

**Minutes** of a Regular Meeting of Council for The Corporation of the Township of North Frontenac, held October 2, 2020 in the Council Chambers, 6648 Road 506, Plevna, Ontario.

**Present:** Mayor Ron Higgins; Councillor Fred Perry – Ward 1 (Electronic Participation); Deputy Mayor Gerry Martin and Councillor Vernon Hermer (Electronic Participation) – Ward 2; Councillor Fred Fowler – Ward 3.

**Absent with Regrets:** Councillor Wayne Good (arrive late) – Ward 1; and Councillor Inglis – Ward 3.

**Also Present:** Cheryl Robson, CAO; Corey Klatt, Manager of Community Development/Back-up CAO (MCD); Tara Mieske, Clerk/ Planning Manager (CPM); Kelly Watkins, Treasurer; Eric Korhonen, Director of Emergency Services/Fire Chief (DES/FC); and Darwyn Sproule, Public Works Manager (PWM).

### **1. Call To Order**

The Mayor called the meeting to order at 9:00 a.m.

### **2. Approval of Agenda**

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler**

**#365-**

**20**

**Be It Resolved That** Council approves the Amended Agenda for the Regular Meeting of Council dated October 2, 2020, as circulated.

**Carried**

### **3. Disclosures of Pecuniary Interest and General Nature Thereof**

None.

### **4. Presentations**

a) Sally McIntyre, General Manager, Mississippi Valley Conservation Authority (MVCA): Council Update:

- i. Water and Erosion Control Infrastructure (WECl);
- ii. Strategic Plan;
- iii. Watershed Plan.

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin**

**#366-**

**20**

**Be It Resolved That** Council receives for information the presentation from Sally McIntyre, General Manager, Mississippi Valley Conservation Authority (MVCA) providing an update on:

- i. Water and Erosion Control Infrastructure (WECl);
- ii. Strategic Plan;
- iii. Watershed Plan.

**And That** Council thanks her for her time spent today.

**Carried**

### **5. Delegations**

None.

## **6. Business Introductions**

- a) Councillor Inglis and Paul Thiel, Economic Development Task Force Member – Business Profile of Mariclaro Sustainable Designs.

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #367-20**

**Be It Resolved That** Council receives for information the Business Profile of Mariclaro Sustainable Designs prepared by Councillor Inglis, Chair, and Paul Thiel, Member, of the Economic Development Task Force (EDTF).

**Carried**

## **7. Adoption of Minutes**

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #368-20**

**Be It Resolved That** Council adopts the Minutes of a Regular Meeting of Council dated September 11, 2020, as circulated.

**Carried**

## **8. Business Arising from Minutes**

None.

## **9. Communications – Clerk’s Administrative Reports**

### **A: Received for Information:**

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #369-20**

**Be It Resolved That** Council receives Section A Items of the Clerk’s Administrative Report entitled Communications of Interest, as set out below, for information:

1. Township of Addington Highlands re: Notice of Passing By-law 0688/2020 – An Amendment to Zoning By-law 0212/2006;
2. Rural Frontenac Community Services re: 45th Annual General Meeting;
3. Minor Variance Application A15/20 – Sweet;
4. Minor Variance Application A17/20 – Compton;
5. Frontenac Community Futures Development Corporation re: Virtual Annual General Meeting September 24, 2020;
6. Matthew Anderson, President & CEO, Ontario Health (East) re: New Ontario Health Operating Model and Organizational Structure;
7. Minor Variance Application A19/20 & Severance Application B8/20 – Boston;
8. Minor Variance Application A20/20 – Prendergast;
9. Minor Variance Application A11/20 – Notice of Decision – Beauchamp;
10. Minor Variance Application A12/20 – Notice of Decision – Robertson;
11. Minor Variance Application A13/20 – Notice of Decision – MacDonald;
12. Severance Application B7/20 – Malloy (Snider) – Application for Right-of-Way – Notice of Decision – Snider;
13. Municipal Property Assessment Corporation (MPAC) re: Municipal Levy Letter.

**Carried**

### **B: Action Items:**

**B1.** Waste Reduction Week in Canada re: Proclamation October 19-25, 2020 as Waste Reduction Week.

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #370-20**

**Be It Resolved That** Council receives for information purposes correspondence from the Recycling Council of Ontario regarding the Waste Reduction Week in Canada program; a copy of the Proclamation; and supporting documentation prepared by the Public Works Manager;

**And That** Waste Reduction Week in Canada has been held annually since 2001, and shines the spotlight on conscious consumption and responsible recycling;

**And That** North Frontenac has an opportunity to celebrate environmental commitments, efforts and achievements by proclaiming October 19–25, 2020 as Waste Reduction Week in Canada;

**And That** Council celebrates sustainability by proclaiming Waste Reduction Week in Canada and recognizes that losing waste to disposal and as litter are local and global threats to the environment;

**And That** Council directs the Mayor to sign the Proclamation;

**And That** the Proclamation including supporting document shall be posted on the Township’s Website and social media accounts, as well as being featured on the website for Waste Recycling Week [www.wrwcanada.com](http://www.wrwcanada.com).

**Carried**

**Note:** Councillor Good arrived at this time (Electronic Participation).

#### **10. Council, CAO and Managers’ Administrative Reports**

a) Clerk/Planning Manager – Proposed 2021 Council Meeting Dates

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #371-20**

**Be It Resolved That** Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “Proposed 2021 Council Meeting Dates”;

**And That** Council approves the 2021 Council Meeting Schedule on Friday’s at 9:00 a.m. as follows:

January 15	July 16
February 5	August 20
February 26	September 10
March 19	October 1
April 16	October 22
May 7	November 19
May 28	December 10
June 18	

**And That** the Meetings will be held in the Council Chambers, pending compliance with Provincial Legislation and Public Health Orders;

**And That** the Clerk shall provide Notice as set out in Section 4.10 of the Procedural Policy.

**Carried**

b) Clerk/Planning Manager – Shore Road Allowance Closure and Sale By-law – Delyea-Dockuk

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin] #372-20**

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Shore Road Allowance Closure and Sale By-law – Delyea-Dockuk";

**And That** as required by By-law #22-15,

- **All That Part** of the Shore Road Allowance lying in front of Lot 13, Concession 6, geographic Township of Miller, Township of North Frontenac, County of Frontenac being Part 1 on Registered Plan 13R-22264; (Wensley (Brule) Lake) be declared as surplus and sold to the adjoining owner. Appraisal of this property is not necessary as this is a Shore Road Allowance;

**And That** Council will consider a By-law later in the meeting to Stop-up, Close and Sell a Portion of this Shore Road Allowance.

**Carried**

c) CAO and Managers – 2021 Draft Budget Proposed Meeting Dates

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #373-20**

**Be It Resolved That** that Council receives the Chief Administrative Officer and Manager's Administrative Report entitled "2021 Draft Budget Proposed Meeting Dates" for information purposes;

**And That** Council tentatively sets the 2021 Budget Meeting(s), for the following dates/purposes (subject to change, with advance notice given):

- Friday, December 11, 2020 following the Regular Council Meeting to review the Strategic Plan and Goals 2020-2023; proposed Tangible Capital Assets (TCA) ten year Replacement Schedules (2021 to 2030 planned spending); and a new proposed Community Grants Policy;
- Friday, February 19, 2021 at 9:00 am - Operating Budget Special Council Meeting;
- Friday, March 19, 2021 the 2021 Budget Public Meeting would take place for Council to consider the proposed Tax Rate By-law later in that meeting. However, Council may wish to defer this if Council feel additional pertinent information is required first.

**Carried**

d) Public Works Manager – Ward 2 Sand Shed Remedial Work

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #374-20**

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "Ward 2 Sand Shed Remedial Work";

**And That** Council approves issuing a Request for Tender for the Intermediate Sand Shed foundation wall repairs required at Ward 2;

**And That** Council authorizes the Treasurer to transfer the estimated additional costs of \$98,225 for the intermediate repairs work plus the additional cost for Engineering to complete the repairs to the Ward 2 Sand Shed, from the Infrastructure Sustainability Reserve Fund.

**Carried**

e) Manager of Community Development – Updates to the Operation of Off-Road Vehicles (ORV's) on Municipal Highways within the Township of North Frontenac, By-law

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #375-20**

**Be it Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Updates To The Operation Of Off-Road Vehicles (ORV's) On Municipal Highways Within The Township Of North Frontenac, By-law";

**And That** Council will consider repealing By-law #63-15 being a By-law to establish a policy to regulate the operation of Off-Road Vehicles (ORV's) on municipal highways within the Township of North Frontenac;

**And That** Council will consider a new By-law later in the meeting to permit All-Terrain Vehicles (ATV's); Side by Sides; Extreme Terrain Vehicles (XTV's) and Off Road Motorcycles (ORM's) to operate on Municipally Owned Roads within North Frontenac Township, in accordance with the Highway Traffic Act (HTA) and the By-law restrictions.

**Carried**

f) Mayor – Bell Land Lines North Frontenac

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #376-20**

**Be It Resolved That** Council receives for information the Mayor's Administrative Report entitled "Bell Land Lines North Frontenac";

**And that** Council requests that Canadian Radiocommunications Information and Notification Service (CRINS) address our ongoing access issues to modern phone services with Canadian Radio-Television and Telecommunications Commission (CRTC).

**Carried**

g) Community Control Group – COVID-19 (Corona Virus) – Update

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #377-20**

**Be It Resolved That** Council receives the Community Control Group's (CCG) Administrative Report entitled "COVID-19 (Corona Virus) - Update" for information purposes;

**And That** Members and Employees are permitted to attend Council, Committee, Task Force and CCG Meetings in-person provided all Provincial Legislation and Public Health Orders/Guidelines are complied with including maintaining physical distancing, occupancy restriction, etc. and all attendees shall wear a face covering; (Note: the Committee of Adjustments/Planning Advisory Committee meetings are held electronically only at this time);

**And That** instead of annual Council/Employee Christmas parties in 2020; to support local businesses, the Township will provide Gift Certificates/Cards from some local Businesses that offer a variety of items or services, to the Employees (exempting Council).

**Carried**

**Note:** Councillor Good left for part of 10g) above (Electronic Participation).

**11. External Committees/Local Boards/ Task Force Notes and Reports (Received for information only)**

a) Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee dated August 17, 2020

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #378-20**

**Be It Resolved That** Council receives for information the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee dated August 17, 2020.

**Carried**

b) Minutes of a Meeting of the Kaladar Barrie Joint Fire Committee dated May 15, 2020

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #379-20**

**Be It Resolved That** Council receives for information the Minutes of a Meeting of the Kaladar/Barrie Joint Fire Committee dated May 15, 2020.

**Carried**

c) Notes of a Meeting of the Community Policing Advisory Committee (CPAC) Task Force dated September 9, 2020.

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #380-20**

**Be It Resolved That** Council receives for information the Notes of a Meeting of the Community Policing Advisory Committee Task Force dated September 9, 2020.

**Carried**

Creation of Essential Services Sub-Committee

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #381-20**

**Be It Resolved That** Council approves the creation of the Essential Services Fair Sub-Committee to the CPAC Task Force to organize the Essential Services Fair for 2021;

**And That** Council appoints the following Members to the Sub-Committee:

- Councillor Fred Fowler, Chair;
- Deputy Mayor Gerry Martin;
- Ted Blackmore, Jocelyn Lemke and Paul Thiel as Volunteer Members;
- Eric Korhonen, Director of Emergency Services/Fire Chief;
- A representative from the Public Works Department as selected by the Public Works Manager;
- A recording Secretary as selected by the CAO;

**And That** the following be invited by the Secretary to participate in the Essential Services Fair Task Force:

- Sargeant Steve Garrah, Frontenac OPP Detachment
- A representative of the Frontenac Paramedics

**And That** despite Procedural Policy, Appendix A, Section 7, due to timing, the Essential Services Fair Sub-Committee will make recommendations directly to Council rather than to the CPAC Task Force.

**Carried**

**Note:** Councillor Good left the meeting during the 11c) discussion above.

Enforcement of Township's Noise By-law

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #382-20**

**Be It Resolved That** Council instructs the Clerk to obtain a copy of the Township of Greater Napanee's Noise By-law and provide further information to Council with respect to allowing enforcement of the Township's Noise By-law by the OPP, as well as the By-law Enforcement Officer.

**Carried**

**12. Giving Notice of a Motion**

*(By a Member of Council to the Clerk for Council's Consideration for Inclusion on the next Meeting Agenda)*

None.

**13. Motions, Written Notice of Which Have Been Given**

*(By a Member of Council and Approved by Council at a Prior Meeting)*

None.

**14. Council Portfolios (Verbal Report)**

**15. Introduction and Reading of By-laws**

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #383-20**

**Be It Resolved That** leave be given the Mover to introduce the following By-laws that have been circulated to all members of Council and that these By-laws be read a first and second time:

- a) #60-20 – To Close up and Sell Shore Road Allowance - Delyea-Dockuk;
- b) #61-20 – To Establish a Policy to Regulate the Operation of Off-Road Vehicles and To Repeal By-law #63-15.

**Carried**

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #384-20**

**Be It Resolved That** the following By-laws be read a third time, signed, sealed and finally passed:

- a) #60-20 – To Close up and Sell Shore Road Allowance - Delyea-Dockuk;
- b) #61-20 – To Establish a Policy to Regulate the Operation of Off-Road Vehicles and To Repeal By-law #63-15.

**Carried**

**Note:** The MCD and DESFC left the meeting at this time.

**16. Closed Session**

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #385-20**

**Be It Resolved That** Council retires to Closed Session at 10:14 a.m. to:

- a) Adopt Minutes of a Closed Meeting of Council dated July 17, 2020;
- b) Consider a Proposed or Pending Acquisition or Disposition of Land by the Municipality or Local Board.

**Carried**

Return to Open Session

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #386-20**

**Be It Resolved That** Council returns to Open Session at 10:32 a.m.

**Carried**

**17. Rise and Report**

The Mayor advised that Council:

- a) Adopted Minutes of a Closed Meeting of Council dated July 17, 2020;
- b) Considered a Proposed or Pending Acquisition or Disposition of Land by the Municipality or Local Board.

**18. Confirming By-law**

a) Confirming By-law #62-20 for the October 2, 2020 Regular Meeting of Council.

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #387-20**

**Be It Resolved That** By-law #62-20, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held October 2, 2020 be read a first and second time.

**Carried**

**Moved by Deputy Mayor Martin, Seconded by Councillor Fowler #388-20**

**Be It Resolved That** By-law #62-20 be read a third time and finally passed.

**Carried**

**19. Adjournment**

**Moved by Councillor Fowler, Seconded by Deputy Mayor Martin #389-20**

**Be It Resolved That** Council adjourns the Meeting at 10:33 a.m. until October 23, 2020 or at the call of the Chair.

**Carried**

Clerk

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**Mayor**

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**Clerk**