

Minutes of Council
September, 5, 2017

Time: 6:00 PM

Location: Council Chambers

Meeting # 26

Present: Mayor Ron Vandewal, Pat Barr, Brad Barbeau, John McDougall, Alan Revill, Mark Schjerner, Ron Sleeth, Ross Sutherland

Staff: Wayne Orr, Chief Administrative Officer, Forbes Symon, Manager of Development Services, Mark Segsworth, Public Works Manager, Louise Fragnito, Treasurer, Angela Maddocks, Executive Assistant.

1. Call to Order

a) Resolution

Resolution No. 2017-26-01
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT the Council meeting of September 5, 2017 be called to order at 6:00 p.m.
Carried

2. Declaration of pecuniary interest and the general nature thereof

a) Councillor Revill declared a pecuniary interest with respect to Page 19 of the Accounts Payable Listing.

b) Councillor Sleeth declared a pecuniary interest with respect to Agenda Item 7(d) as he is an adjacent property owner.

c) Mayor Vandewal declared a pecuniary interest with respect to Page 17 of the Accounts Payable Listing.

3. Scheduled Closed Session

a) Resolution - Move into Closed Session

Resolution No. 2017-26-02
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT Council move into closed session to discuss labour relations and matters concerning an identifiable individual, property matters and to approve minutes from previous closed session meetings.

Carried

b) Approval of minutes from previous closed session meetings

c) Labour Relations and Employee Relations

d) Property Acquisition

e) Matters about an identifiable individual

f) Resolution - Move out of Closed Session

Resolution No. 2017-26-04

Moved by Councillor Sleeth
Seconded by Councillor Revill

THAT Council move out of closed session at 7:12 p.m.

Carried

4. ***Recess - reconvene at 7:20 p.m. for Open Session

5. Public Meeting

a) Resolution

Resolution No. 2017-26-05
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT a public meeting be held to discuss planning matters related to:

- Closing of Unopened Road Allowance in Concession V, Part of Lot 7, Portland District
- Closing of Unopened Road Allowance in Concessions II and III, Lot 18, Bedford District

Carried

b) Closing of Unopened Road Allowance in Concession V, Part of Lot 7, Portland District - Jutras

Forbes Symon reviewed the report noting that through initial inquiries about the proposed multi residential use of the land the owner was advised by the health unit that an engineered septic system would need to be developed to place the required septic field for the three residences. The road allowance would add 0.1 acre onto the property but it would increase the interior side yard where the septic system is located.

Mayor Vandewal stated that if the neighbouring property owners have no objections, he felt the township should not have any concern with this road closing.

There were no comments from the public.

c) Closing of Unopened Road Allowance in Concession II and III, Lot 18, Bedford District-Doward

Forbes Symon explained that the ten waterfront lots were created in 1968 through a series of land transfers, part of this transaction included a 2.7 metre wide roadway connecting all of the lots which links with Hickey Lane providing their legal access. This is an extremely unusual property configuration in that the 2.7 metre wide travelled access road is actually a part of the subject lot. Part of the Township road allowance was closed by By-law No. 27-96 by the Township of Bedford in 1996 where it crossed four of the residential lots, however, the by-law did not close these two small pieces. The owner is now requesting that they be closed and transferred to him.

There were no comments from Council or the public.

d) Resolution - Close Public Meeting

Resolution No. 2017-26-06
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT an opportunity having been provided, the public meeting be closed.

Carried

6. Approval of Minutes

a) Minutes of the August 1, 2017 Council meeting

Resolution No. 2017-26-07
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT Council approves the minutes of the August 1, 2017 Council meeting.

