



**Township of South Frontenac
Council Meeting Minutes**



Meeting #2025-20

Time: 7:00 PM

Location: Council Chambers/Virtual Via Zoom

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

Absent: Ray Leonard

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, Stephanie Kuca - Director of Finance and Treasurer

1 Meeting to Order

a) Resolution

Resolution No. [2025-20]-01

Moved by Councillor Pegrum

Seconded by Councillor Sleeth

That the Council meeting of November 4, 2025 be called to order at 7:00 p.m.

Carried

2 Roll Call

a) The Deputy Clerk conducted roll call.

3 Approval of Agenda (and Addendum)

a) Resolution

Resolution No. [2025-20]-02

Moved by Councillor Roberts

Seconded by Councillor Turcotte

That the agenda be approved, as presented.

Carried

4 Disclosure of Pecuniary Interest

a) There were none.

5 Committee of the Whole "Closed Session"

a) Not applicable.

6 Recess (If Required)

7 Ceremonial Presentations

a) There were none.

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8 Public Meeting

a) Not applicable.

9 Delegations

a) There were none.

10 Briefings

a) Mary Lynn Cousins Brame, CEO, Kingston Frontenac Housing Corporation, was present and spoke to Council regarding the McMullen Manor.

11 Reports from Administration

a) Drinking Water Quality Management System: 2024 Management Review Report and Endorsement of Operational Plan

Heather Roberts from Utilities Kingston was present and provided an overview of the report.

Resolution No. [2025-20]-03

Moved by Councillor Trueman

Seconded by Deputy Mayor Ruttan

That Council receive the Sydenham Drinking Water System Management Review Summary Report 2024, Management Review Meeting Minutes, and Audit Report; and

That Council re-endorse the Operational Plan for the Sydenham Drinking Water System and authorize the Mayor and CAO to sign the Owner and Top Management Endorsement of the Operational Plan for Sydenham's Drinking Water Supply Systems document showing Council's endorsement of the plan.

Carried

b) 2026 Municipal Election – Voting Methods

Resolution No. [2025-20]-04

Moved by Councillor Morey

Seconded by Councillor Pegrum

That Council authorize the use of alternate voting methods during the 2026 Municipal Election in accordance to the Municipal Elections Act;

That By-law 2025-69, attached to Report Number 2025-154 as Exhibit A, being "A By-law to Authorize the Use of Alternative Voting Methods for the 2026 Municipal Election" be given first and second reading;

That By-law 2025-69 be presented to Council for third reading.

Carried

c) Dedication and Assumption of Kona Crescent, Plan 13M-56, Lyon's Landing

Resolution No. [2025-20]-05

Moved by Councillor Sleeth

Seconded by Councillor Roberts

1) That Council Report 2025-153 Dedication and Assumption of Kona Crescent, Plan 13M-56, Lyon's Landing be received; and

2) That By-law 2025-70, attached to Report Number 2025-153 as Exhibit C, being "A By-law to dedicate and assume as common and public highway certain

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lands in the Township of South Frontenac, pursuant to Sections 26, 28 & 31(6) of the Municipal Act, 2001” be given first and second reading; and

3) That By-law 2025-70 be presented to Council for third reading.

Carried

12 Reports from Advisory Committees

a) There were none.

13 Information Reports

a) There were none.

14 Committee of the Whole

a) Not applicable.

15 Communications

a) There were none.

16 Tabling of Documents

a) There were none.

17 New Business

a) There were none.

18 Notice of Motion

a) There were none.

19 Approval of Minutes

a) Resolution

Resolution No. [2025-20]-06

Moved by Deputy Mayor Ruttan

Seconded by Councillor Turcotte

That the minutes of the October 21, 2025 Council meeting be approved.

Carried

20 Approval of By-laws

a) Resolution

Resolution No. [2025-20]-07

Moved by Councillor Pegrum

Seconded by Councillor Trueman

That By-laws Numbers (1) and (2) be given third reading.

Carried

b) Summary of By-laws:

1. By-law 2025-69 - A By-Law to Authorize the Use of Alternative Voting Methods for the 2026 Municipal Election

2. By-law 2025-70 - A By-Law to dedicate and assume as common and public highway certain lands in the Township of South Frontenac, pursuant to Sections 26, 28 & 31(6) of the Municipal Act, 2001

21 Committee of the Whole "Closed Session"

a) Not applicable.

22 Confirmation By-law

a) Resolution

Resolution No. [2025-20]-08

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That By-law 2025-71, 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. [2025-20]-09

Moved by Councillor Morey

Seconded by Councillor Trueman

That By-law 2025-71, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

23 Date of Next Meeting

a) The next Council meeting is scheduled for November 18, 2025 at 7:00 p.m.

24 Adjournment

a) Resolution

Resolution No. [2025-20]-10

Moved by Councillor Roberts

Seconded by Deputy Mayor Ruttan

That the Council meeting of November 4, 2025 be adjourned at 7:38 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community