

**TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA**

TIME: 6:00 PM,
DATE: Tuesday, August 1, 2017
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 - closed session to discuss litigation (four files) and approve July 11, 2017 closed session minutes (Lawyer to be present)
 - b) Minutes of July 11, 2017 Closed Session
 - c) Litigation
4. ***Recess - reconvene at 7:00 p.m. for Open Session
5. Delegations
 - a) Mary Royer, re: Outdoor Furnaces
 - b) Jim Varrette, re: Outdoor Furnaces
6. Public Meeting
 - a) Resolution
 - b) Closing of Road Allowance - Part of Lot 3, Concession XVII, District of Bedford - Hugheson Island 4 - 11
7. Approval of Minutes
 - a) Minutes of the July 11, 2017 Council Meeting 12 - 22
 - b) Minutes of the July 18, 2017 Special Council Meeting 23 - 24
8. Business Arising from the Minutes - n/a
9. Reports Requiring Action
 - a) Louise Fragnito, Treasurer, re: 2018 Budget Cycle 25
 - b) Louise Fragnito, Treasurer, re: Investment Update 26 - 28
 - c) Forbes Symon, Manager of Development Services, re: Outdoor Solid Fuel Burning Appliances 29 - 32
 - d) Forbes Symon, Manager of Development Services, re: Subdivision & Condominium Approval Process 33 - 45
 - e) Forbes Symon, Manager of Development Services, re: Plans of Subdivisions & Condominium Approval Process - Monitoring 46 - 60

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Protection Against Second Hand Smoke

f)	David Waugh, re: Outdoor Solid Fuel Burning Appliances	163 - 164
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14.	<u>Notice of Motions</u>	
15.	<u>Announcements</u>	
16.	<u>Question of Clarity (from the public on outcome of agenda items)</u>	
17.	<u>Closed Session (if requested)</u>	
18.	<u>Confirmatory By-law</u>	
a)	By-law 2017-49	167
19.	<u>Adjournment</u>	



REPORT TO COUNCIL PLANNING DEPARTMENT



AGENDA DATE: August 1, 2017

REPORT DATE: July 24, 2017

SUBJECT: Public Meeting: Road Closure and Transfer: Hugheson Island

RECOMMENDATION:

The recommendation is that Council hear comments from members of the public and consider passage of By-law 2017-48 to close and transfer ownership of an untravelled portion of road allowance on Hugheson Island in Part of Lot 3 Concession XVII, District of Bedford.

BACKGROUND:

The lawyer representing the owner of an island property has requested to know whether Council would close and sell an unopened road allowance that runs shore to shore on the island. Attachment #1 is a copy of the lawyer's letter and supporting maps and Attachment #2 shows the location of the subject island property on Opinicon Lake. Attachment #3 is an air photo of the subject land.

The request was brought to the Committee of the Whole on June 27, 2017 where the Committee agreed in principle to the closure and sale.

As shown on the attachments, the island is only partially within the Township of South Frontenac as the road allowance forms the municipal boundary between the Township of South Frontenac (Bedford District) and the Township of Rideau Lakes. An application has also been made to Rideau Lakes to close and transfer their portion of the road allowance. The lawyer's letter notes that the whole road allowance is "pinned" in Leeds County and, thus, the by-laws and transfer would need to be registered in Leeds County.

The subject portion of road allowance is approximately 42 metres (137 ft.) long and is 20 metres (66 ft.) wide. However, only half of this width is in South Frontenac. The primary reason for requesting the road closure is that the owner is selling the island and the existing cottage is located partially on the road allowance. Attachment #2 shows the location of the cottage on plan 13R-3754.

Under the Road Closure By-law, the land is sold at \$2.41 per square foot within 300 feet of a lake. In this case, the whole of the road allowance is within 300 feet of the lake and, accordingly, the cost calculation is \$9,857.00. For Council's information, the By-law may be passed at this time but the actual land transfer would only take place when a deed is prepared to transfer the land. Staff will not stamp the deed until the applicant has paid the full cost of the land to the Township.

FINANCIAL and STAFFING CONSIDERATIONS

There would be staff time required to review documents to be registered. The Township would receive \$9,857.00 for the sale of the road allowance.

ATTACHMENTS

Attachment #1 - is the letter from the lawyer Jane Monaghan including 4 maps.

Attachment #2 - is a location map.

Attachment #3 - is an air photo of the cottage location on the island.

Approved by: Forbes Symon Submitted/Prepared by: Lindsay Mills

Lindsay Mills

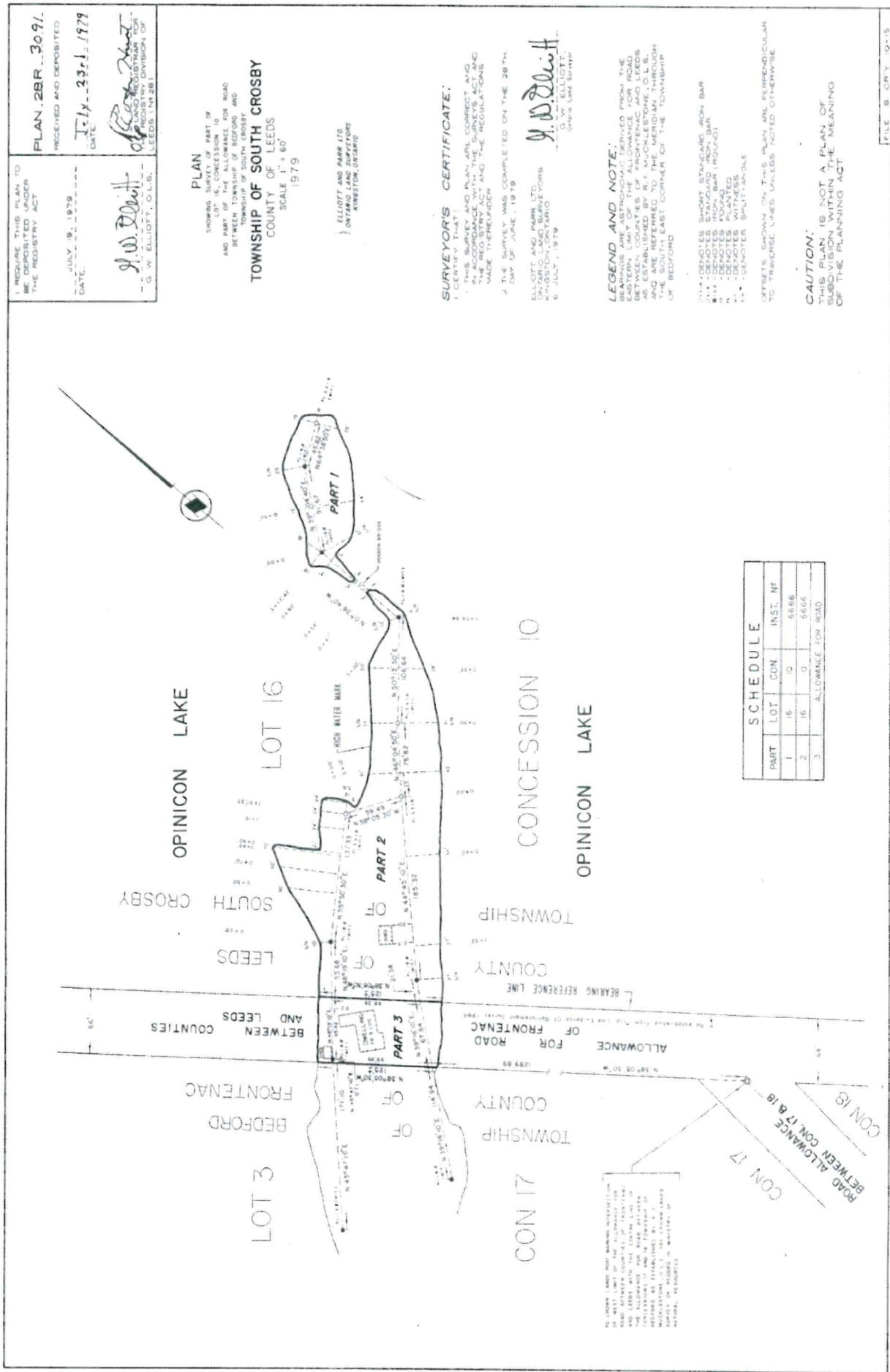
From: Jane Monaghan <janemonaghan@bellnet.ca>
Sent: March-02-17 11:47 AM
To: 'Brittany Mulhern'; Lindsay Mills
Subject: Nasrene MacDonald - Pine Island, Opinicon Lake
Attachments: Scan0024.pdf

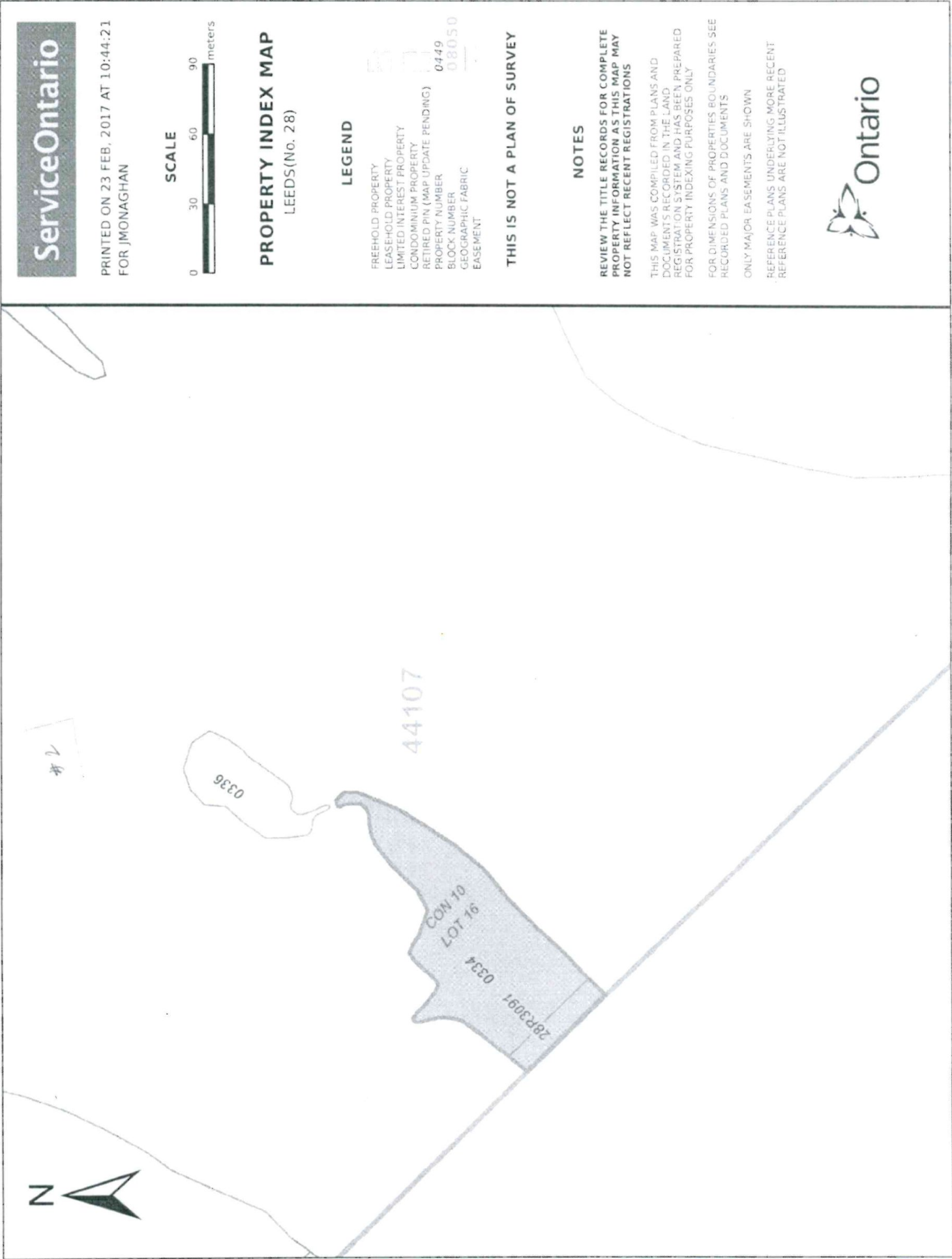
Greetings Brittany and Lindsay. I am sending this to both of you as my client, Nasrene MacDonald, owns the above-referenced island, approximately half of which is in each of your respective townships and has a road allowance between the two townships bisecting it. You will note from the Reference Plans attached that, of course (!), the cottage is right on the road allowance. I have also attached the respective PIN maps, with PIN 44107-0334 and Plan 28R3091 being the South Crosby, Rideau Lakes, Leeds side and PIN 36248-0222 and Plan 13R3759 being the Bedford, South Frontenac, Frontenac side.

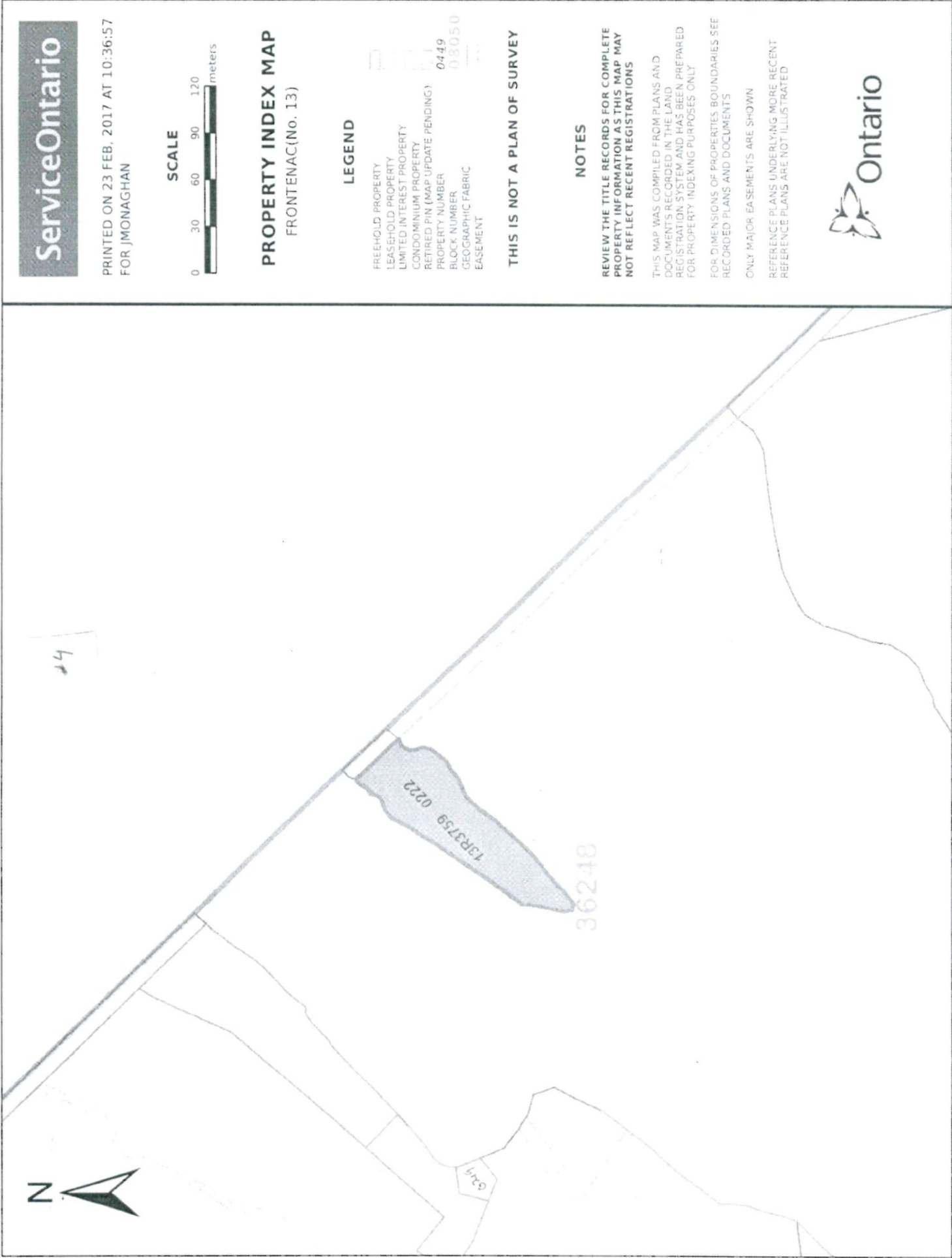
Nasrene and her late husband, John, have owned the property since 1979. They also acquired the adjacent island in South Crosby, PIN 0336, and a mainland parcel, in Bedford. Although their deed says they were acquiring the road allowance portion of the island, I have not been able to find a by-law closing same in either the Kingston or Brockville Registry Offices. This has not been an issue until now. Upon Conversion from the Registry system, in 2011, to the Land Titles system, the MacDonald's title was qualified by "S/T the interest of the Municipality". This is only on the South Crosby portion as the road allowance (RA) is "pinned" to that municipality. I am seeking confirmation from the Land Titles office that any By-Law and Transfer from South Frontenac for its portion of the RA would be registered on the South Crosby PIN. Ms. MacDonald is now selling the property and prospective buyers want to make sure they are acquiring unqualified title to the land on which the cottage is built.

I look forward to receiving your comments on how best to proceed with this.

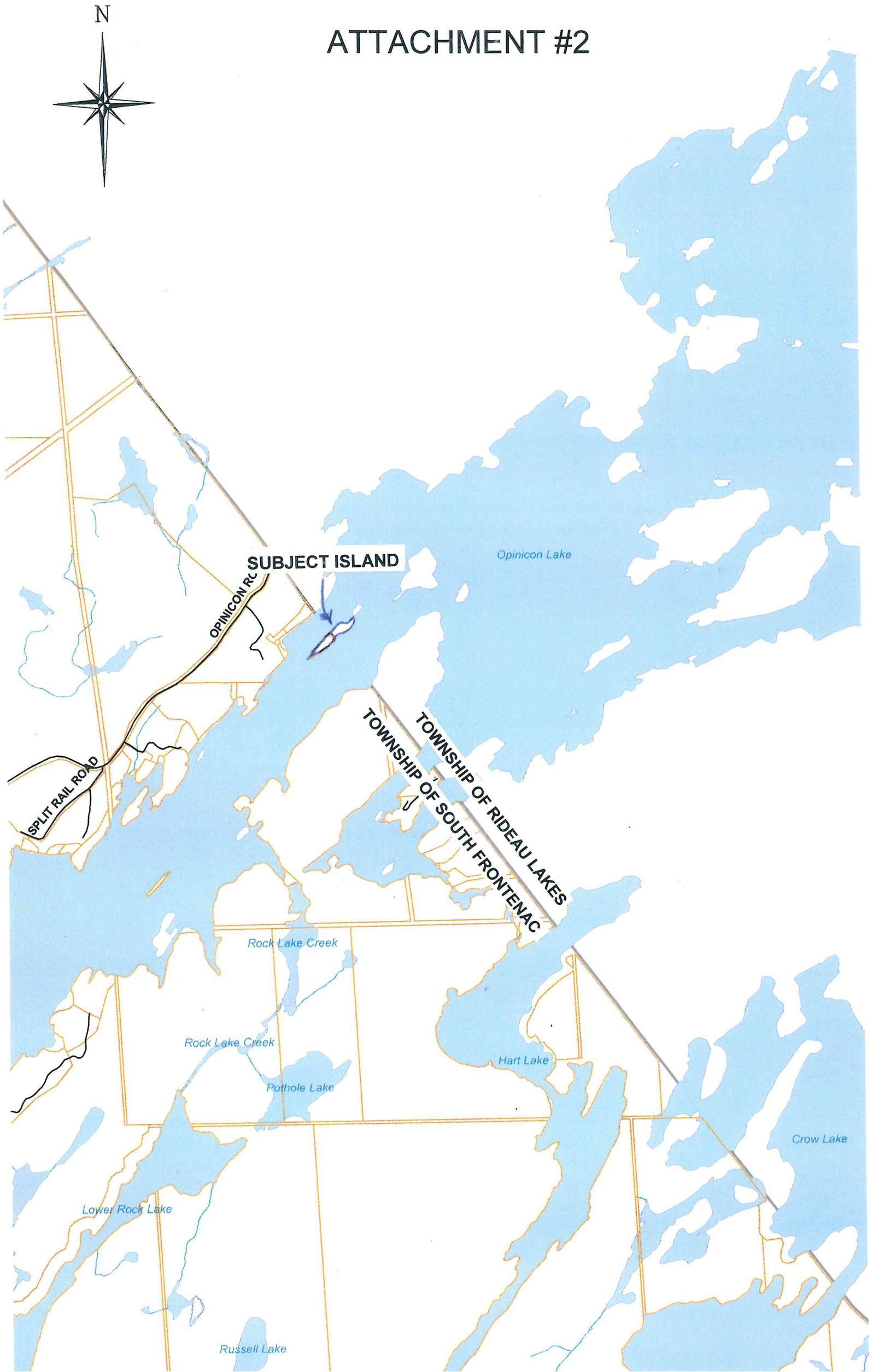
Jane M.







ATTACHMENT #2



ATTACHMENT #3

TOWNSHIP OF SOUTH RIDEAU LAKES
TOWNSHIP OF SOUTH FRONTENAC



Minutes of Council
July, 11, 2017

Time: 6:00 PM

Location: Council Chambers

Meeting # 23

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

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

1. Call to Order

a) Resolution

Resolution No. 2017-23-01
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT the Council meeting of July 11 2017 be called to order at 6:00 p.m.

Carried

2. Declaration of pecuniary interest and the general nature thereof

a) Councillor Barbeau declared a pecuniary interest with respect to By-law 2017-41.

b) Councillor Schjerning noted that he is currently the president of the Sydenham Lake Association.

3. Scheduled Closed Session

a) Resolution - Move into Closed Session - To approve closed minutes from May 2 and 30 and for Advice from Solicitor re: Hartington Community Association's Request

Resolution No. 2017-23-02
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT Council move into closed session to approve minutes of previous closed session meetings and to receive advice from the Township Solicitor.

Carried

b) Approval of minutes from previous Closed Session meetings

c) Advice from Solicitor

d) Resolution - Return to Open Session

Resolution No. 2017-23-04
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT Council move out of closed session.

Carried

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

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5. Delegations

a) Gord Rodgers, re: Sydenham Lake Plan

Gord Rodgers presented the Sydenham Lake Stewardship Plan to Council and outlined the process, contributing partners and the values, issues and goals of the Sydenham Lake Association.

Council commended the association for the work involved in this plan.

Copies of the "State of the Lake" report and the "Sydenham Lake Stewardship Plan" can be found on the Sydenham Lake Association website.

b) Kevin Riley, Director Water/Wastewater Operations, Utilities Kingston, re: 2016 Annual Report - Sydenham Water Treatment Plant

Kevin Riley provided a brief update on the 2016 Annual Report for the Sydenham Water Treatment Plant. He noted that there were no major issues, a clean slate for the operation based on quality control and adhering to regulations. There was only general maintenance work done on the system; it is starting to age which is expected and normal.

Mayor Vandewal mentioned the need for possible upgrading of water meters in the near future. He commended Utilities Kingston for the report and the great working relationship that South Frontenac has with them.

Resolution No. 2017-23-05
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT the Council of the Township of South Frontenac receive the Utilities Kingston 2016 Annual Report for the Sydenham Water Treatment System as presented on July 11, 2017.

Carried

6. Public Meeting

a) Resolution - Open Public Meeting

Resolution No. 2017-23-06
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

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

- Minimum Distance Separation - New Zoning
- Secondary Dwelling - Ross/Rank
- Zoning Map Correction - Albion Lodge
- Road Closure and Transfer - Bovey

Carried

b) Minimum Distance Separation: New Zoning

Forbes Symon indicated this was a positive and common sense change to the zoning by-law. He provided clarification on the changes to the MDS noting that it is applied whenever new residential development is proposed near existing farm facilities and whenever farm facilities propose to expand near existing residences and that these changes are tipped in favour of the farmer.

Councillor Sleeth asked what the setback is from cemeteries and what the rationale is relative to cemeteries.

Mr. Symon explained that based on an operation of 40 dairy cows, the setback would be 160 metres on 100 acres, however it depends on the size and the intensity.

John Williamson, president of the Frontenac Federation of Agriculture, felt this gives more flexibility for farmers near rural cemeteries, however, historically it has been the farmer who has given property for the expansion of cemeteries. He provided a map of his property to identify his concerns, noting that over time the farmer across the road from him has had 17 severances on Holmes Road and his fields are basically sterilized with him having no opportunity for severances; Lyons Landing subdivision affects one side and then Class 1 wetlands affect the other. He felt the builder/developer should be impacted by the MDS and noted that it is harder to utilize farm lands.

Forbes Symon clarified that on a lot of records, the separation is to the lot line for barns, and this is not changing. If farming operations wish to construct a drive shed or a hay storage facility these structures do not fall under the MDS.

c) Secondary Dwelling: Ross/Rank - Concession VIII, Part of Lot 17, Storrington District

Lindsay Mills explained that the land is presently vacant and the prospective owners of the property plan to submit a building permit application to construct a residence and to incorporate the second dwelling within the plans to be submitted. They are a family of six and their plans are that the parents of the family will continue to live in the home while the children will be long-term caregivers in the future. Mr. Mills distributed the comments from the Health Unit that he had just received noting that there are no objections from them.

Councillor Sutherland requested confirmation that the proposal is for one building with two units, which Mr. Mills confirmed.

Edward Zimolag, 1712 Hitchcock Drive, was concerned about the increase of use of the private right of way for the subject property. His concerns included the possibility of the new owners renting out the second unit and would there be additional lots created on the right of way and increased traffic. He questioned whether he could sever lots from his 28 acres.

Lindsay Mills noted that according to the map Mr. Zimolag does not have water frontage and therefore can't create lots on a private lane.

Debbie Bourque, the prospective buyer, indicated that she was available to answer any questions.

Heather Browne, 4107 Cardinal Lane, questioned where the structure is to be located and the clean up of the property and removal of trailer; the property and buildings are in disrepair. She also questioned the square footage of the proposed new structure. She asked for clarification on the dwelling; is it one building? She was also concerned about increased use of the right of way and there being only one access point; questioning if it is due diligence to include a new separate access lane to this property.

Mr. Mills noted that it will be required that the trailer be removed and there are lots of options for construction on this property.

Ulrike Zimolag shared her husbands' concerns about increased use of the right of way; will the new owner upgrade or improve the lane and assist with road maintenance? She asked about the appeal process and expressed her concern about her own quality of life as well as her husbands.

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Mr. Mills explained that the process for appealing the rezoning will be explained in the "notice of passing" that is required to be mailed to adjacent property owner.

Nella Belcastro shared the concern of the other neighbours, but recognized that it would be nice to have others to share the expense of right of way maintenance.

- d) Zoning Map Correction: Albion Lodge - Concession IV, Part of Lot 6, Portland District

Mr. Mills explained that the purpose of the rezoning is to correct a mapping error and zone the Albion Lodge as a community facility (CF) zone.

There were no questions from Council or the public.

- e) Road Closure and Transfer: Bovey, Concession I, between Lots 18 & 19, Storrington

Mr. Mills noted the rezoning of this property to permit a commercial use was approved and it was learned that through this process that a road allowance exists that bisects the whole parent parcel (severed and retained). The road allowance is 652 metres long from north to south. The applicants lawyer has advised that he has no doubt that this portion of the road allowance was closed however there are no records to testify to this. He noted that based on the rate of \$0.21 per square foot, the sale price of the road allowance would be \$29,657.00 and noted that Council may wish to consider reducing this amount or eliminating this cost considering that it seems clear that the road allowance was already closed in the past.

There were no comments from the public.

Council agreed to waive the fee for the road allowance however the applicant is required to pay all legal costs associated with the transaction.

Resolution No. 2017-23-07
Moved by Councillor Sleeth
Seconded by Councillor Barbeau

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

Carried

7. Approval of Minutes

- a) Minutes of the June 20, 2017 Council Meeting

Resolution No. 2017-23-08
Moved by Councillor Sutherland
Seconded by Councillor Revill

THAT Council approves the minutes of the June 20, 2017 Council meeting.

