



**MINUTES**  
Regular Council  
Deseronto Town Hall  
Wednesday, November 22, 2023  
6:30 PM

**PRESENT:** Mayor Dan Johnston, Deputy Mayor Steven Everhardus, and Councillor Kevin Smith

**REGRETS:** Councillor Norman Clark and Councillor Jamie Zieman

**STAFF PRESENT:** Treasurer Mora Nicholls and Town Manager Bryan Brooks

**1. CALL TO ORDER**

Mayor Johnston called the meeting to order at 6:45 p.m

**2. ADOPTION OF AGENDA**

**Resolution 32-23-01**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT the agenda for the Town of Deseronto November 22, 2023 Regular Council meeting be accepted with the addition of two items under 13.2 2022 Transit - Municipal contribution and 13.3 Public Health Inspection of the Canteen in the Deseronto Community Centre.

**Carried**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None noted

**4. APPROVAL OF MINUTES**

4.1. Minutes of the November 8, 2023 Regular Council Meeting

**Resolution 32-23-02**

Moved by Councillor Kevin Smith  
Seconded by Deputy Mayor Steven Everhardus

THAT the minutes of the Town of Deseronto November 8, 2023 regular meeting of Council be approved as presented.

**Carried**

**5. DEPUTATIONS/PRESENTATIONS**

**6. UNFINISHED BUSINESS**

6.1. Public Works Equipment List & Details

**Resolution 32-23-03**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council receive entitled Public Works Equipment List and Details, as presented.

FURTHER THAT item 6.1 be removed from Unfinished Business.

6.2. Derelict Properties

**Carried**

**Resolution 32-23-04**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT item 6.2 Derelict Properties be removed from the agenda.

**Carried**

- 6.3. Welcome Package for new property owners
- 6.4. Fire Department - training matrix - September
- 6.5. Fire Department - training roll-out - October

**Resolution 32-23-05**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council receive the report entitled "Staff Report Certification-Nov 22" as presented.

FURTHER THAT items 6.4 Fire Department -Training Matrix and 6.5 Fire Department- Training Roll-out be removed from Unfinished Business

**Carried**

**7. VARIANCE REPORT**

**8. APPROVAL OF ACCOUNTS**

- 8.1. Schedule of Accounts

**Resolution 32-23-06**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Schedule of Accounts numbered 19-2023 in the amount of \$281,387.51 be approved for payment.

**Carried**

**9. STAFF REPORTS**

- 9.1. Town Manager - Policies for Review

**Resolution 32-23-07**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT the Policy entitled "Disconnect from Work" be received and passed effective November 22, 2023.

FURTHER THAT the following policies remain on the Agenda for the December Council meeting for education purposes for the benefit of the Council members who were not present for the November 22,2023 Council meeting.

**Carried**

- 9.2. Town Manager's report on Green Street connection

**Resolution 32-23-08**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT the report entitled "Water and Sewer- Green Street to North Street connection" be received as presented.

FURTHER THAT Council approve the connection conditional upon written confirmation from MBQ representative that there are no changes to the existing Memorandum of Understanding.

**Carried**

9.3. Town Manager -Site Meeting re: Arena

**Resolution 32-23-09**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Deseronto Town Council receive the report from the Town Manager pertaining to the status of the Community Centre renovations and details of the Site Meeting (re: Arena).

**Carried**

9.4. Town Manager - Transit  
- print-outs will be provided prior to meeting

**Resolution 32-23-10**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Deseronto Town Council receive the Draft Transit Schedule as presented.

FURTHER THAT Council endorse a December 11, 2023 Scheduled Route system for Deseronto Transit on a agreeable schedule with the Town of Greater Napanee.

FURTHER THAT Council direct staff to work with Greater Napanee representatives for the implementation of Terms of Service, Funding contributions etc. 60 days following (February 2024)

**Carried**

9.5. Report from Kris Brunton CEMC re: CEPG funding

**Resolution 32-23-11**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council receive the report from Kris Brunton CEMC regarding CEPG funding opportunity.

FURTHER THAT Council authorize staff to complete the grant submission for improved communication devices under the CEPG funding program.

**Carried**

9.6. Building Inspection Services Board report for October 2023  
9.7. By-Law Enforcement Services Board report for October 2023

**Resolution 32-23-12**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council receive items 9.6 BISB reports- October 2023 and 9.7 BESB reports October 2023 as presented.

**Carried**

**10. COMMITTEE/BOARD MEETING MINUTES**

**11. ACTION ITEMS**

11.1. Park Street Sub-division

**Resolution 32-23-13**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council receive the revised report from EcoVue Consulting Services, dated November 15, 2023, regarding the Park Street Subdivision Zoning By-law Amendment Application; and

FURTHER THAT the enclosed By-law, which rezones the subject property from the Residential Type Three-holding(R3-h) to the Residential Type Three-Exception One (R3-1) Zone, be approved.

AND FURTHER THAT Council forward the suggested conditions in Section 7.4 of the report for inclusion with the County's conditions of draft plan approval.

**Carried**

**12. INFORMATION ITEMS**

12.1. Richmond Landfill - Notice of Exceedances

12.2. Letter from Mr. Edgar Sweet

**Resolution 32-23-14**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council receive the Information items 12. 1 Richmond Landfill- Notice of Exceedances and 12.2 Letter from Edgar Sweet.

**Carried**

**13. NEW BUSINESS**

13.1. Hastings North Tourism Services funding request

**Resolution 32-23-15**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Deseronto Town Council receive item 13.1 - Hastings North Tourism Services Funding request.

**Carried**

13.2. Deseronto Transit 2022

**Resolution 32-23-16**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council authorize staff to reverse the two internal journal entries of \$8,900 as an expense to Transit and a revenue to Administration which will result in the \$8,900 being the Town's 2022 and 2023 contributions to Transit.

FURTHER THAT any surplus within the Transit department in 2022 and future years be transferred to a Transit Vehicle Replacement Reserve as there is no budgetary contribution for asset/capital replacement or depreciation expense.

**Carried**

13.3. Deseronto Community Centre Canteen Health Inspections

**Resolution 32-23-17**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council authorize the Arena Supervisor to contract the recommended repairs to complete the changeout or commercial mixing valve for the canteen and SW dressing rooms, change the commercial mixing valve in east side of Arena and fix the leak in the wall behind showers in the east side dressing rooms in the amount of \$5825.00 +HST.

**Carried**

**14. NOTICES OF MOTION**

**15. BY-LAWS**

- 15.1. Being a By-law under the provisions of Sections 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended, to amend By-law No. 27-2023, as amended, the Town of Deseronto Comprehensive Zoning By-law, with respect to certain lands located in Part of Lot 37, Concession A, geographic Township of Tyendinaga, Town of Deseronto, County of Hastings

**Resolution 32-23-18**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT By-Law 53-2023 Being a By-law under the provisions of Sections 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended, to amend By-law No. 27-2023, as amended, the Town of Deseronto Comprehensive Zoning By-law, with respect to certain lands located in Part of Lot 37, Concession A, geographic Township of Tyendinaga, Town of Deseronto, County of Hastings be read a first, second time and passed this 22nd day of November 2023.

**Carried**

**16. ANNOUNCEMENTS**

- 16.1. Mayor Johnston reminded Council and staff of the Deseronto Santa Claus Parade and Tree lighting taking place this Saturday at 4:00p.m.

**17. CLOSED SESSION**

- 17.1. Closed Session Items Under Section 239  
b) 2 under Personal matters about an identifiable person

**Resolution 32-23-19**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT Council under Section 239 of the Municipal Act and move into Closed Session to discuss 2 matters regarding personal matters about an identifiable individual(s), including municipal or local board employees

**Carried**

**18. INSTRUCTION TO STAFF**

**Resolution 32-23-20**

Moved by Councillor Kevin Smith  
Seconded by Deputy Mayor Steven Everhardus

THAT staff follow the direction of Council as discussed in Closed Session.

**Carried**

**19. BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL**

- 19.1. By-law 54-2023 to confirm the proceedings of Council for November 22, 2023

**Resolution 32-23-21**

Moved by Deputy Mayor Steven Everhardus  
Seconded by Councillor Kevin Smith

THAT By-law 54-2023, being a by-law to confirm the proceedings of the November 22, 2023 Regular Council meeting, having been read a first, second and third time, be assigned a number and finally passed this 22nd day of November 2023.

**Carried**

20.


**ADJOURNMENT**

**Resolution 32-23-22**

Moved by Councillor Kevin Smith  
Seconded by Deputy Mayor Steven Everhardus

THAT the Town of Deseronto Regular Council meeting of November 22, 2023 be adjourned.

**Carried**



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Mayor



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Clerk