

**TOWNSHIP OF SOUTH FRONTENAC  
COUNCIL MEETING  
AGENDA**

TIME: 7:00 PM,  
DATE: Tuesday, November 15, 2016  
PLACE: Council Chambers.

1. Call to Order
2. Declaration of pecuniary interest and the general nature thereof
3. Scheduled Closed Session - n/a
4. \*\*\*Recess \*\*\* - n/a
5. Public Meeting - n/a
6. Approval of Minutes
  - a) Minutes of Council meeting held November 1, 2016 3 - 9
  - b) Minutes of Committee of the Whole meeting held November 8, 2016 10 - 12
7. Business Arising from the Minutes
  - a) Wayne Orr, Chief Administrative Officer, re: FCM - Canada 150 Community Leader 13 - 16
  - b) Wayne Orr, Chief Administrative Officer, re: Notice of Motion - Sale of Public Lands and Road Allowances 17
  - c) Wayne Orr, Chief Administrative Officer, re: Notice of Motion - FIT 5.0 Solar Project 18 - 19
  - d) Wayne Orr, Chief Administrative Officer, re: Notice of Motion - Lobbying Strategy 20
  - e) Wayne Orr, Chief Administrative Officer, re: FIT 5.0 Solar Project Support - One site 21
  - f) Wayne Orr, Chief Administrative Officer, re: Committee Chair - Term Appointment (See By-law 2016-71) 22
  - g) Wayne Orr, Chief Administrative Officer, re: Notice of Motion - Fermoy Hall 23
8. Reports Requiring Action
  - a) Louise Fragnito, Treasurer, re: Insurance RFP 24
  - b) Mark Segsworth, Public Works Manager, re: Tender No PW-2016-30 Mobile Column Lifts 25
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a)	Public Services Committee meeting of August 26, 2016	26 - 28
b)	Portland District and Area Heritage Society meeting of October 19, 2016	29
10.	<u>By-Laws</u>	
a)	By-law 2016-70 - Appointment of Chief Building Official	30
b)	By-law 2016-71 - Amend Procedural By-law re: Committee Chairs	31 - 45
11.	<u>Reports for Information</u>	
a)	Accounts Payable and Payroll Listing	46 - 59
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a)	64th Annual Ontario Small Urban Municipalities Conference - May 3 -5, 2017	60 - 62
b)	Staffing Announcement - Chief Building Official	63
13.	<u>Notice of Motions</u>	
14.	<u>Announcements</u>	
15.	<u>Question of Clarity (from the public on outcome of agenda items)</u>	
16.	<u>Closed Session (if requested)</u>	
17.	<u>Confirmatory By-law</u>	
a)	By-law 2016-72	64
18.	<u>Adjournment</u>	

Minutes of Council  
November, 1, 2016

Time: 7:00 PM

Location: Council Chambers



Meeting # 35

Present: Mayor Ron Vandewal, Pat Barr, John McDougall, Alan Revill, Norm Roberts, Mark Schjerning, Ron Sleeth, Ross Sutherland

Staff: Wayne Orr, Chief Administrative Officer, Louise Fragnito, Treasurer, Mark Segsworth, Public Works Manager, Angela Maddocks, Executive Assistant.

1. Call to Order

a) Resolution

Resolution No. 2016-35-1  
Moved by Councillor Revill  
Seconded by Deputy Mayor Sutherland

THAT the Council meeting of November 1, 2016 be called to order at 7:00 p.m.  
Carried

2. Declaration of pecuniary interest and the general nature thereof

a) Deputy Mayor Sutherland declared a pecuniary interest with respect to Agenda Item 8 (b).

b) Mayor Vandewal declared a pecuniary interest with respect to Page 11 of the Accounts Payable Voucher.

3. Scheduled Closed Session - n/a

4. \*\*\*Recess \*\*\*- n/a

5. Public Meeting - n/a

6. Approval of Minutes

a) Special Committee of the Whole meeting held October 14, 2016

b) Special Committee of the Whole meeting held October 15, 2016

Resolution No. 2016-35-2  
Moved by Deputy Mayor Sutherland  
Seconded by Councillor Revill

THAT Council approves the minutes of the Special Committee of the Whole meetings held October 14 and October 15, 2016.

Carried

c) Council meeting of October 18, 2016

Resolution No. 2016-35-3  
Moved by Councillor Revill  
Seconded by Deputy Mayor Sutherland

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THAT Council approves the minutes of the October 18, 2016 Council meeting.

Carried

- d) Committee of the Whole meeting held October 25, 2016

Resolution No. 2016-35-4

Moved by Deputy Mayor Sutherland

Seconded by Councillor Revill

THAT Council approves the minutes of the Committee of the Whole meeting held October 25, 2016.

Carried

7. Business Arising from the Minutes

- a) Lindsay Mills, Planner, re: Willowbrook Estates Plan of Subdivision - Parkland Fee

Resolution No. 2016-35-5

Moved by Councillor Revill

Seconded by Deputy Mayor Sutherland

THAT Council approve the amount of \$3,364.00 for the required parkland cash-in-lieu for Phase I of the Willowbrook Subdivision.

Carried

- b) Lindsay Mills, Planner, re: Request to Reduce the cost for closing a portion of a Township Right-of-Way, Part Lot 18, Concession VIII, Storrington

Resolution No. 2016-35-6

Moved by Councillor Sleeth

Seconded by Councillor Revill

THAT Council approve the request from Ron Campbell to reduce the costs for the sale of Township-owned road allowance in Part of Lot 18, Concession VIII, Storrington District, from \$24,000.00 to \$14,140.00.

Carried

- c) Lindsay Mills, Planner, re: Proposed Revisions to the Tariff of Fees and Appointees for Fenceviewers

See By-law 2016-68

- d) Notice of Motion - Support for AMO's Resolution

Resolution No. 2016-35-7

Moved by Deputy Mayor Sutherland

Seconded by Councillor Revill

THAT Council support the resolution from the Association of Municipalities of Ontario and their work to close the fiscal gap so that all municipalities can benefit from predictable and sustainable revenue, to finance the pressing infrastructure and municipal service needs faced by all municipal governments.

Carried

- e) Notice of Motion - Sydenham Walking Tour

Resolution No. 2016-35-8

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Moved by Deputy Mayor Sutherland  
Seconded by Councillor Revill

THAT Council ask Frontenac County mapping and economic development to digitalize the historic walking tour of Sydenham for inclusion on both the Township and County website and web based tourism promotion.

Carried

f) Notice of Motion - Park Model Trailers

Resolution No. 2016-35-9  
Moved by Councillor Revill  
Seconded by Deputy Mayor Sutherland

WHEREAS some Recreation Resort Commercial (RRC) owners are allowing/encouraging many different types of "trailers" to be located at their campground sites including Park Model units,

AND WHEREAS it appears the intent of the zone provisions considered trailers as either transient or seasonal meaning roughly from the 24th day of May to Thanksgiving,

AND WHEREAS Park model units allow extended seasonal, more permanent use combined with a larger physical presence crowding sites,

THEREFORE be it resolved that we request a report from our Planning Department that confirms what amendments would be required to our zoning by-law to prohibit Park Model Units from the RRC lands as an option.

Carried

8. Reports Requiring Action

a) Louise Fragnito, Treasurer, re: Financial Policy - Budget Management

Resolution No. 2016-35-10  
Moved by Councillor Schjerning  
Seconded by Councillor McDougall

THAT Council approve and adopt the attached financial policy for operating and capital budget management.

Carried

b) Wayne Orr, Chief Administrative Officer, re: Support for single Solar Project under the FIT 5.0 Program

Resolution No. 2016-35-11  
Moved by Councillor McDougall  
Seconded by Councillor Schjerning

THAT Council support the construction and operation of a FIT 5.0 project to be located at PIN #36243-0011,

AND THAT Council authorize the Mayor to sign a Municipal Support Resolution for each supported project upon receipt of the approved fee.

Defeated

c) Wayne Orr, Chief Administrative Officer, re: Glendower Front Entrance

Resolution No. 2016-35-12

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November, 1, 2016

Moved by Councillor Schjerning  
Seconded by Councillor McDougall

THAT Council release up to \$5,000.00 for the design and engineering for a new front entrance for Glendower Hall.

Carried

d) Wayne Orr, Chief Administrative Officer, re: In Field Communications

Resolution No. 2016-35-13  
Moved by Councillor Schjerning  
Seconded by Councillor McDougall

THAT Council receive the final report of Sonoptic Media and Communications regarding In-Field Communications - Gap Study & Option Analysis dated September 2, 2016.

AND THAT Council acknowledge that the existing analog communications systems do not meet current standards and that a transition to a fully digital system (either P25 or LTE) will be required at some point in the future;

AND THAT as a first step it is necessary to improve policy, standard operating procedures and incident tracking related to in-field communications, dispatch and repair/replace existing equipment. This work is essential to prepare the municipality to participate in potential granting and/or pilot project opportunities;

AND THAT, Council direct staff (as appointed by the CAO) to complete the following tasks and report back to Council by March 1, 2017:

1. That a County Wide In-Field Communications Policy Committee be established consisting of two staff members from each Frontenac municipality and the assistance of an outside facilitator with the following priority tasks:

a. Implement an in-field communications and dispatch incident tracking and reporting system that is geo-referenced. At a minimum, the tracking system will collect information regarding communications gaps, equipment failure/malfunction and dispatch issues;

b. Develop and implement an in-field communications protocol, that gives consideration to the Lanark County model, that will ensure consistency across all municipalities;

c. With the guidance of the GlenTel Radio Communication Study (Feb 2014) prepare an itemized priority list of necessary equipment requirements for the current in-field communications system including estimated cost and timelines for replacement;

2. That the Frontenac Chief Administrative Officers meet with senior staff from the Eastern Ontario Regional Network to investigate the potential for Frontenac to be used as a pilot project for the implementation of a secure, dedicated Public Safety Broadband Network on the LTE spectrum fully digital system and/or advancing the advocacy effort the expansion of the PSBN across Eastern Ontario.

Carried

9. Committee Meeting Minutes

a) Community Caring meeting of September 28, 2016

b) Loughborough District Recreation meeting of September 26, 2016

c) South Frontenac Recreation meeting of October 17, 2016

d) Storrington District Recreation meeting of September 26, 2016

Resolution No. 2016-35-14  
Moved by Councillor McDougall  
Seconded by Councillor Schjerning

THAT Council receives for information the minutes of the following committee meetings:

- Community Caring meeting of September 28, 2016
- Loughborough District Recreation meeting of September 26, 2016
- South Frontenac Recreation meeting of October 17, 2016
- Storrington District Recreation meeting of September 26, 2016

Carried

10. By-Laws

a) By-law 2016-68 - Line Fences and Fenceviewers

Resolution No. 2016-35-15  
Moved by Councillor Barr  
Seconded by Councillor Roberts

THAT By-law 2016-68 be given first and second reading.

Carried

Resolution No. 2016-35-16  
Moved by Councillor Barr  
Seconded by Councillor Roberts

THAT By-law 2016-68, being a by-law to deal with Line Fences within the Township of South Frontenac be given third reading, signed and sealed.

Carried

11. Reports for Information

a) Accounts Payable and Payroll Listing

b) Year to Date Financials to September 30, 2016

c) 2017 Draft Budget in advance of Delegations on Nov 8 and Presentation Nov 12

Budget packages were distributed and Council members were reminded to bring them to the Saturday, November 12 budget session.

12. Information Items

a) Louise Moody, Executive Director, re: North Frontenac Community Services Annual Report

b) EOWC Media Release - October 13, 2016

13. Notice of Motions

a) Deputy Mayor Sutherland served a notice of motion that Council reaffirm the position with respect to the sale of public lands and road allowances.

14. Announcements

a) Councillor McDougall distributed copies of "Rural Summit On Poverty & Housing Security" and requested that Council take time to review this. He also

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noted an article in Municipal World regarding "grandfathering" and "legal non-conforming".

- b) Mayor Vandewal requested an update on the Westport Road Culvert replacement.

Mark Segsworth noted that due to lots of rain, an inflatable dam had to be used, however the road was reopened to traffic on Monday and that paving will be done tomorrow. He noted the significant costs savings given the timing and commended the contractor for the work. This process may be replicated next year when replacing the culvert on Moreland-Dixon Road.

- c) Councillor Revill commended the Public Works Department for the culvert replacement project and the weekend option. The significant cost savings is a benefit and he noted that the road was reopened to traffic by 5:30 pm on Sunday.
- d) Deputy Mayor Sutherland thanked Sydenham residents for the food bank drive that took place in conjunction with Halloween; 2,000 lbs of food was donated to the Loughborough Food Bank.

Wilma Kenny reported that two girls at Loughborough Public School organized a food drive at the school over a two week period.

- e) Mayor Vandewal noted that the Sydenham High School Junior Football team won their game today and will be going to the finals.

15. Question of Clarity - n/a

16. Closed Session-n/a

17. Confirmatory By-law

- a) By-law 2016-69

Resolution No. 2016-35-17  
Moved by Councillor Roberts  
Seconded by Councillor Barr

THAT By-law 2016-69, being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac be given first and second reading this 1 day of November 2016.

Carried

Resolution No. 2016-35-18  
Moved by Councillor Roberts  
Seconded by Councillor Barr

THAT By-law 2016-69, being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac, be given third reading, signed and sealed this 1 day of November 2016.

Carried

18. Adjournment

- a) Resolution

Resolution No. 2016-35-19  
Moved by Councillor Roberts  
Seconded by Councillor Barr

Minutes of Council  
November, 1, 2016

THAT the Council meeting of November 1, 2016 be adjourned at 7:48 p.m.

Carried

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Ron Vandewal, Mayor

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Wayne Orr, Chief Administrative Officer

Minutes of Committee of the Whole Meeting  
November 8, 2016

Time: 6:00 p.m.

Location: Council Chambers

Meeting #36

Present: Mayor Ron Vandewal, Pat Barr, John McDougall, Alan Reville, Norm Roberts, Mark Schjerner, Ron Sleeth, Ross Sutherland

Staff: Wayne Orr, Chief Administrative Officer, Mark Segsworth, Public Works Manager, Sherry Corneil, HR/Legislative Compliance Officer, Angela Maddocks, Executive Assistant.

1. Call to Order
  - a) Mayor Vandewal called the meeting to order at 6:00 p.m.
  
2. Declaration of pecuniary interest and the general nature thereof
  - a) Deputy Mayor Sutherland declared a pecuniary interest with respect to Agenda Item 5 (d).
  
3. Scheduled Closed Session
4. \*\*\*Recess - reconvene at 7:00 p.m. for Open Session
  - a) Mayor Vandewal requested a minute of silence for Remembrance Day and noted Councillor Robinson's service in the Korean war.

5. Delegations
  - a) Jannette Amini, Manager of Legislative Services/Clerk County of Frontenac, re: Accessibility Award

Jannette Amini and Sherry Corneil provided an update on the Accessibility Advisory Committee, noting that the committee is seeking nominations for the 2016 Access Awards.

- b) Mike Nolan, re: 2017 Written Budget Submission on behalf of Tett Park Association

Mr. Nolan was not in attendance. The request will be considered at the November 12, 2016 Special Committee of the Whole meeting.

- c) James Calnan, Icarus Power Generation, re: FIT 5.0 Solar Project

Council was supportive of this project.

- d) David Hahn, re: Soventix Canada Inc and Wintergreen Renewable Energy re: FIT 5.0 Project

Originally Council did not support this project as the applicant did not follow the process. Councillor McDougall served notice of motion to reconsider this application at the November 15, 2016 meeting.