Carried

7. Business Arising from the Minutes

a) Notice of Motion - Public Engagement on Pre-Consultation

Resolution No. 2017-26-08
Moved by Councillor Sutherland
Seconded by Councillor Revill

THAT the Township issue an electronic notice through social media, that a concept plan for a subdivision/condominium proposal is being presented to the Committee of the Whole, coinciding with step 4 in the DRAFT- Plan of Subdivision / Condominium Flowchart;

AND THAT the Township, within one week of the Township receiving notice of a complete application from the County shall install a durable sign in a visible location on the road allowance at the edge of the property, coinciding with step 8 in the DRAFT - Plan of Subdivision / Condominium Flow Chart;

AND THAT the sign shall be at least 1 metre by 1.2 metres in size and contain the information specified by the Planning Department;

AND THAT public notice be given in print and electronic media at least one week before the Township Conditions of Draft Approval will be discussed at the Committee of the Whole, coinciding with step 12 in the DRAFT- Plan of Subdivision / Condominium Flowchart.

Carried

b) Outdoor Solid Fuel Burning Appliances - See By-law 2017-50

8. Reports Requiring Action

a) Louise Fragnito, Treasurer, re: Appointment of Deputy Treasurer

See By-law 2017-54

b) Louise Fragnito, Treasurer, re: Recruitment Policy

See By-law 2017-55

c) Forbes Symon, Manager of Development Services, re: Heritage Committee Terms of Reference from Development Services Committee

Resolution No. 2017-26-09
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT Council approves the Heritage Committee Terms of Reference attached to this report;

AND direct staff to recruit members in accordance with the Terms of Reference for Council's consideration.

Carried

- d) Forbes Symon, Manager of Development Services, re: Shield Shores - Recommended Draft Plan Conditions

Mr. Symon recommended to Council that this item be deferred until the issue with developing on a narrow water body be addressed by the developer. Council supported his recommendation.

- e) Forbes Symon, Manager of Development Services, re: Removal of Holding Symbol: Deodato

See By-law 2017-53.

- f) Forbes Symon, Manager of Development Services, re: Assumption of various road widenings

See By-law 2017-56.

- g) Mark Segsworth, Public Works Manager, re: Top-Up Support from Ontario Community Infrastructure Fund

Resolution No. 2017-26-10
Moved by Councillor Revill
Seconded by Councillor Sleeth

THAT Council approves the Bedford Road Project as the Township of South Frontenac's OCIF Top-up Submission;

AND THAT Council request 50% in top up.

Carried

- h) Mark Segsworth, Public Works Manager, re: Process for Assumption of Non-Subdivision Roads

Resolution No. 2017-26-11
Moved by Councillor Sleeth
Seconded by Councillor Revill

THAT Council adopt the criteria outlined in Report to Council dated September 5, 2017 for Assumption of Non-Subdivision Roads.

Carried

- i) Mark Segsworth, Public Works Manager, re: Tender No. PW-2017-18 Road Reconstruction & Storm Drainage Improvement on Bedford Road

Resolution No. 2017-26-12
Moved by Councillor Revill
Seconded by Councillor Sutherland

Minutes of Council
September, 5, 2017

THAT Council approves the bid of Bricaza Corporation for Tender No. PW-2017-18, Road Reconstruction and Storm Drainage Improvement on Bedford Road, in the amount of \$1,490,941.04, including the Non-Refundable HST.

Carried

- j) Wayne Orr, Chief Administrative Officer, re: RFP Electronic Voting 2018
Municipal Elections

Resolution No. 2017-26-13
Moved by Councillor Sutherland
Seconded by Councillor Revill

THAT Council award the contract for the provisions of Electronic Voting Services (both internet and telephone) to Intelivote Systems Inc. for an upset of \$40,500.00 plus applicable taxes;

AND THAT the funds for this expense be allocated from the election reserve.

Carried

- k) Wayne Orr, Chief Administrative Officer, re: Council Code of Conduct - Integrity
Commissioner

Resolution No. 2017-26-14
Moved by Councillor Revill
Seconded by Councillor Sutherland

THAT Council confirm its interest in drafting a common Council Code of Conduct, Complaint Policy and Council-Staff Relations Policy and pursuing a joint process for securing the services of an Integrity Commissioner with the other Frontenac Municipalities.

