



**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, Kyle Bolton - Director of Public Services, Delbert Blakney - Director of Fire and Emergency Services, Troy Dunlop - Manager of Engineering and Capital Projects, Jan Minaker - Manager of Human Resources, Sarah Hayer - Human Resources Advisor, Heather Grosney - Executive Assistant/Communications Officer, Amanda Pantrey - Recreation and Events Coordinator, Lee Gour - Administrative Assistant

1 Call to Order

a) Resolution

Resolution No. 2025-02-01

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That the Council meeting of January 30, 2025 be called to order at 7:02 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. 2025-02-02

Moved by Councillor Roberts

Seconded by Councillor Turcotte

That the agenda be approved, as presented.

Carried

4 Scheduled Closed Session

a) There was none.

5 Presentation

a) Del Blakney, Director of Emergency Services and Fire Chief, presented the Fire Department long service medals from the Provincial and Federal governments.

6 Recess

a) Council recessed from 7:23 p.m. to 7:36 p.m.

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7 Public Meeting

a) Resolution

Resolution No. 2025-02-03
Moved by Councillor Sleeth
Seconded by Deputy Mayor Ruttan
That the public meeting be called to order.

Carried

b) Notice of Collection

The Deputy Clerk spoke to the Notice of Collection.

c) Summer Program Registration Fees and Model

Mayor Vandewal opened up the floor to questions from Members of Council.

Councillor Trueman inquired about the rate increases. Amanda Pantrey provided an overview of method for determining the proposed rates.

In response to a question from Councillor Sleeth regarding comparators, Amanda Pantrey confirmed that the proposed rates are within the appropriate range compared to neighbouring municipalities.

Deputy Mayor Ruttan commended staff for their approach to setting the fees at reasonable rates.

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

Members of the public did not provide comment.

d) Resolution

Resolution No. 2025-02-04
Moved by Councillor Roberts
Seconded by Councillor Pegrum
That the public meeting be closed.

Carried

8 Delegations

a) There were none.

9 Briefings

a) There were none.

10 Approval of Minutes

a) Resolution

Resolution No. 2025-02-05
Moved by Councillor Sleeth
Seconded by Deputy Mayor Ruttan
That the minutes of the January 14, 2025 Council meeting be approved.

Carried

11 Reports Requiring Action

a) Fire House Subs Grant

Resolution No. 2025-02-06

Moved by Councillor Roberts

Seconded by Councillor Turcotte

That Council support staff in moving forward with the Fire House Subs grant application submission, and;

That Council authorize the Clerk and Mayor to sign off on a grant agreement for the Fire House Subs grant, if successful.

Carried

b) Tanker 351 – Tank Replacement

Resolution No. 2025-02-07

Moved by Councillor Turcotte

Seconded by Councillor Sleeth

That Council authorize moving forward with the quote received from PMC Welding and Fabrications with an upset limit of \$100,000 funded from Fire equipment reserves.

Carried

c) Landfill Compactor

Resolution No. 2025-02-08

Moved by Councillor Morey

Seconded by Councillor Sleeth

That Council authorize the Public Services Department to purchase a CAT 816F landfill compactor from Marcel Equipment Ltd at a cost of \$325,632.00.

Carried

d) Agility Association of Canada, All Ontario Regional Championship – Noise and Camping Bylaw Exemptions

Resolution No. 2025-02-09

Moved by Deputy Mayor Ruttan

Seconded by Councillor Pegrum

That Council authorize the Manager of Recreation and Facilities to enter into an agreement with The Agility Connection to host the Agility Association of Canada (AAC) All Ontario Regional Championship on May 30, 31 and June 1st, 2025 at Centennial Park in Harrowsmith;

That as per Sections 5. i. g) and h) of the Noise By-law, use of generators in relation to the event be permitted; and

That Council provide a one-time exemption to permit camping in Centennial Park for the sole purpose of use for the competitor's trailers during the Ontario Regional Championship Agility Competition as requested.

Carried

e) Award of RFP # PS-P01-2024 – Design Services for Upgrades to Sydenham Water Treatment Plant

Resolution No. 2025-02-10

Moved by Councillor Sleeth

Seconded by Councillor Roberts

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That Council award RFP # PS-P01-2024 Professional Services for Upgrades to Sydenham Water Treatment Plant to J. L. Richards & Associates for the successful bid of \$125,048.79 (net of rebatable HST).

Carried

12 Advisory Committee Reports or Minutes

- a) There were none.

13 Reports Requiring Approval of By-laws

- a) Summer Program Registration Fees and Model

Resolution No. 2025-02-11

Moved by Councillor Morey

Seconded by Councillor Trueman

That By-law 2025-2, attached to Report Number 2025-006 as Exhibit B, being a By-law to Amend By-Law Number 2024-77, A By-Law to Establish Fees and Charges Collected by The Corporation of the Township of South Frontenac, as amended, be given first and second reading; and

Carried

Resolution No. 2025-02-12

Moved by Councillor Turcotte

Seconded by Councillor Leonard

That By-law 2025-2 be given third reading, signed and sealed.

Carried

14 Reports for Information

- a) Fire Department Q3/4 and 2024 Summary Report
b) Public Services Delegated Authority Report

15 Committee of the Whole

- a) Not applicable.

16 Tabling of Documents

- a) Documents received from David Ellingwood, General Manager, Cataraqui Region Conservation Authority, dated January 15, 2025 regarding the Municipal Apportionment and the agenda for the Annual General Meeting.

17 Communications

- a) There were none.

18 Notice of Motions

- a) There were none.

19 Rise and Report regarding County Council and External Boards

- a) County Council

Councillor Leonard and Mayor Vandewal spoke to the discussions regarding trail permits.

- b) Police Services Board

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Councillor Pegrum provided an update regarding the latest meeting of the Frontenac O.P.P. Detachment Board including a review of the quarterly statistics report and other administrative items in progress.

c) Cataraqui Conservation

Councillor Sleeth spoke to the recent Annual General Meeting.

d) Rideau Valley Conservation Authority

Councillor Turcotte spoke to the presentation to the Board regarding the Drinking Water Source Protection program.

20 Announcements/Statements by Councillors

- a) Councillor Trueman and Mayor Vandewal congratulated staff on a successful Snow Social event. Mayor Vandewal expressed appreciation for the event volunteers.

21 Closed Session (if requested)

- a) Not applicable.

22 Confirmatory By-law

- a) Resolution

Resolution No. 2025-02-13

Moved by Councillor Pegrum

Seconded by Councillor Roberts

That By-law 2025-3, 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. 2025-02-14

Moved by Councillor Trueman

Seconded by Councillor Morey

That By-law 2025-3, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

23 Adjournment

- a) Resolution

Resolution No. 2025-02-15

Moved by Councillor Turcotte

Seconded by Deputy Mayor Ruttan

That the Council meeting of January 30, 2025 be adjourned at 8:28 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community