Carried

- b) Minutes of the June 27, 2017 Committee of the Whole meeting

Resolution No. 2017-23-09
Moved by Councillor Revill
Seconded by Councillor Sutherland

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THAT Council approves the minutes of the June 27, 2017 Committee of the Whole meeting.

Carried

8. Business Arising from the Minutes

a) Notice of Motion - Speed Control Pricing and Options

Resolution No. 2017-23-10

Moved by Councillor Sutherland

Seconded by Councillor Revill

THAT Council supports the notice of motion from Councillor Sutherland and direct the Public Works Manager to report to Council before the 2018 Budget discussions on the cost of various speed control options including: speed bumps, both permanent and temporary, having a full time Traffic Control Officer in South Frontenac, and mobile speed signs.

Carried

b) Notice of Motion - Request from Hartington Community Association

Councillor Schjerning requested a recorded vote on motions 2017-23-12 and 2017-23-14.

Councillor Sleeth and Councillor Schjerning voted again deferral with the remainder of Council voting in favour of deferring on the above-noted motions.

Resolution No. 2017-23-11

Moved by Councillor Schjerning

Seconded by Councillor Sleeth

THAT on a without prejudice or precedent basis, the Corporation of the Township of South Frontenac cover the costs of the two most recent invoices from Mr. Wilf Ruland and the final invoice from Mr. Harold Chard to the Hartington Community Association.

Resolution No. 2017-23-12

Moved by Councillor Sutherland

Seconded by Deputy Mayor Roberts

THAT this motion be deferred until legal proceedings are finalized at the OMB.

Carried

Resolution No. 2017-23-13

Moved by Councillor Schjerning

Seconded by Councillor Sleeth

THAT the Corporation of the Township of South Frontenac cover the cost associated with testing the well water quality for residences within 300 metres of the former gas station in Hartington; and

THAT testing shall be performed two (2) times per year; and,

THAT testing shall be done on a voluntary basis.

Resolution No. 2017-23-14

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Moved by Councillor Sutherland
Seconded by Deputy Mayor Roberts

THAT this motion be deferred until legal proceedings are finalized at the OMB.

Carried

c) Notice of Motion - RFP's for Administrative Services

Resolution No. 2017-23-15
Moved by Councillor Sleeth
Seconded by Councillor Sutherland

THAT further to the information in the staff report that Council direct staff to issue an RFP for legal services.

Carried

9. Reports Requiring Action

a) Forbes Symon, Manager of Development Services, re: Site Plan Agreement: McCahill /Shea - Loughborough District

See By-law 2017-33.

b) Tim Laprade, Arena & Recreation Supervisor, re: Eastern Ontario Championship Regatta - Noise and Camping Exemptions

The Public Works Manager will seek clarification on their request for exemption from the noise by-law for this request and Agenda Item 9 (c) as it was unclear why an exemption would be necessary for these events.

Resolution No. 2017-23-16
Moved by Councillor Sutherland
Seconded by Councillor Revill

THAT Council authorize the Recreation Supervisor and CAO to enter into an agreement with the Sydenham Lake Canoe Club (SLCC);

AND that Council exempt the Eastern Ontario Division (EOD) Championship Regatta organized by the Sydenham Canoe Club from Friday, August 18th to Sunday, August 20th, 2017 at Sydenham Point Memorial Park from the Township's noise bylaw as requested;

AND FURTHER that Council provide a one-time exemption to permit camping in the Small Baseball Diamond at Sydenham Point Memorial Park for the sole purpose of use for the competitor's tents during the Eastern Ontario Division (EOD) Championship Regatta as requested.

Carried

c) Tim Laprade, Arena and Recreation Supervisor, re: Ontario East Regional Agility Competition Noise and Camping Exemptions

Resolution No. 2017-23-17
Moved by Councillor Revill
Seconded by Councillor Sutherland

THAT Council authorize the Recreation Supervisor and CAO to enter into an agreement with the Ontario East Regional Agility Competition organizers for a 2018 event;

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AND THAT Council exempt the Ontario East Regional Agility Competition taking place from Thursday, May 31 to Sunday, June 3, 2018 at Centennial park from the township's noise by-law as requested;

AND FURTHER that Council provide a one-time exemption to permit camping in Centennial park for the sole purpose of use for the competitors trailers during the Ontario East Regional Agility Competition as requested.

Carried

- d) Mark Segsworth, Public Works Manager, re: Proposed Reduced Speed Zone on Various Road Segments

See By-law 2017-44.

- e) Mark Segsworth, Public Works Manager, re: Sand Dome Doors for Hartington Patrol Yard

Resolution No. 2017-23-18

Moved by Councillor Schjerning

Seconded by Deputy Mayor Roberts

THAT Council approves an amount of \$10,000 to be financed from the Vertical Facilities Reserve for the installation of doors on the Hartington Sand Dome.

Carried

- f) Mark Segsworth, Public Works Manager, re: Process for Assumption of Non-Subdivision Roads

Resolution No. 2017-23-19

Moved by Deputy Mayor Roberts

Seconded by Councillor Schjerning

THAT Council adopt the criteria outlined in the report to Council dated July 11, 2017 for Assumption of Non-Subdivision Roads.

Resolution No. 2017-23-20

Moved by Councillor Sutherland

Seconded by Councillor Barbeau

THAT this be referred back to the Public Services Committee.

Carried

- g) Mark Segsworth, Public Works Manager, re: Fermoy Hall Plaster Repairs

Resolution No. 2017-23-21

Moved by Deputy Mayor Roberts

Seconded by Councillor Schjerning

THAT no action be taken to repairs at Fermoy Hall at this time.

Resolution No. 2017-23-22

Moved by Councillor Barr

Seconded by Deputy Mayor Roberts

THAT further upgrades to Fermoy Hall be referred back to the Fermoy Hall Committee to develop a strategy for fundraising.

Carried

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- h) Mark Segsworth, Public Works Manager, re: Perth Road Fire Hall Tender

Resolution No. 2017-23-23

Moved by Councillor Schjerning

Seconded by Deputy Mayor Roberts

THAT a Special Meeting of Council be called for July 18 at 7:00 pm for the sole purpose of discussing the tender for the Perth Road Fire Hall.

Carried

10. Committee Meeting Minutes

- a) Police Services Board meeting held March 23, 2017
- b) Storrington District Recreation meeting held May 29, 2017
- c) Corporate Services Committee meeting held May 2, 2017
- d) Public Services Committee meeting held May 25, 2017
- e) Development Services Committee meeting held May 31, 2017
- f) Verona & District Health Services Committee meeting held June 28, 2017

11. By-Laws

- a) By-law 2017-39 - Minimum Distance Separation: New Zoning

Resolution No. 2017-23-24

Moved by Councillor Barr

Seconded by Councillor Schjerning

THAT the following by-laws be given first and second reading:

- By-law 2017-39
- By-law 2017-40
- By-law 2017-41
- By-law 2017-42
- By-law 2017-43
- By-law 2017-44

Carried

Resolution No. 2017-23-25

Moved by Councillor Schjerning

Seconded by Councillor Barr

THAT By-law 2017-39, being a by-law to amend By-law 2003-75. as amended to change section 5.25 to acknowledge that existing vacant lots in proximity to farm facilities may be developed with an approved minor variance and to identify certain cemeteries beside which proposed new livestock facilities are exempt from any required MDS II calculation, be given third reading, signed and sealed.

Carried

- b) By-law 2017-40 - Permit a Secondary Dwelling; Concession VIII, Part of Lot 17, Storrington

Resolution No. 2017-23-26

Moved by Councillor Barr

Seconded by Councillor Schjerning

THAT By-law 2017-40, being a by-law to amend By-law 2003-75, as amended, to define a secondary dwelling and to rezone land from Limited Service Residential-Waterfront Zone (RSLW) to Special Limited Service Residential- Waterfront Zone (RLSW-115) in Part of Lot 17, concession VIII, be given third reading, signed and sealed.

Carried

c) By-law 2017-41 - Zoning Map Correction: Albion Lodge

Resolution No. 2017-23-27

Moved by Deputy Mayor Roberts

Seconded by Councillor Barr

THAT by-law 2017-41, being a by-law to amend By-law 2003-75, as amended, to rezone land from Urban Residential First-Density Zone (UR1) to Community Facility Zone (CF), Part of Lot 6, Concession VI, District of Portland, be given third reading, signed and sealed.

Carried

d) By-law 2017-42 - Road Closure - Concession I, Lots 18 and 19, Storrington

Resolution No. 2017-23-28

Moved by Councillor Barr

Seconded by Deputy Mayor Roberts

THAT By-law 2017-42, being a by-law to stop up, close and sell a portion of an unopened road allowance between lots 18 and 19, Concession I, Storrington District, be given third reading, signed and sealed, provided the property owner covers the relevant costs.

Carried

e) By-law 2017-43 - Site Plan Agreement: McCahill/Shea

Resolution No. 2017-23-29

Moved by Deputy Mayor Roberts

Seconded by Councillor Barr

THAT By-law 2017-43, 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 Paul McCahill and Wayne Shea, be given third reading, signed and sealed.

Carried

f) By-law 2017-44 - Speed Limit Reduction

Resolution No. 2017-23-30

Moved by Deputy Mayor Roberts

Seconded by Councillor Barr

THAT By-law 2017-44, being a by-law to amend By-law 2000-01, to regulate the use of traffic, parking and stopping on highways and bridges in the Township of South Frontenac, to regulate speeds as outlined in Schedule A, be given third reading, signed and sealed.

Carried

12. Reports for Information

a) Accounts Payable and Payroll Listing

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- b) Rick Chesebrough, Fire Chief, re: Vehicle Replacement
- c) Building Activity Report for 2nd Quarter 2017
- d) Harrowsmith Intersection Project - Update on Associated Costs
- e) Robert Charest, Trail Committee Member, re: Trail Committee Report - July 2017

13. Information Items

- a) Meela Melnik-Proud, re: Heritage Committee
- b) Denis Doyle, Chair KFL&A Board of Health, re: Implications of Proposed Cannabis Legislation
- c) Jeff Leal, Minister of Agriculture Food & Rural Affairs, re: OCIF Top Up Application Component

Councillor Sutherland asked if the township will be re-applying for funding for Sunbury Road.

- d) Hartington Community Association - Request for Contribution (from June 27 Committee of the Whole presentation)
- e) Note of thanks from Daret McKay, recipient of South Frontenac Bursary

14. Notice of Motions - n/a

15. Announcements

- a) Councillor Sutherland asked about signage for changes in fire ban status.

Wayne Orr reported that the Office of the Fire Marshal does not support the posting of signage.

- b) Councillor Sutherland reminded Council of the Lakes and Trails Festival being held this Saturday at The Point.
- c) Upcoming events include the official opening of Robinson Road on July 17 at 6:00 p.m, the electronic sign in Verona at 10:00 am on July 20 and at 1:30 pm on July 20, Randy Hillier will be at The Point for the official presentation of upgrades to the facilities and park.
- d) Councillor Schjerning noted he has extra copies of the Sydenham Lake Stewardship Plan.

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 2017-45

Resolution No. 2017-23-31
Moved by Councillor Barr
Seconded by Deputy Mayor Roberts

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July, 11, 2017

THAT By-law 2017-45, 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 11 day of July, 2017.

Carried

Resolution No. 2017-23-32
Moved by Deputy Mayor Roberts
Seconded by Councillor Barr

THAT By-law 2017-45, being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac be given third reading, signed and sealed this 11 day of July 2017.

Carried

- 19. Adjournment
- a) Resolution

Resolution No. 2017-23-33
Moved by Councillor Barr
Seconded by Deputy Mayor Roberts

THAT the Council meeting of July 11, 2017 be adjourned at 9:37 p.m.

Carried

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer

Minutes of Council
July, 18, 2017

Time: 7:00 PM

Location: Council Chambers

Meeting # 22

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

Staff: Wayne Orr, Chief Administrative Officer, Mark Segsworth, Public Works Manager, Jamie Brash, Facilities and Solid Waste Supervisor.

1 Call to Order

a) Resolution

Resolution No. 2017-22-01
Moved by Councillor Sleeth
Seconded by Councillor Sutherland

THAT the Special Council meeting of July 18, 2017 be called to order at 7:00 p.m.

Carried

2 Declaration of pecuniary interest and the general nature thereof - n/a

3 Reports Requiring Action

a) Wayne Orr, Chief Administrative Officer, re: Perth Road Fire Hall RFP - Next Steps

Resolution No. 2017-22-02
Moved by Councillor Sleeth
Seconded by Councillor Sutherland

THAT Council award the contract for the construction of a new Fire Hall on Perth Road to Anglin in the amount of \$1,465,569 and;

THAT the unbudgeted cost of \$491,363 be funded from the Facilities/Property Reserve and;

THAT the costs for site works, paving, and landscaping be budgeted in 2018 at an amount estimated to be \$200,000.

Carried

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

5 Confirmatory By-law

a) By-law 2017-46

Resolution No. 2017-22-03
Moved by Councillor Sleeth
Seconded by Councillor Sutherland

THAT By-law 2017-46, being a by-law to confirm generally previous actions of the Council of the Corporation of the Township of South Frontenac, be given first and second reading this 18 day of July, 2017.

Carried

Resolution No. 2017-22-04

Minutes of Council
July, 18, 2017

Moved by Councillor Sleeth
Seconded by Councillor Sutherland

THAT By-law 2017-46, being a by-law to confirm generally previous actions of the Council of the Corporation of the Township of South Frontenac be given third reading, signed and sealed this 18 day of July, 2017.

Carried

- 6 Adjournment
- a) Resolution

Resolution No. 2017-22-05
Moved by Councillor Sleeth
Seconded by Councillor Sutherland

THAT the Special Council meeting of July 18, 2017 be adjourned at 7:14 p.m.

Carried

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer



REPORT TO COUNCIL

Treasury Department



AGENDA DATE: August 1, 2017

SUBJECT: 2018 Budget Cycle

RECOMMENDATION

That Council adopt the 2018 budget cycle as presented.

BACKGROUND

Building on the success of the 2012 to 2017 budget process, the following schedule is proposed for the 2018 budget.

Of note are some changes that were made last year which are being continued:

- Input is being sought on the draft budget. Advertising will be placed in the banner ad 4weeks in advance inviting the public to appear as delegates at the November 14th, Committee of the Whole meeting.
- In years prior to 2017, the budget document was tabled the Tuesday before to the Saturday full day operating budget review. For 2018, the budget document is scheduled to be tabled on November 7th, which provides an additional time for Council’s review as well as allowing time for comments from the public on the draft budget.

Meeting Date	Activity
Aug 1	Budget Schedule
Sept 19	Council set budget Direction / Long Term Financial Plan Update
Oct 10	Non PW Capital Presentation
Oct 24	PW Capital Presentation
Nov 7	Table Budget Document
Nov 14	Delegations on Budget Document
Nov 18	Operating Budget (SATURDAY)
Nov 28	Budget revisions
Dec 5	Budget Approval?
Dec 12	Budget Debate – if needed
Dec 19	Budget Approval – if needed

Submitted/approved by:

Louise Fragnito, Treasurer

Prepared by:

Louise Fragnito, Treasurer



REPORT TO COUNCIL

Treasury Department



AGENDA DATE: August 1, 2017

SUBJECT: Investment reporting

RECOMMENDATION

For Council direction.

BACKGROUND

Legislative Requirements

Ontario Regulation 373/11 requires a municipality to report to Council at least annually if it has invested in securities prescribed under the Regulation. The main requirements of the annual report are outlined below:

- A statement of performance of the portfolio in the period covered in the report
- Details of the proportion of total investments held in the municipality's own securities
- A statement by the Treasurer that investments made are consistent with the Township's investment policy.
- Details of each transaction in the municipality's own securities
- Any other information that may be included in the Treasurer's opinion

Investment Policy

The Township's Investment Policy specifies the types of investments the Township can make to balance the optimal utilization of cash resources while balancing the need to maintain liquidity and reduce risk. The basic objectives of the investment policy are, in order of priority, as follows:

- a) Security of principal;
- b) Liquidity requirements;
- c) Rate of return;

FINANCIAL and STAFFING CONSIDERATIONS

In August 2016, the Township invested \$5,658,000 in the One Investment Program in line with our Investment policy and available funds based on our long range financial plan. All funds were invested beyond a one year horizon and met all legislative requirements.

Investments are reviewed on a monthly basis by the Treasurer and quarterly by the CAO and Treasurer as per our operating procedures.

Attached is a summary comparing the Township's original investment to the investments as of June 30, 2017 along with its allocation mix.

The types of investment funds are defined as:

Bond: Federal, provincial and municipal bonds maturing within five years as well as high quality bank paper. Recommended time horizon is 18 months to 3 years

Universe Corporate Bond (UCB): Highly rated corporate bonds maturing in the 5-10 year range. Recommended time horizon is 4+ years

Equity: Recommended time horizon is 5+ years



REPORT TO COUNCIL
Treasury Department



At the end of 2016, the net change in the investment value was \$11,936 compared to an estimated RBC interest calculation of \$25,013. For 2017, the net change in investment value to June 30th was \$68,017 compared to an estimated RBC interest calculation of \$29,829. The life to date comparison to June 30th reflects an overall investment change of \$79,953 compared to an estimated RBC interest calculation of \$54,842.

Looking at online transactions to July 26th, market value adjustments on our investments would bring this net investment change to \$39,178 due to an overall decrease of \$40,774. Adding an average estimated interest allocation of \$9,300 for the month of July would bring the estimated net change to 48,478 compared to an estimated RBC interest calculation of \$59,814. This is lower than the value comparison as of the end of 2016.

ATTACHMENTS

Investment summary as of June 30th, 2017

Submitted/approved by:

Louise Fragnito

Prepared by:

Louise Fragnito

Investment Summary

	Initial Deposit Aug 3/2016	2016 Interest	2016 Market Value Adj	2016 Net Change	Balance Dec 31/16	%
Bond	3,394,800.00	34,380.19	-47,321.87	-12,941.68	3,381,858.32	-0.38%
UCB	1,257,850.00	12,577.85	-47,612.51	-35,034.66	1,222,815.34	-2.79%
Equity	1,005,350.00	0.00	59,912.50	59,912.50	1,065,262.50	5.96%
Total	5,658,000.00	46,958.04	-35,021.88	11,936.16	5,669,936.16	0.21%
Royal Bank Interest Calculation		25,013.21				

	2017 YTD Interest	2017 YTD Market Value Adj	2017 YTD Net Change	Balance June 30/17	%
Bond	40,611.32	-34,169.51	6,441.81	3,388,300.13	0.19%
UCB	15,561.22	11,147.11	26,708.33	1,249,523.67	2.18%
Equity	0.00	34,866.56	34,866.56	1,100,129.06	3.27%
Total	56,172.54	11,844.16	68,016.70	5,737,952.86	1.20%
Royal Bank Interest Calculation		29,828.92			

	LTD Interest	LTD Market Value Adj	LTD Net Change	Balance June 30/17	%
Bond	74,991.51	-81,491.38	-6,499.87	3,388,300.13	-0.19%
UCB	28,139.07	-36,465.40	-8,326.33	1,249,523.67	-0.66%
Equity	0.00	94,779.06	94,779.06	1,100,129.06	9.43%
Total	103,130.58	-23,177.72	79,952.86	5,737,952.86	1.41%
Royal Bank Interest Calculation		54,842.13			



REPORT TO COUNCIL DEVELOPMENT SERVICES



AGENDA DATE: August 1, 2017

DATE REPORT PREPARED: July 27, 2017

SUBJECT: Outdoor Solid Fuel Burning Appliances

RECOMMENDATION

That the Council receives this report and hears comments from delegations on the draft by-law. Further that Committee recommend to Council passage of the Outdoor Solid Fuel Burning Appliances By-law once satisfied issued identified by delegations are adequately addressed.

BACKGROUND

The matter of Outdoor Solid Fuel Burning Appliances has been before the Committee of Whole at its March 14, 2017 meeting. At that time the matter was referred to Corporate Services Committee for further discussion and consideration. A revised discussion draft by-law was presented at the Corporate Services Committee meeting of May 2, 2017. A revised By-law was brought before the Committee of Whole at its June 13th meeting. It was referred back to the Development Service Committee meeting of June 27th, 2017 for further refinement.

The key elements of the by-law included:

- Distinction between different types of OSFBA certification – those which are certified as being low particulate matter emitters and those which are certified based on conventional emissions.
- Restrictions on where OSFBA may be located on a lot – side and rear yard only, distances from neighbouring dwellings.
- Prohibiting OSFBAs in settlement areas (hamlets, villages, registered plans of subdivision and condominiums)
- Prohibiting OSFBAs from being used for the incineration of waste.
- Generally limiting operation of OSFBA to October 1st to May 1st.
- Grandfathering existing OSFBA but requiring replacement units to comply with by-law.
- Requiring building permits for new OSFBAs.
- Statement which gives Council authority to take action against any OSFBA which is deemed by Council to be a public nuisance.

There was notification of the intent of Council to consider this by-law. The public who were interested in commenting on the by-law were requested to come before Committee as a delegation.

FINANCIAL and STAFFING CONSIDERATIONS

There are no financial or staffing implications associated with this report beyond normal day to day service delivery.

ATTACHMENTS

- Draft By-law Regulating Outdoor Solid Fuel Burning Appliances.

Submitted/approved by:
Wayne Orr, CAO

Prepared by:
Forbes Symon,
Manager of Development
Services

SOUTH FRONTENAC TOWNSHIP

BY-LAW 2017-_____

**A BY-LAW TO REGULATE OUTDOOR SOLID FUEL BURNING APPLIANCES,
IN ACCORDANCE WITH THE MUNICIPAL ACT, 2001.**

WHEREAS the Municipal Act 2001 authorizes Councils to pass by-laws on matters related to regulating public nuisances;

AND WHEREAS outdoor solid fuel burning appliances have the potential to be a public nuisance;

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

1. Definitions:
 - a. “PM Certified” when referring to an outdoor solid fuel burning appliance shall mean an appliance which has been proven to meet “particulate matter emissions standards” set by the US Environmental Protection Agency (EPA) (Title 40, Part 60, Subpart AAA Standards of Performance for New Residential Wood Heaters) or equivalent standards set by the Canadian Standards Association (CSA) (B415.1 Performance Testing of Solid-Fuel-Burning Heating Appliances). An outdoor solid fuel burning appliance shall be deemed certified and in compliance with these standards when the manufacturer or importer of the appliance has been issued a certification of compliance or approval by the US EPA or the CSA and the appliance bears the mark of conformity with the noted standards.
 - b. “lot” shall mean a parcel of land or contiguous parcels of land which is described in a deed or other document legally capable of conveying an interest in land and which deed is on record in the Registry Office or Land Titles Office; or shall mean a parcel land shown as a lot or block on a Registered Plan of Subdivision, but a Registered Plan of Subdivision for the purposes of this paragraph does not include a Registered Plan of Subdivision which has been deemed not to be a Registered Plan of Subdivision under a By-Law passed pursuant to Section 50.4 of The Planning Act, as amended from time to time.
 - c. “outdoor solid fuel burning appliance” (OSFBA) means a solid fuel burning appliance, which is designed and intended for the space heating of buildings, through the heating of water or air and which is housed or situated in an out-building or otherwise physically separated from the building to which it serves. All such appliances shall be certified by CSA but not necessarily “PM certified”.
 - d. “solid fuel” means biomass fuels such as dry seasoned wood, wood chips, sawdust, peat logs, wood and paper pellets, and kernel corn. The term “solid fuel” does not include coal.
 - e. “waste” shall mean any material defined as waste in the Ontario Environmental Protection Act, as amended, examples of which would include garbage, plastics, treated or painted wood, demolition debris, rubber or unseasoned wood products.

2. This By-law applies to all lands within the geographic limits of the Township of South Frontenac.
3. An OSFBA shall be located on a lot in accordance with the following setbacks:
 - a. Shall not be permitted in a front yard or exterior side yard as defined in the Township of South Frontenac Comprehensive Zoning By-law;
 - b. Shall meet the minimum side and rear yard setback provisions for the principal building of the zone in which the property is located as defined in the Township of South Frontenac Comprehensive Zoning By-law;
 - c. A PM Certified OSFBA shall not be closer than 40 m (150 feet) to a residential dwelling on a neighbouring property;
 - d. A non-PM Certified OSFBA shall not be closer than 80 m (250 feet) to a residential dwelling on a neighbouring property.
4. Notwithstanding the provisions of Clause 3 an OSFBA shall not be permitted within the boundaries of a "Settlement Area" (i.e. hamlet or village) as identified in the South Frontenac Official Plan or on a lot which is located within a registered plan of subdivision or condominium.
5. Where OSFBA installations are otherwise permitted in this By-law, there shall not be more than one (1) permitted per lot, except where additional OSFBA serves a permitted accessory dwelling or agricultural building on lands which are used primarily for agricultural purposes.
6. The installation of OSFBA shall be in compliance with the Ontario Building Code, the Ontario Fire Code, the manufacturer's installation instructions and all other applicable law. This shall include the base and surrounding area on which the OSFBA is located and the chimney servicing the OSFBA.
7. No OSFBA shall be used for the incineration of waste and shall only burn dry seasoned wood or other similar solid fuel in accordance with manufacture's specifications.
8. This By-law shall not apply to any OSFBA which was in existence on the date of the passing of this By-law. When replacing an existing OSFBA the new unit shall meet the setback requirements of Clause 3, above. The replacement of an existing OSFBA within a settlement area or registered plan or subdivision or condominium may be permitted provided the setback requirements of Clause 3 are met.
9. No OFSBA shall unreasonably interfere with another individual's reasonable use and enjoyment of their property. If an OFSBA is deemed by Council to be a public nuisance, it shall take the necessary actions to rectify the situation, including but not limited to seeking injunctions restraining offending individuals from operating OFSBA.
10. Generally, OFSBA should not be operated between May 1st and October 1st except where there is unseasonably cold weather which requires space heating.
11. All new OSFBA shall require a building permit issued by the Municipality prior to installation. For the purpose of this By-law an OSFBA shall be deemed to be a "wood stove" in Table 1 of the Building By-law #2014-26.
12. Any person or persons who installs, uses or maintains an OSFBA in contravention of the provisions of this By-law are, upon conviction,

guilty of an offence and subject to a penalty pursuant to the Provincial Offences Act.

13. All other by-laws, resolutions or action of Council that are not consistent with or which are contrary to the provisions of this by-law are hereby repealed.

14. This by-law shall come into force and take effect on _____, _____, 2017.

Dated at Sydenham this _____ day of _____, 2017

Read a first and second time this _____ day of _____, 2017.

Read a third time and finally passed this _____ day of _____ 2017.

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

Mayor Ron Vandewal

**Wayne Orr
Chief Administrative Officer**



REPORT TO COUNCIL DEVELOPMENT SERVICES



AGENDA DATE: August 1, 2017

DATE REPORT PREPARED: July 27, 2017

SUBJECT: Subdivision & Condominium Approval Process

RECOMMENDATION

That Council endorse the subdivision/condominium approval process flow chart, written guideline and “who does what” documents.

BACKGROUND

At the June 27th, 2017 Development Services Committee staff presented updated subdivision and condominium approval processes documents. With recent changes to the way that subdivision and condominium applications are processed by the County of Frontenac, it was felt that a comprehensive over-review of how the Township manages and engages in the subdivision/condominium approval process would benefit Council, the general public and developers.

The “Draft Plan of Subdivision/Condominium Flowchart” sets out the preconsultation process, application approval process and final approval process for draft plans (attachment #1).

The “Draft Plan of Subdivision/Condominium Guidelines” is a written guide outlining the role of the County of Frontenac and the Township of South Frontenac in the approval process, the planning issues considered through the approval process and a summary of the application approval process (Attachment #2).

The final attachment “Draft Plan of Subdivision/Condominium Who Does What” details who is involved in the Draft Plan application review process, identifying the roles and responsibilities of the individual Departments, the County and the agencies (Attachment #3). It also provides an overview of the when, and on what issues Township staff are involved in the approval and implementation processes.

