Minutes of a Regular Meeting of Council for
The Corporation of the Township of North Frontenac
Held April 28, 2023 in the Council Chambers, 6648 Road 506, Plevna, Ontario

Present:	Mayor Gerry Lichty; Councillor Wayne Good and Councillor Stephanie Regent - Ward 1; Councillor Roy Huetl and Councillor Vernon Hermer - Ward 2; Deputy Mayor John Inglis and Councillor Fred Fowler - Ward 3
Also Present:	Corey Klatt, Chief Administrative Officer (CAO); Kelly Watkins, CAO Back-up/Treasurer; Tara Mieske, Clerk/Planning Manager (CPM); Brooke Hawley, Manager of Community Development (MCD); Eric Korhonen, Director of Emergency Services/Fire Chief (DESFC); Sandra Lessard, Deputy Treasurer; Sonya Bolton, Manager of Community Planning, County of Frontenac; and Jennie Kapusta, Community Planner

1. Call to Order

The Mayor called the meeting to order at 9:03 a.m.

2. Approval of Agenda

a. April 28, 2023

Resolution #: 190-23 Moved By: Councillor Good
Seconded By: Councillor Regent

Be It Resolved That Council approves the Agenda dated April 28, 2023, as circulated.
Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Business Profile

None.

5. Presentations

a. Municipal Property Assessment Corporation (MPAC): Property Assessment in Ontario

Resolution #: 191-23 Moved By: Councillor Good
Seconded By: Councillor Regent

Be It Resolved That Council receives for information the presentation from Travis Merkley, Account Manager, MPAC, regarding Property Assessment in Ontario; and thanks him for his time spent today.
Carried

Note: Sandra Lessard, Deputy Treasurer left the meeting at this time.

6. Delegations

None

7. Adoption of Minutes

a. Minutes of Meeting(s) to be Adopted by Council

Resolution #: 192-23 Moved By: Councillor Regent
Seconded By: Councillor Good

Be It Resolved That Council adopts the Minutes as circulated, of:

i. a Public Meeting of Council held April 6, 2023; and
ii. a Regular Meeting of Council held April 6, 2023.

Carried

8. Business Arising Out of Minutes

a. Resolution #172-23: Closure of Northbrook Branch of Bank of Montreal (BMO)

Resolution #: 193-23 Moved By: Councillor Good
Seconded By: Councillor Regent

Whereas Council passed Resolution #172-23, receiving a letter from the Bank of Montreal advising of the closure of the Northbrook branch;
And Whereas Council sent a letter to the Bank of Montreal advising Council condemns the closure of the Northbrook branch and expressing their concerns;
Now Therefore Be It Resolved That Council receives the letter from the Bank of Montreal advising they have received the letter and welcome Council Members to attend the public meeting on May 31, 2023 to discuss these concerns.
Carried

9. Communications

a. Clerk's Administrative Report - Communications 'A' Section

Resolution #: 194-23 Moved By: Councillor Regent
Seconded By: Councillor Good

Be It Resolved That Council receives for information Section 'A' Items of the Clerk's Administrative Report entitled "Communications of Interest."
Carried

b. Communications 'B' Section - Action Items

B1. Tammy Whitelock re: Cloyne Big Chair Project

Resolution #: 195-23 Moved By: Councillor Good
Seconded By: Councillor Regent

Be It Resolved That Council receives for information an email dated March 30, 2023 from Tammy Whitelock, organizer of the Cloyne Big Chair Project advising they would like to donate a new “Big Chair” to be placed on Township Property by the Cloyne Pioneer Museum;

And That Council accepts the donation of a new “Big Chair” and is agreeable to the Big Chair being placed on Township Property near the Cloyne Pioneer Museum and instructs the Manager of Community Development (MCD) to work with the volunteer group for a suitable location;

And That Council directs the MCD to send a thank you letter to Tammy Whitelock and the group of volunteers organizing the new build and donation.

Carried

B2. Mary Ann Ward, Resident re: Request for an Exemption from the Noise By-law

Resolution #: 196-23 Moved By: Councillor Regent
Seconded By: Councillor Good

Be It Resolved That Council receives for information an email dated April 19, 2023 from Mary Ann Ward advising they will be hosting a wedding reception on September 30, 2023 on North Shore Road and requesting an exemption from the Noise By-law #65-21, Section 3.3 g) which restricts excessive noise and the disturbance of any person because of sound from an instrument or radio, or loud parties between 12:00 AM and 7:00 AM that is clearly audible at neighbouring premises or residential properties;

And That Council approves the exemption to the Noise By-law to permit the wedding to continue until 1:00 am on October 1, 2023;

And That Council instructs the Clerk to provide a copy of this Resolution to the requester and Township's By-law Enforcement Officer.

Carried

10. Council, CAO, and Managers' Administrative Reports

<u>Reports Requiring Action</u>

a. Clerk/Planning Manager: Consideration of Joint Integrity Commissioner Services

Resolution #: 197-23 Moved By: Councillor Good
Seconded By: Councillor Regent

Be It Resolved That Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “Consideration of Joint Integrity Commissioner Services”;

And That Council approves of a Joint Request for Proposal for an Integrity Commissioner; and instructs the Clerk to provide an update to Council at a future Council meeting.

Carried

b. Clerk/Planning Manager: Cemetery Interment Service Agreement - One Year Extension

Resolution #: 198-23 Moved By: Councillor Good
Seconded By: Councillor Regent

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Cemetery Interment Service Agreement – One-Year Extension";

And That Council approves extending the Agreement with Boles Maintenance until March 31, 2024 at which time a Request for Quotation will be advertised;

And That Council instructs the Clerk to provide Notice of a Public Meeting and the intent to pass a By-law to amend the Fees and Charges By-law Schedule 'G' – Cemeteries to remove the Fees for Interment/Disinterment and include invoicing subject to Contractor Pricing, at a later date.

Carried

c. Clerk/Planning Manager: Assumption of Roads - River Road, Struthadam Road and Cruise Road

Resolution #: 199-23 Moved By: Councillor Hermer
Seconded By: Councillor Fowler

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Assumption of Roads – River Road, Struthadam Road and Cruise Road";

And That Council will consider a By-law later in the meeting to dedicate and assume as roads the following:

- Parts 2 & 3 on Registered Plan 13R-22741, Part of Lot 22, Concession 2, Township of Palmerston; and
- Part 6 on Registered Plan 13R-22684, Lot 29, Concession 9, Township of Palmerston;

And That Council instructs the Clerk to have the Municipal Solicitor register the By-law

Carried

d. Clerk/Planning Manager: Licence Agreement Application for Use of Township Shoreline Road Allowance - Marble Lake Road

Resolution #: 200-23 Moved By: Councillor Fowler
Seconded By: Councillor Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Licence Agreement Application for Use of Township Shoreline Road Allowance – Marble Lake Lodge Resort";

And That Council instructs the Clerk to advise Marble Lake Lodge Resort that Council approves of their request to have two (2) docks on the Shoreline Road Allowance on Marble Lake, provided a Licence Agreement is entered into before the docks are re-installed;

And That Council authorizes the Mayor and Clerk to sign the Licence Agreement once Marble Lake Lodge Resort signs the Agreement and provides a Certificate of Insurance.

Carried

e. Manager of Community Development: Transitioning Ownership of Events at the Star Gazing Pad & Re-Naming

Resolution #: 201-23 Moved By: Councillor Hermer
Seconded By: Councillor Fowler

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Transitioning Ownership of Events at the Star Gazing Pad & Re-Naming";

And That Council approves the Economic Development Task Force (EDTF) removing the Star Gazing Pad as part of their mandate and that the North Frontenac Astronomy Club will organize and operate most future astronomy-related events at the Star Gazing Pad;

And That Council authorizes the North Frontenac Astronomy Club to act in a similar role as the Township Community Hall Committees, for the Star Gazing Pad as arranged by the MCD;

And That Council approves the re-naming of the Star Gazing Pad to the 'North Frontenac Astronomy Park' and continue to refer to the entire Township as the "Dark Sky Preserve";

And That Council approves 'A Dark Sky Experience' as the official slogan of the North Frontenac Astronomy Park.

And That Council approves up to $300 to come from the Economic Development Reserve Fund, to design three proposed logos for the 'North Frontenac Astronomy Park' which will then be presented to Council for consideration at a future meeting date;

And That Council, upon selection of a new logo reflecting the name change at a future date, approves new signage to be purchased to reflect this change at a cost of up to $1,700 to come from the Economic Development Reserve Fund.

Carried

f. Manager of Community Development: Economic Development Week May 8-12, 2023

Resolution #: 202-23 Moved By: Councillor Fowler
Seconded By: Councillor Hermer

Be It Resolved That Council receives for information the Manager of Community Developments (MCD) Administrative Report entitled "Economic Development Week May 8-12, 2023".

And That Council declares May 8-12, 2023 as Economic Development Week;

And That Council approves the Council Declaration;

And That Council instructs the MCD to prepare and include copies of the Council Declaration on the Township's website and Social Media;

And That Council approves the proposed Economic Development Week promotional activities.

Carried

g. Manager of Community Development: By-Town Motorcycle Association Agreement Request

Resolution #: 203-23 Moved By: Councillor Hermer
Seconded By: Councillor Fowler

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "By-Town Motorcycle Association Agreement (BMA) Request;
And That Council approves in principle a draft Agreement prepared by the MCD with a proposed 2023 contribution of $6,500 as presented by the MCD;
And That Council directs the MCD to provide the draft Agreement to the BMA for consideration and the MCD will bring back the signed Agreement if agreeable by BMA to an upcoming Regular meeting of Council for signature.
Carried

h. Manager of Community Development: 2007 Recreation/Waste Shared Truck Replacement

Resolution #: 204-23 Moved By: Councillor Fowler
Seconded By: Councillor Hermer

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "2007 Recreation/Waste Shared Truck Replacement";
And That Council approves advancing the purchase of a truck to replace the 2007 Recreation/Waste truck in 2023 at a maximum cost of $60,000;
And That Council instructs the Treasurer to transfer the cost of the replacement vehicle split 50/50 between the Recreation Tangible Capital Asset (TCA) Reserve Fund and the Waste TCA Reserve Fund;
And That staff have the discretion to purchase new or used, depending on availability, value and mileage (if used).
Carried

i. Public Works Manager: Capital Construction - Rehabilitation of Coxvale and Ardoch Bridges - Budget Request

Resolution #: 205-23 Moved By: Councillor Hermer
Seconded By: Councillor Fowler

Be It Resolved That Council receives for information the Public Works Manager's (PWM) Administrative Report entitled "Capital Construction – Rehabilitation of Coxvale and Ardoch Road Bridges – Budget Request";
And That Council approves accepting the low bid of $846,643.20 (including unrecoverable HST) from Dalcon Constructors Ltd;
And That Council authorizes the Treasurer to transfer the additional cost of $45,588.27 from the Roads Sustainability (Tangible Capital Asset) Reserve Fund.
Carried

Note: Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager, arrived at this time.

j. Clerk/Planning Manager and County Planner: Proposed New Fees for Planning Applications

