



**Township of South Frontenac
Council Meeting Minutes**



Meeting # 26

Time: 7:00 pm

Location: Council Chambers / Virtual Via Zoom

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

Staff: Louise Fragnito - Chief Administrative Officer, Michelle Hannah - Deputy Clerk, Shelley Stedall - Director of Corporate Services and Treasurer, Troy Dunlop - Manager of Technical Services & Infrastructure, Tim Laprade - Recreation and Facilities Manager, Christine Woods - Senior Planner (virtually), Brian Robillard - Facilities Technologist

1 Call to Order

a) Resolution

Resolution No. 2023:26:01

Moved by Councillor Morey

Seconded by Councillor Roberts

That the Council meeting of July 18, 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. 2023:26:02

Moved by Councillor Leonard

Seconded by Deputy Mayor Sleeth

That the agenda be amended to include a Letter to the Community as Information Item "15. a)", and as amended, be approved.

Carried

4 Scheduled Closed Session

a)

There was none.

5 Recess

a)

There was none.

6 Public Meeting

a) Resolution - Public Meeting to Order

Resolution No. 2023:26:03

Moved by Councillor Pegrum

Seconded by Councillor Godfrey

That the public meeting regarding PL-RAC-2023-0122 & PL-RAC-2022-0136 be called to order.

Carried

b) Notice of Collection and Public Meeting Introduction

The Deputy Clerk spoke to the Notice of Collection and Public Meeting Introduction.

c) **PL-RAC-2022-0122 (Mancino) – Application to request to stop up, close and transfer a portion of unopened road allowance known as Parts 4 & 5, Plan 13R20005, formerly Westport Road, Bedford**

- Under the Municipal Act a public meeting is required for Council to consider comments from the public on the proposed closure and transfer of portions of road allowances. The report provided Council with information about application PL-RAC-2022-0122 to close and transfer a portion of unopened road allowance known as Parts 4 & 5, Plan 13R20005, formerly Westport Road, Bedford.

Mayor Vandewal provided members of the public with an opportunity to speak.

The agent, Chris Clark spoke to the matter with respect to how the Road Allowance was not historically closed and transferred properly.

Members of Council did not provide any comments.

d) **Public Meeting - PL-RAC-2022-0136 (Carr) – Application to request to stop up, close and transfer a portion of unopened road allowance between Concessions 9 & 10, District of Bedford**

- Under the Municipal Act, a public meeting is required for Council to consider comments from the public on the proposed closure and transfer of portions of road allowances. The report provided Council with information about application PL-RAC-2022-01236 to close and transfer a portion of unopened road allowance between Concessions 9 & 10, District of Bedford.

Mayor Vandewal provided members of the public with an opportunity to speak.

The applicant, Sharon Carr spoke to merging the properties once the purchase has been completed.

Members of council did not provide comments.

e) Resolution - Close Public Meeting

Resolution No. 2023:26:04

Moved by Councillor Pegrum

Seconded by Councillor Ruttan

That the public meeting be closed.

Carried

7 Delegations

a) Representatives from Watersheds Canada were present to speak to Council

regarding The Value of Naturalized Shorelands.

8 Briefings

9 Approval of Minutes

a) Resolution

Resolution No. 2023:26:05

Moved by Councillor Leonard

Seconded by Councillor Trueman

That the minutes of the June 20, 2023 Council meeting be approved; and

That the minutes of the July 10, 2023 Council meeting be approved.

Carried

10 Reports Requiring Action

a) **PL-RAC-2022-0168 (Gervais) – Application to request to stop up, close and transfer a portion of unopened road allowance between the former Townships of Loughborough and Bedford, Lying between Labelle Lake and Big Clear Lake, South Frontenac**

In relation to a question from Councillor Ruttan, Michelle Hannah spoke to the mapping related to the application to provide clarification regarding the portion being applied to be closed and purchased.

Councillor Ruttan expressed concern with respect to closing public access to lakes.

Councillor Morey expressed concern with respect to closing the road allowance.

In response to a question from Councillor Pegrum, Michelle Hannah advised that the Public Notice portion of the process would occur as the next step if Council decided to move forward with the process.

Resolution No. 2023:26:06

Moved by Councillor Roberts

Seconded by Councillor Godfrey

That Council direct staff to commence the process of closing and transferring ownership of an unopened road allowance, between the former Townships of Loughborough and Bedford; it being understood that the unopened road allowance has irregular dimensions of approximately 20.12 metres (66 feet) by approximately 150 metres (492 feet).

