

THE CORPORATION OF THE TOWNSHIP OF BONFIELD REGULAR MEETING OF COUNCIL January 30<sup>th</sup>, 2024

PRESENT: Narry Paquette Donna Clark Dan MacInnis Jason Corbett Steve Featherstone

STAFF PRESENT: Andrée Gagné, Deputy Clerk Alex Hackenbrook, Public Works Manager Ann Carr, Planning Administrator Nicky Kunkel, CAO/ Clerk Treasurer

# No. 1 Call to Order

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 Adoption of Agenda

No.2

Moved by Councillor Featherstone Seconded by Councillor Corbett THAT the draft agenda presented to Council and dated the 30th day of January, 2024 be adopted as amended by adding under Item 11. Closed Session, Section 239 (b) personal matters about an identifiable individual, including municipal or local board employees.

**Carried Narry Paquette** 

### No. 3 Disclosure of Pecuniary Interest: None for this session

### No. 4 Adoption of Previous Minutes

### No.3

Moved by Councillor Featherstone Seconded by Councillor MacInnis THAT the Minutes of the Regular Council Meeting of January 9th, 2024 be adopted as circulated.

Carried Narry Paquette

Councillor Corbett spoke on Motion #15 of the January 9<sup>th</sup>, 2024 Council meeting minutes. He emphasized that the Integrity Commissioner's Report stated that the Respondent (Councillor Featherstone) did not contravene Section 10 of the Township of Bonfield Code of Conduct. He indicated that the report is posted on the Municipal Website for residents to review. Councillor Corbett also informed the Public that this claim cost the Municipality over \$10,000. He explained that the Integrity Commissioner is an important resource for the public to ensure Council is accountable and encouraged anyone who was considering filing a complaint to reach out to the CAO prior to the submission to ensure there is full understanding of the Council Code of Conduct.

### No. 5 Presentation & Delegations (none for this session)

### 6. Staff Reports

6.a Report Planning Administrator regarding North Bay Mattawa Conservation Authority's plan review agreement

### No.4

Moved by Councillor Featherstone Seconded by Councillor Corbett That Council hereby receives the report regarding services provided by the North Bay Mattawa Conservation Authority; AND FURTHER THAT Council enters into the agreement with the North Bay Mattawa Conservation Authority for categories 1, 2 and 3 services mandated under their jurisdiction in accordance with R.S.O. 1990, c. C27, Conservation Authorities Act.

# Regular Council Meeting, January 30th, 2024

6.b Report Planning Administrator regarding sale & disposition of land re Beath

### No.5

Moved by Councillor MacInnis Seconded by Councillor Featherstone WHEREAS Jeffery and Petrina Beath have requested to purchase Block 21, Section 36M-516, directly abutting their property located at 16 Rock Ridge Lane, Rutherglen; BE IT HEREBY RESOLVED that Council approves of this purchase in principle and that the Planning Administrator proceed accordingly; AND FURTHER in accordance with By-Law 2007-49 and By-Law 2016-19, Jeffery and Petrina Beath shall be responsible for all disbursements incurred by the Township and shall submit a \$3,000.00 deposit prior to the commencement of legal work.

Carried Narry Paquette

6.c Bonfield Fire Department January 2024 Monthly Report

### No.6

Moved by Councillor Featherstone Seconded by Councillor Corbett WHEREAS the Fire Chief recommended to Council to accept Jacob Brettler's application as a volunteer firefighter; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried Narry Paquette

6.d Report from CAO regarding Fire Department Budget

#### No.7

Moved by Councillor Featherstone Seconded by Councillor MacInnis That Council hereby approves transferring \$15,000.00 of the unused 2023 Fire Department Budget to a reserve in order to purchase bunker gear for the Volunteer Fire Fighters in 2024.

**Carried Narry Paquette** 

### 7. Adoption of Committee Minutes/ Motions

7.a Corporate Services Committee

1. Minutes of January 15, 2024; Recommendations from Minutes

#### No.8

Moved by Councillor MacInnis Seconded by Councillor Featherstone WHEREAS the Public Works Committee has reviewed documentation on maintenance for private, seasonal, and unmaintained roadways; AND WHEREAS the Committee hereby deems it diligent to create a policy that ensures consistent processes and maintenance requirements for all properties within the municipality; NOW THEREFORE the Committee recommends to Council that staff be instructed to prepare a draft policy for review at a future committee meeting.

Carried Narry Paquette

#### No.9

Moved by Councillor MacInnis Seconded by Councillor Featherstone WHEREAS the Public Works Manager will be creating a plan for maintaining municipal

roads and improving conditions, therefore the Committee recommends to Council that staff be authorized to update the GIS system accordingly to document the plan and record the improvements.

Carried Narry Paquette

### No.10

Moved by Councillor Featherstone Seconded by Councillor Clark THAT Council adopt a policy for the "Assumption of Unmaintained Municipal Roads & Private Roadways" throughout the Township of Bonfield; and THAT Township employees maintain seasonal roads, including Boxwell Road, on a priority basis during summer months, to the best of their ability, to fill potholes and trim trees when possible.

#### Regular Council Meeting, January 30th, 2024

#### 7.b Emergency Services Committee

- 1. Minutes of January 15, 2024, were received by Council. Councillor Clark spoke to the Community Risk Assessment that is currently being developed and the motor that is being installed in one of the trucks to have it operational again.
- 7.c Planning Advisory Committee None for this session

#### 7.d Recreation Committee

1. Minutes of January 8, 2024; Recommendations from the Minutes

#### No.11

Moved by Councillor Featherstone Seconded by Councillor Corbett That the Recreation and Fitness Committee recommends to Council that an application for the Ontario Arts Presenter Project be submitted on behalf of the Township of Bonfield.

**Carried Narry Paquette** 

#### No.12

Moved by Councillor Featherstone Seconded by Councillor Clark THAT the Recreation and Fitness Committee recommends to Council to accept the attached schedule of meetings for the year 2024.

Carried Narry Paquette

#### 7.e Police Services Board

1. Minutes of January 17, 2024; Recommendations from Minutes

#### No.13

Moved by Councillor Featherstone Seconded by Councillor MacInnis THAT Narry Paquette, be appointed as Chair of the Township of Bonfield Police Service Board.

Carried Narry Paquette

#### No.14

Moved by Councillor Featherstone Seconded by Councillor Corbett THAT Marc Vaillancourt be appointed as Vice-Chair of the Township of Bonfield Police Services Board.

Carried Narry Paquette

#### No.15

Moved by Councillor MacInnis Seconded by Councillor Featherstone THAT the Township of Bonfield Police Services Board submits to Council, the attached 2024 Police Services Board Budget for approval.

Carried Narry Paquette

### No.16

Moved by Councillor Clark Seconded by Councillor Featherstone THAT the attached Schedule of Meetings for 2024 be approved by the Township of Bonfield Police Services Board; AND THAT the Schedule of Meetings for 2024 be submitted to Council.

**Carried Narry Paquette** 

#### No.17

Moved by Councillor Featherstone Seconded by Councillor MacInnis THAT the Township of Bonfield Police Services Board submit their annual membership fee for the year 2024 in the amount of \$879.83 to the OAPSB once funding becomes available.

Carried Narry Paquette

### No.18

Moved by Councillor Featherstone Seconded by Councillor Clark That Narry Paquette, Marc Vaillancourt and Andrée Gagné be approved to attend the Ontario Association of Police Services Boards 2024 OAPSB Spring Conference and AGM at the Blue Mountain Resort held June 3rd to June 5th, 2024 and that all expenses be paid as set out by the Council of the Corporation of the Township of Bonfield.

#### No.19

Moved by Councillor Featherstone Seconded by Councillor Clark THAT the Township of Bonfield Police Services Board recognizes that Council approves the Budget in spring or early summer of each year; AND THAT The Township of Bonfield Police Services Board recommends to Council that Council approve an amount of \$5,000.00 so that the Board can conduct business as usual until the 2024 budget process has been completed.

**Carried Narry Paquette** 

#### 8. Items for Council Discussion

8.a Letter from AORS Skills Development Fund Application to Develop a Municipal Equipment Operator Course

#### No.20

Moved by Councillor Featherstone Seconded by Councillor Clark WHEREAS municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents; AND WHEREAS, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen; AND WHEREAS, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease; AND WHEREAS, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment. THEREFORE, IT BE RESOLVED, that the Township of Bonfield supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue; AND THAT, the Township of Bonfield calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund; AND THAT a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccinni, Township of Bonfield Member of Provincial Parliament MPP Vic Fedeli, and the Association of Ontario Road Supervisors.

#### **Carried Narry Paquette**

8.b Resignation of Fire Chief Gilles Lebel; Council expressed appreciation and thanked Chief Lebel for his service to the community over the past 27 years.

#### No.21

Moved by Councillor Featherstone Seconded by Councillor Corbett THAT Council accepts the resignation letter of Fire Chief Gilles Lebel and congratulates him on his retirement.

