



TOWNSHIP OF SOUTH FRONTENAC
Council Meeting Minutes



Meeting # 25

Time: 6:00 PM

Location: Council Chambers/Virtual

Present in Council Chambers: Mayor Ron Vandewal, Ray Leonard, John McDougall, Doug Morey, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth, Ross Sutherland

Staff Present in Council Chambers: Louise Fragnito, - Chief Administrative Officer, Angela Maddocks - Clerk, Tim Laprade - Recreation and Arena Manager, Amanda Pantry - Public Education and Events Coordinator, Claire Dodds - Director of Development Services (arrived at 7:00 pm), Troy Dunlop - Manager of Technical Services & Infrastructure (arrived at 7:00 pm)

Staff Present via Electronic Participation: Shelley Stedall - Director of Corporate Services and Treasurer, Christine Woods - Senior Planner

1. Call to Order and Roll Call

a) **Resolution**

Resolution No. 2022-25-01

Moved by Councillor Sleeth

Seconded by Councillor Morey

That the Council meeting of June 7, 2022 be called to order at 6:00 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) Councillor Sutherland declared a pecuniary interest with respect to agenda item 10 b) 2022 Private Lane Upgrade Assistance Program.

3. Approval of Agenda

a) **Resolution**

Resolution No. 2022-25-02

Moved by Councillor Ruttan

Seconded by Councillor McDougall

That the agenda for the June 7, 2022 Council meeting be approved as presented.

Carried

4. Oath of Office - Deputy Mayor

a) Councillor Leonard recited the Oath of Office for Deputy Mayor and will remain in this role until the end of this Council term.

5. Scheduled Closed Session (at end of agenda)

6. Delegations

a) **Recreation, Parks and Leisure Master Plan**

Michael Tocher from the Canadian consulting firm, *thinc design* was in attendance to present the Recreation, Parks and Leisure Master Plan to Council. Leandra Correale Ferguson and Mary Catherine Mehak joined the meeting virtually. The presentation was the resulting plan that was developed from a comprehensive community engagement process that provided many opportunities for the public, partner agencies, businesses, community groups, staff, and Council. The project provided an 10 year master plan that will be an important tool for budgeting purposes and viewed as a living document to be updated and adjusted through the annual budget planning process. It was clarified that Council, in consultation with township staff will determine when and how initiatives are implemented. This plan will be revisited in 2031 with all internal and external stakeholders. The plan included a cost summary of immediate works, short term works (2 to 4 years), medium term (5 to 7 years) and long term (8- 10 years) recommendations for parks, trails and boat launches, facilities and programs and events. the combined estimated cost for these recommendations totally \$5,142,309.

A recorded vote was requested for this resolution. All members of Council voted in favor of the resolution.

Resolution No. 2022-25-03

Moved by Councillor Morey

Seconded by Councillor Sutherland

That Council endorse the Recreation, Parks, and Leisure Master Plan; and
That Council authorize the Public Services Department to begin to utilize the plan as a tool in determining recreation and leisure priorities for the purpose of budgeting, program planning, and initiating operational enhancements.

Carried

7. Public Meeting - not applicable

8. Approval of Minutes

a) **May 3, 2022 Council Meeting**

Resolution No. 2022-25-04

Moved by Deputy Mayor Leonard

Seconded by Councillor Sleeth

That the minutes of the May 3, 2022 Council meeting be approved.

Carried

9. Business Arising from the Minutes

a) **Disconnecting from Work Policy (Bill 27)**

Bill 27 was passed into law on December 2, 2021. Bill 27 and added new provisions to the Ontario Employment Standards Act, 2000 (ESA), including requiring Ontario employers with 25 or more employees to have a written Disconnecting from Work policy by June 2, 2022. The attached policy has been developed in accordance with this Bill and has been updated based on Council feedback from the May 17th draft policy.

Resolution No. 2022-25-05

Moved by Councillor Ruttan

Seconded by Councillor Revill

That Council, having considered the CAO's report dated June 7, 2022, adopt Policy HR-024 Disconnecting from Work Policy.

