



# Regular Council Minutes

5:00 PM - Thursday, September 12, 2024  
Council Chambers

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

**Also Present:** Kelly Watkins, CAO Back up/Treasurer, Dipl. M.A., M.M., Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M., Darwyn Sproule, Public Works Manager, P. Eng., Adam Robinson, Director of Emergency Services/Fire Chief, and Brooke Ross, Manager of Community Development, Dipl.M.A.

## 1. Call to Order

The Mayor called the meeting to order at 5:00 p.m.

## 2. Traditional Land Acknowledgement

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.

## 3. Approval of Agenda

### a) *September 12, 2024*

**305-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council approves the Agenda dated September 12, 2024, as circulated.

**Carried**

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

None declared.

## 5. Business Profile

### a) *Lancaster's Resort*

**306-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Business Profile of Lancaster's Resort provided by the Economic Development Task Force (EDTF).

**Carried**

## 6. Presentations

None.

## 7. Delegations

- a) ***Lennox and Addington County General Hospital Foundation: Request for Donation for MRI Machine***

**307-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the presentation from Amanda Chalk, Coordinator of Communications, Events and Major Gifts, LACGH Foundation, requesting support for the newly installed MRI machine; and thanks Ms. Chalk for her time spent today;

**And That** Council will consider this request during the 2025 Budget deliberations.

**Carried**

## 8. Adoption of Minutes

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

**308-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council adopts the Minutes of a Meeting held August 22, 2024, as circulated.

**Carried**

## 9. Business Arising Out of Minutes

- a) ***Resolution #286-24: Replacement of Postmaster and Post Office Venue***

**309-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Whereas** at the meeting on August 22, 2024, Council passed Resolution #286-24 regarding the closure of the Ardoch Post Office; and instructed the Manager of Community Development (MCD) to investigate options including converting an existing Township facility (or portion) for use as a Post Office; acquiring a specific facility (i.e. a portable or trailer) to be used as a Post Office; or leasing a property for use as a Post Office and provide a report to Council;

**Now Therefore Be It Resolved That** Council receives for information an email dated September 4, 2024 from the MCD advising Canada Post has received an application from a constituent; and that, if the interview with the applicant is successful, Canada Post will proceed with a site visit visit to assess the suitability of the intended premises;

**And That** if this option does not proceed, the MCD will continue to investigate options and provide a report to Council.

**Carried**

## 10. Communications

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

**310-24 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. ***Tony Guida re: Proposal of Township Land Purchase***

**311-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the request from Tony Guida dated August 28, 2024 requesting to purchase a 2 acre parcel of Township property next to 1212 Blackberry Lane;

**And That** Council instructs the Clerk/Planning Manager to look into this request and report back to Council.

**Defeated**

## 11. Council, CAO, and Managers' Administrative Reports

a) ***Clerk/Planning Manager: Proposed 2025 Meeting Dates***

**312-24 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 "Proposed 2025 Council Meeting Dates";

**And That** Council sets the 2025 Council Meeting Schedule as follows:

January 10, 2025 at 9:00 am  
January 31, 2025 at 9:00 am  
February 21, 2025 at 9:00 am  
March 14, 2025 at 9:00 am  
April 4, 2025 at 9:00 am  
April 25, 2025 at 9:00 am

May 15, 2025 at 5:00 pm  
June 12, 2025 at 5:00 pm  
July 10, 2025 at 5:00 pm  
August 7, 2025 at 5:00 pm

August 28, 2025 at 5:00 pm  
September 18, 2025 at 5:00 pm

October 10, 2025 at 9:00 am  
October 31, 2025 at 9:00 am  
November 21, 2025 at 9:00 am  
December 12, 2025 at 9:00 am

**Carried**

b) ***Director of Emergency Services/Fire Chief: Fire Prevention Week - October 6 - 12, 2024***

**313-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Director of Emergency Services, Fire Chief (DESFC)'s Administrative Report entitled "Fire Prevention Week – October 6 – 12, 2024";

**And That** the North Frontenac Fire Department (NFFD) is joining forces with the Not for Profit National Fire Protection Association to remind and educate local residents about the importance of "Smoke alarms: Make them work for you!";

**And That** Council declares October 6 - 12, 2024, as Fire Prevention Week;

**And That** Council approves of the NFFD's planned events, and demonstrations;

**And That** Council instructs the Director of Emergency Services/Fire Chief to place a copy of the Mayoral Declaration and an advertisement outlining the events associated with Fire Prevention Week and emphasizing the importance of the "Smoke alarms: Make them work for you!" campaign in the Frontenac News and on the Township's Social Media and Website.

**Carried**

c) ***Manager of Community Development: Community Sport and Recreation Infrastructure Fund - Plevna Ice Rink/Pickleball Courts***

**314-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Community Sport and Recreation Infrastructure Fund - Plevna Ice Rink/Pickleball Courts";

**And That** Council supports the Application to the Community Sport and Recreation Infrastructure Fund and continues to support promoting a healthy lifestyle for North Frontenac residents by increasing 4-season recreational opportunities and the continued provision of safe, efficient and enhanced recreation facilities, trails and parks;

**And That** Council approves the MCD's Application to the 2024 Community Sport and Recreation Infrastructure Fund for Phase 1 and Phase 2;

**And That** Council directs the Treasurer to transfer the estimated \$3,000 (plus non-recoverable HST) from the Recreational Land Obligatory Reserve Fund to cover up-front engineering costs to submit with the grant Application;

**And That** Council directs the CAO to sign the Application for Funding and to enter into a

Funding Agreement with the Community Sport and Recreation Infrastructure Fund upon the Township's successful Application for project funding;

**And That** Council directs the MCD to have both phases completed if the Application for Funding is successful and permits the MCD to solicit businesses/community groups for sponsorships to assist with the Township's portion of the project;

**And That** Council directs the Treasurer to transfer up to \$205,000 (which includes 10% contingency) from the Canada Community Building Fund (CCBF) to pay the Township's portion of the grant, if successful.

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|-----------------|---|
| <b>For:</b>     | Mayor Gerry Lichty, Councillor Stephanie Regent, Councillor Roy Huetl, Deputy Mayor John Inglis, and Councillor Fred Fowler |
| <b>Against:</b> | Councillor Wayne Good and Councillor Vernon Hermer  |

**Carried 5-2 on a recorded vote**

- d) ***Manager of Community Development: 2024 Local Government Week October 13-19***  
**315-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "2024 Local Government Week – October 13-19";

**And That** the Township of North Frontenac hereby proclaims the week of October 13 to 19, 2024 to be Local Government Week in North Frontenac Township and approves the proclamation included in the Administrative Report;

**And That** Council approves the Local Government Week initiative being an Information Day for grades 9-12 for local Secondary Schools at the Municipal Office on Friday October 18, 2024 if they are interested in participating.

**Carried**

- e) ***Public Works Manager: Housing Enabling Water Systems Fund Grant - Update***  
**316-24 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 "Housing Enabling Water Systems Fund Grant - Update";

**And That** Council approves resubmitting an Application to the Housing-Enabling Water Systems Fund (HEWSF) Program for the second intake to deliver the Buckshot Lake Road project;

**And That** the Chief Administrative Officer (CAO) is authorized to sign the HEWSF application;

**And That** the Public Works Manager will update Council at a future meeting regarding the status of the updated HEWSF Application.

**Carried**

- f) ***Public Works Manager: Housing-Enabling Core Servicing Funding Stream - Grant Application***

**317-24 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 "Housing-Enabling Core Servicing Funding Stream - Grant Application";

**And That** Council approves submitting an application to the Housing-Enabling Core Servicing Funding Stream (HECSF) program to deliver the Ardoch Road Road projects;

**And That** the Chief Administrative Officer (CAO) is authorized to sign the HECSF application, and the Agreement for funding if successful;

**And That** the Public Works Manager will update Council at a future meeting regarding the status of the updated HECSF application.

**Carried**

**g) *Public Works Manager: Request to Advance The Tandem Truck Purchase From 2025 to 2024***

**318-24 Moved by Councillor Wayne Good, Seconded by Councillor Stephanie Regent**

**Be It Resolved That** Council receives for information the Public Works Manager's (PWM) Administrative Report entitled "Request to Advance The Tandem Truck Purchase From 2025 to 2024";

**And That** Council approves advancing the purchase of the Tandem Truck from 2025 to 2024 per the 10 Year Capital Plan;

**And That** the costing be increased from \$380,000 to \$415,000.

**Carried**

**h) *Public Works Manager: Matawatchan Road Capital Improvements - Funding Request***

**319-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good**

**Be It Resolved That** Council receives for information the Public Works Manager's (PWM) Administrative Report entitled "Matawatchan Road Capital Improvements - Funding Request";

**And That** Council approves funding the Matawatchan Road project in the 2025 10 Year Capital Plan, on a 50/50 basis with the Township of Greater Madawaska, to a maximum amount of \$340,000;

**And That** the approved funding arrangement is contingent on North Frontenac and Greater Madawaska Townships executing a Boundary Road Agreement and the required By-laws;

**And That** the North Frontenac Public Works Manager and Greater Madawaska Clerk Treasurer shall complete the required Agreement and By-laws for Council's consideration.

Carried

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

### a) *Environmental Task Force*

**320-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good**

**Be It Resolved That** Council receives for information the Notes of a Meeting of the Environmental Task Force held August 28, 2024.

**Carried**

### b) *Economic Development Task Force*

**321-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good**

**Be It Resolved That** Council receives for information the Notes of a Meeting of the Economic Development Task Force held August 19, 2024;

**And That** Council directs the Manager of Community Development to include the following in the draft proposed 2025 Budget for consideration:

- \$30,000 Community Improvement Plan 2025 top-up
- \$10,000 Summer Fest Budget
- Part-time Staff to assist with Economic/Community Development.

**Carried**

### c) *Committee of Adjustment/Planning Advisory Committee*

**322-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good**

**Be It Resolved That** Council receives for information the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee held July 22, 2024.

**Carried**

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

None.

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

None.

## 15. Council Portfolio Verbal Reports

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

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

None.

**17. Public Forum**

None.

**18. Closed Session**

None.

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

None.

**20. Confirmatory By-law**

**a) *Confirming By-law #2024-57***

**323-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good**

**Be It Resolved That** By-law #2024-57, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held September 12, 2024, be read a first, second, and third time and finally passed.

**Carried**

**21. Adjournment**

**a) *Adjournment of the Council Meeting***

**324-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good**

**Be It Resolved That** Council adjourns the Meeting at 6:38 p.m. until October 4, 2024 or at the call of the Chair.

**Carried**

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Mayor

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Clerk