

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

September 21, 2012 – 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 – none
5. Adoption of Minutes of previous meeting (Including Committees)
 - Council Minutes – September 7, 2012
6. Correspondence & 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 #21/09/12/801 – Clerk’s Report
 - Report #21/09/12/802 – Treasurer’s Report
 - Report #21/09/12/803 – Reeve’s Report – verbal report
9. Financial Reports
 - Report #21/09/12/901 – Comparative Income Statement
 - Report #21/09/12/902 – Cheque Log
 - Performance Measurement – Efficiency and Effectiveness
10. By-Laws - none
11. Unfinished Business
 - Report #21/09/12/1101 – Policy on Council Education/Training – final version
 - Report #21/09/12/1102 – Upper Ottawa Valley Chamber of Commerce Proposal and Deputation
 - Report #21/09/12/1103 - Volunteer Appreciation
 - Report #21/09/12/1104 – Resolutions of Support from Sept. 7th meeting
12. Addendum (New Business)
 - Report #21/09/12/1201 and Document– Approval of Municipal Maintenance Worker Health and Safety Procedures
 - Report #21/09/12/1202 – Employee Annual Salary Review
 - Report #21/09/12/1203 – Employee Retirement Plan or Pension
 - Report #21/09/12/1204 - Request for increased funding for Employee education
 - Report #21/09/12/1205 – Fire Safety Plan Review – Procedures - Sign
13. In Camera or Closed Session – none
14. Business Arising from Closed Session - none
15. Questions and Answers
16. Confirmation of Proceedings (By-law and resolution prepared)
 - By-law #2012-25
17. Adjournment



**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.