



MINUTES
Regular Council Meeting
Tuesday, October 15, 2024
Council Chambers 6:00 p.m.

COUNCIL PRESENT: All members of Council were in attendance this evening.

STAFF PRESENT: Lindsey Lee, CAO/Clerk
Angela Young, Deputy Clerk
Mandy Cannon, Deputy Clerk/Executive Assistant
Suzanne Bouchard, Treasurer
Ryan Frew, Director of Public Works

MEDIA PRESENT: Nil.

1. Call to Order and Roll Call

We acknowledge that we're on the unceded territory of the Algonquin Anishinaabe people and we thank them for their thousands of years of stewardship on this land and granting us the privilege of being here to enjoy it.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest declared at this time.

3. Adoption of the Agenda

3.1 Dated October 15, 2024

The following item was added to the Agenda:

12.8 Community Sport and Recreation Infrastructure Fund - MCP

RESOLUTION - 520-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott

***THAT** the agenda dated October 15, 2024 be adopted as amended.*

CARRIED.

4. Planning Matters

Nil.

5. Delegations and Presentations

Nil.

6. Matters Arising out of Delegations Heard

Nil.

7. Adoption of Previous Council Minutes

7.1 October 1, 2024 - Regular Council Meeting

RESOLUTION - 521-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT** the Minutes of the October 1, 2024 Regular Council Meeting be adopted as submitted and circulated.CARRIED.****8. Reports of Committee of Council and Other Boards, Committees and Commissions**

8.1 Public Works Department Activity Report - September 2024

RESOLUTION - 522-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT** Council accept the Public Works Department Activity Report for the Month of September 2024 as information as submitted and circulated.CARRIED.**

8.2 FoodCycler Program Expansion

RESOLUTION - 523-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT** Council approves entering into an agreement with Food Cycle Science and proceed with a municipal subsidized purchase of 50 FoodCycler units as part of the Foodcycler Municipal Food Waste Diversion Pilot Program; **AND THAT** the Municipal investment of approximately \$6,750.00 be funded through the Waste Management Operating Reserve.CARRIED.**

8.3 Financial Overview September 2024

RESOLUTION - 524-2024

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien

THAT** Council accept the September 2024 Financial Overview report as information as submitted and circulated.CARRIED.**

Staff Direction - Staff was directed to bring details forward to the next meeting showing what is included in the "Other Expenditures" amounting to \$16,730.00.

8.4 Expenses Report - Third Quarter

RESOLUTION - 525-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell
THAT Council accept the 3rd Quarter Summary Expense report for the Mayor, the Councillors and the CAO as information as submitted and circulated.

CARRIED.

8.5 2024 Capital Project Status Update

RESOLUTION - 526-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
THAT Council accepts the Capital Project Status Update report as information as submitted and circulated.

CARRIED.

8.6 Actual Overtime Hours Paid - Q3

RESOLUTION - 527-2024

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien
THAT Council accepts the Third Quarter - Actual Overtime Paid up to September 30, 2024 as information as submitted and circulated.

CARRIED.

8.7 5 Year Actuals (2020-2024) incl. 2024 Budget

RESOLUTION - 528-2024

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Robert Campbell
THAT Council accept the 5 Year Actuals (2020-2024) including the 3rd Quarter - September 30, 2024 Budget vs Actual report as information as submitted and circulated.

CARRIED.

Staff Direction - Staff was directed to bring the following information forward to the next meeting for Council's information:

1-3-1600-7109 - What are the "other fees & services charges"?

1-4-1400-2012 (Computer Supp/Small Equip/Software) - Why is the year to date amount over budget?

1-4-7012-2521 (Dochart Surface Mtce/Repair) - Why is this over budget? Are we expecting more revenue from the Soccer Club?

1-4-4022-2501 (Landfill Track Loader) - What repairs were done to make this item over budget?

Staff was further directed to bring an up-to-date wage report forward to the next meeting showing a break down of year-to-date versus actuals for each department.

Staff was also directed to bring a report forward to the next meeting showing the repairs that have been done to the water truck over the last few years.

8.8 2024 Reserve Information

RESOLUTION - 529-2024

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum

THAT Council accepts the Reserve information as information as submitted and circulated.

CARRIED.

Staff Direction - Staff was directed to bring forward the Township's Investment Policy for Council to review.

Mayor MacKenzie will look into the historical accounting on the Waste Management Closure budget line.

Ms. Bouchard & Mr. Frew vacated the Council Chambers at this time (7:00 p.m.).

8.9 DRAFT Public Recreation & Culture Committee Meeting Minutes October 2, 2024

RESOLUTION - 530-2024

Moved by Councillor Robert Campbell, seconded by Deputy Mayor Lori Hoddinott

THAT Council accept the DRAFT Public Recreation & Culture Committee Meeting Minutes dated October 2, 2024 as information as submitted and circulated.

CARRIED.

Council recessed at 7:02 p.m.

Council resume at 7:07 p.m.

8.10 Tour de Poutine 2025 - Request for Staff Presence

RESOLUTION - 531-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott

THAT Council accept the Tour de Poutine 2025 - Request for Staff Presence report as information as submitted and circulated; AND FURTHER THAT Council approve the Public Recreation and Culture Committee recommendation to allocate one staff member to be present during this event in future years.

CARRIED.

8.11 Building Department Report - September 2024

RESOLUTION - 532-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** the Building Department Report for the Month of September 2024 be accepted as information as submitted and circulated.*

CARRIED.

8.12 2024 Compliance Assessment Reports

RESOLUTION - 533-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum
***THAT** the Compliance Assessment Reports Under the Aggregate Resources Act for 2024 be accepted as information as submitted and circulated.*

CARRIED.

9. Information Items

9.1 Ministry of Agriculture, Food and Agribusiness - IAW Welcoming Communities Initiative

RESOLUTION - 534-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
***THAT** Council accept the Ministry of Agriculture, Food and Agribusiness - IAW Welcoming Communities Initiative correspondence as information as submitted and circulated.*

CARRIED.

9.2 More Funding Added for Farming Initiatives

RESOLUTION - 535-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
***THAT** Council accept the "More Funding Added for Farming Initiatives" Report as information as submitted and circulated.*

CARRIED.

9.3 Media Release - RCJTC Update - October 2, 2024

RESOLUTION - 536-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
***THAT** Council accept the RCJTC Update Media Release dated October 2, 2024, as information as submitted and circulated.*

CARRIED.

9.4 OPP 2025 Annual Billing Statement

RESOLUTION - 537-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
***THAT** Council accept the OPP 2025 Annual Billing Statement as information as submitted and circulated.*

CARRIED.

- 9.5 Ministry of Tourism, Culture and Gaming - RAISE Grant Program (2024-2025)

RESOLUTION - 538-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
THAT Council accept the Ministry of Tourism, Culture and Gaming - RAISE Grant Program (2024-2025) correspondence as information as submitted and circulated.

CARRIED.

- 9.6 Ministry of Citizenship and Multiculturalism - 2025 Volunteer Service Awards

RESOLUTION - 539-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
THAT Council accept the Ministry of Citizenship and Multiculturalism - 2025 Volunteer Service Awards correspondence as information as submitted and circulated.

CARRIED.

- 9.7 Kippen Road - Public Information Session Notice

RESOLUTION - 540-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
THAT Council accept the Kippen Road - Public Information Session Notice as information as submitted and circulated.

CARRIED.

- 9.8 County Council Summary - September 25, 2024

RESOLUTION - 541-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
THAT Council accept the County Council Summary dated September 25, 2024, as information as submitted and circulated.

CARRIED.

- 9.9 The Ontario Aggregate Resources Corporation - Licence Fee Disbursement

RESOLUTION - 542-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
THAT Council accept the Ontario Aggregate Resources Corporation - Licence Fee Disbursement correspondence as information as submitted and circulated.

CARRIED.

10. Motions

Nil.

11. Unfinished Business

- 11.1 Waste Diversion Sub-Committee

RESOLUTION - 543-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott **THAT Council accept the Waste Diversion Sub-Committee Report as information as submitted and circulated; AND FURTHER THAT Council direct staff on how to proceed.**

CARRIED.