Carried

- l) Wayne Orr, Chief Administrative Officer, re: Flag Raising Protocol Policy

Resolution No. 2017-26-15
Moved by Councillor Sutherland
Seconded by Councillor Revill

THAT Council adopt the Flag Raising Protocol Policy as presented.

Deferred

- m) Wayne Orr, Chief Administrative Officer, re: Social Media Policy

Resolution No. 2017-26-16
Moved by Councillor Sutherland
Seconded by Councillor Sleeth

THAT Council adopt the Social Media Policy as presented.

Carried

9. Committee Meeting Minutes

- a) Minutes of the June 22, 2017 Public Services Committee meeting
b) Minutes of the June 27, 2017 Development Services Committee meeting
c) Minutes of the July 11, 2017 Corporate Services Committee meeting
d) Minutes of the Joint Lake Association meeting held August 17, 2017.

- e) Minutes of the April 24, 2017 South Frontenac Recreation meeting
- f) Minutes of May 15, 2017 South Frontenac Recreation meeting
- g) Minutes of the June 19, 2017 South Frontenac Recreation meeting
- h) Minutes of the June 7, 2017 - Loughborough District Canada Day Committee meeting
- i) Minutes of the June 20, 2017 Loughborough District Canada Day Committee meeting

Resolution No. 2017-26-17
Moved by Councillor Revill
Seconded by Councillor Sutherland

THAT Council receives for information the minutes of the following committee meetings:

- South Frontenac Recreation Committee meetings held April 24, May 15 and June 19, 2017
- Public Services Committee meeting held June 22, 2017
- Development Services Committee meeting held June 27, 2017
- Corporate Services Committee meeting held July 11, 2017
- Joint Lake Association meeting held August 17, 2017
- Loughborough District Canada Day meetings held June 7 and June 20, 2017

Carried

10. By-Laws

- a) By-law 2017-50 - Outdoor Solid Fuel Burning Appliances

Resolution No. 2017-26-18
Moved by Councillor Revill
Seconded by Councillor Sutherland

THAT the following by-laws be given first and second reading:

- By-law 2017-50
- By-law 2017-51
- By-law 2017-52
- By-law 2017-53
- By-law 2017-54
- By-law 2017-55
- By-law 2017-56

Carried

Resolution No. 2017-26-19
Moved by Councillor Sutherland
Seconded by Councillor Revill

THAT the By-law be amended to include clauses 4 and 8 as per the options presented in the report.

Defeated

Resolution No. 2017-26-20
Moved by Councillor Schjerning
Seconded by Councillor McDougall

THAT By-law 2017-50, being a by-law to regulate outdoor solid fuel burning appliances in accordance with the Municipal Act, 2001, be given third reading, signed and sealed.

Carried

b) By-law 2017-51 - Road Widenings

Resolution No. 2017-26-21
Moved by Councillor Schjerning
Seconded by Councillor McDougall

THAT By-law 2017-51, being a by-law to stop up, close and sell a portion of an unopened road allowance in Part of Lot 7, Concession V, Plan 57, Portland District, be given third reading, signed and sealed.

Carried

c) By-law 2017-52 - Close Road Allowance - Con II and III, Lot 18, Bedford

Resolution No. 2017-26-22
Moved by Councillor McDougall
Seconded by Councillor Schjerning

THAT By-law 2017-52, being a by-law to stop up, close and sell portions of an unopened road allowance in Part of Lot 18, between Concessions II and III, Bedford District, be given third reading, signed and sealed.

Carried

d) By-law 2017-53 - Remove H Symbol from Zoning Map - Con VI, Pt Lot 22, Loughborough

Resolution No. 2017-26-23
Moved by Councillor McDougall
Seconded by Councillor Schjerning

THAT By-law 2017-53, being a by-law to remove the holding "H" symbol from the zoning map for Part of Lot 22, Concession VI, Loughborough District, be given third reading signed and sealed.

