



Township of South Frontenac Council Meeting Minutes



Meeting #21

Time: 7:00 p.m.

Location: Council Chambers / Virtual via Zoom

Present: Mayor Ron Vandewal, Ray Leonard, Steve Pegrum, Doug Morey, Charlene Godfrey, Norm Roberts, Randy Ruttan, Ron Sleeth, Scott Trueman

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Michelle Hannah - Deputy Clerk, Brad Wright - Director of Development Services, Alex Bennett - Acting Director of Fire and Emergency Services, Kyle Bolton - Director of Public Services, Shelley Stedall - Director of Corporate Services and Treasurer, Troy Dunlop - Manager of Technical Services & Infrastructure, Tim Laprade - Recreation & Facilities Manager, Christine Woods - Senior Planner

1 Call to Order and Roll Call

a) Resolution

Resolution No. 2023-21-01

Moved by Councillor Ruttan

Seconded by Councillor Roberts

That the Council meeting of May 16, 2023 be called to order at 7:00 p.m.

Carried

2 Declaration of pecuniary interest and the general nature thereof

a) There were none.

3 Approval of Agenda

a) Resolution

Resolution No. 2023-21-02

Moved by Councillor Leonard

Seconded by Councillor Morey

That the agenda be approved, as presented.

Carried

4 Scheduled Closed Session

a) There was none.

5 Recess

a) Not applicable.

6 Public Meeting

a) Resolution - Call Public Meeting to Order

Resolution No. 2023-21-03

Moved by Councillor Trueman
Seconded by Councillor Pegrum
That the public meeting regarding amendments to By-law 2017-76 be called to order.

Carried

b) Notice of Collection

The Deputy Clerk spoke to the Notice of Collection.

- c) **Public Meeting:** The Council of the Township of South Frontenac held a public meeting at 7 pm on May 16, 2023 regarding proposed amendments to By-law 2017-76. The proposed amendments are related to select sections of the Council Procedure By-law primarily related to the administration of Council, Committee of the Whole, Delegations as well as Public Meetings Related to Planning Matters. (See Agenda Item 12. A.)

Members of the public did not provide comments regarding this matter.

d) Resolution - Close Public Meeting

Resolution No. 2023-21-04
Moved by Councillor Morey
Seconded by Councillor Leonard
That the public meeting be closed.

Carried

e) Resolution - Call Public Meeting to Order

Resolution No. 2023-21-05
Moved by Councillor Ruttan
Seconded by Deputy Mayor Sleeth
That the public meeting regarding Zoning by-law amendment PL-ZNA-2023-0040 be called to order.

Carried

f) Public Meeting Introduction

- g) **Public Meeting:** Zoning By-law Amendment Application - PL-ZBA-2023-0040, 5006610 Ontario Ltd (Tchegus, Way, Babcock), 2496 Rutledge Road

Christine Woods, Senior Planner provided an overview of the proposal.

Following questions from Council, Christine Woods advised that the intent of the zoning application is to provide for a consistent zone of the existing properties and their pending lot additions. She noted that the one property with RLSW special zone 36 relates to the highwater mark setbacks and will not be impacted as the property is already developed.

John Simpson of 108 Carslake Lane spoke in support of the application noting that the proposal will protect existing properties by providing a buffer from potential further development.

h) Resolution - Close Public Meeting

Resolution No. 2023-21-06
Moved by Councillor Leonard
Seconded by Councillor Morey
That the public meeting be closed.

Carried

7 Delegations

- a) Jerri Jerreat was present to speak to Council regarding a Climate Action Plan.

8 Approval of Minutes

- a) Resolution

Resolution No. 2023-21-07

Moved by Councillor Godfrey

Seconded by Councillor Ruttan

That the minutes of the May 2, 2023 Council meeting be approved.

Carried

9 Business Arising

- a) There was none.

10 Reports Requiring Action

- a) 2023 Community Grants

Resolution No. 2023-21-08

Moved by Councillor Morey

Seconded by Councillor Trueman

That Council approve the twelve (12) Community Grant applications included in this Staff Report totalling \$ 34,395; and,

That any remaining funds be allocated to a second intake under the Community Grant Program with a deadline for applications July 31, 2023.

Carried

- b) Award of Contract – Tanker

Resolution No. 2023-21-09

Moved by Councillor Leonard

Seconded by Councillor Roberts

That Council approve the award of contract to Dependable Emergency Vehicles Ltd. for \$604,500.19 (Net of HST Rebate) for the purchase of one tanker; and

That Council authorize the additional funds required, in the amount of \$46,500, to be funded from the Fire Services Equipment reserve.

Carried

- c) Award of Tender PS-2023-13 McMullen Net Sport Court Upgrades

Resolution No. 2023-21-10

Moved by Councillor Godfrey

Seconded by Councillor Ruttan

That Council approved the bid submission from Crains Construction Limited in the amount of \$245,546.22 (including HST Rebate) for tender PS-2023-13 - McMullen Net sport Court Upgrade; and

That Council authorize a project budget increase in the amount of \$126,323 be funded from the Asset Investment Reserve.

