

Minutes of Council  
May, 19, 2020

Time: 7:00 PM

Location: Electronic Participation



## Meeting #12

Present in Council Chambers: Mayor Ron Vandewal

Present via teleconference: Pat Barr, Ray Leonard, Doug Morey, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth, Ross Sutherland

Staff Present in Council Chambers: Neil Carbone - Chief Administrative Officer, Angela Maddocks - Clerk, Louise Fragnito - Director of Corporate Services & Treasurer, Mark Segsworth - Director of Public Services

Staff Present via teleconference Claire Dodds - Director of Development Services, Darcy Knott - Director of Fire and Emergency Services

1. Call to Order

a) **Roll Call - Council Members and Staff**

The Clerk conducted the roll call.

b) **Resolution**

Resolution No. 2020-12-01

Moved by Councillor Barr

Seconded by Deputy Mayor Sutherland

That the Council meeting of May 19, 2020 be called to order at 7:00 p.m.

Carried

2. Declaration of pecuniary interest and the general nature thereof

a) There were no declarations.

3. Approval of Agenda

a) **Resolution**

Resolution No. 2020-12-02

Moved by Councillor Ruttan

Seconded by Councillor Revill

That the agenda for the May 19, 2020 Council meeting be adopted as presented.

Carried

4. Scheduled Closed Session - not applicable

5. \*\*\*Recess\*\*\* - not applicable

6. Delegations - not applicable

7. Public Meeting - not applicable

8. Approval of Minutes

a) **April 14, 2020 Council Meeting**

Resolution No. 2020-12-03

Moved by Councillor Ruttan

Seconded by Councillor Revill

That the minutes of the April 14, 2020 Council meeting be approved.

Carried

b) **May 5, 2020 Council Meeting**

Resolution No. 2020-12-04

Moved by Councillor Sleeth

Seconded by Councillor Morey

That the minutes of the May 5, 2020 Council meeting be approved.

Carried

9. Business Arising from the Minutes

a) **Devil Lake Causeway - Pedestrian Safety**

See By-law 2020-25

10. Reports Requiring Action

a) **Support for WTC's Application to CRTC Broadband Fund**

Resolution No. 2020-12-05

Moved by Deputy Mayor Sutherland

Seconded by Councillor Barr

That the Council of the Township of South Frontenac strongly supports WTC Communication's application to the CRTC Broadband Fund for the expansion of high-speed internet services to our community.

Carried

b) **Strategic Plan Action Items & Key Performance Indicators**

Resolution No. 2020-12-06

Moved by Councillor Roberts

Seconded by Councillor Leonard

That Council approves the list of 2020-2021 Strategic Plan Action Items requiring Council endorsement, attached to the CAO's report dated May 19, 2020 as Schedule A; and,

That Council approves the list of 2020-2021 Strategic Plan activity-based key performance indicators attached to the CAO's report dated May 19, 2020 as Schedule B; and,

That Council approves the list of 2020-2021 Strategic Plan Broad Economic and Community Indicators attached to the CAO's report dated May 19, 2020 as Schedule C.

Carried

c) **Flag Protocol Policy (Amendment)**

Resolution No. 2020-12-07

Moved by Councillor Morey

Seconded by Councillor Sleeth

That Council approve the amendment to the Flag Protocol Policy attached to the Clerks report dated May 19, 2020, as amended.

Carried

d) **Climate Change Adaptation**

Resolution No. 2020-12-08

Moved by Councillor Revill

Seconded by Councillor Ruttan

That Council approve a limited scope approach to the creation of a climate Change Adaptation and Mitigation Strategy as outlined in Option 2 under the Analysis/Discussion section of the Chief Administrative Officer's report dated May 19, 2020.

Carried

e) **Appointment of Acting Deputy Treasurer**

See By-law 2020-26.

f) **Sydenham Water Financial Plan 2020-2026**

Resolution No. 2020-12-09

Moved by Deputy Mayor Sutherland

Seconded by Councillor Ruttan

That Council support the 2020-2026 Financial Plan for Sydenham Water as attached to the report from the Director of Corporate Services and Treasurer dated May 19, 2020.

Carried

g) **Delegation of Consent Authority**

See By-law 2020-27

h) **Chief Administrative Officer - Performance Appraisal Framework**

The Clerk opened the floor for nominations to appoint two Councillors names to be inserted into the resolution.

Councillor Morey nominated Councillor Leonard and Councillor Barr seconded the nomination. Councillor Leonard accepted the nomination.

Councillor Roberts nominated Councillor Revill and Councillor Leonard seconded the nomination. Councillor Revill accepted the nomination.

Mayor Vandewal was not in support of the motion as presented therefore a recorded vote was conducted. Councillors Barr, Morey, Ruttan and Deputy Mayor Sutherland voted in favour of the motion with the remainder of Council voting against, therefore the motion was defeated.