The Flowchart, Guidelines and Who Does What documents have been reviewed by Township and County staff.

FINANCIAL and STAFFING CONSIDERATIONS

There are no financial or staffing implications associated with this report beyond normal day to day service delivery.

ATTACHMENTS

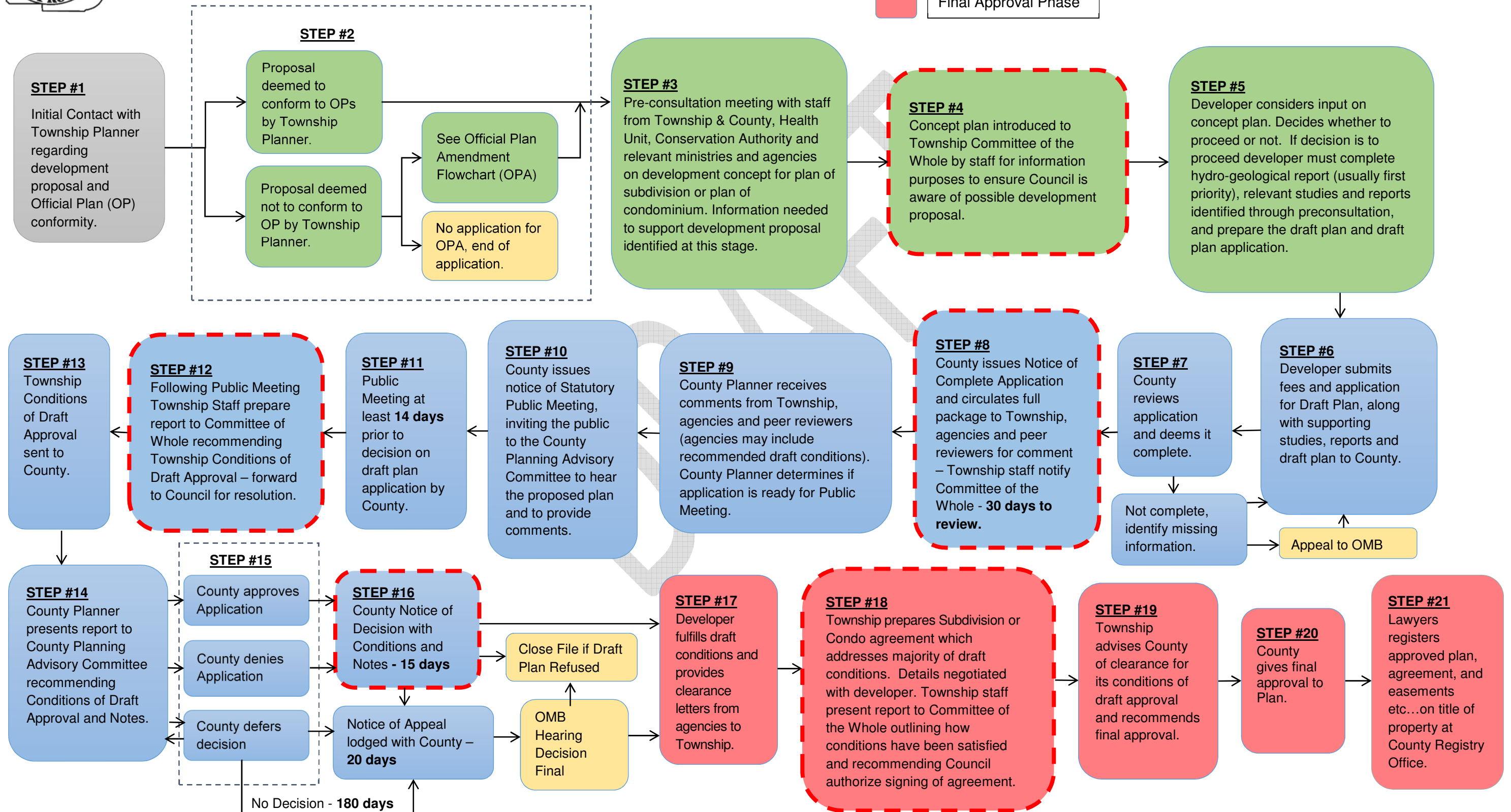
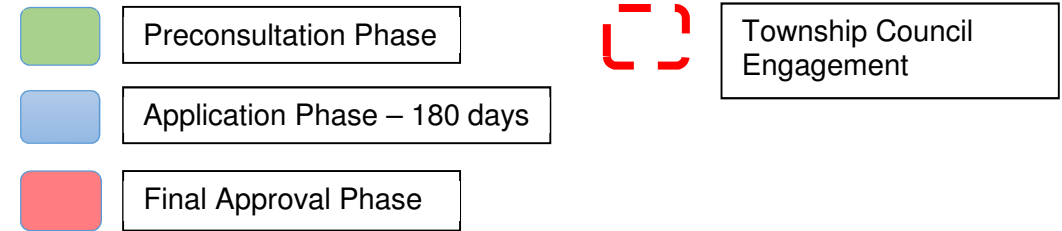
- “Draft Plan of Subdivision/Condominium Flowchart”
- “Draft Plan of Subdivision/Condominium Guidelines”
- “Draft Plan of Subdivision/Condominium Who Does What”

Submitted/approved by:
Wayne Orr, CAO

Prepared by:
Forbes Symon,
Manager of Development
Services



Township of South Frontenac Draft Plan of Subdivision/Condominium Flowchart





Township of South Frontenac **DRAFT PLAN OF SUBDIVISION / CONDOMINIUM GUIDELINES**

1.0 Introduction

This document is a companion to the Township of South Frontenac Draft Plan of Subdivision/Condominium Flow Chart and information which is available from Frontenac County. This Guideline is intended to assist applicants and the public in understanding the approval process for plans of subdivision or condominium in the Township of South Frontenac ('the Township'). For additional information, please refer to the Province of Ontario document entitled "Understanding the Subdivision and Condominium Application Process" and posted on the Township of South Frontenac web site.

1.1 County of Frontenac Approval Authority

The Corporation of the County of Frontenac ('the County') is the approval authority for plans of subdivision and plans of condominiums for its four lower-tier municipalities. This authority was assigned to the County by the Ontario Minister of Municipal Affairs and Housing.

As the approval authority, the County is responsible for:

- Input into preconsultation with developer/applicant to identify range of studies and reports necessary to support the draft plan application;
- Determination of conformity with the County of Frontenac Official Plan and Provincial Policy Statement;
- Receipt of draft plan application and determination of whether it is complete;
- Circulation of complete draft plan application and supporting studies to Township, Conservation Authority, Health Unit, Parks Canada, utilities, school boards etc... for review and comment on the application. This may include identification of conditions of draft approval;
- Hosting a statutory public meeting before the County of Frontenac Planning Advisory Committee to present the draft plan to the general public and provide them with the opportunity to comment on the proposal;
- Evaluation of the planning merits of the draft plan application based on conformity with relevant planning policy (provincial, county and local), review of the comments from the Township and circulated agencies, comments from public and whether the proposal represents good land use planning;
- Making a decision on the merits of the draft plan application – approve draft plan with conditions, refuse draft plan with reasons, defer decision

- with reasons. This also includes providing notice of their decision to all interested parties; and,
- Final approval/registration of plan of the subdivision or condominium once confirmation has been obtained from the Township and agencies that the conditions of draft approval have been satisfied.

1.2 Township of South Frontenac Role

Although the County is the approval authority, the Township of South Frontenac has a significant role to play in the establishment of subdivisions and condominiums within its boundaries, including but not limited to:

- Coordination of the preconsultation with applicant, County, Conservation Authority, Health Unit and other relevant agencies to identify the range of studies and reports necessary to support the draft plan application;
- determination of conformity with the Township of South Frontenac Official Plan, Provincial Policy Statement and the Township of South Frontenac Design Criteria and Standards;
- review and comment on the complete draft plan application circulated by County and identification of conditions of draft approval to address Township interests; and,
- creation, negotiation, execution and monitoring of the plan of subdivision or condominium agreement which is registered on title of the property and identifies scope of work associated with the development of the project, as well as how, when and under what conditions the development of the subdivision can proceed. It also addresses all financial matters associated with the plan such as securities and transfer of funds to public authorities. The agreement is the primary document used to satisfy/address the conditions of draft approval.

1.3 Planning Issues Considered

Subdivisions and condominiums are significant and lasting forms of development and as such are subjected to a vigorous review process. The Township, County, Conservation Authority, Health Unit, utilities and other commenting agencies all have specific areas of focus when they review such development proposals.

Issues considered include, but not limited to the following:

- adequacy of domestic, potable water supply (Hydrogeological Investigation);
- suitability of the terrain for private sewage disposal systems and required minimum lot sizes (Terrain Analysis and/or Servicing Options Report);
- protection of natural features, mitigation of negative impacts and identification of natural hazards (Environmental Impact Statement);

- management of stormwater and drainage (Stormwater Management Study);
- adequacy of public road system to handle increase development (Traffic Impact Assessment);
- historic use of the land (Archeological Assessment);
- conformity to Provincial Policies, County OP and Township OP (Planning Rational Report); and,
- appropriateness of the plan design and compatibility with surrounding land uses (Planning Rational Report)

The need for the various studies is typically identified in the Official Plan, but the scope of the studies is addressed early in the process, at the preconsultation stage and prior to the application being submitted. These studies must accompany the draft plan application to the County – that is why there is often investigations and activity on potential development site well in advance of a formal application being submitted.

2.0 Plans of Subdivision/Plans of Condominium

The submission of an application for approval of a plan of subdivision or a plan of condominium is permitted under Section 51, 51.1, and 51.2 (and 52 in some cases) of the Planning Act R.S.O. 1990 and Section 9 of the Condominium Act R.S.O 1998.

Development of land by plan of subdivision is required when more than three lots (or blocks) are proposed. These proposed lots may be used for residential, industrial, commercial, institutional or open space purposes depending on the designation of the land within the Township's Official Plan and their intended use.

Plans of condominium may also apply to residential, commercial, or industrial development or to the conversion of an existing rental property to condominium ownership. Land division by way of a plan of condominium is comparable to a plan of subdivision and there are similar requirements for technical studies. The primary difference is that in most subdivisions the new roads, stormwater management system, parkland etc... created would be transferred to the Township and assumed into the "public" system. In a condominium, new roads, stormwater management features and parkland are kept under the ownership of the condominium as "common elements" and are **not** assumed by the Township as public assets.

3.0 Application Process

The Township of South Frontenac Draft Plan of Subdivision/Condominium Flowchart identifies 21 steps in the planning approval process. It is extremely important that prior to submitting an application, the developer meets with the Township, County and agency staff to introduce the concept plan and get feedback on the types of studies and scope of work expected in the various studies. The more detail provided in the types and scope of studies required, the more the developer can have a clear idea of the effort necessary to realize the development proposal. Comprehensive preconsultation

also provides the developer with confirmation of the process and procedures that must be followed. Township staff will notify Council when preconsultation on an application has occurred and provide details on the nature of the development concept and identified supporting studies.

Following the preconsultation, the developer submits the fees, application and supporting study to the County for draft plan approval. County staff determine if the application is complete and that all required information has been submitted.

If an application is deemed complete, County staff then circulates the package to the Township and agencies for their formal review and comment. The County gathers all the comments and determines if the application has merit to proceed to the formal, statutory public meeting or requires further work/investigation.

The County notifies the public of the formal, statutory public meeting to introduce the draft plan and solicit comments from the public. The public meeting is held before the Frontenac County Planning Advisory Committee. Those wishing to participate in the approval process must provide comments to the County before or during the public meeting in order to have "rights of appeal" should they wish to challenge decisions made by the County. The statutory public meeting must be held a minimum of 14 days prior to making a decision whether or not to grant draft approval.

Following the Public Meeting, Township staff will present a report to Committee of Whole identifying conditions of draft approval which have been identified to address the Township's interests and concerns, including neighbourhood compatibility issues. Once ratified by Council, the recommended conditions of draft approval are forwarded to the County to be incorporated in their approval decision.

The County staff present a report to their Planning Advisory Committee recommending to County Council the approval of the draft plan with conditions or refusal of the draft plan with reasons. Following the making of the decision, the County will notify all interested parties of their decision. This notice must be provided within 15 days of the decision and must provide those circulated with a 20 day period to consider whether or not to appeal the decision.

Under the Planning Act, the County must make a decision within 180 days of receiving a complete application. If the County fails to make a decision within 180 days, the applicant has the option of appealing the draft plan to the Ontario Municipal Board.

Once draft approval has been given by the County, the applicant typically has three (3) years to satisfy the conditions. The applicant has the option to request and extension to the three (3) year time limit should it be needed.

The subdivision or condominium agreement negotiated with the Township is the primary tool through which the majority of conditions of draft approval are addressed. The agreement identifies, among other things:

- the developers obligation to cover all costs associated with the development
- the scope of work to be undertaking with the development
- all supporting studies that must be adhered to through the construction phase and the life of the subdivision/condominium
- information that must be conveyed to potential purchasers including restrictive covenants, supporting studies and how the individual lots/blocks must be developed
- all financial considerations including securities to ensure all works are completed both on-site and off-site (and the procedure for the release of securities), financial transfers for matters such as cash in lieu of parkland and contributions to public works.
- all easements and rights-of-ways both public and private that are created through the process
- inspection of the works completed and in the case of subdivisions, the process through which works such as roads are assumed by the Township
- when and how building permits can be issued
- phasing of the development
- agreement default provisions
- requirement to have the agreement registered on the title of all of the lands within the subdivision/condominium.

Once the Township and all agencies who recommended conditions of draft approval are satisfied that the conditions have been fulfilled, the County can give consideration to final approval and the registration of the subdivision/condominium.

Once a subdivision/condominium has received draft plan approval it is legal for the developer to accept “conditional” offers of purchase and sale of the lots/blocks/units. Once a subdivision/condominium has received final plan approval and is “registered” at the Land Registry Office, the developer can sell lots/blocks/units.

4.0 Applications, Fees & Additional Information

Applications for a plan of subdivision or condominium may be obtained from the Township or County offices or visiting online at www.frontenaccounty.ca. Application fees are established by the County's Tariff of Fees By-law No. 2010-0019. The County is not obligated to process an application until fees are received.

Questions regarding subdivisions and condominiums within the Township of South Frontenac should be directed to the Planner/Deputy Clerk at the Township of South Frontenac Offices at 4432 George St, P.O. Box 100 Sydenham, Ontario, K0H 2T0, (613) 376-3027.

Alternatively, questions can be directed to the County of Frontenac Deputy Clerk at 2069 Battersea Road, R.R. #1, Glenburnie, ON, K0H1S0, (613)548-9400 ext. 302.



Township of South Frontenac **DRAFT PLAN OF SUBDIVISION / CONDOMINIUM WHO DOES WHAT**

1.0 Introduction

This document is for internal operations, outlining scope of interests and who does what throughout the Subdivision/Condominium approval process. This Guideline is intended to assist staff and Council execute its responsibilities under the County approval process.

2.0 Application Review

The Township's review of the draft plan application is based on policies contained in the County & Township of South Frontenac Official Plan, Provincial Policy Statement (PPS), Township Comprehensive Zoning By-law and South Frontenac Design Criteria and Standards. The following is a summary of the review responsibilities of the different Departments within the Corporation:

- Public Works review: roads/lanes, traffic impact analysis, sidewalks and trails, stormwater management plan, public water within road allowance, waste management, lighting, utilities, geotechnical, assessment of scope and cost estimates for the works;
- CBO review: lot grading and drainage, public water from curb to house, OBC requirements for proposed buildings/structures;
- Planner review: Planning Rational, County & Local Official Plan and Zoning By-law conformity, PPS, heritage assessment, noise impact, parkland, accessibility, compatibility, fencing, landscaping, phasing
- Fire Chief review: emergency services infrastructure needs – water supply, road/lane access, turning radius, Fire Code

In addition to the County's responsibilities to manage and process draft plan applications, they have a responsibility to review of the draft plan based on policies contained in the County Official Plan, Provincial Policy Statement, Sustainability Plan and other relevant policies. The County responsibilities include:

- Peer review of Hydrogeological report and archeological assessment
- Review of Planning Rational

The Conservation Authority is responsible to review draft plan applications based on Conservation Authority Act, CA policies, PPS, Natural Heritage Guidelines and other relevant policies/guidelines. This review focuses on:

- Review of Stormwater Management Plan, Environmental Impact Assessment, Landscape Plan, Species at Risk Assessment, Lake Capacity Study

The Health Unit's review of draft plans is based on Ontario Building Code and focuses on an assessment of Terrain Analysis and Servicing Strategy to determine suitability for septic systems.

3.0 South Frontenac Individual Staff Roles

The Township's role in the approval process for draft plans includes the following:

- Township will host expanded DRT for Preconsultation and Application Review – Township Council receives an FYI
- Following DRT review of complete application the Township's Manager of Development Services will provide a written report to the County Planning Director summarizing Township Staff's review of the application:
 - Option #1 - Draft Plan submitted generally acceptable and has merit to proceed to Public Meeting – i.e. conforms to Official Plan, meets Design Criteria and Standards, meets other applicable policies/guidelines, meets expectations/direction from Preconsultation
 - Option #2 Draft Plan submitted is not acceptable and requires further justification – i.e. premature, does not conform to OP, does not meet Design Criteria and Standards, does not meet applicable policies/guidelines, does not meet expectations/direction expressed at Preconsultation
 - Indicate that Township Council will provide County with recommended conditions of draft approval following Public Meeting
- Manager of Development Services to prepare report to Council, following public meeting outlining recommended conditions of draft approval – resolution to endorse report recommendations, as amended which is then forwarded to County Director of Planning prior to County making a decision on Draft Approval. The Manager shall rely on input from Public Works, CBO, Planner and agencies when drafting conditions.
- Manager of Development Services to review County Director of Planning report to ensure Township's position is accurately reflected, shall attend County

sponsored Public Meeting, ensure Township's recommended conditions of Draft Approval are accurately reflected.

- The Manager of Development Services shall rely on input from Public Works, CBO, Planner and agencies on the developer's progress with satisfying conditions of draft approval and acceptance of the final plans and studies. The Manager shall rely on Public Works for confirmation of the scope of work and valuation of the work to be done by the developer for determination of securities.
- Manager of Development Services shall prepare Subdivision/Condo agreement, with input from DRT (others who want specific clauses in agreement), developer and legal (if necessary).
- Manager of Development Services will provide report to Township Council on how the conditions of draft approval are being satisfied, provide a final draft of the subdivision/condo agreement and that the Mayor and Clerk be authorized to execute Subdivision/Condo agreement.
- Manager shall notify County Director of Planning how conditions of draft approval have been satisfied (clearance of conditions), recommend finalization and registration of plan, agreements etc... (registration involves County lawyer, Developer lawyer and Township lawyer)
- Once the plan has been finalized and registered, it is the responsibility of the Manager of Development Services to oversee the developer's compliance with the Subdivision/Condo agreement. In doing so, the Manager will take direction from public works regarding compliance with engineering plans for the construction of the works, determination of preliminary acceptance, confirmation of substantial completion and endorsement of final assumption of the works, and assessment of release of securities.

SUBDIVISION/CONDO PLANNING PROCESS: WHO DOES WHAT

Preconsultation

- Applicant to present Concept to Expanded Development Review Team (DRT) which includes Twp Director of Public Works, Chief Building Official, Planner, Fire Chief, Manager of Development Services, County Planning Director, Conservation Authority, Health Unit

Complete Application

- County Planning Director determines if submitted application satisfies the County and Local Official Plan's information requirements for a complete application
- County provides notice of complete application in accordance with Planning Act

Application Circulation/ Review

- County Planning Director circulates the complete application to Twp, Conservation Authority, Health Unit and all prescribed agencies for their review and comment – typically a 30 day period although extensions can be requested
- Expanded DRT to determine overlaps, gaps and consistency in comments/review to ensure all issues addressed and do not conflict
- Agencies to provide individual comments to County based on review – may include recommended conditions for draft approval

Notice of Public Meeting

- County assembles comments from prescribed agencies and determines public meeting date
- County provides notice of public meeting

Approval of Draft Plan

- County synthesizes recommended conditions for draft approval, prepares planning report and provides recommendation to County Planning Committee
- County Planning Committee approves draft plan with conditions

SUBDIVISION/CONDO PLANNING PROCESS: WHO DOES WHAT

Application Review (detail)

- Township review based on County & Local Official Plan, Provincial Policy Statement (PPS), Comprehensive Zoning By-law, Design Criteria and Standards and other relevant policies
 - Public Works review: roads/lanes, traffic impact analysis, sidewalks and trails, stormwater management plan, public water, lighting, utilities, geotechnical
 - CBO review: stormwater management plan/lot grading and drainage, OBC requirements for proposed buildings/structures
 - Planner review: Planning Rational, County & Local Official Plan and Zoning By-law conformity, PPS, heritage assessment, noise impact, parkland, accessibility, fencing, landscaping, phasing
 - Fire Chief review: emergency services infrastructure needs – water supply, road/lane access, turning radius, Fire Code
- County review based on County & Local Official Plan, Provincial Policy Statement, Sustainability Plan and other relevant policies
 - Peer review of Hydrogeological report and archeological assessment
 - Review of Planning Rational
- Conservation Authority review based on Conservation Authority Act, CA policies, PPS, Natural Heritage Guidelines and other relevant policies/guidelines
 - Review of Stormwater Management Plan, Environmental Impact Assessment, Landscape Plan
- Health Unit review based on Ontario Building Code
 - Review of Terrain Analysis and Servicing Strategy

SUBDIVISION/CONDO PLANNING PROCESS: WHO DOES WHAT

- Township will host expanded DRT for Preconsultation and Application Review
- Following DRT review of complete application the Township's Manager of Development Services will provide a written report to the County Planning Director summarizing Township Staff's review of the application:
 - Option #1 - Draft Plan submitted generally acceptable and has merit to proceed to Public Meeting – i.e. conforms to Official Plan, meets Design Criteria and Standards, meets other applicable policies/guidelines, meets expectations/direction from Preconsultation
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 - Indicate that Township Council will provide County with recommended conditions of draft approval following Public Meeting
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- Manager of Development Services to review County Director of Planning report to ensure Township's position is accurately reflected, shall attend County sponsored Public Meeting, ensure Township's recommended conditions of Draft Approval are accurately reflected.
- Manager of Development Services shall prepare Subdivision/Condo agreement, with input from DRT (others who want specific clauses in agreement), developer and legal (if necessary).
- Manager of Development Services will provide report to Township Council on how the conditions of draft approval are being satisfied, provide a final draft of the subdivision/condo agreement and that the Mayor and Clerk be authorized to execute Subdivision/Condo agreement.
- Manager shall notify County Director of Planning how conditions of draft approval have been satisfied (clearance of conditions), recommend finalization and registration of plan, agreements etc... (registration involves County lawyer, Developer lawyer and Township lawyer)



REPORT TO COUNCIL DEVELOPMENT SERVICES



AGENDA DATE: August 1, 2017

DATE REPORT PREPARED: July 27, 2017

**SUBJECT: Plans of Subdivision & Condominium Approval
Process – Monitoring Conditions**

RECOMMENDATION

That Council receives this report for information and provide direction to staff on the desired path forward.

BACKGROUND

At the June 6, 2017 Council meeting there was a motion passed requesting the Manager of Development Services to report on the process of monitoring and final approval of conditions placed on subdivisions and condominiums. With recent changes to the way that subdivision and condominium applications are processed by the County of Frontenac, it was felt that a comprehensive over-review of how the Township manages and engages in the subdivision/condominium approval process would help place the discussion of monitoring conditions in context.

In order to understand the approval process, staff have updated the subdivision/condominium approval process flow chart, included a written guideline to provide more detailed explanation of the approval process, as well as outline “who does what” in the approval process (Attachment 1, 2 & 3). Council needs to be comfortable with the entire subdivision/condominium approval process in order to better understand the process of establishing, monitoring and implementing conditions of draft approval

The “Draft Plan of Subdivision/Condominium Flowchart” sets out the preconsultation process, application approval process and final approval process for draft plans.

The “Draft Plan of Subdivision/Condominium Guidelines” is a written guide outlining the role of the County of Frontenac and the Township of South Frontenac in the approval process, the planning issues considered through the approval process and a detailed summary of the application approval process.

The final attachment “Draft Plan of Subdivision/Condominium Who Does What” details who is involved in the Draft Plan application review process, identifying the roles and responsibilities of the individual Departments, the County and the agencies. It also provides an overview of the when, and on what issues individual Township staff are involved in the approval and implementation processes.

The Flowchart, Guidelines and Who Does What documents have been reviewed by Township and County staff and presented to the South Frontenac Development Services Committee.

Conditions of Draft Approval

Specific to Council’s June 6th motion were five questions:

1. Is there adequate staff to ensure appropriate monitoring of the conditions of approval for subdivisions and condominium developments?

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REPORT TO COUNCIL DEVELOPMENT SERVICES



2. Outline the procedures involved in monitoring the conditions of approval and making a recommendation back to Council.
3. Should the Township be charging the County for the cost of monitoring and commenting on the conditions of approval given that the County approves the conditions and gives final approval stating that the conditions have been met?
4. Do fees charged to developers adequately cover the Township's costs for monitoring and commenting on the conditions?
5. What is the process for ensuring that conditions on consents and minor variances are adhered to?

This report will attempt to answer these questions.

Adequate Staff:

On the matter of adequate staff to ensure appropriate monitoring of the conditions of approval for subdivisions, it is helpful to understand that establishing conditions of draft approval is a team effort involving Township staff from public works, planning, building and fire, along with input from the Township solicitor. It also involves staff from the conservation authority, health unit and the County Planning Department.

All the conditions identified by Township staff are presented to Township Council for consideration and endorsement. When drafting Township conditions, staff work from a pre-established list of "standard" conditions that all subdivisions and condominiums must address (i.e. parkland, entering into agreement, naming of road etc...). Based on the information presented in the supporting documentation and the results from the agency review and public meeting, there may be a need for site specific conditions (i.e. specific building envelope for certain lots, neighbourhood issues, road improvements, specific well construction methods, unique environmental requirements etc...). "Specific" conditions are designed to address the issues identified through the approval process.

Determining necessary conditions to ensure proper development of the lands is a key component of the approval process, involving key staff from Development Services and Public Works. With the addition of the Manager of Development Services, it is not anticipated that additional staff will be necessary to identify conditions of draft approval.

Once conditions have been established by the County through the issuance of "draft plan approval", it is the responsibility of the developer to ensure the conditions are fulfilled in order to receive final approval and registration. The majority of the conditions get fulfilled through specific plans, reports and studies which are ultimately reflected in the subdivision/condo agreement. It must be understood that the subdivision/condo agreement is the primary tool through which the draft conditions are ultimately satisfied. The agreement is a legal binding contract between the Township and the developer (and future owners) which is registered on the title of the property.

Monitoring Conditions:

Given the current workload, the existing staff complement has the tools and ability to monitor the implementation of the conditions of draft approval through the subdivision/ condominium agreement.



REPORT TO COUNCIL DEVELOPMENT SERVICES



However, experience suggests that the period of time between granting of draft approval and the final approval and registration of the Plan can see significant site alterations which are not monitored. It is during this period that the developer may decide to proceed with construction of the works or site preparation without the agreement and oversight in place which sets out what, how or when the work should be done.

There is a legitimate concern with developers proceeding to do site works without all the agreements and controls in place. By-passing the Township and the regulatory agencies such as the Conservation Authority, Parks Canada and Ministry of Natural Resources undermines the oversight established through the Planning Act to ensure good development takes place. The public who followed the approval process and have the expectation that development would proceed in an orderly fashion lose confidence in the process. All of which leads to the need to consider ways in which this scenario can be addressed.

This type of scenario can be more of a problem with condominium developments where the “works” will be private condominium assets and not public assets as would be the case with plans of subdivision. There tends to be more oversight on works that will be assumed by the Township versus works that will be assumed by a condo-corporation.

Developers may undertake construction of works prior to the execution of the agreement for a number of reasons. Past experiences suggest that doing the works prior to the agreement reduces the amount of securities that needs to be provide to the Township to cover the costs of uncompleted works. Also, there may be an assumption that it is easier to undertake certain works prior to the agreement than after the agreement is executed.

