

February 19, 2025

HUMAN RESOURCES, ADMINISTRATION & PUBLIC RELATIONS MEETING – MINUTES

On Wednesday, February 19, 2025 the Human Resources, Administration & Public Relations Committee held a hybrid meeting.

In Chambers:

Mayor LaValley
Councillor Sandra Collins, Zoom
Councillor Joe Florent
Councillor Joan Kuiack
Councillor Shawn Pigeon
Councillor Bill Rodnick, Chair
Councillor Laurie Sydock

Township Staff Present:

Bryan Martin, CAO, Clerk-Treasurer
Tracy Cannon, Deputy CAO, Deputy Clerk-Planner
Steve Ronholm, Works Superintendent
Aurel Thom, Fire Chief/CEMC
Charlene Alexander, CEO/Head Librarian/Grant Writing

OPEN MEETING/CALL MEETING TO ORDER:

Councillor Rodnick for Councillor Collins called the meeting to order at 10:35 a.m.

ROLL CALL

ADDITIONS/AMENDMENTS TO THE AGENDA: None

ADOPTION OF THE AGENDA

Moved by: Mayor LaValley

Seconded by: Councillor Pigeon

To adopt the agenda of February 19, 2025 as circulated.

DISCLOSURE OF PECUNIARY INTEREST or a GENERAL NATURE THEREOF:

Councillor Kuiack and Councillor Pigeon- Item #7 Short-Term Rental Accommodation By-Law

STAFF REPORTS:

Charlene Alexander, CEO/Head Librarian/Grant Writing

Library Report - provided in the package

Verbally reported;

- Report Correction-Next meeting will be held at the Whitney Branch

Minutes of November 26, 2024, Board Meeting – provided in the package

Grant Writing Report – provided in the package

Verbally reported;

- Received correspondence to expect delays on receiving a response on the NOHFC Grant due to the Provincial election.
- Working with S. Ronholm on a Trillium grant to upgrade approximately six comfort stations to become fully accessible.

Steven Ronholm, Works Superintendent

Works Department Report - provided in the package

Verbally reported;

- AFA and Ontario Parks will fund the repairs to the Madawaska Bridge. Work should take place this Spring. S. Ronholm will inquire if there are additional surplus funds to put towards the resurfacing of the two sections on Major Lake Road that was previously pulverized- approximately 2 km.
- Rehabilitation of Hay Creek Road and the resurfacing of the two sections on Major Lake Road will be priority projects this year. If there are funds available more sections on Major Lake Road may be repaired.
- S. Ronholm will get quotes for speed signs for both villages.
- The two Sunday collections in April have been eliminated and will start first Sunday in May. Staff have been monitoring, and there is little need for the truck to go to Aylen Lake and McKenzie Lake Road.

Aurel Thom, Fire Chief/CEMC

Monthly Fire/CEMC Report- provided in the package

Verbally reported;

- A. Thom will be meeting with Nipissing EMS pertaining to the agreement and he will bring up the number of EMS assists still required.
- Once the generator and the cooling system is installed the Emergency Management Plan will be revised to include the Lester Smith Building as an evacuation centre.

UNFINISHED BUSINESS:

Short-Term Rental Accommodation By-Law- Staff report provided in the package

- Councillor Kuiack and Councillor Pigeon excused themselves from the chambers.
- It is not anticipated that the bylaw will be approved until around May 2026. Consensus was to allow for a six-month implementation period upon passing the bylaw to allow owners to become compliant, should Council pass the by-law.
- A checklist be included with the application that owners check off that all emergency equipment is functioning accordingly, and staff will conduct spot inspections for compliance.

Councillor Kuiack and Councillor Pigeon came back into the chambers.

Draft Noise By-Law- Draft bylaw and staff report was provided in the package

- Staff will bring back the bylaw to the next Regular Council Meeting with the minor revisions.

MTO – Highway 60 Update – correspondence provided in the package

- Staff will reach out to MTO regarding the school crossing sign at the former school in Madawaska.
- The concerns will be brought to a future committee meeting following the election.

Deputy Mayor

Per the recommendation that came from Emergency Management tabletop exercise.

Mayor LaValley excused herself from the discussion.

- B. Martin will provide a report at a future meeting.

NEW BUSINESS: None

ADJOURNMENT:

Moved by: Councillor Florent

Seconded by: Councillor Siydock

To adjourn the Human Resources, Administration & Public Relations Meeting of February 19, 2025 at 11:52 a.m.

Councillor B. Rodnick

Bryan Martin, CAO/Clerk-Treasurer