6. Reports Requiring Action

- a) Wayne Orr, Chief Administrative Officer, re: Input into OMB Review

Council agreed to review the 9 recommendations set out in AMO's OMB Reform: Maturing Rules Discussion Paper and the guiding principles identified on Page 125 of the agenda package. These items will be reviewed at the next Committee of the Whole meeting with a decision from Council to be approved at the December 6 Council meeting.

- b) Wayne Orr, Chief Administrative Officer, re: Committee Chair - Term Appointments

The consensus from Council was that the Chair of Committee of Adjustment and South Frontenac Recreation Committees serve for a maximum of two consecutive years. This will not apply to any other committees of Council.

7. Reports for Information

- a) Mark Segsworth, Public Works Manager, re: Summer Activities Report

8. Rise & Report

- a) County Council

Councillor McDougall provided an update from Alison Vandervelde's and distributed material concerning economic development initiatives.

- b) Arena Board

Councillor Roberts reported that programs are in full swing and there is positive input from the improvements at the arena.

- c) Police Services Board

The annual meeting is November 17, 2016 which encourages public input. The regular meeting will follow.

9. Information Items

- a) Catherine Warren, District Planner, MNRF, re: Johnston Point-Endangered Species Act

- b) Township of North Frontenac, re: Request for resolution endorsement - Ontario's Electrical Bills

- c) AMO - Federal Fall Economic Statement Increases National Infrastructure Spend

- d) Premier Kathleen Wynne, re: Council's Resolution - Cap and Trade Program

10. Notice of Motions

- a) Councillor Revill served a notice of motion with regard to lobbying for provincial and federal funding.

11. Announcements

Committee of the Whole  
November 8, 2016

- a) Mayor Vandewal thanked those members of Council who attended when the Grade 5 class from Loughborough Public School visited the Council Chambers during "Local Government Week". He shared the "thank you" he had received from the class.
  
- 12. Question of Clarity (from the public on outcome of agenda items) - n/a
- 13. Closed Session (if requested)
- 14. Adjournment
- a) The meeting adjourned at 8:20 p.m.



## STAFF REPORT CLERKS DEPARTMENT

**PREPARED FOR COUNCIL:** November 7, 2016

**AGENDA DATE:** November 15, 2016

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**SUBJECT:**

FCM – Canada 150 Community Leaders

**RECOMMENDATION:**

That Council Nominate \_\_\_\_\_ as South Frontenac's Canada 150 Community Leader.

**BACKGROUND:**

Councillor McDougal has asked that the FCM invitation and Nomination form be added to a Council agenda so that Council may consider the issue further.

**ATTACHMENT:**

- FCM Invitation
- FCM Nomination Form

**Submitted/approved by:**  
Wayne Orr, CAO

**Prepared by:**  
Wayne Orr, CAO

August 31, 2016

**President**

**Président**

Clark Somerville  
Councillor  
Regional Municipality of  
Halton, ON

Dear Mayor and Members of Council,

**First Vice-President**

**Première vice-présidente**

Jenny Gerbasi  
Councillor  
City of Winnipeg, MB

The Federation of Canadian Municipalities (FCM) is creating the official network of Canada 150 Community Leaders which represents a unique opportunity for local leaders across the country to get involved in the 150<sup>th</sup> anniversary of Confederation.

**Second Vice-President**

**Deuxième vice-présidente**

Sylvie Goneau  
Conseillère  
Ville de Gatineau, QC

We are launching the Canada 150 Community Leaders network with an invitation to designate one or more leaders from your municipality. These individuals will act as your municipal leaders to inspire civic action towards Canada 150 events in your community, serve as a touchpoint to share Canada 150 information and inspiration, and be members of a network that could extend well beyond 2017.

**Third Vice-President**

**Troisième vice-président**

Bill Karsten  
Councillor  
Halifax Regional  
Municipality, NS

A member of council can become a Community Leader or a prominent community representative can be identified. You can also choose more than one individual, ensuring a strong representation from your municipality.

**Past President**

**Président sortant**

Raymond Louie  
Acting Mayor  
City of Vancouver, BC

To help you identify a Community Leader we have developed the Canada 150 Community Leader web page at [www.fcm.ca/Canada150](http://www.fcm.ca/Canada150). There you will find additional information and a form to submit your Community Leader's name.

**Chief Executive Officer**

**Chef de la direction**

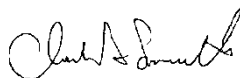
Brock Carleton  
Ottawa, ON

I encourage you to review the information and to submit the name of your Community Leader in one of the following ways:

- Use the online form available at [www.fcm.ca/Canada150](http://www.fcm.ca/Canada150),
- Send us an email at [CommunityLeadersCommunautaires@fcm.ca](mailto:CommunityLeadersCommunautaires@fcm.ca) with the name of your Community Leader and their contact information.

Please send us the name (s) of your Community Leader(s) before October 15 or earlier. We hope you will join us in bringing the municipal voices to the forefront for the year-long celebrations, and for years to come.

Sincerely,



Clark Somerville  
FCM President and Regional Councillor, Halton Hills

24, rue Clarence Street,  
Ottawa, Ontario, K1N 5P3

T. 613-241-5221  
F. 613-241-7440

[www.fcm.ca](http://www.fcm.ca)



## Identify Your Community Leaders for Canada 150

Thank you for making your municipality part of Canada’s 150<sup>th</sup> celebration of Confederation. Please complete the form identifying your municipality and providing the contact details for one or more community leaders in your municipality. Each form has space for the details of three Community Leaders, to nominate more than three Community Leaders please complete multiple forms.

<b>Municipality:</b>		<b>Province/Territory:</b>	
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<b>Community Leader #1</b>			
<b>Suffix/Title:</b>			
<b>First Name:</b>		<b>Family name:</b>	
<b>Gender:</b>			
<b>Email:</b>		<b>Phone Number:</b>	
<b>Council Member, Community Association or Group to which Community Leader is associated (if appropriate):</b>			

<b>Community Leader #2</b>			
<b>Suffix/Title:</b>			
<b>First Name:</b>		<b>Family name:</b>	
<b>Gender:</b>			
<b>Email:</b>		<b>Phone Number:</b>	
<b>Council Member, Community Association or Group to which Community Leader is associated (if appropriate):</b>			

<b>Community Leader #3</b>			
<b>Suffix/Title:</b>			
<b>First Name:</b>		<b>Family name:</b>	
<b>Gender:</b>			
<b>Email:</b>		<b>Phone Number:</b>	
<b>Council Member, Community Association or Group to which Community Leader is associated (if appropriate):</b>			

Thank you for participating in the Canada 150 Community Leaders network. Our program staff will be in contact with the identified candidate(s) shortly to gather consent, share further details and outline next steps.

**Please complete and return the form in one of the following ways:**

- Scan and email to: [CommunityLeadersCommunautaires@fcm.ca](mailto:CommunityLeadersCommunautaires@fcm.ca)
- Fax to: 613-241-7440
- Mail to: Canada 150 Community Leaders  
c/o Federation of Canadian Municipalities  
24 Clarence Street  
Ottawa, Ontario K1N 5P3

For questions about the form and the program, contact [CommunityLeadersCommunautaires@FCM.ca](mailto:CommunityLeadersCommunautaires@FCM.ca).



## STAFF REPORT CLERKS DEPARTMENT

**PREPARED FOR COUNCIL:** November 2, 2016

**AGENDA DATE:** November 15, 2016

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**SUBJECT:**

Notice of Motion – Fees for Sale of Public Lands and Road Allowances

**RECOMMENDATION:**

THAT Council reaffirm the position that in the sale of public lands, including road allowances, all members of the public will be treated equally and to this end ask the Corporate Services Committee to recommend a new funding formula based on different rates for the sale of road allowances within 15 meters of a shore line, 15-30 metres of a shore line and greater than 30 meters from a shoreline which will be applied when Council agrees to sell a road allowance.

**BACKGROUND:**

Council's Procedural By-Law 2015-56 establishes the process for Notice of Motion.

At the Council Meeting of November 1, 2016, Deputy Mayor Sutherland served Notice of Motion to reaffirm the position with respect to the sale of public lands and road allowances and treating all members of the public fairly and to recommend a new funding formula.

A notice of motion requires a seconder at the next regular Council meeting. If seconded, the motion is debated and then voted upon.

**Submitted/approved by:**

**Angela Maddocks  
Executive Assistant**



## STAFF REPORT CLERKS DEPARTMENT

**PREPARED FOR COUNCIL:**      **November 9, 2016**

**AGENDA DATE:**                      **November 15, 2016**

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**SUBJECT:**

Reconsideration - Support for a single Solar Project under the FIT5.0 program

**RECOMMENDATION:**

THAT Council reconsider the decision of November 1, 2016 to not support the solar project proposed by Soventix Canada Inc. in partnership with Wintergreen Renewable Energy Co-operative.

**BACKGROUND:**

Council's Procedural By-Law 2015-56 as amended, establishes the process for the reconsideration of a previous decision of Council. At the Committee of the Whole meeting on November 8, 2016, Councillor McDougall served Notice of Motion to reconsider the decision of November 1, 2016 to not support the solar project proposed by Soventix Canada Inc. in partnership with Wintergreen Renewable Energy Co-operative.

In accordance with the Procedural By-law, the request for reconsideration requires a seconder. If seconded then the motion for reconsideration shall be open for debate and voted upon. A two thirds majority is required for adoption. With 8 active members of Council at this time and Deputy Mayor Sutherland declaring a conflict of interest on this topic, this means that 5 votes are needed for reconsideration. If adopted, the motion to reconsider temporarily nullifies the previous decision. The 2 recommendations originally voted on are again pending. Any of the 2 motions may now be amended, referred or deferred or considered as moved and voted upon.

If Council approves the motion to reconsider, the item up for reconsideration will become the next order of business. Debate shall proceed as though it had not been previously voted upon. The debate must be confined to reasons for or against reconsideration only.

The two motions originally voted upon on November 1, 2016 and subject to reconsideration are:

Moved by: Councillor McDougall  
Seconded by: Councillor Schjerning

That Council support the construction and operation of a FIT 5.0 project to be located at PIN# 36243-0011,

And That Council authorize the Mayor to sign a Municipal Support Resolution for each supported project upon receipt of the approved fee.

As part of the Strategic Plan, Council is committed to addressing climate change by improving energy efficiency and supporting renewal energy production.

The IESO has released a RFP for what is referred to as FIT5.0 projects which are smaller scale solar power generation projects that produce less than 500 kW.



## STAFF REPORT CLERKS DEPARTMENT

These projects may be ground mounted or roof top based. Ground mount projects are generally under 5 acres. Council considered 28 similar projects last year and endorsed 27. Of the 27, 14 were awarded contracts by the IESO. Earlier this year Council agreed to re-endorse the 13 projects not awarded contracts should the proponents wish to reapply this round. At the October 18 meeting Council approved a further 14 projects.

Soventix Canada Inc. in partnership with Wintergreen Renewable Energy Co-operative submitted on November 1, 2016 an additional project for Council's consideration. While the firm had previously appeared before Council on an earlier project, the timing of this last project did not align with the IESO application window and so the request was made without the benefit of appearing as a delegation. Council defeated the recommendations to proceed, citing that the expected process had not been followed.

The IESO has since altered the intake timeframe and the applicant now wishes to proceed through the normal process. David Hahn a representative from Wintergreen Renewable Energy Cooperative appeared as a delegate on November 8, 2015 to review the submission, answer questions and request Council's reconsideration of the proposed 250kW project.

**Submitted/approved by:**  
**Wayne Orr**



## STAFF REPORT CLERKS DEPARTMENT

**PREPARED FOR COUNCIL:** November 10, 2016

**AGENDA DATE:** November 15, 2016

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**SUBJECT:**

Notice of Motion – Lobbying Strategy

**RECOMMENDATION:**

Whereas the Township of South Frontenac has recently been unsuccessful in attracting grants and or other financial support for grant applications or major roads investments such as Sunbury Road and Road 38,

Be it resolved that Council asks the CAO to prepare a report for Council to outline options to involve the two MP's and MPP's from our riding and Kingston & Frontenac Islands to get access to and engage with the appropriate Federal and Provincial Ministers to push our municipal need for financial support for much needed infrastructure funding.

**BACKGROUND:**

Council's Procedural By-Law 2015-56 establishes the process for Notice of Motion.

At the Committee of the Whole Meeting of November 8, Councillor Revill, served Notice of Motion to ask the CAO to develop a lobbying strategy.

A notice of motion requires a seconder at the next regular Council meeting. If seconded, the motion is debated and then voted upon.

**Submitted/approved by:**  
Wayne Orr, CAO

**Prepared by:**  
Wayne Orr, CAO



## STAFF REPORT CLERKS DEPARTMENT

**PREPARED FOR COUNCIL:**      **November 9, 2016**

**AGENDA DATE:**                      **November 15, 2016**

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**SUBJECT:**

FIT 5.0 Solar Support Resolution – one site

**RECOMMENDATION:**

That Council support the construction and operation of a FIT 5.0 project to be located at PIN# 36279-1193 (1100 Rutledge Rd.),

And That Council authorize the Mayor to sign a Municipal Support Resolution for each supported project upon receipt of the approved fee.

**BACKGROUND:**

As part of the Strategic Plan, Council is committed to addressing climate change by improving energy efficiency and supporting renewal energy production.

The IESO has released an RFP for what is referred to as FIT5.0 projects which are smaller scale solar power generation projects that produce less than 500 kW. These projects may be ground mounted or roof top based. Ground mount projects are generally under 5 acres. Council considered 28 similar projects last year and endorsed 27. Of the 27, 14 were awarded contracts by the IESO. Earlier this year Council agreed to re-endorse the 13 projects not awarded contracts should the proponents wish to reapply this round. At the October 18 meeting Council approved a further 14 projects.

The recommendation to proceed is further to the delegation on November 8, 2016 by the applicant Icarus Power Generation.

**Submitted/approved by:**  
**Wayne Orr**



## STAFF REPORT CLERKS DEPARTMENT

**PREPARED:** November 10, 2016

**AGENDA DATE:** November 15, 2016

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**SUBJECT:**

Amendment to Procedural Bylaw - Committee Chair – term appointments

**RECOMMENDATION:**

That Council pass Bylaw 2016-71 to amend the Procedural Bylaw

**BACKGROUND:**

At the November 8 Committee of the Whole, Council debated the merits of how to clarify the intent of the procedural bylaw as it pertains to term appointments for Committee Chairs.

In 2015 when Council last updated the Procedural Bylaw, Council inserted the following highlighted section:

**2.7 COMMITTEES**

- (c) **COMMITTEE CHAIR** - Each Committee at its first meeting in the year will elect a Committee Chair and Committee Vice-Chair from its members. The Committee Chair may be removed only by a vote of a majority of the Committee. **The Chair shall only serve a maximum of two years.**

With the two year period approaching, concern was expressed at the Corporate Services Committee on October 24 as to how broadly the two year maximum on the appointment of chair applies and the impact this may have on the operation of some committees.

On November 8, after a full discussion, the Committee of the Whole indicated a desire to clarify the intent of this clause. Based on these discussion staff recommend the following wording:

**2.7 COMMITTEES**

- (c) **COMMITTEE CHAIR** - Each Committee at its first meeting in the year will elect a Committee Chair and Committee Vice-Chair from its members. The Committee Chair may be removed only by a vote of a majority of the Committee. **The Chair of the Committee of Adjustment and South Frontenac Recreation shall serve as Chair for a maximum of two consecutive years.**

**Submitted/approved by:**  
**Wayne Orr, CAO**



## STAFF REPORT CLERKS DEPARTMENT

**PREPARED FOR COUNCIL:**      **November 14, 2016**

**AGENDA DATE:**                      **November 15, 2016**

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**SUBJECT:**

Notice of Motion – Fermoy Hall

**RECOMMENDATION:**

That Council release up to \$\_\_\_\_\_ of the \$30,000 budget set for the refurbishment of the Fermoy Hall in the 2016 Budget so that the electrical aspects of the project can be addressed before year end.

**BACKGROUND:**

Council's Procedural By-Law 2015-56 establishes the process for Notice of Motion.

Further to the setting of the 2016 Capital Budget, the efforts of a grassroots community group focused on preserving and utilizing Fermoy Hall, the Delegation by this group on its proposals and the visit by Council during its fall fire hall/road tour, at the Budget Committee of the Whole Meeting of November 12, Councillor Revill, served Notice of Motion to have Council release funds so that the electrical portion of the work on Fermoy Hall can be done this year.

A notice of motion requires a seconder at the next regular Council meeting. If seconded, the motion is debated and then voted upon.

**Submitted/approved by:**  
**Wayne Orr, CAO**

**Prepared by:**  
**Wayne Orr, CAO**



## STAFF REPORT TREASURY DEPARTMENT

**Prepared for Council:** November 9, 2016

**Agenda Date:** November 15, 2016

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**SUBJECT:**

Insurance RFP

**RECOMMENDATION:**

THAT Council award the contract to JLT Canada for the period of January 1<sup>st</sup>, 2017 to December 31<sup>st</sup>, 2018 with an option to extend for one year, up to December 31<sup>st</sup>, 2019 based on reasonable price adjustments and satisfactory service.

**ANALYSIS:**

On October 12<sup>th</sup>, 2016 a joint insurance RFP was issued through the County for all lower tiers as well as the County. The RFP focused on coverage (including volunteer firefighters), services and premiums. Further, it was structured to try to obtain cost savings by jointly selecting one proponent across all municipalities but also provided for the submission of individual quotes per municipality from each provider.

The RFP closed on November 4<sup>th</sup> and proposals were reviewed on November 7<sup>th</sup>. Proposals were received from 4 proponents: BFL Canada (our current provider), Jardine Lloyd Thompson Canada (JLT) our previous carrier, Frank Cowan and AON Risk Solutions. It was quickly established that each municipality would be selecting their own provider as the savings by municipality were not consistently from the same provider.

Below is a summary of our current premiums (including the arena portion which is recovered) versus the proposals received:

	<b>Premiums</b>	<b>Savings</b>	<b>Rate guarantee</b>
Current 2016 – BFL Canada	332,719		
<b>Proposals:</b>			
AON Canada	283,786	48,933	18 months
BFL Canada	262,539	70,180	36 months
JLT Canada	230,705	102,014	24 months
Frank Cowan	265,485	67,234	36 months

JLT's submission is the lowest and offers equivalent coverage to our current coverage. Further we have experience previously dealing with JLT.

For Council's information, when we last tendered for insurance in 2013, we also experienced a savings by switching to BFL, however the submission from JLT was never considered because it was received late.

**Submitted/approved by:**  
Louise Fragnito, Treasurer

**Prepared by:**  
Louise Fragnito, Treasurer



## STAFF REPORT PUBLIC WORKS DEPARTMENT

**Prepared for Council:** November 9, 2016

**Agenda Date:** November 15, 2016

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### **SUBJECT:**

Tender No. PW-2016-30 Four (4) Mobile Column Lifts

### **RECOMMENDATION:**

That Council approve the bid provided by Universal Supply Group for the Tender No. PW 2016-30 Four (4) Mobile Column for \$49,522 excluding HST.

### **BACKGROUND:**

A tender was placed for the supply of four new mobile column lifts. It was advertised on Biddingo, the Municipal website, and in the local newspaper. This tender closed on November 9<sup>th</sup> 2016. The results, excluding HST in ascending order, are as follows:

<b>Bidder</b>	<b>Tender Price (Excluding HST)</b>
1. Universal Supply Group	\$ 49,522.00
2. Canadian Automotive Service	\$ 49,600.00
3. Novaquip Lifting Systems	\$ 50,124.00
4. Fisher Auto Parts	\$ 52,000.00
5. Groupe DCS	\$ 57,500.00

### **ANALYSIS:**

The submission of the bidder has been evaluated and was found to be accurate and complete. Universal Supply Group is a well-known supplier of mobile lifts.

For these reasons, and also because their price was \$78.00 lower than the bid from Canadian Automotive Service, it is recommended that the tender from Universal Supply Group be accepted.

### **FINANCIAL/STAFFING IMPLICATIONS:**

An amount of \$50,000 was budgeted for the purchase of Four (4) New Mobile Columns.

The net increase in the budgeted amount of \$50,000 is \$393.59 when taking into account the Municipal Rebate on the HST.

Sufficient funds exist within the 2016 Equipment Replacement Reserve to fund this purchase.

**Submitted/approved by:**

**Prepared by:**

**Mark Segsworth P. Eng.  
Public Works Manager**

**Aaron Hatton  
Technical Assistant**

## TOWNSHIP OF SOUTH FRONTENAC

### PUBLIC SERVICES COMMITTEE

August 26, 2016

Present: Mayor Ron Vandewal  
Councillors: Ron Sleeth-Chair, Alan Revill, Mark Schjerner  
Staff: Wayne Orr, Mark Segsworth, David Holliday, Jamie Brash

1. Call to Order
2. Declaration of Pecuniary Interest – None
3. Approval of minutes – July 21, 2016

Moved by: Mark Schjerner

Seconded: Alan Revill

Carried

#### 4. **Business Arising From Minutes**

#### 5. **Harrowsmith Intersection**

Mark and David informed the Committee that the estimated cost for the first phase of the Harrowsmith Intersection, not including engineering, would be \$300,000.00 The design was being Tendered. The work would commence in the fall.

Wayne Orr informed the Committee that Canada Mortgage and Housing will release the building at the intersection of Colebrook Road and Wilton Road.

#### 6. **Drought Conditions**

Mark presented an information sheet from the CRCA. The Committee discussed what the Municipality's obligation was when moderate to severe drought conditions were in effect. The Committee felt there was a need for a Municipal Plan.

Discussion ensued around suggestions from providing an area for potable water for residents to allowing residents to purchase water directly from the water tower. It was felt that information should be available to residents on dealing with water shortage that include ideas/suggestions.

#### 7. **Capital Budget Update**

Mark and David informed the Committee that more hydrological monitoring was required on the Desert Lake Causeway Culverts and as such there would not be enough time this year to get approval and the project was being deferred to 2017.

Mark suggested that the Desert Lake Causeway Culverts project be substituted with the Westport Road Culvert Replacement. The culvert replacement could be completed in one week's time and at a cost of less than \$300,000.00

Mark informed the Committee that the track at the Point football field was only 2/3 completed. He proposed reallocating the \$40,000.00 that had been budgeted for the Gilmour Point Access Road for the track completion. He explained that Morven would do the work at no charge with the Township supplying the material.

The Committee made the following recommendation:

“THAT Council approve the amended 2016 Linear Asset Capital Budget as presented on September 6, 2016

AND

THAT the amount approved for the Gilmour Point Site Access Road be reallocated to finance the track reconstruction associated with the rehabilitation of Point Football Field

Carried”

8. **Capital Investment Strategy**

The Committee discussed the idea of the Township borrowing money for the work required on Sunbury Road and Westport Road.

9. **Reasonable Roads**

The Committee were in agreement to recommend to Council at the September 6<sup>th</sup> meeting that a “reasonable road” would be defined as a road that had year around maintenance by the Township.

10. **Fire Hall Update**

There was discussion on the option of architectural design and tender for specifics. It was felt by the Committee that all involved needed to come to agreement on what was wanted and needed and then discuss architect versus design build. A tour would be set for visiting area Fire Halls.

11. **Solid Waste Management – Communal bin locations**

Mark informed the Committee that there were some ongoing issues with communal bins in regards to garbage/recycling overflow by other than the residents who purchased them.

12. **Utilities Kingston Agreement**

Mark informed the Committee that the current agreement with Utilities Kingston expires December 31, 2016 and hoped to enter into a new, longer term contract with Utilities Kingston. Utilities Kingston has provided a high level of service and have been extremely responsive to any issues that arise.

The Committee made the following recommendation:

“THAT staff be directed to enter into negotiations with Utilities Kingston for a longer term agreement to operate the Water Treatment and Distribution System, subject to Council approval

Carried”

13. **Committee Initiatives**

- Winter Control Plan – would be completed this fall
- Road Classification – September 20, 2016
  - Also bring forward Partial Maintained Roads
  - Also address level of maintenance on roads like extension of Burr ridge Rd

14. **Other Business**

Holiday Manor

- owners would like a sidewalk out front
- sidewalk should go to the park

Signage at Sydenham High School

- No parking/Loading/unloading
- By-law to Council Sept 6, 2016

Dam replacement Battersea Village

- Mark to check with Fortis

Point Football field

- seeding in the Fall

Fire Hydrants

- some of in need of painting
- Utilities Kingston would like to replace

Parking enforcement

- tickets have been issued
- need to have handicap prkg violation added to ticket (need By-law to amend)

15. Next Meeting – Thursday, September 22, 2016 – Keely Road Board Room

15. Adjournment – 10:35 a.m.

Portland District & Area Heritage Society

General Meeting

October 19, 2016 at 7 p.m.

Attendees: Ron Paul, Irene Bauder, Barb Stewart, Karen Stinson

Jane Adamson, Wilhelmine Card, Homer Card,

Val Ruttan, Doug MacIntyre, Lynn Hutcheson

Financial Report: Barb presented the financial report

The GIC was reinvested

Old Business: None

New Business:

1. Bakeless bake sale is November 5<sup>th</sup>. Members decided to donate.
2. Christmas Dinner this year will be December 14<sup>th</sup> at Mom's Restaurant at Noon. Everybody was in favour.
3. Members decided to have Christmas 'Open House' at the Museum on Dec. 3<sup>rd</sup>, same day as the Harrowsmith Parade.  
We will meet at the museum on Friday morning at 10 a.m.  
To decorate and set up. Apple Cider and cookies will be Served and will try and get Santa there.
4. Val Ruttan moved that the Society cancel their website and Wilhelmine Card seconded it. Everyone was in favour. (carried)

The meeting was adjourned at 8:30.

**SOUTH FRONTENAC TOWNSHIP**

**BY-LAW 2016-70**

**A BY-LAW TO APPOINT A CHIEF BUILDING OFFICIAL AND ZONING ADMINISTRATOR**

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**WHEREAS** Section 3 (1) of the Building Code Act, R.S.O. 1990. Chapter B. 13, as amended, provides that the Council of each municipality is responsible for the enforcement of the Building Code Act in the municipality; and,

**WHEREAS** Section 3 (2) of the Building Code Act, R.S.O. 1990, Chapter B. 13, as amended, requires that the Council of each municipality shall appoint a Chief Building Official;

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC, BY ITS COUNCIL, HEREBY ENACTS AS FOLLOWS:**

1. Ryan Arcand is hereby appointed as Chief Building Official for the Township of South Frontenac.
2. Ryan Arcand is hereby authorized by the Council to carry out the duties of Chief Building Official as set out in the Building Code Act.
3. Ryan Arcand is hereby appointed as zoning administrator for the purpose of interpreting and administering the zoning by-laws of the municipality.
4. In addition to those duties as set out in paragraph 2 and 3 of this by-law, the Chief Building Official shall perform such other duties as may be prescribed by Council from time to time.
5. Ryan Arcand shall hold office at the pleasure of the Council of the Township of South Frontenac, and shall be paid in the manner as set out by Council resolution from time to time.
6. All other by-laws, resolutions or action of Council that are not consistent with or which are contrary to the provisions of this by-law are hereby repealed.
7. This by-law shall come into force and take effect on December 5, 2016.

**Dated at Sydenham this 15<sup>th</sup> day of November, 2016**

**Read a first and second time this 15<sup>th</sup> day of November 2016.**

**Read a third time and finally passed this 15<sup>th</sup> day of November 2016.**

**The Corporation of the  
Township of South Frontenac**

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**Mayor Ron Vandewal**

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**Chief Administrative Officer, Wayne Orr**

**THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC**

**BY-LAW 2016-71**

**BEING A BY-LAW TO PROVIDE FOR GOVERNING THE PROCEEDINGS OF THE COUNCIL, THE CONDUCT OF MEMBERS AND THE CALLING OF MEETINGS**

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**WHEREAS** Section 238 (2) of the Municipal Act, 2001, c.25, as amended (the Act), provides that Council shall adopt a Procedure By-law for governing the calling, the place and proceedings of meetings;

**AND WHEREAS** Section 2.1 of the Act provides that the procedure by-law shall provide for public notice of meetings;

**NOW THEREFORE** the Council for The Corporation of the Township of South Frontenac hereby enacts as follows:

1. That the proceedings of all Council meetings, the conduct of members and the calling of meetings shall be in accordance with the procedures and rules as set down in Schedule "A" attached hereto.
2. This by-law shall come into force and take effect on the date of its passing.
3. All other previous procedural by-laws are hereby repealed.

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC, BY ITS COUNCIL, HEREBY ENACTS AS FOLLOWS:**

Dated at the Township of South Frontenac this 15th day of November, 2016.

Read a first and second time this 15th day of November, 2016.

Read a third time and finally passed this 15th day of November, 2016.

The Corporation of the Township of South Frontenac

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Ron Vandewal, Mayor

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Wayne Orr, Chief Administrative Officer

**2.1 GENERAL**

(a) **INTRODUCTION** - This section addresses both basic procedural items and other more complex questions and issues that might arise in Council or Committee meetings. Well-documented procedures result in more productive Council meetings and lessen the amount of extraneous debate on unrelated topics.

(b) **DEFINITIONS** - Listed below are definitions of common procedural terms:

- 1) **AGENDA** and Orders of the Day are synonymous.
- 2) **AMENDMENT** means a change in the form of a Motion. An amendment is designed to alter or vary the terms of the main Motion without materially changing the meaning. It may propose that certain words be left out, that certain words be omitted and replaced by others, or that certain words be inserted or added. Every amendment must be strictly relevant to the question being considered.
- 3) **CLERK** means the C.A.O./Clerk or the Deputy Clerk acting in the Clerk's absence or in the absence of both the CAO/Clerk and the Deputy Clerk, another person appointed by Council resolution.
- 4) **CLOSED SESSION** means a meeting or a part of a meeting of Council or a Committee which is closed to the public. All meetings shall be open to the public except as provided for in the Municipal Act, 2001, Ch. 25, Section 239.
- 5) **COMMITTEE** means any advisory or other committee, subcommittee or similar entity of Council.
- 6) **COMMITTEE CHAIR** is the person presiding at meetings of Committees of Council. Elected by the Committee from its members and may be removed only by vote of a majority of the Committee.
- 7) **COMMITTEE OF THE WHOLE** means Council sitting in Committee.
- 8) **COUNCIL** means the Council of The Corporation of the Township of South Frontenac.
- 9) **HOLIDAY** means a holiday with pay (or statutory holiday) as identified in the current C.U.P.E., Local 4336, Collective Agreement.
- 10) **IN-CAMERA SESSION** shall have the same meaning as closed session (see item #4)
- 11) **MEETING** means any regular, special, committee or other meeting of Council.
- 12) **MEMBER** means a member of Council and a member of a Committee;
- 13) **MINUTES** – In strict accordance with the Municipal Act, 2001, Ch. 25, Sect 228, record, without note or comment, of all resolutions, decisions and other proceedings of Council
- 14) **MOTION** and resolution shall be considered synonymous and will include an original motion or an amendment to a motion;

- 15) **POINT OF ORDER** The purpose of raising a point of order is to bring to the attention of the presiding officer that a rule has been broken or an error in procedure has been made as follows:
  - a) Breaches of the rules of order of Council;
  - b) Difficulty in continuation of the meeting;
  - c) Improper, offensive or abusive language;
  - d) Notice that the discussion is outside the scope of the motion or the notice of motion;
  - e) Irregularities in the proceedings.
- 16) **PRESIDING OFFICER** is the Mayor or in his/her absence, Deputy Mayor or in his/her absence the acting head of Council whom presides at meetings of Council or the Chair of a Committee meeting;
- 17) **QUORUM** means a majority of the whole number of members required to constitute Council or a Committee.
- 18) **QUESTION** means that the vote now be taken.
- 19) **RECORDED VOTE** means the calling for the yeas and nays of all members of Council by any member of Council and the yeas and nays of each individual member of Council shall be so noted in the minutes.
- 20) **RULES OF ORDER** (See 2.2. (b))
- 21) **WEBSITE** means the Official Website of the Corporation of the Township of South Frontenac – [www.southfrontenac.net](http://www.southfrontenac.net)

## **2.2 MEETINGS**

(a) **MEETING LOCATION** – All meetings of Council shall be held at the municipal complex, 4432 George Street, Sydenham, Ontario, unless otherwise stipulated in a resolution of Council

(b) **RULES OF ORDER** – The rules of order established by this by law shall govern Council meetings and all Committees of Council. Where this by law is silent on an issue Robert's Rules of Order shall apply.

