



**Township of South Frontenac
Council Meeting Minutes**



Meeting # 01

Time: 6:30 p.m.

Location: Council Chambers / virtual via Zoom

Present: Ray Leonard, Doug Morey, Steve Pegrum, Norm Roberts, Randy Ruttan (virtual), Ron Sleeth, Scott Trueman (virtual), Mayor Ron Vandewal

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Michelle Hannah - Deputy Clerk, Kyle Bolton - Director of Public Services, Del Blakney - Director of Fire and Emergency Services, Brad Wright - Director of Development Services, Jan Minaker - Manager of Human Resources, Troy Dunlop - Manager of Engineering and Capital Projects

1 Call to Order

- a) That the Council Meeting of January 9, 2024 be called to order at 6:33 p.m.

Resolution No. 2024:01:01

Moved by Councillor Ruttan

Seconded by Councillor Morey

That the Council Meeting of January 9, 2024 be called to order at 6:33 p.m.

Carried

2 Declaration of pecuniary interest and the general nature thereof

- a) Mayor Vandewal declared pecuniary interest with respect to Agenda Item 11. f) as a family member is a member of South Frontenac Fire & Rescue.

Councillor Morey declared a pecuniary interest with respect to Agenda Item 13. c) as family owns a trailer currently licensed by the Township of South Frontenac.

Documents can be found here:

<https://southfrontenac.civicweb.net/filepro/documents/100575/>

3 Approval of Agenda

- a) That the agenda be approved.

Resolution No. 2024:01:02

Moved by Councillor Trueman

Seconded by Councillor Pegrum

That the agenda be approved.

Carried

4 Scheduled Closed Session

- a) Resolution:

Resolution No. 2024:01:03

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Moved by Councillor Roberts
Seconded by Councillor Sleeth

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

a) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

Carried

b) Resolution:

Resolution No. 2024:01:04

Moved by Councillor Ruttan
Seconded by Councillor Pegrum

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

Carried

5 Recess

a) Council recessed from 6:53 p.m. to 7:03 p.m.

6 Declaration of Office - Deputy Mayor Leonard

a) Deputy Mayor Leonard undertook the Declaration of Office.

Deputy Mayor Leonard and the Deputy Clerk signed the declaration of Office.

7 Public Meeting

a) There was none.

8 Delegations

a) There were none.

9 Briefings

a) There were none.

10 Approval of Minutes

a) That the minutes of the December 19, 2023 Council meeting be approved.

Resolution No. 2024:01:05

Moved by Councillor Trueman
Seconded by Deputy Mayor Leonard

That the minutes of the December 19, 2023 Council meeting be approved.

Carried

11 Reports Requiring Action

a) Climate Change Action Plan Consultant Services

Resolution No. 2024:01:06

Moved by Councillor Morey
Seconded by Councillor Pegrum

That Council approve the award of the consulting services contract for the development of the Township's Climate Change Action Plan to Strategy Corp. in the amount of \$59,122.56 including non-rebatable HST and;

That the required additional funding for the project be funded from the Climate Change Reserve.

Carried

- b) Proposed Re-Appointment of Mississippi-Rideau Source Protection Committee (SPC) Representative

Resolution No. 2024:01:07

Moved by Councillor Sleeth

Seconded by Councillor Trueman

That the Council of the Corporation of the Township of South Frontenac recommend to the Mississippi-Rideau Source Protection Committee (SPC) that Eleanor Renaud be re-appointed as the representative of municipalities without drinking water systems for a five-year term.

Carried

- c) Appointment of Members of Council to Committee of Adjustment

Councillor Roberts and Deputy Mayor Leonard nominated Councillor Pegrum as the Bedford District representative.

Deputy Mayor Leonard and Councillor Sleeth nominated Councillor Morey as the Portland District representative.

Councillor Morey and Councillor Roberts nominated Councillor Ruttan as the Loughborough District representative.

Councillor Sleeth and Councillor Pegrum nominated Councillor Roberts as the Storrington District representative.

There were no further nominations.

Resolution No. 2024:01:08

Moved by Councillor Leonard

Seconded by Councillor Sleeth

That the following members of Council be appointed to the Committee of Adjustment for a term concluding December 31, 2024:

1. Bedford District Councillor Pegrum;
2. Portland District Councillor Morey;
3. Loughborough District Councillor Ruttan; and
4. Storrington District Councillor Roberts.

Carried

Resolution No. 2024:01:09

Moved by Councillor Roberts

Seconded by Deputy Mayor Leonard

That Council defer the appointment of a member to the Rideau Valley Conservation Authority Board until the vacant Bedford District seat has been filled.

Carried

- d) Community Safety and Policing Act – Frontenac OPP Detachment Board Appointment

Resolution No. 2024:01:10

Moved by Councillor Roberts

Seconded by Councillor Morey

That Mayor Vandewal and Councillor Pegrum be appointed as the Township of South Frontenac Council Representatives to the Frontenac OPP Detachment Board for the remainder of the term of Council; and

That David Herrington, be appointed as the Township of South Frontenac, Community Representative to the Frontenac OPP Detachment Board for the term of Council; and

That the Township of South Frontenac, Police Services Board be dissolved effective April 1, 2024 and that the Clerk be directed to amend the Committee By-law accordingly.

Carried

e) Vacant Councillor Seat – Bedford District

Resolution No. 2024:01:11

Moved by Councillor Pegrum

Seconded by Councillor Trueman

That Council declare the office of Councillor for Bedford District, held by Charlene Godfrey vacant; and

That staff be directed to bring forward a report outlining options to fill the vacancy for consideration by Council at its meeting scheduled for Tuesday, January 16, 2024.

Carried

f) South Frontenac Fire & Rescue Compensation

Mayor Vandewal withdrew from the meeting due to a pecuniary interest. Deputy Mayor Leonard assumed the role of Chair.

Resolution No. 2024:01:12

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That Council provide approval for the South Frontenac Fire & Rescue (SFFR) compensation schedule itemized under Table 1 of the Staff Report to take effect as of January 1, 2024; and

That Council approve the funding stream as itemized under Table 2 of the Staff Report.

Carried

12 Advisory Committee Reports or Minutes

a) Mayor Vandewal returned to the meeting and assumed the role of Chair.

There were none.

13 Reports Requiring Approval of By-laws

a) Appointment of Director of Emergency Services & Fire Chief

Resolution No. 2024:01:13

Moved by Deputy Mayor Leonard

Seconded by Councillor Ruttan

That By-law 2024-02 being a By-law to appoint Del Blakney as Director of Emergency Services & Fire Chief insert text, be given first and second reading.

Carried

Resolution No. 2024:01:14
Moved by Councillor Morey
Seconded by Councillor Roberts
That By-law 2024-02 be given third reading, signed and sealed.

Carried

b) Amendment to By-law 2020-10 (A By-law to Assume Road Widening)

Resolution No. 2024:01:15
Moved by Councillor Trueman
Seconded by Deputy Mayor Sleeth
That By-law 2024-03 being a By-law to amend By-law 2020-10, be given first and second reading.

Carried

Resolution No. 2024:01:16
Moved by Councillor Ruttan
Seconded by Councillor Trueman
That By-law 2024-03 be given third reading, signed and sealed.

Carried

c) Proposed Trailer Regulation By-law

Councillor Morey withdrew from the meeting due to a pecuniary interest.

Resolution No. 2024:01:17
Moved by Councillor Roberts
Seconded by Councillor Ruttan
That By-law 2024-01 attached as Exhibit A, being "A By-law to Regulate Trailer usage in the Township of South Frontenac" be given first and second reading.

Carried

Resolution No. 2024:01:18
Moved by Deputy Mayor Leonard
Seconded by Councillor Roberts
That By-law 2024-01 be given third reading, signed and sealed.

Carried

Resolution No. 2024:01:19
Moved by Councillor Trueman
Seconded by Councillor Sleeth
That By-law 2024-05 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. 2024:01:20
Moved by Councillor Pegrum
Seconded by Councillor Ruttan
That By-law 2024-05 be given third reading, signed and sealed.

Carried

d) Appointment of Drainage Superintendent under the Drainage Act

Councillor Morey returned to the meeting.

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Resolution No. 2024:01:21

Moved by Councillor Sleeth

Seconded by Councillor Morey

That By-law 2024-04 being a By-law to appoint Robinson Consultants Inc. as Drainage Superintendent under the Drainage Act, be given first and second reading.

Carried

Resolution No. 2024:01:22

Moved by Councillor Roberts

Seconded by Councillor Ruttan

That By-law 2024-04 be given third reading, signed, and sealed.

Carried

14 Reports for Information

a) 2023 Purchase and Sale of Land

- The report provided a summary of properties sold and purchased from authorization to negotiate received by Council during various Committee of the Whole "Closed Meetings".

b) Study Update – Preliminary Design Services for Reconstruction of Road 38 (Murton Road to Kingston Road)

- The report provided an update on the status of the preliminary design study for the reconstruction of Road 38 including activities completed to date by Safe Roads Engineering Inc.

15 Committee of the Whole

- a) There was none.

16 Information Items

- a) There were none.

17 Notice of Motions

- a) Councillor Sleeth served a notice of motion to ask staff to write a letter to the Ministry to clarify the zoning related to 4797 Latimer Road.

18 Rise and Report regarding County Council and External Boards

a) County Council

Deputy Mayor Leonard advised that Mayor Frances Smith has been appointed Warden and Mayor Vandewal was appointed Deputy Warden for the year 2024.

Deputy Mayor Leonard also noted that Council voted to keep the K&P Trail closed to ATV use South of Bellrock Road.

b) Police Services Board

Councillor Pegrum advised that he and staff will be meeting with the New Staff Sergeant on February 17, 2024.

c) Cataraqui Conservation

d) Quinte Conservation

Councillor Roberts noted that the budget for 2024 was approved at the last meeting.

e) Rideau Valley Conservation Authority

f) Frontenac Community Arena Board

19 Announcements/Statements by Councillors

a) There were none.

20 Closed Session (if requested)

a) Resolution:

Resolution No. 2024:01:23

Moved by Councillor Pegrum

Seconded by Councillor Sleeth

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

a) Approval of the December 19, 2023 Committee of the Whole "Closed Meeting" minutes.

b) personal matters about an identifiable individual, including municipal or local board employees - Development Services.

b) Resolution:

Resolution No. 2024:01:24

Moved by Deputy Mayor Leonard

Seconded by Councillor Trueman

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

Carried

21 Confirmatory By-law

a) Resolution

Resolution No. 2024:01:25

Moved by Councillor Roberts

Seconded by Councillor Ruttan

That By-Law 2024-06, 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. 2024:01:26

Moved by Councillor Pegrum

Seconded by Councillor Trueman

That By-Law 2024-06 be given third reading, signed and sealed.

Carried

22 Adjournment

a) Resolution

Resolution No. 2024:01:27

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Moved by Councillor Morey
Seconded by Councillor Roberts

That the Council meeting of January 9, 2024 be adjourned at 7:42 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk