



Personnel and Audit Committee Minutes

9:00 AM - Tuesday, March 18, 2025

Council Chambers

Present: Deputy Mayor John Inglis, Chair; Councillor Vernon Hermer; and Councillor Fred Fowler

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 9:00 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) *March 18, 2025*

1-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Committee approves the Agenda dated March 18, 2025, 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)***

2-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That the Committee approves the Minutes of a Meeting held December 10, 2024, as circulated.

Carried

8. Business Arising Out of Minutes

None.

9. Communications

None.

10. Administrative Reports

a) ***Chief Administrative Officer - Proposed Updates to North Frontenac Township's Bereavement Policy.***

3-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee receives for information the Chief Administrative Officer's Administrative Report entitled "Proposed Updates to North Frontenac Township's Bereavement Policy";

And That the Personnel and Audit Committee approves amending Section 14.1 – Bereavement Leave to: Extend the loss of a parent from 3 days to 5 days bereavement leave; extend the loss of a sibling-in-law from 1 day to 3 days; and the loss of a grandchild from 3 days to 5 days.

Carried

b) ***Treasurer - Debt and Investment Update***

4-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Personnel and Audit Committee receives the Treasurer's Administrative Report entitled "Debt and Investment Update", for information purposes.

Carried

c) ***Treasurer - Workers Safety Insurance Board (WSIB) Rebate of Surplus Funds based on 2023 contributions.***

5-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Workers Safety Insurance Board (WSIB) Rebate of Surplus Funds based on 2023 contributions";

And That the Committee recommends to Council that the Treasurer transfer the WSIB Rebate to the Operating Contingency Reserve.

Carried

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

6-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Statement of Revenue & Expenditures –2025 Variance Report as of March 12, 2025“;

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. Rise and Report (Overview of the Closed Session by the Chair)

16. Adjournment

- a) ***Adjournment of the Meeting***

7-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 9:22 a.m until May 27, 2025, at 1:00 p.m. or at the call of the Chair.

Carried

Mayor

Clerk