



**Township of South Frontenac
Council Meeting Minutes**



Meeting #2025-19

Time: 6:30 PM

Location: Council Chambers/Virtual Via Zoom

Present: Ray Leonard, Steve Pegrum, Norm Roberts, Randy Ruttan (attended virtually - arrived 7:00 p.m.), 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, Stephanie Kuca - Director of Finance and Treasurer, Troy Dunlop - Manager of Engineering and Capital Projects, Tim Laprade, Manager of Recreation and Facilities, Melia Edgar - Deputy Treasurer, Colin Herrewynen - Planner, Evan Bancroft - Operations Technologist

1 Meeting to Order

a) Resolution

Resolution No. [2025-19]-01

Moved by Councillor Leonard

Seconded by Councillor Pegrum

That the Council meeting of October 21, 2025 be called to order at 6:30 p.m.

Carried

2 Approval of Agenda (and Addendum)

a) Resolution

Resolution No. [2025-19]-02

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That the agenda be amended to include a Committee of the Whole "Closed Session" Item 3: A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board - Property matter, Loughborough District.

Carried

Resolution No. [2025-19]-03

Moved by Councillor Sleeth

Seconded by Councillor Roberts

That the agenda, as amended, be approved.

Carried

3 Disclosure of Pecuniary Interest

4 Committee of the Whole "Closed Session"

a) Resolution

Resolution No. [2025-19]-04

Moved by Councillor Turcotte

Seconded by Councillor Trueman

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

1. Educational Training Session regarding Strong Mayor Powers - Budget Process.
2. Approval of the August 12, 2025 and September 2, 2025 Committee of the Whole "Closed Meeting" Minutes.
3. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board - Property matter, Loughborough District.

Carried

b) Resolution

Resolution No. [2025-19]-05

Moved by Councillor Pegrum

Seconded by Councillor Leonard

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

Carried

5 Recess (If Required)

- a) Council recessed from 6:46 p.m. until 7:00 p.m.

6 Roll Call

- a) The Deputy Clerk conducted roll call.

7 Ceremonial Presentations

- a) There were none.

8 Public Meeting

- a) Resolution

Resolution No. [2025-19]-06

Moved by Councillor Sleeth

Seconded by Councillor Turcotte

That the public meeting be called to order.

Carried

- b) The Deputy Clerk read the Notice of Collection and Public Meeting Statement.

- c) Public Meeting regarding Zoning By-law Amendment Application PL-ZBA-2025-0090, Hickey Lane, Part Lot 18 Concession 3 Bedford District

Colin Herrerwynen, Planner, provided an overview of the application.

Mayor Vandewal afforded members of Council the opportunity to ask questions. There were no questions received.

Mayor Vandewal afforded members of the public the opportunity to ask questions. There were no questions from members of the public.

The applicant, Donna Metz, was present virtually and declined the opportunity to provide additional comments.

Mayor Vandewal afforded one final opportunity for questions or comments before closing the public meeting.

d) Resolution

Resolution No. [2025-19]-07
Moved by Councillor Roberts
Seconded by Councillor Leonard
That the public meeting be closed.

Carried

9 Delegations

a) There were none.

10 Briefings

a) A representative from KPMG was present and spoke to Council regarding the Audit Findings Report for the year ended December 31, 2024.

11 Reports from Administration

a) 2024 Audited Financial Statements

Resolution No. [2025-19]-08
Moved by Councillor Trueman
Seconded by Councillor Roberts
That Council receive the 2024 audited financial statements listed under Exhibit A of Report Number 2025-149.

Carried

b) Zoning By-law Amendment Application PL-ZBA-2025-0090, Hickey Lane, Part Lot 18 Concession 3 Bedford District

Resolution No. [2025-19]-09
Moved by Councillor Sleeth
Seconded by Councillor Turcotte
That the Zoning By-law Amendment Application PL-ZBA-2025-0090 submitted by Donna Metz, regarding Hickey Lane, Lot 17 to 18, Concession 3, be approved;

That By-law Number 2025-66, attached to Report Number 2025-145, as Exhibit A, being a By-law to amend the zoning on a portion of lands known as Hickey Lane, Lot 17 to 18, Concession 3, District of Bedford, Township of South Frontenac, be given first and second reading; and

That By-law 2025-66 be presented to Council for third reading.

Carried

c) Request for Support regarding Community Emergency Preparedness Grant Application

Resolution No. [2025-19]-10
Moved by Councillor Pegrum
Seconded by Councillor Leonard
That Council endorse The Township of South Frontenac application to the Community Emergency Preparedness Grant as outlined Report 2025-142 and;

That Council authorize additional funding in the amount of \$50,000 from the Working Funds Reserve, conditional on the approval of the Community Emergency Preparedness Grant application; and

That Council authorize the Clerk and Mayor to enter into an agreement should the Township be successful with their application.

Carried

d) Draft County Modifications to New Official Plan

Resolution No. [2025-19]-11

Moved by Councillor Trueman

Seconded by Councillor Turcotte

That Council Report 2025-147 Draft County Modifications to Official Plan be received; and

That the modifications by County staff be accepted by Council as outlined in Council Report 2025-147.

Carried

e) Schedule for 2026 Budget

Resolution No. [2025-19]-12

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That notwithstanding Sections 7.(3) and (4) of Ontario Regulation 530/22, staff be directed to facilitate the proposed schedule related to the 2026 municipal budget as outlined in Report Number 2025-150.

Carried

f) Vesting of Failed Tax Sale Properties

Resolution No. [2025-19]-13

Moved by Councillor Pegrum

Seconded by Councillor Trueman

That Council authorize the vesting of the properties listed under Attachment A of Report Number 2025-140;

That the properties listed under Attachment A be declared surplus to allow for next steps to be undertaken in the failed tax sale RFP process; and

That the vesting costs for the listed properties under Attachment A, based on the cost at the time the property is vested, be funded from the allowance for doubtful accounts.

Carried

12 Reports from Advisory Committees

Motions Received from Recreation and Leisure Advisory Committee:

a) 2026 Municipal Event Roster

Resolution No. [2025-19]-14

Moved by Councillor Roberts

Seconded by Councillor Leonard

That the 2026 municipal event roster, as outlined in Exhibit A to Report Number 2025-152, be approved.

Carried

b) Canada Day Fireworks Program

Resolution No. [2025-19]-15

Moved by Councillor Sleeth

Seconded by Councillor Trueman

That Council endorse the continued delivery of the Canada Day fireworks program, including:

1. The continuation of the annual rotating site model, in the order of Sydenham Point Park, Gerald Ball Memorial Park, and Centennial Park; and
2. The continuation of the shuttle bus program to support accessibility and event logistics; and
3. That staff be directed to explore the feasibility of incorporating a drone or hybrid fireworks show in future years, including consideration of costs, logistics, environmental impact, and community interest.

Carried

13 Information Reports

- a) 1st & 2nd Quarter 2025 – Building Services Report
- b) 1st and 2nd Quarter 2025 - Planning Services Report
- c) 2025 Year to Date Financial Report to September 30, 2025
- d) Investment Update to June 30, 2025
- e) Boat Launch and Water Access Review

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 was none.

18 Notice of Motion

- a) There were none.

19 Approval of Minutes

- a) Resolution

Resolution No. [2025-19]-16

Moved by Councillor Pegrum

Seconded by Councillor Sleeth

That the minutes of the October 7, 2025 Council meeting be approved.

Carried

20 Approval of By-laws

Minutes of Council
October, 21, 2025

a) Resolution

Resolution No. [2025-19]-17
Moved by Councillor Roberts
Seconded by Councillor Pegrum
That By-law Number (1) be given third reading.

Carried

b) Summary of By-laws:

1. By-law 2025-66 - A By-Law to amend By-law 2003-75, as amended, to rezone land from RU to RLSW in Part of Lot 17 to 18, Concession 3, District of Bedford: Clarke, Metz

21 Committee of the Whole "Closed Session"

22 Confirmation By-law

a) Resolution

Resolution No. [2025-19]-18
Moved by Councillor Turcotte
Seconded by Councillor Sleeth
That By-law 2025-68, 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. [2025-19]-19
Moved by Councillor Roberts
Seconded by Councillor Leonard
That By-law 2025-68, 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 4, 2025 at 7:00 p.m.

24 Adjournment

a) Resolution

Resolution No. [2025-19]-20
Moved by Councillor Pegrum
Seconded by Councillor Roberts
That the Council meeting of October 21, 2025 be adjourned at 8:01 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community