



**TOWNSHIP OF SOUTH FRONTENAC
COMMITTEE OF THE WHOLE MEETING
AGENDA**

TIME: 7:00 PM,
DATE: Tuesday, September 11, 2018
PLACE: Council Chambers.

1. Call to Order
2. Declaration of pecuniary interest and the general nature thereof
3. Approval of Agenda
4. Scheduled Closed Session - n/a
5. ***Recess*** - n/a
6. Public Meeting
 - (a) Z-18/08 - Concession 7, Part Lot 16, Storrington District - 1994 Sunbury Road - Purdon & Pilon 3 - 5
 - (b) Z-18/09 - Concession 14, Part Lot 25, Loughborough District - 7656 Perth Road - Kolodziejczak 6 - 8
 - (c) Z-18/10 - Concession 1, Part Lot 19, Storrington District - 3832 Davidson Road - Campbell 9 - 11
 - (d) Z-18/11 - Concession 5, Part Lot 6, Loughborough District - 1036 Storm Haven Lane - Storms 12 - 14
7. Delegations
 - (a) Alan Boyce, Secretary & Andy Adamson, President, Portland District & Area Historical Society, re: Update on Activities 15 - 27
 - (b) Judy Borovskis, Treasurer - Inverary Youth Activities, re: Request for financial support 28 - 36
8. Reports Requiring Direction - n/a
9. Reports for Information - n/a
10. Rise & Report from Committees of Council
 - (a) County Council
 - (b) Arena Board
 - (c) Police Services Board
 - (d) Cataraqui Region Conservation Authority

- (e) Quinte Region Conservation Authority
- (f) Rideau Valley Conservation Authority
- 11. Information Items
 - (a) Jon Pegg, Chief of Emergency Management, re: 2017 Compliance 37
 - (b) Patricia Enright, Chief Librarian, Kingston Frontenac Public Library, re: Public Library Proclamation 38
 - (c) Randy Hillier, MPP, re: Sunbury Road EDR/Road 38 Public Information Session 39
 - (d) Lakes and Trails Festival - Thanks for support 40
- 12. Notice of Motions
- 13. Announcements/Statements by Councillors
- 14. Question of Clarity (from the public on outcome of agenda items)
- 15. Closed Session (if requested)
- 16. Adjournment



Public Meeting Report – Zoning Bylaw Amendment

Report Date: August 30, 2018

Application No: Z-18/08
Owner: Purdon and Pilon
Location of Property: Part Lot 16, Concession 7, District of Storrington, Township of South Frontenac, municipally known as 1994 Sunbury Road
Purpose of Application: Rezone from Rural (RU) to Waterfront Residential Exception Zone (RW-42) to recognize enhanced waterbody setback and limit uses on the severed lot and
Date of Public Meeting: September 11, 2018

Recommendation

It is recommended that the Council receive comments from the public and pending comments received direct staff to prepare a bylaw to rezone the subject lands from Rural (RU) to Waterfront Residential Exception Zone (RW-42) to recognize the enhanced waterbody setback and limit the uses on the portion of the lot that received provisional consent and from Rural (RU) to Waterfront Residential (RW) on the lot to be retained.

Proposal

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning Bylaw 2003-75 to rezone the subject property as a condition of consent application S-03-18-P. Consent application S-03-18-S was for the creation of one new lot with frontage along Dog Lake and accessed by Sunbury Road. A condition of provisional consent was to rezone the severed lands of the property to recognize the enhanced waterbody setback recommended by the Rideau Waterway Development Review Team. Rezoning the property from RU to RW will also limit the permitted uses on the property to those that are compatible with smaller lot sizes along the waterfront.

Under the *Planning Act*, a public meeting is required to be held to receive comments from citizens on the proposed rezoning. With the information presented, planning staff are recommending that Council receive comments but defer passing a bylaw until a later Council meeting to allow staff to incorporate comments received.

Background

The subject property is approximately 3.3 hectare parcel with approximately 263 metres of frontage on Sunbury Road and approximately 230 metres of frontage on Dog Lake. The subject property is currently zoned as Rural and contains a permanent dwelling and barn. Consent application S-03-18-S was to sever approximately 1.7 hectares of land with 93 metres of waterfrontage and 118 metres of road frontage along Sunbury Road. The retained lands are to be 1.5 hectares in area with approximately 118 metres of waterfrontage along Dog Lake and 140 metres of road frontage. Provisional consent was granted on April 12, 2018, by the Committee of Adjustment.

Comments dated February 20, 2018, provided by the Rideau Valley Development Review Team, state, "to ensure that future residential development is consistent with the 40 metre setback noted above, staff recommend that additional controls be placed on the severed lot. Specifically, it is recommended that the severed lot be rezoned to a site-specific waterfront residential zone that requires a 40 metre setback provision for new development (including the septic system) or that the municipality apply the 40 metre setback through site plan control. The applicants have applied to rezone the lands to meet the recommendation of the RWDRT, which was included as a condition of provisional consent.

Provincial Policy Statement, 2014

The 2014 Provincial Policy Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Section 2: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural, mineral and cultural heritage and archaeological resources for their economic, environmental and social benefits. The proposed rezoning will restrict future development on the



severed lands to a setback of 40 metres from the high water mark of Dog Lake; further, rezoning the entire property from Rural to RW will provide for uses that are compatible with the waterfront area.

Township of South Frontenac Official Plan, 2003

The subject property is designated as Rural in the Township of South Frontenac Official Plan. Policies of the Rural designation speak to permitting development that is consistent with maintaining the Township's rural, natural heritage, and cultural landscape. Section 5.7.4 Rural Residential Policies permit limited non-agricultural development within the Rural area. As a rule, the minimum lot sizes are to be 1.0 hectares with 91 metres of waterfrontage and 76 metres of road frontage for the creation of waterfront lots. Consent application S-03-18-S was for the creation of one new lot that exceeded the minimum requirements as set out in the Official Plan. In order for provisional consent to be granted, the application was required to conform to the Official Plan.

Township of South Frontenac Comprehensive Zoning Bylaw, 2003

The property is zoned Rural (RU) in the Township of South Frontenac Comprehensive Zoning Bylaw. The intent of the RU zone is to permit uses that are compatible with the rural landscape on larger lots. As a condition of provisional consent, the subject property is to be rezoned from RU to RW with an exception zone to recognize the enhanced setback on the severed lands and limit the uses on the property to those that are within the waterfront residential zone. The "Assessment of Municipal Site Evaluation Guidelines for Waterfront Development in Eastern Ontario's Lake County" completed by Hutchinson Environmental Services Ltd. (April, 2014) define a horizontal water setback distance based on site characteristics such as soil texture and depth, slope, and vegetation along the shoreline. RWDRT recommended a setback distance of 40 metres from Dog Lake for the subject property. The proposed zoning bylaw amendment will result in the enhanced setback and limit uses to those within the RW zone.

Agency Analysis and Comments

Rideau Waterway Development Review Team – Comments dated August 24, 2018, indicate that RWDRT have no objection to the approval of Z-18/08 based on natural hazards, natural and cultural heritage, water quality and quantity protection policies.

Public Comments – At the time of writing, no formal comments have been received from the public. The intent of the public meeting is to receive comments from the public.

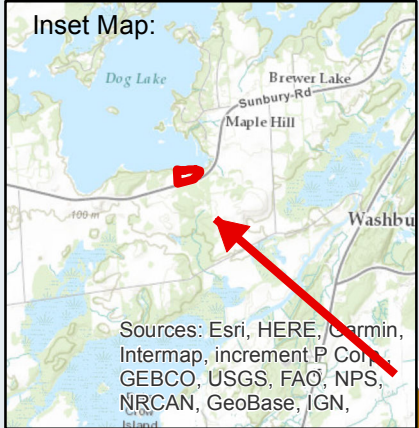
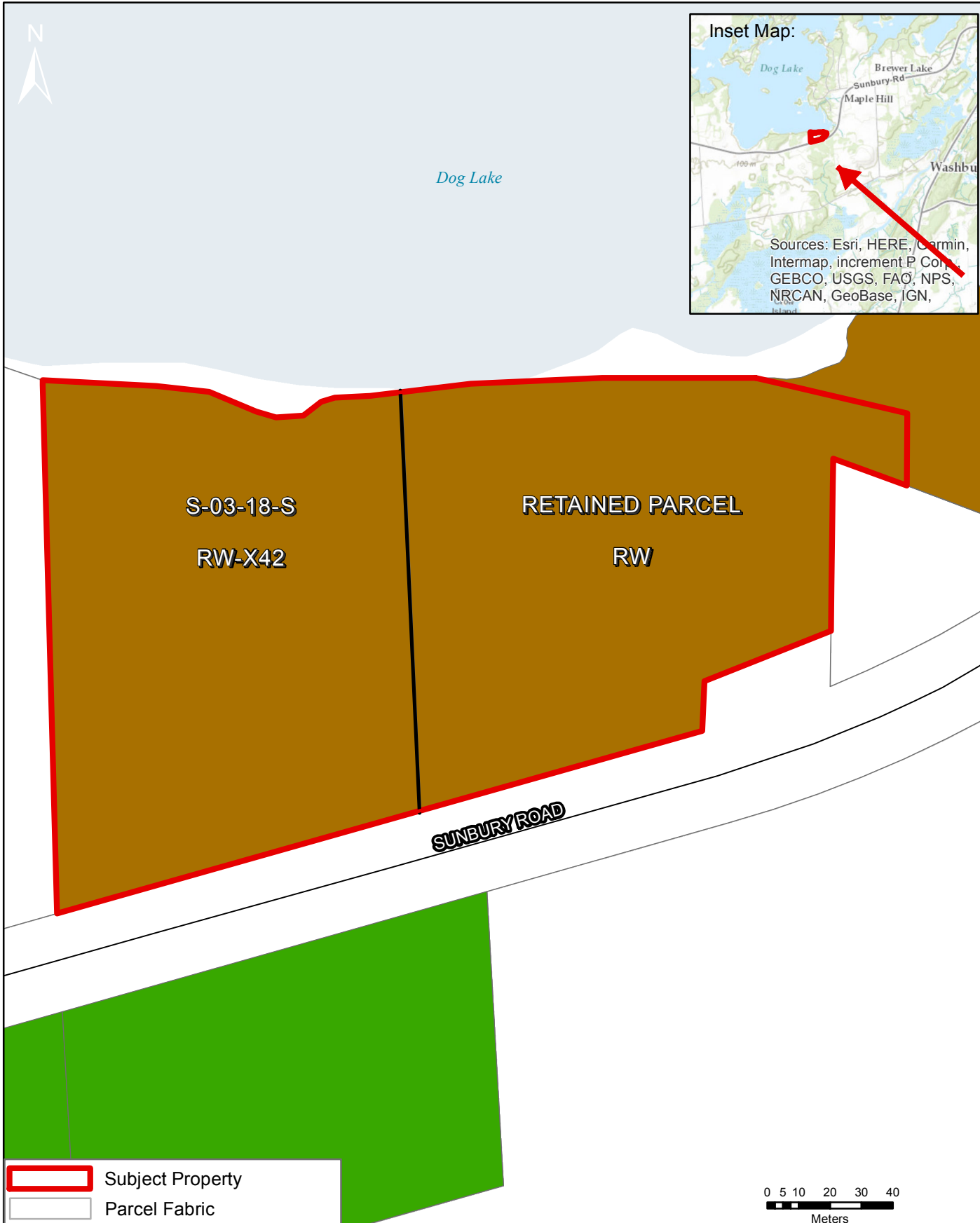
Submitted/approved by: Megan Rueckwald, Manager of Community Planning, County of Frontenac



TOWNSHIP OF SOUTH FRONTENAC

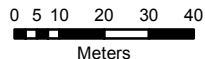
PURDON AND PILON – Rezoning from RU to RW-X42

1994 SUNBURY RD, GEOGRAPHIC TOWNSHIP OF STORRINGTON



 Subject Property

 Parcel Fabric





Public Meeting Report – Zoning Bylaw Amendment

Report Date: August 30, 2018

Application No: Z-18/09
Owner: Kolodziejczak
Location of Property: Part Lot 26, Concession 14, District of Loughborough, Township of South Frontenac, municipally known as 7656 Perth Road
Purpose of Application: Rezone from Rural (RU), Waterfront Residential (RW) and Residential Limited Service – Waterfront (RLSW) to RU-X and RLSW-X as a condition of consent application S-12-18-L
Date of Public Meeting: September 11, 2018

Recommendation

It is recommended that the Council receive comments from the public and pending comments received direct staff to prepare a bylaw to rezone the subject lands from Rural (RU), Waterfront Residential (RW) and Residential Limited Service – Waterfront (RLSW) to RU-X and RLSW-X to recognize the area and frontage deficiencies of the severed and retained lots and remove inaccurate split zoning on the subject property.

Proposal

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning Bylaw 2003-75 to rezone the subject property as a condition of consent application S-12-18-L. Consent application S-12-18-L was for the separation and reconfiguration of two lots that merged on title under Section 50(3) of the *Planning Act*. Rezoning the property will recognize the deficiency in waterfrontage along Buck Lake and area for the severed lot and the deficiency in area for the retained rural lot.

Under the *Planning Act*, a public meeting is required to be held to receive comments from citizens on the proposed rezoning. With the information presented, planning staff are recommending that Council receive comments but defer passing a bylaw until a later Council meeting to allow staff to incorporate comments received.

Background

The subject property is approximately 2.7 acres in area with approximately 60 metres of frontage along Buck Lake and 115 metres of frontage along Perth Road. The subject property is currently zoned Rural (RU), Waterfront Residential (RW) and Residential Limited Service and contains two dwellings. Consent application S-12-18-L was to separate two lots that merged under the *Planning Act* that each contained a dwelling. The severed lot is municipally known as 1050 Over The Hill Lane and has approximately 60 metres of frontage along Buck Lake, contains the private lane and is approximately 2 acres in area. The retained lands are municipally known as 7656 Perth Road and are approximately 0.7 acres in area. Provisional consent was granted on May 10, 2018, by the Committee of Adjustment.

Comments provided by RVCA and KFL&A Public Health at the time of the Committee of Adjustment decision indicated that they had no objection to the consent application.

Provincial Policy Statement, 2014

The 2014 Provincial Policy Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Section 2: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural, mineral and cultural heritage and archaeological resources for their economic, environmental and social benefits. The proposed rezoning will restrict permitted uses on the waterfront lot to those that are compatible with waterfront development and will recognize that the lot is accessible by private lane. The retained lands will be zoned rural, and will continue to be used as a rural residential lot.



Township of South Frontenac Official Plan, 2003

The subject property is designated as Rural in the Township of South Frontenac Official Plan. Policies of the Rural designation speak to permitting development that is consistent with maintaining the Township's rural, natural heritage, and cultural landscape. Section 5.7.4 Rural Residential Policies permit limited non-agricultural development within the Rural area. As a rule, the minimum lot sizes are to be 1.0 hectares with 91 metres of waterfrontage and 76 metres of road frontage for the creation of waterfront lots. For rural residential lots, the Plan states that as a rule minimum lot sizes are to be 0.8 hectares (2 acres) in area with 76 metres of road frontage. The retained lands meet the requirement for frontage along Perth Road but are approximately 0.7 acres in area. Buck Lake is a sensitive lake trout lake, as identified in the Official Plan. Cataraqui Region Conservation Authority noted in their comments provided February 20, 2018, that since the lots to be severed and retained are presently developed, staff have no concerns with the proposal from a water quality perspective.

Township of South Frontenac Comprehensive Zoning Bylaw, 2003

The property is zoned Rural (RU), Waterfront Residential (RW) and Residential Limited Services – Waterfront (RLS-W) in the Township of South Frontenac Comprehensive Zoning Bylaw. The intent of the RU zone is to permit uses that are compatible with the rural landscape. As a condition of provisional consent, the retained lands are proposed to be rezoned to Rural (RU) to recognize the lot is accessed by a township maintained road. The exception zone proposed to recognize that the proposed lot is deficient in area compared to the 2 acre provision in the Zoning Bylaw. The severed lands area proposed to be rezoned to RLSW exception zone to recognize the deficient area and frontage along Buck Lake. The rezoning the retained lands will recognize that the lands are accessible by private road and create a single zone on the property.

Agency Analysis and Comments

Cataraqui Region Conservation Authority – CRCA noted in their comments provided February 20, 2018, that since the lots to be severed and retained are presently developed, staff have no concerns with the proposal from a water quality perspective.

Public Comments – At the time of writing, no formal comments have been received from the public. The intent of the public meeting is to receive comments from the public.

Submitted/approved by: Megan Rueckwald, Manager of Community Planning, County of Frontenac



TOWNSHIP OF SOUTH FRONTENAC

KOŁODZIEJCZAK – Rezoning from RW to RLSW-X and from RW to R-X 7656 PERTH RD, GEOGRAPHIC TOWNSHIP OF STORRINGTON





Public Meeting Report – Zoning Bylaw Amendment

Report Date: August 30, 2018

Application No: Z-18/10
Owner: Campbell
Location of Property: Part Lot 19, Concession 1, District of Storrington, Township of South Frontenac, municipally known as 3832 Davidson Road.
Purpose of Application: Rezone from Urban Commercial Exception Zone 22 to Urban Commercial Exception Zone to permit an automotive shop in the existing structure.
Date of Public Meeting: September 11, 2018

Recommendation

It is recommended that the Council receive comments from the public and pending comments received direct staff to prepare a bylaw to rezone the subject lands from UC-22 to UC-X to expand the permitted uses on the property to include an automobile service station.

Proposal

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning Bylaw 2003-75 to rezone the subject property to permit an automobile service station in the existing garage structure on the subject property.

Under the *Planning Act*, a public meeting is required to be held to receive comments from citizens on the proposed rezoning. With the information presented, planning staff are recommending that Council receive comments but defer passing a bylaw until a later Council meeting to allow staff to incorporate comments received.

Background

The subject property is approximately 2 acres in area with approximately 76 metres of frontage along Davidson Road. The subject property is currently zoned UC-22 and contains a garage, multiple accessory dwellings and mini warehouse/storage units. It is planning staff's understanding that a garage servicing vehicles has been operating on the subject property without the required zoning. The applicant is applying to rezone the property to permit an automobile service station on the subject property.

Provincial Policy Statement, 2014

The 2014 Provincial Policy Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Section 2: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural, mineral and cultural heritage and archaeological resources for their economic, environmental and social benefits. The proposed rezoning will expand the permitted uses on the subject property but keep the general zone as Urban Commercial.

Township of South Frontenac Official Plan, 2003

The subject property is designated as Settlement Area in the Township of South Frontenac Official Plan. It is Council's intention that a majority of the new growth in the municipality will be directed to existing settlement areas where it can be supported by appropriate servicing. Section 5.6.3 speaks to permitted commercial uses within the settlement area that are located along major roads. Commercial development shall occur on lots of an appropriate size (generally .8 hectares (2 acres) or larger) for a specific commercial use and the lot shall be of sufficient size to support private water and sanitary sewage disposal services. The proposed use will be situated within an existing serviced structure on the subject property. Requirements under the *Building Code* may result in upgrades that are required to the structure to permit the use.



Report to Council Planning Department

Township of South Frontenac Comprehensive Zoning Bylaw, 2003

The property is zoned UC-22 in the Township of South Frontenac Comprehensive Zoning Bylaw. Permitted uses within the zone include • concealed warehousing/mini storage, • concealed equipment storage garage with accessory office and two accessory dwellings in the form of apartments within one building, • a service shop including a personal service shop, • a bank and/or trust company, • a business and/or professional office, • a funeral home, • a medical clinic, • a post office, • a bake shop, • a private or commercial club, • a gift shop, • a nursery school, • a veterinary establishment, • accessory buildings or uses to the above uses.

The Zoning Bylaw defines an automobile service station as a building or place where gasoline, propane, natural gas, diesel, oil, grease, anti-freeze, tires, tubes, tire accessories, spark plugs, batteries and other related items for automobiles, trucks, motorcycles, and snowmobiles are stored or kept for sale, or where such vehicles may be oiled, greased, washed or have their ignitions or brakes adjusted, tires inflated, batteries charged or more generally where repair or equipping of motor vehicles is executed or performed. An automobile service station may operate on a self-serve basis. It is planning staff's understanding that the applicant is seeking to permit a service shop and not the sale of gasoline and propane at the property (e.g. no gas pumps). Planning staff recommend that the use be limited to the repair and equipping of motor vehicles, but not to include a gasoline or propane service station.

Following any comments received at the public meeting, planning staff will prepare a planning report with a draft bylaw with a proposed definition of the permitted use being sought.

Agency Analysis and Comments

Public Comments – At the time of writing, no formal comments have been received from the public. The intent of the public meeting is to receive comments from the public.

