



Regular Council Minutes

9:00 AM - Friday, February 2, 2024
Council Chambers

Present: Mayor Gerry Lichty, Councillor Wayne Good, Councillor Stephanie Regent, Councillor Vernon Hermer, Deputy Mayor John Inglis, and Councillor Fred Fowler

Absent with Regret: Councillor Roy Huetl

Also Present: Corey Klatt, Chief Administrative Officer, Dipl. M.A., Kelly Watkins, Treasurer, Dipl. M.A., M.M., Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M., Darwyn Sproule, Public Works Manager, P. Eng., Eric Korhonen, Director of Emergency Management / Fire Chief, Brooke Ross, Manager of Community Development, Dipl.M.A., and Sandra Lessard, Deputy Treasurer

1. Call to Order

a) ***Public Notice regarding Recording of Meetings***

2. Approval of Agenda

a) ***February 2, 2024***

27-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

Be It Resolved That Council approves the Agenda dated February 2, 2024 as amended.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Business Profile

None.

5. Presentations

None.

6. Delegations

None.

7. Adoption of Minutes

a) ***Minutes of the Meeting(s) to be adopted by Council***

28-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

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

1. A Special Meeting of Council held January 8, 2024; and
2. A Regular Meeting of Council held January 12, 2024.

Carried

8. Business Arising Out of Minutes

None.

9. Communications

a) ***Clerk's Administrative Report - Communications 'A' Section***

29-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

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***

c) ***Association of Ontario Road Supervisors re: Potential Municipal Equipment Operator Course***

d) ***Township of Georgian Bluffs re: Request for Support - Provincial Cemetery Management Support***

30-24 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor John Inglis

Whereas municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;

And Whereas, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;

And Whereas municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to

ensure the health and safety of our residents to decrease;

And Whereas, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment;

Therefore Be It Resolved That the Council of the Township of North Frontenac supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

And That the Township calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

And That a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini; John Jordan, MPP for Lanark-Frontenac-Kingston; and the Association of Ontario Road Supervisors.

Carried

31-24 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council receives for information a Resolution from Tay Township advising that under the Funeral, Burial and Cremation Services Act, 2002 (the Act), a local municipality becomes the owner of a cemetery declared abandoned with all the right and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it;

And That there has been an increase in the number of churches and local cemetery boards initiating the process to transfer ownership or abandon their cemeteries to the local municipality due to high operating costs; inaccuracy of records; lack of financial and human resources; and increased regulatory processes;

And That municipalities experience the same issues and pressures as churches and local boards with the operation and maintenance of cemeteries within its jurisdiction; and that the cost for internments rights, burials, monument foundations, corner stones and administration does not support the general operation;

And That the Township of North Frontenac supports Tay Township's request to the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) to consider the following to assist municipalities:

- Amending the Act to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and
- Investigate and support the design of universal cemetery software for use

by municipal cemetery operators that can be offered at a reasonable cost.
And That this Resolution be circulated to the Minister of Public and Business Service Delivery; Jim Cassimatis, BAO Interim CEO/Registrar; John Jordan, MPP; and Tay Township.
Carried

10. Council, CAO, and Managers' Administrative Reports

2024 Renewal of Annual Township Agreement with Eastern Ontario Trails Alliance (EOTA)

- a) ***Clerk/Planning Manager: Draft Site Visit Policy for Members of Council and Committee of Adjustment/Planning Advisory Committee with respect to Planning Applications***

32-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Draft Site Visit Policy for Members of Council and Committee of Adjustment/Planning Advisory Committee with respect to Planning Applications";

And That Council will consider a By-law later in the meeting to adopt the Site Visit Policy.

Carried

- b) ***Clerk/Planning Manager: Delegated Authority for Undisputed Consents - Site Inspection by Committee of Adjustment/Planning Advisory Committee Member (Committee Member)***

33-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Delegated Authority for Undisputed Consents - Site Inspection by Committee of Adjustment/Planning Advisory Committee Member";

And That Council will consider a By-law to Delegate Authority for Undisputed Consents later in the meeting.

Carried

- c) ***Clerk/Planning Manager: Senior of the Year Award - 2024 Nominations***

34-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Senior of the Year Award – 2024 Nominations";

And That this award gives the Municipality the opportunity to honour one of our outstanding local seniors for the contributions they've made to enrich the social, cultural and civic life of our community;

And That Council nominates Harriet Riddell as Senior of the Year; and instructs the Clerk to submit the Application prior to the April 30, 2024 deadline.

Carried

- d) ***Director of Emergency Services/Fire Chief: Emergency Response Plan Annual Compliance Report - 2023***

35-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "Emergency Response Plan Annual Compliance Report - 2023".

Carried

- e) ***Manager of Community Development: North Frontenac Township Song with Picture Slide Show Included***

36-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "North Frontenac Township Song with Picture Slide Show Added".

Carried

- f) ***Manager of Community Development: Hydro One 2024 Energizing Life Community Fund - Outdoor Fitness Zone***

37-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Hydro One 2024 Energizing Life Community Fund - Outdoor Fitness Zone";

And That Council supports the MCDs Application to the 2024 Hydro One Energizing Life Community Fund for 100% project funding;

And That Council directs the CAO to enter into a funding agreement with Hydro One upon the Township's successful application to the Energizing Life Community Fund for 100% project funding;

And That Council directs the MCD to install an 'Outdoor Fitness Zone' at the Clarendon Miller Community Hall if the Township is successful with its application to the Energizing Life Community Fund for 100% project funding.

Carried

- g) ***Manager of Community Development: 2024 Renewal of Annual Township***

Agreement with Ottawa Valley ATV Club (OVATVC)

38-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "2024 Renewal of Township Agreement with the Ottawa Valley ATV Club (OVATVC)";

And That Council will consider a By-law later in the meeting to sign the 2024 Agreement with the OVATVC to honour their trail permit on the Crown Roads within the North Frontenac Parklands.

Carried

- h) ***Public Works Manager: 2023 Annual Waste Management/Recycling Statistics and Year-End***

39-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "2023 Annual Waste Management/Recycling Statistics and Year-End".

Carried

- i) ***Treasurer - Reserve and Reserve Fund Draft Policy***

40-24 Moved by Councillor Wayne Good, Seconded by Councillor Stephanie Regent

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "Reserve and Reserve Fund Draft Policy";

And That Council approves in principle the draft Reserve and Reserve Fund Policy and instructs the Treasurer to bring a By-law to the next regular scheduled Council Meeting for the Reserve and Reserve Fund Policy, for consideration.

Carried

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

- i) ***Manager of Community Development: Partnership Opportunity for the Rural Economic Development (RED) Program***

41-24 Moved by Councillor Wayne Good, Seconded by Councillor Stephanie Regent

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Partnership Opportunity for the Rural Economic Development (RED) Program";

And That Council approves the Township of North Frontenac being a Co-Applicant on the County of Frontenac's Application for Funding to the RED

Program for Rehabilitation of 8 km of the Frontenac K&P Trail between Clarendon Station and the Mississippi River to meet the established standard of development on 90 kilometres of existing trail and instructs the MCD to submit the Co-Applicant Form to the County of Frontenac;

And That Council instructs the Treasurer to provide a \$5,000 contribution towards this project payable to the County of Frontenac funded from the Special Parks Reserve Fund, should the Application be successful;

And That Council directs the CAO to enter into a funding agreement with the RED Program as a Co-Applicant, if successful in receiving funding.

Defeated

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

None.

12. Giving Notice of 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 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. The Councillor may provide a verbal report for information purposes.*

15. Introduction and Reading of By-laws

- a) *To Assume Portion of River Road and Addington Road*

- b) *By-law(s) to be Considered:*

42-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

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:

- By-law #2024-04 - Speed Limit By-law;
- By-law #2024-10 - Delegated Authority for Site Plan and Consents;
- By-law #2024-11 - Site Visit Policy;
- By-law #2024-12 - Interim Tax Rate By-law;
- By-law #2024-13 - To Sign Agreement with OVATVC.

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

16. Public Forum

None.

17. Closed Session

None.

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

None.

19. Confirmatory By-law

a) *Confirming By-law #2024-14*

43-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That By-law #2024-14, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held February 2, 2024 be read a first, second, and third time and finally passed.

Carried

20. Adjournment

a) *Adjournment of the Council Meeting*

44-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council adjourns the Meeting at 10:33 a.m. until February 6, 2024 or at the call of the Chair.

Carried

Mayor

Clerk