

**MINUTES of a Special “Training Session” Meeting of Council of the Township of North Frontenac held on Monday, January 15, 2007, at 1:00 p.m., in the upstairs Meeting Room in the Clar/Mill Fire Hall, 6648 Road 506, Plevna, ON**

PRESENT: Mayor Ron Maguire; Councillor Wayne Good and Councillor Fred Perry – Ward 1; Councillor Lonnie Watkins and Councillor Wayne Cole – Ward 2; Deputy Mayor Jim Beam and Councillor Bob Olmstead – Ward 3.

ALSO PRESENT: Cheryl Robson, CAO/Treasurer; Brenda Defosse, Clerk; John Ibey, Public Works Manager; Dave Young, CBO; Steve Riddell, Fire Chief; Roger Millar, REDPC; Brian Ritchie, OMAFRA; Matt MacDonald, MMAH and Dianna Bratina, Recreation Economic Development Manager for the County of Frontenac – note taker.

Introductions of all present were carried out.

**Meeting Called to Order**

The Mayor called the Meeting to order, and confirmed we are meeting today as a starting point in the completion of a Strategic Plan. This plan will provide future direction to make or contribute to making, decisions affecting the Municipality.

**Declaration of Pecuniary Interests**

The Mayor called for Declaration of any Pecuniary Interests. None were declared.

**Delegation**

Matt MacDonald, MMAH

He confirmed in order for the Municipality to run smoothly professionalism and respect, a two way street between Council and Staff, is a must. You have a four-year term ahead of you, the first ever, and this is a big commitment. He reviewed the 10 spheres of jurisdiction in which Council will operate in making decisions. He advised there are cross over responsibilities with the upper tier. Upper tier by-laws prevail should there be an overlap between the lower and upper tiers. (i.e., County Land Use By-law – if there was one then the County’s would prevail.)

Schedule of Review of document – Review is necessary to be certain the priorities set by Council are still in line. Council and Staff to come up with a set of goals and priorities to compliment what Council wishes to complete during their term then let staff implement. This plan will identify the condition of roads and determine what will be completed and when, along with a road maintenance schedule. This document will be a good tool for Council to refer to when answering rate payers’ questions. At some point the public will need to be involved via a Public Meeting (Public document once completed). A Provincial/Municipal review of services is up-coming.

The goal today is for Staff and Council to focus on setting priorities. Clear direction = less day to day fires. The Strategic Plan is to give staff direction at the onset to operate efficiently.

The CAO has Mr. MacDonald's contact information if anyone has questions. Reality of municipal government operations has changed and is so complex now, which equals big business-like pressures. Public want detailed and accurate responses quickly.

Maguire – 70% of the land in North Frontenac is Crown Land that hinders Economic Development due to the on-going land claim (Algonquin)

Perry – retirement area/aged population

- there is no retirement home in North Frontenac presently and no facility local to house them
- location of long term care facility and retirement home

Perry – narrow timeframe to respond or react to grant applications

Maguire – fighting fires all the time = frustration

- policies needed to be put in place

Maguire – lack of secretarial staff/resources; the Mayor has no office in the Municipal Office; and no responding secretary; too busy for interim replies; e-mail = modern technology (cumbersome requirements and ever increasing)

Public expectations – very very high

Public Sector Accounting Board (PSAB) – MacDonald explained this would be a huge undertaking for each municipality. Probably the biggest change ever for Municipalities. North Frontenac should be on track in taking the necessary steps to meet the requirements. Every asset has to be accounted for and then a course of depreciation determined = maintenance schedules and replacement schedules. In order to keep on track and be ready for the change over, all municipalities will have to hire more staff.

Beam – Where is the Province funding this downloading?

MacDonald – Good point. Reality is being discussed through the Provincial and Municipal Fiscal Review = 2 tables – 1. Political and 2. Coordinating

The Political Table includes the Mayor from Petawawa as a member and the Coordinating Table includes Jim Pine, Hastings County CAO as a member.

It would appear that the Provincial Government now has an appreciation that municipalities are in need. (See MMAH Website for Committee Review details)

Bratina stated the Provincial Government is supporting concentrations of urban growth, (expanding cities but not building up rural areas) and going towards a user pay system for everything. (i.e. downloading)

Strengths/Weaknesses/Threats/Challenges/Opportunities & Solutions:

- 2 separate lists, for and against, were reviewed and input was noted by Bratina on the draft lists

Each Township person is to review today's draft and provide their amendments/ additions and ranking to the CAO to follow to Bratina to review with MacDonald and Ritchie.

Bratina – To provide the municipality with results to allow all threats and priorities to be ranked and differentiated if it is Staff or Council priority. (actual or potential)  
Probability – H (High) M (Medium) L (Low)  
Weight – 1 to 5  
Timeframe = (ie. 12 months)

The delegations were thanked and Bratina advised she would e-mail the work from today to the CAO for circulation. Bratina, MacDonald and Ritchie left the meeting at this time.

The Mayor advised that he would be attending County Council on Wednesday and the Eastern Ontario Warden's Caucus Thursday and Friday, and AMO Training in Ottawa on Saturday.

**ADJOURNED TO CLOSED SESSION**

**Moved by Councillor Perry, seconded by Deputy Mayor Beam**

THAT Council retire to closed session at 3:30 p.m. to discuss:

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**Carried**

**Moved by Councillor Good, seconded by Councillor Cole**

That the meeting adjourn to open session.

**Carried**

**ADJOURNMENT**

**Moved by Councillor Good, seconded by Councillor Olmstead**

That the meeting adjourn until January 25, 2007 or until the call of the Chair.

**Carried**

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Mayor

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Clerk