Carried

10. Reports Requiring Action

- a) **Project Award - Resurfacing of Verona/McMullen Netsport Courts**
This report provided information on awarding the contract for the Resurfacing of Verona/McMullen Netsport Courts.

Resolution No. 2022-25-06

Moved by Councillor Morey

Seconded by Deputy Mayor Leonard

That Council accept the request for proposal for PS-2022-13 - Resurfacing of McMullen Netsports Courts of Jeff Wallen's Construction; and

That Council authorize the Public Services Department to enter into an agreement with Jeff Wallen's Construction with a change order to reflect the new project start date of spring 2023; and

That Council authorize staff to negotiate any required considerations and pricing adjustments for the phase three work in relation to material costs to an upset limit of the approved 2022 budget for the overall project.

Carried

- b) **2022 Private Lane Upgrade Assistance Program**
The purpose of the report was to summarize the applications received under the 2022 Private Lane Upgrade Assistance Program and to seek approval from Council for the approval of grant funding amounts.

Councillor Sutherland had declared a conflict with this item and left the Council Chambers during the discussions on this matter.

Resolution No. 2022-25-07

Moved by Councillor Revill

Seconded by Councillor McDougall

That Council approve the grant subsidies for the 2022 Private Lane Upgrade Assistance Program for the initial 23 recipients as outlined in the June 7th, 2022 report totalling \$98,460.01.

Carried

- c) **Sydenham Mill Street – Review of Parking Restrictions**
The purpose of this report is to provide history on a public inquiry regarding parking restrictions on Sydenham Mill Street and to provide recommendation to Council on recommended changes.

Councillor Sutherland returned to the Council Chambers at this time.

Resolution No. 2022-25-08

Moved by Councillor Ruttan

Seconded by Councillor Sutherland

That Council direct staff to prepare an amendment to the Traffic and Parking Bylaw 2000-01 to implement a 2hr parking restriction for the northern most 100 metres of Sydenham Mill Street (west side);

And that staff implement parking signage updates on Mill Street consistent with the requirements of Ontario Traffic Manual Book 5 – Regulatory Signs.

Carried

11. Committee Meeting Minutes

- a) **Harrowsmith Beautification Committee meeting held May 18, 2022**
- b) **Bellrock Community Hall Committee meeting held May 18, 2022**

Resolution No. 2022-25-09

Moved by Deputy Mayor Leonard
Seconded by Councillor Roberts
That Council receives for information the minutes of the Harrowsmith Beautification Committee meeting held May 18, 2022 and the Bellrock Community Hall Committee meeting held May 18, 2022.

Carried

12. By-laws

a) **By-law 2022-47 - Appoint a Deputy Clerk**

This By-law appointed James Thompson as the Deputy Clerk.

Resolution No. 2022-25-10

Moved by Councillor Roberts
Seconded by Deputy Mayor Leonard

That By-law 2022-47, being a by-law to appoint a Deputy Clerk, be given first and second reading.

Carried

Resolution No. 2022-25-11

Moved by Councillor Sutherland
Seconded by Councillor McDougall

That By-law 2022-47, be given third reading, signed and sealed.

Carried

b) **By-law 2022-48 - Appoint a Deputy Division Registrar**

This By-law appointed James Thompson as the Deputy Division Registrar.

Resolution No. 2022-25-12

Moved by Councillor Revill
Seconded by Councillor Ruttan

That By-law 2022-48, being a by-law to appoint a Deputy Division Registrar, be given first and second reading.

Carried

Resolution No. 2022-25-13

Moved by Councillor Morey
Seconded by Councillor Sleeth

That By-law 2022-48, be given third reading, signed and sealed.

Carried

c) **By-law 2022-49 - Appoint a Building Inspector**

This report recommended the appointment of Nicholas Hoornweg as a Building Inspector for the Township. Building Inspectors must be appointed by By-law in order to enforce the Ontario Building Code within the municipality in which they work.

Resolution No. 2022-25-14

Moved by Councillor McDougall
Seconded by Councillor Sutherland

That By-law 2022-49, being a by-law to appoint a Building Inspector, be given first and second reading.

Carried

Resolution No. 2022-25-15

Moved by Councillor Ruttan
Seconded by Councillor Revill

That By-law 2022-49, be given third reading, signed and sealed.

