

Minutes of Council  
October, 19, 2021

Time: 7:00 PM

Location: Electronic Participation



### Meeting # 30

**Council Present in Council Chambers:** Mayor Ron Vandewal, 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, Claire Dodds - Director of Development Services, Troy Dunlop - Manager of Technical Services & Infrastructure, Louise Fragnito - Director of Corporate Services & Treasurer

**Staff Present via Electronic Participation:** Christine Woods - Senior Planner

1. Call to Order and Roll Call

a) Resolution

Resolution No. 2021-30-01

Moved by Councillor Leonard

Seconded by Councillor Roberts

That the Council meeting of October 19, 2021 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. 2021-30-02

Moved by Councillor Ruttan

Seconded by Councillor Revill

That the agenda for the October 19, 2021 Council meeting be approved as presented.

Carried

4. Scheduled Closed Session - not applicable

5. Delegations - none

6. Public Meeting

a) **Resolution and Public Meeting Statement**

Resolution No. 2021-30-03

Moved by Councillor Morey

Seconded by Councillor Sleeth

That a public meeting be held to allow for input on planning matters related to Zoning By-law Amendment Applications Z-21-12 and Z-21-13.

b) **Zoning By-law Amendment Application - Z-21-12 - Walter & Heather Freeman - 4994 Battersea Road**

Christine Woods, Senior Planner presented a brief background on this application and turned the presentation over to Chris Clarke, the agent and planner for this application.

Mr. Clarke, ZanderPlan Ltd noted that this rezoning was not a condition of the severance application that severed the existing dwelling at 4994 Battersea road from the property. The retained lands include Stonehenge Industries which is a custom dog food business. The purpose of this application is to rezone from Urban Residential- First Density to a Site Specific - Urban Industrial Exception zone and to recognize the current use that is permitted in the UR Zone. This rezoning will add an accessory dwelling as a permitted use, yard setback deficiencies and prohibit the use of agricultural buildings for livestock use. Mr. Clarke noted that Class 1 industrial uses are not permitted in the current UI Zone, accessory dwellings in this zone are only permitted for a caretaker or security guard; this exception (rezoning) will remove that requirement. Some of the existing buildings require relief as they do not meet the 22 metre side yard requirement and the newly severed lot requires relief from the setback requirements.

Mr. Clarke reviewed the background for Stonehenge Industries that started as a family business in 1956 and was restructured to Stonehenge Industries in 1992. The business produces custom raw dog foods that are sold in packages and stored. There are no cooking of products and therefore no emissions. They operate on normal business hours but are closed on Sunday and have noted that there are approximately 75 vehicle trips and 10 truck trips per week.

Mr. Clarke reviewed the Class 1 Industry - D-Series guidelines noting the minimum separation distance of 20 meters for Class 1 and the potential influence area of 70 metres. The business involves no cooking or processes that would create nuisance impacts since the majority of the residential yard is beyond 20 metres.

Christine Woods explained that this application was circulated to Public Services staff and they indicated on September 30, 2021, that they have no objection to the approval of this application. Building Services did not provide comments on the application as the proposal does not involve additional development. Cataraqui Conservation indicated on September 23, 2021, that they have no objection to the approval of this application. They noted that any future development would be required to be setback a minimum of 30 metres from the watercourse and any wetlands. At the time of writing the report no public comments were received however since then Edward Izatt who owns property across the road has indicated he supports the application.

Ms. Woods explained that staff have not completed their review in terms of policy analysis however in general it would need to meet the guidelines set out in the Provincial Policy Statement, the Frontenac County Official Plan and the Township of South Frontenac's Official Plan. She explained that the Provincial Policy Statement 2020 (PPS) states that healthy, integrated and viable rural areas, which include rural settlement areas, should be supported by promoting diversification of the economic base and employment opportunities through goods and services, including value-added products. The County of Frontenac Official Plan, consistent with the PPS, promotes ways to enhance local employment based in settlement areas and along major transportation routes. The Township of South Frontenac Official Plan also promotes opportunities for a varied and balanced industrial/commercial base in the settlement areas. The South Frontenac Official Plan indicates that residential development should not

be located adjacent to commercial or industrial uses, and vice versus, in settlement areas. Appropriate buffering or screening is required where these uses are adjacent to residential development.

Councillor Sleeth indicated he is very familiar with this operation and urged Council to support this application noting that this is a third generation operation that has provided employment in the area for several years.

Mayor Vandewal was somewhat concerned about the main house being severed although he recognized there are two remaining residences. He noted this operation is a tremendous improvement to previous operations.