(c) **SEATING** – During a meeting no person is permitted to come within the enclosure formed by the members' chairs or to address Council unless that person:

- Is a member of Council
- Is the C.A.O., the Clerk or Recording Secretary
- Has been given permission from the Presiding Officer

(d) **CHAIR** - The presiding officer of the Council shall be the Mayor. In his or her absence the Deputy Mayor shall preside. The Deputy Mayor will have the powers and duties of the Mayor when performing in that capacity. If neither the Mayor nor the Deputy Mayor is present to open the meeting, the Council shall elect a presiding officer.

(e) **CONVENING MEETINGS** - The inaugural meeting of Council shall be held on the first Tuesday in December at 7 o'clock p.m. but shall not be later than 31 days after Council term commences.

Unless otherwise stipulated, Council shall meet at 7:00 p.m. on the first and third Tuesday in each month from January to December inclusive with the exception of the months of July and August when only one meeting will be held each month, on the first Tuesday of the month. If needed, Council will convene at 6:00pm and then proceed into closed session returning to open session at 7:00 p.m.

Council will not meet on a statutory holiday nor will it meet between Christmas and New Years.

Should a Council meeting conflict with any committee meeting, such committee meeting shall be rescheduled after consultation with the Committee Chair.

The Clerk will advertise any meeting date changes caused by this policy.

Council reserves the right to dispense with or alter the time, day or place of any meeting by resolution.

### **(f) NOTICE REQUIREMENTS**

#### **i. Notice to Members of Council and Staff**

The Clerk will give notice of all Council and Committee meetings to members of Council and to all Department Heads. The notice will be accompanied by an agenda and any other matter to be addressed at the meeting.

The Clerk will send the notice by posting the agenda to AgendaNotes. In the event of a system problem notice may be sent by alternate means including; delivery, facsimile, electronic mail to the residence or place of business of each member or by telephone alert. Generally members will receive notice at least three days before the day of meeting. However failure to receive the notice will not affect the meeting itself, including the timing of or any actions taken there at.

**ii. Notice to the Public**

The Clerk shall give notice to the public of all regular meetings of Council and Committee of the Whole meetings by posting a schedule of meeting dates on the Township's official web site at the beginning of each calendar year. The agenda shall be posted on the website and in the office on the Friday preceding the date of the meeting.

The Clerk shall give notice to the public of all special meetings of Council by posting a notice on the Township's website as soon as possible after the date of the special meeting has been confirmed.

**(g) SPECIAL MEETINGS** - A special meeting may be called under the following circumstances:

- The Mayor may at any time summon a special meeting.
- Upon receipt of a petition of the majority of the members of Council, the Clerk shall call a special meeting for the purpose and at the time mentioned in the petition. Notice may be given by telephone, e-mail or facsimile transmission or posting to AgendaNotes.

If there is no by-law or petition fixing the place of a special meeting, that meeting shall be held at the place where the last regular meeting was held.

**(h) CLOSED SESSION**

As per Subsection 239(2) of the Municipal Act, 2001, as amended, a meeting or part of a meeting may be closed to the public if the subject matter being considered is:

- a) the security of property of the municipality
- b) personal matters about an identifiable individual, including municipal employees
- c) a proposed or pending acquisition or disposition of land by the municipality;
- d) labour relations or employee negotiations
- e) litigation or potential litigation including matters before administrative tribunals effecting the municipality
- f) advice that is subject to solicitor client privilege including communications necessary for that purpose;
- g) a matter in respect of which a council, board, committee or other body has authorized a meeting to be closed under another Act; or
- h) if the meeting is held for the purpose of educating or training the members: and at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee;

A meeting shall be closed to the public if the subject matter relates to the consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act if the Council is the head of the institution for the purposes of the Act.

Prior to holding a meeting or part of a meeting that is to be closed to the public, Council shall state by resolution the fact that a closed meeting is being held and the general nature of the matter to be considered at the closed meeting.

A meeting may only be closed to the public during a vote, if:

- the subject matter is as defined above; and
- the vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality or persons retained by or under contract with the municipality

- i. All information, documentation or deliberations received, reviewed or taken into a closed meeting is confidential.
- ii. The response of Members to enquiries about any matter dealt with by Council or a Committee of Council at a closed meeting, prior to it being reported publicly, shall be “no comment”, or words to that effect. No member shall release or make public any information considered at a closed meeting or discuss the content of such a meeting with persons other than members of Council or relevant senior staff members included in the Closed Session.
- iii. Any violation of this regulation may result in exclusion of the offending Member from future closed meetings of Council or a Committee of Council and that Member no longer being provided with correspondence, material or information proposed to be dealt with by Council at a closed meeting.
- iv. The determination of whether or not a violation of the closed meeting provision of this By-law and the length of the exclusion from closed meetings if so determined, shall be made by Council, and Council in Closed Session shall consider the issue. Prior to this determination by Council, the offending Member shall have the allegation explained to him/her, and he/she shall have the opportunity to provide his/her explanation regarding the matter. The results of Council’s deliberations shall be reported publicly.
- v. Despite clause (iv), the Member affected shall not be permitted to vote on a motion respecting his/her purported violation of the closed meeting provision of the procedural by-law, his or her exclusion from closed meetings, or the length of any such exclusion.
- vi. The release of any information about any matters dealt with by Council at a closed meeting shall be by the Mayor or his delegate only. Once the Mayor or his delegate has released the information, it shall be considered to be public information and a Member may discuss the matter without being considered to be in violation of this By-law.
- vii. Agendas, minutes or any items thereon for consideration by Council at a closed meeting shall not be released to the public.

**(i) COMMITTEE OF THE WHOLE COUNCIL**

Committee of the Whole Council meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month, if required, except during July and August, and shall follow similar rules of procedure as Regular Meetings of Council, except that discussions may be less formal. As appropriate direction provided to staff will be incorporated into reports and will be brought forward for formal approval at Council. Resolutions adopted by Committee of the Whole shall NOT be binding on Council.

Committee of the Whole meetings of Council shall be open to the public except as otherwise provided by The Municipal Act. (See Section 2.2(h)).

### **2.3 AGENDAS**

- (a) **REGULAR MEETINGS** - The Clerk will prepare an agenda for the use of members at regular meetings. The Agenda shall be posted in the Municipal Building, Sydenham and delivered to each member of Council by posting to AgendaNotes not less than two days (48 hours) prior to the meeting date.

The Clerk will attach copies of all relevant correspondence to the agenda package for Council information. All items of business for the agenda will be received by the Clerk by 12:00 noon on the Thursday prior to the meeting date.

The business of each meeting follows the order in which it stands on the agenda. The agenda for a meeting may only be amended at that meeting by a motion supported by a majority of the members present. Any undisposed matters will be placed on the agenda for the next meeting.

NOTE: When a "Closed Session" meeting is required, Council will convene at 6:00 p.m., proceed into closed session and then reconvene at 7:00 p.m. in open session.

#### COUNCIL Agenda:

- 1) Call to Order.
- 2) Declaration of pecuniary interest and the general nature thereof
- 3) **Scheduled** Closed Session
- 4) Recess
- 5) Public Meeting
- 6) Approval of Minutes
- 7) Business Arising
- 8) Reports Requiring Action
- 9) Committee Meeting Minutes
- 10) By-laws
- 11) Reports for Information
- 12) Information Items
- 13) Notice of Motions
- 14) Announcements
- 15) Question of clarity (from the public on outcome of agenda items)
- 16) Closed Session (**if requested**)
- 17) Confirmatory By-law
- 18) Adjournment.

#### COMMITTEE OF THE WHOLE Agenda:

- 1) Call to Order
- 2) Declaration of pecuniary interest and the general nature thereof
- 3) **Scheduled** Closed Session
- 4) Recess
- 5) Delegations
- 6) Reports Requiring Direction
- 7) Reports for Information
- 8) Rise and Report from Committees of Council (rotating basis)
- 9) Information Items
- 10) Notice of Motions
- 11) Announcements
- 12) Question of clarity (from the public on outcome of agenda items)
- 13) Closed Session (**if requested**)
- 14) Adjournment.

During July and August a blended meeting agenda will be used incorporating both delegations and public meetings.

(b) **DELEGATIONS** – Delegations will be received by Council when sitting as Committee of the Whole only. Delegations will be limited to a maximum ten minute presentation, unless otherwise approved by Council, and are considered in the following order:

- 1) Those persons Council has requested or commissioned to appear (e.g. representatives of senior government, consultants). Council may grant additional time to those commissioned to appear without effecting the time allotment to other delegates
- 2) Citizens, organizations or their representatives who have notified the Clerk in writing of their desire to appear before the appropriate Committee no later than 12 o'clock noon on the Thursday prior to the meeting date.
- 3) Those persons not included on the agenda but who have requested and been granted permission by Council to address the meeting.

All delegations must provide a written summary of their presentation to the Clerk prior to 12:00 noon on the Thursday prior to the Committee meeting at which they will be appearing.

All Delegates will be encouraged by the Clerk to resolve concerns with the appropriate department head, prior to seeking delegation status.

Only topics which have come before Council or are scheduled to appear on Council's agenda are to be scheduled for delegate status.

Unrelated topics require the delegate to be sponsored by a member of Council, prior to being scheduled. Members of Council may sponsor a delegation by emailing the clerk requesting that the individual / group be given delegate status.

## **2.4 QUORUM, PRESIDING OFFICER**

**(a) REGULAR MEETINGS** - As soon as there is a quorum after the hour fixed for the meeting, the Presiding Officer will assume the role as Chair and call the members to order. The Clerk will then take note of attendance.

**(b) TIME LIMIT** - The time limit for a quorum is 30 minutes after the time appointed for the meeting. If no quorum is present after 30 minutes, the Council or Committee will stand adjourned until the next regular day of meeting or until a special meeting is called. The special meeting will deal with the matters intended to be addressed at the adjourned meeting. The Clerk will record the names of the members present at the expiration of the time limit and append this record to the next agenda.

**(c) PRESIDING OFFICER** - The Presiding Officer shall oversee the conduct of the meeting including:

- Call the meeting to order
- Introduce the items listed on the Agenda in the order presented unless otherwise determined by Council
- Call on the CAO or Department Head to address staff reports
- Call on the Clerk to read the motion or by-law as requested by the Presiding Officer
- Designate the Council Member or Staff Member as to who has the floor to speak
- To put to a vote all questions which are properly moved and seconded and after full discussion has been provided, and announce the results of the vote
- Ensure the preservation of good order and decorum
- Ruling on points of order and privilege
- Deciding all questions relating to the orderly procedure of the meeting subject to an appeal by any member of Council from any ruling of the Presiding Officer

The Presiding Officer may expel any person for improper conduct at a meeting.

At Committee of the Whole the Presiding Officer may state his or her position on any matter before Council following the discussion of Council. This will not require the Presiding Officer to relinquish the chair.

At Council the Presiding Officer will vacate the chair prior to; stating his or her position on any matter before Council, making a motion or serving a notice of motion. If making a motion, the presiding officer shall remain out of the chair during the debate and vote on the subject.

## **2.5 CONDUCT OF COUNCIL MEMBERS**

**a) SPEAKING** - Each member must be recognized by the Presiding Officer before speaking on any matter or motion. A member may not speak more than once on a matter without leave of the Presiding Officer, except:

- 1) In explanation of a material part of the speech which may have been misunderstood; or
- 2) In reply after everyone else wishing to speak has spoken

Generally no member may speak to the same matter or in reply for longer than 5 minutes.

Through the Presiding Officer, a member may ask for an explanation of any part of the previous speaker's remarks. A member may also, through the Presiding Officer, ask questions to obtain information relating to the report or minutes presented to Council or any clause contained therein. However this must be done prior to the commencement of the debate on the report, minute or clause.

Following the reading of a motion and during debate, all questions to staff are to be addressed through the Presiding Officer.

**b) CONDUCT** - Members shall not:

- 1) Speak disrespectfully of the Reigning Sovereign, any member of the Royal Family, the Governor-General or a Lieutenant-Governor;
- 2) Use offensive words or unparliamentary language in Council;
- 3) Disobey the rules of the Council or decision of the Presiding Officer or of Council on questions of order or practice;
- 4) Leave his or her seat or make any noise or disturbance while a vote is being taken and the result is declared;
- 5) Enter the Council Chamber while a vote is being taken;
- 6) Interrupt a member while speaking, except to raise a point of order;
- 7) Pass between a member who is speaking and the Chair.

**c) DRESS CODE**

Each member of Council is personally accountable for presenting themselves in a professional manner at all Council meetings.

**d) DECLARATIONS OF CONFLICT OF INTEREST**

Members shall at all times conduct themselves in accordance with the requirements of the Municipal Conflict of Interest Act, Chapter M5O, Revised Statutes of Ontario 1990, including any subsequent amendments, revisions and regulations thereto.

All declarations and disclosures made in accordance with the Act shall be made by the member in accordance with the Act.

If, after making such a declaration, the member determines that he/she does not have a Conflict of Interest, then a public statement to that effect shall be made by the member. Such public statement may be in the same form and substance as the original declaration.

**e) DISCIPLINARY ACTION**

It is not the intention of discipline in a meeting to punish a member but to change the behaviour of the member. If a member commits a breach of conduct, the escalation of remedies is as follows:

- 1) The Presiding Officer requests that the member refrain from breaking the rules and specifies the infraction or rule being broken.
- 2) If this fails, the Presiding Officer provides a sterner warning by calling the member to order.
- 3) If, after this instruction, the member continues with the action or refuses to be seated the Presiding Officer may, if the breach of conduct is serious enough, request that the offending member to apologize or failing an apology to be expelled from the meeting.

If expulsion from the meeting is ordered, the Presiding Officer may establish and appoint individuals to escort the member from the meeting room. If the member refuses to leave, the appropriate civil authorities should be called.

**f) EARLY DEPARTURE FROM MEETINGS**

A member who wishes to leave a meeting prior to the adjournment must so advise the Presiding Officer. The recording officer will note the member's time of departure.

**g) NOTICE OF ABSENCE FROM MEETING**

If a member can not be in attendance at a meeting, they should notify the Clerk or the Executive Secretary of their absence at their earliest opportunity.

**h) CHAIN OF OFFICE**

The Mayor shall wear or display the Chain of Office at each Council meeting. The Mayor may at his or her discretion wear the Chain of Office on ceremonial occasions.

## **2.6 MOTIONS**

**(a) NOTICE OF MOTION** - The Clerk may receive a notice of motion at any time during a Council meeting. However they will become part of the agenda for the subsequent Council meeting unless otherwise approved by Council. A notice of motion requires a seconder only at the time of debate.

If a motion is not moved and seconded on the day and at the meeting for which notice was given, it cannot be moved at any subsequent meeting without notice being given on the agenda for that meeting.

**(b) GENERAL** - Every motion, once presented to the Presiding Officer, becomes the property of Council. The presiding officer may call on the Clerk to read the motion. A member can withdraw a motion only when the consent of the majority of Council is present. Motions shall be debated in the order of presentation to the Presiding Officer.

Any member may request that the Clerk read the motion under discussion at any time during the debate, except when another member is speaking.

Any member may request separation of a motion. Each section of the motion will be voted on separately.

When a matter is under debate, no motions can be made other than a motion:

- To refer / defer
- To amend
- To adjourn the meeting
- To vote on the matter

**(c) REFER/DEFER** - A motion to refer or defer takes precedence over any motion or amendment, except a motion to adjourn. A motion to refer requires direction as to the body to which it is being referred. A motion to defer must include a reason for deferral. Neither motion is debatable.

**(d) VOTING** - When a member makes a motion that the vote now be taken, it shall be put to a vote without debate. If a majority of the members agree to put a motion to a vote, the motion and any amendments thereto will be submitted to a vote immediately without further notice.

No members may speak or present another motion once the Presiding Officer commences the vote on that motion. Each member present at a Council meeting will vote when the vote is taken on a matter, unless prohibited from so doing by statute. Any member who is present but refuses to vote or abstains to vote, their vote will be deemed to be a vote in the negative.

A recorded vote on a motion before Council may be requested at any time by any Council member before the vote is taken or after the vote has been taken unless Council has commenced discussion on a new matter on the agenda.

When a member requests a recorded vote, all members will vote in the following order when polled by the Clerk in alphabetical order and Mayor. The Clerk will note the names of those who voted for and against in the minutes, and will announce the results.

If a member disagrees with the results of the vote, he or she may object to the declaration and ask that the Clerk retake the vote. An objection to any resolution shall not be recorded unless a recorded vote is requested.

(e) **AMENDMENT** - A member may present only one amendment to the main motion at a time. Another amendment may be introduced only after the previous one has been disposed of. An amendment that has been seconded may not be withdrawn and must be dealt with.

(f) **NEW MATTER** - A member may not introduce a new matter without notice, unless Council without debate dispenses with the notice requirements by two-thirds vote.

(g) **RECONSIDERATION**

- i) A member who voted with the prevailing side may move for reconsideration at the **same meeting** as follows:

If the motion to reconsider receives a seconder, the motion for reconsideration shall be open to debate and voted upon. The motion will require the votes of two thirds of members present to pass.

If adopted, the motion to reconsider temporarily nullifies the previous decision. The main motion originally voted on is again pending. The motion may now be amended or considered as moved and voted upon.

Example:

1. Original Motion → Vote
2. Motion to Reconsider → Vote
3. Reconsideration of main motion (it may now be amended)→ Vote

- ii) If a member who voted on the prevailing side presents a motion for reconsideration at a **subsequent meeting**, the motion must be preceded by a notice of motion. At the subsequent meeting, the motion to reconsider follows the same process, as noted above. It will require a two thirds majority vote of the members present to carry.

Example: Meeting #1 → Vote on original motion  
Meeting #2 → Notice of Motion to be received  
Meeting #3 → Motion to Reconsider to be voted on  
Meeting #3 → Matter for Reconsideration to be voted on

No matter may be reconsidered more than once in a twelve-month period.

A notice of motion for reconsideration will not stop or delay action on the decided matter unless Council agrees otherwise. In this case, Council must approve the injunction by a two-thirds majority vote of the members present.

If Council approves a motion to reconsider, the reconsideration will become the next order of business, unless the motion calls for a future definite date. Debate on the matter shall proceed as though it had not been previously voted upon. The debate must be confined to reasons for or against reconsideration only.

(h) **ADJOURNMENT** - A motion to adjourn a meeting will be in order except:

- ◆ When a member is in possession of the floor.
- ◆ When it has been decided that the vote now be taken.
- ◆ During the taking of a vote.
- ◆ If determined in the negative the vote shall not be taken again until some intermediate proceedings have been taken by Council

Members may not leave their places on adjournment until the Presiding Officer vacates the role as Chair.

Council will adjourn at 10:00 p.m. if in session at that hour, unless determined otherwise by a majority vote of the members present.

**(i) BYLAWS** - The agenda may contain a summary of the contents of each by-law. If a majority of Council requests, the Clerk will read the by-law in its entirety.

All by-laws must be passed in meetings that are open to the public.

A Confirmatory By-law, to confirm the proceedings of Council during the meeting, will be placed before Council each meeting.

**(j) SUSPENSION OF THE RULES** – Any Member may request that the rules of procedure be temporarily suspended. An example of a motion to suspend the rules would be to extend the meeting past 10:00 p.m.

**(k) ULTRA VIRES** – No motion shall be put on a matter which is Ultra Vires the jurisdiction of Council

**(l) CHANGES TO COUNCIL COMPOSITION** - Where Council wishes to consider changes to the composition of council:

1. 5 votes shall be required to support the change,
2. At least one Councillor from each district shall support the change,
3. There shall be widespread consultation with voters before any proposal is adopted including at least one public meeting in advance of day of the meeting where the resolution is decided. Normal municipal procedures for public notice shall apply.

## **2.7 COMMITTEES**

(a) **SPECIAL PURPOSE COMMITTEES** - Council may from time to time appoint, by resolution, special purpose or “Ad Hoc” committees with Terms of Reference as set out in the appointment resolution.

(b) **EXTERNAL COMMITTEES/BOARDS** – Council may from time to time appoint, by resolution, individuals to external committees or boards. The term of office for community members shall be two terms, the length of which will be decided by Council. Terms are to be staggered such that there is always a productive mix of experienced and new volunteer members.

(c) **COMMITTEE CHAIR** - Each Committee at its first meeting in the year will elect a Committee Chair and Committee Vice-Chair from its members. The Committee Chair may be removed only by a vote of a majority of the Committee. The Chair of the Committee of Adjustment and South Frontenac Recreation shall serve as Chair for a maximum of two consecutive years.

The Committee will also at the first meeting arrange its own schedule of meetings.

(d) **QUORUM** - A quorum shall be a majority of those appointed to a Committee by Council. A majority is more than half of the total number of those appointed to the Committee (Bourinet’s Rules of Order).

(e) **COMMENCEMENT OF MEETINGS** - If a Committee Chair or Committee Vice-Chair is not present within fifteen minutes from the time of the opening of the Committee meeting, the members present will elect another member of the Committee to preside. That member will discharge the duties of the Presiding Officer for that meeting, or until the arrival of the Committee Chair or Vice-Chair.

(f) **RULES** - The rules governing the procedure of Council will be observed in all Committees, except that the number of times speaking on a question will not be limited.

(g) **VOTING** - The Mayor or his/her designate will be an ex-officio member of all Committees of Council. Further the Mayor or designate will have the same rights and privileges as any other Committee member and may constitute part of the quorum.

Any member, including the Committee Chair, may propose or second a motion. When the Committee Chair proposes a motion, he or she must vacate the chair to the Acting Chair of the Committee during the debate on the motion and resume the chair following the vote. All members will vote on all motions except when disqualified by reasons of interest or otherwise. A tie vote at the Committee level shall be considered lost.

(h) **DUTIES** - The Committee may report to Council any Committee member who refuses or neglects to attend a meeting. Council may then remove that member from the Committee and appoint another member in his/her place.

Council may discharge from responsibility any Committee, which refuses or neglects to give due consideration to any matter before it. Council may then allot such responsibility to another Committee.

All Committees are subject to the control and direction of Council.

Each Committee must submit to Council reports including minutes and recommendations on all matters connected with their duties.



**Payment Listing**

**For the period of November 2, 2016 to November 15, 2016**

**Accounts Payable Payment Listing:**

**For the period of November 2, 2016 to November 15, 2016** 771,097.65

**Payroll Payment Listing:**

Pay Period #2 Pay date November 9, 2016 84,178.14  
For the period of October 23, 2016 to November 5, 2016

Council Reimbursement Pay date November 9, 2016 3,006.99  
For the period of October 23, 2016 to November 5, 2016

**\$ 858,282.78**

**Total Payments**

**RECOMMENDATION:**

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending November 15, 2016 in the amount of \$ 858,282.78

**Submitted/approved by:**  
**Suzanne Quenneville - Deputy-Treasurer**  
**Louise Fragnito - Treasurer**

**Township of South Frontenac  
 CHEQUE DISTRIBUTION REPORT**

**Ranges: From: 11/2/2016**  
**Cheque Date: 11/2/2016**

**To: 11/15/2016** Distribution Types Included:  
**PURCH, MISC**

**10 GG**

**0000 Gen**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006413	11/15/2016	47474	COUNTY OF FRONTENAC	GIS & IT - 3RD QTR	\$22,567.48
<b>Total EFT000000006413</b>					<b>\$22,567.48</b>
EFT000000006424	11/15/2016	62407	THE FRONTENAC NEWS	AD - OCT 13	\$303.36
		62514		AD - OCT 27	\$396.19
		62443		AD - OCT 20	\$316.58
		62582		Nov 3 ad	\$422.31
<b>Total EFT000000006424</b>					<b>\$1,438.44</b>
EFT000000006430	11/15/2016	2078	HUGHES CONSTRUCTION AND	GRASS CUTTING OCT 2016	\$9,294.07
<b>Total EFT000000006430</b>					<b>\$9,294.07</b>
EFT000000006443	11/15/2016	4057819	METROLAND MEDIA GROUP	Ads Sept 26-Oct 30 2016	\$1,633.45
<b>Total EFT000000006443</b>					<b>\$1,633.45</b>
<b>Total Gen</b>					<b>\$34,933.44</b>

**1000**

Cheque	Date	Inv #	Vendor	Description	Amount
068001	11/15/2016	070862	ATKINSON HOME BUILDING CENTRE	water softener	\$26.53
<b>Total 068001</b>					<b>\$26.53</b>
068021	11/15/2016	913975	TOM'S LAWN CARE	Oct 2016 lawn care	\$254.40
<b>Total 068021</b>					<b>\$254.40</b>
EFT000000006415	11/15/2016	0942033	CULLIGAN	WATER	\$49.67
<b>Total EFT000000006415</b>					<b>\$49.67</b>
EFT000000006429	11/15/2016	143189	HAVEN HOME ENTERPRISE INC	HVAC MAINTENANCE	\$267.12
<b>Total EFT000000006429</b>					<b>\$267.12</b>
EFT000000006430	11/15/2016	2078	HUGHES CONSTRUCTION AND	GRASS CUTTING OCT 2016	\$182.32
<b>Total EFT000000006430</b>					<b>\$182.32</b>
EFT000000006450	11/15/2016	352383	PINCHIN LTD.	ASBESTOS SAMPLE COLLECTION	\$177.16
<b>Total EFT000000006450</b>					<b>\$177.16</b>
EFT000000006454	11/15/2016	16/10-MED MAINT.	R&D NELSON GENERAL MAINTENANCE	Sept & Oct general maintenance	\$611.44
		16/10-OFFICE		OFFICE CLEANING	\$1,550.82
		16/10-OFFICE		OFFICE CLEANING SUPPLIES	\$292.17
<b>Total EFT000000006454</b>					<b>\$2,454.43</b>
<b>Total</b>					<b>\$3,411.63</b>

**1100 Counc**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006461	11/15/2016	7547	TROUSDALE'S FOODLAND	UNITED WAY BREAKFAST	\$36.81
		7342		UNITED WAY BREAKFAST	\$113.03
<b>Total EFT000000006461</b>					<b>\$149.84</b>
<b>Total Counc</b>					<b>\$149.84</b>

**1250 Clk**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006413	11/15/2016	47464	COUNTY OF FRONTENAC	EAP - OCTOBER 2016	\$262.03

# Township of South Frontenac CHEQUE DISTRIBUTION REPORT

<b>Total EFT000000006413</b>			<b>\$262.03</b>
EFT000000006416	11/15/2016	CUNNINGHAM SWAN CARTY	
		141392 Attend closed sessions	\$618.19
		141318 EMPLOYMENT MATTERS	\$172.99
		140668 LEGAL FEES 6503 RD 38	\$907.11
<b>Total EFT000000006416</b>			<b>\$1,698.29</b>
EFT000000006440	11/15/2016	MALROZ ENGINEERING INC.	
		7837 ENGINEERING FEES	\$7,513.28
<b>Total EFT000000006440</b>			<b>\$7,513.28</b>
EFT000000006453	11/15/2016	PUROLATOR INC.	
		432791567 SHIPPING CHARGES	\$39.51
<b>Total EFT000000006453</b>			<b>\$39.51</b>
EFT000000006461	11/15/2016	TROUSDALE'S FOODLAND	
		9437 COFFEE AND CREAM	\$21.73
		6647 Coffee/Cream	\$24.37
		9317 cream	\$8.07
<b>Total EFT000000006461</b>			<b>\$54.17</b>
EFT000000006465	11/15/2016	VERSUS BUSINESS FORMS & LABELS	
		41818 WINDOW ENVELOPES	\$505.03
<b>Total EFT000000006465</b>			<b>\$505.03</b>
<b>Total Clk</b>			<b>\$10,072.31</b>

**1275 Fin**

Cheque	Date	Inv #	Vendor	Description	Amount
068015	11/15/2016		MTE PARALEGAL PROFESSIONAL CORPORATION		
		1-620178		ASSESSMENT AUDIT SUPPORT	\$46.81
<b>Total 068015</b>					<b>\$46.81</b>
EFT000000006405	11/15/2016		BAYRIDGE PRINTER PROS		
		20537		TONER	\$356.16
<b>Total EFT000000006405</b>					<b>\$356.16</b>
EFT000000006416	11/15/2016		CUNNINGHAM SWAN CARTY		
		141357		REMOVE CMHC LIEN	\$261.73
<b>Total EFT000000006416</b>					<b>\$261.73</b>
EFT000000006453	11/15/2016		PUROLATOR INC.		
		432791567		SHIPPING CHARGES	\$28.51
<b>Total EFT000000006453</b>					<b>\$28.51</b>
<b>Total Fin</b>					<b>\$693.21</b>

