

**TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA**

TIME: 6:00 PM,
DATE: Tuesday, October 18, 2016
PLACE: Council Chambers.

1. Call to Order
 - a) Resolution
2. Declaration of pecuniary interest and the general nature thereof
3. **Scheduled Closed Session**
 - a) Resolution
 - b) Closed Meeting Minutes
 - c) Litigation - verbal update
 - d) Litigation
 - e) Resolution
4. ***Recess - reconvene at 7:00 p.m. for Open Session
5. Public Meeting - n/a
6. Approval of Minutes
 - a) Minutes of the October 4, 2016 Council meeting 4 - 13
 - b) Minutes of the October 11, 2016 Committee of the Whole meeting 14 - 16
7. Business Arising from the Minutes
 - a) Wayne Orr, Chief Administrative Officer, re: Harrowsmith CIP 17 - 52
 - b) Wayne Orr, Chief Administrative Officer re: Support for Solar Project under the FIT 5.0 Program 53 - 74
 - c) Angela Maddocks, Executive Assistant re: Notice of Motion Carbon Tax 75
 - d) Angela Maddocks, Executive Assistant, re: Notice of Motion - MNRF and Johnston Point 76
8. Reports Requiring Action
 - a) Louise Fragnito, Treasurer, re: Ontario Community Infrastructure (See By-law 2016-66) 77
 - b) Lindsay Mills, Planner, re: Review of Application for Site Plan - Part Lot 5, Concession III, Loughborough 78 - 81
 - c) Lindsay Mills, Planner, re: Closing of Road Allowance - Part Lots 21 and 22, Concessions VIII and IX, Storrington District 82 - 86

d)	Mark Segsworth, Public Works Manager, re: OCIF Top Up - Bedford Road	87 - 88
e)	Mark Segsworth, Public Works Manager, re: PW-P05-2016 Asbestos Assessment of Facilities	89 - 93
f)	Mark Segsworth, Public Works Manager, re: RFP P03-2016 Bridge Engineering and Design of Green Bay Road Bridge and Moreland Dixon Culvert	94 - 95
g)	Wayne Orr, Chief Administrative Officer, re: Kingston Humane Society - Contract Renewal	96 - 105
9.	<u>Committee Meeting Minutes</u>	
a)	Minutes of the South Frontenac Recreation meeting held September 19, 2016	106 - 107
b)	Police Service Board Meeting of June 16, 2016	108 - 109
10.	<u>Reports for Information</u>	
a)	Accounts Payable and Payroll Listing	110 - 118
b)	3rd Quarter Building Activity Report for 2016	119
11.	<u>By-Laws</u>	
a)	By-law 2016-63 - Site Plan Agreement with P Snider	120 - 126
b)	By-law 2016-64 - Designate Harrowsmith as Community Improvement Area	127
c)	By-law 2016-65 - Adopt the Community Improvement Plan for Harrowsmith	128
d)	By-law 2016-66 - Agreement with OCIF	129
12.	<u>Information Items</u>	
a)	Pascale Clement, Administrative Coordinator, FCM, re: Basic Income Guarantee	130 - 134
b)	Lynn Dollin, AMO President, re: AMO Seeks Council Resolution	135 - 136
c)	Ontario Municipal Board Review	137
d)	Rob Snetsinger, re: Environmental Impact Assessment - Magenta Waterfront Development - Johnston Point	138 - 159

e)	Terry Murphy, General Manager, Quinte Conservation, re: Drought Planning	160 - 161
f)	Meela Melnik-Proud, re: MNR Letter to the Township - Johnston Point	162 - 163
g)	Inverary Youth Activities Association, re: Financial Support for Playground upgrades	164 - 171
h)	Storrington Lions Club, re: Financial Support for Hall Upgrades	172 - 176
i)	Letter to OMAFRA re: Council resolution on Land Classification	177
j)	Brian Ward, re: Battersea Loughborough Lake Assoc - Johnston Point Comments	178 - 179
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 2016-67	180
18.	<u>Adjournment</u>	

Minutes of Council

October, 4, 2016

Time: 6:30 PM

Location: Council Chambers



Meeting # 29

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

Staff: Wayne Orr, Chief Administrative Officer, Lindsay Mills, Planner, Mark Segsworth, Public Works Manager, Angela Maddocks, Executive Assistant.

1. Call to Order

a) Resolution

Resolution No. 2016-29-1

Moved by Deputy Mayor Sutherland

Seconded by Councillor Sleeth

THAT the Council meeting of October 4, 2016 be called to order at 6:30 p.m.

Carried

2. Declaration of pecuniary interest and the general nature thereof

a) Mayor Vandewal declared a pecuniary interest with respect to labour negotiations in closed session and did not take part.

Deputy Mayor Sutherland chaired the closed session.

3. Scheduled Closed Session

a) Resolution - Move to Closed Session

Resolution No. 2016-29-2

Moved by Councillor Sleeth

Seconded by Deputy Mayor Sutherland

THAT Council move into closed session to discuss labour negotiations.

Carried

b) Labour Negotiations

c) Resolution - Move out of Closed Session

Resolution No. 2016-29-3

Moved by Deputy Mayor Sutherland

Seconded by Councillor Sleeth

THAT Council move out of closed session.

Carried

4. ***Recess - reconvene at 7:00 p.m. for Open Session

5. Rise and Report from Closed Session

a) Labour Negotiations

Mayor Vandewal removed himself as Chair and Deputy Mayor Sutherland acted as Chair for the purposes of the following resolution only and resumed the Chair after the motion was passed.

Resolution No. 2016-29-4
Moved by Councillor Revill
Seconded by Councillor Sleeth

THAT Council rise and report from closed session and ratify the terms of the collective agreement with CUPE, with an expiry date of March 31, 2019, as negotiated.

AND THAT the changes to wages, benefits and vacation for non-union staff be adjusted on the same basis.

Carried

6. Public Meeting

a) Resolution

Resolution No. 2016-29-5
Moved by Deputy Mayor Sutherland
Seconded by Councillor Sleeth

THAT a public meeting be held to discuss planning matters related to:

- Harrowsmith Community Improvement Plan
- Zoning By-law Amendment, Part Lot 2, Concession XVI, Bedford District
- Zoning By-law Amendment, Part Lot 9, Concession XIII, Bedford District

Carried

b) Harrowsmith Community Improvement Plan

Wayne Orr reviewed the CIP program for Harrowsmith and the overall objective of an improved physical appearance that may attract new investment and business attraction.

Councillor McDougall questioned the facade improvements and if they only applied to properties on Road 38. Wayne Orr confirmed that this only included Road 38, Harrowsmith and Colebrooke Roads and any commercial zoned property.

Maggie Dalmas noted that she is trying to restore her home to 1900 and asked if she could claim previous expenses. Wayne Orr explained that only work completed during the timeframe of the program would be applicable as this includes signed agreements and receipts for work undertaken.

c) Application for Zoning By-law Amendment, Part Lot 2, Concession XVI, Bedford District

Lindsay Mills explained that the purpose of this application is to rezone an existing 33 acre parcel of land on Opinicon Road that is presently zoned Rural. The subject property abuts a waterfront lot which accommodates an existing fully developed waterfront resort known as Skycroft Campground also owned by the applicant. The applicant has advised there is some use of the rural lot for overflow from the resort but that this is a grandfathered use on the land and that there are two access points to the land, one from Opinicon Road and the main entrance is from Split Rail Road. The proposal would be for 170 sites for seasonal camping and trailers that would also include "cave units". He noted

that the KFLA Health Unit requires an engineers report to deal with the septic treatment of the proposed development to be approved by MOECC. A site plan would also be required to show the locations of all camp/Trailer sites, comfort stations, office buildings, accessory dwelling and other buildings and septic and water provisions in conformity with the Official Plan. Mr. Mills explained that the Official Plan prohibits the number of units to 50 if it is a waterfront development and noted that the new development needs to be a self contained development. This restriction is in place to assist with managing development density on lakes.

Councillor Revill questioned what legal options are in place to ensure the properties are owned and managed separately. Mr. Mills noted that there is no real practical way to restrict this. Patrons could use the waterfront and docks.

Deputy Mayor Sutherland asked about the number of lots on the waterfront portion. He felt it defies credibility to separate and not be used together. He suggested that a legal opinion be sought as he felt approval would defy the Official Plan and allow other campsites to purchase more land that is not waterfront; this is skirting the OP guidelines. If this proposal goes ahead, he felt access should be off the Opinicon Road and that the township should not sell Split Rail Road to the applicant.

Councillor Sleeth concurred with the Deputy Mayors concerns. He felt it is not acceptable to allow the developer to take over Split Rail Road as it could then be used for private enterprise. Mr. Mills noted that it would be treated the same as any other lane in terms of access and maintenance.

Councillor Schjerning stated that Council would be naive to think this would be treated as two separate parcels. He asked if there are any guidelines or tools in place to determine the area for each site as it related to the 25% lot coverage. Mr. Mills replied that these are appropriate uses for each zone and noted that we will look at services and site plan specifications.

Councillor McDougall agreed that the township should not sell Split Rail Road as this could be considered back lot development. Mr. Mills felt this would not be back lot development as these are existing waterfront lots.

Councillor Barr agreed with other members of Council. It is not likely that they will operate as two separate campgrounds, that Split Rail Lane should not be sold and that access should be from Opinicon Road.

Councillor Roberts agreed with the rest of Council.

Mayor Vandewal stated that access to existing developed lots would be affected if Split Rail Road was sold. He expressed concern about the lot sizes. He commented that he is okay with some development and that it is okay to develop the uniqueness of this property. He suggested starting at 1/2 acre lots.

Mr. Mills noted that the scale of this proposal can be reduced. There would be buffering between the two lots and the development and that the 25% lot coverage will define the number of lots.

Marc Faguy, 103 Split Rail Road, has owned his property for many years and is the fourth generation to enjoy the cottage. He noted the gradual expansion of the campsite and he is happy with the existence of camping. He credited the owners for maintaining peace and quiet and the improved access to this cottage and agreed with the Planner's and Council's comments on the application. He expressed his concerns about the proposed expansion affecting his pristine enjoyment of his property. He is concerned with the ownership and maintenance if Skycroft Campground owners purchase Split Rail Road. He commented that any increase in camp sites will also increase

the impact on the use of the docks, marina and beach area and communing with nature will be affected. This increase to the number of campsites will more than triple what exists now and he is concerned about security issues, inappropriate supervision. He was unclear about the commercial and rural zoning. He stated his concern about protecting the lake and the environment. He requested council to look at this proposal very closely and asked to be kept informed of further decisions.

Mayor Vandewal noted that each township had different zoning by-laws and an inventory of campsites were registered when amalgamation took place and this is what the township works with.

Peter Harris-Jones whose email was included in the agenda package had concerns. The smoke from campfires affects his enjoyment of his property and an increase to the size of the campground will only increase the amount of campfires and a significant change in air quality. He asked that the Queens Biological Station provide comments on the stresses on the fish habitat with this expansion and the recent expansion of the Opinicon Hotel that will increase the use of the lake.

Eric Davis, a property owner across the lake spoke about his historical knowledge of the area as he has spent lots of time there before Skycroft became a campground. he noted that the beach area is small and very shallow along the lake front. The campground website shows trails on property that is not owned by Skycroft.

Tom Ray, 1452 Post Office Gate Lane was glad to hear about others concerns with regard to cottage density. He noted that he had only heard about the public meeting 48 hours prior.

Micheal MacPherson, 78 Crystal Spring Lane, was concerned about how the sewage on this property would be managed, the water supply (from the lake) and filtration. He also noted that pets are allowed and he was concerned about their waste affecting the quality of water.

Reade Davis, 1658 Post Office Gate Lane, noted that he has seen significant ecological changes in the 42 years he has been in this area. He noted that the campground is near the Rideau Canal which is part of the UNESCO world heritage. He expressed concerns about the impact on endangered species and wildlife, sewage and erosion. Skycroft is a good neighbour but he is concerned with extreme development. Presently the campground is responsible for 75% of the boat traffic and use of the lake. He shared concerns about the sale of the road and that a concern about this becoming a dumping site. He is okay with modest increase but not what is proposed. He is not here year round and able to make every meeting.

Steve Lougheed, Director of Queens Biology Station clarified that the land to the north of the campground is owned by Queens but a lease agreement is in place for Skycroft to use for trails. They have had a longstanding and constructive relationship with Skycroft who tries to be good stewards of the land. He is concerned about endangered species and is unsure of the impact on the fish habitat. He hopes to achieve a compromise and is supportive of Skycroft campground and its livelihood.

Patricia Brooks noted that it is clear that this will not be operated as separate entities.

Rosalind Gill noted that the campground is very well run, most of the traffic comes from the campground. The area is for nature lovers, it is pristine and part of the biosphere reserve. She gets lots of smoke from campfires at the campground. The changes would be massive if approved.

David Hilhorst, owner of Skycroft Campgrounds noted that campers from the non waterfront campground will be using the beach as well as anyone living on Opinicon Road can use the beach and use the boat launch. He clarified that he has deeded access and permission to use the trails, noting that the property was originally owned by Skycroft campgrounds. He has no intention of piling people on to lots as most users have assets to protect with significant investments in their own trailers. He stated that the reservations page on their website explains their guidelines and strict atmosphere; they have only had two complaints in the last three years.

Another resident on Opinicon Lake noted that the Skycroft founders were good friends of his and hiking was their vision. He felt they would not have wanted this large development.

Mrs. Mohnkern, 51 A & B Guthrie Road noted her family has similar concerns of those already expressed. The continuation of a peaceful, quiet and relaxation is important. A concern for increased demands on sewage, noise pollution from increased watercraft, public safety and the safety of their own property when they are not there are also important. The sale and maintenance of Split Rail Road and the protection of the rural character are also concerns of her family.

Mayor Vandewal stated that Council does not want to encourage expense to the applicant if there is no support. He recognized that Skycroft Campground owners have been recognized as great neighbours and great stewards of land. Council is not saying no, but also not encouraging this size of development.

Deputy Mayor Sutherland was concerned about the lake front commercial areas and felt a legal opinion should be sought with respect to the two parcels being treated as one property and one operation.

Resolution No. 2016-29-6
Moved by Councillor Sleeth
Seconded by Deputy Mayor Sutherland

THAT Council receive the Planning Report dated September 29, 2016, for information and hear comments from the public regarding a zoning amendment for a proposed new recreational resort in part of Lot 2, Concession XVI, Bedford District.

Carried

d) Application for Zoning By-law Amendment, Part Lot 9, Concession XIII-
Bedford District

Lindsay Mills explained that the purpose of this application is to rezone land that is two acres in size with frontage on Devil Lake. The existing property is a former resort from the distant past and the three residential buildings are a remnant of the former use. The new lot and retained lots (both having 220 feet of water frontage and one acre) are fully developed with a dwelling and outbuildings and each has its own septic system. They are completely separate lots effectively. Both the Ministry of Environment and Climate Change and Ontario Lake Assessments support the application requiring restrictions be put on further development of the small lots.

Councillor Revill was concerned about restricting the size of accessory buildings due to lake sensitivity. When Mr. Mills explained that they are already restricted by lot coverage and setbacks Councillor Revill withdrew his concern.

Councillor Barr recalled from Committee of Adjustment that this would be an improvement and one of the buildings is not in great shape; the impact to the

lake could possibly be lessened if it is removed.

Mayor Vandewal asked if the 30 metre setback can be achieved with a one acre lot. Mr. Mills confirmed that it could be. Mayor Vandewal was supportive of the rezoning as the buildings are not being enlarged.

There were no comments from the public.

Resolution No. 2016-29-7
Moved by Councillor Sleeth
Seconded by Deputy Mayor Sutherland

THAT an opportunity having been provided, the public meeting be closed.

Carried

7. Approval of Minutes

a) Council Minutes of September 6, 2016 meeting

Resolution No. 2016-29-8
Moved by Councillor Schjerning
Seconded by Councillor McDougall

THAT Council approves the minutes of the September 6, 2016 Council Meeting.

Carried

b) Committee of the Whole Minutes of September 13, 2016 meeting

Resolution No. 2016-29-9
Moved by Councillor McDougall
Seconded by Councillor Schjerning

THAT Council approves the minutes of the September 13 and September 27 Committee of the Whole meetings.

Carried

c) Committee of the Whole Minutes of September 27, 2016 meeting

8. Business Arising from the Minutes

a) Wayne Orr, Chief Administrative Officer, re: Notice of Motion - Reclassification of Lands to Agriculture

Resolution No. 2016-29-10
Moved by Deputy Mayor Sutherland
Seconded by Councillor McDougall

THAT Council petition the Ontario Ministry of Agriculture, Food and Rural Affairs to reclassify the rural area bounded by Boyce Road, Petworth Road, Road 38 and Watson Road as Prime Agriculture as identified in the Canada Land Inventory.

Carried

b) Angela Maddocks, Executive Assistant, re: Notice of Motion - CFDC Funding

Resolution No. 2016-29-11
Moved by Councillor Sleeth
Seconded by Deputy Mayor McDougall

THAT Council consider a grant of \$35,000.00 to the Frontenac Community Futures Development Corporation in their 2017 budget if County Council does not support the funding request in their 2017 budget.

Carried

- c) Wayne Orr, Chief Administrative Officer, re: Planning Services - Month to Month

Staff were directed to provide a listing of outstanding projects not finalized and bring back a report in a month's time.

- d) Rick Chesebrough, Fire Chief, re: Emergency Response Fee Increase

Resolution No. 2016-29-12
Moved by Councillor Schjerning
Seconded by Councillor McDougall

THAT Council agrees to increase the emergency response rate to the new Ministry rate of \$450.00 per vehicle and we amend all by-laws and resolutions to reflect the new rate.

And that Council amend all related by-laws and resolutions to provide for an automatic adjustment of the rate corresponding with Ministry increases.

Carried

- e) Lindsay Mills, Planner, re: Illegal Special Event Concerts - Part Lot 13, Concession VII, Storrington

Resolution No. 2016-29-13
Moved by Councillor Schjerning
Seconded by Councillor McDougall

THAT Council make application to Civil Court to obtain a court order preventing the property owner at Part of Lot 13, Concession VII, Storrington District, municipally known as 3060 Sydenham Road, from holding any further unsanctioned special events on his property.

Carried

9. Reports Requiring Action

- a) Wayne Orr, Chief Administrative Officer, re: 100th Anniversary - International Association of Lions Clubs

Resolution No. 2016-29-14
Moved by Councillor McDougall
Seconded by Councillor Schjerning

THAT Council agree to designate one day to fly the Lions Club flag in recognition of the Club's 100 years of service and to direct staff to coordinate a date.

Carried

- b) Angela Maddocks, Executive Assistant, re: Proclamation for Public Library Month

Resolution No. 2016-29-15
Moved by Councillor McDougall
Seconded by Councillor Schjerning

WHEREAS the public library offers access to information; and

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

WHEREAS we recognize that the board and staff of the Kingston Frontenac Public Library provide a vital service to our community,

THEREFORE the Council of the Corporation of the Township of South Frontenac proclaims the month of October 2016 to be Public Library Month and October 16-22, 2016 to be Ontario Public Library Week.

Carried

- c) Mark Segsworth, Public Works Manager, re: Township's Canada 150th Celebration

Resolution No. 2016-29-16
Moved by Councillor Roberts
Seconded by Councillor Barr

THAT the CAO be authorized to send a letter to Parks Canada offering our contribution in kind to support Parks Canada event in 2017 at the Upper Brewer's Lock on the Rideau Canal.

Carried

10. Committee Meeting Minutes

- a) South Frontenac Recreation Committee meeting of June 20, 2016
- b) South Frontenac Recreation Committee meeting of August 22, 2016
- c) Storrington District Recreation Committee meeting of August 29, 2016
- d) Loughborough District Recreation Committee meeting of August 29, 2016

Resolution No. 2016-29-17
Moved by Councillor Barr
Seconded by Councillor Roberts

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

- South Frontenac Recreation meeting of June 20, 2016
- South Frontenac Recreation meeting of August 22, 2016
- Storrington District Recreation meeting of August 29, 2016
- Loughborough District Recreation meeting of August 29, 2016

Carried

11. Reports for Information

- a) Accounts Payable and Payroll Listing

Deputy Mayor Sutherland requested a report on revenue from parking tickets since the passing of the by-law for parking restrictions in the village of Sydenham.

- b) Tender PW 2016-20 - Westport Road Culverts
- c) Tender PW 2016-24 - Two Trailer Mounted Steamers
- d) Angela Maddocks, Executive Assistant, re: Upcoming Meetings

12. By-Laws

a) By-law 2016-61 - Rezone Concession XIII, Part Lot 9, Bedford District

Resolution No. 2016-29-18
Moved by Councillor Roberts
Seconded by Councillor Barr

THAT By-law 2016-61 be given first and second reading.

Carried

Resolution No. 2016-29-19
Moved by Councillor Barr
Seconded by Councillor Roberts

THAT By-law 2016-61, being a by-law to amend By-law 2003-75, as amended, to rezone lands from Waterfront Residential (RW) Zone to Special Waterfront Residential (RW-38) Zone be given third reading, signed and sealed.

Carried

13. Information Items - n/a

14. Notice of Motions

a) Deputy Mayor Sutherland served a notice of motion requesting the province to be accountable for carbon tax and how it is distributed to municipalities.

15. Announcements - n/a

16. Question of Clarity (from the public on outcome of agenda items) - n/a

17. Closed Session - n/a

18. Confirmatory By-law

a) By-law 2016-62

Resolution No. 2016-29-20
Moved by Councillor Roberts
Seconded by Councillor Barr

THAT By-law 2016-62, 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 4 day of October, 2016.

Carried

Resolution No. 2016-29-21
Moved by Councillor Barr
Seconded by Councillor Roberts

THAT By-law 2016-62, being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac, be read a third time signed and sealed this 4 day of October, 2016.

Carried

19. Adjournment

a) Resolution

Resolution No. 2016-29-22

Minutes of Council
October, 4, 2016

Moved by Councillor Roberts
Seconded by Councillor Barr

THAT the Council meeting of October 4, 2016 be adjourned at 9:15 p.m.

Carried

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer

Minutes of Committee of the Whole
October 11, 2016

Time: 7:00 PM

Location: Council Chambers

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) Mayor Vandewal called the meeting to order at 7:00 pm.

2. Declaration of pecuniary interest and the general nature thereof

- a) Councillor Sleeth declared a pecuniary interest with respect to Agenda Item 5(d).

Deputy Mayor Sutherland declared a pecuniary interest with respect to Agenda Item 5 (c).

3. Scheduled Closed Session - n/a

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

5. Delegations

- a) Donna Garland - Fermoy Hall

Donna Garland reviewed her presentation with Council and asked that funds be allocated in the 2017 budget for improvements to the hall.

- b) Rob Hitchcock, Abundant Solar Energy Inc, re: Municipal Council Support for Solar Project

Council was supportive of the ground mount solar project proposed for property fronting on Westport Road in Bedford District. A municipal support resolution will be brought forward on October 18, 2016.

- c) David Hahn, Wintergreen Renewable Energy Cooperative, re: Municipal Council Support for Solar Projects

Council was supportive of the two ground mount solar projects, 342 Buck Bay Road, and 1891 Rutledge Road. A municipal support resolution will be brought forward to the October 18, 2016 Council meeting.

- d) Andrew Ross, Solar Provider Group, re: Municipal Council Support for Solar Projects

Council was supportive of six of the seven proposed ground mount solar projects. Concerns were expressed about the 2496 Rutledge Road site that included the setback from Sheila Lane, buffering between the site and Sheila Lane, lighting on the solar project that may affect neighbours and run off into Sydenham Lake as it has a source protection area.

Mr. Ross was asked to provide a response to these concerns before Council

will support this particular site.

6. Reports Requiring Action

- a) Louise Fragnito, Treasurer, re: 2017 Draft Capital Budget (Administration, Fire and Recreation)

Louise Fragnito reviewed the report with Council and outlined items carried forward from prior years as well as new capital projects.

Council offered no direction for items to be removed at this time.

- b) Wayne Orr, Chief Administrative Officer, re: Frontenac Community Arena

This item will be included in the draft capital budget. It was recognized that a financial commitment from Central Frontenac will also be required.

7. Reports for Information - n/a

8. Rise & Report

- a) County Council

Councillor McDougall provided an update on the County budget process.

There is interest at the County to provide funding to CFDC through a County/Township partnership.

- b) Arena Board

Councillor Revill reported that another season has started. Revenue is up somewhat from rentals, a decrease in hydro use has been recognized, spectator heating is appreciated.

- c) Police Services Board

Wayne Orr reported that the last meeting was September 15. The annual meeting is scheduled for November 17, 2016.

9. Information Items

- a) Invitation from Oskar Group, re: Collins Lake Estates - Information Night, Oct 27, 2016
- b) Catherine Warren, Ontario Ministry of Natural Resources and Forestry, re: Update on Johnston Point
- c) Joe Redden, re: Resignation as Fenceviewer
- d) In Field Communications - presented Oct 5 in Central Frontenac
- e) Michele Lamberti, re: Skycroft Campground Rezoning
- f) Marc Faguy, re: Skycroft Campground Rezoning

- g) Jean & Michael Macpherson, re: Skycroft Rezoning
- h) Robyn Hutto Miller, re: Skycroft Rezoning
- i) Rosalind Gill, re: Skycroft Rezoning
- j) Petition - Illegal Special Event Concerts at Loughborough Lake Holiday Park
- 10. Notice of Motions
 - a) Deputy Mayor Sutherland served a notice of motion regarding the Ontario Ministry of Natural Resources and Forestry and the update on Johnston Point regarding endangered species. See Agenda Item 9(b).
- 11. Announcements
 - a) Mayor Vandewal reminded Council of the special Committee of the Whole meetings scheduled for Friday, October 14, and Saturday, October 15.
- 12. Question of Clarity (from the public on outcome of agenda items)- n/a
- 13. Closed Session - n/a
- 14. Adjournment
 - a) The meeting was adjourned at 8:50 pm.



STAFF REPORT CLERKS DEPARTMENT

PREPARED FOR COUNCIL: **October 13, 2016**

AGENDA DATE: **October 18, 2016**

SUBJECT:

Harrowsmith Community Improvement Plan

RECOMMENDATION:

That Council pass By-Law 2016-64 to designate the Village of Harrowsmith as a Community Improvement Project Area and to pass By-Law 2016-65 to adopt a Community Improvement Plan for Harrowsmith.

BACKGROUND:

Since December 2015 Council has been working its way through the process of establishing a community improvement plan for Harrowsmith. Further to two community meetings and delegations to brief Council, a statutory public meeting was held on the draft plan on October 4.

The plan is now ready for approval. Further to the Planning Act and the Township's official plan, Council needs to establish by by-law a community improvement project area and subsequently the Community Improvement Plan.

The Community Improvement Plan is funded to a maximum of \$70,000, from the County, over the course of four years.

ATTACHEMENTS:

- By-Law 2016-64
- By-Law 2016-65
- Community Improvement Plan

Submitted/approved by:

Wayne Orr, CAO

Prepared by:

Wayne Orr, CAO

Harrowsmith Community Improvement Plan

SOUTH FRONTENAC

REID SHEPHERD/ANNE MARIE YOUNG

Table of Contents

1	Section 1 - Background	1
1.1	Purpose.....	1
1.2	The Community Vision	2
1.3	Project Area Information	3
1.3.1	Transportation Networks	3
1.3.2	Trails Junction	5
1.3.3	Land Use	5
1.3.4	Community.....	6
1.4	Background	6
1.5	Public/Community Benefit.....	7
1.6	Public Engagement.....	7
1.6.1	Summary of Suggestions.....	8
2	Section 2 – Legislative Context.....	9
2.1	Provincial Policy Statement, 2014.....	10
2.2	Municipal Act	10
2.3	Planning Act	11
2.4	County of Frontenac Integrated Community Sustainability Plan (ICSP).....	12
2.5	Township of South Frontenac Official Plan, 2003	13
3	Section 3 – Community Improvement Plan Programming.....	14
3.1	Goals and Objectives	14



Harrowsmith – Community Improvement Plan

2016

3.2	Financial Programs	15
3.2.1	General Program Requirements	15
3.2.2	Incentive Programs	17
3.2.3	Other Economic Development Programs	21
3.3	Program Implementation	21
3.4	Municipally Initiated Projects	24
3.5	Amendments to the CIP	24
3.6	Marketing the CIP	24
3.7	Monitoring the Plan	25
3.8	Conclusion	25
4	Section 4 – Appendices	27
4.1	Appendix A – Community Input from Consultations	27
4.1.1	What do you like most about Harrowsmith?	27
4.1.2	What needs improvement in Harrowsmith?	28
4.1.3	What is your vision of Harrowsmith in 5 or 10 years?	29
4.1.4	What kind of incentive programs would be best for Harrowsmith?	30
4.1.5	What kind of projects should the township work on?	30
4.1.6	Where should the plan apply?	31



Table of Figures	Page
Figure 1: CIP Project Area.....	3
Figure 2: Recommended improvements to Road 38 intersection.	5
Figure 3: Community Improvement Plan Administrative Process	23



1 SECTION 1 - BACKGROUND

1.1 PURPOSE

Community Improvement Plans (CIP) are one of the many sustainable community planning tools found in the *Planning Act*. They are intended to help communities set out the tools and strategies for improving the built, economic and social environment in designated areas within a municipality. These tools provide a means of planning and financing development activities that can assist in the use, reuse and restoration of lands, buildings and infrastructure.

A CIP is a document that identifies an area or areas of a municipality where, in the opinion of a Municipal Council, improvement is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason (Section 28 (1) of the *Planning Act*). For a municipality to have the ability to approve a CIP, it must have policies in its Official Plan that set out where, what, and how these plans should be used. The South Frontenac Official Plan contains policies that enable a CIP to be implemented in the community of Harrowsmith.

After a detailed evaluation process comparing several settlement areas within the County of Frontenac, the community of Harrowsmith was chosen for this CIP. This initiative follows a number of other successful plans put in place within the County of Frontenac including Verona, Sharbot Lake, Marysville and North Frontenac.

A CIP allows municipalities to provide incentives in the form of financial assistance to property owners in defined areas to overcome shortfalls and barriers to improvement of these areas. Normally, Section 106 of the *Municipal Act* prohibits municipalities from directly or indirectly assisting local businesses by giving or lending money. Having a CIP in place legally allows a municipality to financially assist businesses and property owners in making improvements to private properties.

A CIP also allows a municipality to acquire, rehabilitate and dispose of land and to provide grants and loans to owners and tenants, as well as to undertake infrastructure and public space improvements. CIPs are not a new tool and have been proven as an effective option for encouraging change and improvement using a focused approach that allows a municipality to be a partner with private sector property owners.



1.2 THE COMMUNITY VISION

As a guiding framework and basis for this CIP, a vision statement has been developed based on consultation processes which occurred throughout the planning process. Input from County and Township Council members and staff, business owners, home owners, and community organizations was integrated to create the vision statement. To reflect the objectives of the CIP, the visioning process originated from the central themes of *community safety, community appearance and amenities, and building condition improvement and land use*. The following vision statement integrates these themes and adopts the unique goals and objectives highlighted throughout the consultation processes:

“Harrowsmith will continue to build upon its strengths as an active and engaged community that has pride in its sense of community. As a group it values community safety, the importance of schools, recreation and businesses, active transportation and projecting welcoming image for travellers. The village will continue to provide the day-to-day needs of residents and visitors; improvements to the main North- South and East-West corridors will improve safety for pedestrians. Private property owners will be encouraged to maintain and improve the visual appearance of buildings and properties to support the development of a unique character for the community.”



1.3 PROJECT AREA INFORMATION

The *Planning Act* requires the designation of a community improvement project area through the Official Plan and a separate by-law. Both the Official Plan policies concerning CIPs and the designating by-law can be site-specific or include the entire municipality. Based on direction from Township Council, CIPs within the Township are to be limited to settlement areas in order to direct incentives where improvement will be most beneficial to the community as a whole. Accordingly, the planning area boundaries for the Harrowsmith CIP are consistent with the settlement area boundaries as established within the Official Plan (see Figure 1)

1.3.1 Transportation Networks

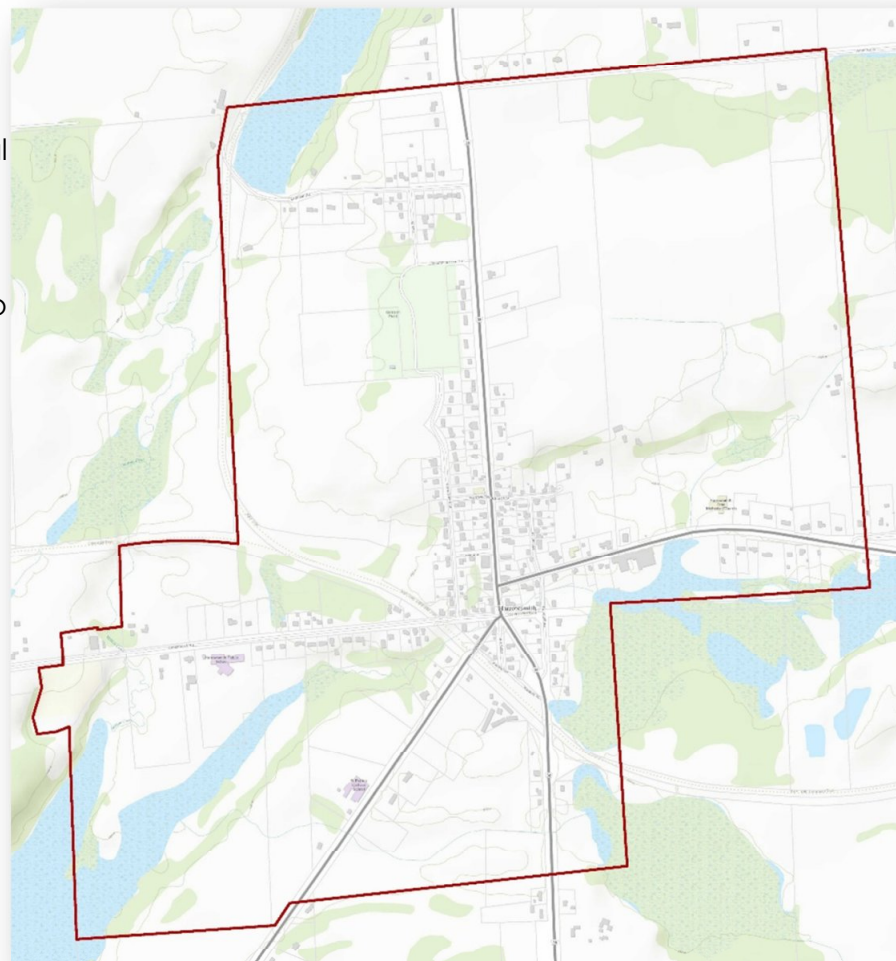
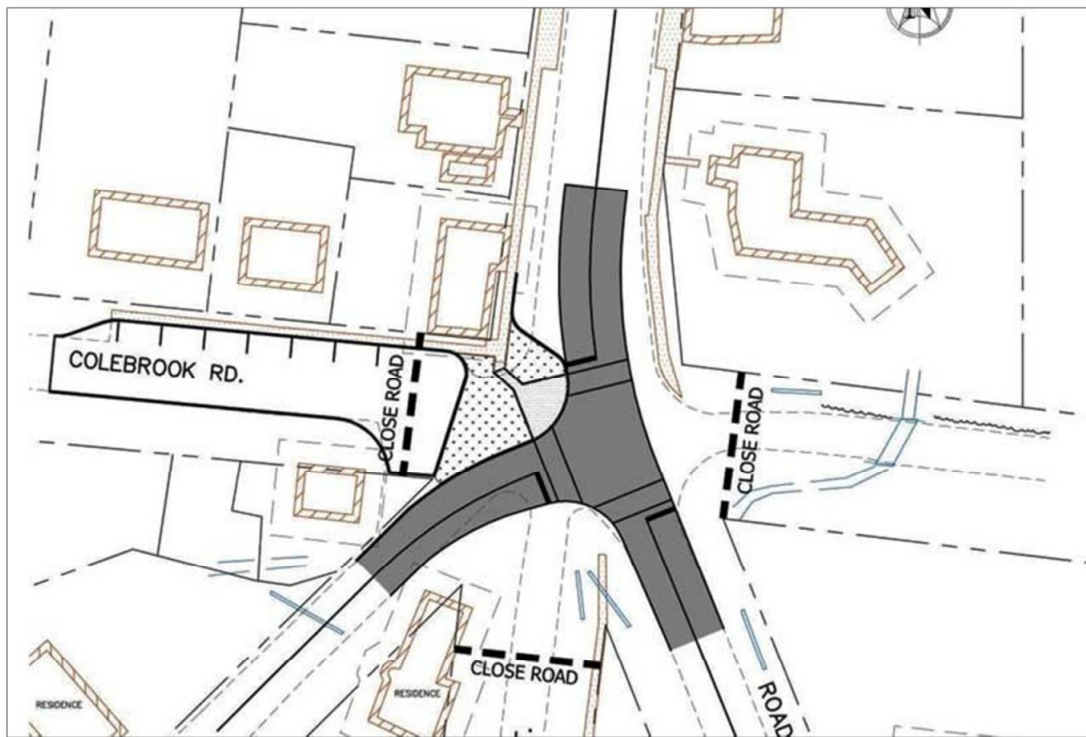


Figure 1: CIP Project Area



Harrowsmith is strategically located along a major north-south thoroughfare named Road 38. Road 38 passes north/south through the community and defines the main street, while Harrowsmith Road, Wilton Road and Colebrook Road all intersect Road 38 at a junction near the southern end of the community. This intersection has proven to be dangerous and difficult to navigate due to the number of roads converging, the topography and the high volume of traffic traveling along Road 38. The Township of South Frontenac will be undertaking a major construction project to improve this area.



Recommendations have included closing off multiple roads and the addition of a signalized intersection (see Figure 2).

Harrowsmith is also located close to the City of Kingston. Downtown Kingston is less than 30 minutes from Harrowsmith and many residents commute into the city for work. Meanwhile, the community occupies a strategic location as the first settlement community along Road 38 heading north from Highway 401. Many drivers heading north to other communities, cottages and businesses pass through Harrowsmith on their route. Gateway signs to the community currently read "Harrowsmith: Gateway to the Canadian Shield".



1.3.2 Trails Junction

Harrowsmith has traditionally been a hub community due to its strategic location at the junction of two former rail lines: the Kingston and Pembroke (K&P) Railway and the Bay of Quinte Railway (BQR). Today, both former rail lines have been converted into recreational trails, with the Cataraqui Trail traveling through Harrowsmith on an east-west route from Strathcona to Smiths Falls, while the County-owned K&P Trail intersects in Harrowsmith on a north-south route from Kingston to Tichborne.

Sections of the former K&P line located north of Tichborne are currently undergoing development to expand the trail further north. Communities including Sharbot Lake (another trail crossroad) and eventually, Pembroke, will be connected by this trail. Further development of the trail networks and the strategic location of Harrowsmith at the junction of the two trails presents an opportunity for the community to capitalize on the growing use of these trails by users including hikers, cyclists, ATV riders, snowmobilers, horseback riders and more.

Figure 2: Recommended improvements to Road 38 intersection.

1.3.3 Land Use

Harrowsmith is an established settlement area consisting primarily of residential uses, with some commercial, institutional and municipal uses interspersed throughout the community. Road 38 passes north/south through the village and defines the main street area.

The majority of the commercial outlets within the community front onto Road 38, scattered with some single detached residential dwellings and institutional buildings. A number of highly-visible vacant commercial buildings are evident along Road 38, focused around the main intersection at Harrowsmith Road. Some independent businesses also operate in this area as well, providing services, retail and a take-out restaurant.

North of the traditional main street area, a new plaza development along the east side of Road 38 features a number of small businesses offering sales, services and foods.

An abandoned industrial site which once was occupied by a cheese factory is located on Harrowsmith Road and has been recently rezoned for commercial use.



1.3.4 Community

The people of Harrowsmith see their community as a desirable place to live and work. It is a place for young families to locate who desire to bring up their families in a rural environment. Clubs in Harrowsmith are well- established. The Harrowsmith Social & Athletic Club (S&A) serves the community for recreational programs and events through-out the year. The S&A facility hosts a Canadian Black Belt Centre and is also available for rent for other meetings and social events.

The Golden Links Hall is available for rent and can accommodate large functions. Centennial Park is a focal point for baseball, soccer and festivals and events.

There are two elementary schools located near the village: Harrowsmith Public School and Saint Patrick Catholic School.

1.4 BACKGROUND

As a preliminary stage of the CIP process, existing settlement areas within the County of Frontenac were evaluated in terms of their appropriateness to implement a CIP. The intent of this initial CIP phase was to select one community that would act as a pilot project for the County. Verona, located just north of Harrowsmith, was selected as the pilot community. Subsequent CIPs for other areas have since benefitted from the successes and knowledge gained from this initial pilot project.

Criteria have been developed to evaluate each community's appropriateness for CIP implementation including:

1. Having existing Official Plan policies in place which would support the development of a CIP. The intent of this criterion was to reduce the policy amendments required and associated time frames to implement the CIP.
2. An established land use pattern reflecting a defined commercial core area which would allow for the most likely uptake of CIP programs.
3. A community of sufficient size both in terms of population and existing businesses. A community of appropriate size would be more likely to access program funding.



4. Existing public amenities including recreation facilities, open spaces, and community events as the existence of these features encourages development of private business opportunities and improvements.
5. Support from the existing business community which was assessed through communication with local business owners.

Based on a review of the defined settlement areas within the County of Frontenac, the community of Harrowsmith was determined to become the recipient of the next Community Improvement Plan.

1.5 PUBLIC/COMMUNITY BENEFIT

The County of Frontenac has implemented an Integrated Community Sustainability Plan (ICSP) which seeks to ensure future growth and development of the County occurs in a sustainable manner respecting the natural environment while ensuring economic and social prosperity. The ICSP includes action items to pursue a sustainable future, of which one of the recommendations is to develop CIPs to promote revitalization within the County. As a tool to achieve sustainability objectives, municipalities can utilize CIPs to provide funding to stimulate improvement of privately owned properties. As an initial implementation phase of the ICSP objective, the County is using this current CIP process to establish a framework for promoting economic stimulation and regeneration across the County.

At the local level, the County CIP program is intended to achieve improvements of privately-owned properties in established communities. On a broader scale, the cumulative impacts of improvement across the County will provide benefits to local residents and visitors alike. The CIP program coupled with municipal capital improvements across the County allow for overall improvement within the region and assist in achieving sustainability objectives.

1.6 PUBLIC ENGAGEMENT

The Harrowsmith Community Improvement Plan has been developed in consultation with the local community. Input from residents, business owners and community groups has helped shape the objectives of the community.



In order to ensure the CIP was developed in a manner that responds to and reflects the needs of the community, a consultation program was implemented that sought input from the broadest spectrum of stakeholders. Township and County and Township elected officials and staff, home owners, business owners, and community organization representatives were invited to attend two consultation sessions to provide input to direct the development of the CIP. The sessions allowed participants to identify areas of the community requiring improvement and where efforts should be focused. Feedback was received from the participants regarding the existing character of the community and what features should be promoted and encouraged through the CIP. A statutory public meeting will be held in accordance with the *Planning Act* to present the recommended draft CIP and the associated Official Plan Amendment and implementing by-law to the Township Council.

A summary of the feedback from the consultation processes can be found in Appendix A.

1.6.1 Summary of Suggestions

Based on this review of the feedback received from the consultation programming, the following summary comments are provided with respect to the aspects of the community that are seen as strengths which should be promoted and encouraged within Harrowsmith:

- a. The residents of Harrowsmith value the recreational opportunities the natural environment provides including Centennial Park and local walking trails.
- b. Residents of Harrowsmith are actively engaged in community life and continue to promote its development through a number of community/cultural events.
- c. Harrowsmith provides a moderate range of goods and service retailing meeting some day-to-day needs of residents.
- d. In association with the mix of commercial outlets, the presence of two elementary school and religious institutions contributes to the development of a complete community.

The results of the consultation program provide the following summary comments as areas/characteristics of the community the CIP should seek to improve:



- a. The main street area is occupied by some residential buildings that are unappealing as a result of their unkempt appearance and lack of general maintenance. The appearance of these buildings should be improved to enhance the appearance of the main street area as a gateway to the community.
- b. The commercial character of the main street area should be expanded and promoted.
- c. Improvements to the streetscape should address aesthetics and safety concerns. Improvements could include the provision of street furnishings, traffic calming measures, streetlights, landscaping, garbage receptacles, and signage.
- d. Beautification of village should present a consistent theme which would highlight the community and contribute to the development of a unique character.
- e. Municipal investment in safe pathways, connections to trails, schools and the park and incorporate benches, bike racks and garbage receptacles.
- f. Youth oriented facilities should be developed which could include a day care and recreational facilities.

The consultation programming sought to provide participants with an opportunity to identify the specific locations where improvement is required to address the issues they had previously identified. Based on the feedback, the participants felt the community improvement programming should be focused within the two main corridors areas in defining the Community Improvement Project Area. In doing so, incentives for Harrowsmith will be focused largely on the improvement of the settlement area to provide the most benefit to the community and the Township as a whole.

2 SECTION 2 – LEGISLATIVE CONTEXT

Community improvement planning is intended to provide opportunities for municipalities to contribute financial incentives to private development projects which provide broader community benefits. The Provincial Policy Statement, *Municipal Act*, and *Planning Act* include provisions that work together to enable municipalities to direct financial incentives towards specific improvement projects. The following provides a review of the policy framework and enabling legislation for the allocation of municipal funds to support and encourage private community improvement projects.



2.1 PROVINCIAL POLICY STATEMENT, 2014

The Provincial Policy Statement (PPS) provides policy direction on matters of public interest related to land use and development. It attempts to strike a balance between the Province's economic, social and environmental interests. In terms of the development of the CIP for North Frontenac, the PPS provides the following direction:

Healthy, integrated and viable rural areas should be supported by: a) building upon rural character, and leveraging rural amenities and assets; b) promoting regeneration, including the redevelopment of brownfield sites; and f) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources; (Section 1.1.4.1)

Recreational, tourism and other economic opportunities should be promoted. (Section 1.1.5.3)

Planning authorities shall promote economic development and competitiveness by providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses; (Section 1.3.1 b)

Based on these policies, the development of this CIP which seeks to enhance the quality and appearance of North Frontenac and provide new business opportunities is consistent with directions established within the PPS.

2.2 MUNICIPAL ACT

The *Municipal Act* provides rules to regulate the provision of financial or other similar incentives to private business operations, a practice known as 'bonusing'. The purpose of the regulation is to ensure public finances are accounted for and distributed in a transparent manner. Section 106 of the *Municipal Act* prohibits municipalities from assisting "...directly or indirectly any manufacturing business other industrial or commercial enterprise through the granting of bonuses for that purpose" (Section 106(1)).

Such prohibited actions include:



1. Giving or lending any property of the municipality, including money;
2. Guaranteeing borrowing;
3. Leasing or selling any property of the municipality at below fair market value; or
4. Giving a total or partial exemption from any levy, charge or fee.

The *Municipal Act* S. 106 (3) does provide exceptions to these regulations and allows municipalities to make grants and loans for the purposes of carrying out a CIP that has come into effect in accordance with S. 28 (6), (7) and (7.2) of the *Planning Act*. Exceptions are also provided under S. 365.1 of the *Municipal Act*, permitting municipalities to offer tax relief to properties for which a phase two environmental site assessment has been conducted, and which is located within a CIP. The rationale for this form of tax relief is that an improved property will lead to an increased tax assessment in turn providing future increased tax revenue while at the same time remediating and/or redeveloping deteriorated sites.

2.3 PLANNING ACT

Section 28 of the *Planning Act* provides the enabling legislation for a municipality to implement a Community Improvement Plan. Community improvement is defined as “the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, reconstruction and rehabilitation, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable, or other uses, buildings, works improvements or facilities, or spaces therefore, as may be appropriate or necessary” (Section 28 (1)).

In order to create a Community Improvement Plan and allocate funds accordingly, a municipality must identify a community improvement project area which is defined as “a municipality or an area within a municipality, the community improvement of which in the opinion of the Council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason” (Section 28 (1)).

Once a community improvement project area is defined in the Official Plan and through a by-law, a municipality may prepare and implement a Community Improvement Plan. Through the *Planning Act* a municipality may:

1. Acquire, grade, clear, hold or otherwise prepare the land for community improvement (Section 28(3));



2. Construct, repair, rehabilitate or improve buildings on land acquired or held by it in conformity with the CIP (Section 28(6a));
3. Sell, lease or otherwise dispose of any land acquired or held by it in the community improvement project area to any person or governmental authority for use in conformity with the CIP (Section 28(6b)); and
4. Make grants, in conformity with the CIP, to registered owners, assessed owners and tenants of lands and buildings.

Section 28 (7.1) identifies costs eligible for CIP financing including: “costs related to the environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements or facilities.”

Section 69 (1) and (2) of the *Planning Act* allow a municipality to establish a tariff of fees for the processing of planning matters, which are intended to meet the anticipated cost of processing planning applications. This section also permits a municipality to waive or reduce these fees if it is satisfied that it would be “unreasonable to require payment”. This provision can be incorporated into a CIP as an incentive program to encourage economic growth.

2.4 COUNTY OF FRONTENAC INTEGRATED COMMUNITY SUSTAINABILITY PLAN (ICSP)

The County of Frontenac's Integrated Community Sustainability Plan (ICSP) was approved in 2009. Two primary documents make up the ICSP, “Directions for our Future” and “Sustainable Actions”. Directions for Our Future documents a County-wide vision towards a sustainable future in Frontenac County while the purpose of the Sustainable Actions component of the ICSP is to ensure ongoing implementation of the Plan through projects, policies and actions that support sustainability. The Plan provides vision for thirteen focus areas, of which community improvement planning touches on Land Use Planning, Economic Development and Infrastructure. As a result, the Plan recommends the development of a Community Improvement Plan pilot project.

The Plan has recognized Community Improvement Plans as an important priority throughout its annual versions. The approach is to be coordinated, with the County acting as a facilitator to ensure consistency between this CIP and future plans for other local areas.



The ICSP requires responsible and proactive decision making. The North Frontenac CIP process will utilize the direction of the ICSP to develop a plan that emphasizes both the Council of the Township of North Frontenac and the community's desired approach and direction.

2.5 TOWNSHIP OF SOUTH FRONTENAC OFFICIAL PLAN, 2003

The Official Plan for the Township of South Frontenac is intended to provide direction for future decision making to guide the growth and development of the community with regard given to social, economic, and environmental issues. The Plan seeks to support and encourage development that is efficiently serviced with municipal infrastructure while promoting convenience, health, and economic viability for residents.

The Official Plan includes policies to promote community revitalization and redevelopment. Section 4 establishes high level goals and objectives that are implemented through more detailed land use designations and general policies.

- a. "To provide adequate and up-to-date physical and community services especially in built-up areas. Such services may include paving, street lighting, storm-water drainage as well as libraries, community meeting spaces, recreation parks, etc."
- b. "To attempt to resolve any problem resulting from existing incompatible land uses in the developed communities, and to ensure that buildings and properties are maintained to an acceptable standard. "

The implementation of a CIP often occurs in concert with municipal investment in physical capital projects including projects that improve the aesthetic and functionality of the streetscape or improvement of services. The Harrowsmith CIP is intended to provide financial incentives to encourage and assist private property owners, including commercial and residential uses, to restore, renovate, or rehabilitate the existing building stock to improve the appearance and quality of the community.

Section 6 of the Official Plan provides general policies that apply to all areas of the Township. Section 6.18 recognizes the importance of revitalizing the settlement areas. This recognition includes the potential need for future upgrades such as physical infrastructure, building improvements, recreation facilities and/or the arrangement of existing land uses including



the remediation of brownfields. All areas in the Township that are designated as 'Settlement Areas' are also identified as 'Community Improvement Areas'. The policies provide criteria for developing Community Improvement Plans and they specify objectives and implementation requirements. The policies allow the provision of financial assistance for improvements in accordance with the *Planning Act*.

3 SECTION 3 – COMMUNITY IMPROVEMENT PLAN PROGRAMMING

3.1 GOALS AND OBJECTIVES

The goals and objectives for the Harrowsmith CIP were developed through consultation processes held over the course of the project. Based on the consultation sessions, three broad goals were developed: community safety; community appearance and amenities; and, building condition improvement and land use. Within these goals, specific objectives were developed and are highlighted in the following table:

Goals	Objectives
To encourage safety in the community	- The lower speed limit will be introduced earlier on the approach to the perimeter of the village. - Walkways, pathways and trails will be fitted with lights in areas that will ensure safe conditions to promote active transportation. - Parking is safe and readily available.
To create aesthetically pleasing core areas that promote business and resident growth	- Signage will be provided identifying the gateways to the community and local amenities. - The main street area will highlight and provide a visual connection to the trails. - Private properties in the village area will be visually attractive and maintained to a satisfactory level. - A diverse mix of businesses will contribute to an



Goals	Objectives
	animated streetscape and promote the local economy. - The post office boxes are once again located in the main core of the village - The scale of development will remain appropriate for the village.
To improve building condition and land use	- Harrowsmith will continue to include a mix of uses that attracts residents and visitors to the village and its amenities. - Vacant and underutilized properties (old cheese factory site) are top priorities for redevelopment into compatible commercial, institutional and residential uses. - Buildings are visually attractive and accessible. - Where appropriate, properties will be intensified with a mix of uses such as upper floor residential units.

3.2 FINANCIAL PROGRAMS

3.2.1 General Program Requirements

All of the financial incentive programs contained within this CIP are subject to general program requirements as well as the individual requirements of each selected program. The following general conditions guide the administrative implementation of the CIP:



- a. An application for any financial incentive program contained in the CIP must be submitted to the Township of South Frontenac prior to the commencement of any works to which the financial incentive program will apply and prior to application for building permit;
- b. If the applicant is not the owner of the property, the applicant must provide written consent from the owner of the property to make the application;
- c. An application for any financial incentive program contained in the CIP must include plans, estimates, contracts, reports and other details as required by the Township to satisfy the program overseers with respect to costs of the project and must conform to the CIP as well as all municipal by-laws, policies, procedures, standards and guidelines, including applicable Official Plan and Zoning By-law requirements and approvals;
- d. Review and evaluation of an application and supporting materials against program eligibility requirements will be done by staff, who will then make a recommendation to the Township CAO for approval. The application is subject to approval by Township CAO. Further, if the applicant is concerned with the decision of the approval authority, the applicant will be afforded an opportunity to appeal the decision to Council;
- e. As a condition of application approval, the applicant may be required to enter into a loan or grant agreement with the Township. This agreement will specify the terms, duration and default provisions of the incentive to be provided;
- f. Where other sources of government and/or non-profit organization funding (Federal, Provincial, etc.) that can be applied against the eligible costs are anticipated or have been secured, these must be declared as part of the application. Accordingly, the loan/grant may be reduced on a pro-rated basis;
- g. Reimbursement will require original receipts.
- h. The Township reserves the right to audit the cost of any and all works that have been approved under any of the financial incentive programs, at the expense of the applicant;
- i. The Township is not responsible for any costs incurred by an applicant in relation to any of the programs, including without limitation, costs incurred in anticipation of a grant and/or loan;



- j. If the applicant is in default of any of the general or program specific requirements (i.e. outstanding property tax payments), or any other requirements of the Township, the program overseers may delay, reduce or cancel the approved grant and/or loan, and require repayment of the approved grant and/or loan;
- k. The Township may discontinue any of the programs contained in the CIP at any time, but applicants with approved grants and/or loans will still receive said grant and/or loan, subject to meeting the general and program specific requirements, and applicants with approved loans will still be required to repay their loans in full;
- l. Township staff, officials, and/or agents of the Township may inspect any property that is the subject of an application for any of the financial incentive programs offered by the Township;
- m. Eligible applicants can apply for any two of the following incentive programs: Façade Improvement Program, Commercial Building Improvement Grant, or Accessibility Enhancements in an amount not to exceed 3000 for residences and 4000 for business. Of the three noted programs, funds provided are not to be used to pay for the same eligible cost. In addition, an applicant can also apply for the Community Improvement Loan Program to a maximum of \$7500 and for a one time grant of \$2000 as part of the relief provided for in the Municipal Fees Grant Program. Also, the total of all grants and loans provided in respect of the subject property for which an applicant is making application under the programs contained in the CIP shall not exceed the eligible cost of the improvements to that property;
- n. None of the financial incentive programs will be offered retroactively to improvement projects occurring prior to the implementation of this CIP; and
- o. Eligible properties that are in tax arrears shall pay all taxes owing prior to the disbursement of any grants or loan funding.

3.2.2 Incentive Programs

The financial incentive programs described in this section have been included to specifically target revitalization and rehabilitation efforts appropriate for Harrowsmith. These incentive programs can be used individually or in combination by the landowner/applicant, with certain restrictions on the maximum amount of funding available. For each of the possible funding programs, a rationale is established for their inclusion in the CIP. It is important to note that these municipal financial incentive programs could be augmented with other federal, provincial, municipal and private sector financial



tools and programs. The total budget for this Community Improvement Plan is \$70,000 contributed from the County of Frontenac along with the anticipation of \$10,000 per year for the next three years from the Township. Funds will be available for the duration of four years from the approval of the program and will be dedicated to both the incentive programs listed as well as municipally initiated projects.

1. Façade Improvement Program

Purpose: The character and quality of the village is partially reflected in the aesthetic appeal of the main street areas and the buildings which front onto prominent streets. A Façade Improvement Program is intended to improve the appearance of commercial and residential buildings in order to improve the overall aesthetics and character of the community. The format of such a program would consist of a grant for a portion of the defined eligible costs. Eligible improvements could include restoration of brick and cladding work, replacement of architectural details (cornices, eaves, etc.), window and door repair, façade chemical cleaning, entranceway modifications, lighting, sign improvements etc.

Description: A onetime grant of 50% to a maximum of \$2,000 for residential or \$3,500 for commercial of eligible project costs in order to improve exterior building features. Residential projects must front onto Road 38, Harrowsmith Road or Colebrooke Road. Commercial projects must be for properties zoned commercial.

Requirements: The following renovation/restoration projects will be considered to be eligible projects under this program:

- a. repair or replacement of exterior facades including cladding materials, windows, and doors;
- b. repair or repointing of façade masonry and brickwork;
- c. installation, repair or replacement of architectural details and features;
- d. installation, repair or replacement of awnings or canopies;
- e. façade restoration, including painting and cleaning;
- f. installation or repair of signage;
- g. installation of lighting;



- h. installation of landscaping;
- i. professional design services required to complete eligible work; and
- j. other similar improvement projects may be approved that demonstrate improvement to the quality of the property.

Grants are provided once the work has been completed in accordance with the agreement with the Township.

2. Commercial Building Improvement Grant

Purpose: To a large degree commercial building defines the village area streetscape. The quality of the commercial component of the street plays an important role in establishing the character of the area. The Commercial Building Improvement Grant program seeks to restore the existing building stock and relates to projects that are beyond basic Façade Improvement and are focused inside the commercial unit.

Description: A onetime grant of 50% to a maximum of \$3,500 of eligible project costs for projects that improve the commercial building stock within the CIP area. The intent of this program is complement the Façade Improvement Program noted above but specifically tailored to businesses.

Requirements: Eligible projects can include projects that improve the quality of the commercial building stock within the CIP area.

3. Accessibility Enhancements

Purpose: The purpose of the Accessibility for Ontarians with Disabilities Act, 2005 is to achieve accessibility for people with disabilities to services, facilities, employment, and buildings. The historic development of communities and buildings did not necessarily recognize the importance of accessible design as we consider it today. CIP funding is available to encourage commercial property owners to retrofit entranceways and other access points to ensure facilities and commercial outlets are accessible to all members of the community.

Description: A onetime grant of 50% to a maximum of \$3,500 of eligible project costs in order to improve accessibility for commercial properties.



Requirements: Eligible projects must demonstrate to the degree possible conformity with the Ontario Building Code with respect to accessible design. Grants are provided once the work has been completed in accordance with the agreement with the Township.

4. Community Improvement Loan Program

Purpose: In addition to the grant programs, the Community Improvement Loan Program provides preferential financing for eligible projects. Eligible project are those project approved under the prior noted Grant Programs but excludes the Municipal Fees Grant Program.

Description: An interest free loan to a maximum of \$7,500 amortized over five years is available to assist property owners in addition to the grant programs. Loan financing will be made available upon project approval by the Township CAO.

Requirement: All eligible projects receiving grant funding are eligible to access the loan program.

5. Municipal Fees Rebate Program

In order to encourage development and rehabilitation of the existing building stock, the Municipal Fees Grant Program is intended to reduce the costs of development and/or rehabilitation that contribute to the quality of the community.

Description: A onetime grant equal to the total application costs or \$2000, whichever is the lesser. Application fees must be for improvement projects for commercial or residential properties fronting onto Road 38, Harrowsmith Road or Colebrooke Road.

Requirements: Eligible municipal application fees include:

- a. Official Plan Amendments;
- b. Zoning By-Law Amendments;
- c. Committee of Adjustment applications;



- d. Site Plan Approval;
- e. Demolition Permits; and
- f. Building Permits.

Under this program, all fees are paid upfront by the applicant. Grants are provided once the work has been completed in accordance with the agreement with the Township.

3.2.3 Other Economic Development Programs

The Frontenac Community Futures Development Corporation (FCFDC) is a non-profit organization funded by the Federal Government that provides a variety of programs and services to support community economic development and small business growth. The Frontenac FCFDC's Access to Capital Program provides interest free loans for the development of vacant or under-utilized commercial properties, façade improvements and for the purchase and installation of renewable energy where the energy is used for the operation of the business; subject to available funds. The Frontenac FCFDC will be delivering the Eastern Ontario Development Program should it be renewed by the federal government and businesses and non-profit organizations are encouraged to check the FCFDC's website for updates. For more information on the Frontenac FCFDC and the services they offer, please visit www.frontenaccfdc.com.

Other external funding sources may also be available from time to time to assist with community improvement.

3.3 PROGRAM IMPLEMENTATION

Prior to submitting an application under Section 3.2.2, all applicants will be required to have a pre-application consultation meeting with Township staff to evaluate the project's eligibility to access the financial programs. At this meeting the applicant should present the details of the work to be completed, an estimate of the associated costs to complete the work, a timeline for completion, and plans or drawings illustrating the details of the project. Subsequent to the meeting Township staff will provide comments with respect to whether the project (or which components of the work) meets the objectives of the CIP and which incentive programs could be accessed. If a project is determined to be eligible, an application will be accepted by Township staff. It should be noted that acceptance of the application does not necessarily mean program approval.



Application submission materials will generally include a detailed work plan and estimated costs to complete the eligible work. However, at the discretion of Township staff, additional submission materials may be required to assist in the review of the application. Applications that are determined to meet the objectives of the CIP will be recommended for approval by Township staff. A recommending report will be prepared by Township staff and submitted to the CAO for review and consideration. Upon approval an agreement will be enacted between the Township and the applicant outlining the nature of the works to be completed and the details of the financial incentive and timeframe. Generally the payments of grants will occur once the work has been completed as outlined in the agreement to the satisfaction of Township staff. Figure 3 illustrates the administrative steps involved in accessing the CIP program.

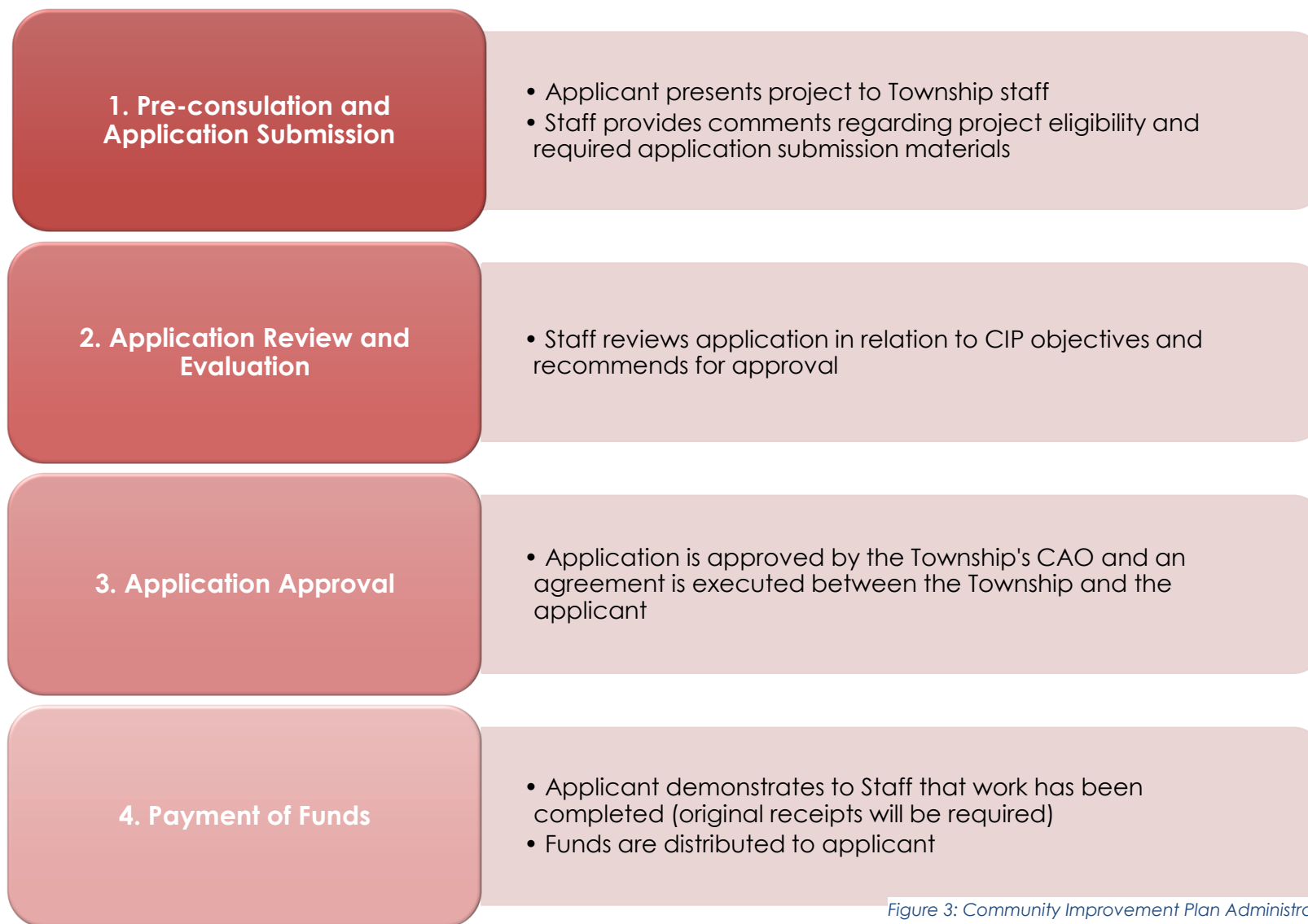


Figure 3: Community Improvement Plan Administrative Process



3.4 MUNICIPALLY INITIATED PROJECTS

Capital works improvements will see the improvement of the Harrowsmith intersection as part of the Township's capital budget.

Over time more projects will be considered to compliment the private investment in the village as budget permits. These projects could include:

- a. Signage improvements, to help identify the gateways to the community and local amenities.
- b. Utilize signage to assist with the provision of a visual connection to the K&P Trail and Centennial Park.
- c. Ensure the ongoing trial improvements are linked and appropriately signed to the main street area.
- d. Provide street furniture and street lighting
- e. Reduce speed limit
- f. The provision of additional public parking
- g. The provision of courtesy crosswalks

Although many of these initiatives can be fulfilled with little or no cost they will be subject to the availability of funds. Applications should be made to other alternately available funds to assist with the implementation of larger projects.

3.5 AMENDMENTS TO THE CIP

As the CIP is implemented, the Plan may be refined to best achieve the objectives of the Plan. The individual financial incentive programs contained within this CIP can be altered at any time by Council without amendment to the Plan. An expansion of the CIP area or an increase to the value of the financial programs would require amendment of the Plan in accordance with Section 28 of the *Planning Act*.

3.6 MARKETING THE CIP

The successful implementation of the CIP depends on the ability of the initiatives and funding opportunities to be effectively communicated to property owners, business owners, and community organizations. The Township and County will work together to ensure the success of the plan.



3.7 MONITORING THE PLAN

This CIP is intended to provide a proactive approach to the revitalization of the village of Harrowsmith's main street area. As such the success of the program will be measured by the adoption of the programs by private property owners. In order to best meet the needs of potential program participants, the CIP is a flexible document responding to the needs of the participants and changing market conditions. Accordingly, a monitoring program is essential to receive feedback and refine elements of the Plan that would best achieve the objectives of the CIP. The following list provides qualitative and quantitative measures the Township should track to monitor the effectiveness of the program and provide a basis for future amendments.

- a. Monitor the number of approved applications by financial program type.
- b. Monitor the number of unsuccessful applications and determine the reason for project ineligibility.
- c. Monitor the total value of funding allocated by financial program type.
- d. Monitor the additional square footage of commercial spaces created through the programs.
- e. Monitor the improvement of the visual appearance of the community as result of projects accessing the funding programs.
- f. Encourage program participants to submit comments based on their experiences accessing program funding.
- g. Annually report on the success of the Plan.

Based on information from these monitoring procedures, required revisions to the CIP may become evident over time. Refinements to the Plan can occur without amendment to the Plan.

3.8 CONCLUSION

This CIP is a comprehensive framework specifically designed for the community of Harrowsmith to improve and provide economic and visual improvements to the village. This plan reflects the vision of Council and the community for the community improvement project area. The Plan establishes revitalization goals and priorities for action. Along with



Township initiated project, it is anticipated that this Plan will provide a tool to stimulate private investment in revitalization efforts.

The approval of this Plan will provide the legislative basis and context for this comprehensive set of programs.

This project was made possible through funding provided by the County of Frontenac as part of Directions for Our Future.



4 SECTION 4 – APPENDICES

4.1 APPENDIX A – COMMUNITY INPUT FROM CONSULTATIONS

The following themes reflect the input provided by the participants who attended consultation sessions:

4.1.1 What do you like most about Harrowsmith?

- The people (x3)
- Growth of younger families
- Sense of community, tight-knit (x3)
- Friendly
- Rural (x2)
- Rich history (x2)
- Schools are good (x3)
- Parks (x3)
- K&P and Cataraqui Trails (x3)
- Service clubs/halls are an asset (x2)
 - S&A and Golden Links
- Good events
 - Parades and Canada Day
- Shops here are great
 - Gilmour's meats
 - Pizza Place
- Huge potential (x3)
 - Products and services (cheese factory, food services, light industry, clean manufacturing)
 - Possible for child care business



- A lot of developable land in good condition
- Neighbouring areas can come to the township for work
- On or near main transportation routes (x3)
 - (Rd. 38 and 401)
- Close to Kingston and other communities (x2)
- Cheap land (x2)

4.1.2 What needs improvement in Harrowsmith?

- Needs more businesses (x3)
- More restaurants (x3)
- More light industry and manufacturing
- More economic activity in the main core of the village
- Fill the vacant properties
- Needs investment
- Use the land for development
- Clean up the old cheese factory site
- The community looks “old”, buildings are in need of repair
- People need to buy local and be encouraged to buy local
- Better transportation services (x2)
- More government services (x2)
 - Eg. Provincial offices
- Child care (x3)
- Affordable housing
- Seniors housing
- There is nothing here
- More community activities (x2)
- Exercise classes, lunches, social gatherings, etc.
- Water and sewer infrastructure to accommodate businesses
- Add colour, banners, flower pots, planters on streets



- Increased community involvement through events and volunteering
- Improve access to daily destinations
- Groceries
- Coffee shops
- Pavilion at the trail head (x2)
- Hold the farmers market on a better day and time
- Better community gathering places

4.1.3 What is your vision of Harrow Smith in 5 or 10 years?

- Revitalized like Picton, Westport or Napanee
- More businesses (x3)
- Restaurants (x3)
- Nothing new unless funding is allocated
- A variety of services
- Attractive village main street
- Skate park for older kids at the park
- Outdoor ice rink
- Repurposed cheese factory site
- K&P Trail connection to the park
- Seniors home in the village
- Child care centre
- Coffee shop
- Wine and beer store
- Ice cream shop, places to go after sports games at the park
- Painted buildings, hanging flower pots
- Improved health, biking on the trail
- Bike repair shop
- Fixed up buildings along 38



- More support for community clubs
- Stream restoration of Wilton Creek on Colebrook Road- bring back trout
- Equestrian community, accessible to horses (x2)
- Drawing on Hartington
- Major attraction at Centennial Park
- Festivals and markets
- Well-developed trail head
- Safe, accessible walking routes to village destinations

4.1.4 What kind of incentive programs would be best for Harrowsmith?

- Façade improvements (x5)
- New business incentives/start-up funding (x4)
- Affordable housing for seniors (x3)
- Municipal investment in safe pathways, routes to destinations (x2)
- Beautification of village (x2)
- Benches, bike racks, connections to trails (x2)
- Municipal investment
- County investment in social programs for older adults
- Pavilion at the trail head
- Skating area and pool at old cheese factory site
- Financial incentives to start businesses throughout the whole community
- Funding to improve residential properties

4.1.5 What kind of projects should the township work on?

- Accessible walking and cycling infrastructure
- Parks and recreation facilities for youth
- Design guidelines for new commercial developments to include active transportation
- Safe routes to schools and community destinations



- Social/community centre
- Look for businesses to invest in the community
- Lower the cost of land
- Raise the profile of Harrowsmith
- More community events
- Promote the parks and trails
- Improve accessibility for clubs and local businesses
- Illumination of 38 and Centennial Park Rd.
- Fill in the gaps in the sidewalks, include curbs and paving
- Fix the decorative sign on 38 near Centennial Park- it blocks vision
- Connection between the trail and Centennial Park
- Trail pavilion/centre
- Complete the Environmental Assessment on the cheese factory site to make it more attractive to developers
- Deal with derelict buildings (x2)
- Put in turning lane at Wilton and 38

4.1.6 Where should the plan apply?

- Throughout the whole community (x2)
- Expand it to include the cemetery
- Include the Golden Links Hall (x2)
- Peters Rd to the East
- Harrowsmith Rental to the South
- North side of Alton Rd to the North
- Draw boundaries according to incentives
 - Centennial park + 38 corridor: façade improvements
 - Focus on Wilton and 38 intersection and dilapidated buildings there
- Mostly Main St



STAFF REPORT CLERKS DEPARTMENT

PREPARED FOR COUNCIL: **October 12, 2016**

AGENDA DATE: **October 18, 2016**

SUBJECT:

Support for Solar Projects under the FIT5.0 program

RECOMMENDATION:

That Council support the construction and operation of the projects numbered _____ as detailed in the FIT5.0 projects listing included in the October 12, 2016 report,

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

And That Council authorize the Mayor to sign a Land Use Restriction Exemption Resolution for applicable projects.

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 is anticipated to release 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. 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. Paperwork and fees have been submitted for signature for 7 so far.

On October 11 Council received delegations from three proponents for an additional 10 project sites representing potentially 17 applications. Since that time one land owner has withdrawn their interest and one proponent has withdrawn a site based on concerns expressed during the delegation.

FIT5.0 Project Listing

No.	Location	PIN#	Size	Exemption needed
1	Wolfe Lake Road / Westport Road	36240-0960	500kW	
2	342 Buck Bay Road	36243-0062	250kW	Yes
	1891 Keeley Rd. WITHDRAWN	36278-0052	250kW	
	2496 Rutledge Rd WITHDRAWN	36279-2290	250kW	
	2496 Rutledge Rd WITHDRAWN	36279-2290	250kW	
5	4997 Wallace Road	36137-0014	250kW	
7	4997 Wallace Road	36137-0014	250kW	
8	4520 Davidson Side Road	36292-0102	250kW	
9	4520 Davidson Side Road	36292-0102	250kW	
10	2597 Sands Road	36292-0544	250kW	
11	2597 Sands Road	36292-0544	250kW	
12	2862 Round Lake Road	36290-1140	250kW	
13	2862 Round Lake Road	36290-1140	250kW	
14	4088 Henderson Road	36135-0080	250kW	
15	4088 Henderson Road	36135-0080	250kW	
16	1017 Peters Road	36141-0233	250kW	
17	1017 Peters Road	36141-0233	250kW	



STAFF REPORT CLERKS DEPARTMENT

Council asked for detailed information and commitments from one proponent and their subsequent submissions are attached.

ATTACHMENTS:

- Response from the Solar Provider Group (4 attachments)

Submitted/approved by:
Wayne Orr



October 12, 2016

Township of South Frontenac
PO Box 100
4432 George Street
Sydenham, ON
K0H 2T0

Subject: Request for Ground-mount Solar Municipal Support

Dear Mayor Ron Vandewal and Members of Council,

We are writing to you to request a Municipal Council Support Resolution for a series of proposed ground-mount (250 kW) solar PV projects in the Township of South Frontenac. **There are 6 properties outlined below, with 2 X 250 kW projects proposed on each, totalling 12 requests for Municipal Council Support.** The locations of the projects are:

Address: 4997 Wallace Road, Harrowsmith, ON K0H 1V0

PIN: 36137-0014

LLD: PT LT 14-15 CON 4 PORTLAND AS IN FR765452; SOUTH FRONTENAC

Address: 4520 Davidson Side Road, Inverary, ON K0H 1X0

PIN: 36292-0102

LLD: PT LT 13 CON 2 STORRINGTON/LOUGHBOROUGH PTS 2 & 3, 13R8665, EXCEPT PT 1, 13R11521, S/T FR499533; SOUTH FRONTENAC

Address: 2597 Sands Road, Battersea, ON K0H 1H0

PIN: 36292-0544

LLD: PT LT 6 CON 8 STORRINGTON AS IN FR215496 LYING S OF TRAVELLED RD (AKA SANDS RD) EXCEPT PT 1-5 13R15536; SOUTH FRONTENAC

Address: 2862 Round Lake Road, Battersea, ON K0H 1H0

PIN: 36290-1140

LLD: PT LT 2 CON 9 STORRINGTON AS IN FR177779 LYING NORTH AND EAST OF THE FORCED TWP RD AND EXCEPT PT 1-4, 13R10406, PT 1 & 3, 13R7534; DESCRIPTION MAY NOT BE ACCEPTABLE IN FUTURE AS IN FR177779; EXCEPT PTS 1,2 & 3 13R21217; SOUTH FRONTENAC

Address: 4088 Henderson Road, Harrowsmith, ON K0H 1V0

PIN: 36135-0080

LLD: LT 7 CON 1 PORTLAND E OF FLORIDA RD EXCEPT 13R3292, 13R6651, 13R9263, 13R4576, 13R10033, 13R487, 13R13408, 13R11873, 13R13980 & EXPROP PL FR260403; SOUTH FRONTENAC

Address: 1017 Peters Road, Harrowsmith, ON K0H 1V0

PIN: 36141-0233

LLD: PT LT 5 CON 5 PORTLAND PT 2 13R14263, PT 1 13R16670 EXCEPT PT 1 13R17654, PT 1 13R17770 & PT 1 13R19034; SOUTH FRONTENAC

Under the FIT rules, applications are prioritized based on a point system, and points are awarded if municipal council support is obtained. Solar Provider Group will be submitting an application into the upcoming FIT program and would like to include your council's resolution as part of our application.