There were no comments from the public on this application and no one registered to comment through the electronic meeting registration process.

c) **Zoning By-law Amendment Application - Z-21-13 - Kim Kot/Kevin Bovey - Concession 1 Part of Lots 18 and 19**

Christine Woods, Senior Planner reviewed this application and indicated that the subject lands are subject to consent application S-45-21-S for a lot addition which was given provisional approval subject to conditions by the Director of Development Services on September 8, 2021 that requires these lands to be rezoned. The subject lands consist of approximately 0.6 hectares (1.5 acres) of vacant agricultural land with 15 metres of frontage on Perth Road. The lands are zoned Rural (RU) and are being added to 3851 Davidson Road which is zoned Urban Commercial – Special Provision (UC-28) . 3851 Davidson Road is developed with a lawn, garden and farm equipment and supplies sales outlet (Maple Country Home & Farm Ltd.). The sewage system for the business is located south of the building, tight to the property line. The parcel to be enlarged is subject to site plan control. The reason for the lot addition was so that the owner of 3851 Davidson Road can safely move product around the property without equipment travelling over the sewage system or through the parking lot, thus avoiding conflict with customers and vehicles. The lot addition may also facilitate a future expansion of the business which would be subject to site plan control.

Ms. Woods noted that this application did not meet the criteria for circulation to any Township departments or to the Conservation Authority and that there have been no comments have been received from members of the public to date.

With respect to the preliminary planning analysis, the proposal to rezone the lands through application Z-21-13 is consistent with the 2020 PPS as well as the County and Township Official Plans.

The lot addition to 3851 Davidson Road would support an existing commercial use in the Inverary settlement area. It would provide an opportunity to create a safer environment for customers and employees through the way product and equipment is moved around the site. The lot addition may also facilitate a future expansion of the business but would require an amended site plan agreement to address matters such as adequate buffering adjacent to residential uses, lighting, parking, drainage, noise and traffic movement. Ms. Woods noted that a detailed policy analysis will be provided in a subsequent report to Council following the public meeting.

Councillor Morey questioned whether this property is within hamlet boundaries of Inverary.

Christine Woods noted that the property at 3851 Davidson Road is zoned UC-28 and this is a zone that is associated with being in the settlement area. The

property that is providing the lot addition lands is zoned Rural and would be considered outside of the settlement area.

Councillor Roberts spoke in support of the application and that the lot addition will allow better traffic flow within the commercial lot.

Councillor Sleeth agreed this will improve their ability to move material around and provide better traffic flow.

Mayor Vandewal asked about the property going in behind an existing residential property and if this would be problematic if future commercial expansion happens. He wondered if the zoning would prohibit the commercial operation from constructing an additional larger building.

Christine Woods indicated that the UGC zone includes the provision to allow for greater setbacks from residential properties however there could be limitations on what it could be used for. She confirmed that if the owner does have plans to enlarge but this would require that the site plan agreement be amended.

There were no comments from the public.

d) **Close Public Meeting - Resolution**

Resolution No. 2021-30-04

Moved by Councillor Roberts

Seconded by Councillor Leonard

That having provided an opportunity for input on planning matters, the public meeting be closed.

Carried

7. Approval of Minutes - not applicable

8. Business Arising from the Minutes

9. Reports Requiring Action

a) **Declaration of Vacancy**

A recorded vote was requested for Resolution # 2021-30-08. Councillor Sutherland voted against the motion with the remaining Councillors voting in favour.

Resolution No. 2021-30-05

Moved by Councillor Roberts

Seconded by Councillor Revill

That in accordance with section 262 (1) of the Municipal Act, the Council of the Corporation of the Township of South Frontenac declares the office held by Councillor Pat Barr to be vacant.

And That Council fill the vacant seat through a public process by advertising for interested individuals to apply for the role, including their background, credentials and reasons for interest.

Resolution No. 2021-30-06

Moved by Councillor Sutherland

Seconded by Councillor Morey

That the motion be separated.

Carried

Resolution No. 2021-30-07

Moved by Councillor Roberts

Seconded by Councillor Revill

That in accordance with section 262 (1) of the Municipal Act, the Council of the Corporation of the Township of South Frontenac declares the office held by Councillor Pat Barr to be vacant.

Carried

Resolution No. 2021-30-08

Moved by Councillor Roberts

Seconded by Councillor Revill

That Council fill the vacant seat through a public process by advertising for interested individuals to apply for the role, including their background, credentials and reasons for interest.

Carried (Recorded Vote)

b) **2022 Municipal Election - Voting Method**

Resolution No. 2021-30-09

Moved by Councillor Revill

Seconded by Councillor Ruttan

That Council supports the continued use of internet and telephone voting for the 2022 Municipal Election, and

That staff be directed to initiate a joint RFP with the other Frontenac Municipalities for telephone and internet voting service providers for the 2022 municipal election.