Lost

b) **Noise By-law Exemption Application - 86 Palmer Lane**

Resolution No. 2023:26:07

Moved by Councillor Godfrey

Seconded by Councillor Morey

That Janssen Adriano be granted an exemption from Section 4, (Schedule 1, Clause 7.) of By-law Number 2015-41, As Amended, "A By-Law To Prohibit And Regulate Noise Within The Township Of South Frontenac", to permit the discharge of consumer fireworks at 86 Palmer Lane, Tichborne (Burrige Lake) on September 2, 2023 between 9:00 p.m. and 10:00 p.m.; it being understood

that the Noise By-law exemption to discharge consumer fireworks does not permit the discharge of fireworks should the discharge of consumer fireworks be prohibited by other Township of South Frontenac By-laws, Ontario Regulations or Provincial Legislation.

Carried

c) **Noise By-law Exemption Application - 4625 Wolfe Swamp Road**

Resolution No. 2023:26:08

Moved by Councillor Trueman

Seconded by Councillor Ruttan

That Charlene Lyon be granted an exemption from Section 3. Clause F. of By-law Number 2015-41, As Amended, "A By-Law To Prohibit And Regulate Noise Within The Township Of South Frontenac", to permit amplified music from 9:00 a.m. to 11:00 p.m. on August 4, 5, 6 and 7, 2023 at 4625 Wolfe Swamp Road, Harrowsmith; and

That Charlene Lyon be granted an exemption from Section 3. of By-law Number 2015-41, As Amended, "A By-Law To Prohibit And Regulate Noise Within The Township Of South Frontenac", to permit a motorcycle rally from 8:00 a.m. to 8:00 p.m. on August 4, 5, 6 and 7, 2023 at 4625 Wolfe Swamp Road, Harrowsmith; it being understood that the exemption be granted exclusively for fifteen minutes increments to allow for motorcycles to assemble on site for group rides.

Carried

d) **Noise By-law Exemption Application - 301 Oak Bluffs Road**

Resolution No. 2023:26:09

Moved by Councillor Godfrey

Seconded by Councillor Leonard

That Scott Duckworth be granted an exemption from Section 3. Clause F. of By-law Number 2015-41, As Amended, "A By-Law To Prohibit And Regulate Noise Within The Township Of South Frontenac", to permit amplified music during a wedding on September 30, 2023 from 4:00 p.m. to 11:00 p.m. located at 301 Oak Bluffs Road, Maberly.

Carried

e) **Noise By-law Exemption Application - Sydenham Highschool**

Resolution No. 2023:26:10

Moved by Councillor Trueman

Seconded by Councillor Ruttan

That Sydenham Highschool – 150th Anniversary Reunion (c/o Derek Snider) be granted an exemption from Section 3. Clause F. of By-law Number 2015-41, As Amended, "A By-Law To Prohibit And Regulate Noise Within The Township Of South Frontenac", to permit amplified music during the Sydenham Highschool - 150th Anniversary Reunion on August 25, 2023 from 6:00 p.m. to 10:00 p.m. and August 26, 2023 from 6:00 p.m. to 11:00 p.m., located at 2860 Rutledge Road, Sydenham, (Sydenham Highschool parking lot).

Carried

f) **Tax Sale Proceeds Resolution**

Resolution No. 2023:26:11

Moved by Councillor Morey

Seconded by Councillor Roberts

Whereas the Treasurer for the Township of South Frontenac estimates that the amount of \$653,000 of tax sale surplus proceeds will be paid into the Courts in 2023;

Now therefore be it resolved that The Council of the Township of South Frontenac support the resolution from the Town of Essex calling for the reinstatement of legislation permitting a municipality to retain surplus proceeds from tax sales,

And further that this resolution be forwarded to the Ministry of Municipal Affairs and Housing, the Ministry of Finance, MPP John Jordan and the Association of Municipal Finance Officers of Ontario and the Association of Municipalities of Ontario.

Carried

g) **Award of Tender # PS-2023-14 – Village of Battersea Sidewalk Construction**

Resolution No. 2023:26:12

Moved by Councillor Roberts

Seconded by Deputy Mayor Sleeth

That Council accept the bid from Dig N Dirt Ltd. In the amount of \$164,223.90 (net of HST credits) and authorize the Public Services Department to enter into an agreement for Contract # PS-2023-04 Village of Battersea Sidewalk Construction;

That Council authorize a project budget increase in the amount of \$25,575.65 be funded from the Asset Investment Reserve.

Carried

h) **Award of RFP PS-P03-2023 Design – Town Hall Expansion**

Resolution No. 2023:26:13

Moved by Councillor Leonard

Seconded by Councillor Pegrum

That Council award RFP PS-P03-2023 Design – Town Hall Expansion to Colbourne and Kembel Architects Inc in the amount of \$203,362.27 (including HST Rebate).

Carried

11 Advisory Committee Reports or Minutes

- a) There were none.

12 Reports Requiring Approval of By-laws

a) **Appointment of Alternate, Community Emergency Management Coordinator**

Resolution No. 2023:26:14

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That By-law 2023-57 being a 'By-law to Appoint Jan Minaker as Alternate, Community Emergency Management Coordinator' be given first and second reading.

Carried

Resolution No. 2023:26:15

Moved by Councillor Godfrey

Seconded by Councillor Ruttan

That By-law 2023-57 be given third reading, signed and sealed.

Carried

b) **Amendment to Safe Properties By-law**

Resolution No. 2023:26:16

Moved by Councillor Trueman

Seconded by Councillor Pegrum

That By-law 2023-58 attached as Exhibit A, being "A By-Law to Amend By-Law 2007-13, As Amended, 'A By-Law to Provide For The Safety Of Properties In The Township Of South Frontenac'", be given first and second reading.

Carried

Resolution No. 2023:26:17

Moved by Deputy Mayor Sleeth

Seconded by Councillor Roberts

That By-law 2023-58 be given third reading, signed, and sealed.

Carried

Resolution No. 2023:26:18

Moved by Councillor Ruttan

Seconded by Councillor Leonard

That By-law 2023-59 attached as Exhibit B, being "A By-law to Amend By-law 2022-70, As Amended, 'A By-Law to Impose Administrative Monetary Penalties on Violations Of Municipal By-Laws'", be given first and second reading

Carried

Resolution No. 2023:26:19

Moved by Councillor Godfrey

Seconded by Councillor Morey

That By-law 2023-59 be given third reading, signed and sealed.

Carried

c) **EA-2023-002 (Hulse) – Encroachment Agreement Request**

Resolution No. 2023:26:20

Moved by Councillor Roberts

Seconded by Councillor Pegrum

That By-law 2023-60, being a 'By-law to authorize the execution of an Encroachment Agreement between the Township of South Frontenac and Wei Li relating to the existing structure located on the Township owned unopened road allowance, District of Bedford' be given first and second reading.

Carried

Resolution No. 2023:26:21

Moved by Councillor Godfrey

Seconded by Councillor Leonard

That By-law 2023-60 be given third reading, signed and sealed.

Carried

d) **EA-2023-001 (Knight) (Rayner) – Encroachment Agreement Request**

Resolution No. 2023:26:22

Moved by Councillor Pegrum

Seconded by Councillor Morey

That By-law number 2023-61, being a By-law to allow the Mayor and the Clerk to enter into an Encroachment Agreement with the Applicant for the encroachment of a building at the property municipally known as 3945 Wilton Road, be given first and second reading.

Carried

Resolution No. 2023:26:23
Moved by Councillor Ruttan
Seconded by Councillor Roberts
That By-law number 2023-61 be given third reading, signed and sealed.

Carried

e) **Speed Limit Changes - Various Roads**

Resolution No. 2023:26:24
Moved by Councillor Pegrum
Seconded by Councillor Trueman
That By-law 2023-62, being a "By-law to amend By-law 2000-01, and to amend the speed limits on sections of Lower Round Lake Road, Perth Road, Petworth Road, Carrying Place and Westport Road" be given first and second reading.

Carried

Resolution No. 2023:26:25
Moved by Councillor Pegrum
Seconded by Councillor Godfrey
That By-law 2023-62 be given third reading, signed and sealed

Carried

13 Reports for Information

a) **2022 Draft Financials**

- The report provided a summary of the year-to-date financials to December 31, 2022 with a comparison to the 2022 budget.

14 Committee of the Whole

a) There was none

15 Information Items

a) Letter to the Bellrock and Petworth Community Regarding the Mills.

16 Notice of Motions

a) **Notice of Motion – Accessibility – Township Recreation Facilities and Programing**

Resolution No. 2023:26:26
Moved by Councillor Morey
Seconded by Councillor Leonard
That staff report back to Council regarding opportunities to increase the accessibility of Township of South Frontenac recreational facilities and programs; it being understood that the Frontenac Accessibility Advisory Committee and the Recreation & Leisure Services Advisory Committee be consulted regarding this matter.

Carried

b) **Notice of Motion – Sydenham Highschool – 150th Reunion**

Resolution No. 2023:26:27
Moved by Deputy Mayor Sleeth
Seconded by Councillor Morey
That the Township of South Frontenac support the Sydenham Highschool, 150th Reunion by providing \$5,000 in funding allocated from Council Grants to Organizations/Individuals operating budget line.

Carried

c) **Notice of Motion – Open Farm Days**

Resolution No. 2023:26:28

Moved by Deputy Mayor Sleeth

Seconded by Councillor Trueman

That Council waive the rules of By-law 2017-76, being “A By-Law To Provide For Governing The Proceedings Of The Council, The Conduct Of Members And The Calling Of Meetings in order to give consideration to a proclamation regarding Open Farm Days.

Carried

Resolution No. 2023:26:29

Moved by Councillor Godfrey

Seconded by Councillor Trueman

Whereas the Township of South Frontenac recognizes the importance of agriculture in the region; and,

Whereas the Township of South Frontenac believes a strong agricultural economy is essential for enduring communities, for the health of our residents, and to establish a strong community in support of food security for our citizens as well as our businesses, and organizations; and,

Whereas the Township of South Frontenac has a vision of a strong agriculture community that is in the character of the Township of South Frontenac and its residents: welcoming, natural, healthy, clean, tranquil, entrepreneurial, and rural by choice and conviction; and

Whereas the Township of South Frontenac is committed to supporting agriculture to grow businesses, attract more visitors and expand the tax base;

Now Therefore Be It Resolved That the Council of the Corporation of the Township of South Frontenac hereby declares September 1 to October 15, 2023, as Open Farm Days in the Township of South Frontenac, and reminds individuals of the importance of this six-week celebration which supports local agriculture and food businesses in our communities

And Further That the Township of South Frontenac encourages all residents to support local farms and food businesses by participating in this series of events.

Carried

17 Rise and Report regarding County Council and External Boards

a) County Council

Councillor Leonard advised there will be a presentation coming soon with respect to the libraries in the Township.

Councillor Leonard also noted that County Council is waiting for more information with respect to opening the K&P trail further to ATV users in the Township.

Mayor Vandewal advised that the challenges related to the expansion of the Frontenac County Administrative building have now been overcome and the renovation is progressing well.

b) Cataraqui Region Conservation Authority

Deputy Mayor Sleeth advised the budget meeting is scheduled for next month.

c) Quinte Conservation Authority

d) Rideau Valley Conservation Authority

Councillor Godfrey provided notice of the upcoming meeting.

18 Announcements/Statements by Councillors

- a) Deputy Mayor Sleeth commended the Public Services Department regarding the line painting project.

Councillor Ruttan advised that the Lake Ecosystem Advisory Committee is holding its first Forum on July 26th from 6:30-8:30pm in the Community Room at the Sydenham Library.

Mayor Vandewal commended the Public Services Department on the completion of the Battersea Road project.

19 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. 2023:26:30

Moved by Councillor Pegrum

Seconded by Councillor Roberts

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

1. Approval of the May 16, 2023 and May 26, 2023 Committee of the Whole "Closed Meeting" Minutes.
2. A proposed or pending acquisition or disposition of land by the municipality or local board - Hinchinbrooke Road.
3. A proposed or pending acquisition or disposition of land by the municipality or local board - Municipal Recreation Facility.

Carried

- b) Resolution - That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

Resolution No. 2023:26:31

Moved by Councillor Morey

Seconded by Councillor Ruttan

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

Carried

20 Confirmatory By-law

- a) Resolution

Resolution No. 2023:26:32

Moved by Councillor Ruttan

Seconded by Councillor Roberts

That By-law 2023-63, 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. 2023:26:33

Moved by Councillor Leonard

Seconded by Councillor Trueman

Minutes of Council
July, 18, 2023

That By-law 2023-63, being the confirmatory by-law, be given third reading,
signed and sealed.

Carried

21 Adjournment

a) Resolution

Resolution No. 2023:26:34

Moved by Councillor Godfrey

Seconded by Councillor Pegrum

That the Council meeting of July 18, 2023 be adjourned at 8:29 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk