



**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, Brad Wright - Director of Development Services, Kyle Bolton - Director of Public Services, Troy Dunlop - Manager of Engineering and Capital Projects, Tim Laprade - Manager of Recreation and Facilities, David Brown - Facilities Technologies, Delbert Blakney - Director of Fire and Emergency Services, Brad Smith - Deputy Fire Chief, Stephanie Kuca - Director of Finance and Treasurer

1 Meeting to Order

a) Resolution

Resolution No. [2025-09]-01

Moved by Councillor Sleeth

Seconded by Deputy Mayor Ruttan

That the Council meeting of April 15, 2025 be called to order at 7:00 p.m.

Carried

2 Roll Call

a)

The Deputy Clerk conducted the Roll Call.

3 Approval of Agenda (and Addendum)

a) Resolution

Resolution No. [2025-09]-02

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That the agenda be amended to include the addendum.

Carried

b) Resolution

Resolution No. [2025-09]-03

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That the agenda be approved, as amended.

Carried

4 Disclosure of Pecuniary Interest

a) Mayor Vandewal declared a pecuniary interest in the matter of Business Item 21, Committee of the Whole "Closed Session", as his family member is in the union.

5 Committee of the Whole "Closed Session"

a) Not applicable.

6 Recess (If Required)

7 Ceremonial Presentations

a) There were none.

8 Public Meeting

a) Resolution

Resolution No. [2025-09]-04
Moved by Councillor Turcotte
Seconded by Councillor Trueman
That the public meeting be called to order.

Carried

b) The Deputy Clerk read the Notice of Collection.

c) Bellrock and Petworth Mills Conceptual Designs

Tim Laprade provided an overview of the public meeting and introduced David Lashley and Rebecca James from Lashley and Associates Corporation who presented the concept designs.

Mayor Vandewal offered Council the opportunity to ask questions.

Councillor Turcotte thanked the consultant for the presentation and acknowledged the safety measures put in place, and noted that safety is a priority.

Mayor Vandewal offered members of the public the opportunity to provide comment.

Debbie Twiddy, First Lake Road, noted that the perspective of the plans were from the road, and asked if there would be options for portage access to the site from the river side.

Ruth Reynolds inquired about relocating the parking to closer to the street in order to create more usable space in the park.

Tim Laprade provided that rationale for the parking location, explaining that creating accessible parking was a factor in the design.

There were no further comments from members of the public.

d) Zoning By-law Amendment Application PL-ZBA-2025-0009, Stonehenge Industries Inc. (Freeman), 4996 Battersea Road, Storrington District

Christine Woods provided an overview of the application.

Mayor Vandewal offered Council the opportunity to ask questions.

Councillor Sleeth expressed support for the application, noting that the application creates a more appropriate lot size.

Mayor Vandewal offered members of the public the opportunity to provide comment.

There were no comments from members of the public.

- e) Zoning By-law Amendment Application PL-ZBA-2025-0027, Asselstine, Part of Lot 6, Concession 7, Hartington, Portland District

Christine Woods provided an overview of the application.

Mayor Vandewal offered Council the opportunity to ask questions. There were no questions from members of Council.

Mayor Vandewal offered members of the public the opportunity to provide comments.

Carol Sparling, Retreat Lane, was present and spoke to water quality issues at her nearby property with respect to the holding symbol placed on the parcel.

There were no further comments from members of the public.

- f) Zoning By-law Amendment Application PL-ZBA-2025-0031, Willes (The Boulevard Group), 102904001011600, Sydenham Road

Jason Sands, The Boulevard Group, was present as the agent to the file and presented the application.

Mayor Vandewal offered Council the opportunity to ask questions.

Councillor Morey inquired about the traffic brief. He asked if the traffic brief would be reviewed again if the site is altered. Troy Dunlop spoke to the traffic brief and what will be reviewed at the next stage of the process. Christine Woods added that the property would be subject to a site plan control, and if the site was altered the site plan would be revisited.

Councillor Pegrum inquired about the potential of the site transitioning to manufacturing and if the production of noise, heat, waste, odor, and fugitive emissions would be a concern. Jason Sands responded that the transition to manufacturing would not impact these factors.

Mayor Vandewal inquired about the use of vegetation as buffering for the site. Jason Sands responded in acknowledgement that this is a high level concept plan and a more detailed plan would explore these options further.

Mayor Vandewal inquired about the nearby property and asked how the setbacks were determined. The owner, John Willes, was present and provided additional details of how the measurements were confirmed by a survey.