Carried

e) By-law 2017-54 - Deputy Treasurer Appointment

Resolution No. 2017-26-24
Moved by Councillor Schjerning
Seconded by Councillor McDougall

THAT By-law 2017-55, being a by-law to appoint a Deputy Treasurer be given third reading, signed and sealed.

Carried

f) By-law 2017-55 - Recruitment Policy

Resolution No. 2017-26-25
Moved by Councillor McDougall
Seconded by Councillor Schjerning

THAT By-law 2017-55, being a by-law to amend By-law 2004-111, as amended, to replace Schedule C, be given third reading, signed and sealed.

Carried

g) By-law 2017-56 - Assumption of Road Widening

Resolution No. 2017-26-26
Moved by Councillor Schjerner
Seconded by Councillor McDougall

THAT By-law 2017-56, being a by-law to assume as common and public highway certain lands in the Township of South Frontenac, pursuant to Section 31(6) of the Municipal Act, 2001, be given third reading, signed and sealed.

Carried

11. Reports for Information

- a) Accounts Payable and Payroll Listing
- b) PW-2017-09 - Moreland-Dixon Road Culvert Replacement

12. Information Items

- a) Jannette Amini, Manager of Legislative Services/Clerk, County of Frontenac, re: Accommodation Review and Strategy for Growth
- b) Jannette Amini, Manager of Legislative Services/Clerk, County of Frontenac, re: Expanded Public Notification Provisions regarding planning applications.
- c) Sylvia Jones, MPP, Dufferin-Caledon, Deputy Leader of the PC Caucus, re: Bill 141, Sewage Bypass Reporting Act
- d) David & Rebecca Kelly, re: Enchanted Beachfront Retreat and Spa
- e) Around the Rideau - July/August 2017 Issue
- f) Township of Georgian Bay, re: Request for resolution endorsement regarding invasive species
- g) 2018 ROMA Conference - January 21-23, 2018
- h) Thank you letter from Sydenham Lakes and Trails Festival
- i) G. Bruce Mighton, Manager, Land Claims and Treaties Section, MNRF, re: Agreement in Principle with Algonquins of Ontario

13. Notice of Motions

- a) Councillor Barr served a notice of motion indicating that the Fermoy Hall Community Group will be applying for a Trillium Grant to fund upgrades to the hall.

14. Announcements

- a) Mayor Vandewal requested that the procedural by-law be suspended to allow for the consideration of a funding request.

Resolution No. 2017-26-27
Moved by Councillor Sleeth
Seconded by Councillor Sutherland

THAT Council suspend the procedural by-law to consider a donation to the fundraising campaign for playground equipment at Loughborough Public School;

AND THAT Council donate \$1000.00.

Carried

15. Question of Clarity

- a) Fran Willes referred to the Shield Shores development proposal and asked if the sonar and GPS will be utilized in the future for measuring the depth of water. She commended the Planning Department for utilizing this equipment.

Wayne Orr noted that the equipment used was Mr. Symon's and not owned by the township.

16. Closed Session - n/a

17. Confirmatory By-law

- a) By-law 2017-57

Resolution No. 2017-26-28
Moved by Councillor McDougall
Seconded by Councillor Schjerning

THAT By-law 2017-57, being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac, be given first and second reading this 5 day of September, 2017.

Carried

Resolution No. 2017-26-29
Moved by Councillor Schjerning
Seconded by Councillor McDougall

THAT By-law 2017-57, being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac, be given third reading, signed and sealed this 5 day of September, 2017.

Carried

18. Adjournment

- a) Resolution

Resolution No. 2017-26-30
Moved by Councillor McDougall
Seconded by Councillor Schjerning

THAT the Council meeting of September 5, 2017 be adjourned at 9:05 p.m.

Carried

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer