



Personnel and Audit Committee Minutes

9:00 AM - Thursday, October 3, 2024
Council Chambers

Present: Deputy Mayor John Inglis (Chair) and Councillor Fred Fowler,
Absent with Regret: Councillor Vernon Hermer
Also Present: Corey Klatt, Chief Administrative Officer, Dipl. M.A.; and Kelly Watkins, Treasurer, Dipl. M.A., M.M.

1. Call to Order

The Chair called the meeting to order at 9:30 a.m.

2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Approval of Agenda

a) *Approval of Agenda for October 3, 2024*

19-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Committee approves the Agenda of the Personnel and Audit Committee dated October 3, 2024, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Presentations

None.

6. Delegations

None.

7. Adoption of Minutes

a) *Minutes of the Meeting(s) to be adopted by Council*

20-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Committee receives the Minutes of a Meeting held July 3, 2024, as circulated and adopted by Council on July 25, 2024.

Carried

8. Business Arising Out of Minutes

None.

9. Communications

None.

10. Administrative Reports

Note: The Director of Emergency Services/Fire Chief (DESFC) arrived at the meeting at this time.

a) North Frontenac Fire Department (NFFD) Roster Update

21-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "North Frontenac Fire Department (NFFD) Roster" and the current Roster dated September 24, 2024.

Carried

Note: The DESFC left the meeting at this time.

b) Employee/Volunteer Recognition Policy Amendment

22-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Employee/Volunteer Recognition Policy Amendment";

And That the Chief Administrative Officer (CAO) will update Schedule "N" of the Personnel and Employment Policies and Procedure Manual to update all wording to reflect the change to "Gift Cards" from "Gift of the corresponding value" for Employee/Volunteer Recognition.

Carried

c) Statement of Revenue & Expenditures - 2024 Variance Report as of September 25, 2024

23-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Statement of Revenue & Expenditures –2024

Variance Report as of September 25, 2024“;
Carried

11. Notice of Motion

None.

12. Resolution, Written Notice of Which has Been Given

None.

13. Public Forum

None.

14. Closed Session

None.

15. Adjournment

a) *Adjournment of the Meeting*

24-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 10:18 a.m until December 10, 2024 or at the call of the Chair.

Carried

Mayor

Clerk