Staff Direction - Staff was directed to bring the applications received, together with draft Terms of Reference for this Committee to the next Council Meeting at which time Council will select 5-9 Committee members and a date will be chosen for the inaugural meeting. The Committee can discuss meeting dates and times and select a meeting Chair and Vice Chair at the inaugural meeting.

11.2 Bi-Centennial Committee - Update Required

RESOLUTION - 544-2024

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien **THAT Council accept the Bi-Centennial Committee - Update Required Report as information as submitted and circulated; AND FURTHER THAT Council direct staff on how to proceed.**

CARRIED.

Staff Direction - Staff was directed to bring the applications received for this Committee to the next Council Meeting at which time Council will select the Committee members and a date will be chosen for the inaugural meeting. The Committee can discuss meeting dates and times at the inaugural meeting. This Committee will be comprised of three staff members (the CAO/Clerk, Recreation Direction & Museum Curator), two Council members (Deputy Mayor Hoddinott & Councillor Campbell), and four members of the public (one has already been appointed).

11.3 Newsletter Dates

RESOLUTION - 545-2024

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien **THAT Council accept this as information as submitted and circulated; AND FURTHER THAT Council provide staff direction.**

CARRIED.

Staff Direction - Staff was directed to proceed with sending the newsletter out with the tax bills in January and July, and to produce newsletters for distribution in April and October.

The deadline for Council to submit content for the January newsletter is mid-December.

11.4 HerbFest 2024 Detailed Expenses and Revenues

RESOLUTION - 546-2024

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum
THAT Council accept the HerbFest 2024 expense report as submitted and circulated.

CARRIED.**12. New Business**

12.1 2024 MFOA Workshop Summary

RESOLUTION - 547-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum
THAT Council accept the Municipal Finance Officers Association (MFOA) Conference & Workshop attendance summary as information as submitted and circulated.

CARRIED.

12.2 County of Renfrew - Automated Speed Enforcement

RESOLUTION - 548-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell
THAT Council receive this - County of Renfrew Automated Speed Enforcement-report as information as submitted and circulated; FURTHER THAT Council direct staff to respond to the Warden's letter raising potential jurisdictional issues, costs for police enforcement, revenue sharing, and implementation of Administrative Penalties.

CARRIED.**RESOLUTION - 549-2024**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum
THAT Council of the Corporation of the Township of McNab/Braeside request that the County of Renfrew implement automated speed enforcement in the Community Safety Zones on Highland Road and River Road in McNab/Braeside, which are owned by the County of Renfrew.

CARRIED.

Staff Direction - Staff was directed to conduct research on areas of the Township that could be considered Community Safety Zones and bring back a motion to Council to designate Stewartville Road at McNab Public School as a School Safety Zone.

12.3 White Lake Rink Paint - Update 2024

RESOLUTION - 550-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT Council accept the White Lake Rink Paint - Update 2024 report as information as submitted and circulated; **AND FURTHER THAT** Council make a recommendation to not proceed with the painting of the rink surface.

CARRIED.

RESOLUTION - 551-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott **THAT** Council direct staff to proceed with purchasing a rink liner for the upcoming season and bring back information to Council on where the balance of this purchase has been financed from.

CARRIED.

Staff Direction - Staff was directed to bring information forward to the 2025 budget deliberations regarding a new ice pad and covered rink at White Lake Park for Council's consideration.

12.4 Donation of a Gazebo at White Lake Park

RESOLUTION - 552-2024

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien **THAT** Council accept the Gazebo Donation request as information as submitted and circulated; **FURTHER THAT** Council approve the generous request to donate a Gazebo to White Lake Park (and install a small plaque on the gazebo to recognize the donation) from Denise Johnston.

CARRIED.

12.5 Election Review Committee

RESOLUTION - 553-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott **THAT** Council accept the Election Review Committee Report as information as submitted and circulated.

CARRIED.

Deputy Mayor Hoddinott assumed the position as Meeting Chair at this time (9:03 p.m.).

12.6 Election Review Committee - Timeline Proposal & Terms of Reference

RESOLUTION - 554-2024

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell **THAT** Council direct staff to put a call out to residents for the formation of an Ad Hoc Election Review Committee (ERC); **AND FURTHER THAT** the proposed timeline be approved by Council.