There are a number of ways in which the Township could attempt to address this situation. The first suggested approach would be to treat the works associated subdivisions and condominiums the same in terms of submission requirements, engineering certification and posting of securities. In this sense a new private condominium lane will be treated the same way as a new road to be assumed by the Township, understanding of course that there may be different design standards applied.

Another possible tool would be to eliminate the financial incentive and require the developer to post 100% securities for all “works” at the signing of the agreement, even if the work is completed prior to the execution of the agreement. Securities would be kept in place until there is an engineer’s certificate that the work has been completed to Township Standards, including works not to be assumed by the Township. This would eliminate any perceived financial benefit of doing the work prior to the agreement. For a typical waterfront condominium this could mean the need to post \$250,000 securities versus \$5,000.

Another new practice that could assist in addressing this situation would be for the Township to start imposing a condition of draft approval that would read “no site alteration, alteration of vegetation or the placing or removal of fill shall be permitted without the written permission of the Township or until such time as the subdivision/condominium agreement and all necessary permits are in place.” For this approach to work, there must be a clear understanding of the condition of the site prior to draft approval. There must also be clear consequences for failure to comply (e.g. order to restore the site, significant financial penalties, inability to satisfy conditions of approval etc...).



REPORT TO COUNCIL DEVELOPMENT SERVICES



The final tool would be for some form of a “site alteration by-law” which would make it illegal to alter a site without Township approval. This type of by-law has been tried in various jurisdictions with mixed results. Site alteration by-laws can have a very broad focus (apply to all lands within the Township) or can have a very narrow focus (apply only to lands under a Planning Act application). If such a by-law had a broad, Township wide focus, there would likely be significant reaction from the public, as well as increased demands on staff time and enforcement resources. Staff are not recommending a broad by-law. A by-law focused on only those lands subject to a Planning Act approval process could be an effective tool in dealing with the specific problem of pre agreement site alteration.

Although rare, the Township does have experience with developers who have undertaken significant site alterations prior to submitting an application for plan of subdivision/condominium. Addressing site alteration prior to the submission of an application is a much more challenging scenario and one that could only be addressed through a broadly focused site alteration by-law. The question has to be asked whether the frequency of such occurrences justifies the necessary increase in resources to administer such a broadly focused by-law.

As an initial first step, staff are of the opinion that a combination of applying a “no site alteration” condition and requiring 100% securities for all works, regardless if the work is completed prior to the agreement, represent the most efficient and effective way forward. If it is Council’s direction, staff would continue to explore the concept of a site alteration by-law.

Agreements:

Once the developer has all the information necessary to satisfy the conditions of draft approval, they request Township staff to prepare the subdivision/condo agreement. With input from the Township’s solicitor, the agreement is drafted setting out the terms and conditions under which development shall proceed. The agreement also identifies all “works” to be done, along with the need to post sufficient securities to guarantee the work is completed to Townships satisfaction. The agreement also has a specific section dedicated to notifying future purchasers of their responsibilities to adhere to specific terms in the agreement.

Once staff is satisfied that the agreement addresses the draft approval conditions, they present the agreement to Council for its authorization to allow the Mayor and Clerk to execute the agreement. In addition, Township Council authorizes staff to notify the County of the clearance of the Township’s draft approval conditions. It is worth noting that the agreement usually is designed to address conditions identified by all external agencies, including the Conversation Authority and the Health Unit. Accordingly, the external agencies participate in reviewing the agreement. Once the County receives clearance for all conditions of draft approval from the Township and relevant agencies, it may give final approval of the development and have the plan and agreement registered on the title of the property.

The Manager of Development Services is responsible for reporting on plans of subdivision and condominiums to Council. The Manager oversees the identification of the conditions of draft approval by staff, prepares the draft agreement and reports to Council throughout the process. The Manager also oversees the developer’s compliance with the terms and conditions of the



REPORT TO COUNCIL DEVELOPMENT SERVICES



agreement. As previously stated, the identification and monitoring of conditions relies on input from public works, planning, building, fire and external agencies. The agreement and securities are the most powerful tool that Township has to monitor the conditions and ensure compliance. Securities are tied to works to be completed and are released only once the work has been certified as being complete. It is worth repeating that the agreement is registered on the title of the property and binding to future and successive property owners.

Charging County & Township Fees:

The County has a fee structure associated with its draft plan approval functions. The commenting agencies (CA and HU) have fees to cover the average cost of commenting on draft plan applications. The Township has a fee of \$2,000 to cover the costs associated with its responsibilities through the approval process. There is no justification to charge the County for any municipal costs associated with the draft plan approval process. If the Township feels that its costs associated with the draft plan approval process are not being covered it should look at modifying the fees charge to the developer. It is also worth noting that there is a standard clause in the agreement that authorizes the Township to charge back to the developer direct costs incurred such legal fees at registration, appraisal costs or peer review costs. Staff track all development related invoices, identifying those that are the responsibility of the developer to pay. The current fee structure appears appropriate and firmly based on the notion that growth pays for growth.

Minor Variance & Consent Conditions:

Similar to plans of subdivision/condominium, the Committee of Adjustment has the authority to impose conditions on the approval of minor variances and consent applications. With consent applications, the conditions need to be satisfied within one year of the granting of the consent and prior to the "stamping" of the deed by the Secretary Treasurer. In some cases there is a need for a "development" agreement to implement conditions of approval. All such agreements should be registered on title and if there is significant work to be undertaken, securities should be required. Although the practice of requiring site plans to post securities is rare in South Frontenac, it does represent the most effective means to ensure certain actions are carried out.

For minor variances applications, the conditions are typically required to be satisfied prior to the issuance of a building permit. In such cases, there may be a need for a development or site plan agreement to be entered into prior to the issuance of the building permit. Such agreements should be registered on title and if there is significant work to be undertaken securities should be required.

In both cases, the Township has individuals undertaking works or site alteration prior to entering into the necessary agreements. The tools explored for plans of subdivisions/condominium could equally apply to minor variance and consent development proposals.

FINANCIAL and STAFFING CONSIDERATIONS

There are no financial or staffing implications associated with this report beyond normal day to day service delivery.

ATTACHMENTS



REPORT TO COUNCIL DEVELOPMENT SERVICES



“Draft Plan of Subdivision/Condominium Flowchart”

“Draft Plan of Subdivision/Condominium Guidelines”

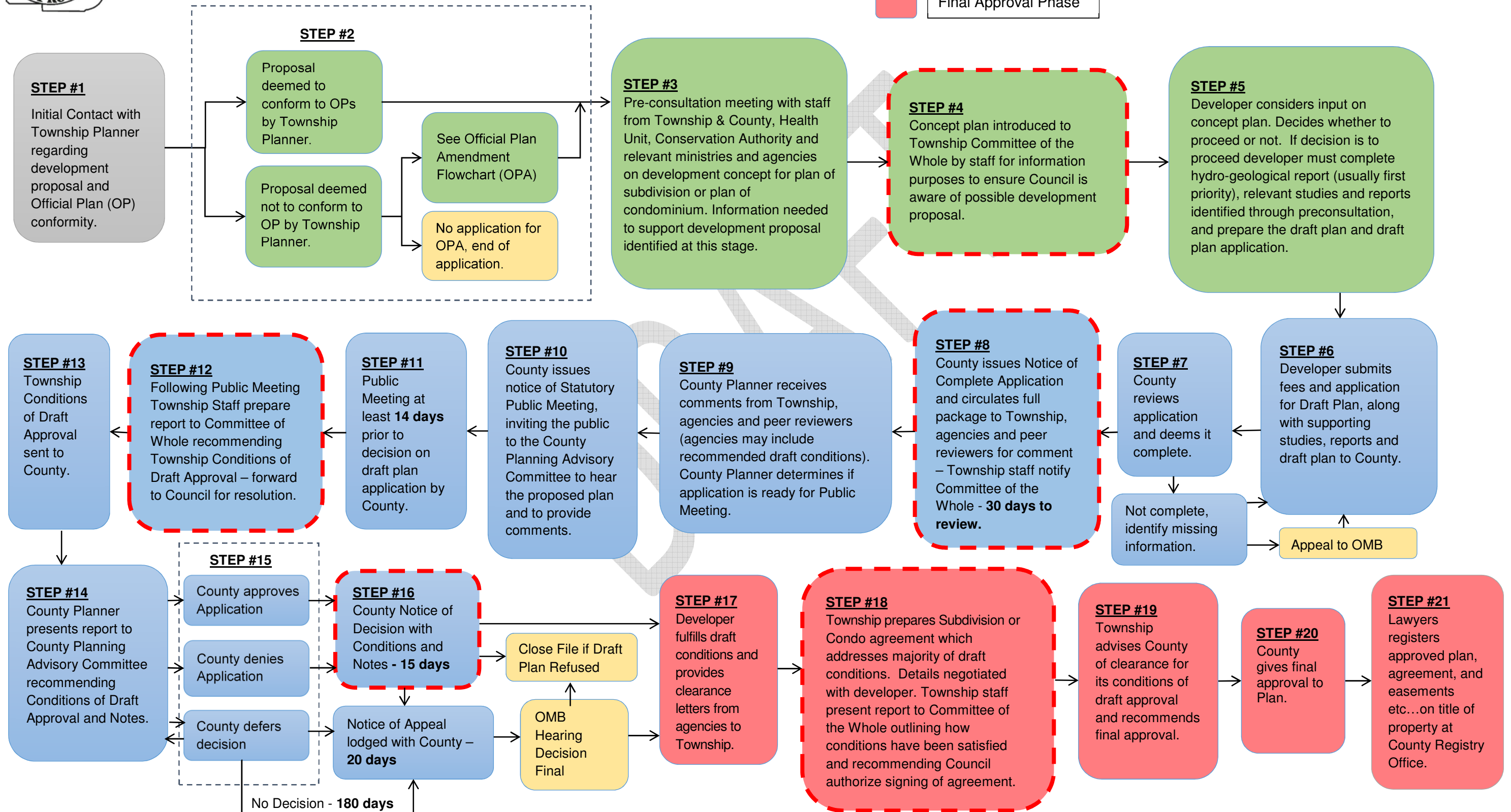
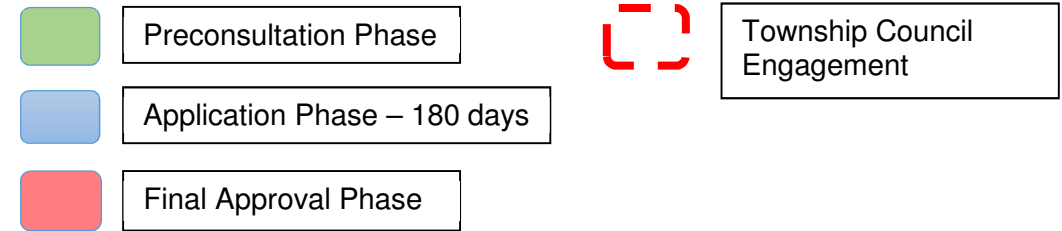
“Draft Plan of Subdivision/Condominium Who Does What”

Submitted/approved by:
Wayne Orr, CAO

Prepared by:
Forbes Symon,
Manager of Development
Services



Township of South Frontenac
Draft Plan of Subdivision/Condominium Flowchart





Township of South Frontenac **DRAFT PLAN OF SUBDIVISION / CONDOMINIUM GUIDELINES**

1.0 Introduction

This document is a companion to the Township of South Frontenac Draft Plan of Subdivision/Condominium Flow Chart and information which is available from Frontenac County. This Guideline is intended to assist applicants and the public in understanding the approval process for plans of subdivision or condominium in the Township of South Frontenac ('the Township'). For additional information, please refer to the Province of Ontario document entitled "Understanding the Subdivision and Condominium Application Process" and posted on the Township of South Frontenac web site.

1.1 County of Frontenac Approval Authority

The Corporation of the County of Frontenac ('the County') is the approval authority for plans of subdivision and plans of condominiums for its four lower-tier municipalities. This authority was assigned to the County by the Ontario Minister of Municipal Affairs and Housing.

As the approval authority, the County is responsible for:

- Input into preconsultation with developer/applicant to identify range of studies and reports necessary to support the draft plan application;
- Determination of conformity with the County of Frontenac Official Plan and Provincial Policy Statement;
- Receipt of draft plan application and determination of whether it is complete;
- Circulation of complete draft plan application and supporting studies to Township, Conservation Authority, Health Unit, Parks Canada, utilities, school boards etc... for review and comment on the application. This may include identification of conditions of draft approval;
- Hosting a statutory public meeting before the County of Frontenac Planning Advisory Committee to present the draft plan to the general public and provide them with the opportunity to comment on the proposal;
- Evaluation of the planning merits of the draft plan application based on conformity with relevant planning policy (provincial, county and local), review of the comments from the Township and circulated agencies, comments from public and whether the proposal represents good land use planning;
- Making a decision on the merits of the draft plan application – approve draft plan with conditions, refuse draft plan with reasons, defer decision

- with reasons. This also includes providing notice of their decision to all interested parties; and,
- Final approval/registration of plan of the subdivision or condominium once confirmation has been obtained from the Township and agencies that the conditions of draft approval have been satisfied.

1.2 Township of South Frontenac Role

Although the County is the approval authority, the Township of South Frontenac has a significant role to play in the establishment of subdivisions and condominiums within its boundaries, including but not limited to:

- Coordination of the preconsultation with applicant, County, Conservation Authority, Health Unit and other relevant agencies to identify the range of studies and reports necessary to support the draft plan application;
- determination of conformity with the Township of South Frontenac Official Plan, Provincial Policy Statement and the Township of South Frontenac Design Criteria and Standards;
- review and comment on the complete draft plan application circulated by County and identification of conditions of draft approval to address Township interests; and,
- creation, negotiation, execution and monitoring of the plan of subdivision or condominium agreement which is registered on title of the property and identifies scope of work associated with the development of the project, as well as how, when and under what conditions the development of the subdivision can proceed. It also addresses all financial matters associated with the plan such as securities and transfer of funds to public authorities. The agreement is the primary document used to satisfy/address the conditions of draft approval.

1.3 Planning Issues Considered

Subdivisions and condominiums are significant and lasting forms of development and as such are subjected to a vigorous review process. The Township, County, Conservation Authority, Health Unit, utilities and other commenting agencies all have specific areas of focus when they review such development proposals.

Issues considered include, but not limited to the following:

- adequacy of domestic, potable water supply (Hydrogeological Investigation);
- suitability of the terrain for private sewage disposal systems and required minimum lot sizes (Terrain Analysis and/or Servicing Options Report);
- protection of natural features, mitigation of negative impacts and identification of natural hazards (Environmental Impact Statement);

- management of stormwater and drainage (Stormwater Management Study);
- adequacy of public road system to handle increase development (Traffic Impact Assessment);
- historic use of the land (Archeological Assessment);
- conformity to Provincial Policies, County OP and Township OP (Planning Rational Report); and,
- appropriateness of the plan design and compatibility with surrounding land uses (Planning Rational Report)

The need for the various studies is typically identified in the Official Plan, but the scope of the studies is addressed early in the process, at the preconsultation stage and prior to the application being submitted. These studies must accompany the draft plan application to the County – that is why there is often investigations and activity on potential development site well in advance of a formal application being submitted.

2.0 Plans of Subdivision/Plans of Condominium

The submission of an application for approval of a plan of subdivision or a plan of condominium is permitted under Section 51, 51.1, and 51.2 (and 52 in some cases) of the Planning Act R.S.O. 1990 and Section 9 of the Condominium Act R.S.O 1998.

Development of land by plan of subdivision is required when more than three lots (or blocks) are proposed. These proposed lots may be used for residential, industrial, commercial, institutional or open space purposes depending on the designation of the land within the Township's Official Plan and their intended use.

Plans of condominium may also apply to residential, commercial, or industrial development or to the conversion of an existing rental property to condominium ownership. Land division by way of a plan of condominium is comparable to a plan of subdivision and there are similar requirements for technical studies. The primary difference is that in most subdivisions the new roads, stormwater management system, parkland etc... created would be transferred to the Township and assumed into the "public" system. In a condominium, new roads, stormwater management features and parkland are kept under the ownership of the condominium as "common elements" and are **not** assumed by the Township as public assets.

3.0 Application Process

The Township of South Frontenac Draft Plan of Subdivision/Condominium Flowchart identifies 21 steps in the planning approval process. It is extremely important that prior to submitting an application, the developer meets with the Township, County and agency staff to introduce the concept plan and get feedback on the types of studies and scope of work expected in the various studies. The more detail provided in the types and scope of studies required, the more the developer can have a clear idea of the effort necessary to realize the development proposal. Comprehensive preconsultation

also provides the developer with confirmation of the process and procedures that must be followed. Township staff will notify Council when preconsultation on an application has occurred and provide details on the nature of the development concept and identified supporting studies.

Following the preconsultation, the developer submits the fees, application and supporting study to the County for draft plan approval. County staff determine if the application is complete and that all required information has been submitted.

If an application is deemed complete, County staff then circulates the package to the Township and agencies for their formal review and comment. The County gathers all the comments and determines if the application has merit to proceed to the formal, statutory public meeting or requires further work/investigation.

The County notifies the public of the formal, statutory public meeting to introduce the draft plan and solicit comments from the public. The public meeting is held before the Frontenac County Planning Advisory Committee. Those wishing to participate in the approval process must provide comments to the County before or during the public meeting in order to have "rights of appeal" should they wish to challenge decisions made by the County. The statutory public meeting must be held a minimum of 14 days prior to making a decision whether or not to grant draft approval.

Following the Public Meeting, Township staff will present a report to Committee of Whole identifying conditions of draft approval which have been identified to address the Township's interests and concerns, including neighbourhood compatibility issues. Once ratified by Council, the recommended conditions of draft approval are forwarded to the County to be incorporated in their approval decision.

The County staff present a report to their Planning Advisory Committee recommending to County Council the approval of the draft plan with conditions or refusal of the draft plan with reasons. Following the making of the decision, the County will notify all interested parties of their decision. This notice must be provided within 15 days of the decision and must provide those circulated with a 20 day period to consider whether or not to appeal the decision.

Under the Planning Act, the County must make a decision within 180 days of receiving a complete application. If the County fails to make a decision within 180 days, the applicant has the option of appealing the draft plan to the Ontario Municipal Board.

Once draft approval has been given by the County, the applicant typically has three (3) years to satisfy the conditions. The applicant has the option to request and extension to the three (3) year time limit should it be needed.

The subdivision or condominium agreement negotiated with the Township is the primary tool through which the majority of conditions of draft approval are addressed. The agreement identifies, among other things:

- the developers obligation to cover all costs associated with the development
- the scope of work to be undertaking with the development
- all supporting studies that must be adhered to through the construction phase and the life of the subdivision/condominium
- information that must be conveyed to potential purchasers including restrictive covenants, supporting studies and how the individual lots/blocks must be developed
- all financial considerations including securities to ensure all works are completed both on-site and off-site (and the procedure for the release of securities), financial transfers for matters such as cash in lieu of parkland and contributions to public works.
- all easements and rights-of-ways both public and private that are created through the process
- inspection of the works completed and in the case of subdivisions, the process through which works such as roads are assumed by the Township
- when and how building permits can be issued
- phasing of the development
- agreement default provisions
- requirement to have the agreement registered on the title of all of the lands within the subdivision/condominium.

Once the Township and all agencies who recommended conditions of draft approval are satisfied that the conditions have been fulfilled, the County can give consideration to final approval and the registration of the subdivision/condominium.

Once a subdivision/condominium has received draft plan approval it is legal for the developer to accept “conditional” offers of purchase and sale of the lots/blocks/units. Once a subdivision/condominium has received final plan approval and is “registered” at the Land Registry Office, the developer can sell lots/blocks/units.

4.0 Applications, Fees & Additional Information

Applications for a plan of subdivision or condominium may be obtained from the Township or County offices or visiting online at www.frontenaccounty.ca. Application fees are established by the County's Tariff of Fees By-law No. 2010-0019. The County is not obligated to process an application until fees are received.

Questions regarding subdivisions and condominiums within the Township of South Frontenac should be directed to the Planner/Deputy Clerk at the Township of South Frontenac Offices at 4432 George St, P.O. Box 100 Sydenham, Ontario, K0H 2T0, (613) 376-3027.

Alternatively, questions can be directed to the County of Frontenac Deputy Clerk at 2069 Battersea Road, R.R. #1, Glenburnie, ON, K0H1S0, (613)548-9400 ext. 302.



Township of South Frontenac **DRAFT PLAN OF SUBDIVISION / CONDOMINIUM WHO DOES WHAT**

1.0 Introduction

This document is for internal operations, outlining scope of interests and who does what throughout the Subdivision/Condominium approval process. This Guideline is intended to assist staff and Council execute its responsibilities under the County approval process.

2.0 Application Review

The Township's review of the draft plan application is based on policies contained in the County & Township of South Frontenac Official Plan, Provincial Policy Statement (PPS), Township Comprehensive Zoning By-law and South Frontenac Design Criteria and Standards. The following is a summary of the review responsibilities of the different Departments within the Corporation:

- Public Works review: roads/lanes, traffic impact analysis, sidewalks and trails, stormwater management plan, public water within road allowance, waste management, lighting, utilities, geotechnical, assessment of scope and cost estimates for the works;
- CBO review: lot grading and drainage, public water from curb to house, OBC requirements for proposed buildings/structures;
- Planner review: Planning Rational, County & Local Official Plan and Zoning By-law conformity, PPS, heritage assessment, noise impact, parkland, accessibility, compatibility, fencing, landscaping, phasing
- Fire Chief review: emergency services infrastructure needs – water supply, road/lane access, turning radius, Fire Code

In addition to the County's responsibilities to manage and process draft plan applications, they have a responsibility to review of the draft plan based on policies contained in the County Official Plan, Provincial Policy Statement, Sustainability Plan and other relevant policies. The County responsibilities include:

- Peer review of Hydrogeological report and archeological assessment
- Review of Planning Rational

The Conservation Authority is responsible to review draft plan applications based on Conservation Authority Act, CA policies, PPS, Natural Heritage Guidelines and other relevant policies/guidelines. This review focuses on:

- Review of Stormwater Management Plan, Environmental Impact Assessment, Landscape Plan, Species at Risk Assessment, Lake Capacity Study

The Health Unit's review of draft plans is based on Ontario Building Code and focuses on an assessment of Terrain Analysis and Servicing Strategy to determine suitability for septic systems.

3.0 South Frontenac Individual Staff Roles

The Township's role in the approval process for draft plans includes the following:

- Township will host expanded DRT for Preconsultation and Application Review – Township Council receives an FYI
- Following DRT review of complete application the Township's Manager of Development Services will provide a written report to the County Planning Director summarizing Township Staff's review of the application:
 - Option #1 - Draft Plan submitted generally acceptable and has merit to proceed to Public Meeting – i.e. conforms to Official Plan, meets Design Criteria and Standards, meets other applicable policies/guidelines, meets expectations/direction from Preconsultation
 - Option #2 Draft Plan submitted is not acceptable and requires further justification – i.e. premature, does not conform to OP, does not meet Design Criteria and Standards, does not meet applicable policies/guidelines, does not meet expectations/direction expressed at Preconsultation
 - Indicate that Township Council will provide County with recommended conditions of draft approval following Public Meeting
- Manager of Development Services to prepare report to Council, following public meeting outlining recommended conditions of draft approval – resolution to endorse report recommendations, as amended which is then forwarded to County Director of Planning prior to County making a decision on Draft Approval. The Manager shall rely on input from Public Works, CBO, Planner and agencies when drafting conditions.
- Manager of Development Services to review County Director of Planning report to ensure Township's position is accurately reflected, shall attend County

sponsored Public Meeting, ensure Township's recommended conditions of Draft Approval are accurately reflected.

- The Manager of Development Services shall rely on input from Public Works, CBO, Planner and agencies on the developer's progress with satisfying conditions of draft approval and acceptance of the final plans and studies. The Manager shall rely on Public Works for confirmation of the scope of work and valuation of the work to be done by the developer for determination of securities.
- Manager of Development Services shall prepare Subdivision/Condo agreement, with input from DRT (others who want specific clauses in agreement), developer and legal (if necessary).
- Manager of Development Services will provide report to Township Council on how the conditions of draft approval are being satisfied, provide a final draft of the subdivision/condo agreement and that the Mayor and Clerk be authorized to execute Subdivision/Condo agreement.
- Manager shall notify County Director of Planning how conditions of draft approval have been satisfied (clearance of conditions), recommend finalization and registration of plan, agreements etc... (registration involves County lawyer, Developer lawyer and Township lawyer)
- Once the plan has been finalized and registered, it is the responsibility of the Manager of Development Services to oversee the developer's compliance with the Subdivision/Condo agreement. In doing so, the Manager will take direction from public works regarding compliance with engineering plans for the construction of the works, determination of preliminary acceptance, confirmation of substantial completion and endorsement of final assumption of the works, and assessment of release of securities.



REPORT TO COUNCIL PLANNING DEPARTMENT



AGENDA DATE: August 1, 2017

REPORT DATE: July 24, 2017

SUBJECT: Proposed Road Closure and Transfer: Doward

RECOMMENDATION

The recommendation is that Council receive the Planning Report dated July 24, 2017 and consider the closing and transferring of ownership of two portions of an unopened road allowance lying in Lot 18 between Concessions II and III in the District of Bedford.

BACKGROUND

The lawyer representing a property-owner on Hickey Lane in the District of Bedford has requested to know whether Council would agree to the closure and sale of two portions of an unopened road allowance located at the subject property. The two portions of road allowance together constitute only 1,325 ft.² of land area. Attachment #1 shows the location of the property and Attachment #2 identifies the two areas of the road allowance to be closed and transferred.

The lawyer explains that the ten waterfront lots shown on Attachment #2 were created in 1968 through a series of land transfers. Part of this transaction included a 2.7 metre wide roadway connecting all of the lots which links with Hickey Lane providing their legal access.

This is an extremely unusual property configuration in that the 2.7 metre wide travelled access road is actually a part of the subject lot as shown shaded on Attachment #3. Part of the Township road allowance was closed by By-law No. 27-96 by the Township of Bedford in 1996 where it crossed four of the residential lots. However, the by-law did not close these two small pieces. The owner is now requesting that they be closed and transferred to him.

The owner's concern is that the road allowance effectively severs the access route noted above in two places. He now wishes to sell his land and would like to have this road closure and transfer issue completed so that he can resolve a title issue preventing him from converting his property to the electronic Land Titles system. This would allow him to sell the land without a competing claim in ownership from the Township (due to the road issue).

Both pieces of road allowance are located within 300 feet of the lake and, thus, under the Road Closure By-law, the land is sold at \$2.41 per square foot. At this rate, the total price for the sale of the road allowance lands would be \$3,193.00.

FINANCIAL and STAFFING CONSIDERATIONS

Staff time to prepare reports. The Township would receive \$3,193.00 for the sale of the road allowance.

ATTACHMENTS

Attachment #1 - is a location map

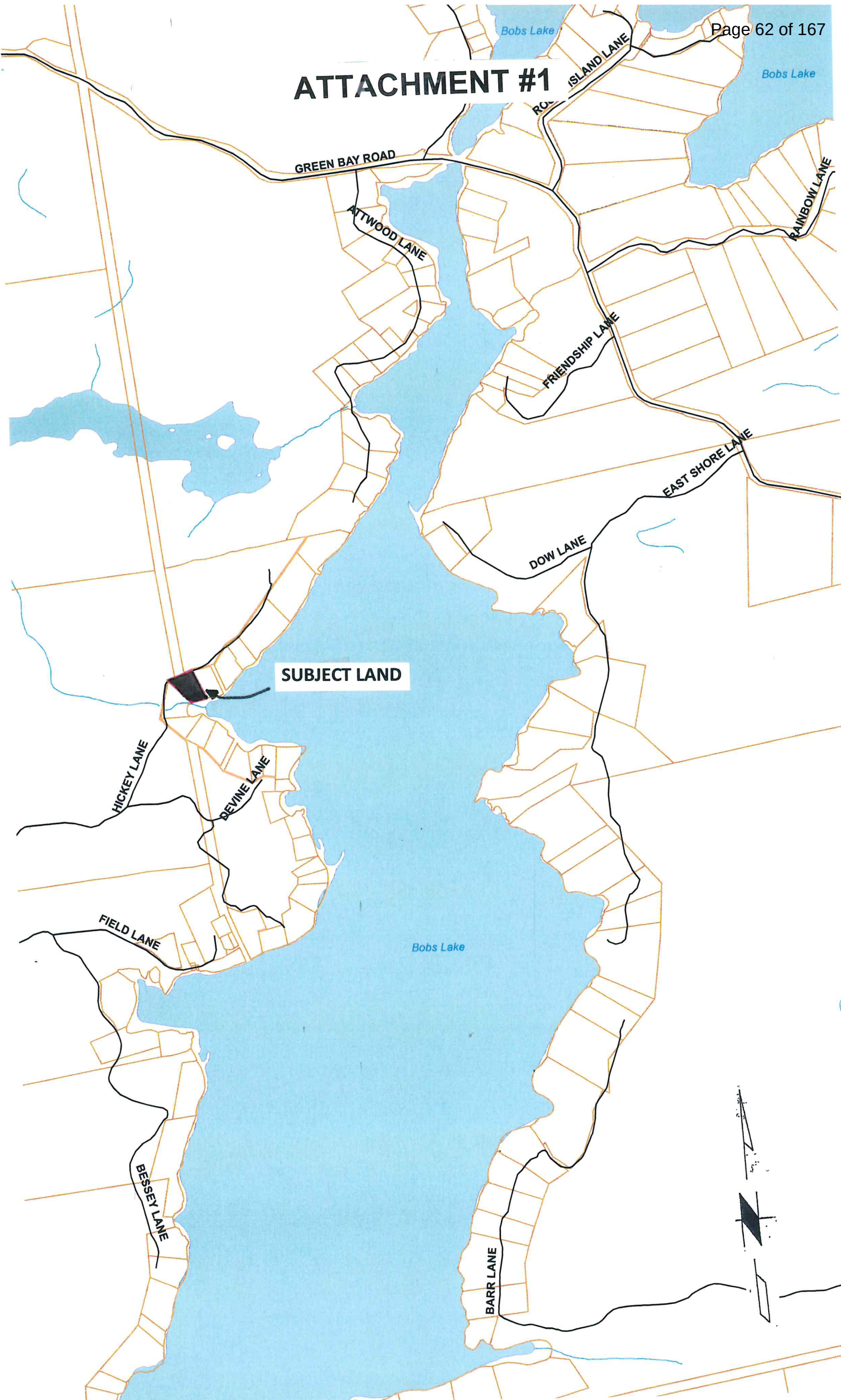
Attachment #2 - is a parcel configuration map indicating the subject portions.

Attachment #3 - is a map indicating the shape of the owner's land.

Approved by: Forbes Symon Submitted/Prepared by: Lindsay Mills

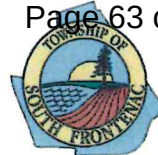
RoadClosureReportDoward

ATTACHMENT #1

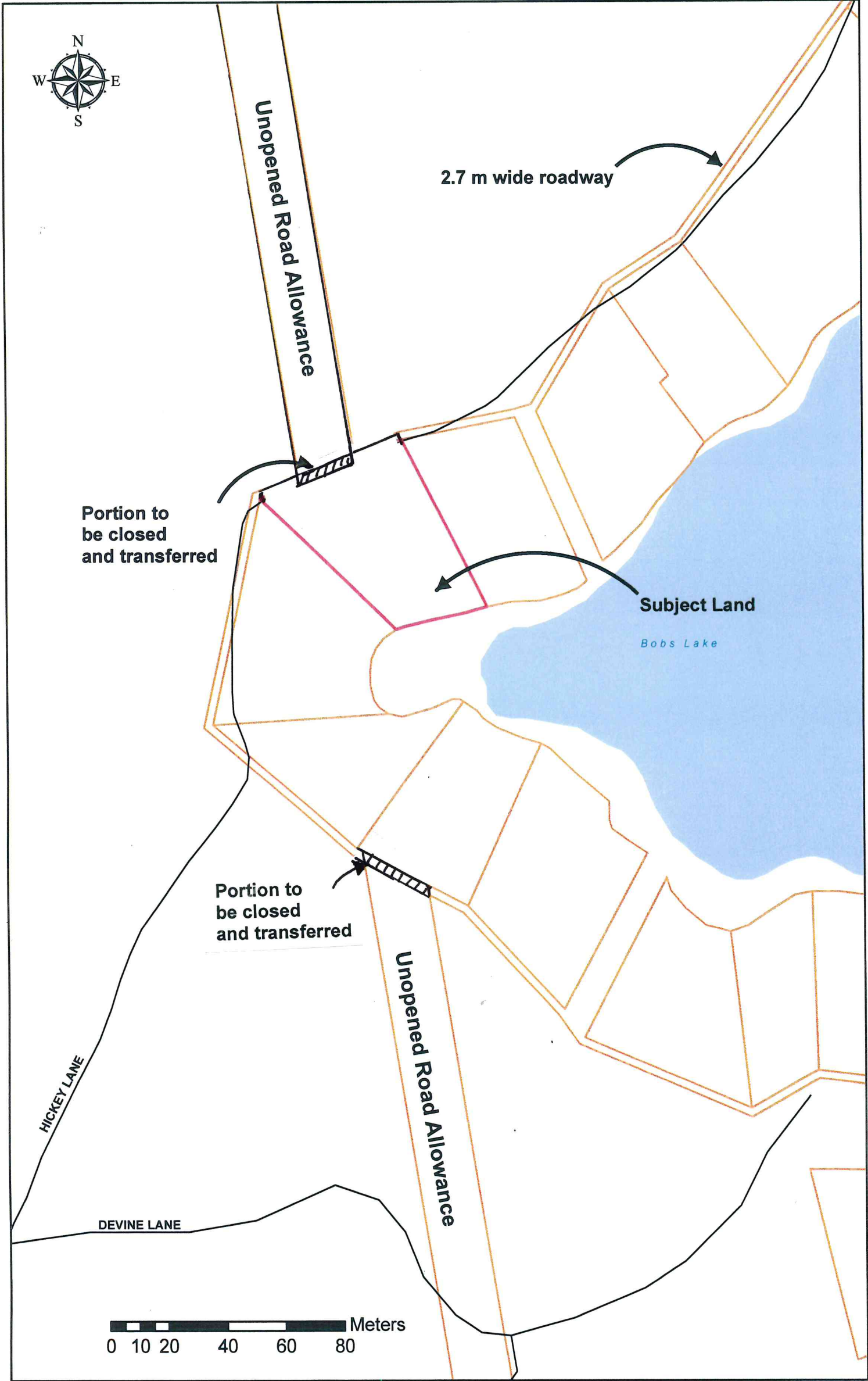


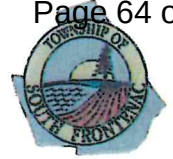
SUBJECT LAND



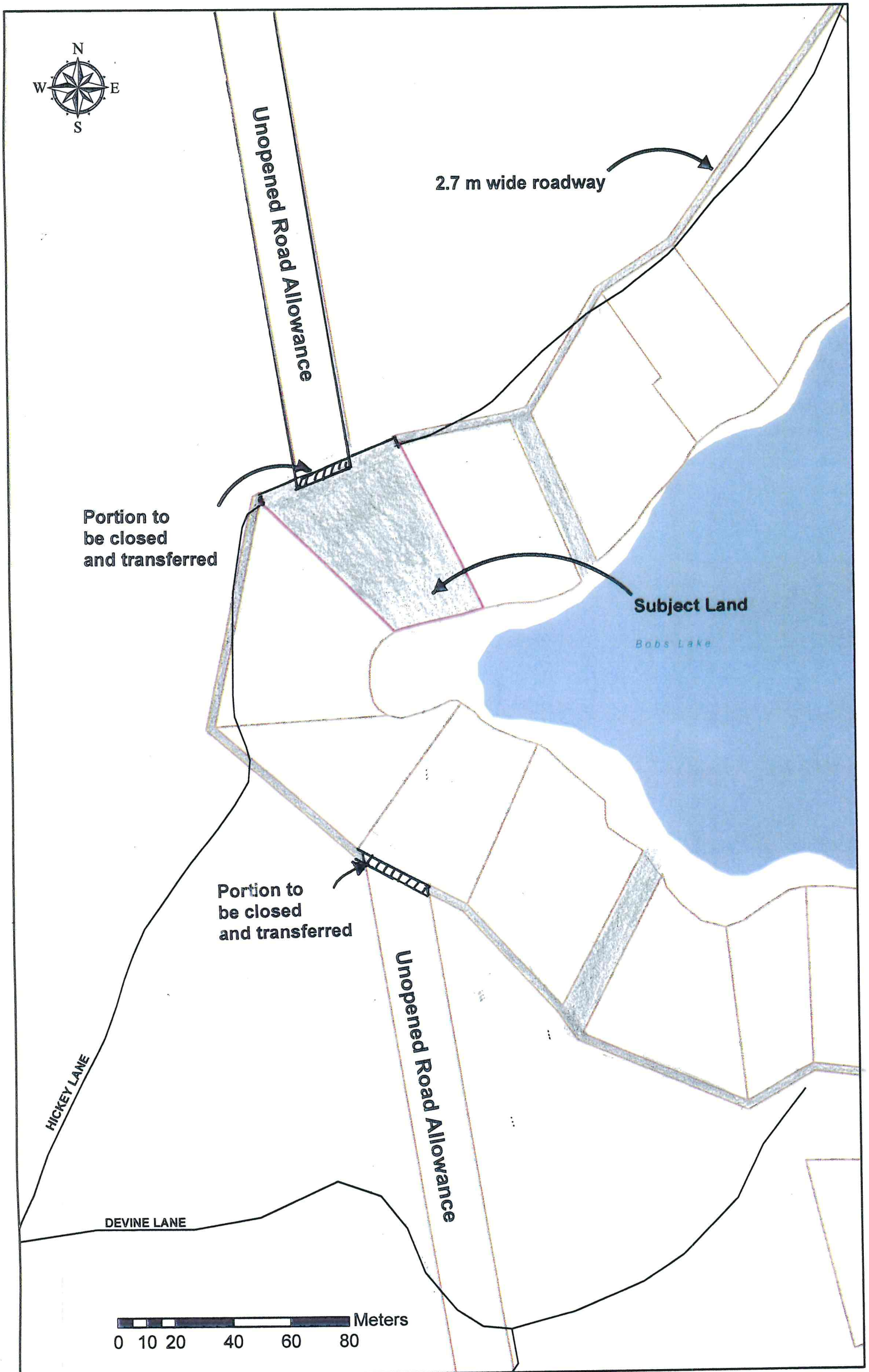


ATTACHMENT #2





ATTACHMENT #3





REPORT TO COUNCIL DEVELOPMENT SERVICES



AGENDA DATE: August 1, 2017

DATE REPORT PREPARED: July 26, 2017

SUBJECT: Recommended Conditions of Draft Approval - Application for Draft Plan Of Subdivision 10T-2017-001 (5550 McFadden Road)

RECOMMENDATION

The recommendation is that Council forward the Planning Report dated July 26th, 2017 to Frontenac County as representing the Township's conditions of draft plan approval for the 5550 McFadden Road Draft Plan of Subdivision 10T-2017-001.

BACKGROUND

The purpose of this report is to recommend to Council appropriate Township conditions of draft approval to ensure the orderly development of the proposed subdivision at 5550 McFadden Road.

The applicant has requested a five lot residential plan of subdivision with all proposed lots fronting on McFadden Road. There is very little "works" that are required to support this development. At this point, staff have identified the benefits of all lots having direct access to the Cataraqui Trail. Also there is a hydro pole in the front of Lot 5 which extends into the road allowance and should be relocated. There is also the need for the property to be rezoned from Rural to Residential in order to recognize the residential subdivision.

Recommended Conditions

- A.** That the Council of the Township of South Frontenac endorses the following conditions of draft approval and recommends the conditions to the County of Frontenac for a five lot Plan of Subdivision by Pittsburgh Building & Energy Systems Inc, on lands described as Part of Lots 14 and 15, Concession 8, former Township of Loughborough, Township of South Frontenac.
 1. That this approval applies to the Draft Plan of Subdivision dated by the Owner of March 20, 2017 showing a total of five residential lots, prepared and certified by Phil Chitty, O.L.S of HC Lands Surveying Inc, March 13, 2017.
 2. That the Owner shall agree to enter into a subdivision agreement with the Township of South Frontenac, to the satisfaction of the Township and to be registered on title of the subject land.
 3. That the Owner shall agree in writing to satisfy all the requirements, financial or otherwise to the Township of South Frontenac concerning the provision/upgrade of roads, installation of services, drainage works, utilities and all other required works in accordance with the Township's Design Criteria and Guidelines. Further, that the development, construction and use of the lands in this subdivision shall be in accordance with the following reports submitted with the application for draft approval, unless otherwise amended, modified, or directed in writing by the Township and as secured in the subdivision agreement:



REPORT TO COUNCIL DEVELOPMENT SERVICES



- (a) IBI Group, Planning Report, 5550 McFadden Road Draft Plan of Subdivision, March 2017
 - (b) Josselyn Engineering Inc, Pittsburg Building and Energy Systems, 5550 McFadden Road, Project 1390, March 10, 2017
 - (c) ASC Environmental Inc, Hydrogeological Study, Servicing Options and Terrain Analyses, Proposed Residential Development, 5550 McFadden Road, August 31, 2016
 - (d) NEA, Environmental Impact Study, Pittsburgh Building & Energy Systems Inc Plan of Subdivision, 5550 McFadden Road, March 2017
4. That the Owner shall reimburse the Township of South Frontenac and the County of Frontenac for all legal, engineering, planning, administrative expenses and permit fees, including the cost of any peer review that the Township or the County may require in relation to the development.
 5. That the Owner agrees in writing that any easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.
 6. That the Owner shall agree in writing to relocated the existing hydro line in front of Lot 5 and if necessary install and power street lighting to the satisfaction of the Township and in accordance with Design Criteria and Guidelines.
 7. That the Owner shall agree in writing that all entrances to any lots including entrance culverts be located and constructed to the satisfaction of the Township.
 8. That the Owner agrees in writing to pay cash-in-lieu of parkland in accordance with approved Township policies.
 9. That the Owner agrees in writing that the Township may implement whatever measures it deems necessary to ensure development of the plan of subdivision proceeds according to the phasing plan set out in the subdivision agreement, including but not limited to the requirement of separate subdivision agreements, imposition of "h" holding zoning or 0.3 metre reserves.
 10. That the Owner agrees to deposit with the Township, securities in the form of a letter of credit, representing 100% of the estimated cost of the works to be provided with respect to the subdivision. The letter of credit shall be reduced, in accordance with the terms and conditions of the Subdivision Agreement.
 11. That the Owner agrees for the subdivision agreement to contain a provision requiring the Owner to pay development charges, in place at the time of the issuance of the building permit, prior to the issuance of the building permit and to acknowledge and agree that the Township will not issue any building permit until the development charges have been paid in full.



REPORT TO COUNCIL DEVELOPMENT SERVICES



12. That the Owner shall agree in writing to obtain permits or approvals as may be required from any federal, provincial, municipal or local authority and to file copies thereof with the Township.
13. That the Owner shall agree in writing to provide direct access to the Cataraqui Trail for all five proposed residential lots.
14. That the Owner shall agree in writing that the natural soil and vegetation within the 30 metres setback area from the wetlands/watercourses are not to be disturbed and is to be left in its natural state as of the date of draft approval and that the subdivision agreement include provisions that would require protection and or restoration of the 30 metre setback area.
15. That prior to final approval, the County of Frontenac is to be advised by the Township of South Frontenac that this proposed subdivision conforms to the Zoning By-law in effect for the Township. This will require a zoning by-law amendment to place the lands within the "R – Residential" zone.
16. That the Owner shall agree in writing that a Canada Post Centralized Community Mail Boxes, be installed, if deemed necessary by Canada Post, at a location on the road allowance to the satisfaction of Canada Post and the Township.
17. That the recommendations and conditions from KFL&A Public Health to the County of Frontenac, be addressed to the satisfaction of the Township and KFL&A Public Health.
18. That all requirements and recommendations specified in the hydrogeology report entitled ASC Environmental Inc, Hydrogeological Study, Servicing Options and Terrain Analyses, Proposed Residential Development, 5550 McFadden Road, August 31, 2016 and all associated drawings be addressed to the satisfaction of the Township , KFL&A Public Health and Cataraqui Region Conservation Authority.
19. That any existing wells and/or septic systems that may be present on the site and which are not planned to be used as part of the subdivision development be decommissioned as per applicable regulations.\
20. That the recommendations of the environmental impact statement, entitled NEA, Environmental Impact Study, Pittsburgh Building & Energy Systems Inc Plan of Subdivision, 5550 McFadden Road, March 2017 be addressed to the satisfaction of the Township and Cataraqui Region Conservation Authority.
21. That the recommendation and conditions outlined by the Cataraqui Region Conservation Authority to the County of Frontenac, be addressed to the satisfaction of the Township and the Conservation Authority.
22. That the Owner agree to the final design, construction, maintenance and financing of the stormwater infrastructure, including ditches, swales, retention facilities, and grading and drainage plans be in accordance with the recommendations contained in the Stormwater Management report entitled Josselyn Engineering Inc, Pittsburg Building and Energy Systems, 5550 McFadden Road, Project 1390, March 10, 2017 and in accordance with the Township's Design Criteria and Standards to the satisfaction of the Township.



REPORT TO COUNCIL DEVELOPMENT SERVICES



23. That the Owner agree in writing that a lot grading and drainage plan and a sediment and erosion control plan be completed and approved to the satisfaction of the Township and the Cataraqui Region Conservation Authority.
24. That the Owner agree in writing for the subdivision agreement to include text to the satisfaction of the Township and the Cataraqui Region Conservation Authority notifying the Owner that permission will be required under Ontario Regulation 148/06: Development Interference with Wetlands and Alterations to Shorelines and Watercourses, prior to commencing rough grading, stockpiling, road construction etc. within 30 metres of the existing waterbodies.
25. That the Owner agree in writing that all servicing including Bell, Hydro etc. be installed underground to the satisfaction of the Township.
26. That the Owner agree in writing for the subdivision agreement to contain a clause providing that any purchaser be advised, and also that a notice be placed in the purchase and sale agreement, alerting a prospective purchasers that, in the event that human remains are discovered during construction or site development of a lot, the property owner shall immediately contact the OPP, the Ministry of Tourism, Culture and Sport and the Registrar or Deputy Registrar of the Cemeteries Unit of the Ministry of Consumer Services (or the applicable agencies at the time of final approval).
27. That Owner agree in writing that if, during the process of development, any archaeological resources or human remains of Aboriginal interest are encountered, the Algonquins of Ontario Consultation Office will be contacted immediately at:

 Algonquins of Ontario Consultation Office
 31 Riverside Drive, Suite 101
 Pembroke Ontario K8A 8R6
 telephone 613-735-3759
 fax 613-735-6307
 e-mail: algonquins@nrtco.net
28. That Owner agree in writing that public utilities, including without limitation Bell Canada, Hydro One, etc. are adequate to service the proposed development and installed to the satisfaction of the Township.
29. That prior to Final Subdivision Approval, the Owner shall submit a revised Plan, if required, to reflect any significant alterations caused from this Draft Plan Approval.
30. That where final engineering design(s) result in minor variations to the Plan (e.g. in the configuration of lots, etc.), these may be reflected in the Final Plan subject to the satisfaction of the Township and the County.
31. That when requesting Final Approval from the County of Frontenac, the Owner shall accompany such request with the required number of originals and copies of the Final Plan, together with a surveyor's certificate stating that the lots/blocks thereon conform to the frontage and area requirements of the zoning by-law.



REPORT TO COUNCIL DEVELOPMENT SERVICES



32. That prior to Final Subdivision Approval of the subdivision, the County of Frontenac shall be advised by the Township of South Frontenac that all Conditions of Draft Plan Approval requested by the Township have been satisfied; the clearance memorandum shall include a brief statement detailing how each Condition has been met.
33. That prior to Final Subdivision Approval, the County is to be advised in writing by KFL&A Public Health of the method by which its conditions have been addressed.
34. That, prior to Final Subdivision Approval, the County is to be advised in writing by the Cataraqui Region Conservation Authority of the method by which its conditions have been addressed.
35. That pursuant to section 51 (32) of the Planning Act, this Draft Plan Approval is granted for three years from the decision date. The Owner may request the County issue an extension of Draft Approval should that be needed, subject to review and written endorsement by Township.

FINANCIAL and STAFFING CONSIDERATIONS

All financial implications of this development will be borne by the developer. There are no financial or staffing implications associated with this report beyond normal day to day service delivery.

ATTACHMENTS

Draft plan

Applicant's Planning Report

Submitted/approved by:
Wayne Orr, CAO

Prepared by:
Forbes Symon,
Manager of Development
Services

Planning Report

5550 McFadden Road Draft Plan of Subdivision



Prepared for Pittsburgh Building & Energy Systems
by IBI Group

March 2017

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1 Introduction

This Planning Report is in support of an application for Draft Plan of Subdivision to permit the creation of five (5) vacant lots on private services for residential development. The subject property at 5550 McFadden Road (Figure 1) is proposed to be subdivided to create lots with an area of approximately two to three hectares and having frontage and individual entrances on McFadden Road. The purpose of this Report is to demonstrate that the development will function well and in a manner consistent with the requirements of the Planning Act and the relevant planning documents of the approval authority(s).

The subject property is designated 'Rural' in the local Township of South Frontenac Official Plan and is zoned 'Rural' in the Township's Comprehensive Zoning By-law No. 2003-75. The proposed development complies with the policies of the Official Plan and the provisions of the Zoning By-law, hence relief is not required.

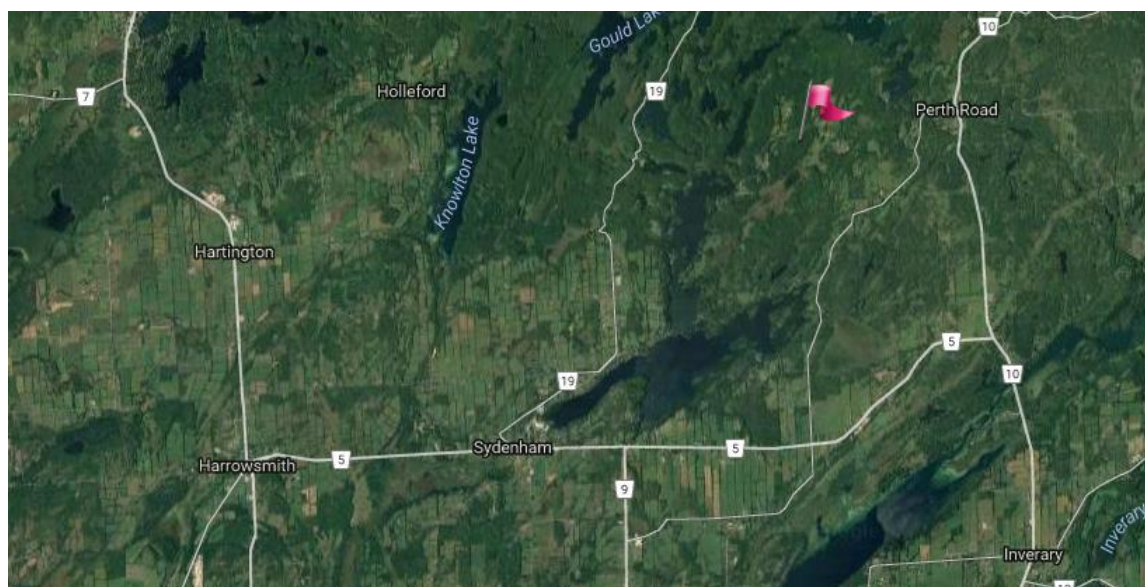


Figure 1: Location of the subject site indicated by red flag (Source: Google, 2016).

2 Pre-consultation and Required Studies

Pre-consultation with County staff was held on June 8, 2016 to determine requirements associated with Planning Approvals. At the pre-consultation meeting, County Staff indicated that an application for Draft Plan of Subdivision approval would be required to permit the proposed development, along with the following supporting submissions:

- Planning Justification
- Environmental Impact Study
- Hydrogeological Study
- Stormwater Management Brief
- Draft Plan of Subdivision

The items identified above are being provided as part of the complete application package.

3 Site Overview and Context

3.1 Location and Site Conditions

The subject property is located at 5550 McFadden Road, 3 kilometres west of Perth Road Village. The lands are legally described as Part of Lots 14 & 15, Concession 8, geographic Township of Loughborough, Township of South Frontenac, County of Frontenac. The subject property has an area of approximately 13 hectares and approximately 445 metres of frontage on McFadden Road (Figure 2), a Township road.

The site was formerly an active sand pit. We understand that the sand pit license has been surrendered and the lands rehabilitated. As per Township By-law 2006-07, the subject lands were re-designated in the Official Plan from “Mineral Aggregate” to “Rural” to reflect this rehabilitation. The lands are currently vacant and there are no existing structures on site. Given the site’s former use, portions of the site topography can be described as “hummocky from borrow pits and soil working”¹. The remaining portions of the site are generally undisturbed and heavily treed. There are two artificial ponds on the subject property: one pond is located near the eastern central portion of the subject property and the second pond is located in the southern central portion of the site.



Figure 2: Site Context – subject property outlined in red (Source: Google, 2016).

3.2 Surrounding Uses

The subject site is located in a predominantly rural area of the Township of South Frontenac. There are clusters of existing rural residential development directly north and northeast of the site

¹ ASC Environmental, *Hydrogeological Study, Servicing Options Study and Terrain Analysis*, pg. iii (August 31, 2016).

on Norway Road. Existing uses East, South and West of the site include a mixture of agricultural, rural residential and undeveloped wooded lands. The southeast corner of the property abuts the Cataraqui Trail. The hamlet of Wilmer is located approximately one kilometre south of the site and Perth Road Village is located three kilometres to the east.

3.3 Proposed Development

The proposed subdivision layout is illustrated below in Figure 3.

