



# Regular Council Minutes

9:00 AM - Friday, January 31, 2025  
Council Chambers

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

**Absent with Regret:** Councillor Wayne Good

**Also Present:** Corey Klatt, Chief Administrative Officer, Dipl. M.A.; 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 9:00 a.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) *January 31, 2025*

**23-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council approves the Agenda for the Regular Meeting of Council dated January 31, 2025, as circulated.

**Carried**

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

None declared.

## 5. Business Profile

### a) *Nowell Motors*

**24-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

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

**Carried**

## **6. Presentations**

- a) ***Sarah McCullough, Youth Program Supervisor, Rural Frontenac Community Services***

**25-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the presentation from Sarah McCullough, Youth Program Supervisor, and Jess Quinn, Rural Frontenac Community Services, providing an overview of their Services and Programs; and thanks them for their time spent today;

**And That** Council has included \$6,000 to assist with funding the Youth Program in the 2025 budget.

**Carried**

- b) ***Eric Kohlsmith, Septic Inspector, Mississippi Rideau Septic System Office - 2023 Re-Inspection Results***

**26-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the presentation from Eric Kohlsmith, Mississippi Rideau Septic System Office, regarding 2023 Re-Inspection Results; and thanks him for his time spent today.

**Carried**

- c) ***Public Works Manager: 2024 Septic Re-Inspection Program and Proposed Program for 2025***

**27-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "2024 Septic Re-Inspection Program and Proposed Program for 2025";

**And That** Council approves the continuation of a voluntary Septic Re-Inspection Program, in partnership with the Mississippi Rideau Septic System Office (MRSSO) for the 2025 season;

**And That** Council approves the Public Works Manager (PWM) signing the 2025 Agreement with MRSSO for septic re-inspection services on behalf of the Township;

**And That** Council instructs the PWM to place a copy of the 2024 Sewage System Re-inspection Program Report on the Township's Website.

**And That** staff shall assist MRSSO arrange presentations for Lakes involved in the 2025

program.  
**Carried**

## 7. Delegations

- a) ***Christina Kearns and Joe Clayton: Concerns regarding Sunday Lake Cell Tower 28-25*** Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl

**Be It Resolved That** Council receives for information the outline of concerns regarding the Sunday Lake Cell Tower from Christine Kearns and Joe Clayton; and thanks them for their time spent today.

**Carried**

## 8. Adoption of Minutes

- a) ***Minutes of the Meeting(s) to be adopted by Council 29-25*** Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl

**Be It Resolved That** Council adopts the Minutes of a Meeting held January 10, 2025, as circulated.

**Carried**

## 9. Business Arising Out of Minutes

- a) ***2025 Earth Day Event 30-25*** Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl

**Whereas** at the meeting held March 15, 2024, Council received for information the Public Works Manager's Administrative Report entitled "Land O' Lakes Garden Club Proposed Earth Day Event"; and that the Township has an Adopt-a-Road Policy for events that include litter pickup along Township Roads;

**And Whereas** the event proposed by the Land O' Lakes Garden Club is large in scope and beyond the scope of the Township's Adopt-a-Road Policy;

**And Whereas** there was potential liability and insurance concerns for the Township due to the scope of the proposed event; a Memorandum of Understanding (MOU) was required providing that the Garden Club, in their leadership role, would oversee the event, be responsible for and provide proof of insurance for the event and all volunteers, indemnify the Township and commit to all safety provisions;

**Now Therefore Be It Resolved** That Council receives for information an email dated January 24, 2025, from the Public Works Manager (PWM) advising the Land O' Lakes Garden Club is proposing to host an Earth Day Clean Up Event on Saturday April 26th; and that the scope of the event remains the same as last year;

**And That** the PWM proposes the Township enter into a similar MOU with the Land O' Lakes Garden Club with some minor amendments;

**And That** Council approves of entering into an MOU with Land O' Lakes Garden Club,

and directs the CAO to sign the MOU.

**Carried**

## 10. Communications

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

**31-25 Moved by Councillor Stephanie Regent, 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. *Snow Road Community Association re: Request for Generator for Snow Road Hall*

**32-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information an email dated December 27, 2024, from Snow Road Community Association, requesting a permanent generator be installed at Snow Road Community Hall, as the hall has been used as an Emergency Centre in the past; and that the Association has designated \$3500 as their contribution to the project;

**And That** the Manager of Community Development advised the former Fire Chief was unsuccessful in receiving a grant for the installation of a generator, with the estimated cost (at that time) being \$13,650 + HST;

**And That** Council instructs the MCD and DESFC to review this request as well as including Harlowe and Clar-Mill Halls; and provide information to Council at an upcoming meeting.

**Carried**

#### B2. *John Inglis, Resident re: Donation of Benches for use at Clar-Mill Hall*

**33-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the email dated January 22, 2025 from John Inglis wanting to donate three (3) wooden benches for the Clar-Mill Hall;

**And That** Council thanks John for the generous donation of three (3) wooden benches to be used at the Clar-Mill Hall.

**Carried**

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

### a) *Chief Administrative Officer: Complaint Files - 2024 Annual Report*

**34-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives the Chief Administrative Officer's Administrative Report entitled "Confidential Complaint Files - 2024 Annual Report" for information

purposes.

**Carried**

- b) ***Clerk/Planning Manager: Shore Road Allowance Application for Approval in Principle – Williams***

**35-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Shore Road Allowance Application for Approval in Principle – Williams";

**And That** Council approves in principle the Application to close, stop up and sell the Shore Road Allowance as described as Part of the Shore Road Allowance lying adjacent to Lot 277, Plan 1044, geographic Township of Barrie (Kashwakamak Lake), shown as Part 3 on Registered Plan 13R-22146.

**Carried**

- c) ***Clerk/Planning Manager: Updates to the Township's Policy for Sale and Disposition of Land By-law***

**36-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Updates to the Township's Policy for Sale and Disposition of Land By-law";

**And That** Council will consider a By-law later in the meeting to adopt the updated policy and repeal By-law #20-23.

**Carried**

- d) ***Director of Emergency Services/Fire Chief: Changes To Provincial Ambulance Dispatch Protocol: Transition From Dispatch Priority Card Index. Version 2 (DCPI II) To Medical Priority Dispatch System (MPDS)***

**37-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives the Director of Emergency Service/Fire Chief's Administrative Report entitled, "Changes To Provincial Ambulance Dispatch Protocol: Transition From Dispatch Priority Card Index. Version 2 (DCPI II) To the Medical Priority Dispatch System" for information purposes;

**And That** Council directs the DESFC to monitor medical response services in North Frontenac and provide an update, including any recommendations, at a future Council meeting.

**Carried**

- e) ***Manager of Community Development: UV System at Ompah Community Hall and Fire Hall***

**38-25 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 "UV System at Ompah Community Hall and Fire Hall";

**And That** Council instructs the Treasurer to transfer the UV system cost of \$6,016.00 + HST from the Community Hall – Sustainability TCA Reserve Fund.

**Carried**

- f) ***Manager of Community Development: Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall***

**39-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall";

**And That** Council will consider a By-law later in the meeting to authorize the Mayor and Clerk to sign the Agreement with the First Resource Management Group Inc.

**Carried**

- g) ***Manager of Community Development: Community Improvement Plan (CIP) - Information Report***

**40-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Community Improvement Plan (CIP) - Information Report";

**And That** Council directs the Manager of Community Development to work with the County of Frontenac Planners and Economic Development Task Force on a CIP amendment for Council's consideration to come into place January 1, 2026.

**Defeated**

- h) ***Manager of Community Development: Community Hall Rentals - New Online Booking System Update***

**41-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Community Hall Rentals - New Online Booking System - Update".

**Carried**

- i) ***Public Works Manager: Boundary Road By-law and Agreement - Matawatchan Road***

**42-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "Boundary Road By-law and Agreement - Matawatchan Road";

**And That** the Township of North Frontenac acknowledges that Matawatchan Road, from civic address #1654 to #2321 being a length of 3.1 km, is a Road having Joint Jurisdiction between the Township of Greater Madawaska and the Township of North Frontenac;

**And That** Section 29 of the Municipal Act, 2001 states that municipalities on either side of a boundary line have joint jurisdiction over any highways forming the boundary line;

**And That** Section 27(2) of the Municipal Act, 2001 requires municipalities to pass by-laws in respect of highways for which they share joint jurisdiction;

**And That** a By-law will be presented later in the meeting for Council's consideration addressing the joint jurisdiction section of Matawatchan Road and a maintenance Agreement with the Township of Greater Madawaska.

**Carried**

j) ***Public Works Manager: Update Regarding Arcol Road Bridge and Pine Lake Culvert / Funding Request***

**43-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives the Public Works Manager's (PWM) Administrative Report entitled "Update Regarding Arcol Road Bridge and Pine Lake Culvert / Funding Request" for information purposes;

**And That** Council approve the proposed staging plan (intermittent closures) for the Arcol Road Bridge rehabilitation;

**And That** Council approve the proposed closure plan for the Pine Lake culvert replacement on Ardoch Road;

**And that** Council approve a sole source consultant assignment for the Greer Galloway Group to provide engineering services for the Pine Lake culvert replacement;

**And that** Council approve funding for the Pine Lake Culvert replacement to be transferred from the Infrastructure Sustainability Tangible Capital Asset Reserve Fund with a projected year-end balance per the 2025 approved budget of \$2,053,658.

**Carried**

k) ***Public Works Manager and Clerk/Planning Manager: K & P Trail Revised Agreement with the County of Frontenac***

**44-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Public Works Manager and Clerk/Planning Manager's Administrative Report entitled "K & P Trail Revised Agreement with the County of Frontenac";

**And That** Council declares the following PINS as surplus and authorizes the Mayor and Clerk to sign the Transfer for the following once prepared by the Solicitor:

PIN 36209-0012;

PIN 36209-0030, subject to an easement for access for waste site monitoring; and

PIN 36209-0231

**And That** Council authorizes the Mayor and Clerk to sign the Agreement as drafted once the Transfers noted above are complete.

**Carried**

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

### a) *Economic Development Task Force*

**45-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Notes of a meeting of the Economic Development Task Force (EDTF) held January 20, 2025;

**And That** Council instructs the Clerk/Planning Manager to send the April 25, 2025 North Frontenac Business Dinner & Forum Invitation to local MP and MPP on behalf of Council and the EDTF.

**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)

### a) *Councillor Fred Fowler - Notice of Motion*

**46-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives the Notice of Motion from Councillor Fowler regarding petitioning the Provincial Government to implement provincial regulations to restrict the possession, breeding and use of non-native (exotic) wild animals and licenced zoos;

**And That** Council will consider this request at the February 21, 2025 Council Meeting.

**Carried**

## 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

### a) *By-law(s) to be Considered:*

**47-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy 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:

- #2025-04 Policy for the Sale and Disposition of Land;
- #2025-05 To Sign Agreement with Greater Madawaska - Matawatchan Road
- #2025-06 To Sign Lease Agreement with Frontenac Resource Management Group

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

## 17. Public Forum

Council received comments from the public regarding notification of cell towers.

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

## 18. Closed Session

### a) *Closed Meeting of Council*

**48-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council retires to Closed Session at 11:52 a.m. to:

- Adopt Closed Minutes of a meeting held January 10, 2025;
- To Discuss Security of the Property of the Municipality or Local Board; and
- To Receive Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose with respect to a Public Notification Process.

**Carried**

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

The Mayor advised that, during the Closed Session; Council did the following:

- Adopted Closed Minutes of a meeting held January 10, 2025;
- Discussed Security of the Property of the Municipality or Local Board; and
- Received Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose with respect to a Public Notification Process.

### a) *Proposed Cell Towers - 2216 Matawatchan Road and 6137 South Lavant Road*

**49-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council requests EORN circulate consultation documents; and requests Rogers put a pause on further work at the proposed tower at 2216 Matawatchan Road and at 6137 South Lavant Road until Council receives further information as a result of the consultation.

**Carried**

## 20. Confirmatory By-law

### a) *Confirming By-law #2025-07*

**50-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** By-law #2025-07, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held January 31, 2025 be read a first, second, and third time and finally passed.

**Carried**

**21. Adjournment**

**a) *Adjournment of Meeting***

**51-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council adjourns the Meeting at 12:40 p.m. until February 21, 2025 or at the call of the Chair.

**Carried**

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Mayor

\_\_\_\_\_  
Clerk