



TOWNSHIP OF SOUTH FRONTENAC
Council Meeting Minutes



Meeting #30

Time: 6:00 PM

Location: Council Chambers & Electronic Participation

Present: Mayor Ron Vandewal, Ray Leonard, John McDougall, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth

Staff Present in Council Chambers: Louise Fragnito - Chief Administrative Officer, Angela Maddocks - Clerk, James Thompson - Deputy Clerk, Kyle Bolton - Director of Public Services, Claire Dodds - Director of Development Services, Shelley Stedall - Director of Corporate Services and Treasurer, Troy Dunlop - Manager of Technical Services and Infrastructure, Tim Laprade - Recreation and Arena Manager, Michelle Hannah - Planning Assistant.

Staff Present via Electronic Participation: Anna Geladi - Planner, Christine Woods - Senior Planner

1. Call to Order and Roll Call

a) **Resolution**

Resolution No. 2022-30-01

Moved by Councillor Revill

Seconded by Councillor Ruttan

That the Council meeting of August 9, 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) There were no declarations reported.

3. Approval of Agenda

a) **Resoluition**

Resolution No. 2022-30-02

Moved by Councillor Ruttan

Seconded by Councillor Sleeth

That the rules of the Procedural By-law 2017-76 be suspended to allow for a 6:00 pm start time and to move directly to the "Public Meeting" portion of the agenda at 7:00 pm to accommodate input on planning matters; and

That the agenda items identified be approved, recognizing the format is subject to adjustment based on timing.

Carried

4. Scheduled Closed Session (at end of agenda)

5. Delegations - none

6. Approval of Minutes

a) **July 12, 2022 Council Meeting**

Resolution No. 2022-30-03

Moved by Councillor Sleeth

Seconded by Deputy Mayor Leonard

That the minutes of the July 12, 2022 Council meeting be approved as presented.

Carried

7. Business Arising from the Minutes - none

8. Reports Requiring Action

a) **Project Award: Centennial Multipurpose Facility Roof Structure**

- This report provided information on awarding the contract for the Centennial Multipurpose Roof Structure

Resolution No. 2022-30-04

Moved by Councillor Sleeth

Seconded by Deputy Mayor Leonard

That Council approves the bid submission from Ubcon Construction Limited in the amount of \$334,000 in relation to the Tender for PS-2022-14 - Centennial Multipurpose Facility Roof Structure; and

That Council authorize the Clerk and Mayor to enter into an agreement with Ubcon Construction Limited; and

That an additional \$74,878 be allocated from the Infrastructure reserve to support the project.

Carried

b) **Conservation Signage - Devil Lake Boat Launch**

- The purpose of this report to provide Council with background on a request from the Devil Lake Association for the installation of privately funded educational and conservation signage at the Devil Lake boat launch on Perth Road

Resolution No. 2022-30-05

Moved by Councillor Roberts

Seconded by Councillor Revill

That Council support the request from the Devil Lake Association (DLA) for the installation of privately funded educational and conservation signage on public lands at the Devil Lake boat launch on Perth Road

Carried

9. Committee Meeting Minutes

a) Harrowsmith Beautification Committee meeting held July 6, 2022

Resolution No. 2022-30-06

Moved by Deputy Mayor Leonard

Seconded by Councillor Sleeth

That Council receives for information, the minutes of the Harrowsmith Beautification Committee meeting held July 6, 2022.

Carried

10. By-laws

- a) **By-law 2022-70, 202-71. 2022-72 - Implementation of Administrative Monetary Penalties – Municipal By-law Enforcement**
- The Report provided Council with information regarding the proposed expansion of the application of Administrative Monetary Penalties (AMPs) to two Township of South Frontenac by-laws. The expanded use of AMPs will assist the Township of South Frontenac in deterring behaviours prohibited under the Trailer License By-law (By-law 2004-93) and the Safe Property By-law (By-law 2007-13).