Carried

d) **By-law 2022-50 - Dedicate and assume as common and public highway, certain lands in the Township**

This By-law authorized the assumption and dedication of the road, Sandstone Court, now that it has been developed and built to standard and Township staff are satisfied with the final acceptance of the works for the Sandstone Shores subdivision.

Resolution No. 2022-25-16

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That By-law 2022-50, being a by-law to dedicate and assume Sandstone court within Sandstone Shores Subdivision, 13M99, for the purposes of public use as a common and public highway, be given first and second reading.

Carried

Resolution No. 2022-25-17

Moved by Councillor McDougall

Seconded by Councillor Revill

That By-law 2022-50, be given third reading, signed and sealed.

Carried

e) **By-law 2022-51 - Site Plan Agreement with 1809505 Ontario Limited (3810 Perth Road)**

This report recommended that Council pass a by-law to approve a Site Plan Control agreement for 3810 Perth Road. By-law 2003-25 requires site plan control to ensure that the Township's development standards will be met on commercial properties.

Resolution No. 2022-25-18

Moved by Councillor Sleeth

Seconded by Councillor Roberts

That By-law 2022-51, being a by-law to authorize the Mayor and the Clerk to execute documents to delete a registered site plan agreement and to execute a site plan agreement between the Corporation of the Township of South Frontenac and 1809505 Ontario Limited, be given first and second reading.

Carried

Resolution No. 2022-25-19

Moved by Councillor Sleeth

Seconded by Councillor Morey

That By-law 2022-51, be given third reading, signed and sealed.

Carried

f) **By-law 2022-52 - Appoint an Acting Deputy Treasurer**

Deputy-Treasurers must be appointed by By-law in order to meet Municipal Act requirement to grant the powers of the Treasurer as needed.

Resolution No. 2022-25-20

Moved by Councillor Sutherland

Seconded by Councillor McDougall

That By-law 2022-52, being a by-law to appoint an Acting Deputy Treasurer, be given first and second reading.

Carried

Resolution No. 2022-25-21

Moved by Councillor Sleeth

Seconded by Councillor Sutherland

That By-law 2022-52, be given third reading, signed and sealed.

13. Reports for Information

a) **Bill 109 - More Homes for Everyone Act**

This report outlined the legislative changes under Bill 109, More Homes for Everyone Act, enacted by the provincial government to assist in addressing housing affordability, particularly through increasing the supply of housing. This report focuses on the changes within Bill 109 to the Planning Act, the timeframes for implementation, and impact on the delivery of Development Services in the Township.

b) **Council Support - Child/Senior Care**

This report provided information in relation to a Notice of Motion requesting ways the Councillor expense account may be expanded to support the cost of child or senior care.

Council discussed this matter and asked that staff provide further options on applying compensation consistently rather than based on individual life circumstances.

c) **Town Hall Accessibility Renovations**

This report provided updated information on the tender for the Town Hall accessibility ramp reconstruction.

14. Information Items

a) **Cataraqui Conservation - New Lake Reporting Dashboard**

15. Notice of Motions

- a) Councillor Sutherland served a notice of motion regarding an emergency backup system for wireless communication as it relates to service outages and community safety.

16. Announcements/Statements by Councillors

- a) Councillor Ruttan invited Council to join the Buck Lake Association event - "Buck Stock" to be held at Hidden Valley Campground on June 26, 2022. Funds raised at this event will be going to the Southern Frontenac Community Services project.
- b) Mayor Vandewal reminded Council of the Special Committee of the Whole meeting on June 28, 2022 to discuss the first draft of the Official Plan and to address questions and concerns Council expressed at the may meeting.
- c) Councillor Sleeth inquired about centre line marking as the previous markings have worn out significantly from the last application.

Troy Dunlop responded that the main highways will be done in June with other roads to be done in August. Significant pressure is being experienced due to the increase in diesel prices.

- d) Councillor Sleeth expressed concerns about mixed messages on when a fire ban is put in place. The telephone message and website information is not consistent.

Councillor Ruttan voiced his concern about the township website as he felt it was not easily searchable.

- e) Deputy Mayor Leonard relayed concerns he has received about spraying in the area by helicopters. Areas are being included that residents have not given permission to do so. It was noted that the municipality has no knowledge of any spraying being done but presumed that it was work undertaken by the ministry.
- f) Councillor Sutherland asked about portable toilets being installed at that Loughborough Lake boat launch.

Louise Fragnito indicated she would follow up with Public Services.

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

- a) There were no questions of clarity from the public who had joined virtually.

18. Closed Session

a) **Resolution**

Councillor Sutherland proposed a change to Resolution 2022-25-22 with regard to the sale of a road allowance as he felt this was not subject to closed meeting provisions.

The Chief Administrative Officer clarified that legal advice has confirmed that this is a topic that qualifies as a matter to be discussed in closed session under the Municipal Act Section 239.2. She suggested that a "rise and report" from the closed session could occur.

A recorded vote was requested for Resolution # 2022-25-23. (amendment to 2022-25-22)

The following votes were cast:

Yea's - Deputy Mayor Leonard, Councillor Morey, Councillor Revill, Councillor Roberts, Councillor Ruttan, Councillor Sleeth and Councillor Sutherland

Nay's - Councillor McDougall

Mayor Vandewal abstained from voting as he didn't want to go against the staff recommendation.

Resolution No. 2022-25-22

Moved by Councillor McDougall

Seconded by Councillor Ruttan

That Council move into a closed session as permitted by the Municipal Act, Section 239.2 (b) personal matters about an identifiable individual including municipal or local board employees, regarding personnel reorganization, and (c) a proposed or pending acquisition or disposition of land by the municipality or local board regarding a request to close a portion of an unopened road allowance and a request for reduced purchase price, land purchase for landfill expansion, a land purchase for Hinchinbrooke Road construction project.

Resolution No. 2022-25-23

Moved by Councillor Sutherland

Seconded by Councillor Ruttan

That the portion of the closed meeting referring to the reduced price of the road allowance between Concession 9 and 10, in Storrington be discussed in open session.

Carried

b) **Road allowance between Concession 9 and 10, Storrington**

Resolution No. 2022-25-24

Moved by Councillor Ruttan
Seconded by Councillor Revill

That Council review the applicant's request to reduce the price of the unopened road allowance they have applied to stop up, close and purchase (application RC-21-10) and direct staff to proceed with a purchase price of \$1,000.00 plus HST for the unopened road allowance.

And that Council direct staff to prepare a report and by-law to proceed with the closure, purchase, and transfer of the portion of unopened road allowance shown in Part 2 on Plan 13R22605.

Carried

c) **Closed Session**

Resolution No. 2022-25-25

Moved by Councillor McDougall

Seconded by Councillor Ruttan

That Council move into a closed session as permitted by the Municipal Act, Section 239.2 (b) personal matters about an identifiable individual including municipal or local board employees, regarding personnel reorganization, and (c) a proposed or pending acquisition or disposition of land by the municipality or local board regarding a land purchase for landfill expansion, a land purchase for Hinchinbrooke Road construction project.

Carried

d) **Road Widening - Hinchinbrooke Road - land purchase**

e) **Land Acquisition - Loughborough Landfill**

f) **Personnel Reorganization - Verbal update from CAO**

g) **Resolution** - Move out of closed session

Resolution No. 2022-25-28

Moved by Councillor Revill

Seconded by Deputy Mayor Leonard

That Council move out of closed session.

Carried

19. Confirmatory By-law

a) **By-law 2022-53**

Resolution No. 2022-25-29

Moved by Councillor Sutherland

Seconded by Councillor McDougall

That By-law 2022-53 being a by-law to confirm generally all actions and proceedings of the Council of the Township of South Frontenac, be given first and second reading.

Carried

Resolution No. 2022-25-30

Moved by Deputy Mayor Leonard

Seconded by Councillor Roberts

That By-law 2022-53, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

20. Adjournment

a) **Resolution**

Resolution No. 2022-25-31

Moved by Councillor Roberts

Seconded by Deputy Mayor Leonard

That the Council meeting of June 7, 2022 be adjourned at 8:29 p.m.

Carried

Ron Vandewal, Mayor

Angela Maddocks, Clerk