Carried Narry Paquette

8.c Melanie Lindquist – Request to purchase Township property

#### No.22

Moved by Councillor Featherstone Seconded by Councillor Clark THAT Council accept the information presented and not approve the request to purchase land; HOWEVER, Council approves in "principle" accepting that Ms. Lindquist will apply for a shoreline road allowance purchase and shall be responsible for all disbursements incurred by the Township and shall submit a \$3,000.00 deposit prior to the commencement of legal work upon agreeing to the alternative recommendation.

#### Carried Narry Paquette

8.d Appointment of members to sit on the Bonfield/Chisholm/ East Ferris Police Services Board

#### No.23

Moved by Councillor Featherstone Seconded by Councillor Clark THAT Narry Paquette be appointed as Council representative; AND THAT Marc Vaillancourt be appointed as Community Representative to sit on the Bonfield/Chisholm/East Ferris Police Services Board.

### 9. Resolutions to be Considered for Adoption

9.a Resolution to adopt By-law 2023-49 to enter into a Plan Review Agreement with the NBMCA

#### No.23

Moved by Councillor MacInnis Seconded by Councillor Clark THAT By-Law 2023-49 being a by-law to enter into a Plan Review Agreement with the North Bay Mattawa Conservation Authority, as presented and considered read three times and passed this 30th day of January 2024.

#### Carried Narry Paquette

9.b Resolution to adopt By-Law 2024-05 to enter into Building Service Agreement

#### No.24

Moved by Councillor Featherstone Seconded by Councillor Clark THAT By-Law 2024-05 being a By-Law to enter into an Agreement between the Corporation of the Township of Bonfield, The Corporation of the Township of Papineau-Cameron, the Corporation of the Municipality of Calvin, and the Corporation of the Municipality of Mattawan for a Chief Building Official to enforce the Building Code Act, as presented and considered read three times and passed this 30th day of January 2024.

#### **Carried Narry Paquette**

9.c Resolution to continue participation in the 2024 North Bay Hazardous Waste Depot

#### No.25

Moved by Councillor Featherstone Seconded by Councillor Clark THAT the Council of the Township of Bonfield recommends continuing participating in the Household Hazardous Waste Program with the City of North Bay for the year 2024 at the cost of \$4,320.

Carried Narry Paquette

9.d Resolution to award Planning Consultant contract

### No.26

Moved by Councillor Featherstone Seconded by Councillor Clark That the Council for the Township of Bonfield receives the bids for the RFP for Planning Consulting Services from 1. JL Richards and 2. Tulloch; and Further that Council awards the request for proposal to Tulloch.

Carried Narry Paquette

9.e Resolution to award Integrity Commissioner contract

#### No.27

Moved by Councillor Featherstone Seconded by Councillor Clark Whereas the Request for Proposal for Integrity Commissioner Services did not receive any submissions; Now Therefore Council agrees to re-release the proposal until March 1, 2024.

### 10. Correspondence

#### No.28

Moved by Councillor Featherstone Seconded by Councillor Clark THAT Council receives the Correspondence circulated with the Agenda of January 30, 2024.

#### Carried Narry Paquette

**Carried Narry Paquette** 

#### Referred for Support at next Council meeting

- MP Todd Doherty requiring the posting of 988 posters in all municipal buildings
- Town of Mono declares road safety emergency
- Prince Edward County regarding expanding the life span of fire apparatus
- City of Mississauga regarding significant reforms to the Landlord and Tenant Board
- Township of Clearview regarding cemetery transfer/ abandonment administration management support
- Township of Georgian Bluffs asking the Province to undertake a comprehensive social and economic prosperity review

#### 11. Closed Session

### No.29

Moved by Councillor Featherstone Seconded by Councillor Clark THAT the Meeting of Council hereby proceeds to closed session in accordance with Section 239(2) of the Municipal Act, 2001, as amended, at 8:03 p.m. for the purpose of discussing matters pertaining to personal matters about an identifiable individual, including municipal or local board employees.

**Carried Narry Paquette** 

# No.30

Moved by Councillor Featherstone Seconded by Councillor Clark THAT the Meeting of Council resumes to open session at 9:29 pm. Note that Council discussed the retirement and replacement of the Fire Chief. Carried Narry Paquette

# 12. Confirmatory By-Law

# No.31

Moved by Councillor Featherstone Seconded by Councillor Clark THAT the Council for the Township of Bonfield hereby adopts By-Law 2024-06 to confirm the proceedings of Council from January 9th, 2024 to January 30th, 2024, as presented and considered read three times and passed this 30th day of January 2024. Carried Narry Paquette

### 13. Adjournment

No.32

Moved by Councillor Featherstone THAT this meeting be adjourned at 9:30 p.m. Seconded by Councillor Clark

**Carried Narry Paquette** 

MAYOR

CLERK