

Type of Decision									
Meeting Date	Thursday, September 8, 2016				Report Date	Monday, September 5, 2016			
Decision Required		Yes	x	No	Priority	X	High		Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed
Clerk's - Report #08/09/16/801									

Subject:

1. Time since the last meeting has largely been spent on the following:
 - a. Canada Day event and final reports.
 - b. Preparing grant applications for Canada 150 – washrooms at Old Mackey Park, Canada 150 – Homecoming and Ontario 150 – Homecoming.
 - c. Vacation days – all staff.
 - d. Transfer of recycling contract to in-house.
2. Sneha Patel was hired as our summer student. Sneha's performance was very good; he completed tasks as directed, worked efficiently independently and would be considered if we had a similar position to fill in the future. His main focus for 2016 as per the Canada Summer Grant program was to work on Canada 150 celebrations; in our case, Homecoming and our social media presence. Sneha completed numerous reports which are available to direct staff and volunteers in continuing this project. Sneha was also responsible for keeping the flowers watered and helped significantly in Canada Day and in supporting the Lending Hub.
3. The Lending Hub is a hit. On many weekends people had to be turned away as all desired equipment was reserved. Many of our residents, visitors and neighbours borrowed equipment for various lengths of time. Some had suggestions which Crystal and Gayle have considered to streamline the process for future. Limiting the pick-up and return times will provide less interruption for staff during already busy days.
4. Canada Day was a hit once again; record turnout – day cut short by the rain. Fundraising activities for Homecoming were well received as new activities for kids. We continued our tried and true free events, but had to cancel some due to weather and dwindling crowds after lunch.
5. The Ontario Community Infrastructure Fund has been increased from \$25 to \$50 thousand dollars each year beginning in 2017 promised for the next 3 years. This is to be a form of dependable funding but its use is restricted. Our main use will be for roads, freeing up funds which would have otherwise been spent there to use

elsewhere. In 2016 the \$25,000 was used for brushing and ditching. In 2015 it was used for road maintenance in road resurfacing – Grade A gravel, grading and calcium.

6. The Upper Ottawa Valley OPP Detachment has recently taken to share News Releases with us. Many do not apply to use – those that do, I have printed and posted and/or shared via email. What is council's preference for these reports?
7. Over the past few months we have received concerns from residents with respect to MPACs assessment of vacant properties and the new Official Plan. With MPAC, vacant lots have been assessed at double the previous assessments with no change in use, size etc. Some of those who have filed requests for Reconsideration have obtained a reversal; others have yet to file and/or hear back.
8. As for the Official Plan. As discussed at a meeting with County Planning Department staff some months ago – changes in the Provincial Policy Statement being forced upon us through the Official Plan include the inability to grant severances for properties that do not front on yearly maintained municipal roads or provincial highways. The second is the classification of and restrictions to lands surrounding "at capacity" lakes. We have property owners who have purchased large parcels of land many many years ago, with the intent to sever and sell in part to fund their retirements. Changing provincial policy statements are restricting the options these property owners have. It is my recommendation that this Council, by resolution, make it clear that it does not support those changes in the Official plan and the restrictions, rolled out to service urban cities, forced upon rural areas where they are simply not applicable. How does Council wish to proceed?
9. As you are aware; over the summer we had implemented and subsequently removed a municipal fire ban. Staff worked together, in communication with our Mayor and via email with councillors and implemented the ban and removal. The process we used was not as per the current by-law due to the unavailability of enough members of council to form a quorum. It is staff intent to have council review this over the winter months to simplify the process for 2017 and on.
10. Staff salary issues were deferred from the June meeting until one with a full council; it was not known if Councillor Reid would be able to make this meeting due to his work schedule so those issues have been deferred again until October. Some requested information is included in this package to provide time to review for October.
 - a. Policy on Vacation and Sick Days
 - b. Insurance Benefits provided
 - c. Group RSP
 - d. Still following up on salaries from municipalities to the west.
11. Date for Public Meeting – topics – Auto-extrication and Plowing for Low Income Seniors, Official Plan amendments?
12. Topics for Committee of the Whole meeting – September 30, is it required?
13. Budget items for 2017 – staff will soon start to work on the 2017 Budget for November or December meeting.

After Printing for Packages

14. Both vehicles have been repaired after the municipal garage break in, in May. The person responsible was caught and charged. As our insurance deductibles were high, and damages reasonably low, we paid for all damages. While the Ford was at Murphy's in Pembroke, it was hit in their lot and suffered some body damage. They refused to pay for it. We have picked up the truck and will have it repaired as soon as possible. Parts were on back order for weeks and Bill used his personal vehicle for most of the summer. We will not be doing business with Murphy Ford again.
15. One of the municipal BBQs is no longer functioning and has been discarded. The remaining one works but is not in good shape. There are funds in the recreation budget for miscellaneous items; does council see the benefit in purchasing two new BBQs. Staff have discussed locating the existing BBQ at Old Mackey Park, chained under the pavilion and without a tank. It would be available for public use if they bring their own propane tank. People already bring their own BBQs; this would just simplify things. Council thoughts.
16. The first component of our municipal waste audit has been completed. The people hired have offered a preliminary comment that we offer too high a level of service for our residents. A proper and complete report will follow after the four season audits have been performed.
17. We received a document from Canada 150 program declining our application for Homecoming. Subsequently Ontario 150 and Canada 150 celebration grants have opened up. An application has been submitted for the Ontario 150 fund with the Canada 150th to be completed and submitted this week.

Although the total costs of the project are extremely high at \$289,301.59, \$161,499 is "in-kind" in volunteer time, staffing and venue donations. The remaining costs are estimates of providing food, beverage and entertainment with infrastructure support in tents, tables, shuttles etc. Final decisions will be made via volunteer committees and as per grants received or not; if we do not receive any funding – plans may be completely overhauled. If we are successful, some components of the original plan will be required.

We have received \$1,000 from TransCanada Pipelines and have a commitment of funding from OPG, an amount yet to be determined.

18. An additional grant from the Ontario government through the Ontario Trillium Foundation would allow for the installation of recreation infrastructure. After hosting the last ball tournament during a rain storm and the Lair's tournament in intense heat; members of the Recreation Committee and staff thought that funds might be used to erect a covering for new seating along the ball diamond fence.

A gazebo could be created for the score keeper, umpire – and used as a picnic location by the public during the year. Crystal has drafted an application and we would require council commitment to funding. Funds do exist in the Transition reserve (which to date has not been required) up to \$60,000.

The Missing Link trail would have to move to the roadway for this section if approved or the structure might only be located on one side of the diamond? In the past, the groomer has damaged our benches significantly with them having to be replaced or repaired on a quite regular basis. It would be staff recommendation to have the trail on the road at this section to avoid further damage.

WHEREAS a grant/funding opportunity has arisen which provides an opportunity to obtain up to 75% of a project cost through the Trillium Foundation;

AND WHEREAS funds exist in the Transition Reserve to provide council's contribution;

AND WHEREAS improvements to the municipal ball field in Stonecliffe have been recommended to council by staff to include new benches and a shade/cover and gazebo to protect players, scorekeepers and spectators from weather;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby approve this project, authorize staff to commit up to \$5,000 for council's 25% share of total project costs and authorizes application for funding through the Ontario Trillium Foundation.