We will do our best to accommodate and incorporate all of the municipality's concerns and suggestions into the planning, construction, and operation of the solar projects. Details on our proposed projects are provided in the Appendix.

The window for submitting applications is opening on October 31st, 2016. It is our goal to commence discussions with you and council prior to the window opening.

Should you have any questions or concerns, please do not hesitate to contact me and our development team at **1 (888)-989-4677** or at **development@solarprovidergroup.com** for further information. Please let us know if we can provide further information or meet in person, at your convenience, to discuss our project and your municipality.

Sincerely,

Vincent Malik
Project Development Coordinator

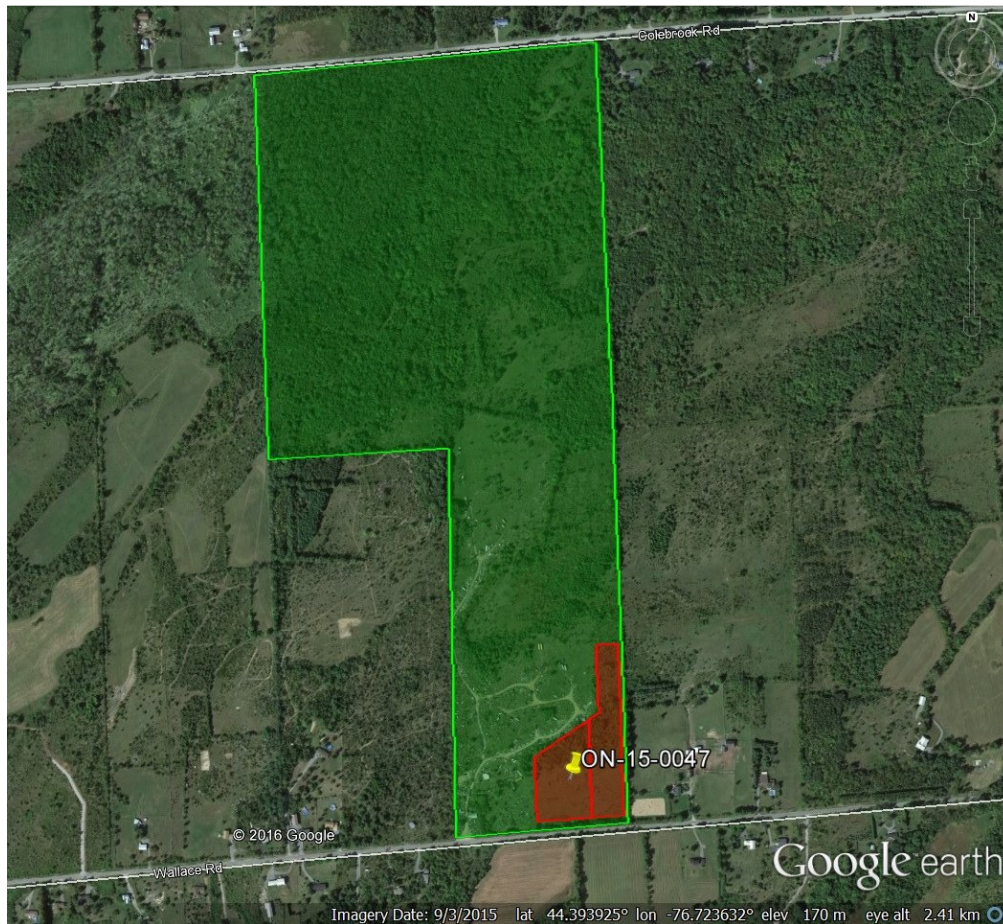
About Solar Provider Group

Solar Provider Group is one of the world's leading, fully integrated solar PV companies. We specialize in the development, financing, engineering, construction as well as the operation and maintenance of commercial and utility-scale solar installations.

Beginning in 2009, Solar Provider Group made significant investments in Ontario due to Ontario's market potential and the provincial government's dedication to renewable energy. Solar Provider Group now employs over 50 people in Ontario, and is focused on developing and delivering solar energy throughout all of Ontario. As of today, Solar Provider Group has developed and interconnected over 10 MW in Ontario.

Recently, Solar Provider Group was named one of Canada's Top New Growth Companies in 2015, placing 8th on the 2015 Profit 500 List.

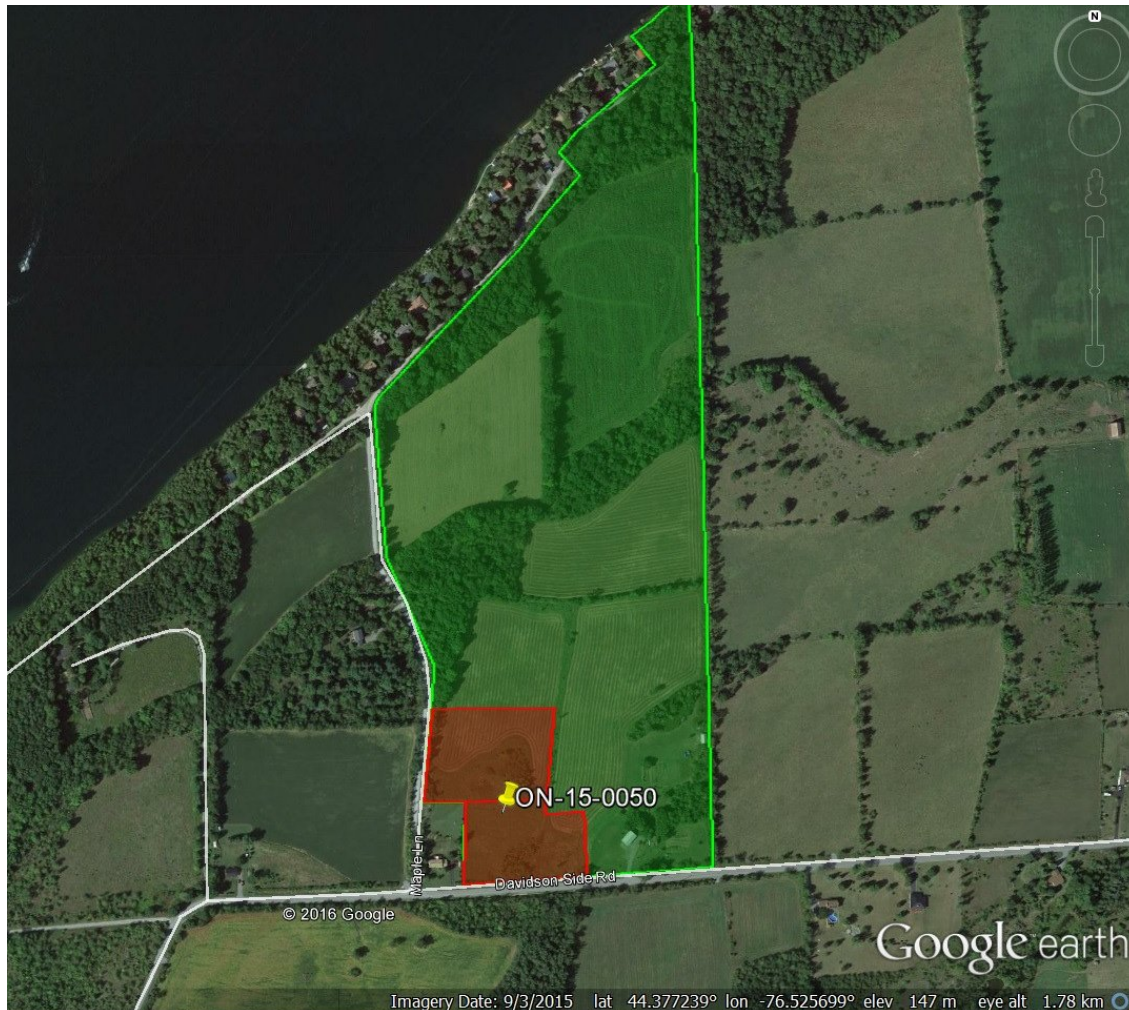
Appendix



Map view of the proposed 2 X 250 kW ground-mount solar sites (West and East side of the lease area)

Project Information

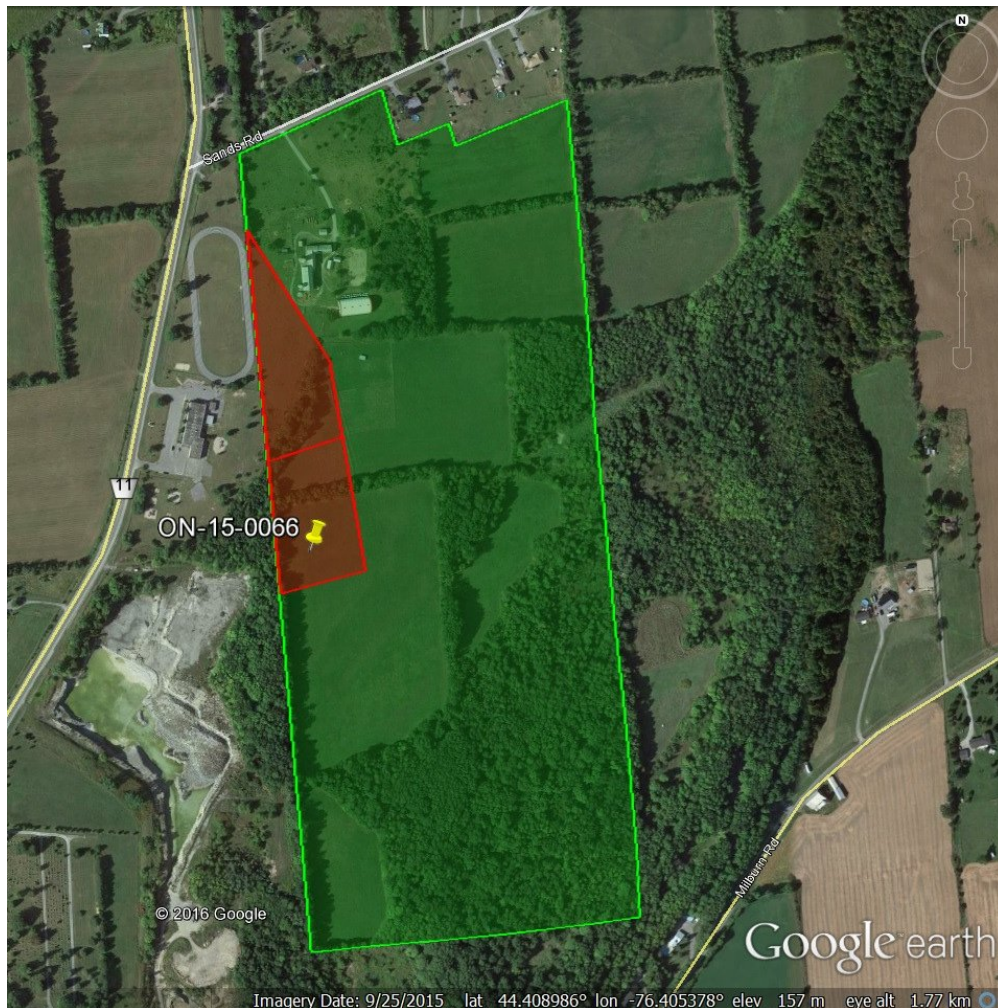
- Project Names: ON-15-0047 W & ON-15-0047 E
- Property Owner(s): Jones, Elvis Isadore; Jones, Howard Raymond;
- Address: 4997 Wallace Road, Harrowsmith, ON K0H 1V0
- PIN: 36137-0014
- Project Capacity in Kilowatts (AC): 2 X 250
- CLI Soil Types on Parcel: O, 5
- Project layout not yet finalized, but will not be on prime agricultural land
- Build-out will occur with no obstruction to the surrounding area.
- The facility is backed by a 20 year lease which will be registered to title.
- The facility will not be visible from the street after visual screening is planted and fully grown, and will not generate noise.



Map view of the proposed 2 X 250 kW ground-mount solar sites (lease area split into North and South portions)

Project Information

- Project Names: ON-15-0050 N & ON-15-0050 S
- Property Owner(s): Hughson, Constance Arlene
- Address: 4520 Davidson Side Road, Inverary, ON K0H 1X0
- PIN: 36292-0102
- Project Capacity in Kilowatts (AC): 2 X 250
- CLI Soil Types on Parcel: 4, 5
- Project layout not yet finalized, but will not be on prime agricultural land
- Build-out will occur with no obstruction to the surrounding area.
- The facility is backed by a 20 year lease which will be registered to title.
- The facility will not be visible from the street after visual screening is planted and fully grown, and will not generate noise.



Map view of the proposed 2 X 250 kW ground-mount solar sites (lease area split into North and South portions)

Project Information

- Project Names: ON-15-0066 N & ON-15-0066 S
- Property Owner(s): Voith, Michael Robert; Voith, Craig Steven; Voith, Adam Michael
- Address: 2597 Sands Road, Battersea, ON K0H 1H0
- PIN: 36292-0544
- Project Capacity in Kilowatts (AC): 2 X 250
- CLI Soil Types on Parcel: 4, 5, 6
- Project layout not yet finalized, but will not be on prime agricultural land
- Build-out will occur with no obstruction to the surrounding area.
- The facility is backed by a 20 year lease which will be registered to title.
- The facility will not be visible from the street after visual screening is planted and fully grown, and will not generate noise.



Map view of the proposed 2 X 250 kW ground-mount solar sites (lease area split into North and South portions)

Project Information

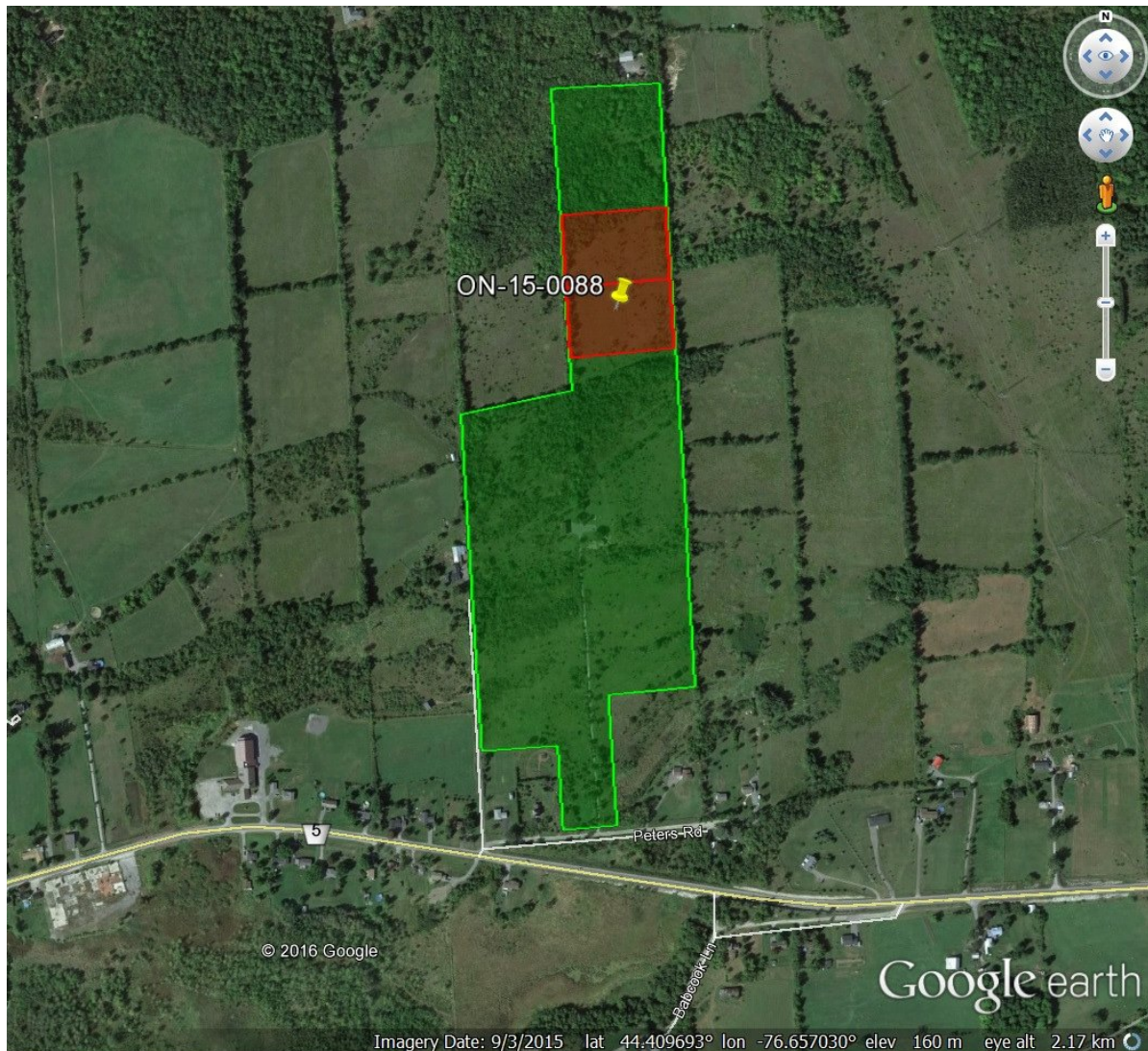
- Project Names: ON-15-0071 N & ON-15-0071 S
- Property Owner(s): Sleeth, Eunice Muriel
- Address: 2862 Round Lake Road, Battersea, ON K0H 1H0
- PIN: 36290-1140
- Project Capacity in Kilowatts (AC): 2 X 250
- CLI Soil Types on Parcel: 4, 5
- Project layout not yet finalized, but will not be on prime agricultural land
- Build-out will occur with no obstruction to the surrounding area.
- The facility is backed by a 20 year lease which will be registered to title.



Map view of the proposed 2 X 250 kW ground-mount solar sites (lease area split into North and South portions)

Project Information

- Project Names: ON-15-0085 N & ON-15-0085 S
- Property Owner(s): Johnson, Daphne Heather; Johnson, Gordon Harold
- Address: 4088 Henderson Road, Harrowsmith, ON K0H 1V0
- PIN: 36135-0080
- Project Capacity in Kilowatts (AC): 2 X 250
- CLI Soil Types on Parcel: 4, 5
- Project layout not yet finalized, but will not be on prime agricultural land
- Build-out will occur with no obstruction to the surrounding area.
- The facility is backed by a 20 year lease which will be registered to title.



Map view of the proposed 2 X 250 kW ground-mount solar sites (lease area split into North and South portions)

Project Information

- Project Name: ON-15-0088 N & ON-15-0088 S
- Property Owner(s): Hurding, Valerie Anne
- Address: 1017 Peters Road, Harrowsmith, ON K0H 1V0
- PIN: 36141-0233
- Project Capacity in Kilowatts (AC): 2 X 250
- CLI Soil Types on Parcel: 6
- Project layout not yet finalized, but will not be on prime agricultural land
- Build-out will occur with no obstruction to the surrounding area.
- The facility is backed by a 20 year lease which will be registered to title.

1 Atlantic Avenue, Suite 105
Toronto, ON M6K 3E7

Office: (888) 989 4677
Fax: (647) 723 7582
Email: aross@solarprovidergroup.com



October 12, 2016

Dear Mayor Ron Vandewal and Members of Council,

Thank you again for taking the time to review our proposed solar projects for the consideration of providing municipal support resolutions. I have summarized some responses to address the various questions that were asked during the Municipal Council Meeting held on October 11, 2016. Please let me know if there is any additional information I could provide that would assist the Council in its review of our proposals.

Erosion/Sediment Control Measures

The standard Erosion and Sediment Control Measures we take for project construction are summarized below, and the template design schematics can be seen in the attached image file titled "Template for Access Road and Project Sediment Control Measures"

EROSION AND SEDIMENT CONTROL NOTES

1. CONSTRUCT ENTRANCE TO HIGHWAY 7
2. INSTALL MUD MAT AS SHOWN ON DRAWINGS.
3. INSTALL ALL SILT FENCE AROUND THE PERIMETER OF THE SITE AND AS SHOWN ON THE DRAWING. SILT FENCE TO BE IN ACCORDANCE WITH OPSD 219.130 AND MUST BE INSTALLED PRIOR TO ANY CONSTRUCTION.
4. PRIOR TO GENERAL GRADING OPERATIONS, CONSTRUCT ROADS AND DRAINAGE WORKS INCLUDING DITCHING, EROSION PROTECTION AND SILT TRAPS/CHECK DAMS.
5. STRIP TOPSOIL AS REQUIRED FOR INSTALLATION OF BALLASTS AND SPREAD IN THIN LAYERS IN THE VICINITY. ENSURE THAT EXISTING DRAINAGE PATTERNS ARE MAINTAINED AND NO PONDING IS CREATED.
6. RE-VEGETATE ALL DISTURBED AREAS IMMEDIATELY FOLLOWING CONSTRUCTION. ALL DISTURBED AREAS WHERE ACTIVE CONSTRUCTION IS NOT EXPECTED FOR 30 DAYS OR MORE SHALL BE REVEGETATED WITH A MINIMUM OF 75mm TOPSOIL AND HYDROSEEDING IN ACCORDANCE WITH OPSS 804.
7. INSPECT EROSION AND SEDIMENT CONTROL MEASURES REGULARLY TO ENSURE EFFECTIVENESS. MAINTAIN ALL MEASURES UNTIL ALL AREAS DISTURBED DURING CONSTRUCTION ARE RE-STABILIZED BY GOOD VEGETATION GROWTH. REMOVE ACCUMULATED SEDIMENT AS NECESSARY.
8. FOLLOWING SITE STABILIZATION/RE-VEGETATION, REMOVE AND DISPOSE OF ALL TEMPORARY SEDIMENT CONTROL MEASURES.



Runoff Control Measures

The runoff control measures would be approached on a case by case basis. If a proposed solar project is located in close proximity to a body of water, or is deemed to have the potential for negative impacts on watershed drainage, the measures required to address any potential impact on surface runoff would be dictated by the local Conservation Authority. Each Conservation Authority has their own rules and regulations, but they would be the ones who would mandate that surface runoff control measures are required in order to obtain approvals for project construction. If the site survey and grading plan indicated a change in drainage patterns or significant increase in surface runoff potential, then measures would likely be required to mitigate this risk. This could involve (but is not limited to) the installation of drainage improvements (such as culverts) around the site and within the drainage basin, and controlling the discharge of surface runoff, such as the creation of a settling pond to reduce the volume of surface runoff by increasing infiltration.

Visual Screening Requirements

The IESO's visual screening requirements have been attached in the document titled "IESO Exhibit E – Visual Screening Requirements". Here is a brief summary of the requirements:

- part of the FIT contract obligation is to design, install, and maintain effective year-round screening to block the view of the facility and related security fencing from commercial operation through the term of the FIT contract
- we must monitor and maintain visual screening a minimum of once every 6 months to ensure that the vegetation continues to serve its function as a visual barrier
- the vegetative plantings shall consist of a continuous 3 metre wide strip of trees and shrubs, planted in staggered pattern
- the vegetative plantings shall comprise of a selection and diversity of species that are native, non-invasive and locally significant, at a ratio of 60% coniferous vegetation and 40% multi-stem deciduous vegetation to provide year-round screening

1 Atlantic Avenue, Suite 105
Toronto, ON M6K 3E7

Office: (888) 989 4677
Fax: (647) 723 7582
Email: aross@solarprovidergroup.com



-Vegetative plantings shall provide a minimum of 65% visual coverage as at the Commercial Operation Date and achieve a minimum of 90% coverage as at the fifth anniversary of the Commercial Operation Date and for the balance of the term of the FIT contract

-on and after the 5th anniversary date of commercial operation, the height of the visual screening shall be maintained at the maximum height of the solar panels above the level of the site

-we will continue to be the first point of contact for the local community should there be any concerns that arise regarding the condition of the visual screening at any point during commercial operation. We are required to keep a record of any complaint, and undertake measures to remedy the situation within 30 days of receiving such complaint

Requirements Relating to Lighting

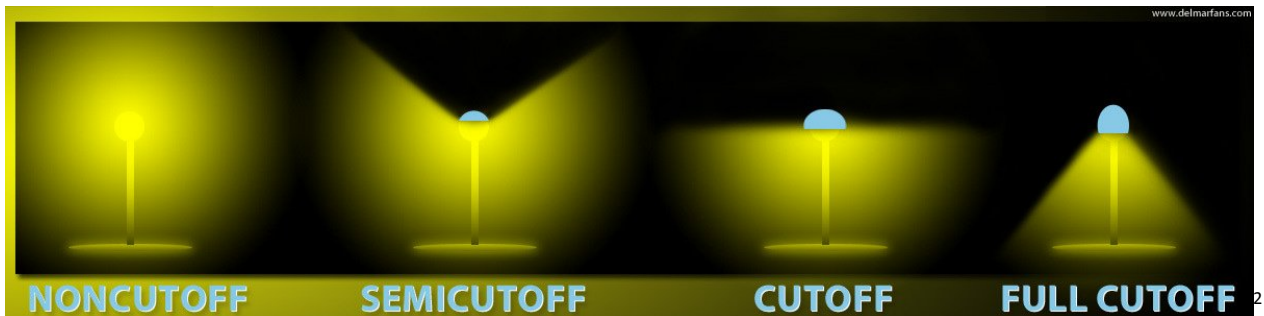
There is not a requirement from the IESO to have the facility illuminated at night. If we did decide to install lighting on a given facility, we would opt for motion activated full cutoff lighting, to prevent the need for unnecessary light pollution. The regulations surrounding the lighting of the solar facility are established by the **Environmental Activities and Sector Registry**, whose standards we must meet in order to get approval for construction and maintain eligibility throughout project operation. These standards relating to lighting are summarized below from the document titled “Environmental Activity & Sector Registry (EASR) User Guide: Small Ground-Mounted Solar Facilities”, subsection “General Activity Requirements”:

“External light fixtures at the solar facility must be full cutoff light fixtures (i.e. no uplight) as specified by the manufacturer. This requirement is intended to mitigate light trespass to neighbouring properties and any potentially negative impacts on the nighttime environment.”¹

¹ Environmental Activity & Sector Registry (EASR) User Guide: Small Ground-Mounted Solar Facilities

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Toronto, ON M6K 3E7

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Fax: (647) 723 7582
Email: aross@solarprovidergroup.com



The Illuminating Engineering Society of North America (IESNA) provides the following cutoff definition:

“Full Cutoff - No light is distributed at or above an angle of 90 degrees from the nadir. Candela per 1000 lamp Lumens does not numerically exceed 100 (10 percent) at a vertical angle of 80 degrees from the nadir. This applies to all lateral angles around the light source.”³

Assuming a uniformly flat area, we can calculate that if any full cutoff light were mounted at a height of 10 m, the 10% maximum of allowable light to come out at an 80 degree angle would intersect with the ground after a distance of only 56.7 m. This calculation is just meant to demonstrate that the standards surrounding facility lighting are set to minimize light pollution any impact on the surrounding community.

² Source: <http://www.delmarfans.com/educate/basics/lighting-pollution/>

³ Source: <http://www.delmarfans.com/educate/basics/lighting-pollution/>

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Fax: (647) 723 7582
Email: aross@solarprovidergroup.com



Direct Economic Benefit

One member of council asked the question of what direct economic benefit there would be to the local municipality. While it was brought up that the Township of South Frontenac gets a fee for processing the municipal support resolutions, there is another direct economic benefit that was not brought to light. With regards to property taxes, it is my understanding that a property with a solar facility installed on it will be charged at an increased rate of taxation than before the facility was installed, and that money will go to the local municipality. Instead of the given property being taxed at a rate for rural/residential use, the taxation rate will increase to that of an industrial property. The leases we hold with local landowners stipulate that our company covers the increase in property taxes that arise after construction of our proposed solar facilities.

Clarification of Rules Regarding 2 Projects of 250 kW on a Single Property

I just wanted to provide some clarification regarding the IESO's rules relating to building multiple projects on a single property. The term "loop-hole" was used during the council meeting to describe the ability to build 2 projects on the same property, and I would just like to clarify that we are not exploiting a loop-hole in the rules in taking this approach. In fact, the IESO's rules relating to this are more of an inconvenience to our ability to simply build 1 project with a capacity of 500 kW. The central definition that requires us to split the project into 2 X 250 kW facilities instead of 1 X 500 kW facility revolves around the term "capacity allocation exempt small embedded generation facility" as defined in the Distribution System Code. Although LDC's such as Hydro One will allow for a single connection of up to 1 MW in solar generation capacity on 3-phase hydro lines below 15 kv, in order to meet the definition of a "capacity allocation exempt small embedded generation facility", we are limited to connections of a maximum of 250 kW. The IESO will also allow for up to 2 MW of solar projects on a single property, as long as there is not more than 500 kW applied for in a given round of applications. So although both the IESO and the various LDCs will allow for a total aggregate contract capacity of much more than 500 kW on the properties we are proposing to develop, the IESO's choice of the term "capacity allocation exempt small embedded generation facility" has limited the size of each individual connection to 250 kW for the hydro lines surrounding these properties.

EXHIBIT E VISUAL SCREENING REQUIREMENTS

Feed-in Tariff Visual Screening Requirements for Non-Rooftop Solar Facilities (the “Requirements”)

The following are the Ontario Ministry of Energy's "Feed-in Tariff (FIT) Visual Screening Requirements for Non-Rooftop Solar Facilities" as posted on the Website and applicable as at the Contract Date.

1.0 Interpretation

1.1 Capitalized terms used in these Requirements and not otherwise defined shall have the respective meanings ascribed thereto in the Feed-In Tariff Contract version 3.1, Appendix 1 – Standard Definitions (as amended).

1.2 “herein” refers to these Requirements.

2.0 Design and Maintenance Requirements

2.1 Suppliers shall design, provide and maintain effective year-round screening to block the view of the Facility, excluding the Connection Line, and related security fencing as provided herein.

2.2 Suppliers shall provide visual screening as provided herein during the period from the Commercial Operation Date through the Term.

2.3 Suppliers shall monitor and maintain visual screening a minimum of once every six months to ensure that the vegetation forming part of the visual screen as provided herein screens the Facility and related security fencing as provided herein.

3.0 General Design Requirements

3.1 Visual screening shall include vegetative plantings. Other measures such as berms and/or fencing, if used, shall be used as provided in sections 4.2(a), 4.3(a) and 5.0.

3.2 Vegetative plantings shall consist of a continuous three (3.0) metre wide strip of trees and shrubs planted in staggered pattern.

3.3 Vegetative plantings shall comprise of a selection and diversity of species that are native, non-invasive and locally significant at a ratio of 60% coniferous vegetation and 40% multi-stem deciduous vegetation to provide year-round screening.

3.4 Vegetative plantings shall provide a minimum of 65% visual coverage as at the Commercial Operation Date and achieve a minimum of 90% coverage as at the fifth anniversary of the Commercial Operation Date and for the balance of the Term.

3.5 On and after the fifth anniversary of the Commercial Operation Date:

- (a) In the case of Facility containing one or more solar panels whose maximum height (at its greatest tracking elevation, where applicable) is equal to or less than three metres, the height of the visual screen shall be maintained at a height of no less than three metres; and
- (b) In the case of solar panel whose maximum height (at its greatest tracking elevation, where applicable) is greater than three metres, the height of the visual screen shall be maintained at height equal to or greater than such maximum height of the solar panel;
above the level of the Site.

4.0 Vegetative Specifications

4.1 Shrubs forming a part of the visual screening shall be:

- (a) A minimum of 60 cm (3 gallon pots) in height at the time of planting;
- (b) Planted in a staggered and natural formation.

4.2 Subject to Section 3.5, deciduous trees forming a part of the visual screening shall be:

- (a) A minimum of two metres tall and a minimum of 50 mm in calliper (diameter at breast height) at the time of planting unless planted in combination with a berm, in which case the height at initial planting may be modified proportionately to provide effective screening for a combined height with the berm of:
 - (i) in the case of Facility containing one or more solar panels whose maximum height (at its greatest tracking elevation, where applicable) is equal to or less than three metres, no less than three metres; and
 - (ii) in the case of solar panel whose maximum height (at its greatest tracking elevation, where applicable) is greater than three metres, a height equal to or greater than such maximum height of the solar panel;

above the level of the Site; and

- (b) planted in a staggered manner and spaced within the three metre planting strip to prevent crowding.

4.3 Subject to Section 3.5, coniferous trees forming a part of the visual screening shall be:

- (a) A minimum of 1.5 metres tall at the time of planting unless planted in combination with a berm, in which case the height at initial planting may be modified proportionately to provide effective screening for a combined height with the berm of;

- (i) in the case of Facility containing one or more solar panels whose maximum height (at its greatest tracking elevation, where applicable) is equal to or less than three metres, no less than three metres; and
- (ii) in the case of solar panel whose maximum height (at its greatest tracking elevation, where applicable) is greater than three metres, a height equal to or greater than such maximum height of the solar panel;

above the level of the Site; and

- (b) planted in a staggered and natural manner and spaced within the three metre planting strip to prevent crowding.

4.4 All new plant material forming a part of the visual screening shall meet the standards set forth in the American Standard for Nursery Stock by the American Association of Nurserymen.

4.5 All new trees forming a part of the visual screening will be guyed or staked and mulched (3-4 inch layer) in accordance with generally accepted practices in the landscape industry, to prevent winds from loosening the roots.

5.0 Berm and Fencing Requirements

5.1 If used in supplement to vegetative planting as part of the visual screening, a berm shall be:

- (a) seeded with natural forbs and grasses;
- (b) designed to not impact stormwater management at the site;
- (c) designed not to use soils from CLI Organic, Class 1, 2 or 3 Lands in its construction.

5.2 If used in supplement to vegetative planting as part of the visual screening, a fence shall:

- (a) be a minimum of 1.8 metres in height; and
- (b) be in its entirety covered by screens or slats (e.g., the insertion of a green colored, plastic material between the chain links of the fence).

6.0 Alternative Screening Requirements

6.1 Where existing topography prevents the strict application of these Visual Screening Requirements, Alternative Screening Methods which perform to the same or higher level may be proposed by a Supplier to the affected municipality.

6.2 A Supplier must obtain the consent of the affected municipality (or municipalities) in the form of a municipal council resolution consenting to the use of an alternative screening method prior to its

implementation. The Supplier shall provide a copy of such resolution to the Sponsor within 30 days of the date it is obtained.

7.0 MAINTENANCE AND WARRANTY

7.1 Suppliers shall be the first point of contact for the local community should there be any concerns that arise regarding the condition of the visual screening.

7.2 Suppliers shall prominently post the contact information for its project liaison at the entrance to the Site, consisting of signage of reasonable size and visibility for such purpose.

7.3 Suppliers shall forward to the Sponsor a record of any complaint, the remedy activities and the response action proposed within 30 days of such complaint.

8.0 CIRCUMSTANCES REQUIRING VISUAL SCREENING

8.1 The following table sets out the specific circumstances for Facilities where visual screening from Abutting properties is required.

Location		Screening Requirement
Abutting property is Residential Property (but is not Rural-Residential Lands)	A Property on which the Site is located Abuts Residential Property or a Residential Cluster	Visual buffer along the entire length of all External Boundaries along shared/Abutting property lines and “line of sight” for any existing residences on the Residential Property or the Residential Cluster
	A Property on which the Site is located Abuts a Settlement Area (and such Settlement Area is Residential Property)	Visual buffer along entire length of all External Boundaries Abutting such Settlement Area
Abutting Rural-Residential Lands	Abutting at side or rear Boundary of such Rural-Residential Lands where a dwelling exists as at the date the Supplier receives Notice to Proceed and where such Rural-Residential Lands are greater than 2 hectares in area.	Visual buffer for “line of sight” to such dwelling and any associated Amenity Areas*
	Abutting vacant Rural-Residential Lands where such Rural-Residential Lands are greater than 2 hectares in area	No visual screening
Abutting Exempt Residential Property	Abutting at side or rear Boundary of an Exempt Residential Property where a dwelling exists as at the at the date the Supplier receives Notice to Proceed	Visual buffer for “line of sight” to such dwelling along with associated Amenity Areas*
	Abutting an Exempt Residential Property where no dwelling exists as at the date the Supplier receives Notice to Proceed	No visual screening

Abutting Properties that are neither Residential Properties nor Exempt Residential Properties	Abutting at side or rear Boundary of properties that are neither Residential Properties nor Exempt Residential Properties	No visual screening
Abutting opened road allowances	Abutting the side or front Boundary of a road allowance opened as at the date the Supplier receives Notice to Proceed	Visual buffer along entire such Boundary with such opened road allowance (except along such Boundary at a driveway intersecting such opened road allowance)

*Note: “Amenity Area” means any outdoor areas that are associated with a home (i.e., back, side or front yard, patio, swimming pool, etc.) that would fall within a 20 metre radius of the exterior of the residence.

8.2 For the purposes of the chart set out in 7.1 “Line of sight” is defined as any direct line drawn on a geo-referenced map that originates from any point within the Amenity Area that intersects with any portion of the Facility, excluding the Connection Line, or related security fencing. All such lines of sight must be obstructed by the visual buffer.

8.3 For clarity, Figures 1 and 2 illustrate two examples of a “line of sight”.

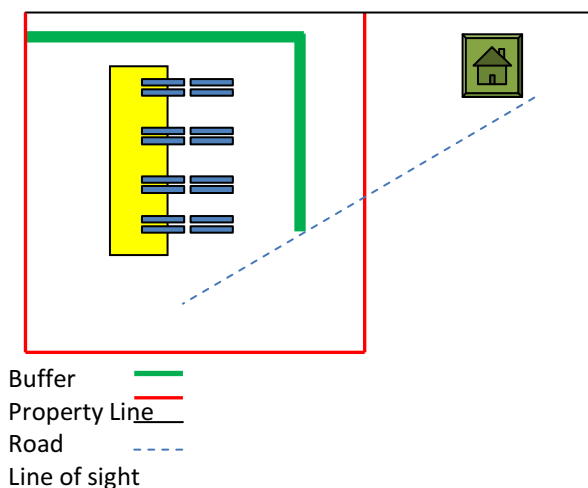


Fig. 1: Multiple Primary Use Area – Line of Sight

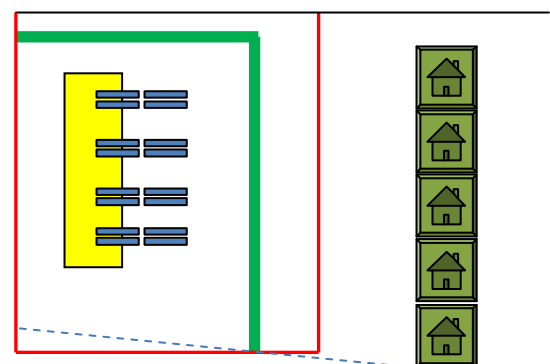


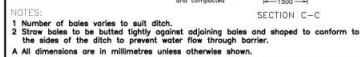
Fig. 2: Residential Cluster – Line of Sight



1.



130



180



STAMP:				
PROJECT NUMBER:				
SHEET TITLE: ROAD-GRADING-EROSION AND SEDIMENT CONTROL DETAILS				
SHEET SIZE: ARCH "D" 24" X 30" (610 x 914) 				
NO.	REVISION	DATE	INIT	
0	ISSUE FOR TENDER	07/28/2015	S.A.	
DATE: 04/23/2015				
DRAWN BY:			S.A.	
ENGINEER:			E.D.	
APPROVED BY:			E.D.	
PROJECT PHASE:				
SCALE: AS SHOWN				
SHEET NO.: C-006				



STAFF REPORT CLERKS DEPARTMENT

PREPARED FOR COUNCIL: October 12, 2016

AGENDA DATE: October 18, 2016

SUBJECT:

Notice of Motion – Carbon Tax

RECOMMENDATION:

Whereas South Frontenac residents and government could pay up to 3.5 million dollars into the Greenhouse Gas Reduction Account under Ontario's cap and trade program,

And whereas this money will be used to provide a 2 billion dollar fund to help fund transformation to a low carbon economy,

And whereas, the Cap and Trade program and a carbon reduction plan in general will have broader acceptance and be better spent if residents can see it is being spent in their community and as much as possible under their control,

Be it resolved that South Frontenac Council, ask the provincial government for an accounting of how that money is spent in each municipality, and

Further be it resolved that a portion of the Greenhouse Gas Reduction Account money be allocated to each Municipal Council, based on their population, to be spent on new carbon reduction initiatives that are determined by the Township, similar to the Gas tax fund and

Further be it resolved that this resolution be forwarded to the Association of Municipalities of Ontario for their consideration.

BACKGROUND:

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

At the Council Meeting of October 4, 2016, Deputy Mayor Sutherland served Notice of Motion to have Council ask the provincial government for an accounting of carbon tax money.

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

Submitted by:

Angela Maddocks
Executive Assistant



STAFF REPORT CLERKS DEPARTMENT

PREPARED FOR COUNCIL: October 12, 2016

AGENDA DATE: October 18, 2016

SUBJECT:

Notice of Motion – MNRF and Johnston Point

RECOMMENDATION:

Whereas there are significant community concerns about ongoing development on Johnson's Point, and

Whereas both the MNRF survey and the Township review by Macintosh Perry found species at risk not identified by the developer, and

Whereas the Township is a party to the development agreement on Johnson's Point, and

Whereas the health of our lakes and environment is a priority for the Township,

Therefore be it resolved that the Township write the MNRF to express our preference for species at risk habitat on Johnson's point be left as is, rather destroyed in a trade off, and

Further that any proposed trade-off be discussed with the Battersea-Loughborough Lake Association and Council before it is finalized,

Further that Council be updated by the MNRF on negotiations with the Developer on the progress of the species at risk benefit agreement, and

Further that the Township be keep abreast of future developments as party to all correspondence between the developer and the MNRF.

BACKGROUND:

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

At the Committee of the Whole Meeting of October 11, 2016, Deputy Mayor Sutherland served Notice of Motion to have Council write to the Ministry of Natural Resources and Forestry and express our preference for species at risk habitat on Johnston's Point be left as it is.

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

Submitted by:

Angela Maddocks
Executive Assistant



STAFF REPORT
TREASURY DEPARTMENT

Prepared for Council: **October 5, 2016**

Agenda Date: **October 18, 2016**

SUBJECT:

Ontario Community Infrastructure Fund (OCIF) – Formula based Funding

RECOMMENDATION:

That Council pass by-law 2016-66

BACKGROUND:

The Premier announced, on August 18, 2014, infrastructure funding for municipalities under the OCIF. This funding is to be used on capital expenditures on core infrastructure defined as roads, bridges, water and wastewater.

The original agreement signed at that time was valid for 3 years however the formula-based component has since undergone a redesign.

The redesign provides:

- Receipt of allocation notices specifying stable, predictable funding over the next 3 years
- Annual formula-based grants can be accumulated for up to 5 years to address larger infrastructure projects
- A guaranteed minimum funding of \$50,000, starting in 2017

In 2015 and 2016, we received payments of \$109,279 each year.

We have been advised that our funding for 2017 to 2019 will be:

2017	\$222,568
2018	\$317,243
2019	\$499,738

As part of the funding the Province requires an authorizing by-law along with the agreement attached under schedule A of the by-law to be signed and returned by November 2, 2016.

Submitted/approved by:
Louise Fragnito, Treasurer

Prepared by:
Louise Fragnito, Treasurer

STAFF REPORT:

Township of South Frontenac

Planning Department

Prepared for Council

Agenda Date: October 18, 2016

Date of Report: October 13, 2016

**Subject: Review of Application for Site Plan Agreement in Part
of Lot 5, Concession III, Loughborough District,
Township of South Frontenac: P. Snider**

Summary of Recommendation:

The recommendation is that Council pass a by-law to enter into a site plan agreement for a proposed development of an industrial storage yard on Lambert Road.

Purpose of the Report:

The purpose of this report is to bring to Council a request to enter into a site plan agreement with the Township. The report includes a location attachment, a site plan agreement and a site plan by-law.

Background

Consent Application S-71-15-L was given conditional approval by the Committee of Adjustment on December 10, 2015 to create a new rural industrial lot, 2.2 hectares (5.5 ac.) in size with frontage on Lambert Road south of Sydenham. Subsequently, on March 15, 2016 Council passed By-law #2016-09 to rezone the lot to permit the industrial use. One of the requirements of the zoning is that the owner enter into a site plan agreement with the Township. The owner has now requested to enter into this agreement Attachment #1 shows the location of the subject lot.

The zoning amendment rezoned the land from Rural (RU) to Special Rural Industrial (RI-10) to permit only the following uses:

- a bulk storage yard,
- equipment storage and repair including welding, and
- accessory uses to the above.

Discussion

The zoning amendment included the requirement that the owner enter into a site plan agreement to specify the locations of all buildings and structures, entrance design, septic system location, vehicle storage, buffering and access areas. A site plan application has now been submitted to move forward with development of the property.

Attachment #2 is a copy of a site plan showing the proposed building, septic, access aisles and entrance features as was required. As shown, the building itself would be a single storey structure 5,000 square feet in size and would accommodate warehousing, vehicle storage and workshop. Additional vehicle storage would occur south of the building.

Attached hereto is a copy of the site plan agreement and By-law #2016-63 authorizing the Mayor and Clerk to enter into the agreement with the owner.

Agency Comments

The Planning Department is satisfied that the Plan and agreement meet all requirements of the zoning by-law in terms of use, setbacks, parking access aisle widths and landscaping. The Cataraqui Region Conservation Authority has no objection to the proposal. KFL&A Public Health has approved the septic system and Public Works is satisfied with the entrance location and design onto Lambert Road.

Recommendation

It is recommended that By-law No. 2016-63 to authorize the Mayor and Clerk to enter into a site plan agreement with the owner of land described as Part 1, Plan 13R-21331; Part Lot 5, Concession III, District of Loughborough, **be passed.**

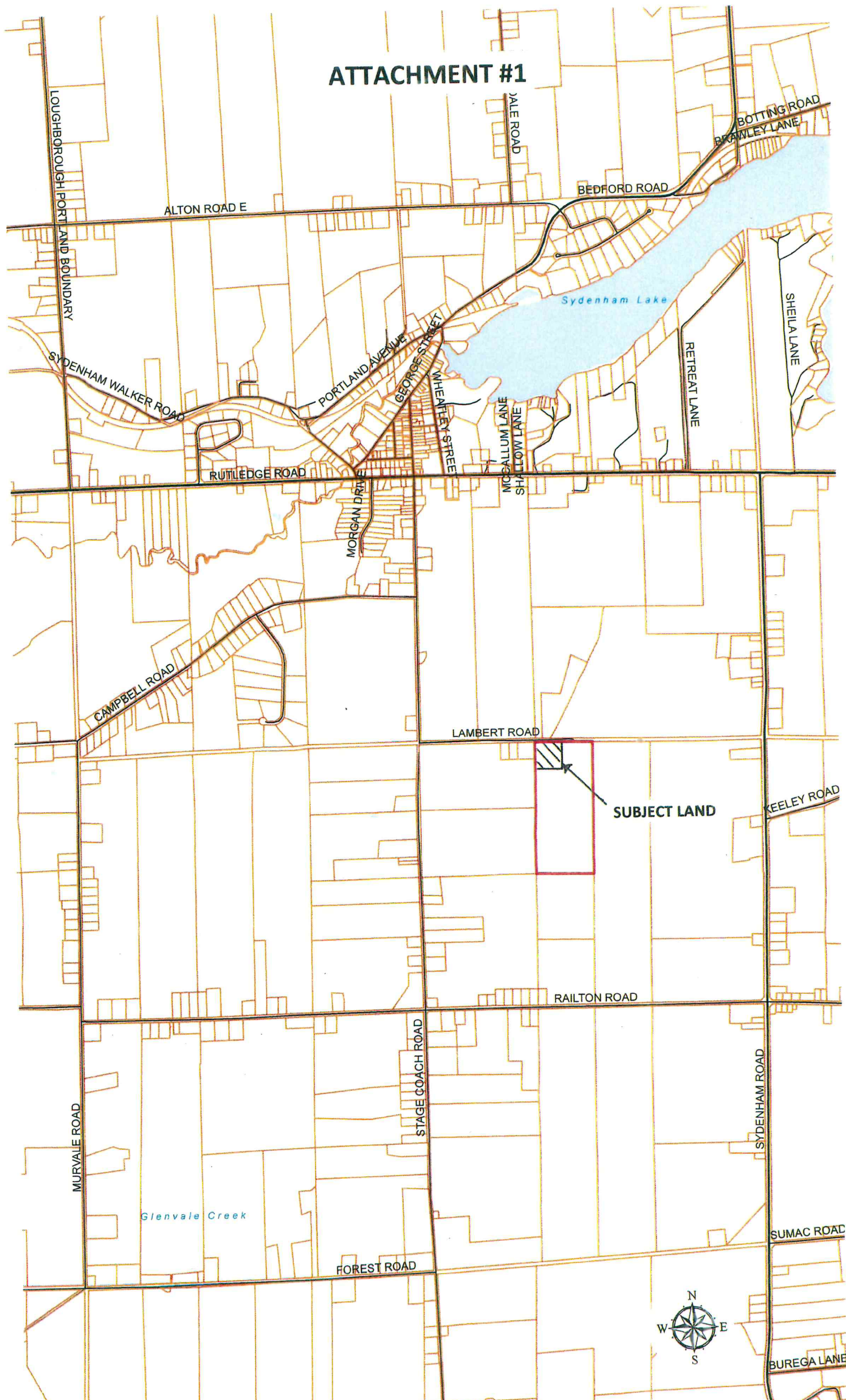
Submitted/Approved by: Lindsay Mills

Prepared by: Lindsay Mills

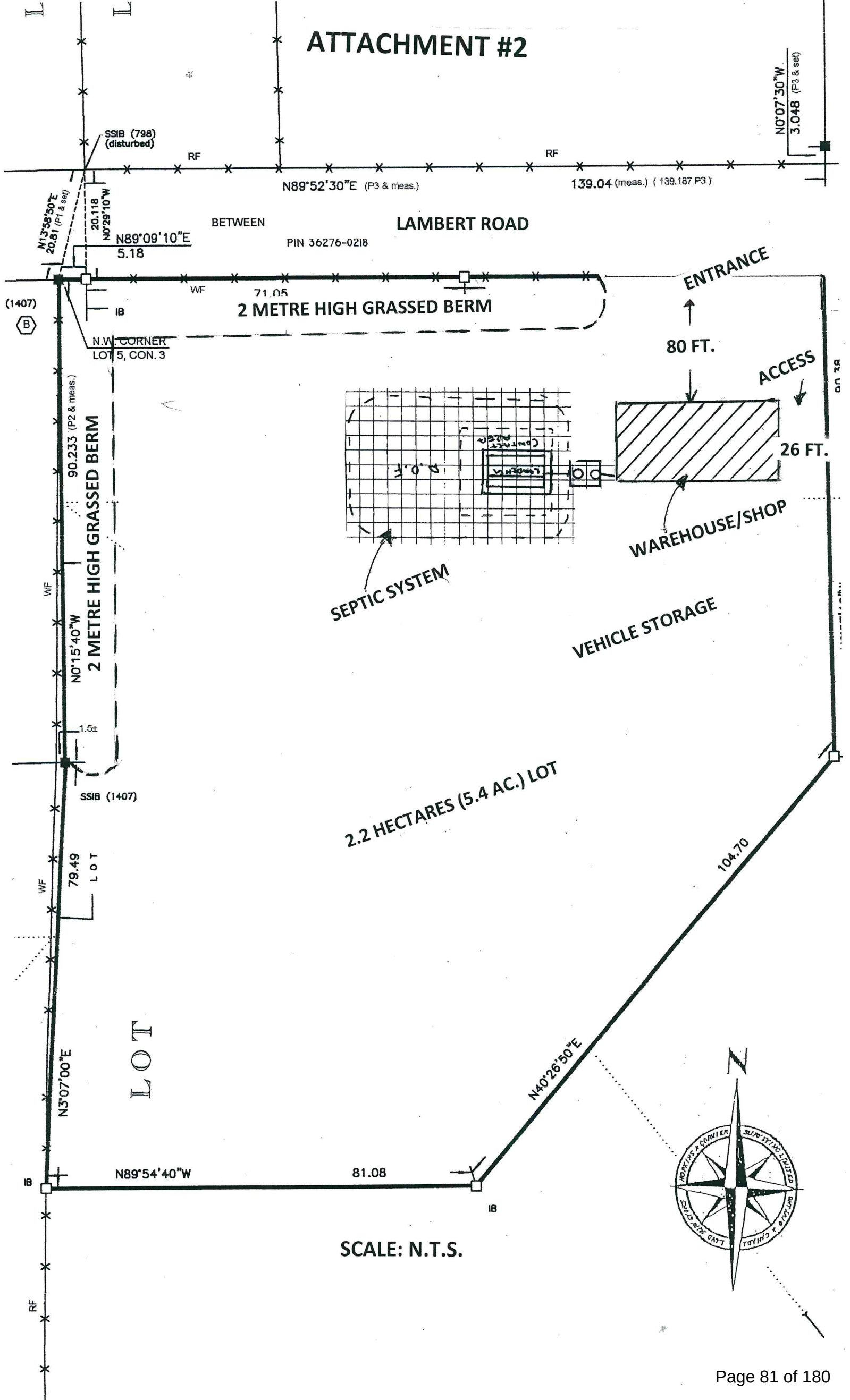
attachments

PercySniderSitePlanReport

ATTACHMENT #1



ATTACHMENT #2



PLANNING REPORT

Township of South Frontenac

Planning Department

Prepared for Council

Agenda Date: October 18, 2016

Date of Report: October 12, 2016

**Subject: Closing of Road Allowance in, Part of Lots 21 and 22,
Between Concessions VIII and IX, Storrington District,
Township of South Frontenac: Miao**

Summary of Recommendation:

The recommendation is that Council receive the Planning Report dated October 12, 2016 and consider a request to close and transfer ownership of a portion of unopened road allowance in the District of Storrington.

Purpose of Report:

The purpose of this report is to provide the background information necessary to enable Council to provide direction to staff regarding the closing of an untravelled Township road allowance.

Background & Discussion:

By letter dated October 4, 2016, James Miao is requesting to know whether Council would agree to the closure and sale of a portion of unopened road allowance that runs east and west through portions of his property. He owns the properties abutting both sides of the road allowance and the addition of the road allowance land would join the small portion on the north side (0.77 ac.) to the rest of his land. Attachment #1 is a copy of the letter and Attachment #2 shows the location of the owner's property.

The subject portion of road allowance is approximately 203 metres (666 ft.) long and is exactly one acre in size. As noted in Mr. Miao's letter, he wishes to make his property one piece. It should be noted that the subject property is developed as a commercial recreational resort called "Melody Lodge". The applicant wishes to ultimately expand his resort and at this time desires to consolidate the property and to include the one acre road allowance. Attachment #3 shows the portion of unopened road allowance requested to be closed (in yellow) in relation to the rest of his land. The building locations for the resort are also shown.

As seen on Attachment #3 the road allowance has already been closed off at the water and, ultimately, it does not seem reasonable that this remaining portion of road allowance would ever be required by the Township for use as a public road.

The road allowance itself is vacant and forested and slopes steeply down towards the lake on its east end. The road allowance has already been closed 77 metres from the highwater mark of the lake. Thus, the road allowance is requested to be closed from this point westerly to where it meets Melody Lodge Lane (203 metres). However, it should be noted that a portion of Melody Lodge Lane appears to be located on a small section of the road allowance and, thus, there may be some legal access matters to work through if Council agrees to the closure and sale.

Direction Requested:

Staff are seeking direction as to whether Council has any objections to the closure and transfer of this unused portion of road allowance. Council policy related to the sale of closed Township roads would result in a total price of approximately \$17,435.00.

Submitted/approved by: **Lindsay Mills**
attachments

Prepared by: **Lindsay Mills,**

RoadClosureReportMiao

ATTACHMENT #1

Lindsay Mills

From: yong miao <miaoyong2000@hotmail.com>
Sent: October-04-16 9:15 PM
To: Lindsay Mills; Jennie Kapusta
Subject: closing the road allowrance

Hi Linsay and Jennie,

Thank you very much for both of you, spending so much time to share so much useful information with me. It really helps me a lot.

Base on our conversation in the meeting, I am very interested to close the road allowrance between Plan 1315 Block B and Block D, so that can make my property a full piece. Can I get approval from the township?

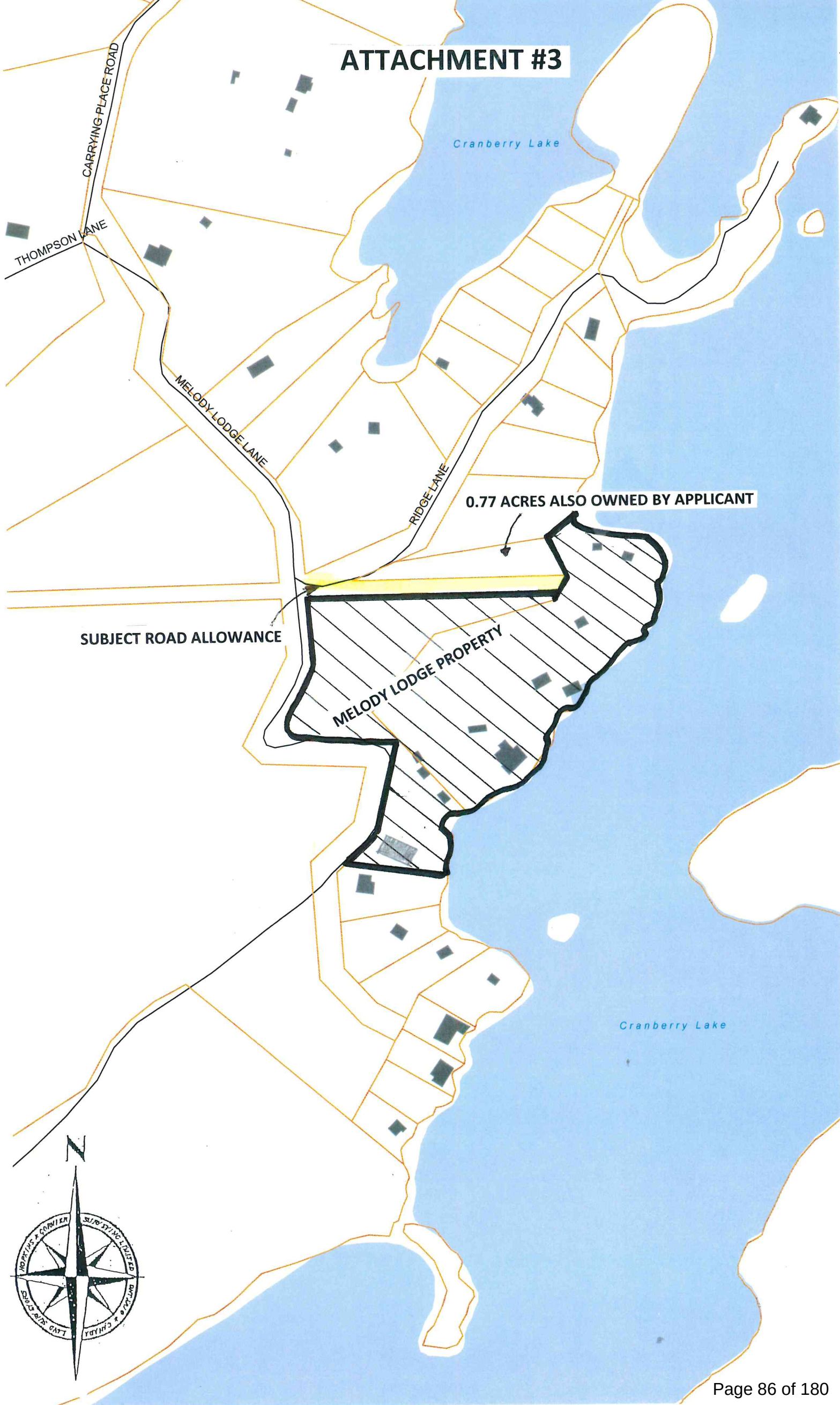
James Miao

Owner of Melody Lodge
416-8926830

ATTACHMENT #2



ATTACHMENT #3





STAFF REPORT PUBLIC WORKS DEPARTMENT

PREPARED FOR COUNCIL: October 12, 2016

AGENDA DATE: October 18, 2016

SUBJECT:

OCIF Top up Support

RECOMMENDATION:

That the rehabilitation of Bedford Road From Sydenham to Alton Road be endorsed as the Township of South Frontenac's submission for OCIF Top-Up.

BACKGROUND:

Communities whose formula based grant in 2017 and 2018 add up to less than \$2M are eligible for the 2016 intake to top up their funding to \$2M over 2 years.

ANALYSIS:

A one stage application process will be used to assess projects primarily in relation to the project's critical health and safety aspects, the comprehensiveness of the applicant's asset management plan and the affordability of the specific project will be secondary factors.

The rehabilitation of Bedford Road from the Sydenham Dam to Alton Road is recommended as the Township's project for OCIF Top-Up. There will be a significant improvement to health and safety when this project is completed from new sidewalks, bicycle path, storm sewers and running Bell and Hydro underground.

A summary of this OCIF Top-Up component is attached.

FINANCIAL/STAFFING IMPLICATIONS:

An amount of \$1M has been included in the 2017 Capital Budget for this project. The amount of Provincial Top-up Funding requested can be up to 90% of eligible costs. This cannot exceed the amount of funding identified in our formula-based allocation notice.

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Attachment: How projects are assessed

How projects are assessed

The OCIF top-up component has a one-stage selection process. There is no expression of interest. Eligible applicants are invited to complete an application and submit it to the government for assessment.

Assessment criteria

For all applicants and all projects types, scores will be assigned according to each of the criteria and projects will be prioritized for funding based on their total score:

Primary Criteria: Expected benefit in relation to health and/or safety and technical merit of proposed project

The government will review projects based on specific technical assessment criteria used for each project type. Combined projects will be assessed on all their technical components. Applicants are encouraged to read the Technical Schedule in the OCIF Application Form to obtain a better sense of the criteria used to assess projects.

Road projects

Health and/or safety issues related to road infrastructure will be assessed primarily in terms of accident risk.

Bridge projects

Health and/or safety issues related to bridges will be assessed primarily on the condition of the structure, which must be determined through an inspection carried out in accordance with the Ontario Structure Inspection Manual (OSIM) or equivalent. Submission of an inspection form is a requirement for all bridge projects or projects that contain bridges as one of their components.

Water and/or wastewater projects

Human health and/or safety issues related to water and wastewater systems will be assessed within the framework of the standards, policies and requirements of the Ministry of the Environment and Climate Change.

Secondary Criteria 1: Comprehensive-ness of asset management plan

Applicants are required to submit a copy of their asset management plans as part of their application package. If applicable, applicants will also be asked to provide a link to where the plan is publicly posted. The government will assess the content of these plans against the guidelines set out in Building Together: guide for municipal asset management plans, with the focus on:

- state of local infrastructure
- desired levels of service
- asset management strategy
- financing strategy

In general, applicants whose asset management plans contain more of the content set out in Building Together: Guide for Municipal Asset Management Plans will be more likely to receive funding.

The proposed project must be a priority within the publicly posted asset management plan document showing the project as an element of the plan.

For joint projects, all partner applicants must submit their asset management plans.

Secondary Criteria 2: Affordability of the proposed project

Using Financial Information Returns, Statistics Canada data, and information collected from the application form, the Province will review the cost of the proposed project per household in comparison to indicators, such as median household income and weighted property assessment.

In general, applicants with greater affordability challenges will be more likely to receive funding.



STAFF REPORT
PUBLIC WORKS DEPARTMENT

Prepared for Council: October 13, 2016

Agenda Date: October 18, 2016

SUBJECT:

PW-PO5-2016 - ASBESTOS ASSESSMENT of SOUTH FRONTENAC FACILITIES

RECOMMENDATION:

That Council approve the proposal submitted by S2S Environmental Inc. for RFP PW-P05-2016 Asbestos Assessment, South Frontenac Facilities at a cost of \$ 27,670.00 plus HST.

BACKGROUND:

Staff prepared a RFP document to request proposals from qualified consulting firms to assess the Township’s thirty-four (34) facilities, 3 sand domes and 8 storage buildings to determine if asbestos is present in the building materials/systems for each location.

In addition, the Consulting Firm will provide the Township with an Asbestos Management Plan to control the disturbance of all asbestos-containing material within the facilities as per Ontario Regulation 278/05.

This RFP closed on October 5th, 2016.

ANALYSIS:

Each proposal was reviewed by Staff after the closing date, and scored individually. The proposals were evaluated using a weighted criteria which included Qualifications and Experience at 15%; Approach and Methodology at 15%; Financial Component at 60%; References 7% and ODA 3% (Compliance with the Ontarians with Disabilities Act, 2001, RSO 2001, c32, section 13).

The results, in ascending order, are as follows:

PW-PO5-2016 ASBESTOS ASSESSMENT of SOUTH FRONTENAC FACILITIES		
PROPONENT	TOTAL COST (excluding HST)	FINAL EVALUATION SCORE %
S2S Environmental Inc.	27,670	87
ECOH Environmental Cons.	23,850	85
Reveal Environmental Inc.	12,101.82	81
Barker Environmental	15,320	80
RiskCheck	29,540	78
Ontario Environmental & Safety Network	31,094	73
Pinchin	35,437	71
OHE Consultants	38,512	71
Cambium Inc.	39,521	68
HSP Consultants Inc.	49,660	54
XCG Consulting Ltd.	69,850	51



STAFF REPORT PUBLIC WORKS DEPARTMENT

Although S2S Environmental Inc. was not the lowest bid, their overall scoring was the highest of all submitted proposals. Three submitted bids were disqualified due to incomplete proposals. The disqualified companies were:

- WSP Canada Inc.
- Maple Environmental Inc.
- T. Harris Environmental Management

FINANCIAL/STAFFING IMPLICATIONS:

An amount of \$59,000 has been approved in the 2016 Capital Budget.

ATTACHMENTS: Appendix E; List of Facilities

Submitted/approved by:

Mark Segsworth P. Eng.
Public Works Manager

Prepared by:

Jamie Brash, Supervisor
Solid Waste/Facilities

Appendix E - Description of Properties to be reviewed

Name	Description	Address	Year Built	Structure Type	Area (m ²) Measurements are not exact
Harris Park	Community Hall	5612 Perth Road	1976	Wood	100
Town Hall	Administrative Offices Council Chambers	4432 George Street	1874	Stone	700
Sydenham Library	Library/Community Rooms	4418 Wheatley Street	2011	Steel	378
Burnt Hills Fire Hall	Fire Hall	5038 Carrying Place Rd.	1983	Wood	80
Burridge Fire Hall	Fire Hall	237 Burridge Road	1970	Butler Style	208
Hartington Fire Hall	Fire Hall Training Bldg	4808 Holleford Road	1958	Butler Style Wood Structure	481 56
Latimer Fire Hall	Fire Hall	3516 Latimer Road	1990	Butler Style	150
Sydenham Fire Hall	Fire Hall	4233 Stage Coach Road	1972	Butler Style	251
Verona Substation	Fire Hall	6930 Hwy 38	1998	Butler Style	334
Loughborough Garage	Former Public Works 1 - Storage Bldg	4264 Stagecoach Road	1970's	Butler Style Wood Structure	268 348
Storrington Centre	Fire Hall Public Works Garage Recreation Library 1-Storage Bldg	3910 Battersea Road	1969	Butler Style Wood Structure	877 90

Name	Description	Address	Year Built	Structure Type	Area (m²) Measurements are not exact
Princess Anne	Community Centre/Library	5597 Hwy 38	1950	Wood	245
Old Schoolhouse	Museum	5595 Hwy 38	1903	Stone	103
Bradshaw Fire Hall	Fire Hall	11 Anderson Rd. South	1980	Butler Style	110
Verona Medical Clinic	Medical Clinic	6582 Hwy 38	1960	Wood	185
Centennial Park	Washrooms/Canteen	4500 Centennial Park Drive		Wood	77
Keeley Office	Office Building	2490 Keeley Road	1990	Butler Style	160
Keeley Garage	Public Works Garage 1 - Storage Bldg	2490 Keeley Road	1972	Butler Style	1376 684
Keeley Sand Dome	Public Works	2490 Keeley Road	1980	Wood	487
Bedford Sand Dome	Public Works	1389 Westport Road	1978	Wood	487
Bedford Garage Complete renovation-2015	Public Works	1389 Westport Road	2015	Butler Style	1000
Glendower Hall	Community Hall 1 - Storage Bldg	1381 Westport Road	1963	Wood Wooden Structure	328 12
Hartington Sand Dome	Public Works	4808 Holleford Road	1978	Wood	487
Hartington Garage	Public Works Garage Vehicle Storage Bldgs	5286 Hinchinbrooke Road	1975	Butler Style Butler Style	271 300
Portland OPP	OPP Building	5282 Hinchinbrooke Road	1977	Butler Style	668
North Frontenac Arena	Skating Arena	4299 Boundry Road	1979	Butler Style	2278

Name	Description	Address	Year Built	Structure Type	Area (m²) Measurements are not exact
Fermoy Community Hall	Community Hall	3874 Westport Road	1960	Wood Structure	80
Bradshaw Schoolhouse	Old School House	7 Steele Road	1900	Wooden Structure	80
Battersea Ball Park	Canteen Bldg Washroom Bldg	5167 Battersea Road	1960	Concrete/Wood Concrete/Wood	36 11
Inverary Ball Park	2 - Storage Bldg Washrooms Bldg	4772 Latimer Road	1960	Wood/ Concrete Wood Wood	60 8
McMullen Beach	Recreation	6089 Carleton Drive	2000	Wood/ Concrete	62
Gerald Ball Park	Recreation	3364 Moreland Dixon Road	1980	Wood	56
Point Municipal Park	1 - Change-Washroom Bldg 1 - Storage Bunker Canteen Bldg	4410 Point Road	1970	Concrete Concrete Concrete/Wood	45 56 63



STAFF REPORT PUBLIC WORKS DEPARTMENT

PREPARED FOR COUNCIL: **October 13, 2016**

AGENDA DATE: **October 18, 2016**

SUBJECT:

RFP P03-2016 Bridge Engineering and Design of Green Bay Road Bridge and Moreland Dixon Culvert

SUMMARY OF RECOMMENDATION:

That Council award the contract of RFP P03-2016 Bridge Engineering and Design of Green Bay Road Bridge and Moreland Dixon Culvert to Keystone Bridge Management, for a total of \$38,000.00 based on estimated construction costs.

PURPOSE:

A Request for Proposal (RFP) was sent out for the Engineering and design of the Green Bay Road Bridge near White Lake Road, and the culvert on Moreland Dixon at Rockwood Estates. The intent of this proposal is to assess the current condition of the structure(s), prepare preliminary designs for repair or replacement, and upon approval of the recommended approach prepare a detailed design including tender preparation.

ANALYSIS:

The results, excluding applicable taxes, are located in the attached spreadsheet.

These structures require a great deal of attention to ensure the most cost effective method is selected, designs completed, and tenders prepared in a timely fashion. It is felt that the township would be in a better position to award both structures to Keystone Bridge management. While they scored second on the Moreland Dixon culvert based on their proposal the references were contacted for the highest scoring submission from AUE Engineering, and the results were less than desirable.

FINANCIAL/STAFFING IMPLICATIONS:

Sufficient funds exist within the 2016 Linear Asset Capital budget for this purpose.

RECOMMENDATION:

That Council award the contract of RFP P03-2016 Bridge Engineering and Design of Green Bay Road Bridge, near White Lake Road and Moreland Dixon Culvert to Keystone Bridge Management, for a total of \$38,000.00 based on estimated construction costs.

ATTACHMENT:

Bridge RFP Evaluation form

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared By:

David Holliday, CET
Area Supervisor

Green Bay Structure #28 Design										
Proposal submitted by:		Keystone Bridge Management	Diacreek Engineering	G.D. Jewell Engineering	AINLEY ENGINEERING	GREER GALLOWAY	Eastern Engineering Group	GHD	AUE Structural	APS
Company Profile	5%	5	1.67	5	5	5	1.67	5	1.5	3.3
Experience	10%	10	2.5	10	10	10	7.5	7.5	7.5	7.5
Proposed Methodology	10%	5	0	7.5	7.5	10	5	10	10	0
Financial Component	75%	63	71	30	52	43	65	20	62	34
Total costing Stage 1 and 2 (Based on \$400,000 construction)		\$24,500.00	\$8,385.00	\$90,570.00	\$45,490.00	\$64,000.00	\$20,000.00	\$110,000.00	\$27,320.00	\$82,800.00
TOTAL		83	75.17	52.5	74.5	68	79.17	42.5	81	44.8
Rank		1	4	7	5	6	3	9	2	8
Moreland Dixon Culvert Design										
Proposal submitted by:		Keystone Bridge Management	Diacreek Engineering	G.D. Jewell Engineering	AINLEY ENGINEERING	GREER GALLOWAY	Eastern Engineering Group	GHD	AUE Structural	APS
Company Profile	5%	5	1.67	5	5	5	1.67	5	1.5	3.3
Experience	10%	10	2.5	10	10	10	7.5	7.5	7.5	7.5
Proposed Methodology	10%	5	0	7.5	7.5	10	5	10	10	0
Financial Component	75%	64	71	34	54	49	67	23	72	37
Total costing Stage 1 and 2 (Based on \$200,000 construction)		\$13,500.00	\$4,585.00	\$52,135.00	\$26,055.00	\$32,000.00	\$10,000.00	\$64,730.00	\$4,180.00	\$41,500.00
TOTAL		84	75.17	56.5	76.5	74	81.17	45.5	91	47.8
Rank		2	5	7	4	6	3	9	1	8



STAFF REPORT CLERKS DEPARTMENT

PREPARED FOR COUNCIL: **October 12, 2016**

AGENDA DATE: **October 18, 2016**

SUBJECT:

Municipal Pound Services

RECOMMENDATION:

That Council authorize the Mayor and CAO to execute a three year contract for the period 2017-2019 with the Kingston Humane Society for the provision of pound services.

BACKGROUND:

As part of our Animal Control program we are required to provide for appropriate services for impounded animals. The Township has long contracted with Kingston Humane Society for these services.

A new fee structure was put in place for 2013 and extended for 2014 – 2016 at 2013 rates. The KHS has written to renew the contract for three years with modest increases.

Specific changes are highlighted below:

- Cost for Impound increases \$2.50 to \$52.50 per animal (5%)
- Boarding fee increases \$1.25 to \$26.25 per day (5%)
- Annual facilities fee increase \$50.00 to \$1050 per year (5%)
- Costs will increase in the second and third year of the contract by 5% each year.

The overall impact of the changes in the first year are estimated, based on the last eighteen months of service to be approximately \$175 per year.

ATTACHEMENTS:

- Correspondence and Contract from Kingston Humane Society

Submitted/approved by:

Wayne Orr, CAO

Prepared by:

Wayne Orr, CAO



August 26, 2016

Chief Administrative Officer
Township of South Frontenac
P.O. Box 100
Sydenham, ON K0H 2T0

Dear Sir/Madam:

Please find attached for council approval, a copy of your pound services contract which renews for January 1, 2017. You will note, Terms of Contract and Relationship section 1.01 has been amended to include bylaw officer responsibility for pound animal intakes. Additionally, there have been nominal fee increases added to the rates for services and the facility maintenance fees, refer to 3.0 Payment for Services Rendered section 3.09 for pricing increase information. The attached contract is a multi-year contract for the period of January 1, 2017 to December 31, 2019.

The Kingston Humane Society is prepared to continue to provide Pound Services to The Township of South Frontenac for the following fees:

Impound Fee: \$52.50 per Animal

Services provided for this one-time fee include:

- A health check performed by a Veterinary Technologist
- Vaccination (required to ensure the health and well-being of shelter animals)
- Parasite-control treatment (required to ensure the health and well-being of shelter animals)
- Microchip scan
- Documentation and Administration
- Shelter care and food for day of admission

Boarding Fee: \$26.25 per Animal, per day

Services provided for this daily fee (for a maximum of three (3) business days) include:

- Kennel/cage care: cleaning and disinfecting
- Safe handling and care of animals
- Provision of food and water
- Exercising of animals
- Monitoring and recording diet and activity
- Monitoring health and signs and symptoms of illness
- Provision of all equipment required for care of animals (beds, bedding, litter pans, dishes, leashes, collars, etc.)

Facilities Maintenance Fee: \$1,050.00 per year

This fee covers the provision of the physical building and the utilities and services required to house animals, such as electricity, heat, water etc., which must be available at all times regardless of the number of animals housed. This will be a once per year charge.

...../2



Additional Services

In addition to the base services described above, the following services will be available and provided as required.

Veterinary Care

When deemed necessary to alleviate suffering or prolong the life of the animal, veterinary care will be arranged and the municipality will be billed for the total cost of veterinary care provided. This will include any and all medications, special diet or treatments, including grooming, prescribed by the veterinarian.

Transportation

Any transportation of animals provided by the KHS will be at a rate of \$0.47 per km.

Euthanasia

The municipality will be responsible for the cost of euthanizing any animals that are not reclaimed or transferred at the end of the redemption period.

Holding of animals for Court Order or Quarantine

As per our current contract, the Municipality will be billed for any animals brought to the pound to be held by court order, or for a quarantine period at a premium rate of \$50.40 per day reflecting the higher handling requirements to provide care.

We are proposing the agreement to be current for a period of three (3) years. Once council has approved, please return the two (2) fully executed copies to the Kingston Humane Society attention to Sandra Scouten along with your facility maintenance fee remittance.

Yours Truly

Connie Ball
Executive Director

AGREEMENT

BETWEEN:

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

(Hereinafter referred to as "the Township")

THE FIRST PART

-And-

KINGSTON HUMANE SOCIETY

(Hereinafter referred to as "The Contractor")

THE SECOND PART

WHEREAS the Municipal Act, 2001, Part II, Section 8 provides a municipality with the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other Act;

AND WHEREAS the Contractor has agreed to provide Pound Services (hereinafter referred to as "services") for the Township;

AND WHEREAS the Contractor agrees to provide facilities in order to carry out services (hereinafter referred to as the "Pound")

AND WHEREAS the Township and the Contractor (hereinafter referred to as "the parties") deem it desirable to put the terms of this Agreement for services in writing;

NOW THEREFORE WITNESSETH in consideration of the services rendered by the Contractor to the Township the parties hereto agree as follows:

1. TERMS OF CONTRACT AND RELATIONSHIP

- 1.01 The Contractor is hereby engaged to perform various services as operator of the pound for dogs, including the provision of boarding services for dogs impounded by court order and/or quarantine purposes, as required by the Township in the conduct of its business and on the terms and conditions detailed in this Agreement. This service excludes bylaw officer responsibility for pound animal intake including immediate veterinary care for injured dogs prior to delivery at the pound.
- 1.02 The engagement of the Contractor pursuant to this Agreement shall commence on January 1, 2017 and shall expire on December 31, 2019.

- 1.03 It is understood that this Agreement is an Agreement for services and not a contract of services and that the Contractor is an independent Contractor and not of an employee of the Township. Further, the payment detailed in Section 3 below is the sole obligation of the Township to the Contractor and the Contractor or its employees are not entitled to receive any of the employment benefits received by the employees of the Township. The Contractor shall assume full responsibility and liability for payment of any monies received from the Township and shall indemnify and hold the Township harmless from and against all claims and demands under the Income Tax Act of Canada and related legislation passed by the Province of Ontario, for or in respect of withholding tax and any interest or penalties relating thereto, and similarly with respect to the Occupational Health and Safety Act, Workplace Safety and Insurance Act, Employment Insurance Act or the Canada Pension Plan Act and any cost or expenses incurred in defending such claims or demands.

2. TERMINATION OF AGREEMENT

- 2.01 This Agreement with the Contractor may be terminated by the Township or the Contractor in one of the following ways:
- (a) Upon either party giving the other thirty (30) days' written notice of the intention to terminate this Agreement;
 - (b) In the event of acts of willful negligence by the Contractor resulting in injury or damages to the Township, this Agreement may be terminated at the option of the Township upon five (5) days written notice;
 - (c) In the event of acts of willful negligence by the Township resulting in injury or damages to the Contractor, this Agreement may be terminated at the option of the Contractor upon five (5) days written notice;
 - (d) In the event that either party default under this Agreement, the other party shall be entitled to provide written notice of such default to the first party, which notice shall be ten (10) days to rectify the default, failing which this Agreement shall be immediately terminated.
 - (e) Upon termination of this Agreement, the Contractor will invoice for any outstanding amounts owing, and the Township will pay invoice within thirty (30) days.

3. PAYMENT FOR SERVICES RENDERED

- 3.01 The Contractor shall receive monthly payment for all dogs impounded for the Township upon the receipt of an invoice and appropriate documentation. The charge will be \$52.50 per dog. This charge shall be known as the "Impound fee".
- 3.02 The Township will be billed for impounded dogs brought to the Contractor to be held by court order, or for a quarantine period as directed by a police officer,

judge, animal control officer, public health officer or any other official with authority to impose such as order. Due to the higher handling requirements associated with providing care to these dogs the premium boarding rate of \$50.40 per day will be charged as well as the cost of euthanasia if the dog is not recovered by its owner in addition to the \$52.50 impound fee as stated in section 3.01.

- 3.03 The Contractor shall receive from the Township a fee of \$1,050 annually for facility maintenance fees paid in full upon signing of the pound contract.
- 3.04 The Contractor shall receive from the Township a Boarding fee of \$26.25 per day effective on day two through day four for all dogs brought to the Pound.
- 3.05 The Contractor shall be reimbursed for all veterinary services deemed necessary to alleviate suffering or to prolong the life of the dog. The Township shall be billed for the entire cost of veterinary services including any and all medications, special diet or treatments prescribed by the veterinarian as well as any applicable taxes that may be charged by the veterinarian.
- 3.06 The Contractor shall be reimbursed for the transportation of a dog to the veterinarian at a rate of \$0.47 per km.
- 3.07 The Contractor shall be reimbursed for the cost of euthanizing any dog during the redemption period for humane reasons as deemed by a veterinarian; or at the conclusion of the redemption period because it is not reclaimed or transferred.
- 3.08 The Contractor shall be reimbursed \$8 per animal tag that is issued by the Contractor, upon receipt of a monthly invoice and license registrations.
- 3.09 An increase of 5% shall be applied for each year of this contract from Year 2 through Year 3 on all fees excluding animal tag sale commissions.

4. SERVICES

- 4.01 The Contractor shall provide the services outlined in 4.03 as a duly qualified operator of a Pound as defined by the Pounds Act, R.S.O. 1990. The Contractor shall provide said services in a professional and fully competent manner in accordance with the provisions of this Agreement.
- 4.02 The Contractor, after boarding a dog for a complete three (3) business days or such longer period as set out in the Animals for Research Act (R.S.O. 1990, A.22, as amended), without redemption of same, shall claim ownership of the dog and be entitled to dispose of or make the dog available for adoption, or as set forth in Section 3.02.
- 4.03 The services the Contractor shall provide include:

1. Accept all dogs brought to the Pound by the Township Animal Control Officers or other employees of the Township or other persons as authorized by the Township Animal Control Officer or the public where the dog concerned has been found within the municipal boundaries of the Township;
2. Accommodate, feed and provide health care services to any dog brought to the facility to be held by court order or for a quarantine period, as directed a police officer, judge, animal control officer, public health officer or any other official with authority to impose such as order.
3. Provide a Pound that is accessible to the Township Animal Control Officers twenty-four (24) hours a day, seven (7) days a week;
4. Provide a Pound that is open during regular office hours on Monday to Sunday and, when possible, by appointment on any non-holiday business day the facility may be closed.
5. Accommodate and feed all stray dogs accepted on behalf of the Township for three (3) complete days, if left unclaimed or for such time as set forth in Section 3.02;
6. Provide health care services to each dog to meet the requirements of the Animals for Research Act R.S.O. 1990, Chapter A. 22;
7. Release to their owners all dogs reclaimed during or after the period set forth above upon receipt of all applicable fees being paid in full;
8. Euthanize and dispose of dogs destroyed pursuant to Section 20(7) of the Animals for Research Act R.S.O. 1990, Ch. A.22;
9. Create and maintain necessary records on each dog accepted on behalf of the Township and provide such records to the Township on a monthly basis;
10. Remit all funds, collected on behalf of the Township, to the Township on a monthly basis. The Contractor shall also collect from all individuals reclaiming a dog the sum of \$100.00 which shall be remitted to the Township.
11. The Contractor shall collect on behalf of the Township all fees paid for all veterinary services deemed necessary to alleviate suffering or to prolong the life of the dog. This fee shall include the entire cost of veterinary services including any and all medications, special diet or treatments prescribed by the veterinarian, as well as any applicable taxes that may be charged by the veterinarian. These fees shall be collected from the individual claiming the dog and shall be remitted to the Township on a

monthly basis. No dog shall be released to an owner until these fees have been collected.

5. CONFIDENTIALITY OF INFORMATION

- 5.01 The Contractor shall not disclose to anyone outside the employ of the Township, without prior written permission of the Township, any aspect of the Township's business, except as required in the course of exercising his/her duties and responsibilities with the Township. This Agreement will continue to restrict the Contractor's disclosure of such information after the termination of this Agreement, until such information has been made public through no fault of the Contractor.
- 5.02 The Township shall not disclose to anyone outside the employ of the Contractor, without prior written permission of the Contractor, any aspect of the Contractor's business, except as required in the course of exercising his/her duties and responsibilities. This Agreement will continue to restrict the Townships disclosure of such information after the termination of this Agreement, until such information has been made public through no fault of the Township.
- 5.03 After the termination of this Agreement, the Contractor shall promptly return to the Township, without request from the Township, any of the Township's information, materials and other property which may subsequently be in the Contractor's possession.

6. INSURANCE

- 6.01 The Contractor agrees, at the Contractor's expense, to maintain in force for the term of this Agreement a minimum of \$2,000,000.00 comprehensive liability insurance indemnifying the Township and naming the Township as an additional insured. The Contractor shall provide a Certificate of Insurance to the Township upon commencement of this Agreement.

7. SEVERABILITY

- 7.01 If any provision or portion of any provision in this Agreement shall be held by a court of competent jurisdiction to be unenforceable, invalid, or illegal, such provision or such portion of the provision shall be severable and shall be deemed to be voided and the remaining provisions or portions shall remain valid and binding.

8. GOVERNING LAW

- 8.01 This Agreement shall be construed in accordance with, and governed by, the laws in force in the Province of Ontario and as interpreted by the Courts of that Province.

9. BINDING EFFECT

- 9.01 This agreement shall be binding upon the parties, their heirs, executors, administrators, successors and assigns provided that this Agreement shall be personal to the Contractor and may not be assigned by him/her.

10. INDEMNIFICATION

- 10.01 The Contractor hereby indemnifies and saves harmless the Township from any suit, action, cause of action, claim or damages whatsoever of any nature and kind arising from the breach by the Contractor of any terms of this Agreement or the negligence of the Contractor in conducting their, their agents or their employees' services.

11. NOTICE

- 11.01 Any notice required or desired to be given hereunder shall be delivered in person or sent by prepaid registered mail addressed as follows:

(a) To the Corporation of the Township of South Frontenac:

4432 George Street, Box 100
Sydenham, ON K0H 2T0
Attention: Chief Administrative Officer

(b) To Kingston Humane Society at:

1 Binnington Court
Kingston, Ontario
K7M 8M9
Attention: Connie Ball, Executive Director

or at such address as may be furnished in writing from time to time by either party to the other. Any notice mailed as aforementioned by registered mail shall be deemed to have been received three (3) business days after the posting thereof.

12. TIME OF THE ESSENCE

- 12.01 Time shall be of the essence in the performance of obligations pursuant to this Agreement.

13. AMENDMENTS

- 13.01 No provision of this Agreement shall be amended, altered, or waived except by a further written agreement between parties. No waiver of a provision of this

Agreement shall operate as a waiver of any other provision or of the same provision on a future occasion.

14. ACKNOWLEDGEMENT

14.01 The Contractor hereby acknowledges having read and understood the within Agreement.

IN WITNESS WHERE the parties have duly executed this Agreement under seal.

SIGNED, SEALED AND DELIVERED

In the presence of

	)	Kingston Humane Society
	)	
_____	)	_____
Witness	)	President
	)	
_____	)	_____
Witness	)	Secretary
	)	
_____	)	
Date	)	The Corporation of the Township of South Frontenac
	)	
	)	
	)	_____
	)	Ron Vandewal, Mayor
	)	
	)	_____
	)	Wayne Orr, Chief Administrative Officer

South Frontenac Recreation Committee Minutes

Monday, September 19, 2016

Attendance: Chair Mike Howe, Vice-Chair Dan Bell, Councillor Norm Roberts, Councillor Pat Barr, Councillor Mark Schjerning, Tracy Holland, Kevin Fox, Pam Morey, Alvin Wood, Wolfe Erlichman, Donna Brown, Tim Laprade, Jamie Brash

1. Call to Order

2. Approval of Minutes – Monday, August 22, 2016

Motion to approve the minutes from Monday, August 22, 2016

Moved by: Donna Brown

Seconded by: Kevin Fox

Carried

3. Business Arising from the Minutes

- The ornamental fencing around the cenotaph should be completely installed this week.

4. Delegations

a. Bedford delegation on recreational use of Fermoy Hall

- Donna Garland spoke to the committee and provided speaking notes in hard copy regarding the desire within the community to use Fermoy Hall for recreational purposes.
- A small committee has met and discussed possible uses and what the building would require in terms of basic necessities for community use. They suggested; portable toilets, a water cooler, an emergency phone, working lights, ceiling fans, and to patch and paint the walls.
- The group would like to present a letter of interest to local user groups in order to determine the level of usage the building would get on a regular basis. They would also like to approach council to request that money that has been set aside in the budget for Fermoy Hall be carried over into 2017 that could be used for funding after more research and planning is complete.

Motion: THAT the South Frontenac Recreation Committee supports the Bedford District's delegation related to the improvements at Fermoy Hall.

Moved by: Kevin Fox

Seconded by: Dan Bell

Carried

b. North Frontenac Community Services

- Louise Moody and Mary Beth Scott spoke to the SFRC regarding a request for \$5,000 per year for 3 years of funding for an after school program at Prince Charles Public School which serves families in South Frontenac Township.
- The program is essential to the area in that many children do not have access to other after school opportunities and often go home alone. This program encourages and incorporates recreation, socialization, and eating healthy.

Motion: THAT the South Frontenac Recreation Committee supports the request from the North Frontenac Community Services to provide an after-school program at Prince Charles Public School in the amount of \$5000 per year for three years.

Moved by: Pam Morey

Seconded by: Dan Bell

Carried

5. New Business

a. Budget Submission Review and Discussions

- The committee reviewed and discussed all budget requests from each district.

b. Recreation Survey Report and next steps

- A hard copy of the Recreation Survey Report was distributed to the committee for review and to discuss at the next meeting.

6. Updates

a. District Committee Updates

i. Ball Park Advertising

- Tim Laprade will draft a policy for the committee to review. There has been no feedback from the district committees regarding advertising at the ball fields.

ii. South Frontenac Canteens

- Chair Mike Howe invited Tim Laprade to the next Loughborough District Recreation meeting to discuss the situation regarding the possible canteen closures.

b. User fees report

- Tim Laprade will bring forward recommendations when he has completed the user fee report.

c. Canada 150th Celebrations and the Ontario 150 Project Funding

- The Portland S & A Club has applied for government funding to help facilitate the road rally event.
- The club is working on developing partnerships with other organizations, including Parks Canada which is hosting an event as well.
- A meeting will be held on October 12 at 7 p.m. at the S & A Club in Harrowsmith for anyone that would like to attend.

d. Ontario 150 Capital Funding

- A government grant has been submitted.

7. Chair to sign off on meeting attendance

8. Next Meeting: Monday, October 17, 2016 at 7 p.m.

9. Adjournment: 9:10 p.m.

Recording Secretary: Sarah Vandewal

June 16, 2016

South Frontenac Township Police Services Board Meeting

Time: 7:00 p.m.

Location: South Frontenac Township Council Chambers

Board Members

Present: Ron Vandewal
Brad Barbeau

Staff: Staff Sergeant Sharron Brown

Secretary: Wayne Orr

1. Call to Order

The Chair called the meeting to order at 7:10 p.m.

2. Attendance – Ron Vandewal, Brad Barbeau, Stephen Bach, Sharron Brown, Wayne Orr

3. Declaration of Pecuniary Interest - nil

4. Approval of Agenda

Moved by Brad Barbeau
That the agenda be approved.

Seconded by Ron Vandewal
Carried.

5. Approval of Minutes

Moved by Brad Barbeau
That the minutes of the March 17, 2016 regular meeting be approved.
Carried.

Seconded by Ron Vandewal
Carried.

6. Presentations/Delegations – none

7. Correspondence

- Perth Police Services Board 2014-2016 Business Plan
- Lanark County Situation Table Project – OAPSB Zone 2 Perth
- Strategy of a Safer Ontario Zone 2
- CTSB Project Updates: OAPSB
- OPP Municipal Policing
- MCSCS Zone Update – April 22, 2016
- Police Week 2016 Provincial Theme – “Discover Policing for Safer Communities – May 15- 21, 2016”
- Update on Zone 2 Meetings in 2016

During Police Week there were Targeted Focus Patrols on Traffic. Enforcement resulted in strong results.

The OPP at a Provincial level are dealing with the policy issues surrounding the “carding”.

8. Financial

Staff Sergeant Brown was asked to confirm if the Ride annual submissions had been completed as they were due June 30.

9. Detachment Commanders Report

- The Staff Sergeant highlighted her statistical summaries. No new trends were noted. There was a suggestion that proactive Break and Enter assessments could be offered rather than the existing post B & E work that is done.
- The Staff Sergeant was asked to come to a future Committee of the Whole meeting to review current crime statistics. The CAO will coordinate a date.
- The 2015 Progress Report on the 2014-2016 Action Plan was circulated and will be posted on the Township website.

10. Committee Reports - nil

11. Other Business

- The new mobile sign has been set up out front of the OPP on Road 38. The OPP are meeting with the Public Works Department staff next week and will look at future locations.

12. Public Discussion

- Traffic congestion outside of the High School was discussed.

13. Date and Time of Next Meeting

- The next meeting is scheduled for September 15, 2016 at 7:00 pm.

14. In-Camera – n/a

15. Adjournment

Moved by Brad Barbeau

Seconded by Ron Vandewal

That the meeting be adjourned at 7:45 p.m.

Carried.

Ron Vandewal, Chair

Wayne Orr, Secretary



Payment Listing
For the period of October 5, 2016 to October 18, 2016

Accounts Payable Payment Listing:

For the period of October 5, 2016 to October 18, 2016 96,668.35

Payroll Payment Listing:

Pay Period #21	Pay date October 12, 2016 For the period of September 25, 2016 to October 8, 2016	76,244.70
Council Reimbursement	Pay date October 12, 2016 For the period of September 25, 2016 to October 8, 2016	3,594.09
Volunteer Firefighters	Pay date October 14, 2016 For the period of July 1, 2016 to September 30, 2016	80,137.92
Total Payments		<u><u>\$ 256,645.06</u></u>

RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending October 18, 2016 in the amount of \$ 256,645.06

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

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

Ranges: **From:** **To:** **Distribution Types Included:**
Cheque Date: **10/5/2016** **10/18/2016** **PURCH, MISC**

10 GG

0000 Gen

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006281	10/18/2016		THE FRONTENAC NEWS		
		62292		Ad Sept 29	\$354.61
		62374		Oct 6 AD	\$298.83
Total EFT000000006281					\$653.44
EFT000000006284	10/18/2016		HUGHES CONSTRUCTION AND		
		2034		GRASS CUTTING SEPT 2016	\$9,658.71
Total EFT000000006284					\$9,658.71
EFT000000006289	10/18/2016		METROLAND MEDIA GROUP		
		817877		Ad - Sept 2016	\$1,488.94
Total EFT000000006289					\$1,488.94
Total Gen					\$11,801.09

1000

Cheque	Date	Inv #	Vendor	Description	Amount
067869	10/18/2016		BAYSIDE MEDICAL SUPPLIES INC		
		45124		EXAM TABLE	\$5,825.76
Total 067869					\$5,825.76
067890	10/18/2016		TOM'S LAWN CARE		
		913964		LAWN MAINTENANCE	\$254.40
Total 067890					\$254.40
EFT000000006271	10/18/2016		BAY ELECTRIC		
		11216		REPAIR FLAG POLE LIGHT	\$189.01
Total EFT000000006271					\$189.01
EFT000000006280	10/18/2016		FIVE STAR FIRE PROTECTION		
		1003		RESET FIRE ALARM	\$290.02
Total EFT000000006280					\$290.02
Total					\$6,559.19

1100 Counc

Cheque	Date	Inv #	Vendor	Description	Amount
067875	10/18/2016		HOLIDAY COUNTRY MANOR		
		20161006		CATERED MEEETING	\$291.90
Total 067875					\$291.90
Total Counc					\$291.90

1250 Clk

Cheque	Date	Inv #	Vendor	Description	Amount
067872	10/18/2016		CANADIAN MENTAL HEALTH ASSOCIATION		
		16/10		MENTAL HEALTH TRAINING	\$125.00
Total 067872					\$125.00
EFT000000006302	10/18/2016		TROUSDALE'S FOODLAND		
		8727		coffee / cream	\$24.37
		9719-2016		coffee & cream	\$15.62
		641		cream	\$2.69
Total EFT000000006302					\$42.68
Total Clk					\$167.68

1275 Fin

Cheque	Date	Inv #	Vendor	Description	Amount
067872	10/18/2016		CANADIAN MENTAL HEALTH ASSOCIATION		
		16/10		MENTAL HEALTH TRAINING	\$125.00
Total 067872					\$125.00
Total Fin					\$125.00

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total GG

\$18,944.86

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
067871	10/18/2016		BELL MOBILITY (RADIO DIVISION)		
		236854		16/10 monthly rental	\$328.00
Total 067871					\$328.00
067872	10/18/2016		CANADIAN MENTAL HEALTH ASSOCIATION		
		16/10		MENTAL HEALTH TRAINING	\$125.00
Total 067872					\$125.00
067882	10/18/2016		NELSON, RICK		
		16/10/04- PIZZA		FIRE DEPT PIZZA	\$45.48
Total 067882					\$45.48
067893	10/18/2016		WILLIAMS, KATHY		
		16/09/30-CLEAN		FIREHALL CLEANING	\$490.00
Total 067893					\$490.00
EFT000000006268	10/18/2016		1622411 ONTARIO LTD.		
		23292		HOLDING TANK PUMPED	\$244.22
		23313		16/09 - LAWN MAINTENANCE	\$203.52
Total EFT000000006268					\$447.74
EFT000000006269	10/18/2016		ABELL PEST CONTROL INC.		
		09681891		16/09 PEST CONTROL	\$42.53
		09502626		16/09 PEST CONTROL	\$44.51
		09433798		16/09 PEST CONTROL	\$36.08
Total EFT000000006269					\$123.12
EFT000000006277	10/18/2016		DALTCO ELECTRIC & SUPPLY		
		0940962		LED LIGHTS	\$890.89
		0940962		LED LIGHTS	\$890.88
Total EFT000000006277					\$1,781.77
EFT000000006279	10/18/2016		FIRE SERVICE MANAGEMENT		
		434783		WASH SUIT AND REPAIRS	\$204.07
Total EFT000000006279					\$204.07
EFT000000006286	10/18/2016		KENWORTH ONTARIO - KINGSTON		
		KS17711		PERFORM SERVICE	\$441.89
		KS17732		PERFORM SERVICE	\$504.78
		KS17729		PERFORM SERVICE	\$539.08
		KS17767		PERFORM FULL SERVICE	\$424.59
		KS17461		SAFETY AND FRONT BRAKES	\$5,596.87
		KS17446		FIX EMERGENCY LIGHT	\$104.19
Total EFT000000006286					\$7,611.40
EFT000000006287	10/18/2016		LEONARD, ELIZABETH		
		16/09/19-01		CLEANING	\$60.00
Total EFT000000006287					\$60.00
EFT000000006288	10/18/2016		LEVITT-SAFETY LIMITED		
		1235187-00		12 AIR CYLINDERS H-TEST	\$888.36
Total EFT000000006288					\$888.36
EFT000000006290	10/18/2016		NOONAN, MIKE		
		16/10-07		Oct 2016 grass cutting	\$250.00
Total EFT000000006290					\$250.00
EFT000000006291	10/18/2016		NORTHWAY HARDWARE		
		16500		FIREHALL SUPPLIES	\$83.31
Total EFT000000006291					\$83.31
EFT000000006292	10/18/2016		PRINTFUSION INC.		
		79059		BUSINESS CARDS - RC	\$29.51
Total EFT000000006292					\$29.51
EFT000000006295	10/18/2016		ROSEN ENERGY GROUP		
		600111		400.3 L GAS @ \$0.9290	\$378.42
Total EFT000000006295					\$378.42
EFT000000006296	10/18/2016		R. THURSTON TECHNOLOGIES		
		10803		OCT-DEC 2016 TOWER RENTAL	\$381.60
Total EFT000000006296					\$381.60
EFT000000006297	10/18/2016		SAFEDESIGN APPAREL LTD.		
		248698		FIREFIGHTER GEAR	\$2,222.34
Total EFT000000006297					\$2,222.34
EFT000000006300	10/18/2016		SNIDER, LISA		
		16/09/23-CLEANING		CLEANING	\$70.00

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

Total EFT000000006300 **\$70.00**
EFT000000006305 10/18/2016
TCL-158540 TURRIS COMMUNICATIONS LTD
BATTERIES \$109.41
Total EFT000000006305 **\$109.41**
Total Fire **\$15,629.53**

2400 Police

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006289	10/18/2016	817877	METROLAND MEDIA GROUP	Ad - Sept 2016	\$396.86
Total EFT000000006289					\$396.86
Total Police					\$396.86

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
067881	10/18/2016	6-2016-1-1UA-86	MINISTER OF FINANCE-INVEST & ENFORCE	rental housing inspections	\$530.00
Total 067881					\$530.00
Total Build					\$530.00

2625 Lvstck

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006294	10/18/2016	16/10/04-LIVESTOCK	REDDEN, JOSEPH	LIVESTOCKVALUER 16/10/04	\$50.00
		16/10/04-LIVESTOCK		LIVESTOCKVALUER MILE 16/10/04	\$7.70
		16/10/04-LIVESTOCK		PICTURES 16/10/04	\$4.14
Total EFT000000006294					\$61.84
Total Lvstck					\$61.84

Total PP&P

\$16,618.23

30 Trans

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006270	10/18/2016	C14258-1016	ALLIANCE WIRELESS	answering service sept 2016	\$204.23
Total EFT000000006270					\$204.23
Total PW OH					\$204.23

3005 RdAdmOH

Cheque	Date	Inv #	Vendor	Description	Amount
067871	10/18/2016	236854	BELL MOBILITY (RADIO DIVISION)	16/10 monthly rental	\$295.38
Total 067871					\$295.38
EFT000000006282	10/18/2016	K147258	GRAND & TOY LIMITED	OFFICE SUPPLIES	\$142.29
Total EFT000000006282					\$142.29
EFT000000006293	10/18/2016	753	PRO-TECH TRAINING	WINTER ROAD MAINT. COURSE	\$915.84
Total EFT000000006293					\$915.84
Total RdAdmOH					\$1,353.51

3010 Cap/Equip/Ptrl

Cheque	Date	Inv #	Vendor	Description	Amount
067868	10/18/2016	066389	ATKINSON HOME BUILDING CENTRE	PINE SHELF	\$80.05
Total 067868					\$80.05
067887	10/18/2016	16/09/19-01	SNIDER, PERCY	FLAGGING	\$216.49
Total 067887					\$216.49
067889	10/18/2016	INV-285	THREE HILLS ENGINEERING LTD.	CONSTRUCTION INSPECTION	\$2,544.00

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

Total 067889					\$2,544.00
EFT000000006273	10/18/2016		CINTAS		
		884761843		cleaning supplies	\$123.37
		884761843		uniforms	\$9.10
		884761843		uniforms	\$19.60
		884763420		supplies	\$197.71
		884763420		uniforms	\$9.10
		884763420		uniforms	\$9.51
		884763420		uniforms	\$10.07
Total EFT000000006273					\$378.46
EFT000000006277	10/18/2016		DALTCO ELECTRIC & SUPPLY		
		0943257		LED LIGHTING	\$1,069.05
Total EFT000000006277					\$1,069.05
EFT000000006285	10/18/2016		JODY CAMPBELL'S SEPTIC SERVICE		
		7873		PORTABLE TOILET RENTAL	\$122.11
Total EFT000000006285					\$122.11
EFT000000006287	10/18/2016		LEONARD, ELIZABETH		
		16/09/30-02		cleaning keeley garage	\$300.00
Total EFT000000006287					\$300.00
EFT000000006298	10/18/2016		SAFETY-KLEEN CANADA, INC.		
		70725097		16 G PARTS WASHER	\$379.58
Total EFT000000006298					\$379.58
EFT000000006302	10/18/2016		TROUSDALE'S FOODLAND		
		8216		water	\$32.44
		8216		water	\$32.43
Total EFT000000006302					\$64.87
Total Cap/Equip/Ptrl					\$5,154.61

3215 Drainage

Cheque	Date	Inv #	Vendor	Description	Amount
067887	10/18/2016		SNIDER, PERCY		
		16/09/21-49		TRI AXLE RENTAL	\$1,383.94
		16/09/21-50		FLAGGING	\$341.66
Total 067887					\$1,725.60
EFT000000006268	10/18/2016		1622411 ONTARIO LTD.		
		23274		FLAGGING MORELAND DIXON	\$2,185.04
Total EFT000000006268					\$2,185.04
EFT000000006301	10/18/2016		SWEET'S SAND & GRAVEL		
		S-0046809		5/8" crushed stone	\$956.46
		S-0046809		3" crushed stone	\$572.59
Total EFT000000006301					\$1,529.05
Total Drainage					\$5,439.69

3320 should maint

Cheque	Date	Inv #	Vendor	Description	Amount
067887	10/18/2016		SNIDER, PERCY		
		16/09/23-08		FLAGGING HWY 38	\$120.59
Total 067887					\$120.59
EFT000000006275	10/18/2016		CRUICKSHANK CONSTRUCTION		
		90067394		5/8" GRAVEL	\$499.96
		90067394		3" GRAVEL	\$609.99
		90066920		5/8" GRAVEL	\$1,236.79
Total EFT000000006275					\$2,346.74
EFT000000006301	10/18/2016		SWEET'S SAND & GRAVEL		
		S-0046967		5/8" crushed stone	\$408.98
Total EFT000000006301					\$408.98
Total should maint					\$2,876.31

3405 Washout

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006301	10/18/2016		SWEET'S SAND & GRAVEL		
		S-0046809		5/8" crushed stone	\$118.69
		S-0046967		ASPHALT	\$400.25
		S-0046967		2" crushed stone	\$253.87
		S-0046967		7/8" crushed stone	\$1,756.48
Total EFT000000006301					\$2,529.29

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total Washout **\$2,529.29**

3425 Gradng & Grvl resurf

Cheque	Date	Inv #	Vendor	Description	Amount
067879	10/18/2016	731	J.A. FILLION EXCAVATING	LEVEL & GRADE FISHING LAKE RD	\$330.72
Total 067879					\$330.72
067887	10/18/2016	16/09/19-07	SNIDER, PERCY	GRADING	\$228.96
Total 067887					\$228.96
EFT000000006301	10/18/2016	S-0046809	SWEET'S SAND & GRAVEL	5/8" crushed stone	\$111.21
		S-0046809		5/8" crushed stone	\$1,010.09
Total EFT000000006301					\$1,121.30
Total Gradng & Grvl resurf					\$1,680.98

3601 Barricds & Sfty Matls

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006303	10/18/2016	63832	TROUSDALE'S HOME HARDWARE	BATTERY	\$127.10
Total EFT000000006303					\$127.10
Total Barricds & Sfty Matls					\$127.10

Total Trans **\$19,365.72**

40 Env

4110 Water Treat

Cheque	Date	Inv #	Vendor	Description	Amount
067870	10/18/2016	16/09-7631	BELL CANADA-WATER TOWER PHONE LINE	16/09 telephone	\$74.28
Total 067870					\$74.28
Total Water Treat					\$74.28

5005 SW & Fac OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006283	10/18/2016	INV107033159	HD SUPPLY CANADA, INC	master lock	\$414.57
Total EFT000000006283					\$414.57
EFT000000006303	10/18/2016	63480	TROUSDALE'S HOME HARDWARE	LATEX GLOVES	\$11.18
Total EFT000000006303					\$11.18
Total SW & Fac OH					\$425.75

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
067891	10/18/2016	160929	TUFFBOX INC.	2 TUFFBOX LINERS	\$3,000.19
Total 067891					\$3,000.19
Total Garb coll					\$3,000.19

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
067887	10/18/2016	16/09/26-06	SNIDER, PERCY	PORTLAND DUMP / DOZER	\$569.86
		16/09/22-02		PORTLAND DUMP / DOZER	\$976.90
		16/09/16-46		PORTLAND DUMP / WASTE	\$178.08
		16/09/22-05		PORTLAND DUMP WASTE	\$356.16
Total 067887					\$2,081.00
EFT000000006269	10/18/2016		ABELL PEST CONTROL INC.		
		10359156		Oct 2016 pest control	\$97.44
		08048632		PEST CONTROL	\$56.27
		08048632		PEST CONTROL	\$56.27

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	08048632	PEST CONTROL	\$56.27
Total EFT000000006269			\$266.25
EFT000000006309	10/18/2016	WHALEY, GEORGE	
	511070	16/09 landfill maintenance	\$4,594.36
Total EFT000000006309			\$4,594.36
Total Gab disp			\$6,941.61

5200 Recyc

Cheque	Date	Inv #	Vendor	Description	Amount
067880	10/18/2016		KINGSTON AREA RECYCLING CENTRE		
		2016-6		RECYCLING TOTERS 95 GAL	\$497.35
Total 067880					\$497.35
EFT000000006292	10/18/2016		PRINTFUSION INC.		
		78904		NON COMPLIANCE NOTICES	\$379.21
Total EFT000000006292					\$379.21
Total Recyc					\$876.56

5210 Rec Disp/Prc

Cheque	Date	Inv #	Vendor	Description	Amount
067887	10/18/2016		SNIDER, PERCY		
		16/09/22-04		PORTLAND RECYCLE	\$178.08
Total 067887					\$178.08
Total Rec Disp/Prc					\$178.08

5315 Bale wrap

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006304	10/18/2016		TRUE ELECTRIC		
		6742		Disconnect power supply	\$132.29
Total EFT000000006304					\$132.29
Total Bale wrap					\$132.29

Total Env

\$11,628.76

70 Cem

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006278	10/18/2016		D G YOUNGE CONCRETE BURIAL VAULTS		
		1314		16/09 INTERNMENTS	\$305.28
		1314		16/09 INTERNMENTS	\$559.68
		1314		16/09 INTERNMENTS	\$122.11
		1314		16/09 INTERNMENTS	\$20.35
Total EFT000000006278					\$1,007.42
Total Health					\$1,007.42

Total Cem

\$1,007.42

80 Rec

8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
067874	10/18/2016		DAHM PAINTING & DECORATING LTD		
		412		PAINTING WASHROOMS	\$798.82
		412		PAINTING WASHROOMS	\$798.82
Total 067874					\$1,597.64
067876	10/18/2016		HOLLAND, TRACY		
		16/09/26-LOUGH REC		16/09/26-LOUGH REC	\$30.30
Total 067876					\$30.30
067877	10/18/2016		HOWE, MIKE		
		16/09/26-LOUGH REC		16/09/26-LOUGH REC	\$30.30
Total 067877					\$30.30
067878	10/18/2016		IRWIN, NORM		
		16/09/26-LOUGH REC		16/09/26-LOUGH REC	\$30.30
Total 067878					\$30.30

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

067884	10/18/2016		RUTTAN, RANDY		
		16/09/26-	LOUGH REC	16/09/26-	LOUGH REC
					\$30.30
Total 067884					\$30.30
067888	10/18/2016		TAKALA, MARYANNE		
		16/09/26-	LOUGH REC	16/09/26-	LOUGH REC
					\$30.30
Total 067888					\$30.30
067892	10/18/2016		UNITED RENTALS OF CANADA INC		
		134288524-011		FENCE RENTAL	\$433.50
Total 067892					\$433.50
EFT000000006272	10/18/2016		BOWES CARPENTRY		
		091516-3		OUTBUILDING REPAIRS	\$1,312.70
		100416		DOOR REPAIRS	\$893.45
Total EFT000000006272					\$2,206.15
EFT000000006277	10/18/2016		DALTCO ELECTRIC & SUPPLY		
		0943257		LED LIGHTING * 2	\$332.44
		0943257		LED LIGHTING * 2	\$332.44
Total EFT000000006277					\$664.88
EFT000000006299	10/18/2016		SLEETH, SARAH		
		16/09/23-11		CLEANING SEPT 2016	\$280.00
		16/09/23-11		HALL BOOKING	\$40.00
		16/09/23-11		EXTRA CLEANING	\$60.00
Total EFT000000006299					\$380.00
EFT000000006303	10/18/2016		TROUSDALE'S HOME HARDWARE		
		62813		HINGE PIN	\$14.74
Total EFT000000006303					\$14.74
EFT000000006306	10/18/2016		VANDEWAL, SARAH		
		16/09/26-	LOUGH REC	16/09/26-	LOUGH REC SECRETARY
					\$65.00
Total EFT000000006306					\$65.00
EFT000000006307	10/18/2016		VELDMAN, VICKI		
		16/09/26-	LOUGH REC	16/09/26-	LOUGH REC
					\$30.30
Total EFT000000006307					\$30.30
EFT000000006308	10/18/2016		WASH, PAUL		
		16/09/26-	LOUGH REC	16/09/26-	LOUGH REC
					\$30.30
Total EFT000000006308					\$30.30
Total Rec					\$5,574.01

8030 Cda Day

Cheque	Date	Inv #	Vendor	Description	Amount
067883	10/18/2016		REVILL DIANE ELIZABETH		
		16/09-	CDN TIRE	CANADA DAY SUPPLIES	\$43.03
Total 067883					\$43.03
EFT000000006310	10/18/2016		WOOD, ALVIN		
		16/06-	CAN DAY	Canada day supplies	\$18.05
Total EFT000000006310					\$18.05
Total Cda Day					\$61.08

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
067873	10/18/2016		COLEMAN, DONALD		
		2016071		FLOWER BARREL PRIZES	\$720.10
Total 067873					\$720.10
067885	10/18/2016		SHARBOT LAKE SERVICE & HOME MAINTENANCE		
		575331		GRASS CUTTING AT VILLAGE SIGNS	\$111.94
Total 067885					\$111.94
EFT000000006267	10/7/2016		UTG DIGITAL MEDIA		
		INV-104-BAL		BAL OF ELECTRONIC SIGN	\$15,055.19
Total EFT000000006267					\$15,055.19
Total VCA					\$15,887.23
Total Rec					\$21,522.32

90 Plan

9000 Plan

Cheque	Date	Inv #	Vendor	Description	Amount
067886	10/18/2016		SILVERBROOK LANDSCAPE & GARDEN		

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

		Z-16/14 REFUND	Z-16/14 REFUND	-\$1,050.00	
Total 067886				-\$1,050.00	
067896	10/18/2016	MCKAY, TODD			
		Z-16/12 REFUND	Z-16/12 REFUND	-\$1,050.00	
Total 067896				-\$1,050.00	
EFT000000006274	10/18/2016	CATARAQUI REGION CONSERVATION			
		AR160063	JAN-AUG 2016 RISK MANAGEMENT	\$1,460.10	
Total EFT000000006274				\$1,460.10	
EFT000000006276	10/18/2016	CUNNINGHAM SWAN CARTY			
		140681	PLANNING DEPT ADVICE	\$152.64	
		140683	PLANNING DEPT ADVICE	\$127.20	
		140684	PLANNING DEPT ADVICE	\$127.20	
		140685	PLANNING DEPT ADVICE	\$127.20	
		140667	HARTINGTON SUB OMB APPEAL	\$2,035.20	
		140686	STRICKLAND - ZONING COMPLIANCE	\$1,371.42	
Total EFT000000006276				\$3,940.86	
Total Plan				\$3,300.96	
Total Plan				\$3,300.96	
99					
9999					
Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006295	10/18/2016		ROSEN ENERGY GROUP		
		600194		F 552.9 L MKD @ \$.6360	\$357.83
		600193		F 1399.3 L CLR @ \$0.7690	\$1,095.00
		600192		F 621.0 L GAS @ \$0.8490	\$536.51
		600190		P 615.5 L MKD @ \$0.6360	\$398.35
		600189		P 1020.7 L CLR @ \$0.7690	\$798.73
		600218		B 127.3 L GAS @ \$0.8430	\$109.20
		600220		B 548.6 L MKD @ \$0.6380	\$356.17
		600219		B 800.8 L CLR @ \$0.7710	\$628.29
Total EFT000000006295					\$4,280.08
Total					\$4,280.08
Total					\$4,280.08
Total					\$96,668.35

INFORMATION REPORT

Township of South Frontenac

Building Department

Prepared Council: October 3, 2016

Agenda Date: October 18, 2016

Subject: 3rd Quarter Building Activity Report for 2016

Summary of Report:

The following report details Quarterly Construction Values from 2013 to present, as well as types of construction that have occurred and Building Permits that have been issued and closed in 2016.

