



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

### **Minutes of April 25, 2019**

Minutes of a regular meeting of Council held on Thursday, April 25, 2019 at 7:00 p.m. in the Municipal Hall.

**1. CALL TO ORDER & MOMENT OF SILENT REFLECTION** – 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. ROLL CALL** – The following persons were present: Mayor Debbi Grills, Councillors: Brent Allen, Chris Dowser, Fran Kelly-Chamberlain, and Ernie Villeneuve.

**Staff:** Crystal Fischer, Interim Clerk/ Interim Treasurer, members of the public.

**Consultants:**

**Absent/Regrets:** Noella LeBreton, Treasurer

**3. RECITAL OF THE MUNICIPAL MISSION AND VISION STATEMENTS** - Councillor Allen

**HCM Mission:** At your service; working effectively to bring together people, partnerships and potential for a strong, connected community.

**HCM Vision:** Providing a healthy, connected and sustainable community teeming with possibilities for our citizens now and into the future.

**4. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

Pecuniary Interest applies to you if it applies to clubs/organizations you are involved in, your employer, or activities of your children, parents or spouse.

**5. DEPUTATIONS/PRESENTATIONS**

- i. Brian Leahey – County of Renfrew Paramedics – see notes on page 6.

**6. ADOPTION OF MINUTES OF PREVIOUS MEETINGS (INCLUDING COMMITTEES)**

Resolution No.:25/04/19/001

Moved by Councillor Kelly-Chamberlain and seconded by Councillor Dowser

**BE IT RESOLVED THAT** the minutes of the regular meeting of council of March 21, 2019 and special meeting of March 27, 2019 be accepted as presented.

Carried Unanimously

Minutes for information only -

- Library Board Minutes  
March 6, 2019
- Recreation Committee Minutes  
April 17, 2019

Councillor Allen – The dates make it difficult to attend committee meetings, is there someone else available to sit as Council Rep on the committee?

Councillor Villeneuve will step in.

**Action: Clerk to prepare resolution for next regular meeting of council.**

**7. CORRESPONDENCE & PETITIONS**

**Petitions - none**

**Correspondence**

- i. Welch LLP – audit
- ii. Cambium Environmental – Waste Free Ontario Act Update
- iii. Renfrew County and District Health Unit- Smoke Free Ontario Act  
**Action: Clerk to contact to update contact information**
- iv. Ministry of Natural Resources and Forestry – Algonquin Park Forest
- v. Renfrew County Child Poverty Child Action Network – Ticket Sales  
**Action: Mayor Grills to speak with Raj at Yates General Store re ticket sales**

- vi. Township of Bonnechere Valley – MMAH grant funding
- vii. FCM – High-speed internet
- viii. County of Renfrew – Community Safety and Well Being Plans  
**Action: Clerk to send letter of support.**
- ix. Eastern Ontario Wardens' Caucus – Community Safety and Well Being Planning
- x. MPAC- InTouch April 2019
- xi. AMCTO – Provincial Budget Update
- xii. AMO- Budget Highlights
- xiii. AMO – Animal Cruelty
- xiv. Country of Renfrew – Appointment of Weed Inspector  
**Action: Clerk to notify them we do not have our own weed inspector.**
- xv. City of Brantford – Single-Use Straws

## 8. MAYOR'S REPORT

Report 25/04/19/801 – Mayor Debbi Grills

## 9. STAFF REPORTS

Report 25/04/19/901- Interim Clerk/ Interim Treasurer's Report

## 10. FINANCIAL REPORTS

Report 21/03/19/1001 – 2019 Draft Working Budget – not available

## 11. BY-LAWS

Report 25/04/19/1101 –2019-09 Procedure By-Law

Resolution No.:25/04/19/002

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Dowser

**BE IT RESOLVED THAT** By-law 2019-09 being a by-law to establish rules governing the proceedings of Council, the calling of meetings and the conduct of members be read a first, second and third passed.

Carried Unanimously

Report 25/04/19/1102 – 2019-10 ATV By-Law and 2019-11 Snowmobile By-Law

Resolution No. 25/04/19/003

Moved by Councillor Kelly-Chamberlain and Seconded by Councillor Dowser

**BE IT RESOLVED THAT** By-law 2019-10 being a by-law to regulate the operation of off-road vehicles within the United Townships of Head, Clara and Maria be read a first, second and third time passed.

Carried Unanimously

Resolution No.: 25/04/19/004

Moved by Councillor Dowser and Seconded by Councillor Kelly-Chamberlain

**BE IT RESOLVED THAT** By-law 2019-11 being a by-law to regulate the operation of motorized snow vehicles (snowmobiles) within the United Townships of Head, Clara and Maria be read a first, second and third time passed.

Carried Unanimously

## 12. UNFINISHED BUSINESS

Report 21/02/19/1201 -Municipal Alcohol Policy

Resolution No.:25/04/19/005

Moved by Councillor Dowser and Seconded by Councillor Kelly-Chamberlain

**WHEREAS** an updated Municipal Alcohol Policy is required to ensure the safe consumption and sales of alcohol at municipally licenced events;

**THEREFORE BE IT RESOLVED THAT** council replace "Schedule A" to By-Law 2008-29 with the attached updated Municipal Alcohol Policy dated April 2019 and Schedule B to name two designated drivers minimum for an event.

Carried Unanimously

Report 21/02/19/1202 – Northern Graphite – Unopened Road Allowance  
Resolution No.:25/04/19/006  
Moved by Councillor Villeneuve and Seconded by Councillor Allen  
**WHEREAS** Northern Graphite requested to purchase portions of unopened road allowances that are required to proceed with establishing the Bissett Creek Graphite Mine;  
**AND WHEREAS** Council sees the potential economic benefit resulting from the graphite mine operations;  
**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara and Maria does hereby grant Northern Graphite the option to purchase the requested unopened road allowances for the sum of \$50,000 at any time for the next three years.  
An agreement will be executed with details as follows:  
Northern will pay a non-refundable deposit of \$10,000 when council approves the option agreement and it is executed;  
Northern will pay \$40,000 when it exercises the option agreement and acquires the land; and  
The Township will have the option to reacquire the land at the end of the mine life for \$1 if it so chooses.

Defeated

| Recorded Vote        |   |   |
|----------------------|---|---|
| Allen, B             | Yea <input type="checkbox"/>            | Nay <input checked="" type="checkbox"/> |
| Dowser, C            | Yea <input type="checkbox"/>            | Nay <input checked="" type="checkbox"/> |
| Grills, D            | Yea <input checked="" type="checkbox"/> | Nay <input type="checkbox"/>            |
| Kelly-Chamberlain, F | Yea <input type="checkbox"/>            | Nay <input checked="" type="checkbox"/> |
| Villeneuve, E        | Yea <input checked="" type="checkbox"/> | Nay <input type="checkbox"/>            |

Resolution 25/04/19/007 –Letter of Support for By-Law 119 – 18  
Resolution No.:25/04/19/007  
Moved by Councillor Allen and Seconded by Councillor Villeneuve  
**BE IT RESOLVED THAT** the Council of the United Townships of Head Clara and Maria does direct staff to send the drafted letter in support of By-Law 119-18 to the County of Renfrew.

Carried Unanimously

13. **ADDENDUM (NEW BUSINESS)**  
Report 25/04/19/1301 – Recreation Advisory Committee Terms of Reference  
Resolution No.:25/04/19/008  
Moved by Councillor Villeneuve and Seconded by Councillor Allen  
**WHEREAS** the Terms of Reference for the Social Programming Committee is to be reviewed on a regular basis to ensure the validity and accuracy of its policies and procedures;  
**AND WHEREAS** concerns and recommendations were identified during the latest review;  
**THEREFORE BE IT RESOLVED THAT** council replace “Schedule A” to By-Law 2014-05 with the attached updated and amended “Recreation Advisory Committee – Terms of Reference” dated April 2019.

Carried Unanimously

Report 25/04/19/1302 - Payment Options – for information only

Report 25/04/19/1303 - 2018 Council Expense Report

Resolution No.:25/04/19/009

Moved by Councillor Villeneuve and Seconded by Councillor Allen

**WHEREAS** under the Municipal Act, 2001, the Treasurer of each municipality shall in each year provide to the Council of the municipality, an itemized statement of remuneration and expenses paid in the previous year to each member of Council in respect of his or her services as a member of the council;

**THEREFORE BE IT RESOLVED THAT** the Statement of Expenses for Council for the year 2018 totalling \$21,744.75 be accepted as presented.

Carried Unanimously

Report 25/04/19/1304 - Training

Resolution No.:25/04/19/010

Moved by Councillor Allen and Seconded by Councillor Villeneuve

**WHEREAS** it is beneficial for staff and regular users of the community centre, including members of Council and recreation committee to be First Aid, CRP and AED trained in case there was an emergency with someone attending the community centre or municipal office;

**BE IT RESOLVED THAT** Council of the United Townships of Head, Clara and Maria does hereby authorize Emergency First Aid, CRP and AED training for staff, up to five volunteers, committee members and interested Council with the possibility of opening course to individuals self-funded; up to a limit of \$2000.

