



**Township of South Frontenac  
Council Meeting Minutes**



**Meeting # 19**

**Time:** 7:00 PM

**Location:** 3910 Battersea Road/Virtual Via Zoom

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

**Absent:** Doug Morey

**Staff:** Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Heather Woodland - Deputy Clerk, Brad Wright - Director of Development Services, Kyle Bolton - Director of Public Services, Delbert Blakney - Director of Fire and Emergency Services, Troy Dunlop - Manager, Engineering & Capital Projects, Rebecca Roy - Chief Building Official, Christine Woods - Manager, Planning

1 Call to Order

a) Resolution

Resolution No. 2024:19:01

Moved by Councillor Pegrum

Seconded by Councillor Turcotte

That the Council meeting of November 12, 2024 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 and Addendum

a) Resolution

Resolution No. 2024:19:02

Moved by Councillor Roberts

Seconded by Councillor Ruttan

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

Resolution No. 2024:19:03

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Moved by Councillor Leonard  
Seconded by Councillor Trueman  
That the public meeting regarding PL-ZBA-2024-0116, Brown, 6231 Battersea Road be called to order.

Carried

- b) Notice of Collection
- c) The Clerk spoke to the Notice of Collection.
- d) Public Meeting - Zoning By-law Amendment Application PL-ZBA-2024-0116, Brown, 6231 Battersea Road
- e) Christine Woods conducted a PowerPoint presentation regarding PL-ZBA-2024-0116.

In response to a question from Councillor Sleeth, Christine Woods provided further information regarding the history of operations at the quarry.

Councillor Pegrum sought further information regarding registering quarry operations on title. Christine Woods indicated that this matter would be reviewed further prior to the presentation of the next report.

Mayor Vandewal noted that only quarry operations should be exempt from municipal by-laws.

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

Members of the public did not provide comment.

- f) Resolution

Resolution No. 2024:19:04  
Moved by Councillor Sleeth  
Seconded by Councillor Roberts  
That the public meeting be closed.

Carried

7 Delegations

- a) Representatives from Royal Canadian Legion Sydenham Branch 496 were present to speak to Council regarding Cenotaph Enhancement.
- b) Kyle Bolton noted that this matter would be brought before Council during 2025 budget deliberations.

8 Briefings

9 Approval of Minutes

- a) Resolution

Resolution No. 2024:19:05  
Moved by Councillor Turcotte  
Seconded by Councillor Sleeth  
That the minutes of the October 15, 2024 Council meeting be approved.

Carried

10 Reports Requiring Action

a) 2024 Frontenac Farmers Market Holiday Market

Resolution No. 2024:19:06

Moved by Councillor Ruttan

Seconded by Councillor Leonard

That Council designate the special holiday event hosted by the Frontenac Farmers Market as Municipally Significant December 7th, 2024, from 3:00 pm – 7:00 pm at Centennial Park in Harrowsmith as required by the Alcohol & Gaming Commission of Ontario (AGCO) for a Special Occasion Permit (SOP) for the sale and service of alcohol at the events.

Carried

b) Close Out Report – 2024 Private Lane Upgrade Assistance Program

Resolution No. 2024:19:07

Moved by Councillor Sleeth

Seconded by Councillor Pegrum

That Council receive the close out summary report for the 2024 Private Lane Upgrade Assistance Program for information.

Carried

11 Advisory Committee Reports or Minutes

a) There were none.

12 Reports Requiring Approval of By-laws

a) Appointment of Deputy Clerk, Deputy Division Registrar and Municipal Law Enforcement Officer

Resolution No. 2024:19:08

Moved by Councillor Roberts

Seconded by Councillor Pegrum

That By-law 2024-71, 2024-72 and 2024-73 being by-laws to appoint a Deputy Clerk, Deputy Division Registrar and Municipal Law Enforcement Officer, be given first and second reading.

Carried

Resolution No. 2024:19:09

Moved by Councillor Trueman

Seconded by Councillor Ruttan

That By-law 2024-71, 2024-72 and 2024-73 be given third reading, signed and sealed.

Carried

13 Reports for Information

a) 2nd and 3rd Quarter 2024 – Planning Services Report

b) 2nd and 3rd Quarter 2024 – Building Services Report

c) 2025 Budget Survey Results

14 Committee of the Whole

a) Not applicable.

15 Tabling of Documents

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a) There were none.

16 Communications

a) There was none.

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 Committee of the Whole budget deliberations. He mentioned that the County of Frontenac issued a letter to the Province of Ontario regarding the Township of South Frontenac Road 38 project.

b) Cataraqui Conservation - Councillor Sleeth indicated that the Knox Farm proposal was discussed at length at the last meeting.

c) Quinte Conservation - Councillor Roberts noted that the Board commenced budget deliberations.

d) Rideau Valley Conservation Authority - Councillor Turcotte spoke to the proposed budget in relation to the Township of South Frontenac.

e) Frontenac Community Arena Board - Councillor Roberts noted that the arena is running well.

19 Announcements/Statements by Councillors

a) Members of Council spoke to the various Remembrance Day celebrations held in the Township of South Frontenac.

Councillor Sleeth expressed concern regarding the condition of the cenotaph at Sandhill Cemetery.

20 Closed Session (if requested)

a) There was none.

21 Confirmatory By-law

a) Resolution

Resolution No. 2024:19:10

Moved by Councillor Roberts

Seconded by Councillor Leonard

That By-law 2024-74, 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. 2024:19:11

Moved by Councillor Trueman

Seconded by Councillor Sleeth

That By-law 2024-74, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

22 Adjournment

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a) Resolution

Resolution No. 2024:19:12

Moved by Councillor Pegrum

Seconded by Councillor Ruttan

That the Council meeting of November 12, 2024 be adjourned at 8:11 p.m.

Carried

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Ron Vandewal, Mayor

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James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community