



# Regular Council Minutes

9:00 AM - Friday, February 23, 2024  
Council Chambers

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**Present:** 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

**Absent with Regret:** Mayor Gerry Lichty

**Also Present:** Corey Klatt, Chief Administrative Officer (CAO); Kelly Watkins, Treasurer (CAO Back-up); Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager (CPM); Brooke Ross, Manager of Community Development (MCD); and Darwyn Sproule, Public Works Manager (PWM)

## 1. Call to Order

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

## 2. Approval of Agenda

a) *February 23, 2024*

**73-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council approves the Agenda dated February 23, 2024, as circulated.

**Carried**

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

a) *Disclosure - Councillor Huetl*

Councillor Huetl declared a Pecuniary Interest in Agenda Item 10 j) Public Works Manager: Blue Box Transition to Full Producer Responsibility Update.

## 4. Business Profile

a) *Ross Ranch*

**74-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Business Profile of Ross Ranch Contracting provided by the Economic Development Task Force (EDTF).

Carried

## 5. Presentations

None.

## 6. Delegations

- a) **Staff Sargeant Scott Underhill, Detachment Commander, Ontario Provincial Police: Summary Reports**

**75-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the presentation from Staff Sargeant Scott Underhill, Detachment Commander, OPP, regarding the 2023-2025 Strategic Plan and the Billing Summary for North Frontenac; and thanks him for his time spent today.

**Carried**

## 7. Adoption of Minutes

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

**76-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council adopts the Minutes dated February 2, 2024, as circulated.

**Carried**

## 8. Business Arising Out of Minutes

- a) **Strategic Plan**

**77-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Whereas** at the meeting held on January 8, 2024 Council passed Resolution #02-24 receiving for information the presentation by Steve Lichty, Capital Park Consulting Inc. regarding the Draft Strategic Plan; and Council requested Capital Park Consulting Inc. make changes to the Strategic Plan and provide another draft at the February 23, 2024 meeting;

**Therefore Be It Resolved That** Council receives for information the updated Strategic Plan from Capital Park Consulting Inc.;

**And That** Council approves the Strategic Plan; and instructs the CAO to provide a report to Council, including a workplan, for consideration at a future Council meeting.

**Carried**

## 9. Communications

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

**78-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**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. Mississippi-Rideau Source Protection Region re: Source Protection Committee Reappointment or Appointment**

**79-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information a letter dated December 13, 2023 from Mississippi-Rideau Source Protection Region, advising the appointments to the Mississippi-Rideau Source Protection Committee (SPC) in 2018 and 2019 were for a maximum term of 5 years, per Ontario Regulation 288/07;

**And That** the term for the SPC member, Elaine Renaud, representing municipalities with no drinking water systems expires in 2024; and Ms. Renaud has expressed interest in renewing her term on the SPC;

**And That** Council supports the appointment of Ms. Renaud to the SPC; and instructs the Clerk to provide a copy of this Resolution to the Mississippi-Rideau Source Protection Region.

**Carried**

**10. Council, CAO, and Managers' Administrative Reports**

**a) CAO: Update re: Frontenac O.P.P. Detachment Board and Proposed Appointment of Representatives.**

**80-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That**, in the event of the No Majority vote for the appointment of a member to the OPP Detachment Board, the CAO will draw one name from a hat; and the name drawn will be appointed to fill the vacancy, similar to Section 15.14 in the Procedural Policy By-law.

**Carried**

**81-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be it Resolved That** Council receives for Information the Chief Administrative Officer's (CAO) Administrative Report entitled "Update re: Frontenac O.P.P. Detachment Board and Proposed Appointment of Representatives";

**And That** Council appoints Councillor Regent to the Frontenac O.P.P. Detachment Board;

**And That** the CAO is directed to work with the Township of Central Frontenac's CAO to advertise and interview for the Shared Community Representative position (North and Central Frontenac) on the Board and is directed to bring back recommendations at a future Council Meeting;

**And That** the CAO will provide an update once known regarding potential costs to the municipality for participation of members on the Board.

**Carried**

- b) **CAO: Update re: North Frontenac Township Agreement with Canadian Radiocommunications Information and Notifications Services (CRINS-SINRC).**

**82-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be it Resolved That** Council receives for information the Chief Administrative Officer's (CAO) Administrative Report entitled "Update re: North Frontenac Township Agreement with Canadian Radiocommunications Information and Notifications Services (CRINS-SINRC)";

**And That** Council rescinds By-law #35-19 appointing Canadian Radiocommunications Information and Notification Services (CRINS-SINRC) to receive and process Applications for Communication facilities on behalf of the Township of North Frontenac in their capacity as the Land Use Authority, effective February 26, 2024;

**And That** CRINS is to stop work on all current Applications within the jurisdiction of the municipality and is to return said back to the municipality;

**And That** Council instructs the CAO to notify CRINS that the appointment has been rescinded;

**And That** Council adopts Industry Canada's RadioCommunication and Broadcasting Antenna Systems (CPC-2-0-03) updated effective July 2022, as the process for reviewing and approving land use issues associated with Antenna Systems siting proposals;

**And That** Council instructs the Clerk to amend Schedule E of the Fees and Charges By-law to remove the wording under Radio Communications Facility "fee collected by CRINS and transferred to the Township".

**Carried**

- c) **Clerk/Planning Manager: Shore Road Allowance Closure and Sale By-law – Indagate Engineering Corporation**

**83-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

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

**And That**, as required by By-law #20-23,

- **All That Part** of the Shore Road Allowance in front of Part of Lot 10, Northeasterly Range geographic Township of Miller, Township of North Frontenac, County of Frontenac being Part 2 on Registered Plan 13R-23059 (Shaws Lake) be declared as surplus and sold to the adjoining owners. Appraisals of the properties are not necessary as these are Shore Road Allowances;

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

**Carried**

d) ***Clerk/Planning Manager: Traditional Land Acknowledgement***

**84-24 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 "Traditional Land Acknowledgement";

**And That** Council adopts the following Land Acknowledgment:

"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.";

**And That** the Land Acknowledgement shall be read at the beginning of Council, Committee and Task Force Meetings and may be used at Township events/gatherings.

**Carried**

e) ***Clerk/Planning Manager: Assumption of a Portion of Roads - River Road and Addington Road***

**85-24 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 "Assumption of a Portion of Roads – River Road and Addington Road";

**And That** Council will consider a By-law later in the meeting to dedicate and assume a portion of the Roads as noted in the report;

**And That** Council instructs the Clerk to have the Municipal Solicitor register the By-law against each of the properties.

**Carried**

f) ***Clerk/Planning Manager: Amendment to Shore Road Allowance Closure By-law #2023-81***

**86-24 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 "Amendment to Shore Road Allowance Closure By-law #2023-81";

**And That** Council will consider a By-law to amend Shore Road Allowance Closure By-law #2023-81 later in the meeting.

**Carried**

**Note: Mandy Mitchell, Clerical and CLSP Assistant, and Laura Manion, Public Works Administrative Assistant, joined the meeting at this time.**

g) ***Manager of Community Development: North Frontenac Parklands - 25 Years of Operation.***

**87-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Manager of Community Developments Administrative Report entitled "North Frontenac Parklands - 25 Years of Operation".

**Carried**

- h) ***Manager of Community Development: Ontario Trillium Capital Grant - Snow Road Community Hall - Commercial Dishwasher & Stove***

**88-24 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 "Ontario Trillium Capital Grant - Snow Road Community Hall - Commercial Dishwasher & Stove";

**And That** Council approves the MCD's Application to the 2024 Ontario Trillium Capital Grant for 100% project funding;

**And That** Council directs the CAO to enter into a Funding Agreement with Ontario Trillium Capital Grant upon the Township's successful Application for 100% project funding;

**And That** Council directs the MCD to have the dishwasher, stove and counter top installed at the Snow Road Community Hall if the Application for Funding is successful.

**Carried**

- i) ***Manager of Community Development: Crown Land Stewardship Program Annual Report 2023***

**89-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report and Presentation entitled "Crown Land Stewardship Program Annual Report 2023".

**Carried**

***Note: Mandy Mitchell left the meeting at this time.***

- j) ***Public Works Manager: Blue Box Transition to Full Producer Responsibility Update***

**90-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives for information the Public Works Manager's (PWM) Administrative Report entitled "Blue Box Transition to Full Producer Responsibility Update";

**And That** Council approves the Public Works Manager or designate contacting local businesses and sources of blue box materials that are considered non-eligible, to assess the need for service and report to Council regarding options at a future meeting;

**And That** the Public Works Manager will pursue negotiations with Circular Materials as the Producer Responsible Organization or their agents, summarize options available

considering level of service implications and costing, and report back to Council for direction.

**Carried**

**Note: Laura Manion left the meeting at this time.**

- k) **Treasurer: Tax Sale – Proposed Advertising of Lands for Public Sale March 2024**  
**91-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be it Resolved That** Council receives the Treasurer's Administrative Report regarding Tax Sale – Advertising of Lands for Public Sale March 2024 for information purposes;  
**And That** Council instructs the Deputy Treasurer / Administrative – Financial Coordinator (Tax Collector) to advertise for sale the one (1) property ready for Tax Sale as of February 2024.

**Carried**

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

- a) **Joint Health and Safety Committee**

**92-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives the Minutes of the Joint Health and Safety Committee dated February 7, 2024 for information purposes.

**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 - Reimbursement of Tax Dollars for Doctor Recruitment**

**93-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Councillor Hermer serves Notice of Motion to discuss reimbursement of tax dollars from the Province of Ontario towards doctor recruitment for all municipalities who have done so at the March 15, 2024 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:*

**94-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**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 #2024-17 To Close, Stop up and Sell Shore Road Allowance
- By-law #2024-18 To Assume Portion of River Road and Addington Road
- By-law #2024-19 To Close, Stop up and Sell Shore Road Allowance

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

**Carried**

## 16. Public Forum

None.

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

## 17. Closed Session

### a) *Closed Meeting of Council*

**95-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council retires to Closed Session at 10:52 a.m. to:

- Adopt Minutes of a Closed Meeting dated November 24, 2023;
- Review Requests under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA);
- Discuss Personal Matters about an Identifiable Individual, including Municipal or Local Board Employees, specifically appointment of a Committee Member; and
- Discuss Advice that is Subject to Solicitor-Client Privilege, including Communications Necessary for that Purpose, specifically a Confidential Complaint.

**Carried**

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

### a) *Rise and Report from Deputy Mayor*

The Deputy Mayor advised that, during Closed Session, the following actions were taken by Council:

- Adoption Minutes of a Closed Meeting dated November 24, 2023;
- Review of Requests under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA);
- Discussion of Personal Matters about an Identifiable Individual, including Municipal or Local Board Employees, specifically appointment of a Committee Member; and

- d. Discussion of Advice that is Subject to Solicitor-Client Privilege, including Communications Necessary for that Purpose, specifically a Confidential Complaint; and direction provided to the Township's Solicitor.

**19. Confirmatory By-law**

**a) *Confirming By-law #2024-20***

**96-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** By-law #2024-20 Regular Meeting held February 23, 2024 be read a first, second, and third time and finally passed.

**Carried**

**20. Adjournment**

**a) *Adjournment of Meeting***

**97-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council adjourns the Meeting at 11:15 a.m. until March 15, 2024 or at the call of the Chair.

**Carried**

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Mayor

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Clerk