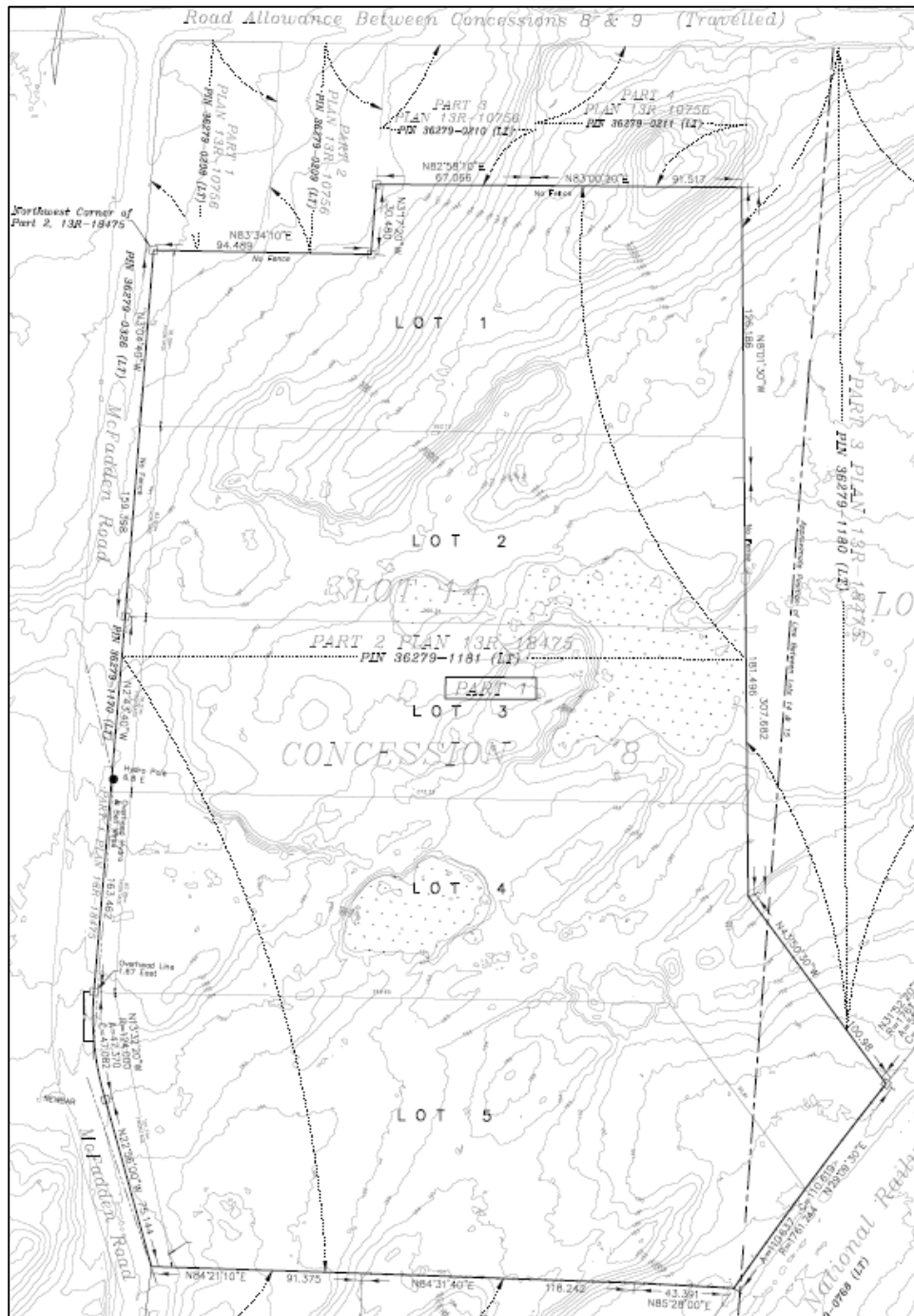


Figure 3: Excerpt of Draft Plan of Subdivision illustrating the five proposed lots.

The applicant is proposing to create five (5) lots for residential development. The lots will range in size from 2.08 hectares to 3.32 hectares, with road frontages ranging from 76.2 metres to 121.7 metres (Table 1). Each lot will be serviced by private septic and water services as recommended by the Hydrogeological Study completed in support of this application. Access to each of the lots will be from McFadden Road, with five individual lot entrances proposed. An entrance permit from the Township is anticipated to be required through the approval process for the lots.

Table 1: Lot Area and Lot Frontage

LOT #	FRONTAGE (M)	AREA (HA)
1	76.4	2.47
2	83.2	2.21
3	76.2	2.08
4	87.3	2.91
5	121.7	3.31

Conceptual building envelopes as well as potential well and septic locations have been identified as illustrated in Figure 4. It is anticipated that residential dwellings will be built along the western edge of each lot, fronting onto McFadden Road.

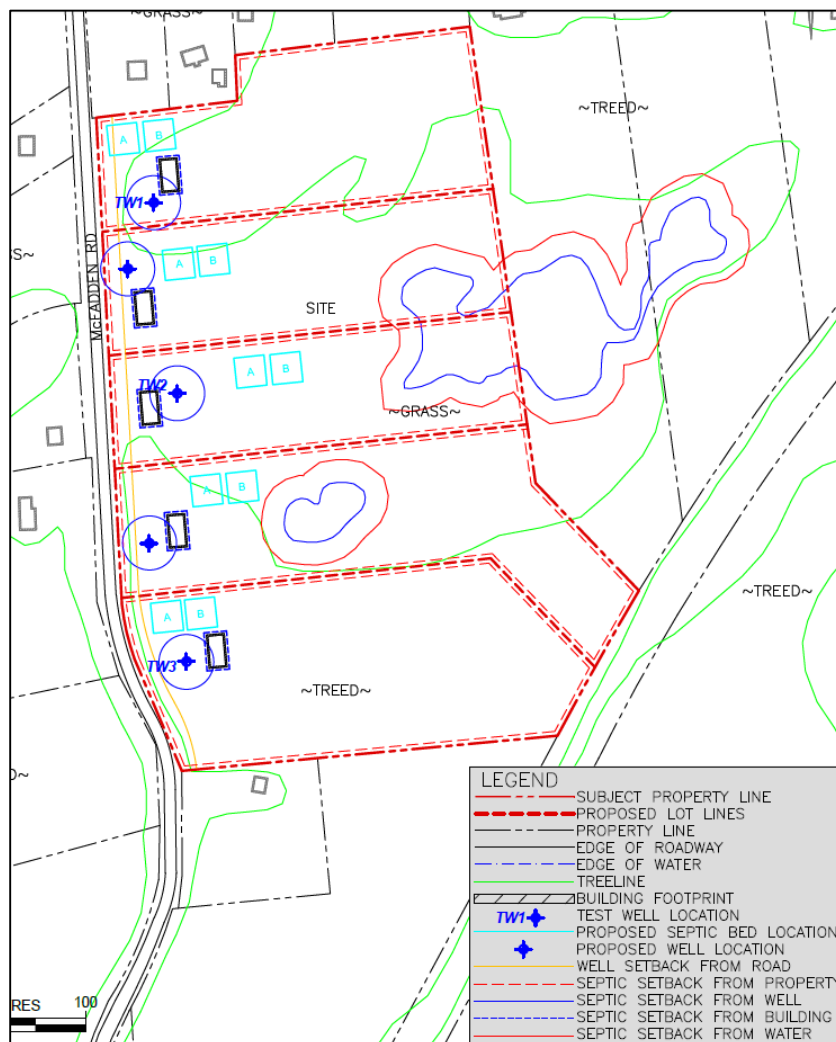


Figure 4: Building envelopes, septic and well locations.

4 Reports Submitted

4.1 Hydrogeological Report

A Hydrogeological Study, Servicing Options and Terrain Analyses was completed by ASC Environmental (August 31, 2016). The report assessed the suitability of the parcel of land for residential development of five (5) lots serviced with individual wells and septic systems. The Study concluded that the site is suitable for private services to support the proposed new 5 lot residential development. In-ground sewage disposal systems were recommended for Lots 1 through 4 and a raised bed sewage disposal systems on proposed Lot 5 is recommended. On this basis, private servicing is recommended for the proposed development.

4.2 Environmental Impact Study

An Environmental Impact Study was prepared by Niblett Environmental Associates (March 15, 2017). Based on NEA's assessment, the woodland and the majority of the wetlands on the property were determined to have limited ecological functions. From the late season field investigations conducted, the authors found a diversity of plant and animal species on this site, but concluded that development of the property will not impact on the continued use of the area for local wildlife movements. The location of the recommended building envelopes near the road frontage will limit the area of clearing and resulting loss of wildlife habitat. Four butternut trees were found on the property with three saplings on the one lot and a non-retainable butternut on the western lot. As long as building envelopes are located adjacent to McFadden Road, there is no anticipated impacts on potential amphibian breeding pools and foraging areas located in the eastern half of the subject lands.

4.3 Stormwater Management Brief

A Stormwater Management Brief was completed by Josselyn Engineering (March 2017). The Report concluded that proposed development does not represent a significant increase to peak flows. The recommended stormwater strategies shall be limited to implementing Low Impact Development Practices as recommended by the CRCA. The analysis found that the use of lot-level and conveyance practices used in a treatment train approach will provide adequate quality and quantity control for the development so as not to impact the adjacent downstream lands.

5 Policy Analysis

This section considers the proposed development in light of the Provincial Policy Statement (PPS) and the County and Township Official Plans.

5.1 Provincial Policy Statement

The 2014 Provincial Policy Statement (PPS) provides policy direction on matters of Provincial Interest. Section 2 of the *Planning Act* requires that municipal councils "be consistent" with the PPS in carrying out their responsibilities under the *Act*. Generally, the PPS requires that municipal councils ensure that there is an efficient pattern of land use, there is a co-ordinated comprehensive approach to arriving at land use decisions, and that development contributes to the long-term economic prosperity of the municipality. The relevant PPS policies are outlined below in Table 2.

Table 2: Relevant PPS Policy Review

PROVINCIAL POLICY STATEMENT	PROPOSED PROJECT
Section 1.1.1: Healthy, livable, communities are sustained by: (a) promoting efficient development patterns which sustain the financial well-being of the Province and municipalities over the long term; (b) accommodating an appropriate range and mix of residential, employment (including industrial, commercial and institutional uses), recreational and open space uses to meet long-term needs; (c) avoiding development and land use patterns which may cause environmental or public health and safety concerns (d) avoid development that would prevent the expansion of <i>settlement areas</i> in those areas which are adjacent or close to settlement areas; (e) promoting cost effective development standards to minimize land consumption and servicing costs	(a) <i>The proposed development is consistent with efficient land development principles. It makes use of existing infrastructure and will be developed on private services.</i> (b) <i>The proposed development will contribute to the mix of rural housing opportunities to meet long term needs.</i> (c) <i>An EIS was completed which concluded the proposal will not result in adverse effects on natural heritage features. It is not anticipated the residential proposal will result in public health and safety concerns given the nature of the proposal.</i> (d) <i>Project site is not located adjacent to a settlement area hence will not prevent the expansion of settlement areas.</i> (e) <i>The proposed development makes use of existing transportation infrastructure and will be developed on private services.</i>
Section 1.1.5.2: On rural lands located in municipalities, permitted uses are: (a) The management or use of resources; (b) Resource-based recreational uses; (c) Limited residential development; (d) Home occupations and home industries (e) Cemeteries; and (f) Other rural land uses.	<i>The proposed residential development is a permitted use in the rural area.</i>
Section 1.1.5.4: <i>Development</i> that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.	<i>The proposed lots are large in area and frontage, maintaining the rural character of the area and consistent with adjacent rural residential development in the area. As per supporting technical studies, the lots as proposed can be supported by private services</i>
Section 1.1.5.5.: Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.	<i>The proposed development will not require undue expansion of existing municipal infrastructure (i.e. roads and programming). Each lot will be supported by individual on-site private wells and septic systems.</i>
Section 1.1.5.6.: Opportunities should be retained to locate new or expanding land uses that require separation from other uses.	<i>The proposal is for rural residential lots, a sensitive land use. The lots are not located in proximity to any conflicting land uses that require separation.</i>
Section 1.1.5.7: Opportunities to support a diversified rural economy should be promoted by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.	<i>The subject lands were formerly an active sand pit however the license has been surrendered and the lands rehabilitated. Further, the subject lands are not situated in an area of prime agricultural land. The proposal will not negatively impact agricultural or other resource-related uses.</i>

Section 1.1.5.8 Agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices should be promoted and protected in accordance with provincial standards.	<i>The subject site is not located in an area of prime agricultural land and will not interfere with any agricultural uses.</i>
Section 2: Ontario's long-term prosperity, environmental health, and social well-being depend on conserving biodiversity, protecting natural heritage, water, agricultural, mineral and cultural heritage and archaeological resources for their environmental and social benefits.	<i>The proposed development will not negatively impact natural heritage features in the area, as supported by the accompanying EIS. It is not anticipated to negatively affect quality or quantity of water in the Township, will not negatively impact natural resources, including agriculture and is not anticipated to negatively impact cultural heritage or archaeological resources.</i>
Section 3: Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.	<i>No residential development is proposed on lands in areas of natural hazards, such as flooding or erosion.</i>

5.2 County of Frontenac Official Plan (OP)

The County Official Plan (2014) "sets out the general direction for planning and development in Frontenac County by defining strategic goals, broad objectives and policies".

Section 3.3.3. speaks to residential development in Rural areas. Residential development is permitted in the Rural designation in accordance with the following policies:

- a. *Lot creation should take place either through Plan of Subdivision, Plan of Condominium or consent.*

COMMENT: As required, the five proposed lots are being created through a plan of subdivision.

- b. *Rural residential development shall reflect the intent of preserving the rural, open space character of the County. This will mean that, to the extent possible, the appearance of such development should be unobtrusive and blend in with the rural landscape.*

COMMENT: The proposed lots are large in size and comply with the frontage requirements for rural lots. The development of a single-detached dwelling on the proposed large lots is not anticipated to alter the rural character of the area.

- c. *New residential development should not be located on lands which would involve major public expense in opening up or maintaining access routes, providing drainage, or providing other public services and facilities, unless major public services, access and/or facilities are provided at the developer's expense.*

COMMENT: The proposed lots have frontage on McFadden Road, an existing public road. The road as existing is anticipated to be capable of accommodating the traffic generated by five residential lots. Each lot will be serviced by private well and septic system.

- d. *It is recognized that the majority of existing and new rural residential development will be serviced by private wells and septic tanks; however, the County and the Townships may be interested in the investigation of new technologies and communal servicing options where it is deemed feasible and is supported by MOECC.*

COMMENT: The proposed lots will be serviced by private wells and septic systems, as supported by the hydrogeological report.

- e. *In determining the location and suitability of any proposed residential plan of subdivision, the following criteria shall be considered by both the County and the Townships:*

- a. *The design of the subdivision should provide for a range of lot sizes directly related to the site's topography, vegetation and soil and drainage characteristics.*

COMMENT: The subject application will create five new lots. The lots will range in size from two to three hectares and appropriately consider the site's topography, vegetation and soil and drainage characteristics. Each lot has been identified as being appropriate in size, shape, topography and geology to accommodate an appropriate building envelope and private services.

- b. *Based on the varying topography across the County, the Local Official Plans should establish a base minimum lot size;*

COMMENT: At 2.0 hectares or larger, the proposed lots exceed the minimum lot size established in the local OP.

- c. *The minimum area of lot sizes should be determined by a hydrogeological study and a terrain analysis;*

COMMENT: A Hydrogeological Study and Terrain Analysis was prepared by ASC Environmental in support of this application. The hydrogeological study concluded that the lots as proposed can accommodate the proposed development of residential units on private services.

- d. *The subdivision should have direct access to a public road that is maintained year round and is improved to acceptable municipal standards;*

COMMENT: The plan of subdivision will create five new lots. Each of the lots will have frontage on and direct access to McFadden Road, a publically maintained road. An entrance permit will be required for each as a condition of draft approval.

- e. *Lots need to be of adequate size to provide for proper installation of private services.*

COMMENT: A Hydrogeological Study and Terrain Analysis was prepared by ASC Environmental in support of this application. The hydrogeological study concluded that the lots as proposed can accommodate the proposed development of residential units on private services.

- f. *Any proposed subdivision should not land lock any other adjacent parcel of land and future connection links to adjacent properties shall be provided where determined appropriate;*

COMMENT: The proposal does not result in land locking adjacent parcels or inhibiting future connections.

- g. *In order to maintain the rural character of the landscape, the development should be located in areas having natural amenities such as varied topography, mature tree cover, scenic views and should blend in with the natural landscape so that the rural environment is left relatively undisturbed;*

COMMENT: The lots proposed are each intended to accommodate a single detached dwelling. The proposed type and intensity of development is not anticipated to negatively impact the rural character of the landscape. The areas of mature tree cover will be maintained as described in the accompanying EIS.

- h. *Rural residential development should avoid locating on lands having significant agricultural capability and near areas where any significant impact on established agricultural activities will occur; and*

COMMENT: The subject site was formerly an active sand pit. The license has been surrendered and the lands rehabilitated. Portions of the lands are heavily treed. The agricultural capabilities of the land and surrounding area are limited.

i. *The use should be compatible with adjacent land uses.*

COMMENT: The proposed rural residential use is compatible with surrounding land uses which largely include other rural residential development. The proposed sensitive land uses are outside the influence areas of the aggregate operations north of the subject lands. The lands are outside areas of prime agricultural areas and there are no livestock facilities within 1000 metres of the subject site.

Section 7 of the County OP speaks to maintaining environmental sustainability in the County. Specifically, Section 7.1 speaks to the natural heritage systems and provides policies for protection of natural features. Applicable policies include: wetlands (7.1.4.1), significant wildlife habitat (7.1.4.3), endangered and threatened species (7.1.4.5), and significant woodlands (7.1.4.6). An EIS was completed by Niblett Environmental Associates to determine “the extent and significance of the woodland feature on the site and document the existing natural features and ecological functions of the property” (page 1). The findings of the EIS can be summarized in their concluding statement on page 28: “Based on our assessment the woodland and the majority of the wetland on the property have limited ecological functions”. Future development will be required to comply with the 30 metre wetland setback in the general provisions of the zoning by-law. The Report identifies that four butternut trees were observed on the property, a significant vegetative species. Three of the four trees were determined to be retainable based on standardized MNR assessment. Retainable trees require a buffer of 25 metres from the base of the trees. The proposed building envelopes can be located outside of these buffer areas as illustrated in Figure 5. The recommendations outlined in Section 8 of the EIS will help to limit any negative impacts to wildlife habitat, and can be implemented through the Subdivision Agreement.

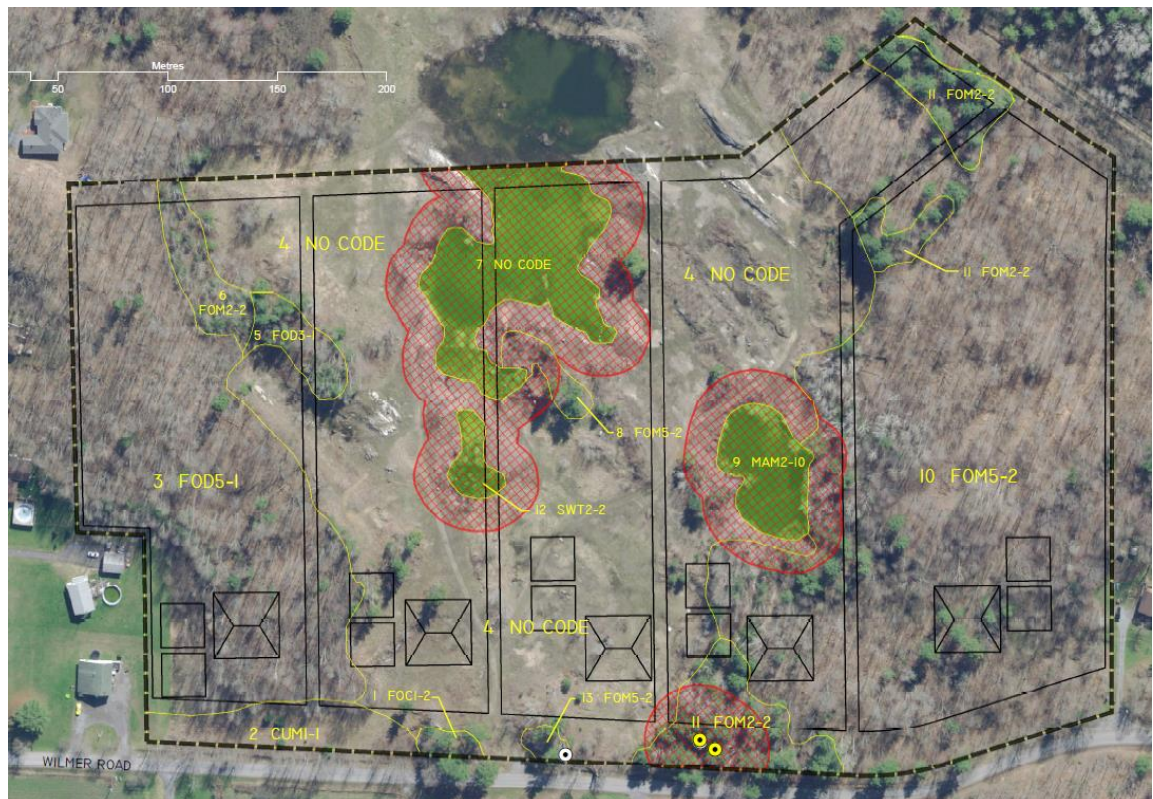


Figure 5: Building envelopes and natural heritage features.

5.3 Township of South Frontenac Official Plan (OP) (2003)

The subject property is designated 'Rural' on Schedule A in the Township of South Frontenac Official Plan (OP) (Figure 6). As per Section 5.7 of the Official Plan:

Lands designated Rural are characterized by a rural landscape which reinforces the historical relationship between the Settlement Areas and the surrounding farm, rural and seasonal residential communities to which the Settlement Areas provide basic services. The amount and type of development in the Rural area shall be consistent with maintaining its rural, natural heritage and cultural landscape.

Consistent with the characterization of rural lands, the applicant proposes to create five (5) large rural residential lots on private services. The relevant OP policies are addressed in the following paragraphs.

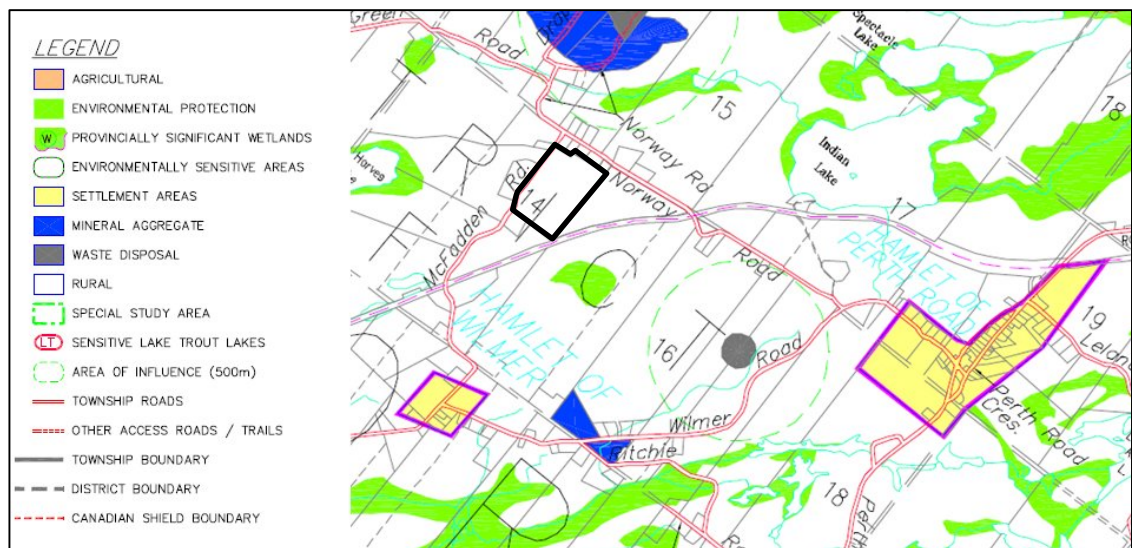


Figure 6: Excerpt of Schedule A of the Township of South Frontenac Official Plan (2003) showing the property designated as 'Rural'.

Vision for South Frontenac (2.0): "The Official Plan provides a framework for directing South Frontenac's growth in a manner which will preserve the Townships environmental integrity while enhancing both its rural character and its long term economic viability". Section 2.2. further defines factors that contribute to the "rural character" of the Township, including:

large, uncrowded residential lots; private water and septic systems; mixture of woodlands, bush, agricultural fields and open landscapes; major services being located in adjacent cities; industrial activities limited to those which support the local economy; residential activity either singly or in small subdivisions/hamlets; limited municipal services.

The proposed development involves the creation of five (5) new rural residential lots. The lots are large in area with a minimum lot size of 2 hectares and frontage of 76 metres. The lots will be serviced by private water and septic systems. The lands were formerly an active sand pit but have been rehabilitated. Portions of the site's topography are generally hummocky from borrow pits and soil working however the remaining portions of the site are generally undisturbed and heavily treed. The development as proposed is consistent with the Township's vision for maintaining the rural character of the area.

Environmental Protection (5.2): The subject lands are not designated 'Environmental Protection' but in general, the OP seeks to protect natural heritage systems and to protect residents from

natural hazards. More recent natural heritage features mapping completed as part of the 2014 OP update identifies woodlands and unevaluated wetlands on the subject lands, hence an Environmental Impact statement was required by the Township to determine the extent and significance of woodland features on the site. An EIS was completed by Niblett Environmental Associates Inc. dated March 2017 and is included as part of this submission. The Study concluded on page 28:

- the woodland and the majority of the wetlands on the property have limited ecological functions; and
- as long as building envelopes are located adjacent to McFadden Road, there is no anticipated impacts on potential amphibian breeding pools and foraging areas located in the eastern half of the subject lands.

The recommendations can be implemented through the Subdivision Agreement to be registered on title. It is noted four butternut trees were found on the property. Three of the four trees were determined to be retainable based on standardized MNRF assessments. Retainable trees require a buffer of 25 metres from the base of the trees. The proposed building envelopes are located outside of this buffer area as illustrated on the plans.

Mineral Aggregate (5.5): It is noted that the lands were formerly an active sand pit. As per Section 5.5.7, “where an aggregate operation has been rehabilitated and the license surrendered, the lands may be re-designated to an appropriate land use”. As per Township By-law 2006-07, the subject lands were re-designated from “Mineral Aggregate” to “Rural” to reflect the change in use.

Rural Residential (5.7.4): The OP provides that the majority of non-agricultural development is intended to be focused in the Township’s Settlement Areas, however “limited non-agricultural residential development may also be permitted within the Rural area so as to provide a variety of living accommodations for the residents of the Township”. The applicant proposes to create five (5) new rural residential lots through a plan of subdivision which will contribute to a diversified housing supply in the Township. “Subdivisions and severances to permit new residential uses shall be appropriately separated from incompatible agricultural areas, existing and proposed waste disposal, mineral extraction site and resource areas, natural heritage features and areas of natural hazards”. As per Schedule A, the site is located outside designated agricultural lands, waste disposal and mineral resource influence areas, and areas of natural hazard. An EIS was completed which identified appropriate building envelopes that will minimize impacts to natural heritage features.

Section 5.4.7.(ii) identifies the policies that must be addressed when considering residential development in the Rural designation:

- a) *As a rule, the minimum lot size shall be 0.8 hectares with 76 metres of frontage on a public road for non-waterfront lots.*

COMMENT: The subject application proposes to create five (5) residential lots. The lots will range in size from 2.08 ha to 3.32 ha, exceeding the minimum lot size requirements. The proposed lot frontages will range in size from the required 76 metres to 122 metres.

- b) *Rural residential development shall be serviced by private water and sanitary sewage disposal systems approved by the appropriate authority.*

COMMENT: A Hydrogeological Study, Servicing Options and Terrain Analysis was completed by ASC Environmental dated August 31, 2016. The Study assessed the suitability of the parcel of land for residential development of five (5) lots serviced with individual wells and septic systems. The Study concluded that the site is suitable for private services to sustain the proposed new 5 lot residential development.

- c) *New lots for rural residential purposes should be created by plan of subdivision in accordance with lot creation policies included in Section 7 of this Plan.....Any proposal which would create*

more than three new lots from a lot existing on the day of adoption of this Plan shall only be considered by plan of subdivision.

COMMENT: The subject application proposes to create five (5) new lots. The new lots are to be created via plan of subdivision as required by the Official Plan.

- d) *All new rural residential lots shall have public road frontage.*

COMMENT: The subject site is located on McFadden Road, a public road. Each of the lots will have the minimum required frontage on McFadden Road.

Plan of Subdivision (7.2): Section 7.2 speaks to the subdivision policies applicable to all land use designations as follows:

- a) *Development of land by plan of subdivision shall be required when the creation of more than 4 lots, including severed and retained lots, is proposed.*

COMMENT: The subject application proposes to create five (5) residential lots through a plan of subdivision as required.

- b) *The proposed subdivision shall be at a scale which is compatible with the existing or anticipated scale of development in the area.*

COMMENT: The applicant proposes to create five (5) rural residential lots ranging in size from two to three hectares. Rural residential development is clustered North and northeast of the site on Norway Road. Land uses East, South and West of the site included a mixture of agriculture, rural residential and undeveloped wooded lands. The lots as proposed are consistent with existing rural residential development on Norway Road and will be consistent with the scale of development in the area.