Carried

- d) Award of RFP # PS-P01-2023 - Preliminary Design Services for Reconstruction of Road 38

Resolution No. 2023-21-11

Moved by Councillor Leonard

Seconded by Councillor Morey

That Council award RFP # PS-P01-2023 Preliminary Design Services for the Reconstruction of Road 38 (Murton Road to Kingston Road) to Safe Roads Engineering for the successful bid of \$98,055.94 (net of rebatable HST).

Carried

- e) Award of RFP – Winter Road Salt

Resolution No. 2023-21-12

Moved by Councillor Trueman

Seconded by Councillor Godfrey

That Council approve the award of contract for RFP F18-TPW-PW-2023-02 to Cargill Salt, Road Safety for the purchase of coarse crushed rock salt with an annual upset limit of \$523,200.

Carried

11 Advisory Committee Reports or Minutes

- a) There were none

12 By-laws

- a) Amendments to Council Procedure By-law

Resolution No. 2023-21-13

Moved by Councillor Pegrum

Seconded by Councillor Godfrey

That By-law 2023-44, attached as Exhibit A, being “A By-law To Amend By-law 2017-76, As Amended, “A By-law to Provide for Governing The Proceedings of the Council, The Conduct of Members and the Calling of Meetings” be given first and second reading.

Carried

Resolution No. 2023-21-14

Moved by Deputy Mayor Sleeth

Seconded by Roberts

That By-law 2023-44 be given third reading, signed and sealed.

Carried

Resolution No. 2023-21-15

Moved by Councillor Leonard

Seconded by Councillor Ruttan

That notwithstanding the current Council remuneration framework, remuneration for the Deputy Mayor and members of Council be increased annually by \$750.00 to offset the loss of remuneration traditionally provided for the attendance of regularly scheduled Committee of the Whole meetings; it being understood that for 2023, annual remuneration for the Deputy Mayor will increase to \$24,321.70 while remuneration for members of Council will increase to \$17,240.68.

Carried

13 Reports for Information

- a) **By-law Enforcement and Short-Term Rental Survey Summary**

- The report provided Council with a summary of the By-law Enforcement and Short-Term Rental Survey results. The Report also provides information regarding proposed next steps in relation to By-law Enforcement and short-term rental accommodation concerns.
- b) **1st Quarter 2023 – Building Services Report**
- The report documented the delivery of Building Services within the Development Services Department between January 1, 2023, and March 31, 2023.
- c) **1st Quarter 2023 – Planning Services Report**
- The report provided background on the delivery of Planning Services within the Development Services Department between January 1, 2023, and March 31, 2023 (1st Quarter, 2023).
- d) **Award of Tender # PS-2023-16 – 1-Ton Pick Up Trucks**
- This report provides background on the budget and award of contract for the purchase of two (2) 1-Ton extended cab pick up trucks.

14 Information Items

- a) Cataraqui Conservation - 2022 Annual Report
- b) Correspondence received from National Chronic Pain Society

15 Notice of Motions

- a) Appointment of a Councillor as a representative of the Friends of the Cataraqui Trail Board of Directors

Resolution No. 2023-21-16

Moved by Councillor Roberts

Seconded by Deputy Mayor Sleeth

That Councillor Trueman be appointed to the Friends of the Cataraqui Trail Board of Directors as the representative of South Frontenac Council for the term of Council.

Carried

- b) Notice of Motion – Proposed support for the reconsideration of the current wording of Bill 23 with respect to Conservation Authority Review

Note: Deputy Mayor Sleeth assumed the role of Chair.

Resolution No. 2023-21-17

Moved by Mayor Vandewal

Seconded by Councillor Leonard

That the Council of the Corporation of the Township of South Frontenac request that the province reconsider the current wording in Bill 23; and

That the ability to provide review and commenting services as part of the planning approval process on natural heritage and water-related policies be reinstated with the addition of language that would require Conservation Authorities to process applications within a legislated time frame; and

That the Council of the Corporation of the Township of South Frontenac direct the Clerk to send this motion to the Premier of Ontario; the Ontario Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO), the local Members of Provincial Parliament (MPP's).

Carried

16 Announcements/Statements by Councillors

- a) Mayor Vandewal advised that he attended the County of Frontenac Council tour of the Newterra facility in Brockville.

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

- a) There were none.

18 Closed Session (if requested)

- a) Resolution - That Council resolve itself into the Committee of the Whole "Closed Meeting" to consider the following items:

Resolution No. 2023-21-18

Moved by Councillor Pegrum

Seconded by Councillor Godfrey

That Council resolve itself into the Committee of the Whole "Closed Meeting" to consider the following items:

Carried

- b) Approval of March 21, 2023 and April 18, 2023 Committee of the Whole "Closed Meeting" Minutes
- c) A proposed or pending acquisition or disposition of land by the municipality or local board; and
- d) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- e) Resolution - That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

Resolution No. 2023-21-19

Moved by Councillor Roberts

Seconded by Councillor Leonard

That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

Carried

19 Confirmatory By-law

- a) Resolution

Resolution No. 2023-21-20

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That By-law 2023-45, 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. 2023-21-21

Moved by Councillor Roberts

Seconded by Councillor Leonard

That By-law 2023-45, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

Minutes of Council
May, 16, 2023

20 Adjournment

a) Resolution

Resolution No. 2023-21-22

Moved by Councillor Godfrey

Seconded by Councillor Pegrum

That the Council meeting of May 16, 2023 be adjourned at 9:07 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk