

Minutes of Council
September, 21, 2021

Time: 7:00 PM

Location: Electronic Participation



Meeting # 28

Present in Council Chambers: Mayor Ron Vandewal, Pat Barr, 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 and Infrastructure, Christine Woods - Senior Planner.

1. Call to Order and Roll Call

a) Resolution

Resolution No. 2021-28-01

Moved by Councillor Sleeth

Seconded by Councillor Morey

That the Council meeting of September 21, 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. 2021-28-02

Moved by Councillor Revill

Seconded by Councillor Ruttan

That the agenda for the September 21, 2021 Council meeting be approved as presented.

Carried

4. Scheduled Closed Session - not applicable

5. Public Meeting

a) Resolution and Public Meeting Statement

The Clerk provided direction to members of the public on being notified of the decision on this application and the appeal process.

Resolution No. 2021-28-03

Moved by Councillor Sutherland

Seconded by Deputy Mayor Barr

That a public meeting be held to allow for input on planning matters related to Zoning By-law Amendment Application Z-21-17, Concession 11, Part Lots 6, 7 and 8 on Hinchinbrooke Road, Portland District.

- b) Zoning By-law Amendment Application Z-21-17 - Concession 11, Part Lots 6, 7 and 8 - Portland District (Allan)

Christine Woods, Senior Planner explained that the subject property is located east of Verona on Hinchinbrooke Road. The 30 hectare (76.3 acre) property consists of forest and wetlands. The subject property has frontage on Little Mud Lake and Hardwood Creek. There are a number of lanes that all run through the subject property. Multiple residential waterfront properties are accessed from these lanes. The subject property be changed from Rural (RU) to Limited Service Residential – Waterfront (RLSW). The effect would be to acknowledge that although the property has frontage on Hinchinbrooke Road, it is accessed from Silver Rock Lane. Essentially, the property's frontage is the intersection of the road and the lane. The RLSW zone is applicable to waterfront properties that are accessed from a private lane, such as Silver Rock Lane. The request is also being made in anticipation of provisional approval of multiple consent applications that are currently under review by the Township and identified in the mapping included in the presentation. Rezoning portions of the subject lands would be a condition of any consent approval. Consent applications S-31-21-P and S-32-21-P were for lot additions to two existing, developed, limited service residential waterfront properties and the provisional approval of the consent applications was granted subject to conditions by the Director of Development Services on August 6, 2021 as these consent applications met the criteria of an undisputed consent based on Delegation By-law 2020-27. Condition 10 requires the severed parcels (lot additions) to be rezoned to RLSW. The new zoning would bring the enlarged parcels into conformity with the Zoning By-law by placing it in one zone. Consent application S-67-21-P is also for a lot addition to an existing, developed, limited service residential waterfront property. Consent application S-51-21-P is for the creation of one new limited service residential waterfront property. These applications are currently under review by the Township.

The subject lands are also subject to road allowance closure application RC-21-06. According to application RC-21-06, the road allowance closure is being requested to facilitate a future lot addition trade with the landowner on the south side of the road allowance. Staff note that any future lot additions would be subject to consent applications. Ms. Woods noted that application RC-21-06 has not come before Council yet and she confirmed that a change in zoning on the subject property would not impact or obligate Council to consider the road closing any differently than through the normal road closing process

Comments have not yet been received from the Building Department (Sewage System Review) or from Quinte Conservation on this yet, however they will provide comments on the rezoning through their review of the consent applications. To date there have not been any public comments received on this application.

With respect to the preliminary planning analysis, Ms. Woods explained that there are two main policy themes that apply to the proposed rezoning. These themes are (1) limited service residential development, and (2) protecting natural heritage resources for long-term use.

Although the property has frontage on Hinchinbrooke Road, it is accessed from Silver Rock Lane, essentially, the property's frontage is the intersection of the road and the lane. The RLSW zone is applicable to waterfront properties that are accessed from a private lane, such as Silver Rock Lane. For this reason, it is appropriate to consider this rezoning application for the entire parcel regardless of the outcome of any decision on the additional consent applications (i.e. S-51-21-P and S-67-21-P). Ms. Woods indicated that staff anticipate that consent application S-67-21-P, being a lot addition to an existing

developed limited service residential waterfront property, will be an undisputed consent. However, staff note that special zoning considerations may arise through the review of consent application S-51-21-P when the proposed severed and retained parcels are assessed for appropriate building envelopes and conditions of development. For example, a requirement for greater than 30 metre minimum building setbacks from the highwater mark and wetlands could be recommended by an agency.

It is generally Township practice to rezone land following a conditional approval of a consent application. However, in this instance it makes sense to rezone the entire parcel knowing there are two additional, active consent applications that would require a rezoning as a condition of approval. It would not be efficient to require a separate additional rezoning application to address any special zoning considerations associated with a potential conditional approval of application S-51-21-P. As such, staff would only bring a report with a recommendation on application Z-21-17 to a future Council meeting after a decision has been made on application S-51-21-P.

Councillor Morey asked for clarification on the collective rezoning of parcels and Ms. Woods indicated that staff anticipate all parcels will be required to be rezoned and this is the most efficient approach to take.

There were no comments from the public.

c) Resolution - Close Public Meeting

Resolution No. 2021-28-04

Moved by Councillor Morey

Seconded by Councillor Sleeth

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

Carried

6. Delegations

a) Brad McNevin, CAO, Quinte Conservation, re: Capital Reserve Account for Water and Erosion Control Projects

Mr. McNevin joined the meeting virtually to address questions from Council with regard to the 10-year Capital Reserve Account for Water and Erosion Control Projects and the scope of work required to properly maintain the structure and ensure the safe operations, public safety and longevity of dams within South Frontenac. Mr. McNevin indicated he would provide a listing of structures that would be part of this projects within South Frontenac.

b) Nicki Gowdy and Louise Moody, Frontenac Transportation - Review of Services

Nicki Gowdy and Louise Moody presented data on the user pay transportation service provided 7 days a week throughout Frontenac County. They noted that the provincial and federal governments have a definition of public transportation; rural communities that fall outside of urban boundaries have not been eligible to receive funding for their rural transportation programs which has limited the ability of rural municipalities to access funding to ensure residents are able to fully participate in society.

7. Approval of Minutes

a) August 13, 2021 Council Meeting

Resolution No. 2021-28-05

Minutes of Council
September, 21, 2021

Moved by Councillor Ruttan
Seconded by Councillor Roberts
That the minutes of the August 13, 2021 Council meeting be approved as presented.

Carried

b) September 7, 2021 Council Meeting

Resolution No. 2021-28-06
Moved by Councillor Roberts
Seconded by Councillor Sleeth
That the minutes of the September 7, 2021 Council meeting be approved.

Carried

8. Business Arising from the Minutes - not applicable

9. Reports Requiring Action

a) Road Needs Study and Expanded Asset Data Collection

Resolution No. 2021-28-07
Moved by Councillor Sleeth
Seconded by Councillor Revill
That Council approve the Terms of Reference for a Gravel Roads Needs Study as contained in Table 1 of the report from Troy Dunlop, Manager of Technical Services and Infrastructure dated September 21, 2021; and,

That Council approve the expenditure of up to \$150,000 from the Township's Municipal Modernization Funding for the completion of the Gravel Roads Needs Study in 2022.

Resolution No. 2021-28-08
Moved by Councillor Sutherland
Seconded by Councillor Ruttan
First Amendment to 2021-28-07
That the "tax base" consideration be removed from the "expanded AMP data proposed" column of the report.

Carried

Resolution No. 2021-28-09
Moved by Councillor Sleeth
Seconded by Councillor Morey
Second Amendment proposed to to 2021-28-07
That the study includes the distinction between the approximate number of permanent and seasonal residents.

Carried

Resolution No. 2021-28-10
Moved by Councillor Sleeth
Seconded by Councillor Revill
That Council approve the Terms of Reference for a Gravel Roads Needs Study as contained in Table 1 of this report; and,

That Council approve the expenditure of up to \$150,000 from the Township's Municipal Modernization Funding for the completion of the Gravel Roads Needs Study in 2022 as amended by Resolutions 2021-28-08 and 2021-28-09.

Carried

b) PS-2021-26 Pump House Building Upgrades at Wilmer Park

Resolution No. 2021-28-11

Moved by Councillor Sutherland

Seconded by Councillor Ruttan

That Council approve the reallocation of unused funds from the Bowes Park Washrooms Renovations in the amount of \$30,000.00 to the Wilmer Pump House Upgrade project; and

That Council accept the bid from Ubcon Construction Limited in the amount of \$43,971.00, excluding HST, for the upgrades to the Pump House Building at Wilmer Ball Park.

Carried

c) 2021 Community Grants - Intake 2 Recommendations

Resolution No. 2021-28-12

Moved by Councillor Roberts

Seconded by Deputy Mayor Barr

That Council approve the three (3) Community Grant applications included in the Director of Corporate Services and Treasurer's Report totalling \$10,000; and,

That any remaining 2021 community grant funds be carried forward to the 2022 budget.

Carried

d) 2021 COVID-19 Community Grants - Intake 2 Recommendations

Resolution No. 2021-28-13

Moved by Councillor Sutherland

Seconded by Councillor Roberts

That Council approve the staff recommended COVID-19 Community Grant included in this report in the amount of \$5,000 and

That the balance of unspent funds from the Community Grant and Program Funding Streams, estimated at \$100,000, be returned to the Township's Working Reserve.