Resolution No. 2022-30-07

Moved by Deputy Mayor Leonard

Seconded by Councillor Sleeth

That By-law 2022-71, being a by-law to amend By-law 2004-93 (The Trailer Licensing By-law) be given first and second reading.

Carried

Resolution No. 2022-30-08

Moved by Councillor Roberts

Seconded by Councillor McDougall

That By-law 2022-71, being a by-law to amend By-law 2004-93, be given third reading, signed and sealed.

Carried

Resolution No. 2022-30-09

Moved by Councillor Ruttan

Seconded by Councillor Revill

That By-law 2022-72, being a by-law to amend By-law 2007-13 (The Safe Properties By-law), be given first and second reading.

Carried

Resolution No. 2022-30-10

Moved by Councillor Roberts

Seconded by Councillor McDougall

That By-law 2022-72, being a by-law to amend By-law 2007-13, be given third reading, signed and sealed.

Carried

Resolution No. 2022-30-11

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That By-law 2022-70, being a by-law to impose Administrative Monetary Penalties on violations of municipal by-laws, be given first and second reading.

Carried

Resolution No. 2022-30-12

Moved by Councillor Roberts

Seconded by Councillor McDougall

That By-law 2022-70, being a by-law to impose Administrative Monetary Penalties on violation on municipal by-laws, be given third reading signed and sealed.

Carried

- b) **By-law 2022-73 - Site Plan Control Application - PL-SPR-2022-0078 - Shelly and Michael Lacelle (applicant); ZanderPlan Inc. (agent) - Unit 3, Johnston Point Plan of Condominium**

This report recommended that Council approve the individual site plan control application for Unit 3 in Johnston Point. This Unit is located on the west side of Hinterland Lane and is proposed to be developed with a single detached dwelling and a pool.

Resolution No. 2022-30-13

Moved by Councillor Roberts

Seconded by Deputy Mayor Leonard

That By-law 2022-73, being a by-law to authorize the Mayor and the Clerk to execute a Site Plan Agreement between the Corporation of the Township of South Frontenac and Shelly and Michael Lacelle, be given first and second reading.

Carried

Resolution No. 2022-30-14

Moved by Councillor Sleeth

Seconded by Councillor McDougall

That By-law 2022-73, be given third reading, signed and sealed.

Carried

c) **By-law 2022-74 - Site Plan Control Application - PL-SPR-2022-0069 - Brenda MacDonald & Dave Dobing (applicant); Unit 7, Johnston Point Plan of Condominium**

This report recommended that Council approve the individual site plan control application for Unit 7 in Johnston Point. This Unit is located on the west side of Hinterland Lane and is proposed to be developed with a single detached dwelling with attached garage.

Resolution No. 2022-30-15

Moved by Councillor McDougall

Seconded by Councillor Sleeth

That By-law 2022-74, being a by-law to authorize the Mayor and the Clerk to execute a Site Plan Agreement between the Corporation of the Township of South Frontenac and Brenda MacDonald and Dave Dobing, be given first and second reading.

Carried

Resolution No. 2022-30-16

Moved by Councillor Sleeth

Seconded by Councillor Revill

That By-law 2022-74, be given third reading, signed and sealed.

Carried

d) **By-law 2022-75 - Site Plan Control Application PL-SPR-2022-0077 - David and Ashley Logan (applicant); ZanderPlan Inc. (agent) - Unit 10, Johnston Point Plan of Condominium**

The report recommended that Council approve the individual site plan control application for Unit 10 in Johnston Point. This Unit is located on the east side of Hinterland Lane and is proposed to be developed with a single detached dwelling with an attached garage.

Resolution No. 2022-30-17

Moved by Councillor Roberts

Seconded by Councillor McDougall

That By-law 202-75, being a by-law to authorize the mayor and the Clerk to execute a Site Plan Agreement between the Corporation of the Township of South Frontenac and David and Ashley Logan, be given first and second reading.

Carried

Resolution No. 2022-30-18

Moved by Councillor McDougall

Seconded by Deputy mayor Leonard

That By-law 2022-75, be given third reading, signed and sealed.

Carried

11. Reports for Information

a) **Quarterly Report - Capital Works Program**

The report to provided Council with the first of a series of new quarterly reports that will be issued going forward on the status of capital works projects within the Public Services Department

b) **2nd Quarter 2022- Planning Services Report**

This report documents the delivery of Planning Services within the Development Services Department between April 1, 2022 and April 30, 2022

c) **2nd Quarter 2022 - Building Services Report**

This report documents the delivery of Building Services within the Development Services Department between April 1, 2022, and June 30, 2022

12. Information Items

a) **2022 Q2 Update from Frontenac County Economic Development**

13. Notice of Motions

14. Announcements/Statements by Councillors

15. Public Meeting (7:00 pm)

a) **Resolution** - Public Meeting Statement for Zoning Applications

The Clerk noted that the first application in the public meeting is being held under the Municipal Act for the unopened road allowance application RC-21-03 to hear comments on the application as presented. The public meeting for this application was advertised in accordance with the Township's Notice By-law.

Resolution No. 2022-30-19

Moved by Councillor McDougall

Seconded by Councillor Ruttan

That a public meeting be held to allow for input on planning matters related to:

- Road Closing application RC-21-03 and

Zoning By-law Amendment Applications:

- PL-ZBA-2022-50
- PL-ZBA-2022-88
- PL-ZBA-2022-96
- PL-ZBA-2022-97

Carried

b) RC-21-03 (5006755 Ontario Ltd.) (Beach - Agent) – Application to stop up, close and transfer a portion of unopened road allowance between former Townships Portland and Loughborough

Ms. Hannah conducted a PowerPoint presentation regarding Application RC-21-03.

Councillor Sleeth noted that he has visited the site on four occasions over the past year. He expressed concern regarding the Council approving the application. He stated that the application should be denied.

Councillor Revill commented that he would consider closing a portion of the unopened road allowance to allow for clear title of the property line associated

with the building. He indicated that it is not in the interest of the public to close the right-of-way.

Councillor Ruttan stated that he is in agreement with the previous two speakers and mentioned that there is no reason to approve the application.

Deputy Mayor Leonard noted that he is in agreement with the previous speakers. He commented that approving the application would create hardship to other residents.

Councillor Roberts mentioned that he is in agreement with the previous speakers.

Councillor McDougall stated that he is supportive of the statements offered by other members of Council. He commented that the application is a divisive issue. He noted that he does not support the application.

In response to a question from the Mayor, Ms. Hannah provided additional clarification regarding license agreements and background information regarding additional access considerations. She spoke to the process associated with surveying and deeding a right-of-way. The Mayor sought further explanation regarding an encroachment agreement. Ms. Hannah responded that an encroachment agreement is not registered on title.

Mayor Vandewal indicated that he does not support the approval of the application. He commented that he would consider the suggestion proposed by Councillor Revill.

Mayor Vandewal afforded members of the public with an opportunity to provide comment.

Mr. Beach, Agent commented that many of the problems could be addressed if the unopened road allowance was closed and deeded to adjacent owners. He stated that currently there are not any agreements in place. He was of the opinion that it is the responsibility of the Township to maintain access. He stated that the applicant would be willing to permit a right-of-way to the north-west of the road allowance in question. He indicated that there has been some bad history and indicated that there is a need to resolve the problems and do the right thing. He stated that the practical solution is a surveyed private lane.

The Mayor noted that correspondence regarding this matter has been circulated to members of Council.

- c) Zoning By-law Amendment Application - PL-ZBA-2022-0050 (Huehn)(Fotenn) – 38 Phoebe Lane

The Clerk provided direction on receiving notification of decisions made with respect to these applications for rezoning and the process to appeal a decision.

Ms. Geladi conducted a PowerPoint presentation regarding the application.

Councillor Revill stated that he is supportive of the application. He commented that secondary suites will eventually be permitted in the Township once the new Official Plan is approved. He indicated that this type of growth is supported by the Planning Act.

In response to a question from the Mayor, Ms. Dodds confirmed that the proposed structure will be required to conform to the Ontario Building Code.

Councillor Ruttan commented that in the past this type of application has been denied and stated that this type of development is now supported by the Planning Act. Ms. Dodds provided additional clarification regarding the application. She noted that the site is constrained and as such there is not the necessary space to accommodate a separate sleeping cabin and a detached garage. She explained that the zoning by-law amendment is drafted in such a way that the property owner is prohibited from building another sleeping cabin. She spoke to secondary suites in relation to the Planning Act and the new Official Plan.

The Chair afforded members of the public with an opportunity to provide comment.

Members of the public did not provide comment.

- d) Zoning By-law Amendment Application - PL-ZBA-2022-0088 (Prikker) – 1466 Devil Lake Road

Ms. Geladi conducted a PowerPoint presentation regarding the application.

Councillor Revill indicated that he is supportive of the application.

The Chair afforded members of the public with an opportunity to provide comment.

Members of the public did not provide comment.

- e) Zoning By-law Amendment Application - PL-ZBA-2022-0096, Battersea Road (102906003011515)

Ms. Woods conducted a PowerPoint presentation regarding the application.

Councillor Sleeth indicated that he is supportive of the application.

Councillor Roberts stated that he is supportive of the application.

In response to questions from Councillor McDougall and the Mayor, Ms. Woods provided clarification regarding the application in relation to the use of the nearby quarry.

Mayor Vandewal indicated that he is supportive of the application.

The Chair afforded members of the public with an opportunity to provide comment.

Members of the public did not provide comment.

- f) Zoning By-law Amendment Application PL-ZBA-2022-0097 (Klassen) – 73 Mill Bay Lane

Ms. Geladi conducted a PowerPoint presentation regarding the application.

Mayor Vandewal commented that he is supportive of the application before Council.

Councillor Ruttan indicated that the application is mutually beneficial and as such he is supportive of the proposal.

Councillor Revill commended staff for the quality report and stated that he is supportive of the application.

The Chair afforded members of the public with an opportunity to provide comment.

Members of the public did not provide comment.

g) **Resolution** to Close Public Meeting

Resolution No. 2022-30-20

Moved by Councillor Roberts

Seconded by Councillor Ruttan

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

Carried

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

17. Closed Session

a) **Resolution**

Resolution No. 2022-30-21

Moved by Councillor Revill

Seconded by Councillor McDougall

That Council move into a closed session as permitted by the Municipal Act, Section 239.2 (d) labour relations or employee negotiations, including municipal or local board employees, regarding the organizational requirements for Human Resources.

Carried

b) **Human Resources Requirements**

c) **Resolution** - Move out of Closed Session

Resolution No. 2022-30-23

Moved by Deputy Mayor Leonard

Seconded by Councillor Sleeth

That Council move out of closed session.

Carried

18. Rise & Report

a) **Resolution**

Resolution No. 2022-30-24

Moved by Councillor McDougall

Seconded by Councillor Roberts

That Council approve the creation of the position of Manager of Human Resources.

Carried

19. Confirmatory By-law

a) By-law 2022-76

Resolution No. 2022-30-25

Minutes of Council
August, 9, 2022

Moved by Councillor Roberts
Seconded by Deputy Mayor Leonard
That By-law 2022-76, 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 this 9 day of August, 2022.

Carried

Resolution No. 2022-30-26
Moved by Councillor Ruttan
Seconded by Councillor McDougall
That By-law 2022- 76, being the confirmatory by-law, be given third reading, signed and sealed this 9 day of August 2022.

Carried

20. Adjournment

a) **Resolution**

Resolution No. 2022-30-27
Moved by Deputy Mayor Leonard
Seconded by Councillor Roberts
That the Council meeting of August 9, 2022 be adjourned at 8:00 p.m.

Carried

Ron Vandewal, Mayor

Angela Maddocks, Clerk