Carried

c) **Deputy Mayor Appointment**

Councillor Revill was nominated by Councillor Sutherland and the nomination was seconded by Councillor Ruttan. Councillor Revill accepted the nomination.

Resolution No. 2021-30-10

Moved by Councillor Sleeth

Seconded by Councillor Morey

That Council proceed to fill the role of Deputy Mayor through a nomination process and vote by Council at the Council meeting of October 19, 2021; and That Alan Revill be appointed as Deputy Mayor until May 31, 2022, to be effective November 2, 2021.

Carried

d) **Hartington Subdivision - Extension of Draft Plan Approval**

Resolution No. 2021-30-11

Moved by Councillor Roberts

Seconded by Councillor Leonard

That South Frontenac Council recommend the County of Frontenac extend draft plan approval for a period of two years for application 10T-2013/002, subject to the conditions approved by the Local Planning Appeal Tribunal on November 15, 2018, and direct the Clerk to forward this resolution to the County Clerk.

Carried

e) **Southern Frontenac Community Services Corporation - Request for Capital Funding**

Resolution No. 2021-30-12

Moved by Councillor Sutherland

Seconded by Councillor Roberts

That Council support making a financial contribution to SFCSC's Grace Centre Expansion Project; and,

That Council direct staff to bring forward draft terms of a contribution agreement for financial support of SFCSC's Grace Centre Expansion Project based on the principles outlined in this report and the feedback provided by Council at the October 19, 2021 meeting.

Carried

f) **Truth and Reconciliation Commission - Calls To Action**

Resolution No. 2021-30-13

Moved by Councillor Morey

Seconded by Councillor Revill

That the Council of the Corporation of the Township of South Frontenac join other municipalities across Canada in responding to the Truth and Reconciliation Commission Calls to Action by adopting the principles of reconciliation to strengthen its relationship with indigenous communities and residents; and

That the Council of the Corporation of the Township of South Frontenac recognize September 30th as a National Day for Truth and Reconciliation in accordance with the Truth and Reconciliation Commission Calls to Action; and

That staff be directed to develop and implement a land acknowledgement along with staff from the other Frontenac municipalities thereby creating a unified approach to a meaningful partnership with regional indigenous community partners and residents.

Carried

10. Committee Meeting Minutes - none

11. By-laws (with associated report)

a) **By-law 2021-58 - Appointment of Building Inspector**

Resolution No. 2021-30-14

Moved by Councillor Sutherland

Seconded by Councillor Sleeth

That By-law 2021-58, being a by-law to appoint a Building Inspector, be given first and second reading.

Carried

Resolution No. 2021-30-15

Moved by Councillor Morey

Seconded by Councillor Roberts

That By-law 2021-58, be given third reading, signed and sealed.

Carried

12. Reports for Information

a) **Hinchinbrooke Road Reopening and Final Repairs**

b) **Rural Transit Solutions Fund - Joint Grant Application**

13. Information Items - not applicable

14. Notice of Motions

Minutes of Council  
October, 19, 2021

- a) Councillor Revill served a notice of motion that Council consider an appropriate commemoration of Pat Barr in recognition of her service as a Councillor for the past 8 years.

15. Announcements/Statements by Councillors

- a) Councillor Ruttan reported that he has received a lot of positive feedback on the multi purpose pad at Centennial Park. He noted his ongoing support for physically active communities and felt this particular site provides an opportunity or exercise for all ages and that this was a great investment in the community.
- b) Mayor Vandewal commended the Social Events committee who organized a family skate party at the Frontenac Arena despite a lower than anticipated turnout.

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

- a) Wilma Kenny had no questions of clarity but she appreciated having the opportunity to join virtually.

17. Closed Session - not applicable

18. Confirmatory By-law

- a) **By-law 2021-59**

Resolution No. 2021-30-16

Moved by Councillor Leonard

Seconded by Councillor Sleeth

That By-law 2021-59 being a by-law to confirm generally all actions and proceedings of the Council of the Corporation of the Township of South Frontenac be given first and second reading this 19 day of October 2021.

Carried

Resolution No. 2021-30-17

Moved by Councillor Revill

Seconded by Councillor Morey

That By-law 2021-59, being the confirmatory by-law, be given third reading, signed and sealed this 19 day October 2021.

Carried

19. Adjournment

- a) Resolution

Resolution No. 2021-30-18

Moved by Councillor Leonard

Seconded by Councillor Roberts

That the Council meeting of October 19, 2021 be adjourned at 8:50 pm.

Carried

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Ron Vandewal, Mayor

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Angela Maddocks, Clerk