

**Minutes of Committee of the Whole
December 14, 2021**

Time: 7:00 pm

Location: Electronic Participation/ Council Chambers



Meeting # 40

Council Present in Council Chambers: Mayor Ron Vandewal

Staff Present in Council Chambers: Angela Maddocks - Clerk

Council Present via Electronic Participation: Ray Leonard, John McDougall, Doug Morey, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth, Ross Sutherland

Staff Present via Electronic Participation: Neil Carbone - Chief Administrative Officer, Claire Dodds - Director of Development Services, Troy Dunlop - Manager of Technical Services and Infrastructure, Louise Fragnito - Director of Corporate Services and Treasurer.

1. Call to Order and Roll Call
 - a) Motion

Moved by Councillor Morey
Seconded by Councillor Sleeth

That the December 14, 2021 Committee of the Whole meeting be called to order at 7:00 p.m.

Carried

- b) The Clerk conducted the roll call as outlined in the attendance noted above.
2. Declaration of pecuniary interest and the general nature thereof
 - a) There were no declarations.
3. Approval of Agenda
 - a) Motion

Moved by Councillor Ruttan
Seconded by Deputy Mayor Revill

That the agenda for the December 14, 2021 Committee of the Whole meeting be approved.

Carried

4. Scheduled Closed Session (at end of agenda)
5. Public Meeting - not applicable
6. Delegations - none
7. Reports Requiring Direction

a) **Utilities Kingston Management Review**

Heather Roberts, Director, Water and Wastewater Services, Utilities Kingston, attended the meeting virtually to review the Utilities Kingston report on the drinking water quality management system for the Sydenham Water System. She noted that the Township as the owner of the Sydenham Drinking Water System is required by the Safe Drinking Water Act to ensure that the system is operated by an Accredited Operating Authority. Part of the entire accreditation process is the annual Management Review of the continuing suitability, adequacy and effectiveness of the Quality Management System.

Moved by Councillor Ruttan
Seconded by Councillor Sutherland

That the Council of the Township of South Frontenac, receive the Sydenham Drinking Water System Management Review Summary Report 2022, Accreditation Audit Report; and

That Council re-endorse the operation Plan for the Sydenham Drinking Water system and authorize the Mayor and chief Administration Officer to sign the Owner and Top Management Endorsement of the Operational Plan for Sydenham's Drinking Water Supply System document showing Council's endorsement of the plan.

Carried

b) **2022 Budget Direction**

Some comments from Council included:

- no support for additional staffing in Fire Services
- increase in funding for climate change initiatives - adding electronic vehicles to the fleet or at the very least include the "charging" network
- regular 2% tax rate has served the township well, however it is dependent on the cost of living - external drivers are always a consideration
- sidewalk on Notre Dame Street not included in the capital budget

Moved by Councillor Roberts
Seconded by Councillor Ruttan

That Committee of the Whole endorse the budget direction recommendations within the report from the Director of Corporate Services and Treasurer and the Chief Administrative Officer dated December 14, 2021, and provide any additional direction, to provide guidance for staff as they develop the 2022 Township Operating and Capital Budgets.

Carried

c) **Office Expansion Feasibility Study**

Moved by Councillor Sutherland
Seconded by Councillor _____

That Option 2 - Current Site - Expansion into Library be removed as an option in order to maintain the level of service that is provided to the community..

Carried

Moved by Councillor Morey
Seconded by Councillor Roberts

That Council approve the five (5) alternatives for the expansion or redevelopment of the Township's Administrative Offices as outlined in this report, for inclusion in the Request for Proposals to undertake an Administrative Office Expansion Feasibility Study.

8. Reports for Information

a) **Johnston Point Master Site Plan Approval**

This report provided background information about the Johnston Point Master Site Plan Control application. The Master Site Plan implements conditions from the Condominium Agreement and the Environmental Benefit Permit that governs the development of the 15 residential units and common elements (Block 16 & 17 – Hinterland Lane, Block 18 - Wetland & Block 19 – Island) in the Johnston Point Condominium.

9. Rise & Report from Committees of Council

a) **Frontenac County Council**

No report was available from Deputy Mayor Revill due to connectivity issues.

b) **Frontenac Community Arena Board**

Councillor Roberts reported that revenues are down due to loss of ice time due to COVID restrictions about 35 hours per month not being used.

c) **South Frontenac Museum Committee**

Councillor Leonard was unable to provide a verbal report due to connectivity issues.

Councillor McDougall indicated that the museum committee will be presenting a report in a newsletter next week.

10. Information Items

a) **County of Frontenac - Communal Services - Draft Business Case - Review of Comments**

This report reflects the concerns South Frontenac Council identified previously.

11. Notice of Motions - none

12. Announcements/Statements by Councillors

a) Mayor Vandewal noted the possibility of the next few meetings being conducted virtually and the need to resolve some of the connectivity issues.

He also extended greetings for a healthy Christmas and happy New Year given the COVID restrictions.

b) Neil Carbone noted that the municipal offices will be closed earlier than usual for the Christmas holidays due to the growing number of COVID-19 cases in the region and where possible services will continue as per usual in past office closures.

c) Councillor Sutherland referred to the recent long term power outage for many residents due to a wind storm and commended both Public Services staff and

Hydro One staff for their work in resolving the matter and residents who have also helped in clearing fallen trees.

13. Question of Clarity (from the public on outcome of agenda items)

- a) There were no members of the public joined virtually.

14. Closed Session

- a) **Motion**

Mayor Vandewal and Councillor Leonard declared a pecuniary interest at this point of the meeting as there was not clarity as to the specific details of the discussion around labour relations and the upcoming CUPE Collective Bargaining. Neither individual were in attendance to be part of the discussion.

Deputy Mayor Revill chaired this portion of the meeting.

Moved by Councillor Roberts
Seconded by Councillor Sleeth

That Council move into closed session as permitted by the Municipal Act Section 239.2 (d) to discuss matters related to labour relations or employee negotiations regarding upcoming CUPE Collective Bargaining; and 239.2 (e) litigation and potential litigation regarding the township's action with respect to the harassment of an employee.

Carried

- b) **Litigation or Potential Litigation - Township action regarding the harassment of an employee**
- c) **Labour Relations - Upcoming CUPE Collective Bargaining**
- d) **Motion - Move out of Closed Session**

Moved by Councillor McDougall
Seconded by Councillor Roberts
That Council move out of closed session.

Carried

15. Adjournment

- a) Motion

Moved by Councillor Morey
Seconded by Councillor Sleeth

That the December 14, 2021 Committee of the Whole meeting be adjourned at 8:57 p.m.

Carried