- c) *Access roads shall have the capability to support the additional traffic loads anticipated from the proposal. Where upgrading and additional maintenance may be required, the Municipality will assess the financial impact of these additional expenditures and may levy charges or request a contribution from the developer to offset these costs. All subdivision development shall occur on a publicly maintained municipal road.*

COMMENT: Direct access to each of the five (5) lots will be provided via McFadden Road. The additional traffic generated by the creation of five (5) residential lots is not anticipated to generate capacity issues or require upgrading of municipal infrastructure. A Traffic Impact Study was not required as part of this application.

- d) *New subdivision lots shall comply with the minimum lot areas and frontages in Section 5.7.4 (ii)(a) of this Plan.... An application for a privately serviced plan of subdivision shall be accompanied by a detailed hydrogeological study and such other analysis as is required in accordance with MOECC guidelines, all of which shall be prepared by a qualified professional satisfactory to the Municipality.*

COMMENT: All of the proposed lots meet the minimum lot area and lot frontage requirements. The lots are to be privately serviced. A Hydrogeological Study, Servicing Options and Terrain Analyses was completed by ASC Environmental dated August 31, 2016. The Study concluded that the site is suitable for private services to sustain the proposed new five lot residential development.

- e) *All applications for subdivision shall be accompanied by a preliminary stormwater management/drainage plan.*

COMMENT: A stormwater brief has been prepared by Josselyn Engineering and is included as part of this submission.

- f) *Lots shall have access on an interior public road, developed to standards satisfactory to the Municipality. A limited number of lots may be permitted on an existing municipal road of an appropriate standard where the Municipality is satisfied that such access is appropriate. Nothing in the aforementioned shall be construed as encouraging access to existing roads.*

COMMENT: The subject application proposes to create five (5) residential lots. Each of the lots is proposed to have access via McFadden Road, an existing municipal road. Given the limited number of lots being created and the proposed residential use, we are of the opinion the proposed accesses are appropriate. Staff have not raised concerns with respect to the proposed accesses from McFadden Road.

- g) *As many trees as possible shall be preserved, particularly mature and healthy stands of trees and reforestation shall take place where appropriate.*

COMMENT: As per the EIS: "limiting the building envelope on the forested lots to approximately 0.5 ha would limit the amount of tree clearing required and impacts on the woodland. Placing the building envelope closer to the road (i.e. within 70 metres) also limits impacts on the interior habitat". Given the proposed intensity of use (i.e. single detached dwelling), we are of the opinion the objective to minimize the building envelope is met and that the woodlands will not be negatively impacted by the proposed development, as supported by the EIS. The recommendations of the EIS can be implemented through the Subdivision Agreement.

- h) *Topography and/or vegetation shall be maintained and augmented to create an appropriate or desirable environment and buffering may be requested to ensure compatibility with adjacent uses.*

COMMENT: The subject lands have been rehabilitated from their former use as a sand pit. The proposed residential uses are compatible with the abutting rural residential uses and do not require buffering to maintain compatibility.

- i) *Plans of Subdivision shall be designed to allow for the appropriate integration of the subject lands with the adjacent lands.*

COMMENT: The proposal will create five (5) generally regularly shaped lots along McFadden Road. To the East the subject lands are bounded by the Cataraqui Trail. The lot fabric as proposed is consistent with existing development in the area and will integrate well with the adjacent lands.

- j) *The proposal shall be appropriately served by existing levels of municipal services such as fire protection, police protection, garbage protection, and school facilities. Any proposal requiring substantial upgrading to existing services will generally not be permitted unless it is determined by the Municipality and any pertinent agencies to be appropriate.*

COMMENT: The creation of five (5) rural residential lots can be supported by existing municipal service levels and will not result in the undue expansion or upgrading of existing service levels.

- k) *The Municipality shall enter into a subdivision agreement with each developer as a condition of the approval of a Plan of Subdivision. This agreement will set out the internal and external services and obligations that shall be required of the developer.*

COMMENT: It is understood the applicant will be required to enter into a subdivision agreement with the Municipality.

- l) *The developer shall provide background information satisfactory to the Municipality demonstrating the appropriateness of the location for the plan of subdivision. This information may include drainage studies, traffic impact studies and environmental impact statements.*

COMMENT: A Stormwater Management Brief and Environmental Impact Statement have been completed and are included as part of this submission. A separate Traffic Impact Study was not requested. The traffic generated by the creation of five (5) lots on a local Township Road is not anticipated to generate significant adverse traffic impacts on existing development.

- m) *Plans of subdivision shall be compatible with adjacent areas and the general intent of this Plan.*

COMMENT: The applicant proposes to create five (5) rural residential lots ranging in size from two to three hectares. Rural residential development is clustered north and northeast of the site on Norway Road. Existing land uses East, South and West of the site include a mixture of agriculture, rural residential and undeveloped wooded lands. The lots as proposed are consistent with existing rural residential development on Norway Road and will be consistent with the scale of existing development in the area. Compatibility with the general intent of the Plan was addressed previously in this Report in relation to Section 2 of the OP.

- n) *A cultural heritage resource assessment may be required for any lands to be subdivided. The assessment and any recommendations for the conservation of significant cultural heritage resources identified through the assessment may be a condition of subdivision approval and may be included in the subdivision agreement.*

COMMENT: The subject lands were not identified as being in an area of archaeological potential given the long standing use of the site as a sand pit hence an assessment was not required.

- o) *The specific provisions of the Planning Act relating to plans of subdivision will apply in addition to the policies set out in this Plan.*

COMMENT: Section 51(24) outlines the criteria to be regarded when considering a draft plan of subdivision. The plan of subdivision as proposed meets the criteria in that it: is consistent with matters of provincial interest, conforms to the official plan, is suitable for the uses proposed, proposes appropriately sized lots, utilizes existing infrastructure, and does not negatively affect natural resources.

- p) *The Township is entitled to a dedication of land for park purposes as a condition on any division of land. Cash-in-lieu of land may be requested by the Municipality in situations where there is a public park in the area which is adequate for existing and future population. Cash-in-lieu may also be requested where the amount of land involved is small and therefore unsuitable for park development. Where lands are dedicated for park purposes, the Municipality will accept only those land suitable for park use.*

COMMENT: Given only five lots are being created through the subject application, cash-in-lieu of parkland is proposed to satisfy the parkland dedication requirement.

5.4 Township of South Frontenac Official Plan (OP) (2014 DRAFT)

It is noted that the Township has undergone a review of its OP and while it has been adopted by Council, it has yet to receive approval from the County of Frontenac, the approval authority. The draft "Schedule A" identifies the lands as "Active Aggregate" and "Other Wetlands – Locally significant and unevaluated". Schedule 'B' does not identify any environmental features on the site. Schedule 'C' identifies McFadden Road as a public road. Schedule 'D' identifies the site as an "Active Aggregate" site and abutting an "Inactive Aggregate" site. Schedule 'E' identifies pockets of 'Woodland Forest' on the subject lands and the area around the Cataraqui Trail is identified as a "Natural Heritage Linkage".

As discussed with Staff, Schedules 'A' and 'D' incorrectly identify the subject lands as an active aggregate site. The site was formerly an active sand pit. The sand pit license has been

surrendered and the lands rehabilitated. As per Township By-law 2006-07, the subject lands were re-designated from “Mineral Aggregate” to “Rural” to reflect this change in use. It is understood from Staff that this is a mapping error and will be corrected through the County review process. Please consider this our formal request to have the designation reverted back to ‘Rural’.

An EIS was completed by Niblett Environmental Associates Inc. dated December 2016 and is included as part of this submission to address the natural heritage features identified on-site in the more current mapping, as discussed above in Section 5.3 of this Report.

6 Township of South Frontenac Comprehensive Zoning By-law No. 2003-75

The Township of South Frontenac Comprehensive Zoning By-law No. 2003-75 places the subject lands in the Rural (RU) Zone as per Figure 7.

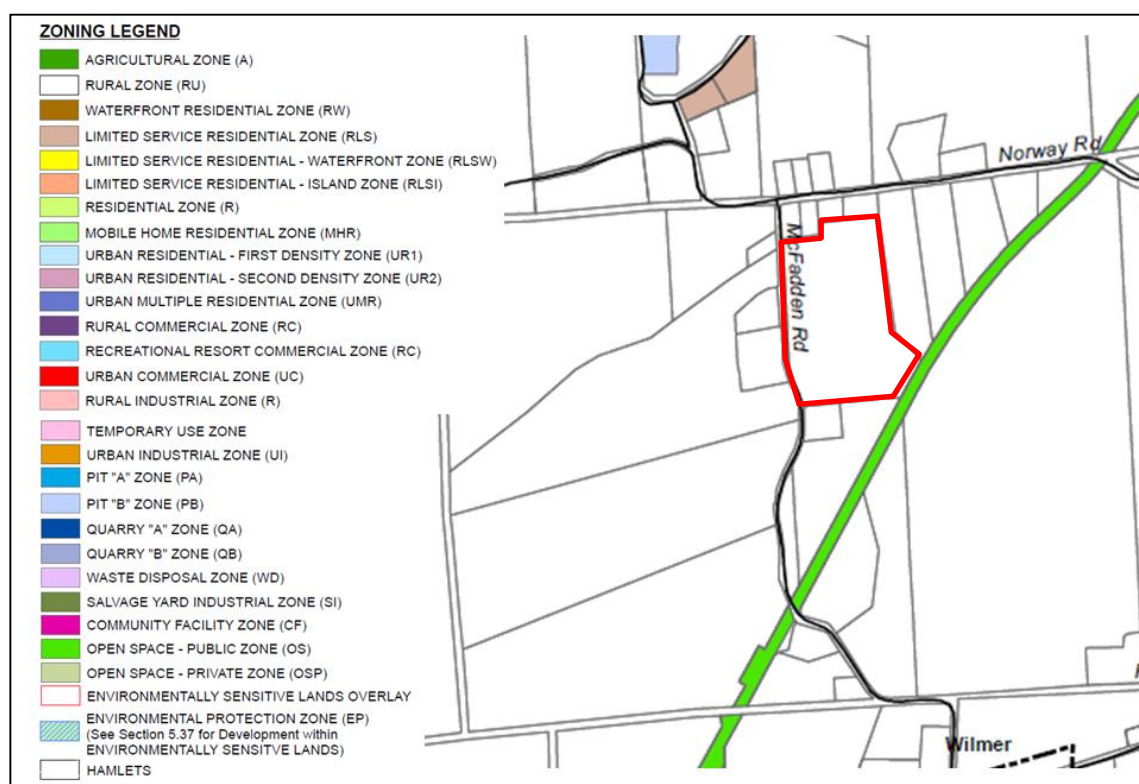


Figure 7: Schedule ‘B’ to By-law 2003-75 identifies the site as Rural (RU).

The general provisions and provisions of the RU Zone are outlined below in Table 2.

Table 2: 5550 McFadden Road Zone Provisions

SECTION	ZONE PROVISION	‘RU’ ZONE REQUIREMENT	PROPOSED	RELIEF REQUIRED
7.2	Permitted Uses	Single detached dwelling, agricultural, etc.	Single detached dwelling	No

7.3.2 (a)	Lot Area (min) (m ²)	8000	20000	No
7.3.2 (b)	Lot Frontage (min) (m)	76	76	No
7.3.2 (c)	Front Yard (min) (m)	20	As required	No
7.3.2 (d)	Rear Yard (min) (m)	10	As required	No
7.3.2 (e)	Side Yard (min) (m)	3	As required	No
7.3.2 (f)	Gross Floor Area (min) (m ²)	59	As required	No
7.3.2 (g)	Lot Coverage (max) (%)	20	As required	No
7.3.2 (h)	Building Height (max) (m)	11	As required	No
7.3.2 (i)	Parking Spaces Required (min)	2/unit	As required	No
7.3.2 (j)	Accessory Bldg – Rear Yard (min)(m)	3	As required	No
7.3.2 (k)	Accessory Bldg – Interior Side Yard (min)(m)	3	As required	No
7.3.2 (l)	Accessory Bldg – Exterior Side Yard (min)(m)	20	As required	No
7.3.2 (m)	Accessory Bldg – Height (min) (m)	6	As required	No
7.3.2 (n)	Setback from Highwater Mark (min)	30	N/A	No
5.6.2.2	Setback from centre of ROW	10	As required	No
5.8.2.1	Setback from watercourse	30	As required	No
5.30.2.1	Off-Street Parking Requirements	As per By-law	As required	No

The lots as proposed comply with the RU Zone provisions and no relief is required. Conceptual building envelopes have been identified which comply with the zoning requirements.

7 Conclusion

We are of the opinion that the proposed five lot subdivision is consistent with the intent of the PPS and conforms to the policies of the Official Plan. The proposal is consistent with OP policies concerning compatibility, servicing, and the subdivision of land. The proposed development will maintain the rural character of the area while contributing to the supply of appropriate rural residential development.

In conclusion, it is our professional opinion that the requested creation of five lots is appropriate and constitutes good planning. We look forward to the County's and Township's consideration of the matter.

Sincerely,

IBI Group



Mark Touw, MCIP, RPP
Associate, Office Lead

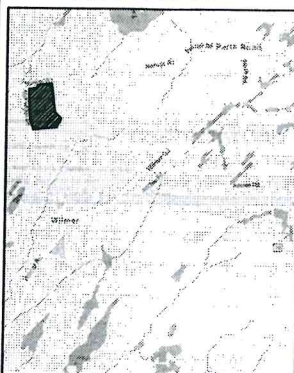


Nancy Cornish, M.Pl., BComm.
Planner

MAR 21 2017

County of Frontenac

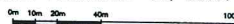
KEY PLAN



NOT TO SCALE

DRAFT PLAN
OF SUBDIVISION

OF SUBDIVISION
PART OF LOTS 14 AND 15
CONCESSION 8
GEOGRAPHIC TOWNSHIP OF
LOUGHBOROUGH
COUNTY OF
SOUTH FRONTENAC
SCALE: 1 : 1000
DATE: FEBRUARY 22, 2017



ADDITIONAL INFORMATION UNDER THE PLANNING ACT SECTION 51.17 (A-L) OF THE PLANNING ACT.

- A. THE BOUNDARIES OF THE LAND PROPOSED TO BE SUBDIVIDED ARE SHOWN ON PLAN
- B. THE LOCATIONS AND NAMES OF EXISTING HIGHWAYS ON WHICH THE PROPOSED SUBDIVISION ABUTS ARE SHOWN ON THE PLAN
- C. THE RELATIONSHIP TO ADJACENT LANDS IS SHOWN ON THE DRAFT PLAN AND KEY PLAN
- D. THE LANDS TO BE USED FOR RESIDENTIAL PURPOSES.
- E. ADJOINING LANDS ARE RURAL RESIDENTIAL;
- F. THE APPROXIMATE DIMENSIONS AND LAYOUT OF THE PROPOSED LOTS IS SHOWN ON DRAFT PLAN;
- G. NATURAL AND ARTIFICIAL FEATURES WITHIN OR ADJACENT TO THE LAND PROPOSED TO BE SUBDIVIDED ARE SHOWN.
- H. PRIVATE WATER WELLS ARE TO BE PROVIDED;
- I. SOIL IS 1.2-5.2m OVERBURDEN OF SAND, AND SILT SAND OVER BEDROCK;
- J. CONTOURS DERIVED FROM LIDAR INFORMATION PROVIDED BY CATARAUGUS REGION CONSERVATION AUTHORITY.
- K. THE SERVICES AVAILABLE INCLUDE HYDRO AND BELL; AND
- L. THE NATURE AND EXTENT OF ANY RESTRICTIONS AFFECTING THE LANDS TO BE SUBDIVIDED, INCLUDING RESTRICTIVE COVENANTS OR EASEMENTS, ARE SHOWN

SITE DATA

Land Use	Number of lots	Number of units	Length	Area (ha.)	Percent (%)
RESIDENTIAL LOTS (Lots 1 to 5)	5			12.98	100%
Total				12.98	100%

OWNER'S CERTIFICATE

I, Sean Marshall, hereby authorize Josselyn Engineering to prepare and submit this plan to the County of Frontenac, for review and approval.

SIGNED: [Signature] DATE: MARCH 20, 2017
Sean Marshall
Pittsburgh Building & Energy Systems

LEGEND:

- SSN'S PLACED DUE TO INSUFFICIENT OVERBURDEN**
- | | |
|----------|---------------------------------|
| (-) - | Plotted Survey Measured |
| (-) - | Plotted Survey Measured |
| (S) - | Standard Iron Bar |
| (S) - | Short Standard Iron Bar |
| (B) - | Iron Bar |
| (B) - | Iron Bar (round) |
| (R) - | Rock Bar |
| (R) - | Rock Post |
| (R) - | Rock Plug |
| (UT) - | Unknown |
| (S) - | Measured |
| (R.P.) - | Reinforced Plan |
| (RP) - | Hydro Pole |
| (P) - | Exploration Plan No. 1401 |
| (P) - | P.L.S.-5055 |
| (P) - | P.L.S.-5055 |
| (1062) - | M.S. Campbell O.L.S. |
| (1120) - | James A. Minnes O.L.S. |
| (1407) - | M.F. O.L.S. |
| (1801) - | William, Currier & Chitt O.L.S. |

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:
The boundaries of the lands to be subdivided and their relationship to adjacent lands are correctly shown.

DATE: March 13, 2017 [Signature]



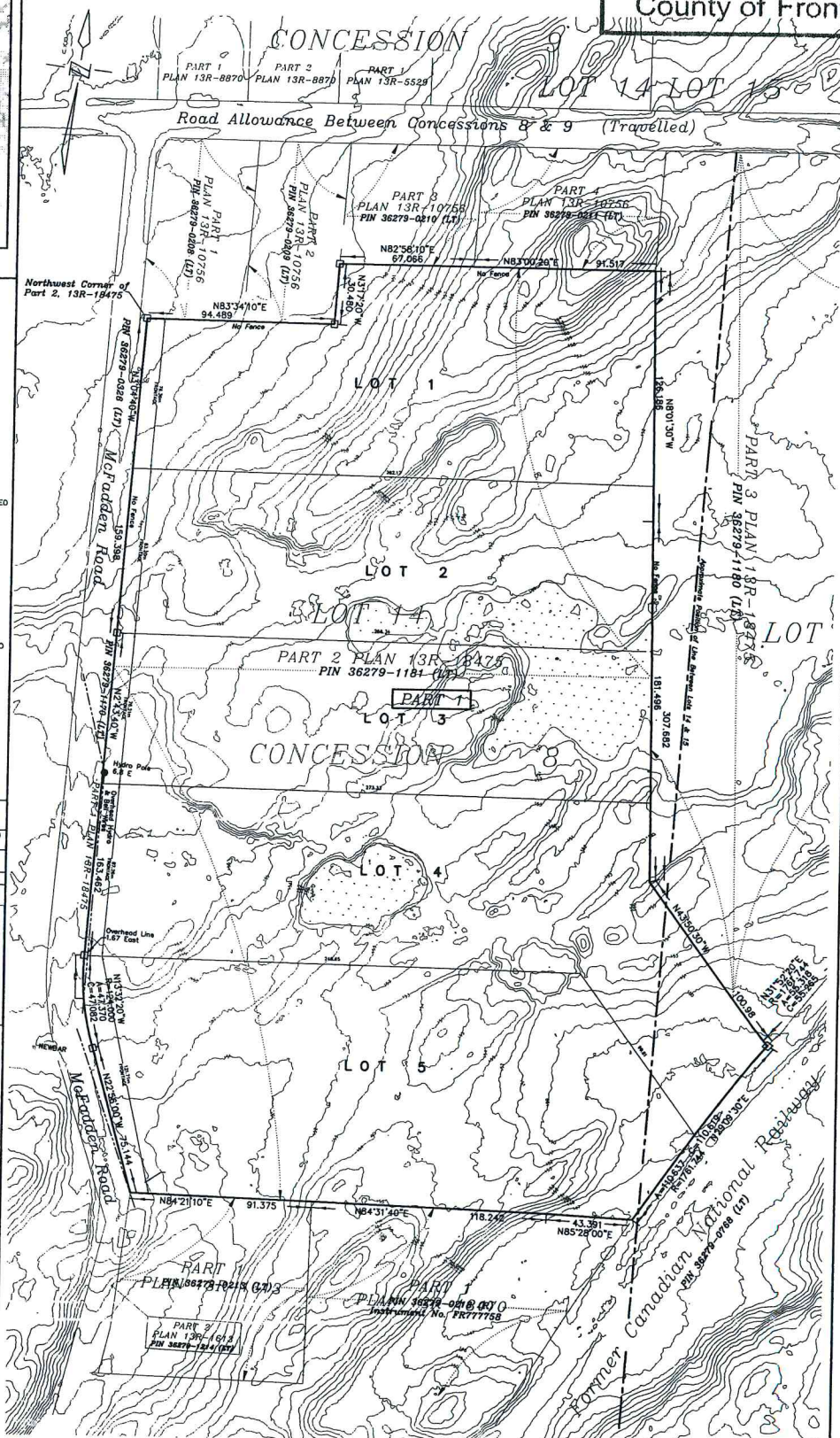
HOPKINS CHITTY
Land Surveyors Inc.
Ontario Land Surveyors
www.hopkinschitty.com

634-636 MORRIS COURT
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PROJECT No. 2018-316
LOT 14 & 16, CONCESSION
Township of Loughborough

JE Josselyn Engineering Inc.

1225 GARDINERS ROAD, #105
KINGSTON, ONTARIO K7P 0G3
TEL: 613-634-9278
FAX: 613-634-9138
E-MAIL: enjoysskies@josseska.ca



LOT	Percentage (%)	AREA (m ²)	AREA (m ²)	AREA (m ²)
1	76.34	20,891.49	2,47	6.11
2	21.25	5,781.15	2,72	3.47
3	NC 21	20,361.75	2,08	5.33
4	47.58	12,127.26	2,93	7.39
5	171.71	30,061.07	2,52	6.46
TOTAL LOTS 1-5		120,799.05	27.56	71.06
TOTAL AREA		120,799.05		71.06



REPORT TO COUNCIL DEVELOPMENT SERVICES



AGENDA DATE: August 1, 2017

DATE REPORT PREPARED: July 26, 2017

SUBJECT: Recommended Conditions of Draft Approval - Application for Draft Plan Of Condominium 10T-2016-001 (Shield Shores)

RECOMMENDATION

The recommendation is that Council forward the Planning Report dated July 26th, 2017 to Frontenac County as representing the Township's conditions of draft plan approval for the Shield Shores draft plan of condominium 10T-2016-001.

BACKGROUND

The purpose of this report is to recommend to Council appropriate Township conditions of draft approval to ensure the orderly development of the proposed condominium Part Lots 15, 16 and 17, Concession 9, former Township of Storrington, Township of South Frontenac.

The applicant has requested an 18 unit residential plan of condominium with access from Wellington Road via a condominium private lane. The "works" associated with this application are related to the private lanes, stormwater management and various common elements (parkland, water access etc...). At this point, staff have identified the need for the condominium roads to meet the Township's Design Criteria and Standards for private lanes. There is also a need for the applicant to update the traffic impact statement, identify the location of garbage and recycling depot and Canada Post Kiosk. The lands will also need to be rezoned and placed in the appropriate residential zone.

Recommended Conditions

1. That this approval applies to the Draft Plan of Condominium dated November 24, 2015, showing a total of 18 residential lots, 4 blocks and two private lanes, all prepared and certified by Leslie M. Higginson (surveyor).
2. That the Owner shall agree to enter into a condominium agreement with the Township of South Frontenac, to the satisfaction of the Township and to be registered on title of the subject land.
3. That the Owner shall agree in writing to satisfy all the requirements, financial or otherwise to the Township of South Frontenac concerning the provision/upgrade of roads, installation of services, drainage works, utilities and all other required works in accordance with the Township's Design Criteria and Guidelines. Further, that the development, construction and use of the lands in this subdivision shall be in accordance with the following reports submitted with the application for draft approval, unless otherwise amended, modified, or directed in writing by the Township and as secured in the condominium agreement:
 - Fotenn, Planning Report, Shield Shores Residential Development, February 25, 2016



REPORT TO COUNCIL DEVELOPMENT SERVICES



- Mary Alice Snetsinger, Environmental Impact Statement for Campbell Property, January 10, 2016
 - BluMetric Environmental, Hydrogeological Assessment and Terrain Analysis for Proposed Development of Con 9, Part Lots 15, 16 and 17, Dog Lake Township of South Frontenac, February 2016
 - Josselyn Engineering Inc, Traffic Impact Assessment Report, Shield Shores Condominium, November 25, 2016
 - Josselyn Engineering Inc. Analysis of Stormwater Management Requirements for Dog Lake Subdivision, February 4, 2016
 - Adams Heritage, Archaeological Assessment (Stages 1 & 2), Dog Lake Ridge, May 12, 2015
4. That the Owner shall reimburse the Township of South Frontenac and the County of Frontenac for all legal, engineering, planning, administrative expenses and permit fees, including the cost of any peer review that the Township or the County may require in relation to the development.
 5. That the two proposed private lanes shown in the draft plan be designed and constructed in accordance with most current Design Criteria and Standards and Private Lane Standards for new private lanes and named to the satisfaction of the Township.
 6. That the Owner agrees in writing that any easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.
 7. That 0.3 metre reserves be identified by registered reference plan (survey) along all Lots or Block which abut the road allowance of Wellington Street to be held in trust by the Township for the purpose of controlling additional access.
 8. That the Owner shall agree in writing to install and power street lighting to the satisfaction of the Township and in accordance with Design Criteria and Guidelines.
 9. That the Owner shall agree in writing to install street signage to the satisfaction of the township and in accordance to Design Criteria and Standards.
 10. That the Owner shall agree in writing to install garbage and recycling depot in a location to the satisfaction of the township and in accordance to Design Criteria and Standards.
 11. That the Owner shall agree in writing that all entrances to any lots including entrance culverts be located and constructed to the satisfaction of the Township.
 12. That the Owner shall agree update and revise the traffic impact report entitled Josselyn Engineering Inc, Traffic Impact Assessment Report, Shield Shores Condominium, November 25, 2016 to the satisfaction of the Township and in accordance to Design Criteria and Standards.



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13. That the Owner agrees in writing to pay cash-in-lieu of parkland in accordance with approved Township policies.
14. That the Owner agrees in writing that the Township may implement whatever measures it deems necessary to ensure development of the plan of condominium proceeds according to the phasing plan set out in the condominium agreement, including but not limited to the requirement of separate condominium agreements, imposition of "h" holding zoning or 0.3 metre reserves.
15. That the Owner agrees to deposit with the Township, securities in the form of a letter of credit, representing 100% of the estimated cost of the works to be provided with respect to the condominium. The letter of credit shall be reduced, in accordance with the terms and conditions of the Condominium Agreement.
16. That the Owner agrees for the condominium agreement to contain a provision requiring the Owner to pay development charges, in place at the time of the issuance of the building permit, prior to the issuance of the building permit and to acknowledge and agree that the Township will not issue any building permit until the development charges have been paid in full.
17. That the Owner shall agree in writing to obtain permits or approvals as may be required from any federal, provincial, municipal or local authority and to file copies thereof with the Township.
18. That the Owner shall agree in writing that the natural soil and vegetation within the 30 metres setback area from the wetland/watercourse is not to be disturbed and is to be left in its natural state as of the date of draft approval and that the condominium agreement include provisions that would require protection and or restoration of the 30 metre setback area.
19. That prior to final approval, the County of Frontenac is to be advised by the Township of South Frontenac that this proposed condominium conforms to the Zoning By-law in effect for the Township.
20. That the Owner shall agree in writing that a Canada Post Centralized Community Mail Boxes, be installed, if deemed necessary by Canada Post, at a location on the road allowance to the satisfaction of Canada Post and the Township.
21. That the following conditions from KFL&A Public Health to the County of Frontenac, be addressed to the satisfaction of the Township and KFL&A Public Health:
 - (a) The site servicing plan showing the location of the house, well, sewage system envelopes (primary and alternate), taking into consideration site topography be prepared and provided to all future purchasers.
 - (b) Primary and alternate sewage system locations be reserved and maintained solely for that purpose. No constructions of wells, homes, driveways, pools, garages or other structures is to take place in the primary or alternate area.
 - (c) Existing soil conditions will necessitate the importation of suitable fill for the installation of sewage systems, resulting in fully raised



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sewage systems. Some lots will require additional fill or extensive site grading to deal with saturated conditions.