Mayor Vandewal afforded members of the public an opportunity to provide comments.

There were no comments from members of the public.

- g) Councillor Morey withdrew from the meeting.

- h) Resolution

Resolution No. [2025-09]-05
Moved by Councillor Leonard
Seconded by Councillor Sleeth
That the Public Meeting be closed.

Carried

i) Councillor Morey returned to the meeting.

9 Delegations

a) There were none.

10 Briefings

a) Representatives from Cambium were present and spoke to Council regarding the Annual Update with respect to the Township of South Frontenac Waste Disposal Sites.

11 Reports from Administration

a) 2024 Annual Report for Municipal Waste Disposal Sites

Resolution No. [2025-09]-06
Moved by Deputy Mayor Ruttan
Seconded by Councillor Morey
That Council receive the 2024 Annual Update for Township of South Frontenac Waste Disposal Sites presentation from Cambium Consulting and Engineering.

Carried

b) Zoning By-law Amendment Application PL-ZBA-2025-0001, Trousdale (P.A. Miller Surveying Ltd.), 1125, 1127 and 1137 Willy's Lane, Fourteen Island Lake

Resolution No. [2025-09]-07
Moved by Councillor Pegrum
Seconded by Councillor Turcotte
That the Zoning By-law Amendment Application (File Number PL-ZBA-2025-0001) submitted by Trousdale (P.A. Miller Surveying Ltd.), regarding 1125, 1127 and 1137 Willy's Lane, Fourteen Island Lake, be approved;

That By-law 2025-27, attached to Report Number 2025-055, as Exhibit A, being a By-law to amend the zoning on lands known as Part of Lots 3 and 4, Concession 11, District of Portland, Township of South Frontenac, be given first and second reading; and

That By-law 2025-27 be presented to Council for third reading.

Carried

c) Zoning By-law Amendment Application PL-ZBA-2025-0009, Stonehenge Industries Inc. (Freeman), 4996 Battersea Road, Storrington District

Resolution No. [2025-09]-08
Moved by Councillor Sleeth
Seconded by Councillor Turcotte
That the Zoning By-law Amendment Application (File Number PL-ZBA-2025-0009) submitted by Stonehenge Industries Inc. (Freeman), regarding 4996 Battersea Road, Storrington District, be approved;

That By-law 2025-28, attached to Report Number 2025-052, as Exhibit A, being a By-law to amend the zoning on lands known as 4996 Battersea Road, Part of

Lots 7 and 8, Concession 9, District of Storrington, Township of South Frontenac be given first and second reading; and

That By-law 2025-28 be presented to Council for third reading.

Carried

- d) Zoning By-law Amendment Application PL-ZBA-2025-0027, Asselstine, Part of Lot 6, Concession 7, Hartington, Portland District

Resolution No. [2025-09]-09

Moved by Councillor Morey

Seconded by Councillor Trueman

That the Zoning By-law Amendment Application (File Number PL-ZBA-2025-0027) submitted by Asselstine, regarding Part of Lot 6, Concession 7, Hartington, Portland District, be approved;

That By-law 2025-29, attached to Report Number 2025-053, As Exhibit A, being a By-law to amend the zoning on lands known as Part of Lot 6, Concession 7, District of Portland, Township of South Frontenac be given first and second reading; and

That By-law 2025-29 be presented to Council for third reading.

Carried

- e) 2025 Final Tax Rate By-law

Resolution No. [2025-09]-10

Moved by Councillor Leonard

Seconded by Councillor Sleeth

That Council approve the 2025 Final Tax Rates for the Township of South Frontenac;

That By-law 2025-30, attached to Report 2025-056, as Exhibit A, being a By-law to levy taxes for the year 2025, be given first and second reading; and

That By-law 2025-30 be presented to Council for third reading.

Carried

- f) Amendment to Noise By-law

Resolution No. [2025-09]-11

Moved by Councillor Turcotte

Seconded by Deputy Mayor Ruttan

That Council approve the proposed amendment to the Noise By-law, as outlined in Exhibit A of Report Number 2025-051 related to the definition of "point of reception";

That By-law 2025-31 be given first and second reading; and

That By-law 2025-31 be presented to Council for third reading.

Carried

- g) Automatic Aid Agreement with Central Frontenac

Resolution No. [2025-09]-12

Moved by Councillor Pegrum

Seconded by Councillor Morey

That Council renew the automatic aid agreement with Central Frontenac, attached to Report Number 2025-049 as Exhibit A for the provision of fire

protection services in specific areas of each municipality. That the contract be renewed with a 60-day termination clause by either party.

Carried

h) SFFR Pumper and Tanker Purchase

Resolution No. [2025-09]-13

Moved by Councillor Morey

Seconded by Councillor Turcotte

That Council authorize the purchase of a new pumper with an upset limit of \$725,000 and a new tanker with an upset limit of \$690,000 for a total of \$1,415,000; and

That the purchase be funded from the Fire Equipment Reserve in the amount of \$300,000 and the remaining amount of \$1,115,000 be funded and borrowed from the Asset Investment Reserve with repayment taking place in 2026 (\$739,500) and 2027 (\$375,500).

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) Correspondence received from Minister Rob Flack, dated April 9, 2025, regarding the expansion of strong mayor powers.

b) Mayor Vandewal withdrew from the Chair. Deputy Mayor Ruttan assumed the position of Chair.

Resolution No. [2025-09]-14

Moved by Mayor Vandewal

Seconded by Councillor Pegrum

That staff be directed to send a letter to Honourable Rob Flack, Minister of Municipal Affairs and Housing, writing in opposition to the proposed expansion of Strong Mayor Powers to the Township of South Frontenac.

Carried Unanimously

c) Mayor Vandewal resumed the Chair.

16 Tabling of Documents

a) Received from the Ministry for Seniors and Accessibility, dated April 8, 2025, regarding the 2025 Ontario Senior of the Year Award.

17 New Business

a) There was none.

18 Notice of Motion

a) There was none.

19 Approval of Minutes

a) Resolution

Resolution No. [2025-09]-15

Moved by Councillor Roberts

Seconded by Councillor Trueman

That the minutes of the April 8, 2025 Council meeting be approved.

Carried

20 Approval of By-laws

a) Resolution

Resolution No. [2025-09]-16

Moved by Councillor Pegrum

Seconded by Councillor Turcotte

That By-laws Numbers (1) through (5) be given third reading.

Carried

b) Summary of By-laws:

1. By-law 2025-27 - A By-Law to amend By-law 2003-75, as amended, to rezone land from RU to Limited Service Residential – Waterfront – Special Provision (RLSW-145) and Limited Service Residential – Waterfront – Special Provision (RLSW-146) on portions of lands described as Part of Lots 3 and 4, Concession 11, District of Portland: Trousdale
2. By-law 2025-28 - A By-Law to amend By-law 2003-75, as amended, to rezone land from UI-8 to UR1 on a portion of lands described as 4996 Battersea Road, Part of Lots 7 and 8, Concession 9, District of Storrington: Stonehenge Industries Inc.
3. By-law 2025-29 - A By-Law to amend By-law 2003-75, as amended, to place a holding symbol on the Rural (RU) zone on lands described as Part of Lot 6, Concession 7, District of Portland: Asselstine
4. By-law 2025-30 - A By-Law to Levy Taxes In The Township of South Frontenac for the Year 2025
5. By-law 2025-31 - A By-Law to Amend By-Law 2015-41, As Amended, "A By-law to Prohibit and Regulate Noise within the Township of South Frontenac"

c) Council recessed from 9:34 p.m. to 9:38 p.m.

21 Committee of the Whole "Closed Session"

a) Resolution

Resolution No. [2025-09]-17

Moved by Councillor Leonard

Seconded by Councillor Trueman

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

1. Labour relations or employee negotiations - Collective Bargaining

Carried

b) Mayor Vandewal withdrew from the meeting.

c) Resolution

Minutes of Council
April, 15, 2025

Resolution No. [2025-09]-18
Moved by Councillor Roberts
Seconded by Councillor Morey

That Council rise from Committee of the Whole "Closed Meeting" and the Clerk report.

Carried

d) Resolution

Resolution No. [2025-09]-19
Moved by Councillor Pegrum
Seconded by Councillor Leonard

That Council authorize and delegate to the Chief Administrative Officer, the authority to execute a the direction received in closed session.

Carried

22 Confirmation By-law

a) Resolution

Resolution No. [2025-09]-20
Moved by Councillor Roberts
Seconded by Councillor Sleeth

That By-law 2025-32, 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. [2025-09]-21
Moved by Councillor Turcotte
Seconded by Councillor Morey

That By-law 2025-32, 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 April 25, 2025 at 8:20 a.m.

24 Adjournment

a) Resolution

Resolution No. [2025-09]-22
Moved by Councillor Trueman
Seconded by Councillor Leonard

That the Council meeting of April 15, 2025 be adjourned at 10:00 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community