

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

**March 16, 2007**

Minutes of a regular meeting of Council held on March 16, 2007 at 2:01 p.m. in the Council Chambers.

**MOMENT OF SILENCE**

The following were present:

Reeve	Tammy Lea Sonnenburg
Councillor	Jean Charron
Councillor	Jim Gibson
Councillor	Robert Reid
Councillor	Dave Foote

Tom Garrison as observer.  
Chief Building Inspector - Robert Labre

**PECUNIARY INTEREST**                      None

**APPROVAL OF AGENDA**

Additions – Building By-Law  
Date for next Budget Meeting – unfinished business  
Presentation – public meeting

Approved by general consent.

**DEPUTATION/PRESENTATION** – Building By-Law & Permit Fee  
Presentation

Clerk gives general overview of requirements for the public meeting under the *Building Code Act*.

Floor opens to questions.  
No challenges with any aspects of proposed changes. General discussion follows. Code is changed - now have to research all types of construction materials and methods.

Tom Garrison and Robert Labre left the meeting at 2:18.

**MINUTES**

Resolution # 1  
Moved by Councillor Charron and seconded by Councillor Reid **BE IT RESOLVED THAT** the minutes of the regular meeting of Friday, March 2, 2007 be accepted as presented.  
Carried

Resolution # 2  
Moved by Councillor Foote and seconded by Councillor Gibson **BE IT RESOLVED THAT** the minutes of the special meeting of Council held Tuesday, March 13, 2007 to discuss the 2007 budget be accepted as presented.  
Carried

## REPORTS OF MUNICIPAL OFFICERS

- George LeConte called, Zlepnig matter completed, OMB minutes of settlement signed, agreement signed we have documents to sign, will return to George who will forward to County and register– we still have a challenge with wording related to access – decided that Reeve Sonnenburg not sign until this has been discussed with County and LeConte
- Spoke with Charles Cheesman re: letter to County re: planning issues – he is preparing a reply, will get back to us but would like to present to committee/council. Our draft zoning by-law amendment is completed.
- Recycling update for March 12 – 794 pounds recycled – 71 bags. Only two to landfill – mostly plastics that are not recyclable.
- Spring Recycling Cleanup – will suggest May 22 and June 4.
- Attorney General's Office –maintain current processes re: verifying documents - were provided with a list of documents that should be referred to a lawyer. Neither Clerk nor Head of Council have any special privileges – just what is in the act.
- Hall rental contract and provision of cups - included due to fact that bottles were no longer allowed in hall. Bring to committee
- Cecilia emailed notification that assessment will increase effective November 1, 2006 for the pipeline expansion. Likely completed by May.
- Jp2g – will work with us on Diagnostic, Inventory and Valuation stages. They will help us to implement the 3 stages in order to meet the minimum requirements under the PSAB rules for January 1, 2009. Decided that Clerk contact Jp2g and begin process.
- Received letter from EMO re: non-compliance for 2006 – no training or exercises.
- Have formally received letter of resignation from Councillor Charron. Options.

Resolution # 3

Moved by Councillor Foote and seconded by Councillor Gibson

**WHEREAS** the *Municipal Act*, 2001 section 259 (1) (d) allows a member of council of a municipality to resign his office;

**AND WHEREAS** section 260 requires that notice be provided by filing in writing to the clerk of the municipality and will only be effective if it will not reduce the number of members of the council to less than a quorum;

**AND WHEREAS** section 262 (1) requires that the council of the municipality shall at its next meeting declare the office to be vacant;

**AND WHEREAS** Councillor Charron has effectively delivered to the clerk of the municipality of the United Townships of Head, Clara & Maria said notice of resignation of office effective April 1, 2007;

**BE IT RESOLVED THAT** the Council of the Corporation of the United Townships of Head, Clara & Maria declare Councillor Charron's office vacant effective April 1, 2007;

Carried

Discussion of alternate names for submission to Council to fill the vacant seat Ed Aiston, Todd Dowser, Joyce Aiston, Naomi Balla-Boudreau. Of the four, Ed Aiston would accept nomination at this point.

Councillor Gibson to speak with Mr. Aiston on Council's behalf requesting confirmation of interest. Will move to appoint him at a future meeting.

## **FINANCIAL REPORTS**

Resolution # 4

Moved by Councillor Reid and seconded by Councillor Gibson **BE IT RESOLVED THAT** the Income Statement to March 14, 2007 be accepted as presented.

Carried

## **CORRESPONDENCE**

1. AMO Alert – re: Strengthening Producer Responsibilities for Ontario's Blue Box Program - info
2. AMO Communication – re: The Ontario Rural Council and Broadband information sessions - info
3. AMO Alert – re: Enhanced 911 Services for Community Notification - info
4. Ontario Forestry Coalition – re: Proposed Species at Risk Legislation – provide copy of their resolution for Council's consideration
5. MMAH – re: Collaborative Seniors' Portal Network - information
6. MNR, Ray Bonenberg – re: promotion and replacement – information

## **NEW BUSINESS**

Library request for free use of hall and yards for May Madness, May 11 & 12th - approved

Memorandum to Council re: topics at committee meetings – tabled to look into further with implications for administration.

## **REPORTS OF COMMITTEES**

Roads

Resolution #5

Moved by Councillor Gibson and seconded by Councillor Reid **BE IT RESOLVED THAT** the recommendations of the Roads Committee:

1. That a yield sign be erected in the southbound lane of the Township Hall driveway at the southernmost end of the building to warn vehicular traffic going up the hill of the right of way along Township Hall Road.

Be accepted.

Carried

Fire

Resolution #6

Moved by Councillor Foote and seconded by Councillor Gibson **BE IT RESOLVED THAT** the recommendations of the Fire Committee:

1. That up to the sum of \$5,000.00 be spent on pre-season apparatus and equipment repairs and service costs.

Be accepted.

Carried

## Capital Expenditures

Resolution #7

Moved by Councillor Gibson and seconded by Councillor Reid **BE IT**

**RESOLVED THAT** the recommendations of the Capital Expenditures Committee:

1. That the Clerk and Treasurer work to update the current account names list choosing names that are well defined and self explanatory.
2. That the following amounts of reserves for 2007 be suggested to Council for consideration:
  - a. Fire Wage Contingency \$3,000
  - b. Roads – Gravel Crushing \$2,000
  - c. Succession Planning \$5,000
  - d. Disposal Site Vehicle \$7,500
  - e. Landfill Closure and Post Closure \$15,000
  - f. Roads Truck \$7,500
  - g. Facility Maintenance \$10,000
  - h. Office Equipment \$2,000
3. That the \$8,000 currently in Roads – Capital Reserve be moved to Roads – Truck Reserve.
4. That the \$34,000 in Garage Capital be used in 2007 to repair the roof, insulation, interior wall cladding and wiring.
5. That the draft policies for the investment of surplus cash and the allocation of year-end surplus or deficit be accepted as drafted.

Be accepted.

Carried

## ERP

Resolution #8

Moved by Councillor Charron and seconded by Councillor Reid **BE IT**

**RESOLVED THAT** the recommendations of the Environment-Recreation-Property Committee:

1. That we purchase clear plastic bags as discussed for distribution to the public to promote recycling.
2. That we advertise availability of bags from the Township Office and possibly at May Madness.
3. That we amend the list of items/issues that are being considered at ERP Committee that should instead be considered by and at Council or under another committee.
4. That we enter into contract with Fred Dean for legal services and Bill Instance of Huckabone, O'Brien et al. for local representation.
5. That April's meetings are scheduled as Council 13<sup>th</sup>, Committee 20<sup>th</sup>, and Council 27<sup>th</sup>.

Be accepted.

Carried

Library - May Madness

## **UNFINISHED BUSINESS**

Resolution #9

Moved by Councillor Foote and seconded by Councillor Gibson

**WHEREAS** the Upper Ottawa Valley municipalities would be well served by becoming more accessible to businesses in the Greater Toronto Area;

**AND WHEREAS** travel by air transportation to and from the largest economic market in Ontario would be extremely beneficial to our local economy;

**AND WHEREAS** time spent commuting by motor vehicle can be dangerous, time-consuming and inefficient;

**AND WHEREAS** a direct route from Toronto to the Ottawa Valley would further open our area to trade, export and tourism;

**NOW THEREFORE BE IT RESOLVED** that the United Townships of Head, Clara & Maria request that Starlink Aviation be requested to seriously consider the possibility of bringing service via a direct link from Toronto to the Pembroke and Area Airport as soon as possible;

**AND BE IT FURTHER RESOLVED THAT** this resolution be forwarded to John Yakabuski, MPP, Renfrew-Nipissing-Pembroke and Cheryl Gallant, MP, Renfrew-Nipissing-Pembroke.

Carried

Date for Budget Meeting – Friday, March 23, 2007 at 9:00 a.m.

## **BY-LAWS**

Building By-law

Resolution #10

Moved by Councillor Foote and seconded by Councillor Charron **BE IT RESOLVED THAT** By-Law Number 2007-06 being a by-law respecting Construction, Demolition and Change of Use Permits and Inspections be read a 1st and 2nd time.

Carried

Resolution #11

Moved by Councillor Charron and seconded by Councillor Reid **BE IT RESOLVED THAT** By-Law Number 2007- 06 being a by-law respecting Construction, Demolition and Change of Use Permits and Inspections be read a 3rd time short and passed.

Carried

## **QUESTIONS AND ANSWERS**

Resolution #12

Moved by Councillor Charron and seconded by Councillor Reid **BE IT RESOLVED THAT** Council honorariums be paid in accord with the existing schedule under the 2006 by-law.

Carried

## **ADJOURNMENT**

Resolution #13

Moved by Councillor Foote and seconded by Councillor Gibson **BE IT RESOLVED THAT** this meeting adjourn at 15:24 h. to meet again Friday, April 13, 2007 at 14:00 h.

Carried

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Reeve Tammy Lea Sonnenburg

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Clerk – Melinda Reith