



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
REGULAR MEETING OF COUNCIL
October 11th, 2022

PRESENT IN COUNCIL CHAMBERS: Narry Paquette, Donna Clark, Jason Corbett, Steve Featherstone, Dan MacInnis

STAFF PRESENT: Andrée Gagné, Deputy-Clerk, Ann Carr, Public Works Manager

No. 1

Moved by Councillor MacInnis
THAT this meeting be opened at 7:00 p.m.

Seconded by Councillor Featherstone

Carried Narry Paquette

No. 2

Moved by Councillor Featherstone
THAT the Minutes of the Regular Council meeting held October 11th, 2022 and the Special Meetings of Council held November 16th, November 22nd, November 29th and December 1st, 2022 be adopted as circulated.

Seconded by Councillor Clark

Carried Narry Paquette

Public Presentations:

Pauline Carmichael provided an overview of the history of the East Nipissing-North Parry Sound Veterinary Services Committee and the services they provide to our local residents

Vincent Shank from VS Accounting presented a proposal to Council on retaining an Interim CAO

No. 3

Moved by Councillor Corbett
WHEREAS Council deems it necessary and expedient to pass three readings of the following by-law at this session; BE IT HEREBY RESOLVED THAT a by-law respecting Lotteries and the Appointment of Lottery Licencing Officers, BE READ a first, second and third time, PASSED AND NUMBERED 2022-45; AND THAT By-law 2016-22 be repealed in its entirety; AND THAT the said by-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-Law Book.

Seconded by Councillor Clark

Carried Narry Paquette

No. 4

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

WHEREAS Council deems it expedient to pass three readings of the following by-law at this session; BE IT HEREBY RESOLVED THAT a by-law to constitute and appoint a Committee of Adjustment for the Municipality BE READ a first, second and third time, PASSED AND NUMBERED 2022-46; AND THAT the said by-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-Law Book; AND THAT this by-law be posted on the Municipal Website for public information purposes.

Carried Narry Paquette

No. 5

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT Council approve the general accounts for the Township of Bonfield as indicated in the disbursement report dated December 13th, 2022, in the amount of \$959,275.32.

Carried Narry Paquette

No. 6

Moved by Councillor Clark

Seconded by Councillor Corbett

THAT the Chairs and Vice-Chairs of the Municipal Committees and Boards be appointed as follows:

1. General Government and Finance Committee
C – Narry Paquette VC – Jason Corbett, and the remainder of Council.
2. Planning Advisory Committee
C – Jason Corbett VC – Narry Paquette
remaining members (3) will be made up from public.
3. Public Works Committee
C – Dan MacInnis VC – Jason Corbett
and the remainder of Council
4. Fire Department
C – Steve Featherstone VC – Donna Clark
5. Recreation Committee
C – Steve Featherstone VC – Dan MacInnis
remaining members (3 or 5) will be made up from public.

Carried Narry Paquette

No. 7

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT the following Council members be appointed to sit on Municipal Boards:

1. Library Board; One member of Council: Donna Clark, remaining members (4) will be made of from public applications.
2. Police Services Board: One member of Council Narry Paquette, remaining members are made up from 1 public application and 1 Provincial appointment.

Carried Narry Paquette

No. 8

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT the following Council member be appointed to site on other committees, boards and commissions:

1. Nipissing-Parry Sound Veterinary Unit: one member of Council – Dan MacInnis
2. Bonfield Non-Profit Seniors Housing; one member of Council – Donna Clark

Carried Narry Paquette

No. 9

Moved by Councillor Clark

Seconded by Councillor Corbett

WHEREAS Council has advertised for Citizen Appointments to various boards and committee for the term of Council: BE IT HEREBY RESOLVED THAT the following applicants be appointed to the Boards and Committees as follows:

a) Library Board (4)

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|----------------------|--------------------|
| 1. Gail Johnston | 2. Leslie Larocque |
| 3. Storme Van Rassel | 4. Britney Morin |

b) Planning Advisory Committee (3)

- | | | |
|---------------|------------------|---------------------|
| 1. Eric Foisy | 2. Gina Langlois | 3. Kamil Wroblewski |
|---------------|------------------|---------------------|

c) Police Services Board (1)

- | |
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| 1. Marc Vaillancourt |
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d) Recreation Committee (3)

- | | | |
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| 1. Lise Allard | 2. Nathalie Bertin | 3. Marc Vaillancourt |
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Carried Narry Paquette

No. 10

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT all members of Council be approved to attend the 2023 ROMA Conference in Toronto, January 22-24, 2023; AND THAT expenses be paid accordingly.

Carried Narry Paquette

No. 11

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

THAT all members of Council & the Public Works Manager be approved to attend the 2023 Good Roads Conference in Toronto, April 16-19, 2023; AND THAT expenses be paid accordingly.

Carried Narry Paquette

No. 12

Moved by Councillor Clark

Seconded by Councillor Featherstone

THAT all members of Council & Staff be approved to attend the 2023 FONOM Conference in Parry Sound, May 8-10, 2023; AND THAT expenses be paid accordingly.

Carried Narry Paquette

No. 13

Moved by Councillor Corbett

Seconded by Councillor MacInnis

THAT all member of Council, CAO, Clark and Public Works Manager be approved to attend the 2023 AMO Conference in London, August 21-23, 2023; AND THAT expenses be paid accordingly.

Carried Narry Paquette

No. 14

Moved by Councillor Featherstone

Seconded by Councillor Clark

THAT the Manager of Planning & Development register members of Council for the “Foundations in Planning for Elected Officials” training session offered through the Association of Municipalities of Ontario; AND THAT expenses be paid accordingly.

Carried Narry Paquette

No. 15

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT members of Council be registered for the MMAH Council Training in Mattawa in February 4, 2023; AND THAT expenses be paid accordingly.

Carried Narry Paquette

No. 16

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

WHEREAS Angela and Scott Kipp have requested a cancellation certificate for their property legally described as LOT 24, CONCESSION 5, PART 1 on PLAN 36R13629 AND LOT 24, CONCESSION 5, PART 1 on PLAN 36R13629 and WHEREAS the Manager of Planning and Development recommends to Council to issue the Cancellation Certificate. BE IT RESOLVED THAT Council approves of this recommendation and that subsection 50, (3) & (5) of the Planning Act shall apply and be cited on the certificate of cancellation when endorsed by the Township.

Carried Narry Paquette

No. 17

Moved by Councillor Clark

Seconded by Councillor Corbett

THAT the Christmas hours for the Municipal office staff be accepted as submitted and posted on the website and the municipal entrance doors; AND THAT the Regular Council meeting scheduled for December 27th, 2022 be cancelled in its entirety; AND THAT a Special meeting of Council be scheduled in accordance with Section 240 of the Municipal Act, 2001 if required.

Carried Narry Paquette

No. 18

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT Council hereby authorizes the transfer of any accumulated surplus, identified in the 2022 audit, as well as any operating surplus identified in the 2022 operating year, to the Working Capital Reserve.

Carried Narry Paquette

No. 19

Moved by Councillor Featherstone

Seconded by Councillor Clark

WHEREAS the recycling depot at the Township Landfill needs to be relocated to accommodate solid waste; AND WHEREAS the Public Works Department would like to create a more efficient space with safety measures in place; THEREFORE the Public Works Manager recommends to Council to purchase cement blocks from Rainbow Concrete to prepare the retaining wall in the amount of \$7,800.00 plus HST; AND THAT the increased revenue from tipping fees be utilized for the project; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried Narry Paquette

No. 20

Moved by Councillor Corbett

Seconded by Councillor Clark

WHEREAS the 2015 CASE Backhoe has considerable blow-by; AND WHEREAS the Public Works Manager recommends to Council that a new engine be installed; AND WHEREAS CASE Parts are not able to be procured outside of JR Brisson; THEREFORE the Public Works Manager recommends to Council that a new engine be purchased in the amount of \$25,379.47 plus HST and considered in the 2023 Operating Budget; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried Narry Paquette

No. 21

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

WHEREAS Blue Sky docks bid on the original RFQ and was the only bidder; AND WHEREAS there are funds remaining in the agreement with NOHFC and FEDNOR; AND WHEREAS due to lame duck period, and lack of Council meetings, the procurement to resurface the existing dock was sole sourced back to BlueSky Docks in order to complete the project by the end of December 31, 2022 as per the agreement for funding; THEREFORE the Public Works Manager recommends to Council that Blue Sky Docks resurface the existing dock at a cost of \$118,000.00 plus HST and that the cost be applied to the Waterfront Plan funding; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried Narry Paquette

No. 22

Moved by Councillor Corbett

Seconded by Councillor Clark

WHEREAS the position of Chief Administrative Officer (CAO) for the Township of Bonfield is currently vacant; AND WHEREAS Council deems it prudent to fill the vacancy in order to maintain a high level of community services and lead daily operations of the municipality; THEREFORE be it resolved that the Council for the Township of Bonfield provides direction to the Deputy Clerk to proceed with advertising the CAO position on the Township website, the Association of Municipal Clerks and Treasures of Ontario (AMCTO) website, Indeed, and any other platform deemed appropriate to ensure the posting is well advertised; AND BE IT FURTHER RESOLVED that the hiring process for the CAO be done as a Committee of the Whole including the creation of the final job description, reporting structures, remuneration package, interviews, and hiring decision.

Carried Narry Paquette

No. 23

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

WHEREAS a Request for Proposal was sent out to replace the Municipal Software program; AND WHEREAS three submissions were received, reviewed and evaluated by Staff; THEREFORE it is recommended that TownSuite be purchased for the needs of the Township at a cost of \$170,050 plus HST; AND THAT it be funded through the Modernization Reserve Fund as approved in the 2022 Capital Budget; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried Narry Paquette

No. 24

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

WHEREAS Council deems it expedient to pass three readings of the following by-law at this session; BE IT HEREBY RESOLVED THAT a by-law to confirm the proceedings of Council from October 11th, 2022 to December 13, 2022; BE READ a first, second and third time, PASSED AND NUMBERED 2022-42; AND THAT the said by-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-Law Book.

Carried Narry Paquette

No. 25

Moved by Councillor Clark

Seconded by Councillor Featherstone

THAT this meeting be adjourned at 8:42 p.m.

Carried Narry Paquette

MAYOR

CLERK