour workshop is scheduled on June 5, 2025, from 10 a.m. to 12 p.m. An invitation was sent out to all local municipalities, including the City of Pembroke and the Algonquins of Pikwakanagan.
- During the first quarter of 2025, the Economic Development Division received seven requests related to site searches for businesses looking to expand and/or move within or to Renfrew County. The Division is also supporting a number of municipal requests related to potential investment and expansion opportunities, providing guidance, research and expertise.

Operations Committee

Presented by: Glenn Doncaster, Chair

- County Council adopted a by-law authorizing the acquisition of a piece of property with frontage on County Road 23 (Highland Road) in the Township of McNab/Braeside from Susan Patricia Clark. This land will be dedicated as part of the road allowance for County Road 23.
- County Council adopted a by-law to approve Corporate Policy PW-24, Community Safety Zones along County Roads. Community Safety Zones can be used near community centres, elementary or secondary schools, high pedestrian traffic locations (defined as a location experiencing an average of 100 pedestrians per hour or more for any eight hours of the day), seniors' centres and residences, daycare centres, playgrounds, parks and hospitals.
- County Council adopted a new by-law that includes the execution of a Purchase and Sale Agreement and a Lease Agreement with the Mississippi Valley Conservation Authority for the K & P Recreational Trail, from the County of Renfrew border northward approximately 6.7km. It is estimated that the County of Renfrew's portion of costs associated with clearing title on the properties to be purchased will be approximately \$67,000.
- The Warden and Chief Administrative Officer executed the Housing-Enabling Core Services (HECS) - Transfer Payment Agreement for the approved reconstruction of a roundabout at the intersection of Petawawa Blvd., Doran St., Mohns Ave. and Hilda St. This is in follow-up to the January 28, 2025, announcement that the Province of Ontario would provide \$2.8 million in funding support for a significant infrastructure improvement at the intersection of County Roads 26/51 (Doran Road/Petawawa Boulevard) in the Town of Petawawa. This project will see the construction of a roundabout designed to enhance traffic flow, improve safety, and support the growing needs of the community.

- County Council approved contracts/tenders as submitted:
 - For the purchase of two tandem truck plow and spreader units from Premier Truck Group of London, London, Ontario, in the amount of \$957,052, plus applicable taxes.
 - For the rehabilitation of County Road 71 (Matawatchan Road), from Civic Address 4882 to County Road 65 (Centennial Lake Road), Township of Greater Madawaska, as submitted by Bonnechere Excavating Incorporated, Renfrew, Ontario, in the amount of \$693,494.40, plus applicable taxes.
 - For the fabrication, supply, relocation, and rehabilitation of Access Control Gates in various locations on County Recreational Trails as submitted by G.P. Splinter Forest Products Limited, Pembroke, Ontario in the amount of \$148,855.96, plus applicable taxes.
 - For the supply, delivery, and installation of Steel Beam Guiderail on County Road 71 (Matawatchan Road), approximately 8.41km east of Highway 41, Township of Greater Madawaska, as submitted by Borall Fence and Guiderail Contractors Limited, Waubaushene, Ontario, in the amount of \$215,231.25, plus applicable taxes.
 - For the rehabilitation of County Road 3 (Usborne Street), from County Road 1 (River Road) to the urban limit of Braeside, a distance of approximately 0.34km, Township of McNab/Braeside as submitted by Thomas Cavanagh Construction Ltd., Ashton, Ontario, in the amount of \$528,000, plus applicable taxes.
 - For Contract Administration and Construction Inspection Services for the reconstruction of County Structure C201 (Broomes Creek Culvert) and Dam as submitted by J.L. Richards & Associates Ltd. in the amount of \$286,472.48, plus applicable taxes.
 - For the rehabilitation of County Road 2 (Daniel Street), from County Road 1 (Madawaska Street) to Staye Court Drive, a distance of approximately 1.9km, Town of Arnprior, awarded to R.W. Tomlinson Ltd., Ottawa, Ontario, in the amount of \$1,597,200, plus applicable taxes (Town of Arnprior will cover \$544,203.23, plus applicable taxes.)
 - For the rehabilitation of County Road 36 (TV Tower Road), from County Road 35 (Jean Avenue) to County Road 42 (Forest Lea Road), and County Road 51 (Pembroke Street West), from County Road 42 (Forest Lea Road) to the City of Pembroke Limits, a distance of approximately 3.52km, Township of Laurentian Valley awarded to McCrea Excavating Ltd., Pembroke, Ontario, in the amount of \$1,810,000.
 - For the purchase of a Boom Mower from Colvoy Enterprises 2012 Ltd., Courtland, Ontario, in the amount of \$49,998, plus applicable taxes.

At the May 28 the Operations Committee recommended the following:

- County Council adopt a revised by-law to Regulate the Operation of Off-Road Vehicles on County of Renfrew Roads. The County of Renfrew has received a request from the Town of Petawawa to update the restrictions for off-road vehicles along County Roads within the Town. The effect of the amendment would permit Off-Road Vehicles on the following sections of County Roads in the Town of Petawawa: County Road 16 (Victoria Street), between Laurentian Drive and Petawawa Boulevard; County Road 25 (Laurentian Drive), between Victoria Street and Petawawa Boulevard; County Road 26 (Doran Road), between Petawawa Boulevard and Highway 17; County Road 37 (Murphy Road), between Petawawa Boulevard and Highway 17; County Road 51 (Petawawa Boulevard), between B-Line Road and civic address 2991 Petawawa Boulevard. In addition, the Town of Petawawa has requested crossings of CR51 (Petawawa Boulevard) be allowed at the Fred/Norman Street and Victoria Street/Portage Road intersections, which were also recommended.

Community Services Committee

Presented by: Anne Giardini, Chair

- County Council supported the resolution passed by the Prince Edward-Lennox and Addington Social Services Committee in April requesting an increase to Ontario Works rates to match the ODSP rate increases that have already been made and be indexed to inflation and a commitment to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen. A copy of this resolution be sent to the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, the Rural Ontario Municipal Association, and all Ontario Municipalities.

Corporate Services Committee

Presented by: David Mayville, Vice-Chair

- County Council directed staff to submit delegation request(s) at the upcoming Association of Municipalities of Ontario (AMO) Conference that are consistent with the 2023-2026 County of Renfrew Strategic Plan and other departmental strategic plan(s), that address current initiatives that require further advocacy and/or address funding shortfall(s).

Health Committee

Presented by: Michael Donohue, Chair

- County Council directed staff to proceed with hiring PRO-TEC 5 Incorporated, Pembroke, Ontario, as a security agency at Bonnechere Manor when required for the newly implemented security program.
- County Council authorized the Warden and Chief Administrative Officer to execute a Purchased Service Agreement with Mackay Manor, Renfrew, Ontario, for the period of June 1, 2025 until March 31, 2027. The County of Renfrew Paramedic Service is partnering with Mackay Manor following the successful approval of a joint application to the Substance Use and Addictions Program (SUAP). This funding will support the delivery of targeted paramedic-led outreach services. These services will focus on individuals experiencing homelessness, mental health challenges, and/or substance use concerns. This initiative aims to improve access to care for vulnerable populations by providing timely, community-based interventions. It also reflects the shared commitment of both organizations to integrated person-centered service delivery.

Additional Information

Craig Kelley, Chief Administrative Officer/Deputy Clerk

613-735-7288



THE CORPORATION OF THE UNITED TOWNSHIPS OF HEAD CLARA AND MARIA

BYLAW NUMBER 2025-15

BEING A BYLAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

Legal Authority

Scope of Powers

Section 8(1) of the *Municipal Act*, 2001, S.O. 2001, c.25, ("*Municipal Act*") as amended, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues.

Powers of a Natural Person

Section 9 of the *Municipal Act* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

Powers Exercised by Council

Section 5 (1) of the *Municipal Act* provides that the powers of a municipality shall be exercised by its Council

Powers Exercised by By-law

Section 5(3) of the *Municipal Act* provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by bylaw unless the municipality is specifically authorized to do otherwise.

Preamble

Council for the Corporation of the United Townships of Head, Clara and Maria ("Council") acknowledges that many of the decisions it makes during a meeting of Council, regular, special, or otherwise, are done by resolution. Section 5 (3) of the *Municipal Act* requires that Council exercise their powers by Bylaw.

Council further acknowledges that the passing of resolutions are more expedient than adopting Bylaws for each decision.

Decision

Council of the Corporation of the United Townships of Head, Clara and Maria decides it in the best interest of the Corporation to confirm its decisions by way of Confirmatory Bylaw.

Direction

NOW THEREFORE the Council of the Corporation of the United Townships of Head, Clara and Maria directs as follows:

1. The Confirmatory Period of this By-Law shall be for the Special Council Meeting of May 30 and the Regular Council meeting of June 19, 2025.
2. All By-Laws passed by the Council of the Corporation of the United Townships of Head, Clara and Maria during the period mentioned in Section 1 are hereby ratified and confirmed.
3. All resolutions passed by the Council of the Corporation of the United Townships of Head, Clara and Maria during the period mentioned in Section 1 are hereby ratified and confirmed.
4. All other proceedings, decisions, and directives of the Council of the Corporation of the United Townships of Head, Clara and Maria during the period mentioned in Section 1 are hereby ratified and confirmed.
5. This Bylaw takes effect on the day of its final passing.

Read and adopted by Resolution 2025-070 this 19th Day of June 2025.