Resolution No. 2020-12-10

Moved by Councillor Leonard

Seconded by Councillor Roberts

THAT Council adopt an approach to the CAO's performance appraisal based upon the CAO Performance Evaluation Tool Kit created by the Canadian Association of Municipal Administrators (CAMA), attached as schedule A to the CAO's Report dated May 19, 2020; and,

THAT Council approve the modified CAO appraisal framework and timeline for 2020 as outlined in the CAO's Report dated May 19, 2020; and

THAT Council adopt the list of core competencies attached as Schedule B to the CAO's report dated May 19, 2020; and,

THAT Council adopt the CAO Performance Appraisal Template attached as Schedule C to the CAO's Report dated May 19, 2020,

THAT Council appoints Mayor Vandewal and Councillors Leonard and Revill to a CAO performance review committee for 2020.

Defeated

i) **Proclamation for Youth Month**

Resolution No. 2020-12-11

Moved by Councillor Revill

Seconded by Councillor Ruttan

That Council proclaim May as being Youth Month in South Frontenac.

Carried

j) **PW-RFQ1- 2020 Request for Contracted Equipment, Materials & Trades**

Resolution No. 2020-12-12

Moved by Councillor Revill

Seconded by Councillor Ruttan

That Council authorizes the purchase of materials and culverts, the contracting of trades and the rental of equipment all within set budgets as per the attachments to the 2018 Request for Quote, Equipment and Materials report from the Director of Public Services dated May 19, 2020.

Carried

11. Committee Meeting Minutes - not applicable

12. By-laws

a) **By-law 2020-25 - Devil Lake Causeway - Pedestrian Traffic**

Resolution No. 2020-12-13

Moved by Councillor Roberts

Seconded by Councillor Leonard

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

- By-law 2020-25
- By-law 2020-26
- By-law 2020-27

Carried

Resolution No. 2020-12-14

Moved by Councillor Revill

Seconded by Councillor Sleeth

That By-law 2020-25, being a by-law to prohibit pedestrians from standing and/or loitering at all times along Perth Road at the Devil Lake Causeway, be given third reading, signed and sealed.

Carried

b) **By-law 2020-26 - Appointment of Acting Deputy Treasurer**

Resolution No. 2020-12-15

Moved by Councillor Morey

Seconded by Councillor Ruttan

That By-law 2020-26, being a by-law to provide for the appointment of a Deputy Treasurer, be given third reading, signed and sealed.

Carried

c) **By-law 2020-27 - Delegation of Authority for Undisputed Consents**

Resolution No. 2020-12-16

Moved by Deputy Mayor Sutherland

Seconded by Councillor Barr

That By-law 2020-27, being a by-law to to delegate authority to grant consent and validation certificates to staff, be given third reading, signed and sealed.

Carried

13. Reports for Information

a) **County Extension of Draft Plan Approval for Plans of Subdivision and Condominiums**

b) **Planning Department - 1st Quarter Statistics**

c) **2019 Draft Financials**

d) **Tender PW-2020-22 - Tag Along Float Trailer**

e) **Tender No. PS-2020-07, 2020 Crack Sealing Program**

14. Information Items - not applicable

15. Notice of Motions - not applicable

16. Announcements/Statements by Councillors

- a) As a follow up to Agenda Item 10 a) regarding broadband, Deputy Mayor Sutherland asked if staff could determine where fibre exists in South Frontenac. He asked if the Rideau Lakes agreement with WTC could be included in the next Council agenda.

Neil Carbone, CAO reported that he has stated the process by asking service providers however they do not provide a level of detail that is useful, this is better done by individual addresses. the CAO noted that the WTC agreement is a public document and will be included in the next council agenda.

- b) Mayor Vandewal suggested that fellow Council members give some thought to having "in person" Council meetings as the social distancing aspect could be achieved in the chambers.

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

a) **COVID 19- Comments & Questions received up to and including May 13, 2020**

18. Closed Session - not applicable

19. Confirmatory By-law

a) **By-law 2020-28**

Resolution No. 2020-12-17

Moved by Councillor Roberts

Seconded by Councillor Leonard

That By-law 2020-28, 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 19 day of May, 2020.

Carried

Resolution No. 2020-12-18  
Moved by Councillor Sleeth  
Seconded by Councillor Revill

That By-law 2020-28, 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 19 day of May , 2020.

Carried

20. Adjournment

a) **Resolution**

Resolution No. 2020-12-19  
Moved by Councillor Barr  
Seconded by Deputy Mayor Sutherland

That the Council meeting of May 19, 2020 be adjourned at 8:13 p.m.

Carried

---

Ron Vandewal, Mayor

---

Angela Maddocks, Clerk