**Minutes of a Special Meeting of Council for**
**The Corporation of the Township of North Frontenac**
**Held February 18, 2022 in the Council Chambers, 6648 Road 506, Plevna, Ontario**

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| Present: | Mayor Ron Higgins and Councillor Wayne Good – Ward 1; Deputy Mayor Gerry Martin – Ward 2; Councillor John Inglis and Councillor Fred Fowler – Ward 3<br>Electronic Participation: Councillor Vernon Hermer - Ward 2 |
| Absent with Regret: | Councillor Fred Perry – Ward 1 |
| Also Present: | Cheryl Robson, Chief Administrative Officer (CAO); Tara Mieske, Clerk/ Planning Manager (CPM); Corey Klatt, Manager of Community; Development/CAO Back-up (MCD); Darwyn Sproule, Public Works Manager (PWM); Eric Korhonen, Director of Emergency Services/Fire Chief (DESFC); Kelly Watkins, Treasurer and Sandra Lessard, Deputy Treasurer. |

## 1. Call to Order and Purpose of Meeting

The Mayor called the meeting to order at 9:00 a.m. The Meeting was held for Council to discuss and provide direction on the draft 2022 Operating Budget.

## 2. Chair's Opening Remarks

### a) Opening Remarks (see attached)

## 3. Approval of Agenda

### a) Approval of the Agenda for February 18, 2022 Special Meeting of Council regarding the 2022 Special Operating Budget.

Resolution #: 49-22 Moved By: Deputy Mayor Martin
Seconded By: Councillor Inglis

**Be It Resolved That** Council approves the Agenda for the Special Meeting of Council dated February 18, 2022, as circulated.
**Carried**

## 4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

## 5. Presentation

### a) Treasurer - 2022 Draft Budget Overview (PowerPoint presentation attached)

Resolution #: 50-22 Moved By: Councillor Inglis
Seconded By: Deputy Mayor Martin

**Be It Resolved That**Council receives the Presentation from the Treasurer regarding the 2022 Draft Budget Overview and thanks her for the presentation.
**Carried**

## 6. Business Arising

### a) Resolution #522-21: Rural Frontenac Community Services (RFCS) - Request for Youth Program Funding

Resolution #: 51-22 Moved By: Deputy Mayor Martin
Seconded By: Councillor Inglis

**Whereas** Council passed Resolution #522-21 at their meeting on December 10, 2021 receiving for information the presentation regarding Rural Frontenac Community Services (RFCS) – Programs for Rural Youth and deferred a decision to provide $5400 in funding to the Youth Program until Budget Deliberations in 2022;
**Therefore Be It Resolved** that Council approves providing $5400 to RFCS for the Programs for Rural Youth in 2022.
**Carried**

### b) Resolution #434-21: Electric Vehicle Charging Station for North Frontenac

Resolution #: 52-22 Moved By: Councillor Inglis
Seconded By: Deputy Mayor Martin

**Whereas** Council passed Resolution #434-21 at their meeting on October 1, 2021 receiving for information an administrative report from Councillor Inglis entitled “Electric Vehicle Charging Stations”; and deferred a decision until Budget Deliberations in 2022;
**Therefore Be It ResolvedThat** Council instructs the Manager of Community Development to monitor for upcoming funding opportunities for electric vehicle charging stations and bring back feasible opportunities to Council at that time.
**Carried**

## 7. Communications

### a) Treasurer: Communications of Interest

Resolution #: 53-22 Moved By: Deputy Mayor Martin
Seconded By: Councillor Inglis

**Be It Resolved That** Council receives for information the Treasurer’s Administrative Report entitled Communications of Interest to Council regarding the 2022 Budget, as set out below:

1. 2021 Year to Date Statement – Unaudited – pending Year End
2. 2022 Total Taxable Assessment Comparison
3. 2022 Taxable Assessment – Ward Breakdown
4. 2022 Taxation Year – Municipal Levy Comparison
   (Using 2022 Assessments and 2021 Tax Rates)
5. COVID Financial Update as of February 10, 2022
6. 2005 – 2022 Federal Gas Tax Allocation

7. 2022 Ontario Municipal Partnership Fund (OMPF)
    a. 2022 OMPF Workbook – North Frontenac
    b. 2022 MFCI Workbook – North Frontenac
8. 2022 Quinte Conservation Authority Preliminary Budget and letter to CAO
9. 2022 Mississippi Valley Conservation Authority Draft Budget
10. 2022 Education Levy
11. 2022 County Levy
    a. 2021-0036 Schedule A Tax Rate Report
    b. By-law no. 2021-0035– To Set Tax Ratios
12. 2022 Ontario Provincial Police (O.P.P.) Billing Statement Summary
13. 2021 Financial Indicator Results based on 2020

**Carried**

## 8. Administrative Reports

### a) Kaladar Barrie Joint Fire Department: Draft Budget

Resolution #: 54-22 Moved By: Councillor Fowler
Seconded By: Councillor Good

**Be It Resolved That** Council approves the Kaladar Barrie Fire Department Proposed Budget for 2022.

**Carried**

### b) CAO/Managers: Growth and Pressures

Resolution #: 55-22 Moved By: Councillor Good
Seconded By: Councillor Fowler

**Be It Resolved That**Council receives the Chief Administrative Officer's (CAO) and Manager's Administrative Report entitled "Growth and pressures" for information purposes;

**And That,** based on growth data; the Township being successful in applying for and receiving Provincial/Federal funding for new initiatives and improvements; and new legislation requirements, Council instructs the CAO to add the new position of Clerical Assistant / Crown Land Stewardship Program (CLSP) to the Organization Chart.

This was a Recorded Vote:

| MEMBER OF COUNCIL | YES | NO |
|---|---|---|
| Councillor Fowler | Yes | |
| Councillor Good | | No |
| Councillor Hermer | | No |
| Councillor Inglis | Yes | |
| Councillor Perry | | Absent |
| Deputy Mayor Martin | Yes | |
| Mayor Higgins | Yes | |
| **Carried By:** | **4** | **2** |

**Carried**

### c) Clerk/Planning Manager: Committee of Adjustment/Planning Advisory Committee Renumeration

Resolution #: 56-22 Moved By: Councillor Fowler
Seconded By: Councillor Good

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Committee of Adjustment/Planning Advisory Committee Remuneration";
**And That** Council approves Committee Members being paid $113.21 per Meeting; $40 to complete a site inspection for 2022 and continuing in 2023 to apply cost of living to the rate annually at the same rate used for Employee rates;
**And That** Council approves an increase to office supplies expense being $250 for 2022 and returning to $125 in 2023.
**Carried**

### d) Director of Emergency Services/Fire Chief: Dry Hydrant Program

Resolution #: 57-22 Moved By: Councillor Good
Seconded By: Councillor Fowler

**Be It Resolved That** Council receives for information the Director of Emergency Service, Fire Chief's (DESFC) Administrative Report entitled "Dry Hydrant Program";
**And That** Council instructs the DESFC to continue the installation of Dry Hydrants in Wards Two and Three at a rate of one hydrant per year, until all locations meeting the installation parameters as outlined are exhausted.
**Carried**

### e) Manager of Community Development: Community Improvement Plan (CIP) - Update

Resolution #: 58-22 Moved By: Councillor Good
Seconded By: Councillor Fowler

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "North Frontenac Community Improvement Plan (CIP) – Update";
**And That** Council approves $13,000 in the Economic Development Budget in 2022 to be used for CIP Applications from our local Businesses, topping the amount available for new Applications to $30,000 for 2022;
**And That** Council will consider top ups to $30,000 annually for the CIP at our annual Budget Meetings beyond 2022 and throughout the future.
**Carried**

### f) Manager of Community Development: Helen Lane Boat Launch - Big Gull Lake, Coxvale Area

Resolution #: 59-22 Moved By: Councillor Good
Seconded By: Councillor Fowler

**Be It Resolved That** Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Helen Lane Boat Launch – Big Gull Lake, Coxvale Area";
**And That** Council directs the MCD to submit a request in writing to the Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNRF) for permission to expand the parking area at the Helen Lane Boat Launch on Big Gull Lake;
**And That** Council approves the estimated expense of approximately $40,000 from the MNR Parks Reserve Fund for this potential project.
**Carried**

### g) Manager of Community Development: 2023 Ontario Ice Fishing Challenge

Resolution #: 60-22 Moved By: Councillor Good
Seconded By: Councillor Fowler

**Be It Resolved That** Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "2022 Ontario Ice Fishing Challenge";
**And That** Council directs the Economic Development Officer (EDO) to enter the Township into a 'Community Sponsor' agreement with Angler's Atlas for the 2023 Ontario Ice Fishing Challenge at a cost of $1,000 + HST.
**And That** Council directs the EDO to solicit suitable prize sponsorships from North Frontenac businesses for the following tournament categories; Longest Yellow Perch, Longest Northern Pike, Longest Walleye, Longest Lake Trout, Longest Brook (Speckled) Trout and Most Species Caught (legal in season species).
**Defeated**

### h) Treasurer and Public Works Manager: Update - LiDAR and Risk Assessment Project

Resolution #: 61-22 Moved By: Councillor Good
Seconded By: Councillor Fowler

**Be It Resolved That** Council receives for information the Public Works Manager's (PWM) Administrative Report entitled, "Update – LiDAR and Risk Assessment Project".
**Carried**

## 9. CAO and Managers

**<u>Draft Economic Development Budget - 2022</u>**

Resolution #: 62-22 Moved By: Councillor Inglis
Seconded By: Councillor Fowler

**Be It Resolved That** Council approves the Draft Economic Development budget as presented today.

This was a Recorded Vote:

| MEMBER OF COUNCIL | YES | NO |
|---|---|---|
| Councillor Fowler | Yes | |
| Councillor Good | | No |
| Councillor Hermer | Yes | |
| Councillor Inglis | Yes | |
| Councillor Perry | | Absent |
| Deputy Mayor Martin | | No |
| Mayor Higgins | Yes | |
| **Carried By:** | **4** | **2** |

**Carried**

**a) Draft Budget - 2022**

Resolution #: 63-22 Moved By: Councillor Good
Seconded By: Councillor Fowler

**Be It Resolved That** Council receives for information the 2022 Draft Budget;
**And That** Council approves in principle the 2022 Draft Budget with the following amendments:

- Remove $1100 for Ice Fishing Challenge; and
- Add $1100 to By-law Enforcement Contracted Services;

**And That** Council instructs the Treasurer to advertise the Public Meeting regarding the 2022 Budget for March 25, 2022.
**Carried**

**Change to Council Meeting Date Schedule**

Resolution #: 64-22 Moved By: Councillor Good
Seconded By: Councillor Inglis

**Be It Resolved That** Council changes the Regular Meeting of Council scheduled for March 18, 2022 to March 25, 2022, following the Special Meeting.
**Carried**

**10. Closed meeting**

None.

**11. Rise and Report**

None.

**12. Confirmatory By-law**

**a) Confirming By-law #07-22**

Resolution #: 65-22 Moved By: Councillor Good

Seconded By: Councillor Fowler

**Be It Resolved That** By-law #07-22, being a By-law to confirm all actions and proceedings of Council for its Special Meeting held February 18, 2022 be read a first and second time.

**Carried**

## 13. Adjournment

### a) Adjournment of Council Meeting

Resolution #: 66-22 Moved By: Councillor Good
Seconded By: Councillor Fowler

**Be It Resolved That** Council adjourns the Meeting at 11:39 a.m. until February 25, 2022 or at the call of the Chair.

**Carried**

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Mayor

_____
Clerk