**Total GG**

**\$49,260.43**

**20 PP&P**

**2100 Fire**

Cheque	Date	Inv #	Vendor	Description	Amount
068004	11/15/2016		BELL MOBILITY (RADIO DIVISION)		
		1-237293		16/11 - SITE RENTAL	\$295.38
<b>Total 068004</b>					<b>\$295.38</b>
068016	11/15/2016		PHYSIO-CONTROL CANADA SALES LTD		
		416000410		SERVICE MAINTENANCE	\$4,039.87
<b>Total 068016</b>					<b>\$4,039.87</b>
EFT000000006399	11/15/2016		ABELL PEST CONTROL INC.		
		10489540		16/10 PEST CONTROL	\$44.51
		10427516		16/10 PEST CONTROL	\$36.08
		10656361		PEST CONTROL 16/10	\$42.53
<b>Total EFT000000006399</b>					<b>\$123.12</b>
EFT000000006400	11/15/2016		ACKLANDS - GRAINGER INC.		
		9218674449		CAUTION SIGN	\$146.45
<b>Total EFT000000006400</b>					<b>\$146.45</b>
EFT000000006409	11/15/2016		CANADIAN TIRE		
		120843		FIRE SUPPLIES	\$155.64
<b>Total EFT000000006409</b>					<b>\$155.64</b>
EFT000000006422	11/15/2016		EVERTEMP INC		
		29557		FIX HOT WATER TANK	\$962.88
<b>Total EFT000000006422</b>					<b>\$962.88</b>
EFT000000006435	11/15/2016		LEONARD, ELIZABETH		
		16/10/18-03		FIREHALL CLEANING	\$60.00
<b>Total EFT000000006435</b>					<b>\$60.00</b>

# Township of South Frontenac CHEQUE DISTRIBUTION REPORT

EFT000000006436	11/15/2016		LEVITT-SAFETY LIMITED		
		1235630-00	SERVICE FIRE EXTINGUISHERS		\$419.52
<b>Total EFT000000006436</b>					<b>\$419.52</b>
EFT000000006438	11/15/2016		LINDE CANADA LIMITED 15687		
		55173187	OXYGEN		\$362.05
		55184537	OXYGEN		\$330.00
		55232923	OXYGEN		\$221.30
<b>Total EFT000000006438</b>					<b>\$913.35</b>
EFT000000006455	11/15/2016		ROSEN ENERGY GROUP		
		600734	370.1 L GAS @ \$.9440		\$355.52
		600951	311.4 L CLR @ \$0.7980		\$252.87
<b>Total EFT000000006455</b>					<b>\$608.39</b>
EFT000000006456	11/15/2016		R. THURSTON TECHNOLOGIES		
		10815	BI-ANNUAL INSPECTIONS		\$345.98
<b>Total EFT000000006456</b>					<b>\$345.98</b>
EFT000000006462	11/15/2016		TROUSDALE'S HOME HARDWARE		
		62055	SUPPLIES		\$33.94
		62225	LAUNDRY DTRGNT		\$18.82
		62208	JERRY CAN		\$12.71
		62239	SUPPLIES		\$55.91
		62237	BULBS		\$72.18
<b>Total EFT000000006462</b>					<b>\$193.56</b>
EFT000000006463	11/15/2016		TURRIS COMMUNICATIONS LTD		
		TCL-155782	RADIO REPAIR		\$129.11
		TCL-158467	RADIO REPAIR		\$129.11
		TCL-159560	BATTERY & CHARGER		\$103.40
		TCL-159881	TONE REPAIR TO RADIO		\$230.87
		TCL-160205	CLEAN METAL SHAVINGS OUT		\$50.88
<b>Total EFT000000006463</b>					<b>\$643.37</b>
EFT000000006466	11/15/2016		WESTPORT HOME HARDWARE		
		227824	wiper blades		\$26.44
<b>Total EFT000000006466</b>					<b>\$26.44</b>
<b>Total Fire</b>					<b>\$8,933.95</b>

**2625 Lvstck**

Cheque	Date	Inv #	Vendor	Description	Amount
068026	11/15/2016		WATSON, JOHN		
		16/10/04-LIVESTOCK		16/10/04 LIVESTOCK CLAIM	\$837.00
<b>Total 068026</b>					<b>\$837.00</b>
<b>Total Lvstck</b>					<b>\$837.00</b>
<b>Total PP&amp;P</b>					<b>\$9,770.95</b>

**30 Trans**

**3000 PW OH**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006403	11/15/2016		ALLIANCE WIRELESS		
		C14258-1116		ANSWERING SERVICE	\$180.60
<b>Total EFT000000006403</b>					<b>\$180.60</b>
EFT000000006426	11/15/2016		GRAND & TOY LIMITED		
		K226524		office supplies	\$505.57
		K223011		WIRELESS REMOTE	\$38.36
<b>Total EFT000000006426</b>					<b>\$543.93</b>
<b>Total PW OH</b>					<b>\$724.53</b>

**3005 RdAdmOH**

Cheque	Date	Inv #	Vendor	Description	Amount
068004	11/15/2016		BELL MOBILITY (RADIO DIVISION)		
		1-237293		16/11 - SITE RENTAL	\$295.38
<b>Total 068004</b>					<b>\$295.38</b>
EFT000000006410	11/15/2016		CDW CANADA INC		
		8835912		COMPUTER	\$984.92
<b>Total EFT000000006410</b>					<b>\$984.92</b>
EFT000000006426	11/15/2016		GRAND & TOY LIMITED		
		K041417		OFFICE SUPPLIES	\$79.47
		K041574		STORAGE BOXES	\$42.65

## Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	K243847	OFFICE SUPPLIES	\$89.71
<b>Total EFT000000006426</b>			<b>\$212.83</b>
EFT000000006452	11/15/2016	PRO-TECH TRAINING	
	780	WINTER ROAD MAINT. COURSE	\$305.28
<b>Total EFT000000006452</b>			<b>\$305.28</b>
<b>Total RdAdmOH</b>			<b>\$1,798.41</b>

**3010 Cap/Equip/Ptrl**

Cheque	Date	Inv #	Vendor	Description	Amount
068000	11/15/2016		A-1 LOCKSMITHS		
		158360		padlocks * 12	\$280.25
<b>Total 068000</b>					<b>\$280.25</b>
068001	11/15/2016		ATKINSON HOME BUILDING CENTRE		
		069948		SUPPLIES	\$37.63
		069966		SCREWS	\$7.11
		069924		ANTIFREEZE	\$20.31
		071417		paint and painting supplies	\$127.82
		071044		UTILITY KNIFE	\$9.15
		070523		CHAIN	\$12.17
		063032		part	\$5.11
<b>Total 068001</b>					<b>\$219.30</b>
068007	11/15/2016		COUNTY OF LENNOX & ADDINGTON		
		2015 HB		2015 holdbacks	\$41,271.22
<b>Total 068007</b>					<b>\$41,271.22</b>
068010	11/15/2016		KINGSTON DODGE CHRYSLER LTD		
		451890		WHEEL PART	\$174.16
<b>Total 068010</b>					<b>\$174.16</b>
068011	11/15/2016		MCCULLOUGH METALS LTD.		
		24685		METEL PIECE	\$26.46
<b>Total 068011</b>					<b>\$26.46</b>
068019	11/15/2016		SNAP-ON		
		10191643695		DIAGNOSTIC EQUIPMENT	\$1,526.40
<b>Total 068019</b>					<b>\$1,526.40</b>
068020	11/15/2016		SNIDER, PERCY		
		16/11/04-36		FLAGGING BRADSHAW ROAD	\$845.88
<b>Total 068020</b>					<b>\$845.88</b>
068022	11/15/2016		TOROMONT INDUSTRIES LTD.		
		PS040644846		LEVER KIT	\$410.76
<b>Total 068022</b>					<b>\$410.76</b>
068023	11/15/2016		TOWN AND COUNTRY AUTO SUPPLY		
		6083-405554		PARTS	\$10.48
		6083-406696		ROCKER SWITCH	\$5.09
		6083-406696		ROCKER SWITCH	\$5.09
		6083-408933		OIL FILTER	\$11.88
		6083-408941		PARTS	\$135.76
		6083-409708		ABSORBENT	\$121.99
		6083-409668		BELT PARTS	\$210.34
		6083-409805		BEAM BLADE	\$34.01
		6083-409805		BEAM BLADE	\$34.02
		6083-409950		WINTER WIPER BLADE	\$19.96
<b>Total 068023</b>					<b>\$588.62</b>
EFT000000006396	11/3/2016		CRAINS' CONSTRUCTION LTD.		
		14801HOLDBACK		HOLDBACK PC#1	\$16,206.13
		14954-HOLDBACK		10% holdback on 14954	\$28,573.95
		15108-HOLDBACK		HOLD BACK ON BELLROCK VILLAGE	\$55,540.59
		15449-HB		bellrock village #4 -HB	\$29,938.59
<b>Total EFT000000006396</b>					<b>\$130,259.26</b>
EFT000000006399	11/15/2016		ABELL PEST CONTROL INC.		
		10394781		BAIT STATIONS	\$63.84
<b>Total EFT000000006399</b>					<b>\$63.84</b>
EFT000000006401	11/15/2016		AECOM CANADA LTD		
		38252182		ENGINEERING FEES	\$2,237.11
		38252221		ENGINEERING FEES	\$686.88
<b>Total EFT000000006401</b>					<b>\$2,923.99</b>
EFT000000006402	11/15/2016		AIR LIQUIDE CANADA INC.		
		65761990		blueshield cutting tip	\$39.99
<b>Total EFT000000006402</b>					<b>\$39.99</b>
EFT000000006407	11/15/2016		BLACK DOG TIRE & LUBRICANTS		

## Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	79128984	tires and change over	\$4,242.15
	79129007	TIRE CHANGE OVER	\$83.34
	79128638	FLAT REPAIR	\$48.79
<b>Total EFT00000006407</b>			<b>\$4,374.28</b>
EFT00000006411	11/15/2016	CINTAS	
	884764991	HAND SOAP	\$35.62
	884768178	CLEANING SUPPLIES	\$114.99
	884768178	UNIFORMS	\$19.18
	884768178	UNIFORMS	\$9.51
	884769843	CLEANING SUPPLIES	\$171.03
	884769843	UNIFORMS	\$19.18
	884769843	UNIFORMS	\$9.50
	884766594	GREY MAT	\$35.62
	884769842	HAND CLEANER & TOWELS	\$35.62
<b>Total EFT00000006411</b>			<b>\$450.25</b>
EFT00000006412	11/15/2016	COLLINS SAFETY INC.	
	3013747	BANDAGES	\$14.23
<b>Total EFT00000006412</b>			<b>\$14.23</b>
EFT00000006414	11/15/2016	CRAINS' CONSTRUCTION LTD.	
	15646	SALMON LAKE RD CULVERT	\$313,811.55
<b>Total EFT00000006414</b>			<b>\$313,811.55</b>
EFT00000006418	11/15/2016	D.MARTIN WELDING & FABRICATING	
	7491	build battery box	\$409.94
<b>Total EFT00000006418</b>			<b>\$409.94</b>
EFT00000006419	11/15/2016	DRAPER DOORS	
	10017	DOOR REPAIRS	\$468.60
<b>Total EFT00000006419</b>			<b>\$468.60</b>
EFT00000006423	11/15/2016	FISH, DOROTHY	
	5933	CLEANING ROADS OFFICE	\$375.00
<b>Total EFT00000006423</b>			<b>\$375.00</b>
EFT00000006425	11/15/2016	GIN-COR INDUSTRIES INC	
	39528	CYLINDER HYD LIFT	\$3,639.22
	39447	HYD QUICK DISCONNECT	\$67.37
	39448	CAB CONTROL LIFT TO LOCK	\$376.63
	39513	HYD CYLINDER	\$377.84
<b>Total EFT00000006425</b>			<b>\$4,461.06</b>
EFT00000006428	11/15/2016	HARTINGTON EQUIPMENT LIMITED	
	IV45014	PARTS	\$45.56
	IV44039	PARTS	\$574.57
<b>Total EFT00000006428</b>			<b>\$620.13</b>
EFT00000006431	11/15/2016	IMPACT BATTERY & POWERSPORT	
	25029	BATTERY	\$135.19
<b>Total EFT00000006431</b>			<b>\$135.19</b>
EFT00000006433	11/15/2016	KENWORTH ONTARIO - KINGSTON	
	KP43190	PARTS	\$21.80
<b>Total EFT00000006433</b>			<b>\$21.80</b>
EFT00000006434	11/15/2016	KROWN RUST CONTROL	
	146-138026	RUST CONTROL SPRAY	\$340.84
<b>Total EFT00000006434</b>			<b>\$340.84</b>
EFT00000006435	11/15/2016	LEONARD, ELIZABETH	
	16/10/28-04	CLEANING	\$300.00
<b>Total EFT00000006435</b>			<b>\$300.00</b>
EFT00000006437	11/15/2016	LIEBHERR CANADA LTD	
	DAR30010523	FIX HEATING & AC	\$806.53
	DAR 21046669	PARTS	\$434.16
<b>Total EFT00000006437</b>			<b>\$1,240.69</b>
EFT00000006438	11/15/2016	LINDE CANADA LIMITED 15687	
	55186674	OXYGEN	\$237.71
	55175129	OXYGEN	\$23.00
	55145858	OXYGEN	\$56.68
<b>Total EFT00000006438</b>			<b>\$317.39</b>
EFT00000006441	11/15/2016	MCINTOSH PERRY CONSULTING	
	32995	ENGINEERING FEES	\$14,493.17
<b>Total EFT00000006441</b>			<b>\$14,493.17</b>
EFT00000006444	11/15/2016	MICHELIN NORTH AMERICA CANADA INC	
	DA0005664573	17 TIRES	\$9,705.08
	DA0005667252	4 TIRES	\$966.92
<b>Total EFT00000006444</b>			<b>\$10,672.00</b>
EFT00000006445	11/15/2016	MILLER PAVING LIMITED	

# Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	HBM-102-17-1716	MICRO SURFACING	\$16,277.83
<b>Total EFT00000006445</b>			<b>\$16,277.83</b>
EFT00000006448	11/15/2016	PAT ROGERS TOWING SERVICE	
		B00062 SERVICE CALL	\$178.08
<b>Total EFT00000006448</b>			<b>\$178.08</b>
EFT00000006449	11/15/2016	PETRIE FORD	
		221419 PARTS	\$68.80
		221424 PARTS	\$96.47
		221424 PARTS	\$37.73
		221424 PARTS	\$92.83
		221637 FUEL FILTER	\$30.36
		221248 FRONT FENDER BRACE	\$181.16
		220574 AIR BRAKE PANEL	\$70.18
		220541 BRACE FRONT FENDER	\$181.16
		220910 AIR BRAKE PANEL	\$180.35
		221009 RESERVOIR ASY	\$520.57
		221002 PART	\$176.86
		220957 WIPER BLADES / FILTER	\$65.21
		220957 WIPER BLADES	\$27.47
		221453 PART	\$9.10
		221588 AIR DRYER	\$670.95
		220971 TAIL LIGHTS	\$75.49
		220893 VENTED CAP	\$6.55
		221187 HOOD LATCH	\$40.21
<b>Total EFT00000006449</b>			<b>\$2,531.45</b>
EFT00000006450	11/15/2016	PINCHIN LTD.	
		352376 SUBSTANCES ASSESSMENT	\$2,935.92
<b>Total EFT00000006450</b>			<b>\$2,935.92</b>
EFT00000006453	11/15/2016	PUROLATOR INC.	
		432563727 Shipping charges for parts	\$37.27
<b>Total EFT00000006453</b>			<b>\$37.27</b>
EFT00000006454	11/15/2016	R&D NELSON GENERAL MAINTENANCE	
		16/09-CLEANING Sept & Oct 2016 cleaning	\$177.06
		16/09-CLEANING Sept & Oct 2016 cleaning	\$177.06
		16/09-CLEANING Sept & Oct 2016 cleaning supply	\$26.77
		16/09-CLEANING Sept & Oct 2016 cleaning supply	\$26.77
<b>Total EFT00000006454</b>			<b>\$407.66</b>
EFT00000006458	11/15/2016	SWISH MAINTENANCE LIMITED	
		K557420 GARB BAGS	\$153.96
<b>Total EFT00000006458</b>			<b>\$153.96</b>
EFT00000006459	11/15/2016	SYDENHAM LANDSCAPE PRODUCTS	
		01859 TANDEM RENTAL	\$519.99
		01860 TANDEM RENTAL	\$631.42
<b>Total EFT00000006459</b>			<b>\$1,151.41</b>
EFT00000006460	11/15/2016	TALLMAN TRUCK CENTRE LIMITED	
		430841 E TESTING	\$142.46
		430845 E TESTING	\$142.46
		430854 E TESTING	\$127.20
		430665 SAFETY INSPECTION AND REPAIRS	\$4,003.88
		328609T FILTERS	\$449.93
		328748T FILTERS	\$198.35
<b>Total EFT00000006460</b>			<b>\$5,064.28</b>
EFT00000006462	11/15/2016	TROUSDALE'S HOME HARDWARE	
		62417 SHELF BRACKET	\$16.87
		64683 BATTERY FOR LAZER LEVEL	\$14.23
		64565 shop parts	\$69.86
		400826 PLASTIC SHEET FOR BELLY DUMP	\$202.50
		64838 Jerry can	\$16.15
		64844 UTILITY PAIL	\$8.12
		205317 CORD	\$30.52
<b>Total EFT00000006462</b>			<b>\$358.25</b>
EFT00000006464	11/15/2016	UNIVERSAL SUPPLY GROUP	
		173-131432 PARTS	\$10.20
		173-131510 BEACON LIGHT	\$185.19
		173-132430 BRAKE PARTS	\$34.17
		173-132398 BRAKE PARTS	\$26.95
		173-132688 PART	\$24.22
		173-132752 BRAKE PARTS	\$77.01
<b>Total EFT00000006464</b>			<b>\$357.74</b>
EFT00000006468	11/15/2016	WHITE'S WEARPARTS LTD	
		124366 PLOW PARTS	\$6,412.81

## Township of South Frontenac CHEQUE DISTRIBUTION REPORT

**Total EFT000000006468** \$6,142.31  
**Total Cap/Equip/Ptrl** **\$566,732.41**

**3215 Drainage**

Cheque	Date	Inv #	Vendor	Description	Amount
068020	11/15/2016		SNIDER, PERCY		
		16/10/20-32		FLAGGING LEE ROAD	\$865.98
		16/10/26-33		FLAGGING LEE ROAD	\$845.88
		16/10/27-27		FLAGGING LEE ROAD	\$216.49
		16/10/11-18		FLAGGING SHALES ROAD	\$156.20
		16/10/06-13		FLAGGING SHALES ROAD	\$714.35
<b>Total 068020</b>					<b>\$2,798.90</b>
EFT000000006398	11/15/2016		1622411 ONTARIO LTD.		
		23329		FLAGGING	\$1,160.06
		23329		FLAGGING	\$1,047.87
		23503		FLAGGING	\$1,279.12
		23391		FLAGGING	\$918.89
		23391		FLAGGING	\$879.21
		23222		FLAGGING	\$1,079.67
		23442		FLAGGING	\$779.99
<b>Total EFT000000006398</b>					<b>\$7,144.81</b>
EFT000000006427	11/15/2016		G WILLIAMS PAVING LTD		
		6205		ROAD REPAIRS	\$9,702.82
<b>Total EFT000000006427</b>					<b>\$9,702.82</b>
EFT000000006442	11/15/2016		MCNICHOLS CONSTRUCTION LTD		
		16/10/27		FLOAT & EXCAVATOR RENTAL	\$10,583.04
<b>Total EFT000000006442</b>					<b>\$10,583.04</b>
EFT000000006459	11/15/2016		SYDENHAM LANDSCAPE PRODUCTS		
		1899		TANDEM RENTAL	\$148.57
		1900		TANDEM RENTAL	\$148.57
		1898		TANDEM RENTAL	\$631.42
		1897		TANDEM RENTAL	\$631.42
		1896		TANDEM RENTAL	\$631.42
		1895		TANDEM RENTAL	\$631.42
		1893		TANDEM RENTAL	\$631.42
		1892		TANDEM RENTAL	\$631.42
<b>Total EFT000000006459</b>					<b>\$4,085.66</b>
<b>Total Drainage</b>					<b>\$34,315.23</b>

**3320 should maint**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006398	11/15/2016		1622411 ONTARIO LTD.		
		23442		FLAGGING	\$459.45
<b>Total EFT000000006398</b>					<b>\$459.45</b>
<b>Total should maint</b>					<b>\$459.45</b>

**3405 Washout**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006398	11/15/2016		1622411 ONTARIO LTD.		
		23564		FLAGGING	\$320.54
<b>Total EFT000000006398</b>					<b>\$320.54</b>
<b>Total Washout</b>					<b>\$320.54</b>

**3502 Winter Prop Damage**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006462	11/15/2016		TROUSDALE'S HOME HARDWARE		
		64560		LUMBER	\$10.78
<b>Total EFT000000006462</b>					<b>\$10.78</b>
<b>Total Winter Prop Damage</b>					<b>\$10.78</b>

**3601 Barricds & Sfty Matls**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006462	11/15/2016		TROUSDALE'S HOME HARDWARE		
		64754		Bandages	\$3.03

# Township of South Frontenac CHEQUE DISTRIBUTION REPORT

**Total EFT000000006462** **\$3.03**  
**Total Barricds & Sfty Matls** **\$3.03**

**3605 Pvmt Mrkng**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006397	11/3/2016	000595	RAN N MAINTENANCE	PAVEMENT MARKING	\$19,056.34

**Total EFT000000006397** **\$19,056.34**  
**Total Pvmt Mrkng** **\$19,056.34**

**3620 Reg signs**

Cheque	Date	Inv #	Vendor	Description	Amount
068001	11/15/2016		ATKINSON HOME BUILDING CENTRE		
		070775		LUMBER	\$41.63
		063013		LUMBER	\$220.97

**Total 068001** **\$262.60**

EFT000000006408	11/15/2016	353158	BMR MANUFACTURING INC.	ROAD SIGNS	\$1,110.66
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**Total EFT000000006408** **\$1,110.66**

EFT000000006462	11/15/2016		TROUSDALE'S HOME HARDWARE		
		64448		lumber	\$118.77
		64561		padlock	\$20.32
		62782		supplies	\$23.59

**Total EFT000000006462** **\$162.68**

**Total Reg signs** **\$1,535.94**

**3625 RR cross mnt**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006401	11/15/2016	38252357	AECOM CANADA LTD	ENGINEERING FEES	\$3,180.00

**Total EFT000000006401** **\$3,180.00**

**Total RR cross mnt** **\$3,180.00**

**3630 Gd ps/rl mnt**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006398	11/15/2016		1622411 ONTARIO LTD.		
		23564		FLAGGING	\$459.45
		23442		FLAGGING	\$419.76

**Total EFT000000006398** **\$879.21**

**Total Gd ps/rl mnt** **\$879.21**

**3640 Warning Sgns**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006462	11/15/2016	64562	TROUSDALE'S HOME HARDWARE	cement mixer	\$213.70

**Total EFT000000006462** **\$213.70**

**Total Warning Sgns** **\$213.70**

**Total Trans** **\$629,229.57**

**40 Env**

**4110 Water Treat**

Cheque	Date	Inv #	Vendor	Description	Amount
068003	11/15/2016	6027631-16/10	BELL CANADA-WATER TOWER PHONE LINE	Telephone 16/10	\$74.28

**Total 068003** **\$74.28**

**Total Water Treat** **\$74.28**

**5005 SW & Fac OH**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006458	11/15/2016		SWISH MAINTENANCE LIMITED		

## Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	K557420	GARB BAGS AND GLOVES	\$27.32
<b>Total EFT000000006458</b>			<b>\$27.32</b>
<b>Total SW &amp; Fac OH</b>			<b>\$27.32</b>

**5110 Gab disp**

Cheque	Date	Inv #	Vendor	Description	Amount
068005	11/15/2016		CAMBIUM INC.		
		2016-19389		AUTUMN SAMPLING	\$1,806.24
		2016-19388		AUTUMN SAMPLING	\$1,134.62
		2016-19384		AUTUMN SAMPLING	\$1,969.06
		2016-19383		AUTUMN SAMPLING	\$2,671.20
		2016-19382		AUTUMN SAMPLING	\$2,035.20
		2016-19381		AUTUMN SAMPLING	\$5,484.86
		2016-19379		SURFACE WATER SAMPLING	\$743.10
		2016-19380		AUTUMN SAMPLING	\$3,118.94
<b>Total 068005</b>					<b>\$18,963.22</b>
068008	11/15/2016		DIGIGRAPHICS		
		G000906		NCR BOOKLETS	\$406.70
<b>Total 068008</b>					<b>\$406.70</b>
068020	11/15/2016		SNIDER, PERCY		
		16/10/04-15		PORTLAND DUMP	\$356.16
		16/10/03-12		PORTLAND DUMP/DOZER	\$651.26
		16/10/26-31		PORTLAND DUMP/DOZER	\$854.78
		16/11/03-34		PORTLAND DUMP/DOZER	\$732.67
		16/10/31-35		PORTLAND DUMP / WASTE	\$712.32
		16/10/19-24		PORTLAND DUMP / DOZER	\$2,360.83
		16/10/18-30		PORTLAND DUMP WASTE	\$534.24
		16/10/13-22		PORTLAND REC / RECREATION	\$178.08
		16/10/14-17		PORTLAND DUMP / DOZER	\$976.90
		16/10/07-21		PORTLAND DUMP WASTE	\$178.08
<b>Total 068020</b>					<b>\$7,535.32</b>
EFT000000006432	11/15/2016		JODY CAMPBELL'S SEPTIC SERVICE		
		7258		PORTABLE TOILET RENTAL	\$117.02
		7258		PORTABLE TOILET RENTAL	\$117.02
		7258		PORTABLE TOILET RENTAL	\$117.02
		7258		PORTABLE TOILET RENTAL	\$117.02
<b>Total EFT000000006432</b>					<b>\$468.08</b>
EFT000000006442	11/15/2016		MCNICHOLS CONSTRUCTION LTD		
		16/10-BRADSHAW		16/10-BRADSHAW DUMP	\$2,910.34
<b>Total EFT000000006442</b>					<b>\$2,910.34</b>
EFT000000006451	11/15/2016		PROGRESSIVE WASTE SOLUTIONS CAN INC		
		647-0000022416		80.56 MT WASTE	\$7,622.96
<b>Total EFT000000006451</b>					<b>\$7,622.96</b>
EFT000000006467	11/15/2016		WHALEY, GEORGE		
		511074		loughborough landfill 16/10	\$4,393.28
<b>Total EFT000000006467</b>					<b>\$4,393.28</b>
<b>Total Gab disp</b>					<b>\$42,299.90</b>

**5200 Recyc**

Cheque	Date	Inv #	Vendor	Description	Amount
068009	11/15/2016		KINGSTON AREA RECYCLING CENTRE		
		2016-7		CONTAMINATION CHARGEBACK	\$93.72
<b>Total 068009</b>					<b>\$93.72</b>
<b>Total Recyc</b>					<b>\$93.72</b>

**5210 Rec Disp/Prc**

Cheque	Date	Inv #	Vendor	Description	Amount
068020	11/15/2016		SNIDER, PERCY		
		16/09/27-14		BEDFORD RECYCLE	\$330.72
		16/10/19-25		BRADSHAW RECYCLE	\$330.72
		16/10/20-26		SALEM RECYCLE	\$330.72
		16/10/20-28		PORTLAND RECYCLE	\$178.08
		16/10/19-29		GREENBAY RECYCLE	\$1,399.20
<b>Total 068020</b>					<b>\$2,569.44</b>
<b>Total Rec Disp/Prc</b>					<b>\$2,569.44</b>

## Township of South Frontenac CHEQUE DISTRIBUTION REPORT

### 5305 HHW

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006462	11/15/2016	64826	TROUSDALE'S HOME HARDWARE	LIGHTING & KEYS	\$45.00
<b>Total EFT000000006462</b>					<b>\$45.00</b>
<b>Total HHW</b>					<b>\$45.00</b>

### Total Env

**\$45,109.66**

### 70 Cem

#### 7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
068018	11/15/2016	3722	SHAW'S LANDSCAPING	GRASS CUTTING	\$339.19
<b>Total 068018</b>					<b>\$339.19</b>
EFT000000006398	11/15/2016	23504	1622411 ONTARIO LTD.	LAWN MAINT. 2016 SEASON	\$1,679.04
<b>Total EFT000000006398</b>					<b>\$1,679.04</b>
EFT000000006417	11/15/2016	1353	D G YOUNGE CONCRETE BURIAL VAULTS	CEMETERY SERVICES 16/10	\$407.04
		1353		CEMETERY SERVICES 16/10	\$76.32
		1353		CEMETERY SERVICES 16/10	\$712.32
		1353		CEMETERY SERVICES 16/10	\$122.11
<b>Total EFT000000006417</b>					<b>\$1,317.79</b>
<b>Total Health</b>					<b>\$3,336.02</b>

### Total Cem

**\$3,336.02**

### 80 Rec

#### 8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
068001	11/15/2016	052125 072468	ATKINSON HOME BUILDING CENTRE	REDUCER LUMBER	\$10.67 \$7.93
<b>Total 068001</b>					<b>\$18.60</b>
068002	11/15/2016	16/10/24 - PORT REC	BATES, LINDA	16/10/24 - PORT REC	\$27.28
<b>Total 068002</b>					<b>\$27.28</b>
068013	11/15/2016	16/10/24 - PORT REC	MOREY, PAM	16/10/24 - PORT REC SECRETARY	\$65.00
<b>Total 068013</b>					<b>\$65.00</b>
068014	11/15/2016	16/10/24 - PORT REC	MOREY, DOUG	16/10/24 - PORT REC	\$30.30
<b>Total 068014</b>					<b>\$30.30</b>
068017	11/15/2016	16/10/24 - PORT REC	PRESTON, CHERYL	16/10/24 - PORT REC	\$30.30
<b>Total 068017</b>					<b>\$30.30</b>
068018	11/15/2016	3746 3744 3743 3741 3724 3667 3668 3669 3670	SHAW'S LANDSCAPING	Grass cutting contract Grass cutting contract Grass cutting contract Grass cutting contract Grass cutting contract AIRRATE AND FERTILIZER AIRRATE AND FERTILIZER AIRRATE AND FERTILIZER AIRRATE AND FERTILIZER	\$93.28 \$508.80 \$169.60 \$169.60 \$169.60 \$913.80 \$1,015.56 \$1,674.97 \$1,674.97
<b>Total 068018</b>					<b>\$6,390.18</b>
068024	11/15/2016	134288524-013	UNITED RENTALS OF CANADA INC	FENCING RENTAL	\$244.22
<b>Total 068024</b>					<b>\$244.22</b>
068027	11/15/2016	540	ZOMER CORP.	HYDROSEED THE POINT	\$831.66
<b>Total 068027</b>					<b>\$831.66</b>
EFT000000006398	11/15/2016		1622411 ONTARIO LTD.		

## Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	23479		HOLDING TANK PUMPED	\$244.22
	23478		HOLDING TANK PUMPED	\$244.22
	23480		HOLDING TANK PUMPED	\$269.66
<b>Total EFT00000006398</b>				<b>\$758.10</b>
EFT00000006404	11/15/2016		BATTLEFIELD EQUIPMENT RENTALS	
	24200253		ASPH ROLLER RENTAL	\$292.78
<b>Total EFT00000006404</b>				<b>\$292.78</b>
EFT00000006406	11/15/2016		BELL, DAN	
	16/10/24 - PORT REC	16/10/24 - PORT REC		\$30.30
<b>Total EFT00000006406</b>				<b>\$30.30</b>
EFT00000006420	11/15/2016		ENVIRONMENTALL CONTRACTING SERV	
	14102016-2		REMOVE AND DISPOSE 2 ACM TILES	\$254.40
<b>Total EFT00000006420</b>				<b>\$254.40</b>
EFT00000006422	11/15/2016		EVERTEMP INC	
	29558		FILTER AND SERVICE HVAC UNIT	\$176.23
<b>Total EFT00000006422</b>				<b>\$176.23</b>
EFT00000006430	11/15/2016		HUGHES CONSTRUCTION AND	
	2078		GRASS CUTTING OCT 2016	\$182.32
<b>Total EFT00000006430</b>				<b>\$182.32</b>
EFT00000006432	11/15/2016		JODY CAMPBELL'S SEPTIC SERVICE	
	6425		PORTABLE TOILET RENTAL	\$101.76
<b>Total EFT00000006432</b>				<b>\$101.76</b>
EFT00000006439	11/15/2016		LONDRY ALARMS	
	186473		16/11 - ALARM MONITORING	\$26.46
	186473		16/11 - ALARM MONITORING	\$26.46
<b>Total EFT00000006439</b>				<b>\$52.92</b>
EFT00000006454	11/15/2016		R&D NELSON GENERAL MAINTENANCE	
	16/10-LIBRARY		sept & oct cleaning	\$1,343.23
	16/10-LIBRARY		sept & oct cleaning supplies	\$233.69
	16/09-CLEANING		Sept & Oct 2016 cleaning	\$177.06
	16/09-CLEANING		Sept & Oct 2016 cleaning supply	\$26.77
<b>Total EFT00000006454</b>				<b>\$1,780.75</b>
EFT00000006457	11/15/2016		SUPERIOR PROPANE INC.	
	13246146		TANK RENTAL	\$148.54
<b>Total EFT00000006457</b>				<b>\$148.54</b>
EFT00000006458	11/15/2016		SWISH MAINTENANCE LIMITED	
	K557420		GARB BAGS	\$96.35
<b>Total EFT00000006458</b>				<b>\$96.35</b>
EFT00000006459	11/15/2016		SYDENHAM LANDSCAPE PRODUCTS	
	01919		BAG OF STONEDUST	\$4.50
	2037		TOPSOIL	\$879.21
	2514		TOPSOIL	\$219.80
<b>Total EFT00000006459</b>				<b>\$1,103.51</b>
EFT00000006462	11/15/2016		TROUSDALE'S HOME HARDWARE	
	203694		line marking powder	\$69.15
	203694		line marking powder	\$69.16
	61872		garbage bags	\$29.50
	61367		LINE MARKING POWDER	\$103.73
	61186		LINE MARKING POWDER	\$121.02
	205317		LIGHTING	\$20.34
<b>Total EFT00000006462</b>				<b>\$412.90</b>
<b>Total Rec</b>				<b>\$13,028.40</b>

### 8025 Day Cmps

Cheque	Date	Inv #	Vendor	Description	Amount
EFT00000006461	11/15/2016		TROUSDALE'S FOODLAND		
		3444		DAY CAMP SUPPLIES	\$7.49
		7722		ICE	\$13.96
<b>Total EFT00000006461</b>					<b>\$21.45</b>
<b>Total Day Cmps</b>					<b>\$21.45</b>

### 8030 Cda Day

Cheque	Date	Inv #	Vendor	Description	Amount
EFT00000006421	11/15/2016		ESKEROD SIGNS		
		27186		NEW BANNER - CANADA DAY	\$311.39
<b>Total EFT00000006421</b>					<b>\$311.39</b>

## Township of South Frontenac CHEQUE DISTRIBUTION REPORT

**Total Cda Day** **\$311.39**

**8205 Pumpkinfest**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006432	11/15/2016	7690	JODY CAMPBELL'S SEPTIC SERVICE	PORTABLE TOILET AND WASHSTAND	\$305.28
<b>Total EFT000000006432</b>					<b>\$305.28</b>
EFT000000006447	11/15/2016	2016-PUMPKIN	PANTREY, AMANDA	PUMPKINFEST EXPENSES	\$66.08
<b>Total EFT000000006447</b>					<b>\$66.08</b>
<b>Total Pumpkinfest</b>					<b>\$371.36</b>

**8210 VCA**

Cheque	Date	Inv #	Vendor	Description	Amount
068002	11/15/2016	2016076	BATES, LINDA	cash advance christmas village	\$1,400.00
<b>Total 068002</b>					<b>\$1,400.00</b>
068006	11/15/2016	2016077	CASEMENT, JOYCE	cash advance- christmas dinner	\$500.00
<b>Total 068006</b>					<b>\$500.00</b>
068025	11/15/2016	651	VERONA COMPUTER STORE	CONTROL COMPUTER FOR SIGN	\$356.16
<b>Total 068025</b>					<b>\$356.16</b>
<b>Total VCA</b>					<b>\$2,256.16</b>
<b>Total Rec</b>					<b>\$15,988.76</b>

**90 Plan**

**9000 Plan**

Cheque	Date	Inv #	Vendor	Description	Amount
068028	11/15/2016	Z-16/13 REFUND	AMACHER, DENNIS	Z-16/13 REFUND	-\$1,500.00
<b>Total 068028</b>					<b>-\$1,500.00</b>
EFT000000006416	11/15/2016	141356	CUNNINGHAM SWAN CARTY	1278804 ONT INC OMB APPEAL	\$1,281.16
		140144		PLANNING GENERAL ADVICE	\$152.64
		140338		STRICKLAND - ZONING COMPLIANCE	\$2,676.83
		140059		1278804 ONT INC OMB APPEAL	\$1,278.02
		141362		360778 ONT LTD -BAN EVENTS	\$334.28
		141359		PLANNING OPINION	\$738.78
		141161		ROAD CLOSING RC-15-01	\$1,337.45
<b>Total EFT000000006416</b>					<b>\$7,799.16</b>
EFT000000006426	11/15/2016	K328089	GRAND & TOY LIMITED	IPAD HOLDERS * 5	\$247.28
<b>Total EFT000000006426</b>					<b>\$247.28</b>
EFT000000006453	11/15/2016	432517821	PUROLATOR INC.	SHIPPING CHARGES	\$35.45
<b>Total EFT000000006453</b>					<b>\$35.45</b>
<b>Total Plan</b>					<b>\$6,581.89</b>

**9400 TI Drain**

Cheque	Date	Inv #	Vendor	Description	Amount
068012	11/15/2016	NOV2016 192 12-06	MINISTER OF FINANCE-TILE DRAINAGE	TILE DEBENTURE 12-06	\$116.90
<b>Total 068012</b>					<b>\$116.90</b>
<b>Total TI Drain</b>					<b>\$116.90</b>
<b>Total Plan</b>					<b>\$6,698.79</b>

**99**

**9999**

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006455	11/15/2016		ROSEN ENERGY GROUP		

### Township of South Frontenac CHEQUE DISTRIBUTION REPORT

600774	F 1150.6 L GAS @ \$0.8620	\$915.61
600776	F 2189.2 L MKD @ \$0.6490	\$1,445.79
600775	F 2075.4 L CLR @ \$0.7820	\$1,651.51
600780	B 382.6 L GAS @ \$0.8620	\$335.60
600781	B 900.7 L CLR @ \$0.7820	\$716.75
600782	B 268.8 L MKD @ \$0.6490	\$177.52
601085	P 787.7 L MKD @ \$0.6750	\$541.06
601086	P 1024.3 L CLR @ \$0.8080	\$842.20
600948	F 2300.4 L GAS @ \$0.8560	\$2,003.80
600949	F 712 L CLR @ \$0.8080	\$585.42
600945	SUN 1569.4 L CLR @ \$0.8080	\$1,290.40
600943	B 781.1 L CLR @ \$0.8080	\$642.24
600942	B 200.8 L GAS @ \$0.8560	\$174.90
600944	B 554.2 L MKD @ \$0.6750	\$380.67

**Total EFT000000006455**

**\$11,703.47**

**Total**

**\$11,703.47**

**Total**

**\$11,703.47**

**Total**

**\$771,097.65**



**RECEIVED**

**NOV - 2 2016  
TOWNSHIP OF  
SOUTH FRONTENAC**



September 2016

Welcome to the Beautiful Town of The Blue Mountains,

On behalf of Town of The Blue Mountains, I am pleased to extend an invitation to join us at the 64<sup>th</sup> Annual Ontario Small Urban Municipalities Conference, taking place May 3<sup>rd</sup> to 5<sup>th</sup>, 2017 at Blue Mountain Resort in Town of The Blue Mountains.

The conference theme this year is "Rural Meets Urban", recognizing the challenge many of us face as our areas become increasingly urbanized through growth and the migration of people from larger cities to our municipalities. Whether it is coping with increasing development pressures, managing the expectations of our more urban residents or handling the challenge of new homes being built near working farms, we all face this pressure in some form.

While those of us in the middle of this type of "urbanization" have one set of issues, many other communities are looking to attract new residents and business from the urban core. For them, the challenge is attracting urban attention and selling the many benefits of living in a more rural setting.

Whatever category you are in, this conference will have something for you. The organizing committee is working hard to bring you an interesting and diverse set of topics designed to help us all manage our municipalities more effectively.

With each OSUM conference, we learn more from each other to grow our communities. I know that you will each take away new learning, new experience and new partners.

We are all waiting to welcome you to our beautiful Town. I hope you have the chance to experience the Village and beyond in your time here with us during that first taste of spring. Whether it's following the Apple Pie Trail and tasting its culinary delights or experiencing craft beer, wine and cider on the Saints and Sinners: Bootlegger's Run, we hope you will have a chance to experience The Blue Mountains beyond the ski season we are so well known for. Spring offers that first chance for a paddle, a walk or hike on trails empty of snow, a game of golf, a ride on the open road, new adventures to experience, unique shops stocked with new merchandise and friendly faces everywhere you go!

Yours truly,

**Mayor John McKean**

Town of The Blue Mountains



**64<sup>th</sup> ANNUAL OSUM CONFERENCE & TRADE SHOW  
TOWN OF BLUE MOUNTAINS  
MAY 3-5, 2017**

**DELEGATE REGISTRATION FORM**

**Full Delegate Package**

**Cost: \$499.00 + HST = \$563.87**

Each delegate will receive a registration kit, access to all workshops, Wednesday evening Welcome Reception/Opening Ceremonies & Trade Show including hot and cold hors d'oeuvres and cash bar, Thursday evening's Mayor's reception including hot and cold hors d'oeuvres and cash bar, breakfast and lunch on Thursday and Friday.

**Early Bird Golf Outing**

**Cost: \$125.00 (HST included)**

Wednesday May 3rd, 2017 – The Golf Club at Lora Bay located at 109 East Ridge Drive, Thornbury, ON, N0H 2P0 Phone: (519) 599-7500

Shotgun start at 11:00 am 18 holes of golf, cart and box lunch. Prizes

**Mayor's Reception and Dine Around**

The Town of Blue Mountains is excited to invite all OSUM delegates and companions to take part in the "Dine Around" in either Blue Mountain Village or explore the quaint village of Thornbury. There will be a Mayor's Reception Thursday May 4<sup>th</sup> from 6:00 – 7:30 pm to be held on the patio of the Georgian Ballroom of the Village Conference Centre, weather permitting. From there you are free to choose where you would like to have dinner in one of the variety of restaurants available in the Blue Mountain Village or the Town of Thornbury only 15 minutes' drive from the Blue Mountain Resort. It is advised that you make a reservation at the restaurant of your choosing. A list of dining establishments will be provided in your welcome package.

Accommodations: Please visit [www.OSUM.ca](http://www.OSUM.ca) for a full listing of accommodations available for the conference. Please mention that you are attending OSUM and use the group number GRP113961 to ensure you are given the conference group rate.

**64<sup>th</sup> ANNUAL OSUM CONFERENCE AND TRADE SHOW  
TOWN OF BLUE MOUNTAINS  
DELEGATE REGISTRATION FORM**

Delegate Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Municipality/Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Companion Name: \_\_\_\_\_

Registration Type	Base Fee	Taxes	Total Fee	No. of Participants	Total
Delegate Package	\$ 499.00	+13%	\$ 563.87		
Early Bird Golf Day	\$ 110.62	+13%	\$ 125.00		

TOTAL \_\_\_\_\_

If you are golfing, please list team members. If you do not have a team, you will be matched up.

- |          |          |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |

**REFUND POLICY:** Cancellation must be made in writing (mail, email or fax) and received before April 15, 2017. An administration charge of \$50.00 will apply. Any cancellations including golf after April 15, 2017 will not be refunded.

**REGISTRATION DEADLINE: MARCH 18, 2017**

Trade show inquiries can be made to: Deb Keep [debkeep@rogers.com](mailto:debkeep@rogers.com) 705 888 9779

For more information regarding conference programming, please visit: [www.osum.ca](http://www.osum.ca)

**PAYMENT METHOD: CHEQUE PAYABLE TO: TOWN OF BLUE MOUNTAINS**

**Please mail this registration form and payment to:**

Town of Blue Mountains, Attn: Ruth Prince  
PO BOX 310, Thornbury, N0H 2P0

**Questions or Inquires:**

Phone: (519) 599 3131 x 227  
Katherine Dabrows  
Fax: (519) 599 7723  
Email: [fitenquires@thebluemountains.ca](mailto:fitenquires@thebluemountains.ca)

November 10, 2016

## **ANNOUNCEMENT**

I am pleased to announce that Ryan Arcand will be joining the Township as the new Chief Building Official effective Monday December 5, 2016.

Ryan has over 10 years' experience as a building inspector with the City of Kingston, preceded with experience as an Architectural Designer. In addition to supporting the department with his technical expertise, Ryan brings a fresh perspective and will be focusing on streamlining the permitting process, strengthening the department's customer service focus and its relationship with the building community.

The recruitment process has been lengthy and to the credit of Christa, Tom and Peggy, the team has continued to process and facilitate a large volume of building activity.

I am confident that all staff will extend a warm and supportive welcome to Ryan.

## **UPDATE**

To date we have been unsuccessful in recruiting the right person for the Manager of Development Services. We are committed to filling this pivotal role with a candidate who will add a strategic focus as we respond to the Township's growth. We will be re-advertising this position in the New Year.

In the interim both the CBO and the Planner/Deputy Clerk will continue to report to the CAO.

Should you have any questions please feel free to contact me directly.

Wayne Orr

Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW 2016-72

A BY-LAW TO CONFIRM GENERALLY PREVIOUS ACTIONS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC.

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THEREFORE THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC, BY ITS COUNCIL, HEREBY ENACTS AS FOLLOWS:

1. The actions of the Council of the Corporation of the Township of South Frontenac at its Council Meeting of November 15, 2016 be confirmed.
2. Execution by the Mayor and the Clerk-Administrator of all Deeds, Instruments and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal to any such Deed, Instruments or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and take effect on the date of its passage.

Dated at the Township of South Frontenac this 15<sup>th</sup> day of November, 2016.

Read a first and second time this 15<sup>th</sup> day of November, 2016.

Read a third time and finally passed this 15<sup>th</sup> day of November, 2016.

THE CORPORATION OF THE  
TOWNSHIP OF SOUTH FRONTENAC

\_\_\_\_\_  
Ron Vandewal, Mayor

\_\_\_\_\_  
Wayne Orr, Chief Administrative Officer