Carried Unanimously

Report 25/04/19/1305 - Public salary Disclosure – for information only

#### 14. CLOSED SESSION

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#### 15. BUSINESS ARISING FROM CLOSED SESSION

#### 16. QUESTIONS AND ANSWERS

Council Honorarium – Question about differences in payment amounts and December 2018 amounts, no T4 for those payments

**Action: Clerk to provide payment schedule to Councillors.**

Resolution No.:25/04/19/014

Moved by Councillor Kelly- Chamberlain and Seconded by Councillor Dowser

**WHEREAS** Staff's application for funding under the Canada Summer Jobs Program was approved to hire a summer student;

**AND WHEREAS** the funding agreement's maximum contribution is 50 per cent of the student's wages;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does approve funding of \$1960 to be used towards the Canada Summer Jobs.

Carried Unanimously

Budget – A special meeting will be called after Peter has completed the audit.

#### 17. CONFIRMATION OF PROCEEDINGS

Resolution No.:25/04/19/012

Moved by Councillor Allen and seconded by Councillor Villeneuve

**BE IT RESOLVED THAT** By-Law 2019-12 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on Thursday, April 25, 2019 be read a first time short and passed.

Carried Unanimously

18. **ADJOURNMENT**

Resolution No.: 25/04/19/013

Moved by Councillor Villeneuve and seconded by Councillor Allen

**BE IT RESOLVED THAT** this meeting adjourn at 9:47 p.m. to meet again on Thursday, May 16th, 2019 at 7:00 p.m.

Carried Unanimously

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**MAYOR**

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**CLERK**

## Brian Leahey – County of Renfrew of Paramedics

The Heli-pad came about because of the recognition that an unused piece of asphalt was available in HCM and was suitable because it needed little repair.

With response times as they were, ORNGE assessed our landing zone; trees and cables were removed. Because we are a remote small community, it is very unique to have helipad in a community this size. Not a large drain in coffers for the services it may provide.

*Doesn't it take just as long to drive to Deep River or Mattawa?* If helicopter lands here it is transporting to Ottawa, not Deep River or North Bay. Patients transported from our landing will be in Ottawa within 40 minutes; huge value in that.

You hope that the Heli-pad doesn't need to be used, but invaluable if it does. One life saved is worth the cost.

*In the past when ORNGE was required to come, they have landed at the scene, never used the helipad.* Whenever there is an incident on highway or forest they will land there if it is in the day and is safe to do so. The Heli-pad is a safety net for air ambulance if cannot land safely at the scene. It is based on operational requirements at the time of landing.

How 911 works – when someone places a call it goes to North Bay; central reporting bureau. The caller will automatically be transferred to dispatch in Renfrew who will then dispatch the closest responding paramedic. When a request is made for ORNGE it comes from dispatch in Renfrew. Refusals occur mostly when a patient is stabilized in hospital setting; on scene calls are rarely questioned.

Cost to residents: Inter facility transfers are cost neutral. For example a transfer from Deep River hospital to Pembroke hospital is \$0. A transfer from the scene of an accident is charged a co-payment fee of \$45 which is billed by the receiving facility. A portion goes to the hospital and the other portion to the ministry.

When there is a medical emergency and a call to 911 is placed, land ambulance is dispatched immediately, circumstances of the call are reviewed, and dispatch will tier ORNGE if they determine necessary even before land ambulance arrives on scene.

Landing in this area is visual; during the night and storm conditions, helicopters cannot land - only Pembroke airport.

For a Heli-pad to be certified, one flight approach must be established. The same approach is used coming in and out. If there are trees in that path, they need to be removed.

*Can a helicopter come in another path if conditions are not good for the approved approach?* Once the approved approach path has been established it is signed off with the ministry and is what must be complied to.

*Why wouldn't we change it?* The township would need to pursue this with ORNGE.

Need to consider prevailing winds, rising/lowering terrain. ORNGE has an instrument that does 360 reading to determine the most appropriate approach path to be approved by ministry.

Brian will be happy to meet with ORNGE rep when he is here in May, and he can speak with them before they arrive if Council wishes.

HCM and Deep River are not suitable for IFR, only VFR.. Brian would encourage the landing here.

Pilot would really try to avoid night landing off of an airport – i.e. on the highway. Even if it's a short ride to the pad, would rather land on pad as there is lighting in place. Circumstances must be very clean regarding safety, to land off of the pad at night.