Submitted/approved by: Megan Rueckwald, Manager of Community Planning, County of Frontenac



TOWNSHIP OF SOUTH FRONTENAC

CAMPBELL – Rezone from UC-22 to UC-X

3832 DAVIDSON RD, GEOGRAPHIC TOWNSHIP OF STORRINGTON





Public Meeting Report – Zoning Bylaw Amendment

Report Date: August 30, 2018

Application No: Z-18/11
Owner: Storms (Agent: Bennett)
Location of Property: Part Lot 6, Concession 5, District of Loughborough, Township of South Frontenac, municipally known as 1036 Storm Haven Lane
Purpose of Application: Rezone from Rural (RU) to Limited Service Residential – Waterfront (RLSW) as a condition of consent application S-48-18-L
Date of Public Meeting: September 11, 2018

Recommendation

It is recommended that the Council receive comments from the public and pending comments received direct staff to prepare a bylaw to rezone the subject lands from Rural (RU) to Limited Service Residential – Waterfront (RLSW) to recognize that the benefiting lands of the lot addition are zoned Limited Service Residential – Waterfront (RLSW).

Proposal

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning Bylaw 2003-75 to rezone a portion of the subject property as a condition of consent application S-48-18-L. Consent application S-48-18-L was for a lot addition to an abutting vacant property with frontage along Sydenham Lake. Rezoning the lot addition lands will result in the addition being zoned the same as the benefiting lands.

Under the *Planning Act*, a public meeting is required to be held to receive comments from citizens on the proposed rezoning. With the information presented, planning staff are recommending that Council receive comments but defer passing a bylaw until a later Council meeting to allow staff to incorporate comments received.

Background

The subject property is approximately 35 acres in area with approximately 33 metres of frontage along Rutledge Road with Slumber Lane running along the eastern boundary. The subject property is currently zoned Rural (RU) and contains a dwelling. The severed lot (lot addition) is approximately 9 acres in area with frontage along Slumber Lane. The benefiting lands have frontage on Sydenham Lake and are zoned Limited Service Residential – Waterfront; rezoning the lands to be added will result in the expanded lot being entirely zoned RLSW. Provisional consent was granted on June 14, 2018, by the Committee of Adjustment. Comments were not required from KFL&A Public Health nor Cataraqui Region Conservation Authority.

Provincial Policy Statement, 2014

The 2014 Provincial Policy Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Section 2: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural, mineral and cultural heritage and archaeological resources for their economic, environmental and social benefits. The proposed rezoning will restrict the permitted uses on the lands to be added to those that are compatible with a waterfront lot that is accessible by a private road. An existing vacant waterfront lot is being expanded as part of the application for consent.

Township of South Frontenac Official Plan, 2003

The subject property is designated as Rural in the Township of South Frontenac Official Plan. Policies of the Rural designation speak to permitting development that is consistent with maintaining the Township's rural, natural heritage, and cultural landscape. In order for the lot addition to have received provisional consent, the application conformed with the Official Plan.

Township of South Frontenac Comprehensive Zoning Bylaw, 2003



Report to Council Planning Department

The property is zoned Rural (RU) in the Township of South Frontenac Comprehensive Zoning Bylaw. The intent of the RU zone is to permit uses that are compatible with the rural landscape on larger lots. As a condition of provisional consent, the severed lands are proposed to be rezoned to Limited Service Residential – Waterfront to be consistent with the benefitting lands that have waterfrontage and are accessible by Slumber Lane.

Agency Analysis and Comments

Public Comments – At the time of writing, no formal comments have been received from the public. The intent of the public meeting is to receive comments from the public.

Submitted/approved by: Megan Rueckwald, Manager of Community Planning, County of Frontenac

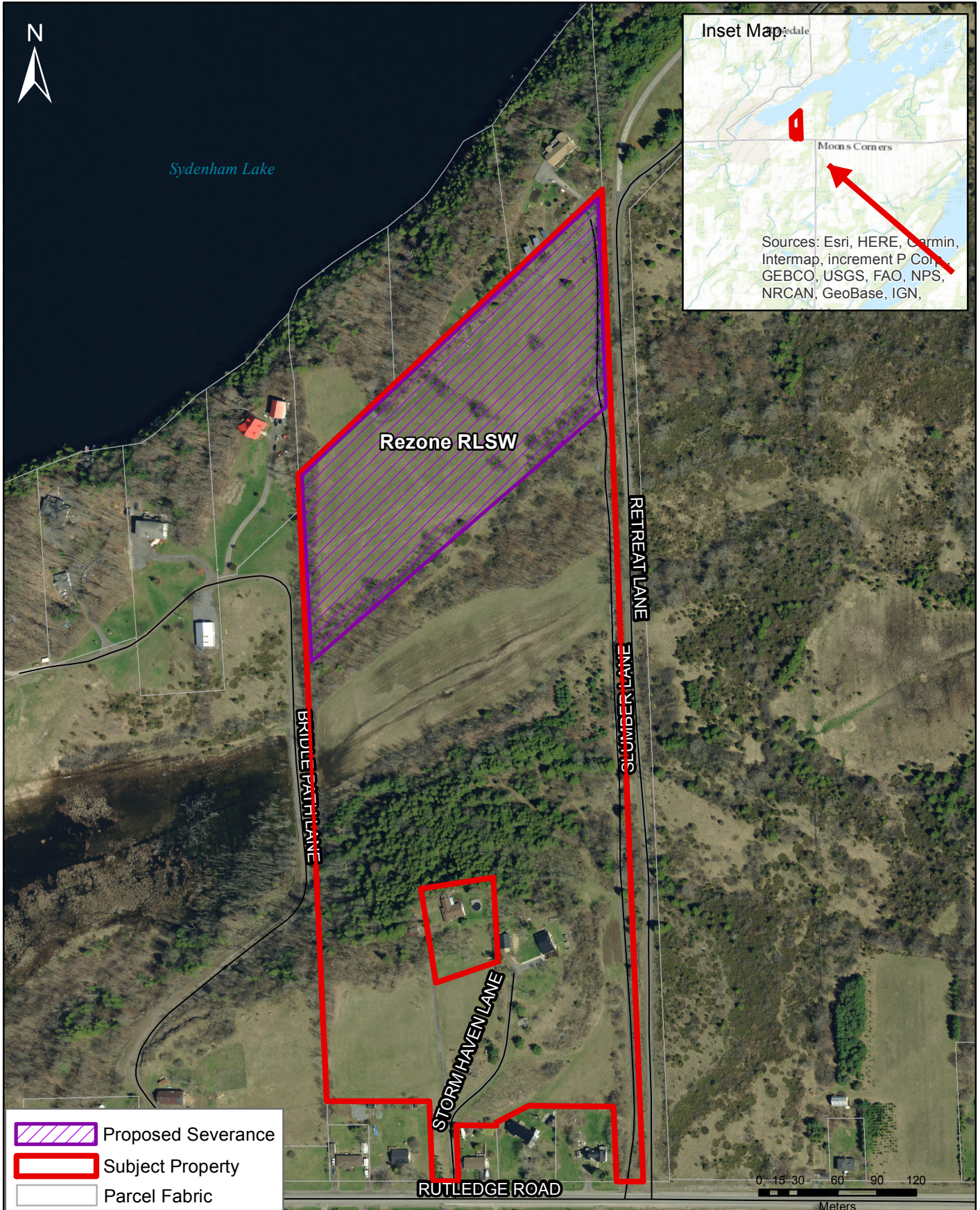


TOWNSHIP OF SOUTH FRONTENAC

STORMS – CONSENT (S-48-18-L) Rezone to RLSW



1036 STORM HAVEN LANE, GEOGRAPHIC TOWNSHIP OF LOUGHBOROUGH



South Frontenac Museum
report to
South Frontenac Township Council
September 11, 2018

Alan R. Boyce, Secretary
Andy Adamson, President
Portland District and Area Heritage Society

Early Days of the Museum and Society

- Heritage Society incorporated in 2004
- Slowly expanded horizons
 - Verona
 - Portland
 - Portland District and Area
- Very active in early years
 - Key members with lots of energy
 - Some understanding of museum management
 - Started collecting artifacts from members
 - Some cataloging on paper
 - Creating some displays
 - Participated in many public events

Up to 2017

- Some bumps in the road
 - Loss of senior members
 - A lot of work required!
 - Many jobs, few people
- Heritage Society became a Committee of Council
- Council allocates Hartington School for Museum
- Significant renovations
- Heritage Society contracted to run the Museum
- Summer Student help



Current Year – General

- Focused recruiting of new executive
- Conscious adoption of businesslike approach
- Joined Kingston Association of Museums (KAM)
- Visited several community museums and other groups
- Figuring out what it takes to run a museum
- Acquisition of professional museum cataloging software
 - PastPerfect
 - Made possible by Grant from Township
- Installed Internet service at Museum
 - Donation from Xplornet
- With SF Heritage Committee, developed a driving tour of old stone houses

Current Year – Public Access

- Museum Open to the Public
 - From May 24 weekend through Thanksgiving
 - Monday, Wednesday, and Saturday
 - 1:00 – 4:00
 - Open by appointment outside of these dates and hours
- Museum participation and display at special events
 - Verona Car Show
 - Verona Lions Garlic Festival
 - Battersea Pumpkin Festival (Oct.)
- Very little advertising
- Basic exhibits
- Casual record-keeping



Visitors

- Open 50 days in 2018 (to Sept 6)
- 189 visitors signed the book
 - Estimated that 30-50% of visitors did not sign
- Average of 3 volunteer docents when open
- Many additional volunteer hours
- Average numbers (app.)
 - Monday 7
 - Wednesday 4
 - Saturday 8
- Large attendance (app.)
 - Doors Open 29
 - Aug. 27 (Mon.) 28
 - July 23 (Mon.) 20
 - Labour Day 19
 - Canada Day 16
 - Special 6-18

Current Year – Cataloging

- Manpower
 - Member volunteers
 - Museum Coordinator Vanessa Kennedy (summer student)
- Part way through cataloging our collection
 - 1000 + artifacts
 - Cataloged
 - Photographed
 - Described
 - 500 – 1000 to go
 - Current collection
 - Will be completed by volunteers



Current Year – Heritage Windows

- Final three windows to be replaced this fall
 - On north side of building
- Will complete a project under way for over six years
- Funded primarily by the Heritage Association
 - Assistance from Council this past year

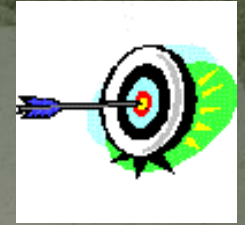


Current Year – Expansion Space

- Museum needs space for storage of artifacts not on display
- Preparation area for exhibits also desirable
- There are unused rooms in basement of Glendower Hall
- Negotiation for use of space has been completed
- Currently working out
 - Details
 - Timing
 - etc.



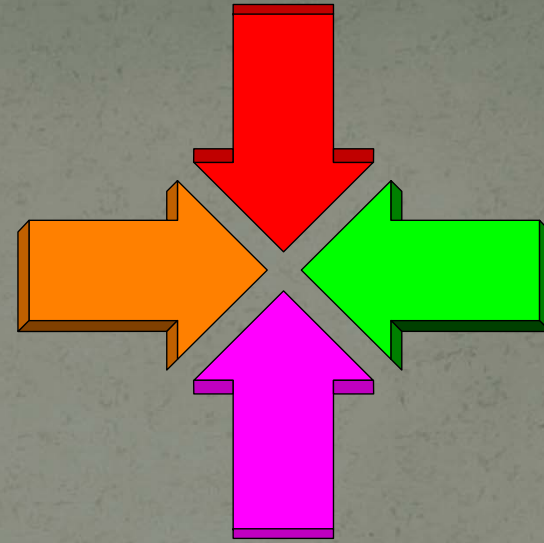
Goals for Upcoming Year



- Complete the cataloging
- Some new exhibits
- Make the Museum more representative of whole Township
- Visit other museums
- Get other groups' artifacts logged on PastPerfect
 - Bedford
 - Women's Institutes
- Advertise
- Measure results
- Recruiting, recruiting, recruiting!
 - Cataloging and managing our artifacts
 - Developing exhibits and special displays
 - Producing the newsletter
 - Manage Facebook, website, on-line media
 - Collecting oral histories
 - Marketing and communications

Strategic planning

- Mission
- Plans must include
 - Scope of coverage
 - Collections
 - Operations
 - Personnel & Organization
 - Finance, Fundraising, Grants
 - Continuity, Sustainability, Growth
- Relationship with
 - Township
 - Other museums
- Workshops
- Consultation with
 - Members
 - Public
 - Council
 - Township administration
 - Museum professionals



Thanks!

- To the Township of South Frontenac
 - Ongoing financial support
 - Hiring of this year's knowledgeable coordinator
 - Outstanding support and encouragement from staff, including
 - Vanessa Kennedy
 - Tim Laprade
 - Angela Maddocks
 - Jamie Brash
 - Sherry Corneil
 - Louise Fragnito
 - Wayne Orr
 - ... and for patience and understanding as we move forward

End of Presentation

Andy Adamson

613-389-3619

macduffapa@live.com

Alan Boyce

613-985-8404

arboyce@gmail.com

INVERARY YOUTH ACTIVITIES INC.

since 1975
P.O. Box 86
4010 Perth Road
Inverary, Ontario K0H 1X0

September 6, 2018

Attention: His Worship Mayor Ron Vandewal
Storrington Councillor Norm Roberts
Storrington Councillor Ron Sleeth
Members of Township of South Frontenac Council

First, the delegation from Inverary Youth Activities wishes to thank you for the opportunity to address the council. Inverary Youth Activities Inc. is the governing body for Ken Garrett Memorial Park, Inverary Ontario.

Attending the September 11th Council meeting are:
Shawn Pearce – President
Judy Borovskis – Treasurer/Signing Officer
Bill Cribbes – Digital Accounting/Signing Officer

We are asking Council for financial support in the amount of **\$10 000 to \$15 000**, due to this year's extreme and unforeseen expenses totalling **\$24 530** over normal year expenses.

In a regular year, the usual expenses are adequately balanced by the income of the park as shown in the attached financial document. This year it was necessary to use all money raised specifically for the Phase Two playground development to cover these emergency unforeseen costs as outlined in the accompanying document.

We need financial aid to recover the playground fund and meet our remaining expenses from September until baseball registration in the spring of 2019.

