



**Township of South Frontenac
Council Meeting Minutes**



Meeting #

Time: 7:00 PM

Location: 3910 Battersea Road/Virtual Via Zoom

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

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Heather Woodland - Deputy Clerk, Kyle Bolton - Director of Public Services, Delbert Blakney - Director of Fire and Emergency Services, Tim Laprade - Manager of Recreation and Facilities, Amanda Pantrey, Recreation and Events Coordinator, Ronnie Joslin - Construction Technologist, Stephanie Kuca - Deputy Treasurer

1 Call to Order

a) Resolution

Resolution No. 2024-20-01

Moved by Councillor Trueman

Seconded by Councillor Sleeth

That the Council meeting of December 3, 2024 be called to order at 7:02 p.m.

Carried

2 Declaration of pecuniary interest and the general nature thereof

a)

There were none.

3 Approval of Agenda and Addendum

a) Resolution

Resolution No. 2024-20-02

Moved by Councillor Turcotte

Seconded by Councillor Leonard

That the agenda be approved, as presented.

Carried

4 Scheduled Closed Session

a)

There was none.

5 Recess

6 Public Meeting

a)

Not applicable.

7 Delegations

a)

There were none.

8 Briefings

- a) Laurie Hubert from KPMG was present and spoke to the 2023 Audited Financial Statements.
- b) Louise Fragnito, Chief Administrative Officer was present to spoke to Council regarding the 2025 Capital Budget Overview.

9 Approval of Minutes

- a) Resolution

Resolution No. 2024-20-03

Moved by Councillor Ruttan

Seconded by Deputy Mayor Morey

That the minutes of the November 19, 2024 Council meeting be approved.

Carried

10 Reports Requiring Action

- a) 2023 Audited Financial Statements

Resolution No. 2024-20-04

Moved by Councillor Pegrum

Seconded by Councillor Roberts

That Council receive the 2023 Audited Financial Statements attached as Exhibit A to Report Number 2024-205.

Carried

- b) Disposition of Surplus Land

Resolution No. 2024-20-05

Moved by Councillor Sleeth

Seconded by Councillor Turcotte

That staff be directed to dispose and transfer the surplus land described as Roll Number 102904002030450, PT LT 10 CON 13 LOUGHBOROUGH AS IN FR156156; SOUTH FRONTENAC to the Land Conservancy for Kingston, Frontenac, Lennox & Addington subject to the following conditions:

1. That the boundary of the property be properly defined to prevent trespassing on neighbouring properties;

2. That the agreement stipulate that the Land Conservancy for Kingston, Frontenac, Lennox & Addington Conservancy agrees that the property would remain in the Conservancy's ownership, and in the future should it become necessary to transfer the ownership, the property would be transferred to another conservation minded group consistent with clause 9 of the Conservancy's articles of continuance; and

3. That the Land Conservancy for Kingston, Frontenac, Lennox & Addington Conservancy be responsible for all legal fees associated with the land transfer; and

4. That the Land Conservancy for Kingston, Frontenac, Lennox & Addington Conservancy be responsible for the cost of a survey done by an Ontario Land Surveyor, as required.

Carried as Amended - See Motion to Amend which Carried

Resolution No. 2024-20-06

Moved by Councillor Sleeth

Seconded by Councillor Pegrum

That the recommendation of Councillor Sleeth and Councillor Turcotte regarding Disposition of Surplus Land be amended by including Clause 4 which reads as follows:

"4. That the Land Conservancy for Kingston, Frontenac, Lennox & Addington Conservancy be responsible for the cost of a survey done by an Ontario Land Surveyor, as required."

Carried

c) Verona Housing – Architectural Services

Resolution No. 2024-20-07

Moved by Councillor Roberts

Seconded by Councillor Leonard

That Council support awarding the Verona Housing Architectural Services in the amount of \$698,200 + HST to RAW Design.

Carried

d) Verona Housing – CHIF Grant

Resolution No. 2024-20-08

Moved by Deputy Mayor Morey

Seconded by Councillor Ruttan

That Council support staff in moving forward with the CHIF grant application submission, and;

That Council authorize the Clerk and Mayor to sign off on grant agreements for the CHIF grant, if successful.

Carried

e) Contract Extension – Environmental Monitoring and Reporting

Resolution No. 2024-20-09

Moved by Councillor Leonard

Seconded by Councillor Trueman

That Council approve a three-year extension to the Environmental Monitoring and Reporting contract with Cambium ending on April 30th, 2027; and

That the terms and conditions governing the Environmental Monitoring and Reporting contract be subject to the details outlined in the proposal attached as Exhibit A of Report Number 2024-200.

Carried

11 Advisory Committee Reports or Minutes

a)

There were none.

12 Reports Requiring Approval of By-laws

a) Proposed By-law to Establish Recreation Service Fees

Resolution No. 2024-20-10

Moved by Councillor Pegrum

Seconded by Councillor Turcotte

That the Recreation Service Fee & Facility Allocation Policy be approved as provided in Exhibit G of Report Number 2024-201.

Carried

Resolution No. 2024-20-11

Moved by Councillor Pegrum

Seconded by Councillor Deputy Mayor Morey

That By-law 2024-77, attached to the Report Number 2024-201 as Exhibit A, being a By-law to Amend By-Law Number 2024-59, A By-Law to Establish Fees and Charges Collected by The Corporation of the Township of South Frontenac, as amended, be given first and second reading.

Carried

Resolution No. 2024-20-12

Moved by Councillor Turcotte

Seconded by Councillor Leonard

That By-Law 2024-77 be given third reading, signed and sealed.

Carried

- b) Councillor Roberts and Councillor Sleeth were recorded as opposed to the approval of By-law 2024-77.
- c) Council consented to a correction to By-law 2024-77, "Rectangular Fields and Baseball Diamonds", Category 3, Tournament hourly rate (7am - 7pm) New Users fee to \$65 and Phase in fee to \$22.10, and Tournament hourly rate (7pm-11pm) New Users fee to \$75 and Phase in fee to \$25.50 respectively.

13 Reports for Information

- a) There were none.

14 Committee of the Whole

- a) Not applicable.

15 Tabling of Documents

- a) There were none.

16 Communications

- a) Correspondence received from Rachael Mather, Public Health Dietitian, KFL&A Public Health, regarding the 2024 Cost of Healthy Eating Report.

17 Notice of Motions

- a) There were none.

18 Rise and Report regarding County Council and External Boards

- a) County Council

Councillor Leonard provided an update regarding the election of the new Warden and Deputy Warden and the approved budget.

- b) Rideau Valley Conservation Authority

Councillor Turcotte provided an update regarding recent appointments, draft budget and strategic documents that were received at the previous meeting.

19 Announcements/Statements by Councillors

a)

Councillor Trueman congratulated the organizers on a successful Community Sydenham and District Lions Club Tree Lighting event which took place on Friday November 29, 2024 and the Sydenham Santa Claus Parade which occurred on Saturday November 30, 2024.

20 Closed Session (if requested)

21 Confirmatory By-law

a) Resolution

Resolution No. 2024-20-13
Moved by Councillor Roberts
Seconded by Deputy Mayor Morey

That By-law 2024-78, 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. 2024-20-14
Moved by Councillor Ruttan
Seconded by Councillor Sleeth

That By-law 2024-78, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

22 Adjournment

a) Resolution

Resolution No. 2024-20-15
Moved by Councillor Turcotte
Seconded by Councillor Roberts

That the Council meeting of December 3, 2024 be adjourned at 8:16 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community