



**Head, Clara, & Maria**  
**December 11, 2025 - Regular Meeting of Council - 10:00 AM**

**1 Call To Order**

**2 Traditional Land Acknowledgement**

**3 Recital of the Municipal Mission and Vision Statements**

**4 Approval of Agenda**

BE IT RESOLVED THAT the agenda of the Regular Meeting of November 24, 2025, be adopted as circulated.

**5 Declarations of Disqualifying Interest (Pecuniary)**

**6 Mayor's Address**

\_\_\_\_\_ provided an oral address.

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

BE IT RESOLVED THAT the minutes of the Regular Meeting of Council November 24, 2025, be adopted as circulated.

📎 Minutes Regular Council Meeting November 24, 2025

**8 Delegations/Presentations**

**9 Council Direction From the Previous Meeting**

9.1 Open-Air Burning Bylaw - January Meeting

9.2 Shared Services Meeting

9.3 Auto Extrication

9.4 Library CRA Number

**10 Committee of the Whole Working Session (To work on Policy/Plans etc.)**

10.1 2026 Budget

10.2 Website Redesign RFP

10.3 Hall Rental Policy - Draft Policy Review/Discussion

10.3.1 Volunteer Use Checklist

10.4 Volunteer Policy - Draft Review/Update

10.5 Procedure Bylaw - Draft Review/Update

10.6 Communications Protocol

10.7 Year End Municipal Report Card

10.8 Levels of Service - Survey Summary Results & Impacts

10.9 Job Profiles Municipal Works/Environmental Services

10.9.1 Job Titles & Draft Duties/Responsibilities

**11 Legislative Matters**

- 11.1 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).

BE IT RESOLVED THAT the Consent Agenda items for the December 11, 2025, meeting be hereby received.

📎 Letter from Minister Rob Flack re: Bill 17

📎 2025-11-25 Health Protection Report to the Board

📎 2025-11-25 Health Promotion and ID Report to the Board

📎 Renfrew CACC NG9-1-1 Announcement

- 11.2 Bylaws

- 11.3 Public Hearings: Planning/Zoning Matters

- 11.4 Committee/Local Board Reports

- 11.4.1 Police Services Board

BE IT RESOLVED THAT the December 2025 Police Services Board Report be received as prepared by Councillor Dowser.

📎 Police Services Board Report December 2025

**12 Administrative Matters**

- 12.1 New Business/Reports from Officers/Employees on Various Issues (including reports from departments which require Council approval)

- 12.2 Financial Update/Statement/Quarterly Variance Report

- 12.3 Update on Capital Projects

**13 Leadership Issues**

- 13.1 Update to Strategic Plan

- 13.2 Five-Year Financial Plan (including Asset Management Plan)

- 13.3 New Policy

- 13.4 Notice of Motion

**14 Closed Session**

- 14.1 Start

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does now move into Closed Session at \_\_:\_\_ a/p.m. Pursuant to section 239(2) (b) personal matters about an identifiable individual, d) labour relations or employee 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:

1. Municipal Administrator Leave Update

2. Remote Worker Update/New Contract Negotiations

3. Response to Members of the Public re: Confidential Matters


4. Litigation/Potential Litigation Requiring Legal Advice

- 14.2 End

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does now return to Open Session at \_\_:\_\_ A/P.M. and reports that \_\_\_\_\_ were discussed and \_\_\_\_\_.

**15 Confirmation of Proceedings**

BE IT RESOLVED THAT Bylaw 2025-20 being a bylaw to confirm proceedings of Council at their Regular Meeting December 11, 2025, be read and adopted.

 Bylaw 2025-20

**16 Adjournment**



## **Head, Clara, & Maria**

### **Meeting Minutes**

**Regular Meeting November 24, 2025 - 02:00 PM**

#### **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:**

Wendy Cosgrove, Corporate Services Coordinator (Electronically)

Mel Theil, Office Assistant (Electronically)

Leanne Crozier, Deputy Treasurer (E4m - Electronically)

Josh Young, E4m (Electronically)

#### **1 Call To Order**

Mayor Grills called the meeting to order at 2:01 P.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 of years.

#### **3 Recital of the Municipal Mission and Vision Statements**

Councillor Kelly-Chamberlain recited the Vision and Mission Statements.

#### **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.

**4 Approval of Agenda**

**Resolution No:** 2025-104

**Moved By:** Chris Dowser

**Seconded By:** Karen LeClerc

BE IT RESOLVED THAT the agenda of the Regular Meeting of November 24, 2025, be adopted as circulated.

**CARRIED**

**5 Declarations of Disqualifying Interest (Pecuniary)**

None were declared.

**6 Mayor's Address**

**Resolution No:** 2025-105

**Moved By:** Rachel Richer

**Seconded By:** Fran Kelly-Chamberlain

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

**CARRIED**

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

**Resolution No:** 2025-106

**Moved By:** Rachel Richer

**Seconded By:** Chris Dowser

BE IT RESOLVED THAT the minutes of the Regular Meeting October 15, and the Special Meeting October 29, 2025, be adopted as corrected.

**CARRIED**

**8 Delegations/Presentations**

None

**9 Council Direction from the Previous Meeting**

**9.1 Volunteer Policy**

Council was advised that not all members provided feedback on the policy and that the matter would be considered at the December 11, 2025, meeting.

## **9.2 Hall Rental Policy**

Council was advised that not all members provided feedback on the policy and that the matter would be considered at the December 11, 2025, meeting. Councillor Kelly-Chamberlain updated Council on her discussion with the community group that plays cards on Sunday.

## **9.3 Auto Extrication Letter Update**

Mayor Grills advised Council that the letter was sent to neighbouring communities requesting auto extrication services for HCM and that two (2) municipalities indicated they were interested.

## **9.4 Snow Removal from Mailboxes**

Council was advised that the third-party responsible for the snow removal at the mailboxes was advised that the municipality would no longer be acting as their subcontractor.

# **10 Legislative Matters**

## **10.1 Committee of the Whole Working Session (To work on Policy/Plans etc.)**

### **10.1.1 Protection to Persons and Property Levels of Service**

#### **10.1.1.1 Fire Agreement - MNR Guest Zack Watkins Fire Management Technician**

MNRF advised Council that the Forest Fire Prevention Act is being reviewed regarding wildland fire management and requested municipal feedback. They outlined provincial and municipal responsibilities under the agreement and clarified rules on fire permits, campground fires, and burning during provincial fire bans.

#### **10.1.1.2 Fire Permits**

Council discussed the Open-Air Burning Bylaw requiring fire permits and noted the municipality's limited ability to enforce it. Members agreed that local practices should mirror provincial legislation to ensure consistency and support fire safety, given resource constraints. The matter will return to Council for further consideration at a meeting in the new year.

#### **10.1.2 Procedure Bylaw Update**

Council discussed the need to update the Procedure Bylaw to reflect the new Committee of the Whole (COW) working group structure. The update will include provisions for public participation during COW sessions, enhanced community engagement, and processes for preparing and circulating Council meeting summaries. The matter will return to Council for further discussion at the December meeting.

### 10.1.2.1 Community Engagement

Council discussed strategies for improving community engagement. It was noted that Councillor Richer had previously agreed to bring forward ideas for enhancing engagement. These suggestions have not yet been received, and Council agreed to revisit the matter at the December meeting to ensure effective participation and outreach.

### 10.1.2.2 Meeting Summary

Council discussed introducing a “meeting summary” to provide a brief overview of key discussions and decisions. The summary would be drafted following each meeting and circulated via the municipal email list and posted on the website to enhance transparency and community engagement. Council agreed that this provision should be included in the upcoming Procedure Bylaw update, which will be discussed further at the December meeting.

## 10.2 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:** 2025-107

**Moved By:** Rachel Richer

**Seconded By:** Fran Kelly-Chamberlain

BE IT RESOLVED THAT the Consent Agenda items for the November 24, 2025, meeting be hereby received.

**CARRIED**

## 10.3 Bylaws

None

## 10.4 Public Hearings: Planning/Zoning Matters

None

## 10.5 Committee/Local Board Reports

### 10.5.1 Library Board

**Resolution No:** 2025-108

**Moved By:** Fran Kelly-Chamberlain

**Seconded By:** Rachel Richer

BE IT RESOLVED THAT the Library Board Report be received.

**CARRIED**

### 10.5.1.1 Police Services Board

**Resolution No:** 2025-109

**Moved By:** Fran Kelly-Chamberlain

**Seconded By:** Karen LeClerc

BE IT RESOLVED THAT the Police Services Board Report be received.

**CARRIED**

**10.5.2 Renfrew County and District Health Unit**

None

**10.5.3 Renfrew County**

**10.5.3.1 County Council Summary October 2025**

**Resolution No:** 2025-110

**Moved By:** Fran Kelly-Chamberlain

**Seconded By:** Rachel Richer

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

**CARRIED**

**11 Administrative Matters**

**11.1 New Business/Reports from Officers/Employees on Various Issues (including reports from departments which require Council approval)**

**11.1.1 Request for Snow Removal re: Trans Canada hwy & Bissett Creek Rd - 93**

**Bissett Creek Rd. Head, Clara & Maria**

**Resolution No:** 2025-111

**Moved By:** Chris Dowser

**Seconded By:** Rachel Richer

BE IT RESOLVED THAT Council for the Corporation of Head, Clara and Maria, does hereby receive the request for plowing services from QualNet and directs the Deputy Clerk to advise them that the Township is unable to provide this service at this time.

**CARRIED**

**11.1.2 Waste Site Monitoring: Cambium Proposal**

**Resolution No:** 2025-112

**Moved By:** Fran Kelly-Chamberlain

**Seconded By:** Karen LeClerc

BE IT RESOLVED THAT the proposal for continued monitoring and reporting at all municipal waste sites submitted by Cambium be accepted and that the Deputy Clerk be hereby authorized to enter into the agreement on behalf of the Township.

**CARRIED**

**11.2 Financial Update/Statement/Quarterly Variance Report**



None

**11.3 Update on Capital Projects**

**11.3.1 Streetlights**

**12 Leadership Issues**

**12.1 Update to Strategic Plan**

None

**12.2 Five-Year Financial Plan (including Asset Management Plan)**

None

**12.3 New Policy**

None

**12.4 Notice of Motion**

None

**13 Closed Session**

**13.1 Recess**

The Mayor called a recess at 4:05 p.m. to allow time for members of the public to leave the meeting. The closed session resumed at 4:36 p.m.

**13.2 Start**

**Resolution No:** 2025-113

**Moved By:** Chris Dowser

**Seconded By:** Karen LeClerc

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does now move into Closed Session at 4:05 p.m. Pursuant to section 239(2) (b) personal matters about an identifiable individual, d) labour relations or employee 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:

1. Wage increase request;
2. Confidential human resource matters related to employee performance, remote work arrangements, and expected competencies of municipal employees; and
3. Instructions to negotiate a contract amendment.

**CARRIED**

**13.3 End**

**Resolution No:** 2025-114

**Moved By:** Chris Dowser

**Seconded By:** Karen LeClerc

BE IT RESOLVED Council for the Corporation of the United Townships of Head, Clara and Maria does now return to Open Session at 6:06 p.m. and reports that they discussed a wage increase request and matters related to employee performance and workload realignment and gave direction to the Deputy Clerk.

**CARRIED**

**14 Confirmation of Proceedings**

**14.1 Bylaw 2025-19 Being a Bylaw to Confirm Proceedings**

**Resolution No:** 2025-115

**Moved By:** Fran Kelly-Chamberlain

**Seconded By:** Rachel Richer

BE IT RESOLVED THAT By-Law 2025-19 being a bylaw to confirm proceedings of Council at their Special Meeting of October 29 and their Regular Meeting of November 24, 2025, be read and adopted.

**CARRIED**

**15 Adjournment**

Mayor Grills adjourned the meeting at 6:14 P.M.

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Mayor

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Clerk

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél.: 416 585-7000



Ontario

234-2025-4982

November 25, 2025

Dear Head of Council:

Through the *Protect Ontario by Building Faster and Smarter Act, 2025* ([Bill 17](#)), which received Royal Assent on June 5, 2025, changes were made to the *Planning Act* that will help streamline and standardize municipal development processes.

This includes changes that enable the Minister of Municipal Affairs and Housing, by regulation, to permit variation from a zoning by-law “as of right” if a proposal is within a prescribed percentage of the required setback (the minimum distance a building or structure must be from a property line) on specified lands. This new authority was intended to reduce planning applications for minor variances.

Today, our government announced further action to streamline planning approvals by exercising my authority established under Bill 17 to amend Ontario Regulation 545/06 ([Zoning By-laws, Holding By-laws and Interim Control By-laws](#)) to allow variations to be permitted “as-of-right” if a proposal is within 10% of setback requirements applicable to specified lands. Specified lands include any parcel of urban residential lands outside of the Greenbelt Area, and exclude areas such as hazardous lands, and lands near shorelines and railways. These changes in [Ontario Regulation 257/25](#) were filed on November 21, 2025 and took effect upon filing.

Any variances sought beyond the prescribed percentage of the setback requirement would be subject to the usual minor variance or rezoning approval process and other zoning standards (e.g., height limits, etc.) would continue to apply, helping to mitigate potential land use compatibility issues.

This “as-of-right” permission is intended to remove the need for certain variances that are the most minor in nature, resulting in fewer applications submitted and fewer hearings for minor variances before a municipal committee of adjustment for these proposals.

The proposed regulation works with the [Additional Residential Units regulation](#) (Ontario Regulation 299/19) to help create additional residential units, such as basement suites, by eliminating additional barriers related to setbacks.

... /2

We look forward to continued collaboration with our municipal partners as we work together to achieve our goal of building the homes that Ontarians need.

Sincerely,



Hon. Robert J. Flack  
Minister of Municipal Affairs and Housing

- c. Robert Dodd, Chief of Staff, Municipal Affairs and Housing (MMAH)  
Martha Greenberg, Deputy Minister, MMAH  
David McLean, Assistant Deputy Minister, Housing Planning and Policy Division,  
MMAH  
Municipal Chief Administrative Officer



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## Health Protection Report to the Board of Health

Tuesday, November 25, 2025

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### **Emergency Response**

Renfrew County and District Health Unit (RCDHU) recently hosted a tabletop exercise to strengthen preparedness for respiratory illness surges. The session engaged over 20 health and municipal organizations to identify response gaps and enhance inter-agency collaboration.

To support evidence-based decision-making during air quality events, such as wildfire smoke, RCDHU has acquired real-time PM2.5 air quality monitors, which will be installed across the region in the coming months. This initiative improves surveillance, informs public health responses, and enables timely planning for vulnerable populations.

### **Healthy Environments**

#### *Vector-borne Disease Control*

Fall tick dragging was conducted at three sites where ticks were found in the Spring, with ticks detected at all locations for the second time this year. These findings confirm an expanded risk area within Renfrew County and District, including Westmeath and Chalk River. Public Health Ontario will update the provincial risk map in 2026 to reflect these changes.

As of November 10, RCDHU has received 32 ticks from residents for identification and testing. Of the 28 analyzed, 24 were *Ixodes scapularis* (deer ticks), two *Ixodes cookei* (groundhog ticks), and two *Dermacentor variabilis* (dog ticks). Fifteen ticks underwent further testing, with five confirmed positive for *Borrelia burgdorferi*, the causative agent of Lyme disease.

#### *Food Safety*

RCDHU public health inspectors continue to deliver the provincially recognized Safe Food Handler course at no cost to participants. So far in 2025, ten courses were offered across the County, certifying 312 individuals.

As of November 10, RCDHU has received 13 food safety complaints from the public. All complaints were investigated within 24 hours as required. None resulted in a confirmed foodborne illness outbreak.

### **Immunization**

#### *Online Booking System*

On October 1, RCDHU launched an online booking system for immunization clinics, allowing clients to book, cancel, and receive confirmations and reminders by email or text message. The system currently supports COVID-19, flu, and RSV appointments, with plans to expand to other services. In its first month, 730 appointments were booked online.

### *COVID-19 and Influenza Vaccination*

As of November 6, RCDHU administered 2,184 COVID-19 doses and 1,990 influenza doses through community clinics and mobile services. It also distributed 14,125 influenza doses and 1,547 COVID-19 doses to health care partners. Pharmacies remain a key channel, providing 62% of COVID-19 doses (vs. 29% by RCDHU and 8% by other partners) and over 3,500 influenza doses this season. COVID-19 and flu vaccines will continue to be available at RCDHU clinics through mid-December, as well as at pharmacies and most health care providers.

### *Respiratory Syncytial Virus (RSV) Adult Vaccination*

Between October 1 and November 6, RCDHU administered 636 adult RSV doses through community clinics and mobile services and distributed 2,880 doses to health care providers. RSV vaccine remains available at RCDHU community clinics for eligible adults.

### *Respiratory Syncytial Virus (RSV) Infant and High-Risk Children*

Between October 1 and November 6, RCDHU and Pembroke Regional Hospital administered 72 infant RSV doses to eligible infants and high-risk children and distributed 323 doses to health care providers. Appointment-based community clinics will continue throughout the RSV season.

Submitted by:

Erin Vereyken

Director, Health Protection

Renfrew County and District Health Unit



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## Health Promotion and Infectious Diseases Report to the Board of Health

Tuesday, November 25, 2025

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### HEALTH PROMOTION

#### ***Nutrition – Algonquin College Education for Early Childhood Educator Students***

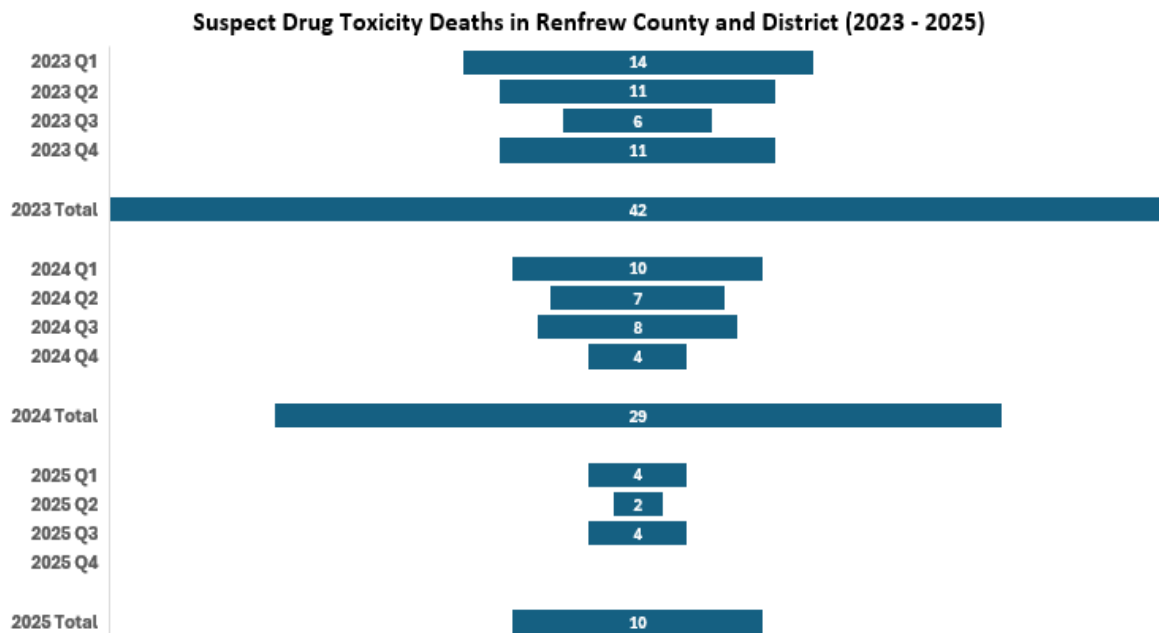
In October, the Renfrew County and District Health Unit delivered its annual education session to 22 Early Childhood Education (ECE) students at Algonquin College's Pembroke campus. The session focused on nutrition requirements in licensed childcare settings, as mandated by the *Child Care and Early Years Act* and Ontario Licensing Manual, ensuring alignment with Canada's Food Guide. Students gained evidence-based knowledge and practical strategies to implement these standards, emphasizing supportive mealtime environments, food literacy, and positive feeding relationships. This collaboration strengthens future ECE capacity and aligns with the Ontario Public Health Standards by promoting child and family health through education and community partnership.

#### ***Outreach Team and SPRITE Testing***

The Outreach Team continues to expand RCDHU services across Renfrew County & District through partnerships with community agencies. In September and October, the team conducted 19 visits to 10 sites, distributing 184 naloxone kits and training 66 new individuals. Over 500 client interactions occurred, which included harm reduction services, sexual health consultations, sexually transmitted and bloodborne infection testing, and referrals to mental health and other public health programs. In October, a vaccine clinic was held at The Grind, providing flu, COVID-19, and RSV vaccines to underhoused individuals and people experiencing homelessness. Additional clinics are planned. SPRITE testing for syphilis, HIV, and hepatitis C remains available at outreach events and RCDHU's Pembroke office; 18 tests were completed, identifying six new infections, with all clients referred for treatment.

#### ***Renfrew County and District Drug Strategy (RCDDS)***

In October, a 3rd quarter progress report was issued for partners of the RCDDS, as well as a public update on social media and the RCDDS [webpage](#). The indicators reported in October were suspected drug toxicity deaths, suspected deaths by sex, emergency department visits and an update on naloxone distribution. Most notable was the continued progress in reducing suspected drug toxicity-related mortality. When compared to the same period in 2024 and 2023, there has been a 60% and 68% decrease in suspected drug toxicity deaths respectively. While there are many factors responsible for this decline, there is cautious optimism that the local efforts of the more than 30 organizations implementing the strategy's priorities are having a measurable impact.



The four pillar working groups continue to meet at least quarterly and a social media campaign was developed by the communications collaborative to highlight the many extraordinary efforts being made and some of the related outcomes.

[www.rcdhu.com/rcdds](http://www.rcdhu.com/rcdds)

[www.rcdhu.com/rcdds](http://www.rcdhu.com/rcdds)

The Medical Officer of Health, along with the Substance Use and Harm Reduction Program team, met with the Ministry of the Attorney General's Crown Attorney Office in Pembroke to discuss RCDDs and explore collaboration opportunities. As a result, a team member of their office will join the Community Safety Working Group, and new processes were implemented to ensure individuals released from custody have rapid and routine access to take-home naloxone kits.



## INFECTIOUS DISEASES

### ***Measles Outbreak Status***

On October 6th, Ontario's multi-jurisdictional measles outbreak was officially declared over. However, the World Health Organization confirmed on November 10th that Canada has lost its measles elimination status after over 12 months of sustained transmission of the same measles strain. Canada first attained measles elimination status in 1998 and has never lost it until now.

The outbreak began in October 2024 with an international traveler attending a New Brunswick wedding, subsequently spreading to southwestern Ontario where it concentrated among under-vaccinated communities. There were ultimately 2376 cases in Ontario's outbreak, including 3 cases in Renfrew County and District. A strong local response prevented further transmission across our region.

For RCDHU, this reinforces the importance of maintaining high MMR vaccination coverage, which will be supported by our return to full enforcement of the Immunization of School Pupils Act early next year. Canada can regain elimination status once transmission is interrupted for at least 12 consecutive months.

### ***Respiratory Illness Activity***

Respiratory outbreak activity in September and October remained low, averaging fewer than one new outbreak per week compared to two per week in October 2024. Most outbreaks with an identified pathogen were caused by Rhinovirus or COVID-19.

The first influenza case of the 2025–2026 season was reported to RCDHU in early November. The Canadian Network of Public Health Intelligence projects higher circulation of Influenza A (H3N2) in Canada this season, which may increase healthcare demand and underscores the importance of vaccination and surveillance.

### ***Fall Preparedness***

On October 15, 2025, the infectious diseases team hosted a fall preparedness workshop for local long-term care and retirement homes, in collaboration with the Regional IPAC Hub and RCDHU's immunization team. The session covered infection prevention and control topics, including roles and responsibilities of key stakeholders, seasonal vaccinations, and outbreak management. Guest speaker Ajak Ajang, Manager of the Champlain Regional IPAC Hub, joined the event. Representatives from 14 long-term care and retirement homes attended virtually, achieving over 70% participation. Follow-up sessions are being offered to facilities that were unable to attend.

Submitted by:  
Patti Smith  
Director, Health Promotion and Chief Nursing Officer  
Renfrew County and District Health Unit

# THE MINISTRY OF HEALTH CONGRATULATES THE RENFREW CACC ON THE SUCCESSFUL LAUNCH OF **NG9-1-1**!

**Upcoming Go Lives:**  
North Bay & Windsor

**NOTE:** There is no impact to your organization

Questions about NG9-1-1? E-mail: [MOH.Telephony@ontario.ca](mailto:MOH.Telephony@ontario.ca)





# Council Member Committee/Local Board Report

Council Member: Councillor Dowser

Report Date: 2025-12-06

## 1. Committee Name

Upper Ottawa Valley Police Services Board

## 2. Purpose of the Committee/Local Board (Provide a brief description of the committee's mandate, mission, or primary objectives.):

To provide adequate and effective policing.

## 3. Recent Meetings

- **Date(s) of Meeting(s):** [Insert dates of recent meetings attended.] December 5, 2025
- **Key Topics Discussed:** 2026 Budget and meeting schedule, community representative, website, Crimestoppers, OPP Detachment Commander
- **Decisions Made** (List key decisions, approvals, or recommendations made by the committee.): 2026 Budget approved in the amt of \$16,600, Community Representative offer.

## 4. Progress on Initiatives

- **Ongoing Projects/Tasks** (Summarize progress on key initiatives or projects the committee is overseeing; Mention timelines, milestones achieved, or challenges faced.): Website has gone live, <https://www.lvtownship.ca/en/our-community/upper-ottawa-valley-police-services-board.aspx>
- **New Initiatives** (Highlight any new initiatives that the committee has started or proposed.): Click or tap here to enter text.

## 5. Implications for Council

- **Items Requiring Council Attention** (List any decisions or input required from Council.): None
- **Budgetary/Financial Considerations** (Outline any impacts on municipal budgets or funding needs related to committee activities.):  
Recommending HCM reserve \$5000 for 2026
- **Policy/Bylaw Impacts** (Identify any policy changes or bylaw implications from the committee's work.): None

## 6. Upcoming Meetings

- **Next Meeting Date:** 2026-02-13
- **Planned Agenda Items** (Highlight key topics for upcoming discussions.):  
Swearing in of Community Representative

## 7. Additional Information (Include any other relevant information, such as community engagement efforts, partnerships, or public feedback.)

Click or tap here to enter text.

## 8. Recommendations to Council (if applicable):

(Clearly state any recommendations the committee has for Council.)

**Budget approval of \$5000**



THE CORPORATION OF THE UNITED TOWNSHIPS OF HEAD CLARA AND MARIA

BYLAW NUMBER 2025-20

BEING A BYLAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

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**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 Regular Council Meeting of December 11, 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 2025-122 this 11<sup>th</sup> day of December 2025.