Thank you for considering our request. With your support we would begin 2019 with reasonable financial stability, enabling us to continue servicing the community at Ken Garrett Park.

Sincerely,



Judy Borovskis, Treasurer
Inverary Youth Activities Inc.

LETTER OF INTENT FORM

Section 1: Applicant Information						
NAME OF ORGANIZATION	Inverary Youth Activities Inc.					
FULL MAILING ADDRESS	P.O. Box 86 4010 Perth Road					
CITY	INVERARY	PROV.	ON	POSTAL CODE	K0H 1X0	
APPLICATION CONTACT NAME & TITLE (PLEASE PRINT) WHO CAN BE CONTACTED BY COMMITTEE IN CASE OF QUESTIONS			Judy Borovskis, Treasurer/Chairperson, Playground Committee			
PHONE	613-353-1768	MOBILE			FAX	613-353-1768
EMAIL	borovskis@kingston.net			DATE	September 6, 2018	

How long has your organization been in existence in South Frontenac?	Incorporated on December 19, 1975 #000311070 Non-profit corporation
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Select the most appropriate of the following two options and fill in the fields below:

OUR ORGANIZATION IS A CHARITY REGISTERED WITH CANADA REVENUE AGENCY.

OUR CHARITABLE REGISTRATION
NUMBER (FORMAT: 12345-8789 RR0001)

OR:

OUR ORGANIZATION IS A NON FOR PROFIT ORGANIZATION

Names of signing officers:	Judy Borovskis - Treasurer Bill Cribbes – Signing Officer/Digital Accounting Darcy Garrett – Signing Officer
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NAME OF PROJECT	Ken Garrett Park
AMOUNT REQUESTED	\$10,000.00 to \$15,000

Inverary Youth Group Financial Details

General income	Field rental, canteen profits, advertising campaign, league registration, fundraising	\$5 000 + 4 000 + 2 500 + 11 000 + 2 300 = \$24 800 (yearly)
Regular Expenses	Taxes, insurance, hydro, bank fees, employee, canteen start up, umpires, sponsorship of 9 youth teams	\$ 18 000
Other operational expenses	Minor repairs/maintenance, propane, waste removal, port-o-potty rental,	\$ 4 000
Emergency unforeseen Expenses	<ul style="list-style-type: none"> • Foul Ball nets (safety requirement) • Underground Wiring Repair for Diamond Lights • Lawn mower replacement • Canteen Fridge replacement 	\$16 240 \$710 \$7 380 \$200 TOTAL: \$24 530
Playground Fundraising Account	Canteen tips, donations, Beer/wine bottle collections, advertising campaign	\$9 545 -\$9 545 (loaned out to pay park expenses)

Playground account needs to be repaid: \$9 545

General costs between now and the start-up of next season which include: \$8 616.32

Insurance	\$317.12 x 8 months	\$2536.96
Hydro	\$162 x 8 months	\$1296.00
Bank fee	\$4.95 x 8 months	\$39.60
Property Taxes	\$279.72 + \$542.16 x 2 Sept/18 Mar/19	\$1643.76
Employee wages	for Sept. and Oct.	\$2100
Canteen	initial float for start-up	\$1000

TOTAL MONEY NEEDED FROM PRESENT TO APRIL 2019:	\$18 161.32
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Ken Garrett Memorial Park

PRESENT GOALS:

- Continued Fundraising
 - Collecting and returning bottles and cans generates an income of approximately \$80/week from May to August
 - Advertising sign campaign, 62 letters were sent out in 2018 to area businesses offering advertising space on our fence lines with three different advertising alternatives, 26 signs presently on display
- Further Possibilities for Fundraising
 - Proposed lawn and diamond maintenance of township park on Latimer Road could be done by groundskeeper of Ken Garrett Park using our equipment for a fee
 - LCBO bottle drive for one month (as we have just completed) or a one day door-to-door drive
 - Family Day Fun Fair
 - Pizza Dough Sale (previously done)
 - Hosting Children's Birthday Events
- Repayment of Funds to Playground Balance
- Washroom Renovations to meet Accessibility Standards
 - Need new toilets and urinal
 - Holding tank and piping inspections and repair
- Playground Phase-Two
 - Addition of new play structure/equipment
 - Topping up of safety mulch
- Canteen Improvements
 - Replacement of broken fryer
 - Wiring repair to make all plugs functional
- Promote the Gifting of Dedicated Park Benches/Picnic Tables

FUTURE GOALS:

- Basketball court needs new poles, backboards and nets
- A walking/running path around the park's perimeter accessible to strollers, walkers, tricycles, etc.
- A safe, pathway connection (for pedestrians and maintenance vehicles only) between Ken Garrett Memorial Park and the township park on Latimer Road to create a larger park green space for the community which would enhance use of both facilities

Park Financial Statement

Cheque	dd/mm/yy	Item	Debit	Credit	Balance	PlayGround
	1-Jan-18	Balance as of January1, 2018			\$11,078.55	\$8,745.38
Auto	15-Jan-18	Dominion Insurance Premium	\$322.74		\$10,755.81	
	17-Jan-18	IOOF donatiuon		\$200.00	\$10,955.81	\$200.00
	17-Jan-18	Bottle returns		\$112.85	\$11,068.66	\$112.85
	31-Jan-18	Monthly Plan fee Bank	\$4.95		\$11,063.71	
	31-Jan-18	Monthly Plan fee Bank Rebate		\$4.95	\$11,068.66	
1155	1-Feb-18	Hydro One	\$291.71		\$10,776.95	
Auto	13-Feb-18	Dominion Insurance Premium	\$356.40		\$10,420.55	
	28-Feb-18	Monthly Plan fee Bank	\$4.95		\$10,415.60	
	28-Feb-18	Monthly Plan fee Bank Rebate		\$4.95	\$10,420.55	
Auto	13-Mar-18	Dominion Insurance Premium	\$339.57		\$10,080.98	
	19-Mar-18	Ball Acct BMO closed		\$2,413.49	\$12,494.47	
1156	19-Mar-18	Hydro One	\$153.00		\$12,341.47	
1159	19-Mar-18	Hydro One	\$164.30		\$12,177.17	
1157	29-Mar-18	S. Front. Taxes	\$279.72		\$11,897.45	
1158	29-Mar-18	S. Front. Taxes	\$542.16		\$11,355.29	
	29-Mar-18	Monthly Plan fee Bank	\$4.95		\$11,350.34	
	29-Mar-18	Monthly Plan fee Bank Rebate		\$4.95	\$11,355.29	
	5-Apr-18	Deposit - Youth \$100 Playground \$188.15		\$288.15	\$11,643.44	\$188.15
	9-Apr-18	Deposit - Youth \$100 Playground \$400.00		\$500.00	\$12,143.44	\$400.00
	9-Apr-18	Deposit - Youth \$100 Playground \$100.00		\$200.00	\$12,343.44	\$100.00
	13-Apr-18	Canteen Profit		\$1,500.00	\$13,843.44	
Auto	13-Apr-18	Dominion Insurance Premium	\$317.12		\$13,526.32	
	18-Apr-18	Waste Connection		\$204.38	\$13,730.70	
1160	18-Apr-18	Hydro One	\$162.00		\$13,568.70	
1161	18-Apr-18	Signs Plus	\$3,265.70		\$10,303.00	-\$3,265.70
1162	18-Apr-18	Kim Popovicj Rona Swings	\$436.63		\$9,866.37	-\$436.63
	23-Apr-18	Deposit - Youth \$100 Fencing Playground \$100.00		\$200.00	\$10,066.37	\$100.00
	23-Apr-18	Deposit - Youth \$100 Truss Playground \$100.00		\$200.00	\$10,266.37	\$100.00
	24-Apr-18	Jodie Campbell Baseball Registration & sign		\$1,000.00	\$11,266.37	\$100.00
	24-Apr-18	Baseball Registration		\$1,320.00	\$12,586.37	
	25-Apr-18	Ergiest Curragh		\$185.00	\$12,751.37	
	25-Apr-18	Boulton Septic - Youth \$100 Playground \$400.00		\$500.00	\$13,251.37	\$400.00
	25-Apr-18	Bronson & Bronson - Youth \$100 Playground \$400.00		\$500.00	\$13,751.37	\$400.00
	25-Apr-18	L-A Mutual Ins. - Youth \$100 Playground \$200.00		\$200.00	\$13,951.37	\$100.00
1163	26-Apr-18	Bruno - Tractor repairs	\$61.94		\$13,889.43	\$0.00
	27-Apr-18	Ward's Marina - Youth \$100 Playground \$100		\$200.00	\$14,089.43	\$100.00
	1-May-18	Clayton Flooring Youth \$100 Playground \$400		\$500.00	\$14,589.43	\$400.00
	3-May-18	Ball cheques		\$200.00	\$14,789.43	

Park Financial Statement

Cheque	dd/mm/yy	Item	Debit	Credit	Balance	PlayGround
	30-Apr-18	Monthly Plan Fee	\$4.95		\$14,784.48	
	30-Apr-18	Monthly Plan Rebate		\$4.95	\$14,789.43	
	30-Apr-18	Items Dep. Fee	\$2.20		\$14,787.23	
1164	6-May-18	Kim Popovich - sign tiles	\$26.41		\$14,760.82	-\$26.41
1165	7-May-18	CRPetro Pro Invo # 6678	\$71.44		\$14,689.38	
1166	9-May-18	5 Star Fire	\$107.35		\$14,582.03	
1168	9-May-18	Chris Pearce Sani-Sol	\$103.02		\$14,479.01	
1169	10-May-18	Boulton Septic Invo # 27084	\$271.20		\$14,207.81	
		Youth		\$510.00	\$14,717.81	
		Playground		\$569.70	\$15,287.51	\$569.70
	11-May-18	Field Rentals		\$220.00	\$15,507.51	
1170	14-May-18	Chris Salary \$1050.00 expenses \$355.37	\$1,405.37		\$14,102.14	
1171	14-May-18	Hydro One	\$162.00		\$13,940.14	
1172	14-May-18	Jody Campbell Septic Inv. 11346	\$452.00		\$13,488.14	
	15-May-18	Youth \$170 Playgroundd \$100		\$270.00	\$13,758.14	\$100.00
Auto	14-May-18	Dominion Insurance Premium	\$317.12		\$13,441.02	
1173	16-May-18	Chris Pearce Agat Labs Water test	\$169.50		\$13,271.52	
1174	18-May-18	MH Electric Part payment foul ball nets balance due \$8,000.00	\$8,241.42		\$5,030.10	
	18-May-18	Deposit ball registration		\$200.00	\$5,230.10	
	22-May-18	Deposit		\$6,620.00	\$11,850.10	\$20.00
	24-May-18	League field rental		\$2,800.00	\$14,650.10	
	24-May-18	League field rental		\$900.00	\$15,550.10	
	24-May-18	League field rental		\$900.00	\$16,450.10	
	24-May-18	Bottle returns		\$40.00	\$16,490.10	\$40.00
	24-May-18	Membership fees		\$24.00	\$16,514.10	
1175	28-May-18	Jody Campbell Porto potty	\$56.50		\$16,457.60	
1176	28-May-18	Boulton Septic tank pumped	\$271.20		\$16,186.40	
	28-May-18	Youith 910.00 Playgroundd 120.00	\$0.00	\$1,030.00	\$17,216.40	\$120.00
Auto	30-May-18	Cheque Order	\$144.26		\$17,072.14	
	4-Jun-18	Gan Chev Olds sign		\$200.00	\$17,272.14	\$100.00
	4-Jun-18	Kingston Slo Pitch Coed		\$4,000.00	\$21,272.14	
	4-Jun-18	Tips canteen	\$0.00	\$20.00	\$21,292.14	\$20.00
	3-Jun-18	Bottle returns		\$108.20	\$21,400.34	\$108.20
1177	5-Jun-18	Chris - Umpires	\$1,460.00		\$19,940.34	
1178	12-Jun-18	Northway Hardware,Kettle, keys and mice killer	\$47.38		\$19,892.96	
1179	12-Jun-18	Boulton Septic	\$271.20		\$19,621.76	
1180	12-Jun-18	M H Electric balance of foul ball nets	\$8,000.00		\$11,621.76	
auto	13-Jul-18	Dominion Insurance Premium	\$317.12		\$11,304.64	
1181	29-Jun-18	South Frontenac property taxes	\$296.66		\$11,007.98	
1182	29-Jun-18	South Frontenac property taxes	\$261.96		\$10,746.02	

Park Financial Statement

Cheque	dd/mm/yy	Item	Debit	Credit	Balance	PlayGround
	12-Jun-18	Ball registration and beer store jug (\$14.00)	\$0.00	\$3,019.00	\$13,765.02	\$14.00
1183	16-Jun-18	Hydro One	\$162.00		\$13,603.02	\$0.00
1184	17-Jun-18	Chris Pearce salary \$1050 expenses \$705.71	\$1,755.71		\$11,847.31	
1185	17-Jun-18	Inverary United Church Re Bob Arthur	\$100.00		\$11,747.31	
	20-Jun-18	IMO Bob Arthur		\$480.00	\$12,227.31	
	20-Jun-18	Bottle returns and canteen tips		\$110.50	\$12,337.81	\$110.50
1186	17-Jun-18	CF Petro Pro	\$98.42		\$12,239.39	
	27-Jun-18	Field fees and registration \$315 tips \$15.00	\$0.00	\$330.00	\$12,569.39	\$15.00
1187	9-Jun-18	Sani Sol Bath tissue and urinal screens	\$82.38		\$12,487.01	
	3-Jul-18	Tournament \$250.00 Tips \$20.00		\$270.00	\$12,757.01	\$20.00
	3-Jul-18	Judy - Cake and Pixxa Clarence party	\$75.00		\$12,682.01	
auto	13-Jul-18	Dominion Insurance Premium	\$317.12		\$12,364.89	
1189	9-Jul-18	Northway Hardware rust coat paint and 2 washroom signs	\$22.34		\$12,342.55	
1190	9-Jul-18	SaniSol water stest strip and bathroom supplies	\$63.74		\$12,278.81	
1191	12-Jul-18	Chris Pearce \$1050.00 salary \$352.57 gas Lowes and Willow (maintenance	\$1,402.57		\$10,876.24	
1192	12-Jul-18	Bottle return & tips \$233.25, IMO Bob Arthur \$100.00		\$333.25	\$11,209.49	\$233.25
1192	20-Jul-18	Waste Connection Pick up	\$252.22		\$10,957.27	
1193	29-Jul-18	Bouilton Septic/Larmons Pumping	\$271.20		\$10,686.07	\$0.00
1194	23-Jul-18	FCMSA baseball insurance weekend tournament	\$578.00		\$10,108.07	\$0.00
1195	23-Jul-18	Hydro One	\$162.00		\$9,946.07	
1197	24-Jul-18	Bouilton Septic	\$271.20		\$9,674.87	
	26-Jul-18	Deposit \$250.00 Field rental \$123.00 bottle returns and donation jug		\$373.00	\$10,047.87	\$123.00
1196	26-Jul-18	MH Electric Invoice #11498 repair field lights	\$711.90		\$9,335.97	
1188	29-Jul-18	MAPLE Country Home & Farm	\$7,382.29		\$1,953.68	\$0.00
1198	29-Jul-18	C. F. Petro Pro	\$81.11		\$1,872.57	
	31-Jul-18	Bank charge	\$4.95		\$1,867.62	
1199	13-Aug-18	Northway Hardware paint and roller	\$20.05		\$1,847.57	
	13-Aug-18	Deposit \$70 Youth \$213 Playground		\$283.00	\$2,130.57	\$233.00
1200	14-Aug-18	Hydro One	\$60.83		\$2,069.94	
Auto	13-Aug-18	Dominion Insurance Premium	\$317.12		\$1,752.82	\$0.00
	16-Aug-18	Deposit #00 from Lions \$55 for playground		\$355.00	\$2,107.82	
1401	17-Aug-18	Chris Pay and supplies	\$1,381.71		\$726.11	
	20-Aug-18	Deposit bottle drive		\$468.70	\$1,194.81	
	27-Aug-18	Deposit Bottle drive		\$1,149.65	\$2,344.46	
1402	30-Aug-18	CF Petro Pro	\$43.17		\$2,301.29	
	31-Aug-18	Bank charge	\$4.95		\$2,296.34	
	1-Sep-18	Deposit bottle drive		\$332.46	\$2,628.80	
						\$9,544.29



Spreading the safety weave mulch – 8 hours of volunteer work!



Canteen volunteers....Fridays and all tournament weekends





Spreading the safety weave mulch – 8 hours of volunteer work!



Canteen volunteers...Fridays and all tournament weekends



**Ministry of
Community Safety and
Correctional Services**

Office of the
Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

**Ministère de la
Sécurité communautaire et
des Services correctionnels**

Bureau du
commissaire des incendies et
de la gestion des situations d'urgence

25, avenue Morton Shulman
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



August 29, 2018

Your Worship Ron Vandewal
Township of South Frontenac
P.O. Box 100, 4432 George St.,
Sydenham, ON K0H 2T0

Dear Mayor Vandewal:

It is the responsibility of municipalities to ensure they are in compliance with the Emergency Management and Civil Protection Act (EMCPA).

The Office of the Fire Marshal and Emergency Management (OFMEM) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and has determined that your municipality was compliant with the EMCPA in 2017.

The safety of your citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. You are to be congratulated on your municipality's efforts in achieving compliance in 2017.

I look forward to continuing to work with you to ensure your continued compliance in 2018.

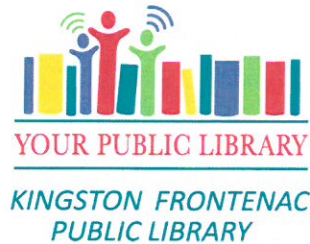
If you have any questions or concerns about the compliance monitoring process, please contact your Emergency Management Field Officer.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Pegg".

Jon Pegg
Chief of Emergency Management

cc: Richard Chesebrough - CEMC
Teresa Alonzi - Field Officer - Loyalist Sector



August 17, 2018

Township of South Frontenac
P.O. Box 100
Sydenham ON K0H 2T0

The Kingston Frontenac Public Library is asking the Township of South Frontenac to proclaim the month of October as Canadian Library Month 2018 and October 14-20, 2018 as Ontario Public Library Week 2018. During this week, libraries and library partners across Ontario raise awareness of the valuable role libraries play in Ontarians' lives.

The draft wording of the proclamation is as follows:

PROCLAMATION

Canadian Library Month - October 2018, and
Ontario Public Library Week – October 14-20, 2018
A visit will get you thinking

WHEREAS the public library offers access to information; and

WHEREAS the public library supports personal growth, economic renewal and quality of life; and

WHEREAS we recognize that the Kingston Frontenac Public Library provides a vital service to our communities

THEREFORE I HEREBY PROCLAIM the month of October to be Canadian Library Month 2018 and October 14-20, 2018 to be Ontario Public Library Week, and I encourage every person to use the public library this week and throughout the year.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Patricia Enright", with a long horizontal flourish extending to the right.

Patricia Enright
Chief Librarian/CEO

From: "Hillier-co, Randy" <randy.hillierco@pc.ola.org>
Date: September 5, 2018 at 12:05:38 PM EDT
To: 'Ron Vandewal' <rvandewal@southfrontenac.net>
Subject: Sunbury Road EDR/Road 38 Public Information Session

Hi Mayor Vandewal;

Thank you for inviting Mr. Hillier for the important Public Information Centre gathering on Thursday September 27th at 7pm at the Storrington Centre.

The Legislature is returning for the fall session beginning Monday September 24th, and I expect the Mr. Hillier will be on a train returning from Toronto at the time of your event, and therefore unable to attend.

I would be happy to schedule a meeting or telephone call with you and Mr. Hillier in early October so you can go over the details of the project together.

Sincerely,

David Shostal
Executive Assistant
to Randy Hillier, MPP
Lanark, Frontenac, Kingston
P 613-267-8239
F 613-267-7398



Lakes and Trails Festival

The Point Park, Sydenham, South Frontenac

August 29, 2018

RECEIVED

SEP 06 2018

TOWNSHIP OF
SOUTH FRONTENAC

Dear South Frontenac Township,

We would like to thank you for your generous support of the 2018 Festival. The logistical and moral support were invaluable.

Your support helped keep the Festival open to all. As well as bringing the local community together, the Festival attracted hundreds to join us in celebrating our area's natural beauty, our active lifestyle and our history. 405 officially registered as participants: 230 came from South Frontenac, 175 from outside the Township. Evaluations of the event state that the vast majority of participants had a great time and want the Festival to continue next year.

Your support helped us host a free children's concert on the Point with musician Gary Raspberry and live music on Mill Street in the afternoon. Many people joined our cycle around the lake, participated in the cycle skills competition, paddled on the lake and took part in the walk of historic Sydenham.

The final report on the 2018 Festival can be found on our website, <http://lakesandtrailsfestival.org>.

Once again thank you for your invaluable support. The tentative date for next year's Festival is Saturday, July 20, 2019. We hope to work with you again next year.

The Lakes and Trails Organizing Committee.