

**MINUTES** of a Special Council Meeting re: 2010/11 Budget for the Township of North Frontenac, held Thursday, March 4, 2010, at 9:00 a.m. in the Upstairs Meeting Room of the Clar/Mill Fire Hall, 6648 Road 506, Plevna, Ontario.

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

**ALSO PRESENT:** Cheryl Robson, CAO/Treasurer; Brenda Defosse, Clerk/Planning and John Ibey, Public Works Manager (PWM).

**ABSENT WITH REGRETS:** Councillor Elaine Gunsinger.

**1. CALL TO ORDER**

**2. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None declared.

**3. ROADS –** September 29, 2009 Roads Task Force Meeting Notes and Recommendations and Solicitor’s Confidential Response to the Recommendations and Planner’s Response

**Moved by Councillor Perry, Seconded by Councillor Good #132-10**

**BE IT RESOLVED THAT** the Council of The Corporation of the Township of North Frontenac has reviewed the Roads Task Force recommendations as set out in the Road Task Force Meeting Notes of September 29, 2009; and responds to same as follows:

1. **THAT** Building Permit Applications shall be amended to include advising the Applicant what class of road the property fronts on and an explanation of that class;

**AND THAT** the Road Standards By-law shall be updated to recognize present road maintenance (i.e., M1 Roads = summer maintenance, however several are also winter maintained);

**AND THAT** all amendments to the Road Standards By-law shall be added to the municipal website with the Road Standards By-law.

NOTE: Zoning By-law #15-04, Section 4.13 – speaks to “No person shall erect any building or structure in any zone unless the lot upon which such building or structure is to be erected has frontage onto and direct access to a public street or private lane as per the requirements of the respective zone within which the lot is situated except: ...”

**AND THAT** the new Zoning By-law consider using a “Limited Service Residential Zone” category clearly reflecting a property in this zone category receives limited or no municipal services, including road maintenance.

2. **THAT** due to the general difficulty in determining a specific dollar value for upgrading roads in general, each road has its own issues to be addressed and shall be considered on its own merit before determining and permitting a change of classification;

3. **THAT** Council shall consider an Application by a landowner desiring to perform maintenance on an unmaintained township road. Each Application shall be considered on its own merit; subject to an Agreement, approved by the solicitor, being entered into.

4. **THAT** Council shall not consider a compensation formula for homeowners who perform maintenance on township roads, at this time.

5. and 6. **THAT** unmaintained Township Roads and those that will not receive winter maintenance shall be signed as follows:

“ROAD NOT MAINTAINED BY THE MUNICIPALITY BETWEEN  
OCTOBER 15 AND APRIL 30 – USE AT YOUR OWN RISK.”

Or:

“ROAD NOT MAINTAINED BY THE MUNICIPALITY – USE AT YOUR OWN  
RISK.”

**AND THAT** the costs of such signage shall be included in the 2010 budget.

**AND THAT** the IT/Mapping Coordinator shall be instructed to place a map of each ward be added to the Township’s website, with all the roads colour coded to advise if a road is or is not maintained and if maintained the type of maintenance.

7. **THAT** Council shall consider on a case by case basis closing or downgrading limited use roads, subject to signs advising the traveling public of this reduced level of road maintenance be posted and the signs maintained for several years until the new level of maintenance has been well established and understood.

8. **THAT** Council recognizes there are municipal roads, which are abandoned and are no longer maintained by the municipality. Where such roads have been abandoned, it is not the intent of Council to maintain these roads.

9. **THAT** Council shall continue to use the Golder Associates Pavement Condition & Priority Setting System “GRIPSS” Database for budgeting and priority setting for road maintenance.

10. and 11. **THAT** Council accepts the Road Task Force statements and recognizes the municipal structures inventory and inspections are a work in progress through PSAB and inventory and are moving towards MDW through OGRA.

12. **THAT** a copy of inspection reports prepared by the Fire Chief or PWM in response to requests received to inspect private lanes/driveways, containing recommendations to ensure emergency services can obtain access, shall be provided to the CAO. The CAO shall then send a letter setting out the inspection findings and quoting the solicitor’s

wording with respect to liability, to the party making the request and a copy of such letter shall be placed in the roll file. The CBO shall advise individuals, prior to issuing a building permit, of the emergency service standards regarding access.

13. **THAT** the Public Works answering machine shall be changed to state “If this is an emergency please call 911” and the same information shall be posted on the municipal website. Note: The OPP have the PWM, PW Foreman, CAO and Clerk’s home phone numbers to contact in an emergency.

14. **THAT** Council, the PWM and Foreman shall jointly undertake a road tour/inspection at least once during the term.

15. **THAT** Council shall not take on the ownership and/or maintenance of any private lanes with the exception of Subdivision Agreements.

16. **THAT** Council directs all Road Policies shall be added to the Road Standards By-law for the Public and future Councils; which By-law shall be added to the Municipal website.

17. **THAT** Council instructs the Clerk to respond to all enquiries received since 2005, advising of the Road Task Force recommendations and Council’s decision on how to proceed.

18. **THAT** Greer Road, Shabomeka Lake Road and Grindstone Lake Road shall be deferred to the 2010/11 Budget deliberations.

**THAT** Council is not looking at extending maintenance of any roads in the Township beyond what are presently maintained; Ragged Chutes Road has always been maintained to the “Sproule Homestead” being the end of Ragged Chutes Road; the balance of the concession road allowance known as Ragged Chutes Lane shall not be maintained.

**Carried**

#### **4. COUNCIL INPUT ON 2010/2011 ROADS BUDGET**

Note: Gregg Wise, Public Works Foreman arrived at this time.

Council and staff reviewed the draft Roads Budget.

Note: The Public Works Manager and Foreman left at this time.

#### **5. CLOSED**

**Moved by Councillor Perry, Seconded by Councillor Good # 133-10**

**BE IT RESOLVED THAT** Council retires to closed session at 1:25 p.m. to discuss:

- advice that is subject to solicitor-client privilege, including communications necessary for that purpose

**Carried**

**Moved by Councillor Perry, Seconded by Councillor Good # 134-10**

**THAT** Council returns to open session at 1:42 p.m.

**Carried**

**6. NEXT BUDGET MEETING DATE**

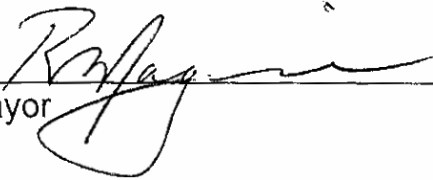
The next Budget Meeting is scheduled for Friday, March 26, 2010 at 9:00 a.m. for a full day and all Department Heads shall attend. It was noted that the IT Technician will be away from the office that day.

**7. ADJOURNMENT**

**Moved by Councillor Perry, Seconded by Councillor Good # 135-10**

**BE IT RESOLVED THAT** the meeting adjourns at 1:43 p.m. until March 11, 2010 or at the call of the Chair.

**Carried**

  
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Mayor

  
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Clerk