Carried

e) 2022 Budget Schedule & Public Consultation

Resolution No. 2021-28-14

Moved by Councillor Morey

Seconded by Councillor Roberts

That Council adopt the recommended 2022 budget cycle as presented in the report prepared by Louise Fragnito, Director of Corporate Services and Treasurer dated September 21, 2021 and

That Council support the recommended changes to the public consultation process for the 2022 budget, including the addition of a community survey and the rescheduling of budget delegations as outlined in the report.

Carried

f) Z-21-18 - Rezone from Quarry B Special Provision (QB-2) to Community Facility (CF-7) 4057 Milburn Road

See By-law 2021-51

Resolution No. 2021-28-15

Minutes of Council
September, 21, 2021

Moved by Councillor Roberts
Seconded by Councillor Morey

That Council confirms that there be no further notice of any changes made to By-law 2021-51 since the public meeting, pursuant to Section 34 (17) of the Planning Act.

Carried

- g) Z-21-19 - Application to remove Holding Zone - Cranberry Cove Plan of Condominium

See By-law 2021-52

- h) Amend By-law 2021-44 - Administrative Monetary Penalties

See By-law 2021-53

10. Committee Meeting Minutes

- a) Heritage Committee Meeting held April 1, 2021

- b) Police Services Board Meeting held April 22, 2021

- c) Lake Ecosystem Advisory Committee Meeting held May 19, 2021

Resolution No. 2021-28-16

Moved by Deputy Mayor Barr

Seconded by Councillor Ruttan

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

- Heritage Committee meeting held April 1, 2021
- Police Services Board Meeting held April 22, 2021
- Lake Ecosystem Advisory Committee meeting held May 22, 2021

Carried

11. By-laws

- a) First and Second Readings of By-laws

Resolution No. 2021-28-17

Moved by Councillor Sleeth

Seconded by Councillor Roberts

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

- By-law 2021-51
- By-law 2021-52
- By-law 2021-53

Carried

- b) By-law 2021-51 - Rezone from Quarry B Special Provision to Community Facility - 4057 Milburn Road

Resolution No. 2021-28-18

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That By-law 2021-51, being a by-law to amend By-law 2003-75, as amended, to rezone land from Quarry "B" - Special Provision (QB-2) to Community Facility (CF-7), 4057 Milburn Road, be given third reading, signed and sealed.

Carried

- c) By-law 2021-52 - Remove the Holding "H" Symbol for Vacant Land Plan of Condominium - Cranberry Cove

Resolution No. 2021-28-19

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That By-law 2021-52, being a by-law to remove the holding "H" symbol from the zoning map of Zoning By-law 2003-75 as amended, on units 1, 3 to 13 inclusive, Parts 1, 6 & 7 Plan 13R8978, except parts 1-5, Plan 13R18799 and Part 1, Plan 13R-19396, Vacant Land of Condominium # 83, Cranberry Cove, be given third reading, signed and sealed.

Carried

- d) By-law 2021-53 - Amend By-law 2021-44 - Administrative Monetary Penalties

Resolution No. 2021-28-20

Moved by Deputy Mayor Barr

Seconded by Councillor Roberts

That By-law 2021-53, being a by-law to amend By-law 2021-44 (to impose Administrative Monetary Penalties) be given third reading, signed and sealed.

Carried

12. Reports for Information

- a) PS-2021-27 Accessible Washroom Upgrades - Bowes Ball Park
- b) New Staff Report Templates
- c) Accounts Payable and Payroll Listing

13. Information Items - not applicable

14. Notice of Motions - none

15. Announcements/Statements by Councillors

- a) Councillor Sleeth inquired about the docks at the boat launch in Battersea given that the boating season is almost over. He noted the limited timing due to fish spawning.

Mayor Vandewal reported that the docks are being constructed. He indicated that there will be some rehabilitation needed to the wall and the parking area. The CAO indicated that he would follow up with Public Services staff about the timing of the installation and didn't think there would be any piers required to be installed.

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

- a) There were no questions of clarity.

17. Closed Session (not applicable)

18. Confirmatory By-law

- a) By-law 2021-54

Resolution No. 2021-28-21

Moved by Councillor Revill

Seconded by Councillor Ruttan

Minutes of Council
September, 21, 2021

That By-law 2021-54, being a by-law to confirm generally all actions and proceedings of the Council of the Corporation of the Township of South Frontenac on September 21, 2021 be given first and second reading.

Carried

Resolution No. 2021-28-22

Moved by Councillor Roberts

Seconded by Councillor Morey

That By-law 2021-54, being the confirmatory by-law, be given third reading, signed and sealed this 21 day of September 2021.

Carried

19. Adjournment

a) Resolution

Resolution No. 2021-28-23

Moved by Councillor Sleeth

Seconded by Councillor Sutherland

That the Council meeting of September 21, 2021 be adjourned at 8:15 pm.

Carried

Ron Vandewal, Mayor

Angela Maddocks , Clerk