TABLED.

Mayor MacKenzie resumed the position as Meeting Chair at this time (9:12 p.m.).

Staff Direction: Staff was directed to bring this item forward to a future meeting when more information has been provided by Elections Ontario. Staff was not directed to proceed with the formation of this Committee at this time.

12.7 Draft Flag Etiquette and Proclamation Policy

RESOLUTION - 555-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT Council accept the Draft Flag Etiquette and Proclamation Policy as submitted and circulated; **AND FURTHER THAT** staff be directed to bring this Policy forward to the next Council Meeting to be adopted.

CARRIED.

12.8 Community Sport and Recreation Infrastructure Fund - MCP

RESOLUTION - 556-2024

Moved by Councillor Scott Brum, seconded by Mayor Mark MacKenzie

THAT Council accept the Community Grant and Infrastructure Fund report as information as submitted and circulated.

CARRIED.

RESOLUTION - 557-2024

Moved by Councillor Scott Brum, seconded by Mayor Mark MacKenzie

THAT Council approve the use of up to \$250,000 from Recreation Reserves to fund the 50% not covered by this funding **SHOULD** the application be approved.

TABLED.

Staff Direction - Staff was directed to bring the following information forward to a Special Council Meeting for the purpose of discussing the Community Sport & Recreation Infrastructure Grant:

- The quotes that were received for this project.
- How much money will be required to bring the playing fields into good condition?
Where will this money come from?
- Are we currently charged based on a metered or a flat rate price for hydro used by the lights?
- What additional revenue is expected by having lights at the 4th ball field?

RESOLUTION - 558-2024

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien

THAT Council agree to extend the meeting 15 minutes past the adjournment time of 10:00 p.m.

CARRIED.

13. Notice of Motions

Nil.

14. By-Laws

- 14.1 By-Law #2024-66 By-Law to Assume Part 3 on Plan 49R20050 as part of Township Road Allowance (Danylchuck)

RESOLUTION - 559-2024

Moved by Councillor Robert Campbell, seconded by Deputy Mayor Lori Hoddinott

THAT By-Law #2024-66, being a By-Law to assume lands in the Township of McNab/Braeside as part of a public road is now deemed read a second and third time read and is hereby enacted and passed.

CARRIED.

- 14.2 By-Law #2024-67 Right-of-Way Protection & Acquisition Policy

RESOLUTION - 560-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT By-Law #2024-67, being a By-Law to adopt the Right-of-Way Protection & Acquisition Policy of the Corporation of the Township of McNab/Braeside is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

- 14.3 By-Law #2024-68 Fees and Charges

RESOLUTION - 561-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT By-Law #2024-68, being a By-Law to Establish Fees and Charges for services or use of municipal property is now deemed read a second and third time short and hereby enacted and passed.

CARRIED.

15. Public Questions/Comments

Nil.

16. Closed Meeting Session

- 16.1 Under Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees (Committee of Adjustment - Member Appointment)

RESOLUTION - 562-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT this meeting become closed Under Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees (Committee of Adjustment - Member Appointment) at 10:04 p.m.

CARRIED.

Ms. Cannon vacated the Council Chambers at this time 10:04 p.m.
Ms. Cannon entered the Council Chambers at this time 10:10 p.m.

RESOLUTION - 563-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien
THAT Council resume the open session at 10:10 p.m.

CARRIED.

Staff Direction - Staff was directed to bring a motion forward to the next Council Meeting to appointment the Committee of Adjustment Member.

17. Notice of Council Meeting Dates

As noted on the Agenda

18. Confirmatory By-Law

18.1 By-Law #2024-69 Confirm the proceedings of the October 15, 2024 Regular Council Meeting

RESOLUTION - 564-2024

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
THAT By-Law #2024-69, being a By-Law to confirm the proceedings of the October 15, 2024 Regular Meeting of Council of the Corporation of the Township of McNab/Braeside is now seemed read a second and third time short and is hereby enacted and passed.

CARRIED.

19. Adjournment

The Regular Council Meeting adjourned at 10:11 p.m.

MAYOR

CAO/CLERK