Resolution #: 206-23 Moved By: Councillor Fowler
Seconded By: Councillor Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed New Fees for Planning Applications";
And That Council approves in principle the proposed fees as set out in the Planning Fees – Comparison Chart being Attachment #1 of the Administrative Report;
And That Council instructs the Clerk to provide Notice of a Public Meeting and the intent to pass a By-law to amend the Fees and Charges By-law at a later date.
Carried

k. County Planners: Zoning By-law Housekeeping Amendment

Resolution #: 207-23 Moved By: Councillor Hermer
Seconded By: Councillor Fowler

Be It Resolved That Council receives for information the Planning Report from staff dated April 19, 2023 regarding the proposed housekeeping amendment to Zoning By-law Number 55-19.
And That Council direct staff to undertake the next phase of the review and housekeeping amendment update to Zoning By-law Number 55-19 by scheduling a public meeting in accordance with the requirements of the Planning Act.
Carried

<u>Reports Received for Information Purposes Only</u>

l. Clerk/Planning Manager: Natural Heritage Reviews – Consultant Estimates

Resolution #: 208-23 Moved By: Councillor Huetl
Seconded By: Councillor Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Natural Heritage Reviews – Consultant Estimates".
Carried

Note: The Deputy Clerk/Assistant to the Planning Manager left the meeting at this time.

11. External Committees/Local Boards/Task Force Notes and Reports

a. Economic Development Task Force

Resolution #: 209-23 Moved By: Councillor Huetl
Seconded By: Councillor Hermer

Be It Resolved That Council receives for information the Notes of a Meeting of the Economic Development Task Force dated April 17, 2023.
Carried

12. Giving Notice of Motion (By a Member of Council to the Clerk for Council's consideration for inclusion on the next Meeting Agenda)

a. Councillor Hermer: Dedication to the late Gerry Martin, former Councillor and Deputy Mayor for Public Service

Resolution #: 210-23 Moved By: Councillor Hermer

Seconded By: Councillor Huetl

Be It Resolved That Council receives the Notice of Motion from Councillor Hermer requesting a dedication to the late Gerry Martin, former Councillor and Deputy Mayor for his public service;

And That Council approves of discussing this matter at the next Council Meeting.

Carried

13. Motions, Written Notice of which has been Given (By a Member of Council and approved by Council at a prior Meeting)

None.

14. Council Portfolio Verbal Reports

a. Each Council member has a portfolio for which they are responsible and provided a verbal report for information purposes.

15. Introduction and Reading of By-laws

a. By-law(s) to be Considered:

Resolution #: 211-23 Moved By: Councillor Hermer
Seconded By: Councillor Huetl

Be It Resolved That leave be given the Mover to introduce the following By-law(s) that have been circulated to all members of Council:

- #30-23 - To Establish portion of Cruise Road, River Road and Struthadam Road as Highway

And That these By-law(s) be read a first, second and third time and finally passed.

Carried

16. Public Forum

Note: The MCD; the DESFC and County Planning Staff left the meeting at this time.

17. Closed Session

a. Closed Meeting of Council

Resolution #: 212-23 Moved By: Councillor Huetl
Seconded By: Councillor Hermer

Be It Resolved That Council retires to Closed Session at 10:39 a.m. to:

a. Adopt Minutes of Closed Meeting dated April 6, 2023; and
b. To Discuss a Proposed or Pending Acquisition of land by the Municipality, specifically with regards to Seniors Housing.

Carried

18. Rise and Report (Overview of the Closed Session by the Presiding Officer)

The Mayor advised that there is no report out of Closed Session.

19. Confirmatory By-law

a. Confirming By-law #31-23

Resolution #: 213-23 Moved By: Councillor Huetl
Seconded By: Councillor Hermer

Be It Resolved That By-law #31-23, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held April 28, 2023 be read a first, second, and third time and finally passed.
Carried

20. Adjournment

a. Adjournment of Council Meeting

Resolution #: 214-23 Moved By: Councillor Hermer
Seconded By: Councillor Huetl

Be It Resolved That Council adjourns the Meeting at 11:37 a.m. until May 19, 2023 or at the call of the Chair.
Carried

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Mayor

_____
Clerk