



Personnel and Audit Committee Minutes

9:00 AM - Tuesday, December 10, 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.; Kelly Watkins, Treasurer, Dipl. M.A., Dipl. M.M. and Tara Mieske, Clerk/Planning Manager, Dipl. M.A., Dipl. M.M.

1. Call to Order

The Chair called the meeting to order at 9:02 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*

25-24 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 December 10, 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***

26-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

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

Carried

8. Business Arising Out of Minutes

None.

9. Communications

None.

10. Administrative Reports

a) ***Statement of Revenue & Expenditures - 2025 Variance Report as of March 12, 2025***

b) ***Proposed 2025 Personnel and Audit Committee Meeting Dates***

28-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Committee receives the Clerk/Planning Manager's Administrative Report entitled "Proposed 2025 Personnel and Audit Committee Meeting Dates";

And That the Committee will set the next meeting date at the end of each meeting or at the Call of the Chair;

And That the Committee sets the first meeting of 2025 for February 24 at 9:00 a.m.

Carried

c) ***North Frontenac Township Staff Complement***

29-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be it Resolved that the Personnel and Audit Committee receives for information the Chief Administrative Officers Administrative Report entitled "North Frontenac Staff Complement".

Carried

d) ***Statement of Revenue & Expenditures - 2024 Variance Report as of December 4, 2024***

30-24 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 December 4, 2024".

Carried

- e) **North Frontenac Fire Department (NFFD) Roster Update**
31-24 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 November 29, 2024.

Carried

11. Notice of Motion

None.

12. Motion, Written Notice of Which has Been Given

None.

13. Public Forum

None.

14. Closed Session

None.

15. Adjournment

- a) **Adjournment of the Meeting**

32-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 9:32 a.m until February 24, 2025 or at the call of the Chair.

Carried

Chair