Quarterly Construction Values:

	2013		2014		2015		2016	
	CONSTRUCTION	PERMITS	CONSTRUCTION	PERMITS	CONSTRUCTION	PERMITS	CONSTRUCTION	PERMITS
	VALUE	ISSUED	VALUE	ISSUED	VALUE	ISSUED	VALUE	ISSUED
January-March	\$1,553,801.00	38	\$2,593,800.00	48	\$2,186,155.00	35	\$2,156,402.00	29
April-June	\$9,623,142.00	180	\$10,202,365.00	150	\$7,808,788.00	145	\$11,785,550.00	155
July-September	\$8,634,988.00	130	\$10,443,683.00	166	\$9,082,797.00	148	\$8,757,931.00	148
October-December	\$5,560,123.00	109	\$5,853,962.00	107	\$7,816,256.00	123		
Totals	\$25,372,054.00	457	\$29,093,810.00	471	\$26,893,996.00	451		

Building Permits Issued:

TYPE OF CONSTRUCTION	JAN-MAR	APR-JUNE	JULY-SEPT	OCT-DEC	YTD
Single Family Dwellings	6	30	20		56
Seasonal Dwellings	1	9	5		15
Additions & Renovations	8	19	21		48
Garage, Accessory Bldg, Decks	6	58	59		123
Woodstove/Pellet/Chimney	5	10	10		25
Pool enclosure	0	15	9		24
Agricultural Buildings	0	1	3		4
New ICI/Multi-Res Bldgs.	0	1	2		3
Reno/Additions to ICI/Multi-Res Bldgs.	0	1	9		10
Demolitions	2	11	7		20
Other (Towers, Signs, Solar Panels)	1	0	3		4
TOTAL PERMITS ISSUED	29	155	148	0	332

Building Permits Closed:

	JAN-MAR	APR-JUN	JUL-SEPT	OCT-DEC	YTD
Single Family Dwellings	8	8	10		26
Seasonal Dwellings	1	7	3		11
Additions/Renovations	5	7	13		25
Garage, Accessory Bldg, Decks	6	19	36		61
Other (Pools, Woodstoves etc.)	10	12	13		35
TOTALS	30	53	75	0	158

Prepared by:
Peggy Spafford
Administrative Assistant – Building Department

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW NUMBER 2016-63

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO
EXECUTE A SITE PLAN AGREEMENT BETWEEN THE CORPORATION OF
THE TOWNSHIP OF SOUTH FRONTENAC AND PERCY SNIDER.**

WHEREAS a Site Plan Agreement has been prepared to the satisfaction of the Township of South Frontenac and the proponent;

AND WHEREAS the Owners have signed the site plan agreement;

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

1. **THAT** the Mayor and the Clerk are hereby authorized to execute a Site Plan Agreement between the Corporation of the Township of South Frontenac and Percy Snider, a copy of which is attached hereto forming part of this by-law.
2. **THAT** this By-law and Agreement shall be registered on title of the property described as Part 1 on Plan 13R-21331; in Lot 5, Concession III, Loughborough District, Township of South Frontenac.
3. **THIS BY-LAW** shall come into force and effect in accordance with section 41 of the Planning Act 1990, either upon the date of passage or as otherwise provided by the said section 41.

Dated at the Township of South Frontenac this eighteenth day of October, 2016.

Read a first and second time this eighteenth day of October, 2016.

Read a third time and finally passed this eighteenth day of October, 2016.

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

Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator

**THIS SITE PLAN AGREEMENT made this day
of October, 2016.**

BETWEEN:

PERCY HARRY SNIDER

hereinafter called the "Owner"

OF THE FIRST PART

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

hereinafter called the "Municipality"

OF THE SECOND PART

WHEREAS the Owner is the registered owner in fee simple of certain lands described in Schedule "A", attached hereto, located in the Township of South Frontenac (the "Owners' Land");

AND WHEREAS the Municipality is authorized to enter into this agreement and register it against the title to the Lands pursuant to section 41 of the Planning Act and section 6.17 of the Township of South Frontenac Official Plan;

AND WHEREAS the Municipality has passed by-law No. 2003-25 to designate all of the Township of South Frontenac as a "Site Plan Control Area";

NOW THEREFORE, THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements contained herein, the parties agree each with the other as follows:

In this Agreement:

- a) *"Owner" includes a mortgagee in possession, a tenant in possession pursuant to a leasehold interest, and encumbancer in possession and may mean more than one Owner specified in the Certificate of ownership.*
- 1. The Owner covenants that the Owner is the Owner in fee simple of the Owner's land.
- 2. The obligations imposed by this Agreement affect the land described in Schedule "A" hereto and any restrictive covenants expressed herein run with the land and bind successors in title to the said property as well as the successors and assigns of the Owner.
- 3. The encumbancer agrees to satisfy all the obligations imposed pursuant to this document if it should enter into possession of the said land.
- 4. The following schedules are attached to and form part of this agreement and no new building, structure or other facility shall be erected, altered or placed on the said land except in accordance with the attached schedules which consist of:
 - A. Legal Description of Lands
 - B. Site Plan
 - C. Specification for Commercial/Industrial Entrance

5. The Owner shall perform all the work and provide all the materials necessary for the construction of the new facilities and access ways and any required fencing and landscaping as specified on the Site Plan, included as Schedule “B” to this Agreement.
6. The Owner shall construct a 465 metre² single storey industrial warehouse/shop/garage building and gravelled parking/manoeuvring/access areas located as shown on Schedule “B” and as further specified on Schedule “C”. This work shall include areas specified for garbage collection, lighting and landscaping.
7. The Owner shall carry out the placement of grassed berms at a minimum height of 2 metres as identified on Schedule “B”.
8. Site development shall include access and manoeuvring areas as shown on “Schedule B” and lighting is to be placed on the building as indicated.
9. The access onto Lambert Road is to be constructed to Township specifications as indicated on “Schedule C”. The required access and manoeuvring areas shown on Schedule “B” are to be surfaced with gravel.
10. The Owner shall prevent damage being caused to existing public highways, other public works or municipal property in the course of development of the lands.
11. In the event of a sale of the improved lands, the new Owner will assume full and complete responsibility for the continuing obligations under this Agreement. The enforcement of this Agreement is the responsibility of the Municipality.
12. The Agreement shall be registered against the title of the Lands and the Municipality shall be entitled to enforce its provisions against the Owner and any and all subsequent owners of the Lands.
13. In the event that the Owner fails to install or maintain the facilities covered by this Agreement, then, upon the Chief Building Official or designate, giving seven days written notice by pre-paid registered mail to the Owners, the municipality, through it’s employees, agents or contractors, may, without further notice, enter upon the lands and proceed to supply all materials and to do all the necessary inspections and works in connection with the facilities including the repair or reconstruction of faulty work and the replacement of materials which are not in accordance with plans or specifications and to charge the cost thereof, together with the cost of engineering and any other expenses incurred by the municipality, against the Owner. Such entry and work shall not be deemed as acceptance or assumption of said facilities nor an assumption by the Municipality of any liability. It is expressly agreed that the Owners or any person in possession shall not question the cost incurred by the Municipality for labour, materials or any other costs incidental to do the said work and this provision shall be deemed to operate as an effective estoppel in judicial proceedings if such costs are challenged or placed in question. The Owners agree to permit the Chief Building Official, or agent, to enter onto the Lands at any time to inspect the work. The Municipality may perform any of the required services and collect the cost for the enforcement of this Agreement against the said Lands from any security received.
14. The Owner covenants and agrees that the lands and premises more particularly described in Schedule “A” annexed hereto may only be used for those purposes specified by Zoning Amendment By-law No. 2016-09.

SIGNED, SEALED AND DELIVERED
In the presence of

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

Clerk

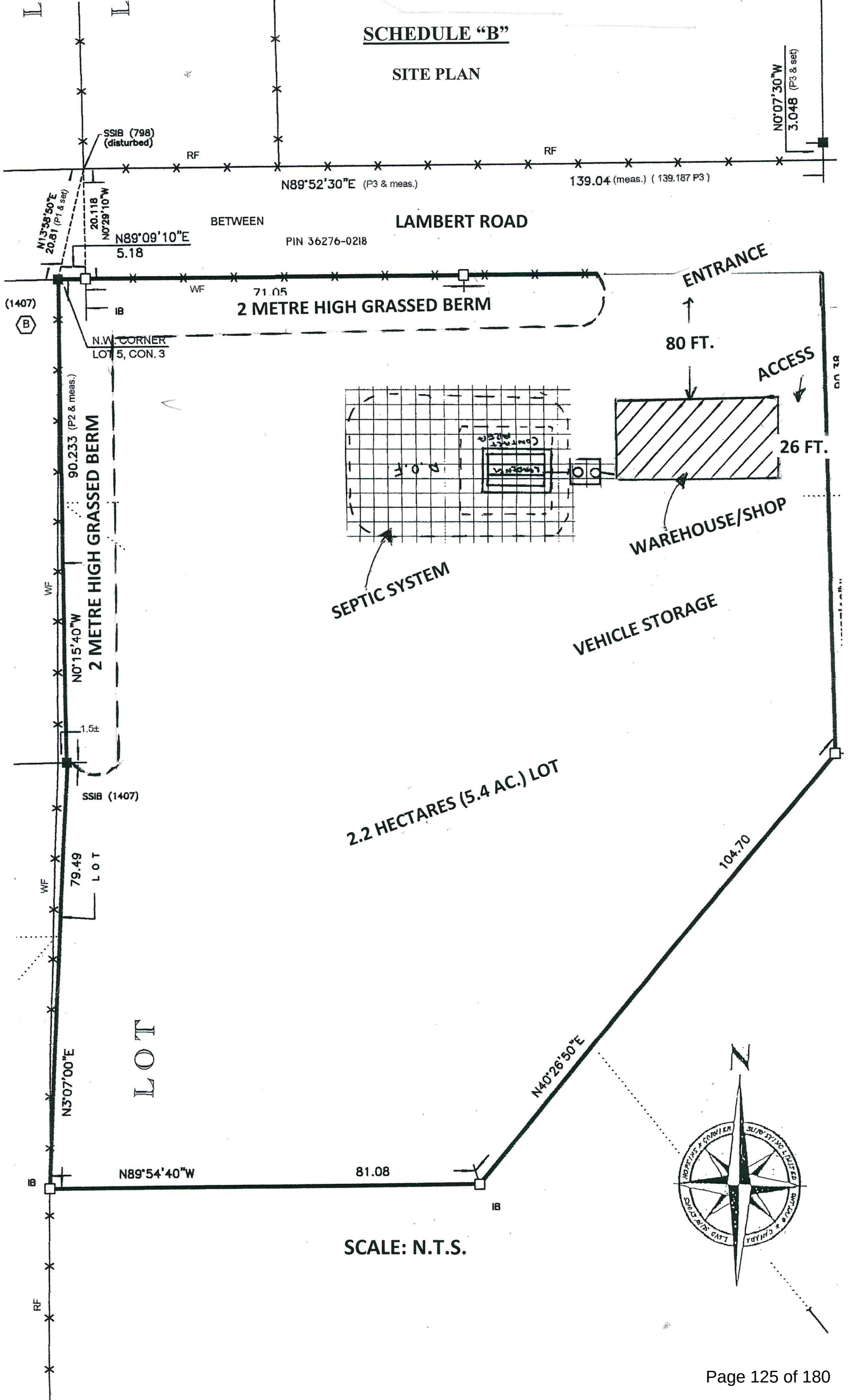
SCHEDULE "A"

LEGAL DESCRIPTION OF LANDS

**Part of Lot 5, Concession III, Loughborough District, Part 1, Plan 13R-21331,
Township of South Frontenac**

SCHEDULE "B"

SITE PLAN



SCHEDULE "C"

TOWNSHIP STANDARD FOR COMMERCIAL/INDUSTRIAL ENTRANCE

MINISTRY OF TRANSPORTATION
ONTARIO

CSAS - 23
TRUCK ACCESS
ALL TRUCK DESIGN VEHICLES

DATE: 1994-01 REV: -

CURVE		OFFSETS	
R=18		R=130	
X	Y	X	Y
0	0	0	0
5	0.708	5	0.096
10	3.033	10	0.385
15	8.050	15	0.868
		20	1.548
		25	2.426

CURVE		OFFSETS	
R=80		R=16	
X	Y	X	Y
0	0	0	0
5	0.156	5	0.801
10	0.627	10	3.510
15	1.419	15	10.432
20	2.540		

AREA TO BE PAVED

NOTES:

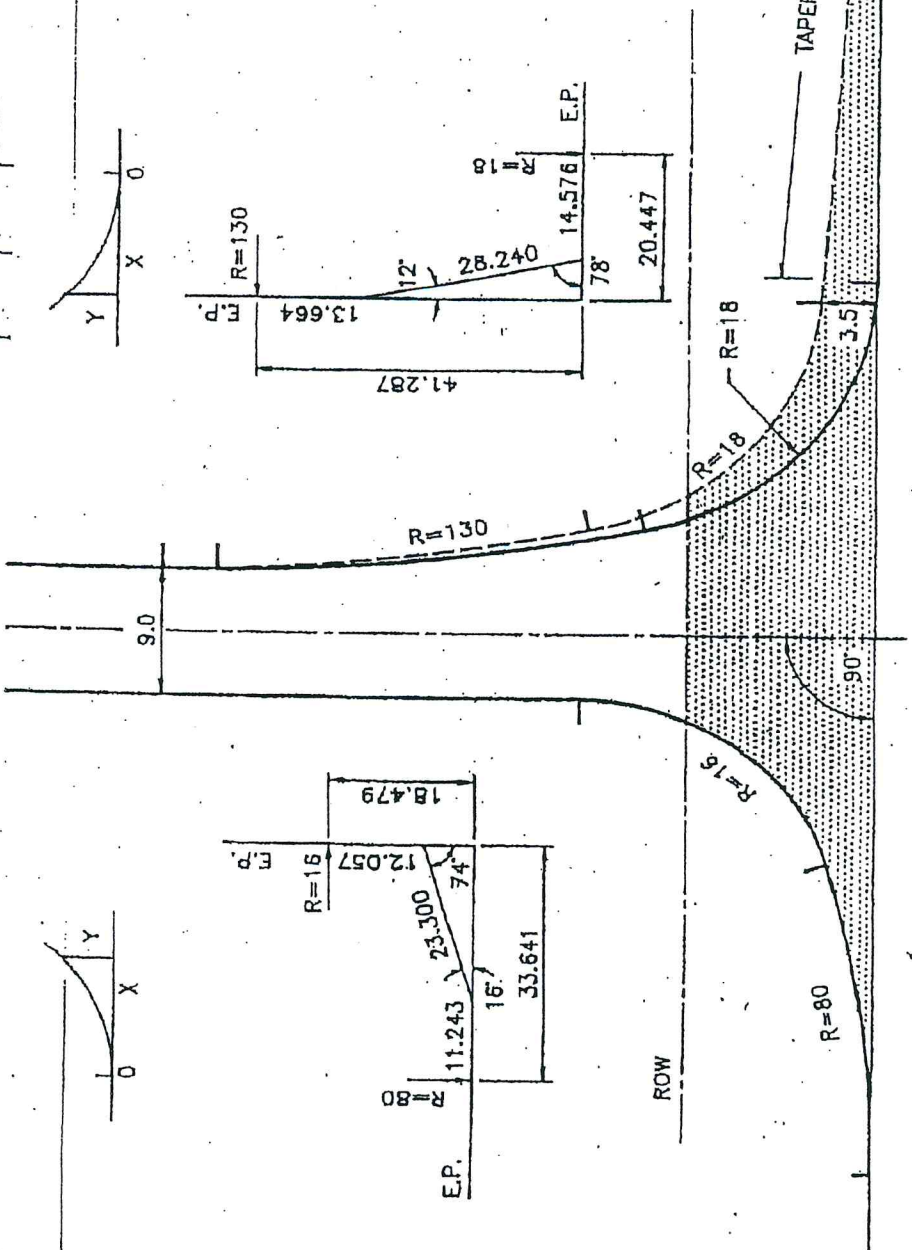
Layout and curve offsets shown represent design without taper. For design with taper these values have to be calculated.

The compound curve is based on the manoeuvre of a WB-15 design vehicle. However the entrance will accommodate all larger design vehicles.

TAPER LENGTH

Based on Lane Change Criterion

Design Speed km/h	60	70	80	90	100
Taper, m	50	60	70	75	80



TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2016-64

**BEING A BY-LAW TO DESIGNATE THE VILLAGE OF HARROWSMITH
AS A COMMUNITY IMPROVEMENT PROJECT AREA RESPECTING ITS
REDEVELOPMENT, REVITALIZATION, PROSPERITY AND BEAUTIFICATION**

WHEREAS, section 6.18 of the Official Plan for the Township of South Frontenac contains policies for community improvement of the areas in the Township designated as Settlement Areas;

AND WHEREAS, section 28(1) of the Planning Act, R.S.O. 1990, as amended, allows for the designation of any of the Settlement Areas as a Community Improvement Project Area, the improvement of which, in the opinion of Council, is desirable because of its age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason;

AND WHEREAS, Council deems it appropriate to designate the Harrowsmith Settlement Area as a Community Improvement Project Area for the purposes of establishing a Community Improvement Plan respecting its redevelopment, revitalization, prosperity and beautification in accordance with section 28(2) of the Planning Act, R.S.O. 1990, as amended;

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

1. THAT the Harrowsmith Settlement Area as demarcated on Schedule "A" to the Official Plan, the Land Use Plan, is hereby designated as a Community Improvement project Area for the purposes of preparing a Community Improvement Plan.
2. THAT this By-law shall take effect on the date of final passing and remain in effect until October 31, 2020.

Dated at the Township of South Frontenac this 18 day of October, 2016.

Read a first and second time this 18 day of October, 2016.

Read a third time and finally passed this 18 day of October, 2016.

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

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2016-65**

**BEING A BY-LAW TO ADOPT A COMMUNITY IMPROVEMENT
PLAN RESPECTING THE REDEVELOPMENT, REVITALIZATION,
PROSPERITY AND BEAUTIFICATION OF THE VILLAGE OF
HARROWSMITH.**

WHEREAS, By-law No. 2016-64 was passed the 18th day of October, 2016 to designate the Harrowsmith Settlement Area as a Community Improvement Project Area for the purposes of preparing and implementing a 'Community Improvement Plan' respecting its redevelopment, revitalization, prosperity and beautification;

AND WHEREAS, Council deems it appropriate to adopt a Community Improvement Plan for the established Community Improvement Project Area in accordance with Section 28 of the Planning Act, R.S.O. 1990, as amended, for the purposes of effecting community improvement through Township initiatives and incentives set out in the Community Improvement Plan;

AND WHEREAS Council has fulfilled the requirements of section 28 of the Planning Act, R.S.O. 1990, as amended;

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

1. **THAT** the Community Improvement Plan dated October 2016 for the redevelopment, revitalization, prosperity and beautification of the Village of Harrowsmith, consisting of the text appended hereto as Schedule "A" and forming part of this By-law, is hereby adopted.
2. **THAT** the Clerk of the Township of South Frontenac is hereby authorized to affix the seal of the Corporation of the Township of South Frontenac to the Community Improvement Plan dated October 2016, for the Village of Harrowsmith.
3. **THAT** this By-law shall take effect on the date of final passing and remain in effect until October 31, 2020.

Dated at the Township of South Frontenac this 18 day of October, 2016.

Read a first and second time this 18 day of October, 2016.

Read a third time and finally passed this 18 day of October, 2016.

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

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative
Officer

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2016-66**

**A BY-LAW TO AUTHORIZE THE EXECUTION OF THE MUNICIPAL
CONTRIBUTION AGREEMENT FOR THE ONTARIO COMMUNITY
INFRASTRUCTURE FUND (OCIF)**

WHEREAS Section 5(1) of the *Municipal Act, 2001, c. 25, as amended*, grants that the powers of a municipality shall be exercised by its Council; and

WHEREAS Section 5(3) of the *Municipal Act, 2001, c. 25, as amended*, provides that a Municipal power, including a municipality's capacity, right, power and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do others; and

WHEREAS Section 5(4) of the *Municipal Act, 2001, c. 25, as amended*, applies to all Municipal powers, whether conferred by this Act or otherwise; and

WHEREAS Section 8(1) of the *Municipal Act, 2001, c. 25, as amended*, provides that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues; and

WHEREAS Section 11(2) of *Municipal Act, 2001, c. 25*, states that a lower tier municipality may pass by-laws respecting matters set out therein, including the financial management of the municipality; and

WHEREAS the Ministry has requested a specific by-law authorizing an agreement between the Township of South Frontenac and Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs;

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

1. **THAT** the Council of the Township of South Frontenac shall be and is hereby authorized to enter into an agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs, the terms of which shall be in accordance to Schedule "A" hereto.
2. **THAT** Schedule "A" is declared to form part of this By-law.
3. **THAT** the Mayor and CAO shall be and are hereby authorized, directed and empowered to execute the said agreement on behalf of the Township of South Frontenac.
4. **THIS BY-LAW** shall come into force and take effect on date of its final passing.

Dated at the Township of South Frontenac this 18 day of October, 2016.

Read a first and second time this 18 day of October, 2016.

Read a third time and finally passed this 18 day of October, 2016.

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

Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator

From: Pascale Clément [<mailto:pclement@fcm.ca>]

Sent: October-06-16 11:08 AM

To: Wayne Orr <worr@southfrontenac.net>

Cc: Resolutions <resolutions@fcm.ca>

Subject: Resolutions FCM September 2016 Board Meeting adopted as Category A – Concurrence - Basic Income Guarantee - Township of South Frontenac

Dear Mr. Orr,

Thank you for your resolution submission to FCM about Basic Income Guarantee. We understand that this issue is an important concern to your community and we appreciate you bringing it to the attention of FCM.

At the latest board meeting in September 2016, the FCM Board of Directors considered the resolution and adopted it as Category A – Concurrence. This category contains resolutions not addressed by FCM in the last three years that are the direct responsibility or concern of Canadian municipalities beyond a regional level and falls within the jurisdiction of the federal government. As this resolution has been adopted with concurrence, it will guide future FCM policy positions. More details on FCM's resolution procedures can be found [here](#). In support of this adopted resolution, a letter has been sent to the relevant federal government minister outlining the call for action directed at the federal government contained in the resolution. A copy of this letter is attached for your information.

FCM looks forward to continue working with you and your community in representing the municipal voice at the federal level. If you or your staff have any questions or require further information, please contact Pascale Clément, Administrative Coordinator, Policy and Government Relations, at 613-907-6268 or pclement@fcm.ca.

Regards,
Pascale

Pascale Clément

Administrative Coordinator | Policy & Government Relations

Coordonnatrice Administrative | Politiques et Relations Gouvernementales

T. 613-907-6268



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
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**President
Président**

Clark Somerville
Councillor
Regional Municipality of
Halton, ON

**First Vice-President
Première vice-présidente**

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Councillor
City of Winnipeg, MB

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Conseillère
Ville de Gatineau, QC

**Third Vice-President
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Halifax Regional
Municipality, NS

**Past President
Président sortant**

Raymond Louie
Acting Mayor
City of Vancouver, BC

**Chief Executive Officer
Chef de la direction**

Brock Carleton
Ottawa, ON

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

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

www.fcm.ca

October 6, 2016

The Honourable Jean-Yves Duclos, P.C., M.P.
Minister of Families, Children and Social Development
House of Commons
Ottawa, Ontario
K1A 0A6

Dear Minister:

It was a pleasure to meet with you on September 15, 2016, as part of the meeting of FCM's Board of Directors to discuss solutions to the affordable housing and homelessness challenges facing our communities. In addition to housing issues, FCM works on a range of policy areas, many of which are relevant to your mandate. Some of these policy issues emerge through the FCM resolution process.

Resolutions adopted by FCM's Board of Directors help inform FCM's policy and advocacy priorities with the Government of Canada. Adopted resolutions represent municipal issues of national significance that fall within federal jurisdiction and therefore require a strong federal partner to help find a solution. The attached resolution, **Basic Income Guarantee**, was adopted by FCM's Board of Directors at its September meeting in Halton Region, ON.

Over many decades, a Basic Income Guarantee approach has been studied and discussed as a means to reduce poverty and streamline the delivery of otherwise multi-faceted social assistance systems. Indeed, I understand that in your academic career you have researched and written on this subject.

As you know, Canada already has a number of different programs that provide financial assistance; unfortunately, because they each require their own administration and staffing, they also have significant administrative costs. An effective basic income supplement could replace some of these distinct programs with one that is simple, efficient, and effective, which would help reduce administrative spending over time. Municipal governments are active in addressing issues around poverty, affordable housing and homelessness. They want to ensure their residents can meet their basic needs, and are frequently filling gaps to make this happen, including through contributions to affordable housing projects, providing reduced transit passes for low-income riders and ensuring access to other key services at reduced rates.

.../2

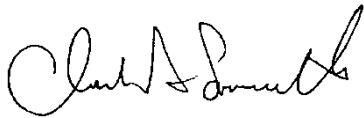


All orders of government have an interest reducing poverty among citizens in an efficient and effective manner. A federally-initiated study on a basic income guarantee would allow the federal government to work with other orders of government to evaluate options for implementing this kind of an approach, and determine what the benefits and costs would be for the different options.

In support of the attached resolution, FCM urges the Government of Canada to consider, investigate and develop options for a Basic Income Guarantee for all Canadians, in collaboration with local and provincial/territorial governments.

FCM looks forward to working with you and your government in addressing issues of poverty. If you or your staff have any questions or require further information, please contact Dallas Alderson, FCM Manager, Policy and Research, at 613-907-6284 or dalderson@fcm.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Clark Somerville', with a stylized, cursive script.

Clark Somerville
Councillor, Regional Municipality of Halton
FCM President

Enclosure

Basic Income Guarantee

WHEREAS, The 2011 National Household Survey confirmed that 14.9% of the population live in low income circumstances, a percentage exceeded in the City of Kingston where the percentage of the population living in poverty has been documented at 15.4%; and

WHEREAS, Income insecurity and inequality continue to increase as a result of precarious employment; and

WHEREAS, Existing income security programs have not proved sufficient to ensure adequate, secure income for all; and

WHEREAS, Insufficient income, income insecurity and inequality have well established, strong relationships to a range of adverse public health outcomes, and are root causes of many social ills such as illiteracy and short-fall of educational attainment, chronic stress, alienation, and criminal activity, all of which undermine the social fabric; and

WHEREAS, A basic income guarantee would reduce income insufficiency, insecurity, and inequality and ensure everyone an income sufficient to meet basic needs and live in dignity regardless of work status; and

WHEREAS, a basic income guarantee would provide an income floor for those doing socially essential but unpaid work, supporting the choices of those who engage in it; and

WHEREAS, A basic income guarantee would provide additional direct personal income which would be spent locally, thereby revitalizing local economies; and

WHEREAS, A basic income guarantee would enable individuals to pursue educational, occupational, social and wellness opportunities relevant to them and their families; and

WHEREAS, A basic income guarantee would support entrepreneurship and job transition for those trying to establish a new productive role for themselves in response to a persistently changing economy; and

WHEREAS, A basic income guarantee would resemble income guarantees already provided in Canada for seniors guarantees which have contributed to health and quality of life improvements in this age group; and

WHEREAS, Basic income has been studied in Canada for approximately forty years and has demonstrated improved physical and mental health and educational outcomes; and

WHEREAS, A basic income guarantee program would involve the redistribution of the administrative functions of existing income support programs to the nation as a whole and to senior government partners in the same manner as Medicare and the existing seniors and children's programs; therefore be it

RESOLVED, That FCM call on the federal government to consider, investigate, and develop options for a Basic Income Guarantee for all Canadians, in collaboration with local and provincial/territorial governments.

*Kingston City Council, ON
The Corporation of the Municipality of Wawa, ON
Township of South Frontenac, ON
Town of Mattawa, ON
Corporation of the Township of Chisholm, ON
City of Port Colborne, ON
City of Victoria, BC*

2016 SEPTEMBER BOARD DECISION: Category “A” concurrence. Resolution adopted.

October 6, 2016

Dear Clerks:

AMO Seeks Council Resolution

On behalf of the AMO Board, I would ask you to place the attached resolution on council's next agenda along with this letter.

AMO wants every council to be involved in the [*What's Next Ontario?*](#) project. There is a looming fiscal gap facing Ontario's municipalities. *What's Next Ontario?* is about recognizing the gap and seeking sector support for closing it. The response has been impressive, but there's more to be done! We've boiled down the essence of the challenge we face in the next ten years to a one-page resolution. We urge every council in Ontario to adopt the resolution, and reply to AMO by December 1, 2016.

What does it say? We know Ontarians see infrastructure as the number one challenge facing their community. We know that even if we raise property taxes and user fees by inflation (1.8%), we will still be \$3.6 billion short to fix the infrastructure gap, every year for ten years. This is what we need to address. As elected officials, how do we deal with this challenge? What is the best approach? Ontarians already pay the highest property taxes in the country. How high is too high?

We could finance this gap by increasing property taxes. It would require property tax revenue increases of 4.6% annually for 10 years, sector-wide. And, what happens if the federal or provincial governments pull back on future commitments? We know that could mean property tax revenue increases of up to 8.35% annually for 10 years, sector-wide. How might these numbers translate locally as an annual rate increase?

The attached resolution is a starting point. Thank you for bringing this to your council's attention. My e-mail address is on the resolution and I look forward to receiving council's support.

If you have questions, please contact Matthew Wilson, Senior Advisor, mwilson@amo.on.ca, 416-971-9856 Ext. 323.

Yours sincerely,



Lynn Dollin
AMO President

WHAT'S NEXT ONTARIO? RESOLUTION

WHEREAS recent polling, conducted on behalf of the Association of Municipalities of Ontario indicates 76% of Ontarians are concerned or somewhat concerned property taxes will not cover the cost of infrastructure while maintaining municipal services, and 90% agree maintaining safe infrastructure is an important priority for their communities;

AND WHEREAS infrastructure and transit are identified by Ontarians as the biggest problems facing their municipal government;

AND WHEREAS a ten-year projection (2016-2025) of municipal expenditures against inflationary property tax and user fee increases, shows there to be an unfunded average annual need of \$3.6 billion to fix local infrastructure and provide for municipal operating needs;

AND WHEREAS the \$3.6 billion average annual need would equate to annual increases of 4.6% (including inflation) to province-wide property tax revenue for the next ten years;

AND WHEREAS this gap calculation also presumes all existing and multi-year planned federal and provincial transfers to municipal governments are fulfilled;

AND WHEREAS if future federal and provincial transfers are unfulfilled beyond 2015 levels, it would require annual province-wide property tax revenue increases of up to 8.35% for ten years;

AND WHEREAS Ontarians already pay the highest property taxes in the country;

AND WHEREAS each municipal government in Ontario faces unique issues, the fiscal health and needs are a challenge which unites all municipal governments, regardless of size;

NOW THEREFORE BE IT RESOLVED that this Council supports the Association of Municipalities of Ontario in its 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.

Please forward your resolution by December 1, 2016 to:
AMO President Lynn Dollin amopresident@amo.on.ca.

From: OMBReview (MMA) [<mailto:OMBReview@ontario.ca>]
Sent: October-05-16 1:47 PM
To: OMBReview (MMA) <OMBReview@ontario.ca>
Subject: Ontario is reviewing the Ontario Municipal Board

The Ministry of Municipal Affairs and the Ministry of the Attorney General are undertaking a review of the scope and effectiveness of the Ontario Municipal Board (OMB) to improve its role within the land use planning system.

We would like to thank those who participated in the initial consultation on key themes for the OMB Review – your input has contributed to the development of the ideas for reform and will be given careful consideration as the Review moves forward.

A consultation document intended to help facilitate discussion is available online at <http://www.mah.gov.on.ca/Page15027.aspx>. The document includes:

- overview information about the OMB and its role in the land use planning system
- possible changes to improve the scope and effectiveness of the OMB for your review and input
- questions for your consideration, and
- information on how to provide comments.

We will be accepting input and feedback on the questions outlined in the consultation document until December 19, 2016.

As part of the OMB review, the government would also like to invite you to attend a regional town hall session. The government will be holding these sessions across the province to get input from the public, municipalities, Indigenous communities and organizations, and stakeholders on possible changes being considered to improve the role of the OMB within the land use planning system.

Please visit the Ministry of Municipal Affairs webpage (ontario.ca/OMBReview) for the most up-to-date consultation schedule and details.

Further information about the OMB Review is available online at ontario.ca/OMBReview. You can also visit our posting on the Environmental Bill of Rights Environmental Registry [EBR Registry No.: 012-7196] at ebr.gov.on.ca.

Should you have any further questions about the Review or the upcoming regional town hall session, please do not hesitate to contact us by sending an email to OMBReview@ontario.ca or calling 1-855-776-8011.



Environmental Impact Assessment Magenta Waterfront Development Johnston Point

Prepared by:

**Ecological Services
3803 Sydenham Rd.
Elginburg, Ontario K0H 1M0
Phone: (613) 376-6916; Fax: (613) 544-0072
E-mail: mail@ecologicalservices.ca**

**Prepared For:
Gary and Martha Beach**

Final

A handwritten signature in black ink, appearing to read "Rob Snetsinger".

Rob Snetsinger

June 12, 2014

Table of Contents

1. Summary	3
2. Qualifications	4
3. Policy and Methodology.....	6
4. Ecological Land Classification (ELC).....	8
5. Assessment of Natural Features	10
5.0 Threatened or Endangered Species.....	10
5.1 Wetland	10
5.2 Area of Natural and Scientific Interest	12
5.3 Valleylands	12
5.4 Woodlands.....	12
5.5 Wildlife Habitat	14
5.6 Fish Habitat	21
6. References	21

1. Summary

Johnston Point is located in South Frontenac Township on the north shore of Loughborough Lake (see Figure 1) about 2 km east of Perth Rd. It has historically been used for cattle pasturing, but has been developing back into forest for about 30 years.

Gary and Martha Beach are proposing to develop a fourteen unit condominium style development (see Figure 2) on Johnston Point, which currently contains three approved development lots and is serviced with electricity and an access road, for which Ecological Services (2012) produced the environmental impact assessment.

Natural heritage constraints were identified for this impact assessment and include significant wetland, significant woodland, significant wildlife habitat, and fish habitat. For the purposes of the Provincial Policy Statement and the South Frontenac Township Official Plan, there will be no negative impacts to the identified significant natural heritage features if recommended mitigation measures are applied.

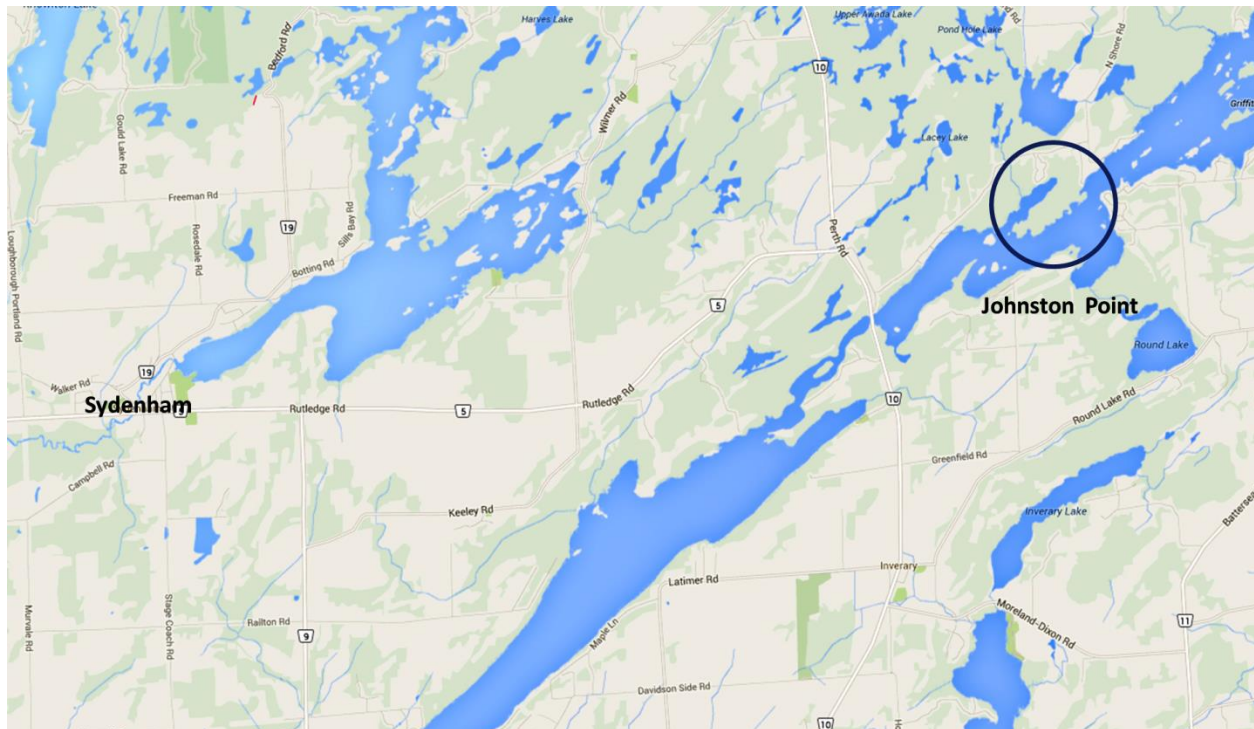


Figure 1. Location of the Johnston Point (see circle) east of Sydenham.

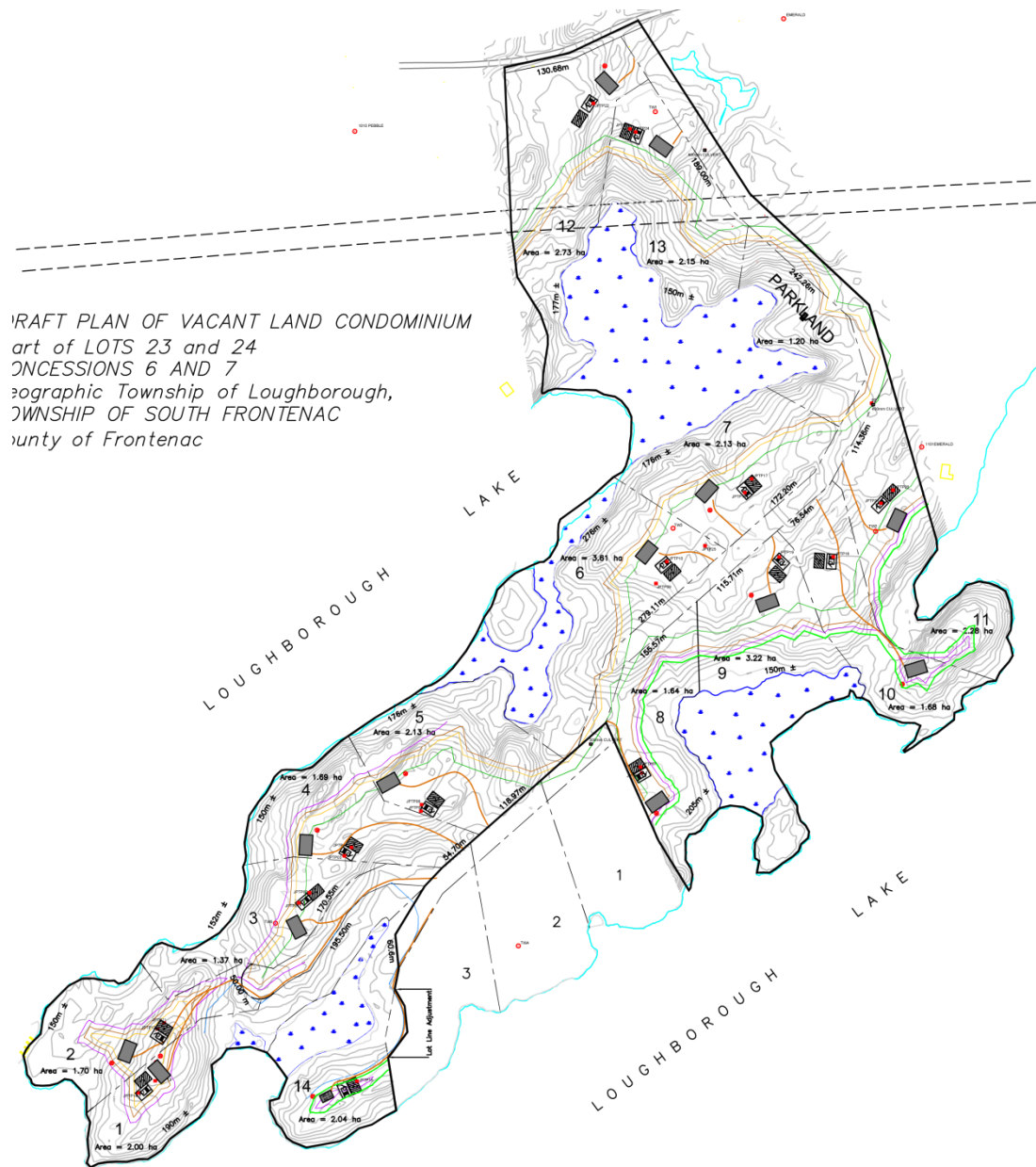


Figure 2. Concept diagram showing relative location of the 14 proposed condominium lots.

2. Qualifications

Ecological Services was retained to conduct the necessary field work, and report preparation for this assessment. Ecological Services is based in South Frontenac Township and has been in operation since 1985. Our core personnel combine education and experience to give us a strong focus on land use planning and management as they relate to natural heritage features and functions. Our experience includes environmental impact assessments, management plans, wetland evaluations, and municipal land use planning. We have research experience in aquatic ecology and chemistry, forest fragmentation, avian ecology, and fisheries ecology.

We have worked with government at the federal, provincial, local and international levels. Other clients have included Crown corporations, planning and engineering firms, developers, and local interest groups. Our association with Queen's University provides us access to current research, and also provides us with a pool of expert associates. A work prospectus is available at <http://ecologicalservices.ca/>.

Natural feature surveys were undertaken by Rob Snetsinger and Chis Grooms. Report writing was undertaken by Rob Snetsinger. CV information for each is provided below:

Rob Snetsinger

Environmental Consultant
3803 Sydenham Rd.
Elginburg, Ontario
KOH 1M0
(613) 376-6916
Fax: (613) 544-0072
Email: mail@ecologicalservices.ca

Adjunct Academic
Department of Biology
Queen's University
Kingston, Ontario
K7L 3N6
(613) 533-6000, ext. 77439
Email: snetsing@queensu.ca

Employment 1985 - present: Environmental Consultant.

Focusing on natural heritage impact assessments that can involve valuation of wetlands, species at risk, woodlands, wildlife habitat, fish habitat and ELC mapping.

1985 - present: Instructor. Department of Biology at Queen's University.

Development and instruction of various courses at Queen's University, including:

Education

M.Sc., Biology, Queen's University. Kingston, Ontario. Historic metal contamination of Sudbury area lake sediments

Forestry Diploma. Lakehead University. Thunder Bay, Ontario

Certification

Ontario Wetland Evaluation

Ontario Ecological Land Classification

Butternut Health Assessor

Chris Grooms

Environmental Consultant
4388 Florida Rd.
Harrowsmith, Ontario K0H 1V0
(613) 386-7969
cgrooms@kingston.net

Department of Biology
Queen's University
Kingston, Ontario K7L 3N6
(613) 533-6151
groomsc@queensu.ca

Employment 1995 – present: Environmental Consultant

Specializing in breeding bird and amphibian surveys.

2006 - present: Research Assistant. Paleoecological Environmental Assessment and Research

Laboratory, Queen's University.

Fieldwork and lab management

2003- 2005: Coordinator, Eastern Region. Ontario Nature – Federation of Ontario Naturalists.
Liaison with member groups to promote conservation, land stewardship and nature education

1992- 2003. Habitat Stewardship and Ornithological Experience. Contracts with the Canadian Wildlife Service, Ontario Ministry of Natural Resources (MNR), Wildlife Preservation Trust Canada, and Bird Studies Canada.

Education

B.Sc., 1998 (Biology), Queen's University. Kingston, Ontario.

Affiliations

Former President, Kingston Field Naturalists

3. Policy and Methodology

Policy

Impact assessments typically determine whether an activity is going to have a negative impact on a significant natural heritage feature. All field work for this project was completed under the guidance of the 2014 PPS, as well as the Official Plan of South Frontenac Township. Relevant excerpts from the 2014 PPS are provided below:

2.1.4 Development and site alteration shall not be permitted in:
a) significant wetlands in Ecoregions 5E, 6E and 7E1; and

2.1.5 Development and site alteration shall not be permitted in:
b) significant woodlands in Ecoregions 6E;
c) significant valleylands in Ecoregions 6E;
d) significant wildlife habitat;
e) significant areas of natural and scientific interest;
... unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

2.1.6 Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.

2.1.7 Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.

Note: Adjacent lands do not apply to the habitat of endangered species and threatened species, as impacts are based on a species by species basis in accordance with federal and provincial requirements.

2.1.8 Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Methodology

Johnston Point has been visited numerous times between 2010 and 2014 in order to undertake the necessary surveys for this assessment. The bulk of the field work was conducted by Rob Snetsinger, with assistance from Chris Grooms. Aerial flights were taken in 2010 and 2014.

Information on potential rarities was provided by the NHIC Element Occurrence web page, Henson and Brodribb (2005), and local knowledge of the study area.

Natural features, significant wildlife habitat (as described in OMNR 2012b), and species of conservation were considered during the site investigation. Site investigators, photos, dates, survey times, weather conditions, and observations were recorded. Species were identified by common name, which are written with lower-case letters for all species excluding birds and proper nouns, in which case it is capitalized (e.g. woodland vole, Blanding's turtle, and Black Tern). The binomial nomenclature system is a standard method used to formulate the scientific name of an organism (e.g. *genus* name + *species* name). Scientific and common names used in this report follow those used by the MNR.

The site investigations were completed in part to verify the presence and/or absence of natural features and species of conservation concern. Site investigation involved transecting the site and documenting the natural features (including wildlife habitat), plant and wildlife species. A search for species of conservation concern was also completed at the appropriate time of year. Habitat communities are described following the methodology outlined in the ELC for Southern Ontario (Lee *et al.*, 1998) and if applicable, the *Ontario Wetland Evaluation System Southern Manual* (MNR 2002). Photographs of the site were also taken to document natural features observed during the site investigation.

Candidate significant natural features were identified following the criteria outlined in the Natural Heritage Reference Manual (MNR 2010), Draft Significant Wildlife Habitat Ecoregion Criteria Schedules (MNR 2012) and Significant Wildlife Habitat Technical Guide (MNR 2000).

Breeding bird surveys were conducted using methods described in the Ontario Breeding Bird Atlas Guide for Participants (Cadman and Kopysh, 2001) and the Canadian Wildlife Service Forest Bird Monitoring Program. Surveying began after dawn under appropriate weather conditions in accordance with spacing requirements to reduce incidences of observational overlap. Surveys were conducted within the breeding season for most bird species expected to be using the habitats found within the proposed development site.

The presence of amphibians was assessed by examining areas of appropriate habitat and monitoring evening calls in the spring using marsh monitoring calls. Incidental signs of herpetofauna were to be recorded as encountered during all site visits. The presence of reptiles was assessed by examining areas of appropriate habitat such as rock piles, exposed escarpment, and potential basking sites (logs, exposed bedrock). As well rocks and logs were overturned and shrubby areas were beaten to flush out snakes.

Other wildlife species of interest (e.g., butterflies, mammals) were noted as encountered from direct observation, or from other signs of their presence (tracks, scat, den sites, etc.).

Vascular plant species were used to characterize ELC community types. If specimens could not be identified in the field they would be assessed later using appropriate references (e.g., Gleason and Cronquist 1991; Queen's University Fowler Herbarium records).

4. Ecological Land Classification (ELC)

The Ecological Land Classification (ELC) Manual for Southern Ontario (see Lee *et al.* 1998) provides the basis for the ELC designations that are presented in Figure 3. A June 2014 aerial photo is also provided. For mapping purposes, habitat patches below the 0.5 ha. size threshold were grouped with a larger surrounding type. Past cattle grazing has largely shaped the current ELC, which is as follows:

Cultural Meadow (CUM): This community type is characterized as having a tree and shrub cover of less than 25%, and results from and/or is maintained by cultural disturbances (ie., usually farming). This site contains common agricultural grasses mixed with various field forbs such as goldenrod, wild carrot, asters, and clovers. CUM communities are considered to have relatively low ecological value, and thus low potential for significance, because of their young age and high proportion of non-native species.

Cultural Thicket (CUT). This community type is characterized in the ELC manual as having a shrub cover of greater than 25%, and here it is dominated by juniper, red cedar, prickly ash, and gray dogwood, which are commonly found on lands with shallow soils that have been grazed in the past. Younger white oak, white ash, and white pine are also growing amongst the shrubs. There is also evidence that cultural thicket once covered much of Johnston Point in the form of remnant juniper plants. Juniper would be expected here because of shallow soils and a past history of grazing use. These shrub areas have since given way to younger forest.

Dry –Fresh Sugar Maple – Ironwood Deciduous Forest Type (FOD5-4). As the name implies, this forest type is dominated by sugar maple, with Ironwood being the second most dominant tree. As described in Lee *et al.* (1998), this is a common forest type found on areas with a history of grazing use. The bulk of the trees are in the 30 year age range, although there are some patches containing larger older trees, especially near the western end of the point. Recent windstorms have caused the loss of many large trees, and especially the white pine. The most common understory plant present is *Carex pennsylvanica*, which is also common in forests with a grazing history.

Mixed Forest (FOM). This forest type is mostly associated with fence lines, slopes, lower elevations next to the wetland, and the adjacent properties. It contains older and larger trees than the FOD5-4 sites. There is no clear dominant but there is an approximate equal measure of conifers (e.g., white pine) and deciduous trees (e.g., sugar maple, shagbark hickory, white ash).

Dry Fresh Cedar Coniferous Forest (FOC2); Dry –Fresh Sugar Maple – Ironwood Deciduous Forest Type (FOD5-4). These areas contained distinct stands of FOC2 and FOD5-4, but they were too intermixed to be mapped as separate areas. The cedar component was mostly red cedar, but patches of white cedar are also present. During the 2014 site visits it was evident that the cedar stands are being overtaken by deciduous trees and it is likely that the red cedar will be mostly lost to forest succession within the next ten years. Similar to the FOD5-4 stands, the red cedar stands are common on lands with a grazing history. Both stands contain trees in the 30 year range.

Red Maple Mineral Deciduous Swamp Type (SWD3-1). Young red maple is the dominant canopy trees in these areas, but silver maple and black ash are also present. The shrub layer contained a diverse mix of wetland species such as red osier dogwood, speckled alder, myrica gale, nannyberry, and spirea. The ground cover also was quite diverse with a number of species such as touch-me-not, bedstraws, marsh marigold, marsh fern, sensitive fern, calla, and wetland grasses. This ELC type is part of the Loughborough Lake Wetland Complex.

Submerged Shallow Aquatic Ecosite (SAS1). Long bay contains a diverse mix of submerged macrophytes that are common to the region including milfoil, potamogeton, and eelgrass.

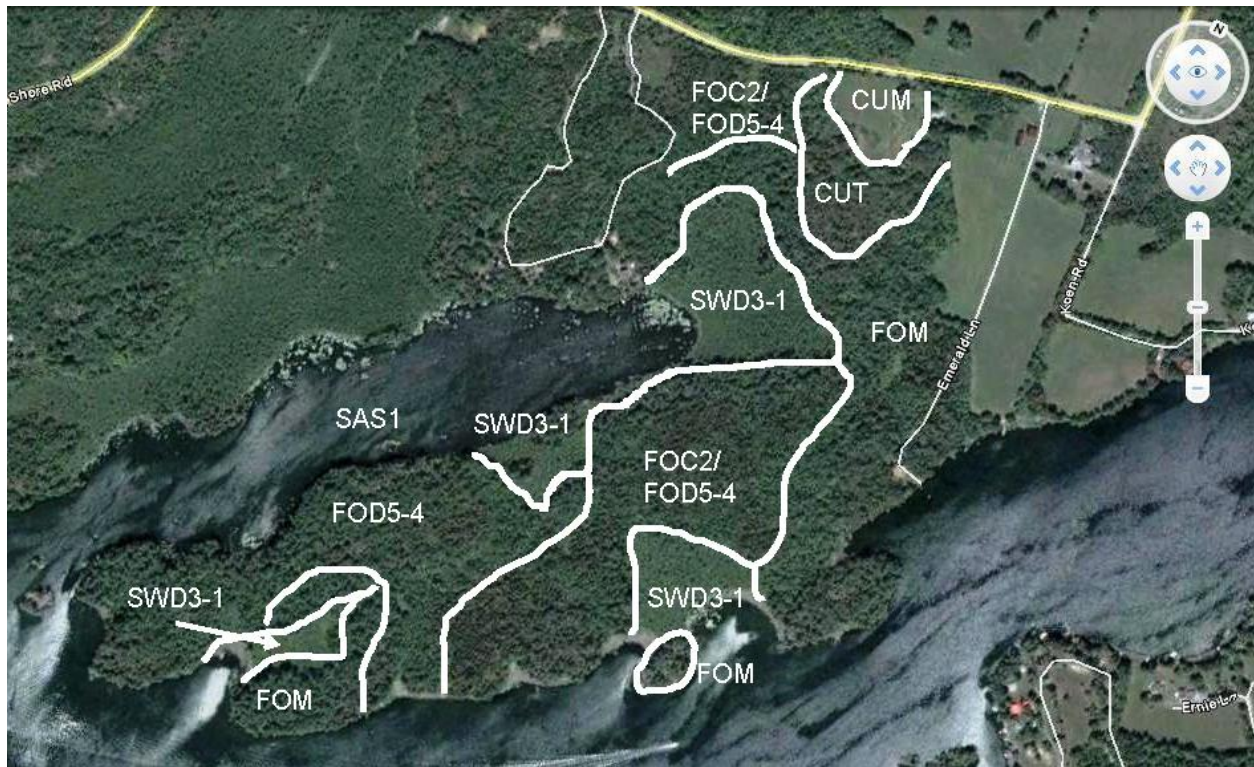


Figure 3. ELC designations of Johnston Point.



Figure 4. Aerial view (looking west) of Johnston Point.

5. Assessment of Natural Features

5.0 Threatened or Endangered Species

No living threatened or endangered species were found at Johnston Point. Two dead butternut trees (END) were found.

Conclusion: In regards to threatened or endangered species, the development will be in compliance with the PPS, and policies of the South Frontenac Township OP.

5.1 Wetland

The Louborough Lake Wetland Complex was evaluated by the CRCA in 1985 and was determined to be significant, primarily due to its size and Special Features. The Special Features component would receive a much lower score today because the species scored as rare in 1985 are not rare using current rarity standards. Long Bay was not given a wetland community code in the 1985 evaluation, which might suggest that Long Bay is not wetland. However we assume this to be a mapping oversight, as Long Bay does contain a submergent wetland community, and 2014 MNR mapping includes Long Bay as part of the wetland. The small wetland bays within Johnston's Point were labeled S2, S4 and S27 in the original wetland evaluation, and all were noted to be dominated by ground cover forms (e.g., perennial herbs), followed by shrub forms. This may have been the case in 1985, but red maple has come to dominate these bays.

In order to address impacts to the wetland with respect to the PPS, we used the wetland evaluation to identify key features and functions. We have undertaken more than 100 wetland evaluations and are well qualified to review the steps. The wetland evaluation quantitatively ranks the wetland with numerical values. If the proposed development were to have a negative impact on the wetland, then this could result in a lower numerical value in the wetland evaluation.

Biological Component: This component covers basic structural components that promote biodiversity. The four main categories are Productivity, Biodiversity, Ecosystem Age, and Size, and each of these has several sub-categories. The wetland received a high score in the Biological Component, with the highest score awarded for its large size and the diverse mix of vegetation communities found within its 5.2 km length. The proposed development will not alter the size or mix of vegetation communities, and reviewing the Biological Component scoring line by line, we can state with confidence that the score will not be reduced as a result of the proposed development.

Social Component: This covers aspects of the wetland that provide social value and it scored well, which would be expected for a wetland interspersed within a popular recreational lake. The main categories are Economically Valuable Products, Recreational Activities, Landscape Aesthetics, Education and Public Awareness, Proximity to Areas of Human Settlement, Ownership, and Size, and each of these have several sub-categories. It might be assumed that the Social Component score would increase as a result of use by residents of the proposed development; however the relevant categories this might affect have already achieved maximum scores. We went through all the sub-categories line by line, and can state with confidence that the Social Component score will not be reduced as a result of the proposed development.

Hydrological Component: This primarily covers flood control and water quality improvement. The main categories in the 1985 evaluation are Flow Stabilization, Water Quality Improvement, and Erosion

Control. The Hydrological Component received a moderate score, with the bulk of the points coming from Flow Stabilization. We went through all the sub-categories in the Hydrological Component line by line, and can state with confidence that the Hydrological Component score will not be reduced as a result of the proposed development.

Special Features Component: Most of the points from Special Features in the 1985 evaluation came from the Rarity and Scarcity component. However if we applied 2014 rarity standards to the species noted in this component, the score would be zero. This means the wetland would receive a much lower score today regardless of the proposed development.

Impact Statement: The proposed condominium units will not cause a decrease in the quantitative scoring of the wetland evaluation, and therefore not cause a measurable negative impact to the identified features and functions of the Loughborough Lake wetland complex. As such, the development will be in compliance with the policies of the PPS and the OP.

Furthermore all of the proposed building and septic bed sites are located above slopes with varying setback distances of between 35 m and 80 m (see Table 1). These distances and the intervening woodlands will help to prevent negative impacts.

Table 1. Lot sizes, lot component, and setbacks.						
Lot Number	Lot Size (ha.)	Island (ha.)	Wetland (ha.)	Mainland (ha.)	Building Setback from Wetland or Lake	Septic Setback from Wetland or Lake
1	2.00		0.05	1.95	40m	50m
2	1.70			1.70	50m	50m
3	1.37			1.37	50m	50m
4	1.69			1.69	50m	80m
5	2.13			2.13	50m	80m
6	3.61	0.31	0.96	2.34	50m	70m
7	2.13			2.13	50m	70m
8	1.64			1.64	40m	60m
9	3.22	0.31	1.38	1.53	60m	60m
10	1.68			1.68	40m	80m
11	2.28			2.28	40m	60m
12	2.73			2.73	60m	70m
13	2.15			2.15	60m	60m
14	2.04		0.64	1.40	40m	35m
Parkland	3.90		2.70	1.20	n/a	

Mitigation:

All house access roads should be set back at least 30 m from wetlands. Silt barriers between road construction areas and wetlands will be required during construction as per standard best management practices for working near water.

Conclusion: In regards wetlands, the development will be in compliance with the PPS, and policies of South Frontenac Township.

5.2 Area of Natural and Scientific Interest

There are no ANSI's within 120 m of the proposed development.

Conclusion: In regards to ANSI's, the development will be in compliance with the PPS, and policies of the South Frontenac Township OP.

5.3 Valleylands

There are no valleylands within 120 m of the proposed development.

Conclusion: In regards to valleylands, the development will be in compliance with the PPS, and policies of the South Frontenac Township OP.

5.4 Woodlands

The Johnston Point woodlands are all within the Canadian Shield as well as within Westport site district 6E-10. The criteria for defining woodland significance are provided in OMNR (2010) and are as follows:

Size: If woodland cover occupies more than 60% of the land, a minimum size is not suggested. The Johnston Point woodland is in Westport site district 6E-10 which has greater than 60% woodland cover.

Conclusion: The size criterion does not apply.

Interior: If woodland cover occupies more than 60% of the land cover then woodlands with at least 20 hectares of interior habitat (unbroken habitat within 100 m of an edge) are considered significant. Due to road gap separation and the narrow width of the point there is no interior habitat.

Conclusion: The interior habitat category does not apply.

Proximity: Woodlands should be considered significant if they are within 30 m of a significant natural feature and the Johnston Point woodland is adjacent to the Loughborough Lake Wetland Complex. The purpose of this proximity criterion is to maintain those woodland features that have relevance to nearby significant natural features. Examples could include preserving trees that help minimize sediment runoff into adjacent fish habitat, or maintaining woodland terrestrial amphibian breeding ponds.

Conclusion: In our opinion the proximity function applies and therefore those portions of the woodland that are adjacent to fish habitat and wetland are significant because of this.

Impact Discussion for Proximity: Development is not allowed within significant woodlands if it will cause a negative impact to the features and functions that prescribe significance to that woodland.

In the case of proximity, the woodland does provide erosion protection because of steep slopes adjacent to the Loughborough Lake Wetland Complex and fish habitat. Removal of the trees along these slopes could result in erosion and consequently a negative impact. To prevent this negative impact the following mitigating options are recommending.

1. All building and septic beds will be located at the top of slope with maximal setback distances (Table 1) to prevent erosion impacts.
2. The removal of any standing living greater than 8 inches DBH within 40 m of any wetland or lake area will be prohibited under condominium zoning and site plan control. Trees knocked over by natural blowdown can be removed.

Linkages: Woodlands should be considered significant if they provide a connecting link between two other significant features, and the woodlot is within 120 m of the significant feature. We could find no evidence of woodlot linkages.

Conclusion: The linkage category does not apply.

Water Protection: Woodlands should be considered significant if they are located in a sensitive watershed, sensitive recharge or discharge area, watercourse, or fish habitat.

Conclusion: In our opinion the water protection function applies and therefore those portions of the woodland that are adjacent to the lake are significant because of this.

Impact Discussion for Proximity: Development is not allowed within significant woodlands if it will cause a negative impact to the features and functions that prescribe significance to that woodland.

In the case of water protection, the woodland does provide erosion protection because of steep slopes adjacent to Loughborough Lake. Removal of the trees along these slopes could result in erosion and consequently a negative impact. To prevent this negative impact the following mitigating options are recommending.

1. All building and septic beds will be located at the top of slope with maximal setback distances (Table 1) to prevent erosion impacts.
2. The removal of any standing living greater than 8 inches DBH within 40 m of the lake will be prohibited under condominium zoning and site plan control. Trees knocked over by natural blowdown can be removed.

Woodland Diversity: Woodlands should be considered significant if they have native forest species that have declined significantly, and have a high diversity of species.

The Johnston Point woodlands are a common type in the region and they do not contain unique or high levels of species diversity.

Conclusion: The woodland diversity criterion does not apply.

Uncommon Characteristics: Woodlands should be considered significant if they have a unique species, or species with a high Coefficient of Conservatism, or vegetation communities with S1, S2, S3 rankings, or a certain percentage of larger older trees. The Johnston Point woodlands do not meet the threshold criteria for uncommon characteristics.

Conclusion: The woodland diversity criterion does not apply.

5.5 Wildlife Habitat

The Significant Wildlife Habitat Criteria for Site Region 6E (MNR 2012) describes in detail the habitat and wildlife requirements and thresholds. A list of the criteria is provided in Table 4.1. Each of these types of wildlife habitat was considered during the site investigation and is described in further detail below.

Table 4.1. Wildlife habitat criteria from OMNR (2012b).

Wildlife Habitat Category	Criteria
<i>Seasonal Concentration Areas</i>	i. Waterfowl stopover and staging areas (terrestrial) ii. Waterfowl stopover and staging areas (aquatic) iii. Shorebird migratory stopover area iv. Raptor wintering area v. Bat hibernacula vi. Bat Maternity Colonies vii. Bat Migratory Stopover Area viii. Turtle Wintering Areas ix. Reptile hibernaculum x. Colonially -Nesting Bird Breeding Habitat (Bank and Cliff) xi. Colonially -Nesting Bird Breeding Habitat (Tree/Shrubs) xii. Colonially -Nesting Bird Breeding Habitat (Ground) xiii. Migratory Butterfly Stopover Areas xiv. Landbird Migratory Stopover Areas xv. Deer Yarding Areas xvi. Deer Winter Congregation Areas
<i>Rare Vegetation Communities</i>	i. Alvar ii. Cliff and talus slopes iii. Savannah iv. Tallgrass prairie v. Sand barren vi. Other rare vegetation communities
<i>Specialized Habitat for Wildlife</i>	i. Waterfowl nesting area i. Bald Eagle and Osprey Nesting, Foraging and Perching Habitat i. Woodland Raptor Nesting Habitat 7. Turtle Nesting Areas 7. Seeps and Springs i. Amphibian Breeding Habitat (Woodland) i. Amphibian Breeding Habitat (Wetlands)
<i>Habitat for Species of Conservation Concern</i>	i. Marsh bird breeding habitat ii. Woodland Area-sensitive bird breeding habitat iii. Open country bird breeding habitat iv. Shrub/early successional bird breeding habitat v. Terrestrial Crayfish vi. Special concern and Rare Wildlife Species
<i>Animal Movement Corridors</i>	i. Amphibian movement corridors; ii. Deer movement corridors

Seasonal Concentration Areas:

Habitats of seasonal concentrations of animals are areas where animals occur in relatively high densities for specific periods in their life cycles and/or in particular seasons. These areas are generally localized and relatively small in relation to the area of habitat used at other times of the year.

MNR (2012) lists 11 types of seasonal concentration habitats that were considered during the field work.

Waterfowl stopover and staging areas (terrestrial): Suitable stopover and staging habitat for migrating waterfowl include cultural meadow and thicket communities that are seasonally flooded. There are no cultural meadow or thicket communities within 120 m of the development that are seasonally flooded.

Conclusion: There will be no negative impacts to waterfowl stopover and staging areas (terrestrial).

Waterfowl stopover and staging areas (aquatic): Waterfowl stopover and staging (aquatic) requires the presence of aggregations of 100 or more of listed species for 7 days, resulting in > 700 waterfowl use days. These threshold numbers were not met.

Conclusion: There will be no negative impacts to waterfowl stopover and staging areas (aquatic).

Shorebird migratory stopover area: Shorebird migratory stopover requires the presence of ELC types BBO1, BBO2, BBS1, BBS2, BBT1, BBT2, SDO1, SDS2, SDT1, MAM1, MAM2, MAM3, MAM4, and MAM5. These habitat types do not exist within 120 m of the proposed site.

Conclusion: There will be no negative impacts to shorebird migratory stopover areas.

Raptor wintering area: This habitat type includes a combination of fields (CUM, CUT) and woodlands (FOD, FOM, FOC) that provide roosting, foraging and resting habitat for wintering raptors. Field areas need productive small mammal populations such as open fields, agricultural lands (i.e., hayfields, pasture) and meadows. These are not present in association with the development area. In order to be significant for winter raptor use a site has to be >20 ha., and have confirmed use of 1 or more Short-eared Owls, and more than ten individuals of 2 of Rough-legged Hawk, Red-tailed Hawk, Northern Harrier, American Kestrel, and Snowy Owl and be used for a minimum of 20 days. These criteria are not met by the development area.

Conclusion: There will be no negative impacts to raptor wintering area.

Bat hibernacula: These are found in crevice and cave ecosites (CCR and CCA). There is no cavern or crevice ELC ecosites present within 120 m of the development.

Conclusion: There will be no negative impacts to bat hibernacula.

Bat Maternity Colonies: These occur in mature deciduous or mixed forest stands with >10/ha large diameter (>25cm dbh) wildlife trees. Female bats prefer wildlife tree (snags) in early stages of decay and older forest areas with at least 21 snags/ha are preferred. The development area does not meet these criteria and no bats were observed on site during field work.

Conclusion: There will be no negative impacts to significant bat maternity colonies.

Bat Migratory Stopover Area: OMNR (Amy Cameron pers. Comm.) has not developed criteria for identifying bat movement corridors and therefore they do not need to be considered at this time. The only place in the province currently identified as SWH for bat movement corridors is Long Point (Ecoregion 7E) for silver-haired bats

Conclusion: There will be no negative impacts bat migratory stopover areas.

Turtle Wintering Areas: Turtle wintering areas occur in ELC Community Classes; SW, MA, OA and SA, and ELC Community Series; FEO and BOO. It is conceivable that turtle wintering areas occur in the SWD and SAS wetlands, where they would burrow into muddy sediments to overwinter. Impacts to overwintering turtles can occur if the sediments are disturbed by heavy equipment. Since there are no intentions to develop or work within wetlands at any time of year, then potential wintering turtles will not be at risk.

Conclusion: There will be no negative impacts to turtle wintering areas.

Snake hibernaculum: OMNR (2012) note that congregations of snakes on sunny warm days in the spring or fall are a good indicator of reptile hibernacula. Neither snakes, nor snake congregations were found during field surveys. OMNR (2012) also notes that sites located below frost line in burrows, rock crevices, and other natural locations are needed. Broken and fissured rock can provide access to subterranean sites below the frost line. These areas should also have proper moisture levels to keep snakes from drying out during the winter, and south facing slopes are also preferable in providing more moderate winter conditions. No appropriate hibernacula fissuring was observed during field surveys.

Conclusion: There will be no negative impacts to reptile hibernacula habitat.

Colonially -Nesting Bird Breeding Habitat (Bank and Cliff): Nesting sites for these species includes eroding banks/cliffs, sandy hills, pits, steep slopes, rock faces or piles. No bank and cliff nesting was observed during site surveys.

Conclusion: There will be no negative impacts to significant colonial-nesting bird breeding habitat (bank and cliff).

Colonially -Nesting Bird Breeding Habitat (Trees/Shrubs): No active heronries were found.

Conclusion: There will be no negative impacts to significant colonial-nesting bird breeding habitat (trees/shrub).

Colonially-Nesting Bird Breeding Habitat (Ground): Nesting of gulls and terns occurs on rocky islands or peninsula within a lake or large river. Colonial-nesting birds do not breed on Johnston Point.

Conclusion: There will be no negative impacts to significant colonial-nesting bird breeding habitat (ground).

Butterfly migratory route/stopover areas: A butterfly stopover area needs to be within 5 km of Lake Ontario. Johnston Point is greater than 5 km to Lake Ontario.

Conclusion: There will be no negative impacts to butterfly migratory route/stopover habitat.

Landbird migratory stopover areas: To qualify woodlots need to be within 5 km of Lake Ontario. Johnston Point is greater than 5 km to Lake Ontario.

Conclusion: There will be no negative impacts to landbird migratory stopover area habitat.

Deer yarding areas: To qualify as a yarding area, MNR (2012) notes that ELC Community Series providing a thermal cover component for a deer yard would include; FOM, FOC, SWM and SWC, CUP2, CUP3, FOD3, and CUT. The most important part of a deer yard (Stratum I) that is critical for deer survival is to be primarily composed of coniferous trees (pine, hemlock, cedar, spruce) with a canopy cover of more than 60%. None of these criteria are met with the proposed development area or the adjacent woodland, which are predominately composed of FOD5 woodlands. A review of available information on deer wintering areas confirmed there are no winter deer yards on or within 120 m of the development area.

Conclusion: There will be no negative impacts to deer wintering areas.

Deer Winter Congregation areas: During winter surveys it was determined that Johnston Point does not contain high numbers of deer.

Conclusion: There will be no negative impacts to deer winter congregation areas.

Summary of Significant Habitats of Seasonal Concentration Areas: There will be no negative impacts to significant habitat of seasonal concentration.

Rare Vegetation Communities:

Rare vegetation community types are those with SRANKS of S1 to S3 (i.e., extremely rare - rare - uncommon in Ontario). Henson and Brodribb (2005) identify one provincially rare vegetation community within the Westport Ecodistrict 6E-10, the Pitch Pine Granite Barren Type (S1). This rare vegetation community was not found during the site investigations.

OMNR (2012) also considers Cliffs and Talus Slopes, Alvar, Sand Barrens, Old Growth Forest, Savannah, and Tall Grass Prairies, none of which are found within 120 m of the mine area.

Summary of Significant Rare Vegetation Community Habitat: There will be no negative impacts to significant rare vegetation communities.

Specialized Habitats for Wildlife

The *Ecoregion Criteria Schedules* (MNR 2012) lists 5 categories of specialized habitat for wildlife for Site Region 6E. Each of these is discussed below in context with what was observed during the site investigations:

Waterfowl nesting area: Waterfowl nesting can occur in uplands that are adjacent to wetland and to be significant a site must have presence of 3 or more nesting pairs of listed species excluding Mallards, or the presence of 10 or more nesting pairs for listed species including Mallards. No upland waterfowl nesting was observed during the field work. If present, numbers would likely be below threshold numbers due to a lack of appropriate upland nesting areas.

Conclusion: There will be no negative impacts waterfowl nesting area habitat.

Bald Eagle and Osprey Nesting, Foraging and Perching Habitat : Neither of these species was found to be nesting within Johnston Point.

Conclusion: There will be no negative impacts to Bald eagle and Osprey nesting, foraging and perching habitat.

Woodland Raptor Nesting Habitat: All habitat types if they contain nesting Northern Goshawk, Cooper's Hawk, Sharp-shinned Hawk, Red-shouldered Hawk, Barred Owl, and Broad-winged Hawk. None of these species were found to be nesting within Johnston Point.

Conclusion: There will be no negative impacts to woodland raptor nesting habitat.

Turtle Nesting Areas: Turtle nesting areas include exposed sites typically with a southern exposure and with sand or gravel substrates that allow turtles to dig, and are within 100 m of certain wetland habitats. The wetland habitats have to be of type MAM, and there are no wetland habitats of this type that are within 100 m of the proposed development.

Conclusion: There will be no negative impacts to turtle nesting area habitat.

Seeps and Springs: No seeps or springs were identified within 120 m of the proposed development area.

Conclusion: There will be no negative impacts to seeps and springs.

Amphibian breeding habitat (woodland): Woodlands with permanent ponds or those containing water in most years until mid-July may contain significant amphibian breeding. No amphibian woodland ponds were found within the area proposed for new development on Johnston Point.

Conclusion: There will be no negative impacts to significant woodland amphibian breeding habitat.

Amphibian breeding habitat (wetland): Candidate areas would have ELC community classes SW, MA, FE, BO, OA and SA. To be significant a site must have a breeding population of 3 or more of the listed frog or toad species and with at least 20 breeding individuals. All of the SWD3-1 wetlands met threshold criteria and would be considered significant amphibian breeding habitat. All of the species observed here can also be commonly found breeding in roadside water filled ditches and therefore the nearby presence of human activity is not an impediment to breeding. A negative impact could occur if there was an intrusion into these wetlands, but there are no plans to do so and all development will be setback at least 35 m or more (see Table 1).

Conclusion: There will be no negative impacts to significant wetland amphibian breeding habitat.

Summary of Specialized Habitats for Wildlife: There will be no negative impacts to specialized habitats for wildlife.

Habitat for Species of Conservation Concern

Categories of habitat that support species of conservation concern are listed in MNR (2012) for Site Region 6E. Each of these categories is discussed below in context observations made during the site investigations.

Marsh bird breeding habitat: To be significant a site must have 5 or more nesting pairs of Sedge Wren or Marsh Wren, or breeding by any combination of 5 or more of the listed species (e.g., Sora,

Coot, Grebe, Green Heron, Virginia Rail, and American Bittern). These threshold numbers were not met.

Conclusion: There will be no negative impacts to marsh breeding bird habitat.

Woodland area –sensitive bird breeding habitat: All mature (>60 years old) natural forest (non-plantation) stands 30 ha or greater in size and with at least 10 ha interior habitat assuming 100 m buffer at edge of forest are to be considered for this criterion. There is no woodland with these features associated with the development area.

Conclusion: There will be no negative impacts to woodland area-sensitive bird breeding habitat.

Open country bird breeding habitat: Requires grassland habitat 30 ha or larger in size, that is not being actively used for farming. There is no grassland habitat of this size within the proposed development area.

Conclusion: There will be no negative impacts to open country bird breeding habitat.

Shrub/early successional bird breeding habitat: In order to be significant, shrubland or successional fields must be 10 ha or larger in size. There is no shrubland or successional fields of that size within the proposed development area.

Conclusion: There will be no negative impacts to shrub/early successional bird breeding habitat.

Terrestrial Crayfish: These only occur in SW Ontario.

Conclusion: There will be no negative impacts to terrestrial crayfish habitat.

Rare Species: Refers to provincially rare (S1 to S3) plant and animal species. The proposed development occurs in NHIC grid 18UQ8420, 18UQ8421, 18UQ8521 which lists the possible presence of Cerulean Warbler, Broad Beech Fern, and the Juniper Hairstreak. None of these were encountered during the field work and Johnston Point does not contain good habitat for any of these three. Johnston Point is part of Westport ecodistrict 6E-10 and Henson and Brodribb (2005) list the following for the district.

Species	Preferred Habitat	Site Assessment	Sighted
Reptiles			
Gray Ratsnake S3 THR	Foraging habitat is throughout region in a variety of habitats. Hibernacula tend to be south facing in fissured rock faces near permanent water.	Limited habitat is present for foraging, but is lacking in hibernacula.	No
Five-lined Skink S3	Open, well drained, rocky outcrops where the sun can reach with a permanent waterbody close by.	No suitable habitat present.	No
Spiny Softshell S3 END	Marshy waterbodies.	Species has not been seen in the region.	No
Map turtle S3	Large waterbodies with soft bottoms, and aquatic vegetation; basks on logs, rocks, grassy edges.	Present in Loughborough Lake.	No
Birds			
Least Bittern S3 THR	Marsh habitat with dispersed emergent vegetation.	No suitable habitat present.	No
Black Tern	Colonies in shallow marshes, especially in	No suitable habitat present	No

S3	cattails.		
Louisiana Waterthrush S3	Clear cold streams within ravines of mature forests.	No suitable habitat present.	No
Cerulean Warbler S3 END	Mature deciduous forest with large trees and an open understory	The woodlands are mostly too young to provide good Cerulean habitat, however an effort was made to see if they were present and none were found. These warblers have a distinctive call and are relatively easy to survey for.	No
Plants			
Purple Twayblade S2 END	Silver maple swamps.	Swamps are too immature.	No
Fogg's Goosefoot S2	Sandy areas on limestone in oak or pine-oak forests.	No suitable habitat present.	No
Deerberry S1 Thr	Restricted to the St. Lawrence Islands in this region. The climate would be too harsh at the Wollastonite site.	No suitable habitat present.	No
American Ginseng S2 END	South facing slopes in association with maidenhair fern and butternut.	No suitable habitat present.	No
Blunt lobed Woodsia S1 THR	Rocky limestone outcrops with very shallow soil.	No suitable habitat present.	No
Broad Beech Fern S3	Older maple and beech forests with a rich moist understory.	No suitable habitat present.	No

Conclusion: The development property does not contain habitat for species of conservation concern.

Animal Movement Corridors

For Site Region 6E, MNR (2012) denotes amphibian movement corridors and deer movement corridors as areas as potential significant wildlife habitat.

Amphibian movement corridors: Amphibian movement corridors should be at least 200 m wide with gaps less than 20 m. Candidate corridor species include Eastern Newt, Blue-spotted Salamander, Grey Treefrog, Spring Peeper, Chorus Frog, and Wood Frog. Due to its topography and mostly shallow soils (i.e, dry) Johnston Point does not provide appropriate conditions for corridor function.

Conclusion: There will be no negative impacts to amphibian movement corridors.

Deer movement corridors: Deer movement corridors are associated with significant deer wintering habitat (MNR 2012). There are no habitat features on or within the proposed development property that support significant deer winter use and therefore there is no significant deer movement corridors.

Conclusion: There will be no negative impacts to deer movement.

Summary of Animal Movement Corridors: The results of the site investigation determined that there are no animal movement corridors within the proposed development property, and therefore there will be no negative impacts to animal movement corridors.

5.6 Fish Habitat

The fish habitat adjacent to Johnston Point is warm water lacustrine and would be classified as Type II or Important habitat. This is the general term for habitat that is used for feeding and breeding by a variety of non-sensitive species and is the most common type for the lakes of South Frontenac Township. Species known to the lake are also commonly found to most lakes in the area such as Bass, Northern Pike, Perch, Black Crappie, Pumpkinseed, and Bluegill, and sporadic nesting occurs next to some of the shorelines. The SWD3-1 wetlands associated with Johnston Point are too densely vegetated to provide good fish habitat.

No in-water work is proposed and it can be seen in Table 1 that setbacks range from 35 m to 80 m and in all cases there will be intervening buffering vegetation.

Construction Mitigation: As is normal for any work near fish habitat, silt screens and hay bale silt barriers should be placed between construction areas and the lake or wetland. They should be periodically checked to ensure proper functioning, and there should be no construction activities within 30 m of fish habitat.

Conclusion: With respect to fish habitat this development will be in compliance with the PPS and the South Frontenac OP.

6. References

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- Henson, B.L. and K.E. Brodribb 2005. *Great Lakes Conservation Blueprint for Terrestrial Biodiversity, Volume 2: Ecodistrict Summaries*. Nature Conservancy of Canada.
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October 6, 2016

RE: Drought Planning

The Quinte Conservation watershed has been in low water conditions since June of this year. We have been monitoring water levels and responding to concerned residents since that time. In August a Level 3 Low Water Condition was declared. The area is still in a Level 3 condition and requires several inches of rain to recharge our wetlands, streams, rivers, lakes, and groundwater.

The main concern with our current situation is that we do not know how long these conditions will persist. We are currently asking a lot of “what if” questions.

- What if we do not get enough rain before the ground freezes up?
- What if we have no snow this winter?
- What if next year is the same as this year?

Another question we are asking is - are our municipalities prepared to deal with the problems that they could face next year, or in future years, as the climate changes?

The Executive Board of Quinte Conservation passed a motion at their meeting on September 29, 2016 directing staff to send a letter to all member municipalities encouraging them to prepare a drought management plan.

We are recommending that each municipality prepare a plan that addresses the issues we have been dealing with for the past five months. Samples of drought management plans are not available and this is definitely a new situation for everyone in our area.

Quinte Conservation recommends that your plan should include, but not be limited by, the following suggestions:

- By-laws written and ready to be enforced when a Level 3 Low Water Condition is declared. These by-laws should include what type of restriction on water use the municipality will enforce. There should be a plan directing how the by-laws will be enforced and at what levels fines will be set.
- Definitions that clearly define essential and non-essential water uses.
- Identification of all water sources and a determination of how resilient the source is to drought. Consider documenting the conditions of these sources now.
- Identify alternatives to vulnerable water sources, especially for firefighting.

- Identify stresses to the water supply and how to mitigate the impacts of the stresses. Quinte Conservation may be able to provide some support in this area.
- Possible agreements with other municipalities to insure that residents on wells have access to a source of potable drinking water.
- Include a prepared communications plan that is ready for use when required. This plan should include the messages to be delivered at each level of low water, or to a measured level in a municipal well, and should also identify when the by-laws are implemented.
- Rural municipalities should be prepared to recognize agricultural needs.

Sincerely,

A handwritten signature in black ink that reads "Terry Murphy". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Terry Murphy
General Manager
Quinte Conservation
(613) 968-3434 ext. 103
(613) 354-3312 ext. 103
tmurphy@quinteconservation.ca

From: Meela Melnik-Proud

Sent: Tuesday, October 11, 2016 6:32 PM

To: Ron Vandewal; councillornroberts@gmail.com; councillorrevill@gmail.com; robinsonw@bell.net; john.mcdougall@xplornet.ca; patbarr1@aol.com; markschjerning@outlook.com; 7846elbe@gmail.com; sfcron.sleeth@gmail.com; Wayne Orr

Subject: MNRF letter to Township

Dear Mayor and Councillors;

I would like to take this opportunity to thank Councillor Sutherland and Councillor Sleeth for their ongoing concern over Johnston Point and the effort behind their two motions this past summer. They speak to the heart of the MNRF letter from Catherine Warren that is before council on tonight's agenda, and to the ongoing effort of concerned lake residents to monitor compliance on Johnston Point and ensure the conditions of draft plan approval can be met - particularly in terms of species at risk (SAR).

Please find attached my OMB statement and that of John Urquhart, the expert SAR witness Matt Rennie, Dr. Roel Vertegaal and I brought with us in order to have the issue of species at risk on Johnston Point comprehensively addressed at the April 4th, 2016 OMB hearing. As you are aware, we were denied Party Status and Mr. Urquhart was dismissed on the basis that his evidence "*relied on hearsay*" and "*would not be of assistance to the Board*". Nevertheless, Mr. Urquhart's SARs records, the SAR data from the Macintosh-Perry peer review and sightings by local lake residents were forwarded to the MNRF immediately following the OMB hearing to ensure the MNRF had updated SAR information and that the Developer submitted the Information Gathering Form (IGF) referred to on page 7 of my statement, as the first step towards identifying species at risk and their significant habitat on Johnston Point.

The overall benefit permit application Catherine Warren refers to in her letter on tonight's agenda is an indication not only that SAR exist on Johnston Point, but that the MNRF has assessed the proposal as NOT avoiding negative impact to their habitat. Like the Township's own peer review of the EIA in July 2015, it clearly refutes the claim of the Developer's two EIAs that there will be no negative impacts to the natural features or their ecological function which under the Provincial Policy Statement (PPS) would deny development of Johnston Point. So too, it exposes a blatant disregard for the Natural Heritage Reference Manual (NHRM) which provides both the Township and the Developer guidance for implementing SAR policies in the PPS.

Ms. Warren's letter only heightens my concerns regarding the proponent's responsibilities under the Endangered Species Act, which are two fold:

1. Assessing whether or not any contraventions to the ESA have already occurred. Extensive site alteration began immediately following the April hearing, still under the Developer's assumption that there are no SAR on Johnston Point, and without the Township's or MNRF prior knowledge or authorization, or the formal OMB decision that wasn't issued until June 28, 2016. It is my understanding that the MNRF should be assessing a static project plan, and an immediate stop order should have been issued to the Developer for the multiple phases of development activity that concerned lake residents brought to your attention over course of the spring and summer - road development, blasting for installation of underground power lines, tree clearing, etc. - that is ongoing without a complete SAR investigation to serve as a baseline for assessing impact of site alteration, and without final approval.

2. Fulfilling conditions of draft plan approval 5D and 5E of the OMB decision. They are "*D. The owner shall confirm that MNRF have been consulted on all species at risk issues and that the Declaration and the Vacant Land Condominium Agreement shall incorporate all recommendations from the MNRF included in any Benefit Permit, **if issued**, related to **Gray Rat Snakes and Blandings Turtles or any other species at risk identified**. E. That the Owner shall complete Whip Poor Will surveys to determine if they are present at the site and submit this information to the MNRF.*" The MNRF letter mentions benefit permit considerations for Gray Ratsnake and Blanding's Turtle, however the Township can no longer ignore the peer review findings **that on a single**

site visit observed Blanding's Turtle, Snapping Turtle, and Butternut, and noted suitable habitat for Gray Ratsnake, Eastern Whippoorwill, Cerulean Warbler, Least Bittern, Eastern Wood-PeWee, Wood Thrush, Golden-winged Warbler, Milksnake, Eastern Ribbonsnake, Northern Map Turtle and Broad Beech Fern. Going forward, each of these 14 SAR need to be properly evaluated to identify and delineate various significant habitat, assess the impact of development, and consider benefit permit considerations on a species by species basis.

I am reminded once again of the statement our Township's CAO made in February 2015 on the heels of the announcement of the OMB appeal and our disclosure to the Township of CRCA dock permit contraventions in Applewood. ***"The CAO advises Council that the Township does not have the processes or staffing capacity in place to effectively manage the agreement as written and while the CAO is not in a position to state what is definitely needed at this time, nothing is to be gained by delaying approval"***. (Planning Department County File: 10T-2013/001):

As it stands now, neither the municipality or the MNRF, can clear these conditions of draft plan approval as required in the OMB decision. While it remains inexplicable to me how final approval can be given to Johnston Point, I draw your attention to the conclusions of my OMB statement as a still timely and gainful way forward to work together to respond to the this MNRF letter:

"1. A requirement is made that a properly and respectfully executed Information Gathering Form is submitted to the MNR, **under the supervision and guidance of an independent expert environmentalist of Township choosing.**

2. **That the MNR be contacted** to determine whether species at risk surveys are required.

3. **That the negative impact assessments on the Johnston Point Species at Risk be scientifically assessed through an independent longitudinal study.**

4. That Johnston Point be designated as an integral and vital component of the PSW that provides valuable habitat to SAR that are semi-aquatic, and also **that this candidate ANSI be designated as a 'significant' ANSI as per the PPS definition for 'significant' as allowed for under the Natural Heritage Reference Manual**, noting on Page 49 of the Manual that *"A permit that would authorize the destruction of endangered or threatened species habitat under the ESA cannot be used to justify development and site alteration in a natural heritage feature where such is not permitted for other reasons (e.g., significant wetland)."*

5. That this case be dismissed based on the fact that the 180-day clause invoked by the Developer is **specifically aimed at avoiding due process** as set out by the Laws of Ontario with regards to SAR. We respectfully ask the OMB not to allow the use of this clause to force a decision that contravenes due process as set out by the legally binding ESA, given **that it is anticipated that information gathering on SAR will take multiple extended sessions with seasonal overlap."**

I'd be happy to meet to discuss any or all of these points in further detail, having dedicated considerable time and effort to carefully monitor the status and compliance on Johnston Point and to ensure thorough evaluation of the proposal.

Respectfully,

Meela Melnik-Proud

September 20, 2016

Community Grants
P.O. Box 100 4432 George Street
Sydenham, ON K0H 2T0

To Whom It May Concern:

Re: Letter of Intent Form

My name is Judy Borovskis and I am a resident of Inverary, Ontario. Presently I am the Coordinator of the Playground Committee for the Inverary Youth Activities Association.

Being a grandmother of seven, my biggest disappointment in Inverary is the lack of a sizeable playground for children of all ages. I have contacted the township over the past few years but am told there is a shortage of funds for the park in this area. I have recently joined the Youth Activities Association at Ken Garrett Park and have now formed a committee to develop and build a playground in the park that will meet the interests of children ages 2 to 12.

This committee is being guided by Playground Planners of Nepean in order to meet the present playground safety codes. At present we have 8 youth swings which meet code but need a safety ground covering. We have 2 toddler swings which do not meet code and they are being replaced. This swing area also needs new safety ground covering. The new swings, the excavating and the new cedar weave mulch are all happening this week and we are funding this cost from our savings. This depletes our funds for further playground improvements. We do have an opportunity to buy a large play structure at a discount that will support up to 30 children at any given time and has various sections to entertain ages 2 to 12.

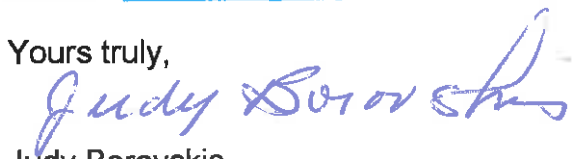
We are applying for a grant from the South Frontenac's Community Project Grant Program and I am enclosing our grant application as well as a photograph of the equipment we hope to purchase. As a taxpayer I understand that local developers do pay a recreational fee in their taxes and I am hoping we can share in that source of revenue.

I know that there is a concern because we are a privately owned park but we are all tax payers as is everyone who uses our park. Our park is free and open to absolutely everyone at any time year round. We maintain it and we insure it. This new playground/green space area for families will help to make Inverary more appealing. It would be an excellent use of tax dollars to give the local children and youth a safe, functional place to play and a green space for families to enjoy together.

We are sincerely hoping the Community Grant Committee will consider our application and see fit to support our efforts to build this playground/green space area for the children and their families to enjoy.

If you have any questions regarding our application I can be reached at 613-353-1768 or e-mail: borovskis@kingston.net

Yours truly,



Judy Borovskis
3950 Round Lake Road
Inverary, Ontario K0H 1X0



**TOWNSHIP OF SOUTH FRONTENAC
COMMUNITY PROJECT GRANT PROGRAM**

LETTER OF INTENT FORM

Section 1: Applicant Information

NAME OF ORGANIZATION		Inverary Youth Activities Inc.			
FULL MAILING ADDRESS		P.O. Box 86 4010 Perth Road			
CITY	INVERARY	PROV.	ON	POSTAL CODE	K0H 1X0
APPLICATION CONTACT NAME & TITLE (PLEASE PRINT) WHO CAN BE CONTACTED BY COMMITTEE IN CASE OF QUESTIONS		Judy Borovskis – coordinator Playground Committee			
PHONE	613-353-1768	MOBILE	613-545-5017	FAX	613-353-1768
EMAIL	borovskis@kingston.net			DATE	September 20, 2016

How long has your organization been in existence in South Frontenac?	Incorporated on December 19, 1975 #000311070
--	--

Select the most appropriate of the following two options and fill in the fields below:

☐	OUR ORGANIZATION IS A CHARITY REGISTERED WITH CANADA REVENUE AGENCY.
	OUR CHARITABLE REGISTRATION NUMBER (FORMAT 12345-6789 RR0001)
OR:	
☒	OUR ORGANIZATION IS A NON FOR PROFIT ORGANIZATION

Names of signing officers:	Clarence Bourdon Darcy Garrett
----------------------------	-----------------------------------

NAME OF PROJECT	Ken Garrett Park Playground Re-vitalization
AMOUNT REQUESTED	\$35,000.00



TOWNSHIP OF SOUTH FRONTENAC COMMUNITY PROJECT GRANT PROGRAM

Section 2: Organization

DESCRIBE YOUR ORGANIZATION IN UP TO 250 WORDS.

Inverary Youth Activities Inc. is run by approximately 10 volunteers who partake in monthly meetings and another 15 volunteers who provide support at events taking place in the Ken Garrett Park.

The organization supports three ball diamonds in the park, two which have lights for nighttime use, the upkeep and bookings, as well as a small playground in needing expansion and repairs to meet safety codes.

We have a basketball court - recently refurbished.

The organization runs a canteen in the park for tournament events – profits from this helps sustain the upkeep of the fields, the canteen building, insurance, hydro and a part-time caretaker. Washrooms are available for those using the park.

In the summer of 2016 the park has hosted a full compliment of teams using our facilities. Two minor baseball tournaments this year: 5-Pitch/T-Ball & Mite. Hoping for more next year.

There were 7 adult tournaments held in our park this year.

We had 4 minor baseball teams play out of Ken Garrett Park this past baseball season. 5-Pitch/T-Ball, Mite, Bantam Boys & Jr. Men's.

Squirt & Peewee teams have requested information for use of our ball diamonds for next year.

We have 5 adult leagues that play on various nights during the week. One adult league is requesting more diamond time for next year.

Our park is used every night of the week including Sunday's for the entire summer and is open to everyone in the community and surrounding area all year round.

Section 3: Project

PROJECT SUMMARY FOR PUBLICATION

INVERARY YOUTH ACTIVITIES INC. IS SEEKING FINANCIAL SUPPORT TO REPAIR AND EXPAND THE EXISTING PLAYGROUND IN THE KEN GARRETT PARK WE ALSO NEED SOME REPAIRS TO THE BASEBALL DIAMONDS. THE BALL DIAMONDS ARE USED FROM MARCH UNTIL OCTOBER, WITH CHILDREN IN THE PARK ON A DAILY BASIS. WE HAVE SPACE TO EXPAND, AND ARE WORKING WITH PLAYGROUND PLANNERS OF OTTAWA TO DO THE WORK PROFESSIONALLY AND MEET SAFETY CODES. PRESENTLY THE PLAYGROUND HAS 8 REGULAR SWINGS, 2 INFANT SWINGS AND 1 TEETER-TOTTER NEEDING IMPROVEMENTS TO MEET CODE. WE WANT TO ADD THREE NEW PIECES OF PLAY EQUIPMENT. THE PLAYGROUND IS OPEN TO ANYONE AT ANY TIME.



TOWNSHIP OF SOUTH FRONTENAC COMMUNITY PROJECT GRANT PROGRAM

PROJECT DESCRIPTION IN SHORT POINT FORM

WHAT ARE THE MAIN OBJECTIVES OF THIS PROJECT?

Our main objectives are to develop a safe play area for children off the roads, to create a community green space area and develop community spirit.

1. To provide a safe green space in the community where children can play and families can relax. We need to repair or replace the present playground equipment so it meets existing safety codes.
2. We want to add to the present playground equipment so that it can be used by ages 2 years to 12 years. We have monitored activity in the park over two months this summer and feel this is the age group we need to provide for.
3. The baseball diamonds need repair to one fence and new foul ball safety nets.
4. Our two washrooms need updating to be fully handicap accessible.

WHAT NEED DOES IT ADDRESS?

1. This addresses the need for a safe, family oriented green space in the community, centrally located, free to use and be enjoyed by everyone.
2. At present when there is an evening ball game and children are there with someone who is playing ball, there is little for children to do. On a normal ball game night there can be 10 and as many as 24 children in the park.
3. Present playground equipment, grounds and baseball diamonds need repair, replacing, and new additions to meet safety codes for 2016 and to be enjoyed by all.
4. There is not enough equipment to play on with the number of children who come to the park – we need to add a few more pieces to meet an age group of 2 years to 12 years of age.
5. On any given day, children in Inverary have no where to go – we have a basketball court and with the addition of a decent sized playground it will give children a safe functional place to go and get them off the streets.
6. An enlarged park with a bigger playground will give members of the community a place to go for socializing and meeting people in the neighborhood and pull this community together – get to know new neighbors and old neighbors.

IF APPLICABLE, WHO WILL BE SERVED BY THIS PROJECT?

1. The best served by this project and the most important will be the children of the area. It will be a safe place to go and have fun. It will promote community spirit. Families will have a place to meet each other as will children and new friendships made. It is what community is all about. At present there is no such place in this community.
2. Definitely the township will benefit from this improved playground. The Association will maintain it and insure it and it will be open to anyone to enjoy at anytime. The taxpayers in South Frontenac will see a positive use of money and they in turn will benefit from it with their families, especially children and grandchildren. The builders and businesses who have paid a recreation fee in their taxes will see their dollars well used. It will be a positive influence towards new developments, new homes and families moving to the area.
2. The park is centrally located, has good parking, and the playground area has lots of room for expansion. As the community grows so can the playground in a later phase of development.
3. The village of Inverary will definitely benefit from this much needed improvement. We have new younger families in the community, an apartment building being built which actually backs right on to the playground and even now has a gate opening into the playground, and we are just a stones throw from the new residential development happening on Perth Road across from the hardware store.



TOWNSHIP OF SOUTH FRONTENAC COMMUNITY PROJECT GRANT PROGRAM

LIST THE MAIN ACTIVITIES YOU PLAN TO CARRY OUT.

1. We are planning a Pizza Dough sale in March of 2017.
2. We are applying for an Ontario 150 Grant
3. We are planning to set up a bottle drive in the park this September and also in the spring.
4. We are presently enrolled to attend a Seed Grant Seminar
5. We will start a fund raising campaign within the village of Inverary in the spring
6. We will approach some businesses for a corporate donation
7. All tips and donations received at the canteen are going to the Playground Fund
8. We hope to have a few park benches in the playground area – and would welcome the purchase of a bench by an individual, a group or an organization and would have a plaque attached to the bench.
9. We will promote advertising signs around our ball fields

LIST THE EXPECTED OUTCOMES/RESULTS.

Our goal is to raise \$50,000 and then we can meet the needs as stated below.

Just to repair the existing swings and bring the area up to meet safety codes will cost us \$4,950.87.

At present we have an opportunity to purchase one piece of equipment on sale which is beneficial to ages 2 to 12 and at least 30 children can use at any given time. This piece will cost us approximately \$32,956.21– includes taxes, excavating, cedar weave safety ground cover and installation.

With the quotes we have received on our present "wish list" we need to raise \$40,773.08 for the playground needs and repairing the playground fence.

We need to raise \$22,715.94 to repair the baseball diamonds.

We have yet to get a quote to repair and update our washrooms to be fully handicap accessible.

HOW WILL THE PROJECT IMPROVE THE QUALITY OF LIFE IN OUR COMMUNITY?

WHERE IN INVERARY AT THE PRESENT TIME CAN YOU GO WITH YOUNG CHILDREN AND ENJOY A PLAYGROUND? HAVE A PICNIC? PRESENTLY WE NEED TO DRIVE TO GLENBURNIE, ELGINBURG SCHOOL OR INTO KINGSTON. OUR COMMUNITY IS HERE, WE WANT TO KEEP PEOPLE HERE AND ATTRACT NEW PEOPLE. WE NEED TO DEVELOP HERE IN THE TOWNSHIP – THAT WILL LEAD TO GROWTH IN THE AREA.

KEN GARRETT PARK HAS LOTS OF ROOM TO RUN AND PLAY AND GOOD PARKING. IT IS EASILY ACCESSIBLE BY THE MAIN ENTRANCE AS WELL AS THE RIGHT-OF-WAY PATH FROM FAIRGROUNDS DRIVE FOR THOSE WALKING FROM THE VILLAGE OF INVERARY. THIS PROJECT WILL PROVIDE AN OUTDOOR PLAY AND ACTIVITY AREA THAT IS SAFE AND PLEASANT TO BE IN, DEVELOP COMMUNITY SPIRIT, SHOW A POSITIVE USE OF TAX DOLLARS SHOULD WE GET A GRANT, GIVE THE CHILDREN IN THE AREA A PLACE TO GO THAT IS OFF THE STREETS AND WHERE NEW FRIENDS CAN BE MET. IT WILL DEFINITELY BRING THIS COMMUNITY TOGETHER.

WHEN WILL THE PROJECT START AND END?

- Start: the project is starting September 2016 with improvements to the existing equipment, excavating the grounds to the proper depth around the equipment to meet safety codes and filling in that area with a safety ground cover of cedar weave mulch and the purchase of two new infant swings that meet safety codes.
- End: In anticipation of grants and proposed fundraising, our goal is to have the playground finished by the summer of 2018, as well as a family "picnic/relax" area, the updated washrooms to be handicap accessible and the necessary repairs to the ball diamonds finished as well.



TOWNSHIP OF SOUTH FRONTENAC COMMUNITY PROJECT GRANT PROGRAM

AREA SERVED

WHAT IS THE GEOGRAPHIC AREA SERVED BY THIS PROJECT?

The playground is in the Ken Garrett Park in the north west corner – to be safe from foul balls. This playground will be available to the many people attending ball tournaments held at the park, the regular ball season and the entire community of Inverary and surrounding area stretching to Perth Road Village, Elginburg, Sunbury, and Battersea on any given day year round.

FUNDING

HOW MUCH FUNDING ARE YOU SEEKING AND FOR WHAT PROJECT EXPENSES?

WE NEED TO RAISE \$50,000.00 TO MEET OUR IMMEDIATE NEEDS AND ARE HOPING FOR A GRANT OF \$35,000.00.

THE BALL DIAMONDS MUST BE FIXED AND THE EXISTING PLAYGROUND EQUIPMENT REPAIRED OR REPLACED TO MEET THE SAFETY CODES. WE DO NOT HAVE ENOUGH PLAY STRUCTURES FOR THE CHILDREN TO USE ON ANY GIVEN NIGHT SO WE NEED TO ADD TO THE EXISTING PLAYGROUND. OUR FIRST ADDITION WE HOPE TO ADD WILL COVER OUR AGES 2 TO 12 YEARS AND ALLOW AT LEAST 30 CHILDREN TO USE IT AT THE SAME TIME. WE HOPE THIS TO BE OUR FIRST STAGE AND THEN WE WILL ADD ON TO THE PLAYGROUND TO MEET VARIOUS INTERESTS. WE ARE LOOKING AT MUSICAL APPARATUS AS WELL AS FITNESS APPARATUS FOR AGES 10 TO ADULT.

WE NEED TO REPLACE ONE FENCE ALONG THE BASEBALL DIAMOND – TOTAL ESTIMATE: \$15,481.00

WE NEED NEW FOUL BALL NETS AT DIAMOND A – TOTAL ESTIMATE: \$7,234.94

MULCH AROUND EACH PIECE OF PLAYGROUND EQUIPMENT MUST MEET A DEPTH OF 12 INCHES. FOR SWINGS WE MUST COVER AN AREA TWICE THE HEIGHT OF THE CROSS BAR – OURS ARE 7 FEET SO TO MEET SAFETY CODES THE AREA IS 14 FEET IN FRONT OF THE SWINGS AND 14 FEET AT THE BACK OF THE SWINGS.

PEA STONE IS NOT GOING TO BE AN ACCEPTABLE GROUND COVER IN THE NEXT 5 YEARS, SO WILL BE REMOVED. THE CEDAR WEAVE MULCH WHICH HAS A 5 YEAR GUARANTEE IN A HEAVILY USED PARK COSTS \$35 A CUBIC YARD.

THE NEEDS FOR THE SWING AREA IS BEING PRESENTLY DONE FROM OUR EXISTING FUNDS. THE COST FOR THIS IMPROVEMENT PLUS TWO NEW TODDLER SWINGS HAS COST US \$4950.87.

REPLACEMENT OF THE BROKEN FENCING IN THE PLAYGROUND AREA – TOTAL ESTIMATE: \$2866.00
ONCE THIS IS DONE WE HOPE TO PURCHASE A COUPLE OF BENCHES AND PICNIC TABLES AND A SHADE APPARATUS FOR A RELAXING AREA IN THE PLAYGROUND AREA.

PLAYGROUND EQUIPMENT PLAY CENTRE FOR AGES 2 TO 12 – TOTAL ESTIMATE: \$32,956.21 THIS EQUIPMENT IS FOR AGES 2 TO 12 AND EASILY ALLOWS UP TO 30 CHILDREN TO PLAY AT ONE GIVEN TIME.

TRIO TEETER-TOTTER – TOTAL ESTIMATE: \$6,269.62

ALL QUOTES ARE COMPLETE AND INCLUDE THE "MATERIALS", INSTALLATION, SAFETY GROUND COVER WHERE NECESSARY AND ALL TAXES. THESE ARE OUR HOPES FOR THE INITIAL PHASE.



TOWNSHIP OF SOUTH FRONTENAC COMMUNITY PROJECT GRANT PROGRAM

PLEASE ATTACH A PROJECT BUDGET. COST ESTIMATES SHOULD BE BASED ON ACTUAL QUOTES WHENEVER POSSIBLE AND APPLICABLE.

LIST OTHER FUNDING GROUPS YOU HAVE APPROACHED AT THIS TIME. IF YOU HAVE ONLY APPLIED TO THE TOWNSHIP, EXPLAIN WHY.

**WE HAVE APPLIED TO THE TRILLIUM FOUNDATION
Applying to the Ontario 150 and Seed Grant – Capital Grants
We will be applying to corporations as well for donations.**

TO BE CONSIDERED COMPLETE, A COPY OF YOUR MOST RECENTLY COMPLETED FINANCIAL STATEMENTS MUST BE INCLUDED WITH YOUR APPLICATION.

Our financial statements for 2015 are attached as well as copies of our quotes.



14 Laurentide Road, Nepean, Ontario K2H 6T5

Phone: 613-828-5502 Fax: 613-829-7372 Email: info@playgroundplanners.com

Date: August 25, 2016
Att: Judy Borovskis
Ken Garret Park
Ship To: Playground Express
Area: 34' x 39'

Approved By _____

Model Number	Description	Qty	Unit \$	Price
QUO67267	KidBuilders Playstructure	1	14000.00	\$14,000.00
	Site Preparation includes excavating 1,326 sq ft, filter cloth and installation of 74 cu yds of Cedar Weave safety surfacing.			
	Quotation Valid For 30 Days			
Product Total				\$14,000.00
Product Total				\$14,000.00
Site Preparation				\$8,424.00
Freight Estimate				\$1,837.99
Installation for 2016				\$4,902.80
Sub-total				\$29,164.79
HST				\$3,791.42
Total Investment				\$32,956.21
25% Deposit				\$7,291.20
HST on Deposit				\$947.86
Deposit Total				\$8,239.05

Terms and Conditions

Net 30 days.

When change order are required: Contractor will not proceed with any changes until a change order is approved by client and copy sent to our office.

A 25% deposit is required at the time your order is placed.

In order to initiate your order please sign this quote and return it to us at 613-829-7372

Please indicate your color selection.

Installation costs are based on normal digging conditions.

Site preparation and resilient material are not included unless noted as a separate line item.

The customer is responsible for underground locates unless otherwise arranged with our office. Please ensure we receive a copy of your clear locations check prior to our installation.

If you have a preferred installation timeline please request it and we will try to accommodate you.

If your site is not ready for installation on the prescheduled date an additional cost will apply.

If safety fencing is required after our scope of work is completed it is the responsibility of the c



**TOWNSHIP OF SOUTH FRONTENAC
COMMUNITY PROJECT GRANT PROGRAM**

RECEIVED

SEP 29 2016

TOWNSHIP OF

LETTER OF INTENT FORM

Section 1: Applicant Information

NAME OF ORGANIZATION		Storrington Lions Club				
FULL MAILING ADDRESS		2992 Princess Road				
CITY	INVERARY	PROV.	ON	POSTAL CODE	K0H 1X0	
APPLICATION CONTACT NAME & TITLE (PLEASE PRINT) WHO CAN BE CONTACTED BY COMMITTEE IN CASE OF QUESTIONS		Catherine Reynolds, Lion				
PHONE	613-353-7479	MOBILE	613-328-7318	FAX		
EMAIL	catherinereynolds@hotmail.ca			DATE	Sept. 7, 2016	

How long has your organization been in existence in South Frontenac?	1971
--	------

Select the most appropriate of the following two options and fill in the fields below:

☐	OUR ORGANIZATION IS A CHARITY REGISTERED WITH CANADA REVENUE AGENCY.
OUR CHARITABLE REGISTRATION NUMBER (FORMAT: 12345-6789 RR0001)	
OR:	
☒	OUR ORGANIZATION IS A NON FOR PROFIT ORGANIZATION

Names of signing officers:	President: Robert Bertrand
	Secretary: Marlene Beaubien
	Treasurer: Shirley O'Neil
	First Vice President: Johan Beskers
	Second Vice President: D'Arcy Marconi

NAME OF PROJECT	Storrington Lions Club Hall Revitalization
AMOUNT REQUESTED	\$2,000



TOWNSHIP OF SOUTH FRONTENAC COMMUNITY PROJECT GRANT PROGRAM

Section 2: Organization

DESCRIBE YOUR ORGANIZATION IN UP TO **250** WORDS.

Storrington Lions Club has proudly served Sunbury, Battersea and Inverary for 45 years.

Composed of volunteers, the club is making a social impact in Storrington District by improving the quality of life for residents. We do this through grants to groups such as Storrington Public School, Storrington District Fire Department and Storrington Soccer Association.

Storrington Lions is part of Lions International which is a service group working to make communities vibrant and strong. Storrington Lions Club operates the Storrington Lions Club Hall which connects our community through weddings, celebrations of life, youth dances and health clinics. It is a community gathering place that brings us together to share *strength, knowledge, love, compassion* and *joy*.

We are a service club that is proud to be a part of South Frontenac Township.

Section 3: Project

PROJECT SUMMARY FOR PUBLICATION

DESCRIBE YOUR **PROJECT** IN 75-100 WORDS. WE MAY USE THIS SUMMARY TO PUBLICIZE IT

Operated by the Storrington Lions Club for more than 35 years, Storrington Lions Club Community Hall is starting to show its age. The hall needs to upgrade its bathrooms, heating system and entrance.

As a volunteer organization, Storrington Lions Club cannot afford to revitalize the hall without assistance.

The club needs the community's help to repair systems and access to our building. Without help, the hall is in jeopardy of falling into disrepair.

A grant from South Frontenac Township will be used to fix this popular and important space used by the community all year.



TOWNSHIP OF SOUTH FRONTENAC COMMUNITY PROJECT GRANT PROGRAM

PROJECT DESCRIPTION IN SHORT POINT FORM

WHAT ARE THE MAIN OBJECTIVES OF THIS PROJECT?

To upgrade and repair systems and accessibility at Storrington Lions Club Hall.
To save the community hall from disrepair.
To ensure the sustainability and future of the hall.

WHAT NEED DOES IT ADDRESS?

Our wheelchair accessible entrance ramp *needs* to be replaced.
Our heating system is old and is breaking down. It is at the end of its lifespan and *needs* to be replaced.
Our washrooms are not wheelchair accessible and *need* to be upgraded. The club has approved an architect's drawings to redesign and renovate the washrooms.

IF APPLICABLE, WHO WILL BE SERVED BY THIS PROJECT?

This project serves South Frontenac Township.
Although located in Sunbury, the hall is the only building large enough to host large gatherings of people locally and regionally. The hall is a central gathering place for voting stations, hunter safety courses and fundraisers for families in distress. It is an important resource for Storrington District.

LIST THE MAIN ACTIVITIES YOU PLAN TO CARRY OUT.

We plan to use the grant to help us repair aging infrastructure in our community hall.
The money will help build a new wheelchair accessible entrance ramp, washrooms and heating system.

LIST THE EXPECTED OUTCOMES/RESULTS.

Improved accessibility to/in the community hall.
Improved heating.
Improved accessibility and repaired washrooms.

HOW WILL THE PROJECT IMPROVE THE QUALITY OF LIFE IN OUR COMMUNITY?

The project will help ensure the availability and sustainability of the community hall. These repairs exceed the club's resources, but without them, we won't be able to operate the building in a few years. The hall is an important resource in our community and profits are invested in the community for initiatives such as an emergency van for the fire department and grants to sports groups, school classes and residents who need help.



TOWNSHIP OF SOUTH FRONTENAC COMMUNITY PROJECT GRANT PROGRAM

WHEN WILL THE PROJECT START AND END?

- Start: June 1, 2017
- End: Dec. 1, 2017

AREA SERVED

WHAT IS THE GEOGRAPHIC AREA SERVED BY THIS PROJECT?

Storrington District, South Frontenac Township

FUNDING

HOW MUCH FUNDING ARE YOU SEEKING AND FOR WHAT PROJECT EXPENSES?

WE ARE SEEKING \$2,000 TO HELP OFFSET THE COSTS OF UPGRADES TO OUR HALL.

REPAIRS TO THE HALL ARE ESTIMATED AT \$75,000.

**PLEASE ATTACH A PROJECT BUDGET. COST ESTIMATES SHOULD BE BASED ON ACTUAL QUOTES
WHENEVER POSSIBLE AND APPLICABLE.**

LIST OTHER FUNDING GROUPS YOU HAVE APPROACHED AT THIS TIME. IF YOU HAVE ONLY APPLIED TO THE TOWNSHIP, EXPLAIN WHY.

Canada 150 Grant - \$45,000

**TO BE CONSIDERED COMPLETE, A COPY OF YOUR MOST RECENTLY COMPLETED FINANCIAL STATEMENTS
MUST BE INCLUDED WITH YOUR APPLICATION.**

Project Budget

Storrington Lions Club Hall Revitalization *Estimates*

Entrance ramp -\$15,000

Heating system -\$20,000

Washrooms - \$40,000

LOVE where

you **LIVE...**

Support the Storrington Lions Club

Hall Revitalization

Project





TOWNSHIP OF SOUTH FRONTENAC

P.O. Box 100
4432 George Street
Sydenham, Ontario, K0H 2T0

Telephone 376-3027 / 1-800-559-5862

FAX (613) 376-6657

E-mail: worr@southfrontenac.net

October 5, 2016

Mr. Arthur Churchyard
Rural Planner, Central East Ontario
Ontario Ministry of Agriculture, Food and Rural Affairs
RR 3, 95 Dundas St
Brighton ON
K0K 1H0

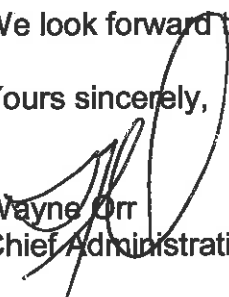
Dear Mr. Churchyard:

The Council of the Corporation of the Township of South Frontenac endorsed the following resolution at their Council meeting held October 4, 2016:

"THAT Council petition the Ontario Ministry of Agriculture, Food and Rural Affairs to reclassify the rural area bounded by Boyce Road, Petworth Road, Road 38 and Watson Road as Prime Agriculture as identified in the Canada Land Inventory. Carried."

We look forward to your prompt attention to this matter.

Yours sincerely,


Wayne Orr
Chief Administrative Officer

WO:am

c.c. Honourable Jeff Leal, Minister of Agriculture, Food & Rural Affairs
Randy Hillier, MPP, Lanark-Frontenac-Lennox and Addington
Damien Schaefer, Ministry of Municipal Affairs & Housing, Kingston
Joe Gallivan, Planner, County of Frontenac

December 3, 2015

To: Mayor and Council of
Township of South Frontenac

From: Battersea Loughborough Lake Association

Re: Proposed Johnston Point Development; Draft Plan of Vacant Land
Condominium Draft Approval November 2015

On behalf of the Battersea Loughborough Lake Association (BLLA) I wish to provide comments on the draft condominium approval package that the Township considered and rejected on Tuesday December 1, 2015. These comments are further to the comments that the Association provided on February 15, 2015.

First we wish to acknowledge that a number of the concerns raised back in February have been addressed reasonably well. Unfortunately it is difficult to assess many of the changes to the draft plan and the proposed conditions of approval since no rationale is provided to explain why certain significant changes were made.

We recognize that Helen Bartsch has provided a detailed outline of technical issues that have been identified. We are not going to repeat those but focus on some key items of concern for Council's consideration.

The first major concern is the addition of the 15th lot. A major concern we raised in our February comments was the number of new lots being added in the Eastern Basin of Loughborough Lake when one considers the 22 lot development across the lake at Applewood. The amendment put forward by Councilors Sutherland and Sleeth to remove the new 15th lot is reasonable.

Second it is the addition of 2 communal docks. The provision of a communal dock is something that the Association suggested, however, there is no reason for 2 communal docks. The second dock on the island should be removed. Also if there is to be a communal dock the maximum dimensions should be specified. The maximum dimensions of the individual docks is specified so why not for the communal dock?

Our primary concern with development has been that it is located in a Provincially Significant Wetland (PSW). These important wetlands are critical habitat for many species and are particularly sensitive. They need to be protected.

To have docks in Long Bay which is both a PSW and a narrow shallow water body is not reasonable protection of the environment. We recognize the results of the Peer review but we are not convinced that the Township policies for Narrow

Shallow waterbodies have been followed fully. We recommend that there be no docks in Long Bay. In particular, lot 6 requires an extensive walking bridge to access the water. This seems unreasonable to have such an extensive structure in a PSW.

We note that the Council proposal has reduced the width of the walking paths to 1 metre. This is an important amendment. We remain concerned about the location and number of paths. It is important that they be located and installed properly and that there be oversight to ensure this happens.

As well it is my view that any lot that does not back onto water should not be zoned Waterfront. The Official Plan and zoning bylaw have a serious flaw that allows for a lot that backs onto a wetland to be zoned Waterfront even though they cannot access 'Open Water'.

I ask that these points be addressed by Council as they reconsider the Johnston Point development.

Yours truly

A handwritten signature in cursive script, appearing to read "B. Ward".

Brian Ward
Vice President, BLLA

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW 2016-67

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

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 October 18, 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 18th day of October, 2016.

Read a first and second time this 18th day of October, 2016.

Read a third time and finally passed this 18th day of October, 2016.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer