

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

May 10, 2013 – 14:00 h. (2:00 p.m.)

1. Call to Order and Moment of Silence
2. Roll Call
3. Disclosure of Pecuniary interest & General Nature Thereof
4. Deputations/Presentations – Auditor Report – Peter Harrington – Document included for your review prior to the meeting
5. Adoption of Minutes of previous meeting (Including Committees)
  - Council Minutes – April 26, 2013
  - Library Board Minutes - information
    - i. April 8, 2013
    - ii. March 11, 2013
6. Petitions – none
7. Correspondence Information Only – (Please advise if you feel any item warrants further consideration)
8. Staff Reports (For information and direction only)
  - Report #26/04/13/801 – Clerk’s Report
  - Report #10/05/13/801-A – Clerk’s Report on Staff-Council meeting of April 26;
  - Report #10/05/13/801-B – Clerk’s Report on Committee meeting with Gerry Morris Architect of May 3, 2013;
  - Report #10/05/13/801-C – Clerk’s Report on AMCTO’s Human Resources Training – April 29 and 30th.
  - Report #26/04/13/802 – Treasurer’s Report
  - Report #26/04/13/803 – Reeve’s Report – none
9. Financial Reports – none
  - Report #26/04/13/901 – Cheque Log
10. By-Laws - none
11. Unfinished Business - none
12. Addendum (New Business) - none
13. In Camera or Closed Session - none
14. Business Arising from Closed Session - None
15. Questions and Answers
16. Confirmation of Proceedings
  - By-law #2013-13
17. Adjournment

Note\* Alternate formats and communication supports are available on request.



**THE CORPORATION OF THE UNITED TOWNSHIPS OF  
HEAD, CLARA & MARIA**  
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## Request for Deputation

Person Requesting a Deputation: \_\_\_\_\_

Organization (if applicable): \_\_\_\_\_

Contact Information: Tel # \_\_\_\_\_ Cell #: \_\_\_\_\_

Meeting Date Requested: \_\_\_\_\_

**(Note:** In accordance with the Procedural By-law, the Clerk's Department has the discretion to reschedule or deny an appearance before Council where: the number of deputations is greater than Council has established; the topic is not within the jurisdiction of the Council; the person has exceeded the number of permitted appearances; the matter is such that it requires consultation with staff and a report to accommodate the request.)

Subject Matter: \_\_\_\_\_

Brief Description of Purpose of Deputation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you been in contact with a member of staff with regard to this matter?

Yes  No  If Yes, provide name: \_\_\_\_\_

I will have a presentation

For Handout at Meeting \* Yes  No

PowerPoint \*\* Yes  No

\* Handouts require six (6) copies to be provided to the Clerk **prior** to the meeting.

\*\* PowerPoint is to be e-mailed to the Clerk's Office no later than 12:00 Noon on the Tuesday **prior** to the meeting.

Personal information on this form is collected in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* and becomes part of the public record. Questions with respect to the collection and use of this information should be directed to the Clerk's Office at 613-586-2526 or [twpshcm@xplornet.com](mailto:twpshcm@xplornet.com).