- (d) Deviations from the locations on the updated site servicing plan may require the submission of an engineering report/design and terrain analysis supporting the proposed changes (including potential impact on adjoining properties).

22. That all requirements and recommendations specified in the hydrogeology report entitled BluMetric Environmental, Hydrogeological Assessment and Terrain Analysis for Proposed Development of Con 9, Part Lots 15, 16 and 17, Dog Lake Township of South Frontenac, February 2016 and all associated drawings be addressed to the satisfaction of the Township, KFL&A Public Health and Cataraqui Region Conservation Authority.
23. That any existing wells and/or septic systems that may be present on the site and which are not planned to be used as part of the condominium development be decommissioned as per applicable regulations.
24. That the recommendations of the environmental impact statement, entitled Mary Alice Snetsinger, Environmental Impact Statement for Campbell Property, January 10, be addressed to the satisfaction of the Township and Cataraqui Region Conservation Authority.
25. That the conditions outlined by the Cataraqui Region Conservation Authority to the County of Frontenac, be addressed to the satisfaction of the Township and the Conservation Authority.
26. That the Owner agree to the final design, construction, maintenance and financing of the stormwater infrastructure, including ditches, swales, retention facilities, and grading and drainage plans be in accordance with the recommendations contained in the Stormwater Management report entitled Josselyn Engineering Inc. Analysis of Stormwater Management Requirements for Dog Lake Subdivision, February 4, 2016 in accordance with the Township's Design Criteria and Standards to the satisfaction of the Township.
27. That the Owner agree in writing that a lot grading and drainage plan and a sediment and erosion control plan be completed and approved to the satisfaction of the Township and the Cataraqui Region Conservation Authority.
28. That the Owner agree in writing for the condominium agreement to include text to the satisfaction of the Township and the Cataraqui Region Conservation Authority notifying the Owner that permission will be required under Ontario Regulation 148/06: Development Interference with Wetlands and Alterations to Shorelines and Watercourses, prior to commencing rough grading, stockpiling, road construction etc. within 30 metres of the wetland and within 15 metres of the 99.55 metre GSC flood elevation on the subject property.
29. That the Owner agree in writing for the condominium agreement to include text to the satisfaction of the Township and the Cataraqui Region Conservation Authority to provide notice to purchasers of Lots 1, 6, 8, 10, 11 and 12 that site alteration and construction (including buildings,



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structures, filling and grading) on these lots may require permission under Ontario Regulation 148/06 Development Interference with Wetlands and Alterations to Shorelines and Watercourses, prior to commencing these activities.

30. That the Owner agree in writing that all servicing including Bell, Hydro etc. be installed underground to the satisfaction of the Township.
31. That the Owner agree in writing all recommendations of the archaeological report entitled Adams Heritage, Archaeological Assessment (Stages 1 & 2), Dog Lake Ridge, May 12, 2015 be implemented to the satisfaction of the Township.
32. That the Owner agree in writing to finalize and implement a Landscape Plan which, among other things, provides for the restoration of the natural vegetative buffer within 30 metres of the high water mark in accordance with the Township's Site Plan Guidelines.
33. That the Owner agree in writing for the condominium agreement to contain a clause providing that any purchaser be advised, and also that a notice be placed in the purchase and sale agreement, alerting a prospective purchasers that, in the event that human remains are discovered during construction or site development of a lot, the property owner shall immediately contact the OPP, the Ministry of Tourism, Culture and Sport and the Registrar or Deputy Registrar of the Cemeteries Unit of the Ministry of Consumer Services (or the applicable agencies at the time of final approval).
34. That Owner agree in writing that if, during the process of development, any archaeological resources or human remains of Aboriginal interest are encountered, the Algonquins of Ontario Consultation Office will be contacted immediately at:

 Algonquins of Ontario Consultation Office
 31 Riverside Drive, Suite 101
 Pembroke Ontario K8A 8R6
 telephone 613-735-3759
 fax 613-735-6307
 e-mail: algonquins@nrtco.net
35. That Owner agree in writing that public utilities, including without limitation Bell Canada, Hydro One, etc. are adequate to service the proposed development and installed to the satisfaction of the Township.
36. That prior to Final Condominium Approval, the Owner shall submit a revised Plan, if required, to reflect any significant alterations caused from this Draft Plan Approval.
37. That where final engineering design(s) result in minor variations to the Plan (e.g. in the configuration of lots, etc.), these may be reflected in the Final Plan subject to the satisfaction of the Township and the County.
38. That when requesting Final Approval from the County of Frontenac, the Owner shall accompany such request with the required number of originals and copies of the Final Plan, together with a surveyor's



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certificate stating that the lots/blocks thereon conform to the frontage and area requirements of the zoning by-law.

- 39. That prior to Final Condominium Approval, the County of Frontenac shall be advised by the Township of South Frontenac that all Conditions of Draft Plan Approval requested by the Township have been satisfied; the clearance memorandum shall include a brief statement detailing how each Condition has been met.
- 40. That prior to Final Condominium Approval, the County is to be advised in writing by KFL&A Public Health of the method by which its conditions have been addressed.
- 41. That, prior to Final Condominium Approval, the County is to be advised in writing by the Cataraqui Region Conservation Authority of the method by which its conditions have been addressed.
- 42. That pursuant to section 51 (32) of the Planning Act, this Draft Plan Approval is granted for three years from the decision date. The Owner may request the County issue an extension of Draft Approval should that be needed, subject to review and written endorsement by Township.

FINANCIAL and STAFFING CONSIDERATIONS

All financial implications of this development will be borne by the developer. There are no financial or staffing implications associated with this report beyond normal day to day service delivery.

ATTACHMENTS

- Draft plan
- Applicant's Planning Report

Submitted/approved by:
Wayne Orr, CAO

Prepared by:
Forbes Symon,
Manager of Development
Services

Shield Shores

Residential Development

Planning Report
February 25, 2016

Submitted to:
County of Frontenac
&
Township of South Frontenac

In support of applications for:
Plan of Condominium (Vacant Land)
Zoning By-law Amendment

Prepared for:

Mr. Barry Campbell
Kingston, ON
K7M 3A9

Prepared by:

FOTENN

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1. Introduction

This Planning Report, prepared by FOTENN Consultants Inc. on behalf of the owner, Mr. Barry Campbell, is provided in support of an application for Zoning By-Law Amendment and Draft Plan of Vacant Land Condominium for a subject site of approximately 32 hectares. The Plan of Condominium proposes 18 units as low density, estate lots for single-detached homes. The residences will be tied to Common Elements consisting of private roads and parkland.

The County of Frontenac Official Plan, approved February 2, 2016, the Township of South Frontenac Official Plan, dated March 2003, and the Township's Comprehensive Zoning By-law #2003-75, dated May 2003, provide policy direction and regulate the development of the lands. The purpose of this report is to demonstrate the manner in which the proposed vacant land condominium meets the goals and objectives of the Official Plans and represents good land use planning. This report will summarize the existing conditions of the property and surrounding land use context, outline the nature of the proposed development, summarize supporting studies and reports, review the development in relation to provincial and municipal land use planning policies and regulations, and propose required amendments to the Zoning By-law.

2. Overview of Applications

The proposed development consists of a Vacant Land of Condominium Plan containing 18 units as lots for single-detached residential dwellings. For the purposes of this report, reference to lots is referring to the vacant land units that are proposed. The lots will front on, and be tied to, common element private roads. The residential lots will range in area from one to two hectares, with road frontage ranging from 76 metres to 153 metres. Six of the lots will also have water frontage of between 91 metres and 138 metres.

A Zoning By-law Amendment will be required in order to implement the proposed Plan of Condominium. The proposed amendment would rezone the property from Rural (RU) to Site-Specific Limited Service Residential (RLS), Limited Service Residential Waterfront (RLSW) and Open Space Private (OSP).

3. Site Context and Adjacent Uses

The subject lands consist of approximately 32 hectares (81 acres) of land, located on Part of Lots 15, 16 and 17 of Concession 9 of the Township of South Frontenac, formerly the Township of Storrington, in the County of Frontenac. The property is located on Wellington Street and along a portion of the western shore of Dog Lake. Figure 1 illustrates the location of the subject property.

The subject site currently surrounds two existing lots of record, known municipally as 1916 Wellington Street and 1920 Wellington Street. These existing lots are accessed by a laneway. The existing lots will benefit from the road improvement which would result from the proposed development, however the two lots are excluded from these applications. The balance of the property consists of a wooded lot with a mix of trees and brush. The topography of the site is typical of the Frontenac Arch in that it consists of steep changes in grade as well as a ridge with steep relief which crosses the middle of the property.

The lands in proximity to the subject site are characterized by rural and limited service waterfront residential. There are no incompatible uses in proximity to the site. The hamlet of Battersea is located approximately two kilometers west of the subject site, while the serviced area of the City of Kingston is approximately twenty-five kilometers south.

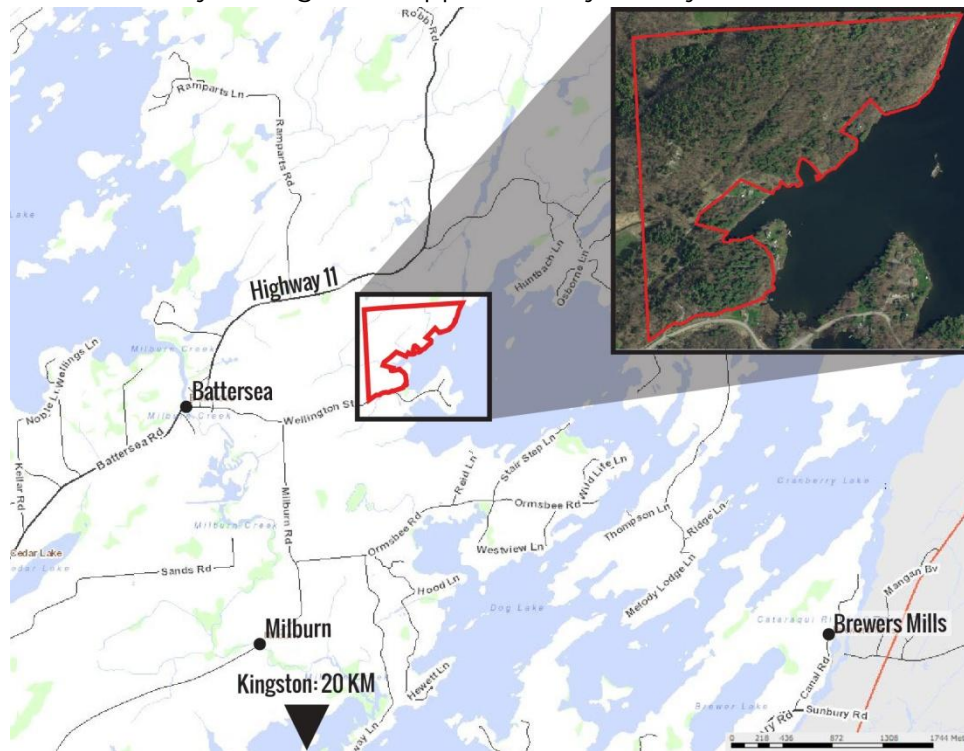


FIGURE 1: SITE LOCATION

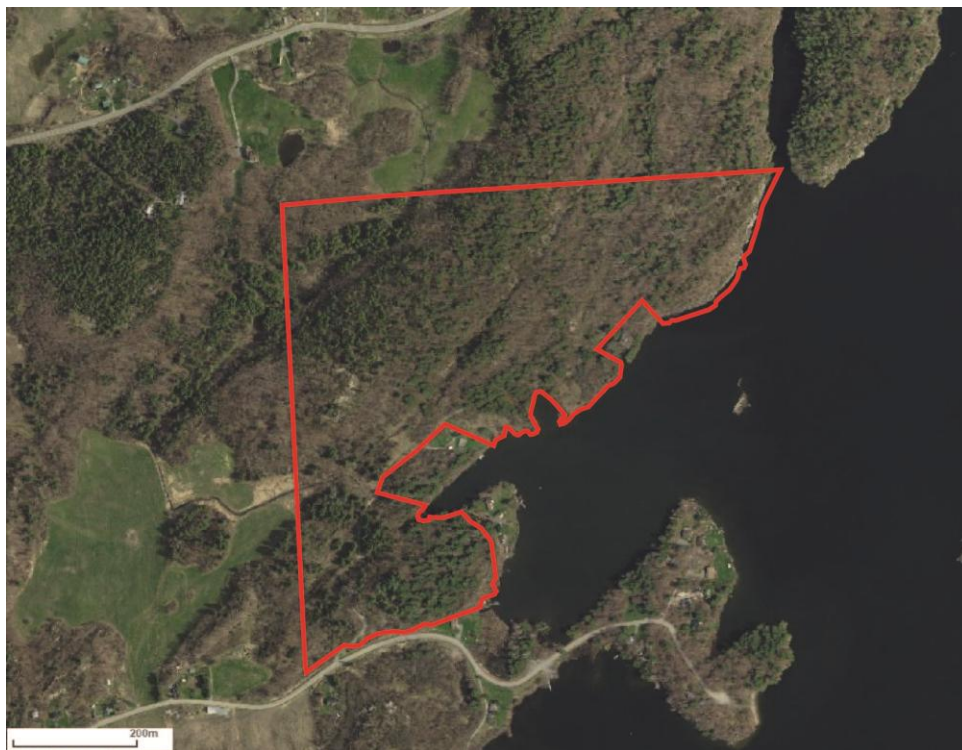


FIGURE 2: AERIAL PHOTO

4. Development Proposal

The proposed condominium layout is illustrated on Figure 3, below. Appendix A includes a reduction of the Draft Plan of Condominium.

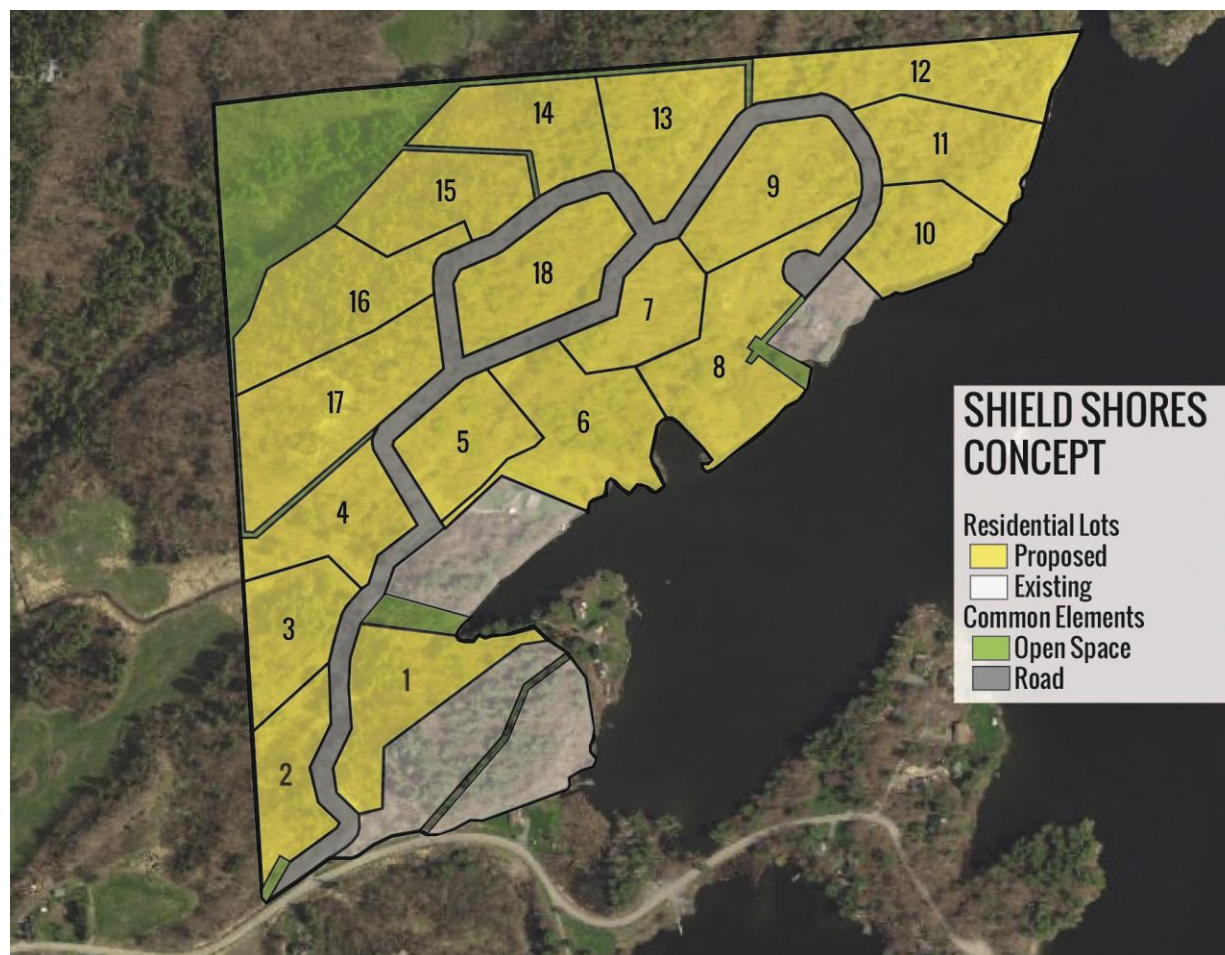


FIGURE 3: LAND USE CONCEPT PLAN

The proposed vacant land condominium development consists of 18 units, each with a single-detached residential dwelling. Lot sizes range from 1.01 hectares to 2.17 hectares in area, with a minimum road frontage of 76 metres. Each unit will be on private septic and water service. Lot access will be provided by two private roads which will be incorporated as Common Elements. The primary road will provide access to 12 proposed lots as well as the two existing lots, and will end in a cul-de-sac. The secondary road will extend as a crescent from the primary road and will provide access to six proposed lots. Lots 1, 6, 8, 10, 11, and 12 will have frontage on Dog Lake, ranging from 91 metres to 138 metres.

Access to the water will be provided to all other units by way of Common Elements Open Space, which will not include docks or boat launches. A private park block with an area of over three hectares is proposed for the northwest corner of the development, with three pedestrian trail connections provided (between lots 4 and 17, lots 14 and 15, and lots 12 and 13). The private park block is intended to be left in its natural state.

5. Supporting Studies

Environmental Impact Study

An Environmental Impact Study (EIS), dated December 9, 2015, was prepared by Ecological Services. Natural heritage constraints were identified for this impact assessment and include Significant Woodland, Significant Wildlife Habitat, Significant Habitat of Threatened Species. The EIS recommends a number of mitigation measures, as follows:

- Vegetation removal occur in the fall and winter and no removal of woody material occur between April 15 and July 15;
- Tree removal be minimized, e.g. through site plan control or site-specific zoning, defining building envelopes, and prohibiting land owners from clearing trees and shrubs outside of the building envelopes;
- Spring surveys for Gray Ratsnake, birds, reptiles, and amphibians should be conducted;
- Minimum building setback of 40 metres from the highwater mark; with a 30 metre “no cut” buffer from the high water mark;
- A landowner’s manual for future residents which describes the natural heritage features of the land as well as stewardship guidelines;
- Small water channels should be protected with a minimum 30 metre top of bank setback, although a reduced setback may be appropriate for some locations as confirmed by the Cataraqui Region Conservation Authority.

For the purposes of the Provincial Policy Statement and the South Frontenac Township Official Plan, there will be no negative impacts to the identified natural heritage features if the recommended mitigation measures are applied.

Hydrogeological Assessment and Terrain Analysis

A Hydrogeological Report and Terrain Analysis, dated February 2016, was prepared by BluMetric Environmental in support of the proposed development. This report summarizes the results of an investigation of the geology, physiography and the study of groundwater occurrence, quantity and quality available as well as a Servicing Options Statement.

Long-term sustainable yield and potential well interference was evaluated by six-hour discharged tests on six test wells throughout the property, five of which were located within the proposed development. The analysis of the drawdown and recovery data indicated that there is sufficient water supply for the proposed development. Chemical analyses found that the groundwater is suitable for domestic supply and that all water supply systems should include treatment systems that include disinfection and pre-disinfection filtration as required by the treatment system designer.

The soil type and overburden thickness of the site is suitable for Class IV sewage disposal systems throughout the subject site. It is noted that some bedrock outcrop and shallow overburden occurs, however the lot sizes are sufficient to ensure adequate placement and setbacks.

Servicing options were considered as well. The nearest municipal water and sewer infrastructure is located 25 kilometres away from the proposed development. This option is therefore severely impractical. Test wells confirmed that there is suitable groundwater

quantity and quality to meet the needs of this development. Private water and sewage servicing is the preferred and recommend option for this development.

Archaeological Assessment

An Archaeological Assessment (Stages One and Two), dated May 12, 2015, was prepared by Adams Heritage. The assessment process consisted of a field inspection, background research and field testing of the subject site. No registered archaeological sites were found to be present or in proximity to the study area and although the potential for pre-Contact First Nations artifacts was identified as “moderate to high”, no artifacts were recovered and no evidence of archaeological sites was found. It was recommended by the archaeologist that no further archaeological work need be conducted at this site.

Analysis of Stormwater Management Requirements

An Analysis of Stormwater Management Requirements dated February 4, 2016, was prepared by Josselyn Engineering Inc. in support of the proposed development. The analysis considered the existing conditions of the subject site, especially the existing watercourses that traverse the site and empty into Dog Lake. The author identified a 30-metre setback requirement for two of the four watercourses on the subject site, and a 6-metre setback for the other two watercourses. Watercourse A crosses Units 5 and 6, and Watercourse B crosses units 12, 9 and 8. The reduced setbacks are justified given the capacity of the existing channels to accommodate the 100-year flow without overtopping, therefore the reduced setback would provide adequate protection for these five units. The study noted that the implementation of Low Impact Development Practices, as recommended by the CRCA, will provide adequate quality control for the proposed development.

6. Review of Policy Documents

Provincial Policy Statement

The Provincial Policy Statement (PPS), issued under the authority of Section 3 of the *Planning Act* and in effect since April 30th, 2014, provides policy direction on matters of provincial interest related to land use planning. Decisions affecting planning matters “must be consistent with” the policy statements issued under the authority of the *Planning Act*.

The Provincial Policy Statement includes a number of policies relating to community development, housing, infrastructure, heritage, agriculture and mineral resources, water quality and quantity, and public health and safety.

Section 1.1.5.1 states that when directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources, and Section 3: Protecting Public Health and Safety.

Section 1.1.5.2 On rural lands located in municipalities, permitted uses are:

- a) The management or use of resources;*
- b) Resource-based recreational uses (including recreational dwellings);*
- c) Limited residential development;*
- d) Home occupations and home industries;*
- e) Cemeteries; and*
- f) Other rural land uses.*

The proposed development represents limited residential development, which is permitted in the rural area.

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

The proposed development includes six waterfront residential units along with common shared access to the water and parkland for all residents within the proposed development which typically appeal to residents seeking to engage in water-based recreational activities.

Section 1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

The proposed development will maintain the rural, picturesque qualities of the landscape by utilizing large lot sizes, large frontages and retaining natural features. Units will be serviced by private septic systems and wells which are appropriate to rural service levels.

Section 1.1.5.5 Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.

The units will make use of private wells and septic systems. The private roads will be maintained through the condominium corporation which ensures the roads will be appropriately constructed and maintained for emergency access. The proposed development will not require undue expansion of existing municipal infrastructure. Snow removal will also be funded by the condominium's monthly fees while it is anticipated that a garbage receptacle would be constructed along Wellington Street to allow for municipal pick-up.

Section 1.1.5.6 Opportunities should be retained to locate new or expanding land uses that require separation from other uses.

The proposed development is not located in proximity to any land uses that require separation.

Section 1.1.5.7 Opportunities to support a diversified rural economy should be promoted by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.

According to the Ontario Agriculture Atlas, the subject lands primarily consist of Class 7 soils. Class 7 soils are not suitable for arable culture or permanent pasture. Further, the site consists of rocky slopes and ground with the areas in between tending towards bog-like conditions.

The subject site is located in proximity to two Mineral Deposit Inventory (MDI) items identified in the Township of South Frontenac's Draft Official Plan, Schedule D – Aggregates. These two mineral deposit sites are shown on Figure 4, below and have been identified in consultation with the Ministry of Northern Development and Mines (MNDM). The northernmost MDI site, adjacent to the subject site, has been identified as a lead and barite occurrence with a galena vein. Another MDI site is located approximately 600 metres south of the subject site, is a hematite occurrence. Records at both of the above MDI sites date to the early 20th century and the MNDM confirmed that no recent work has been done at either of the sites.

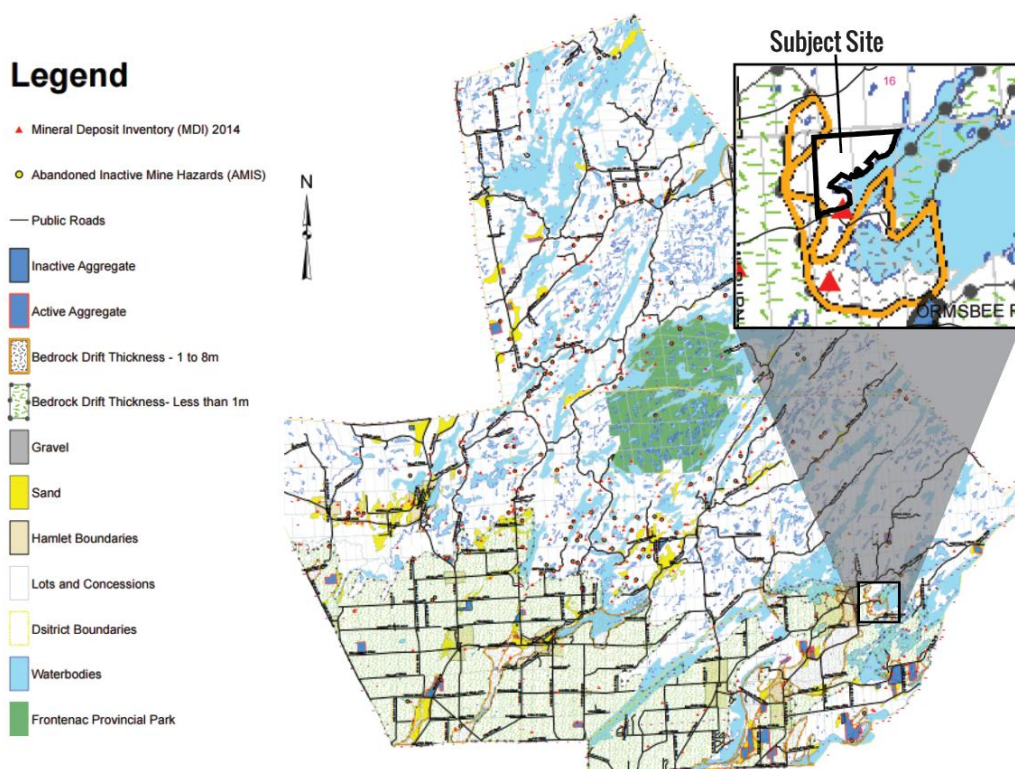


FIGURE 4: SCHEDULE D - AGGREGATES

Section 1.1.5.8 Agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices should be promoted and protected in accordance with provincial standards.

As noted above, the proposed development is located on soil which is not suitable for agriculture or agriculture-related uses. Similarly, the proposed development will not displace or interfere with any agricultural uses.

Section 1.1.5.9 New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

The proposed development exceeds all MDS requirements as it relates to agricultural uses.

Section 2: Wise Use and Management of Resources

Section 2 of the PPS contains policies that encourage the protection of natural heritage, water, agricultural, mineral, and cultural heritage and archaeological resources. The proposed development is consistent with Section 2 in that it:

- Is not expected to compromise local drinking water supplies;
- Will implement stormwater management practices to minimize stormwater volumes;
- Is not located on prime agricultural land;
- Will not preclude or hinder the expansion or continued use of existing mineral mining operations, petroleum operations or mineral aggregate operations; and
- Will mitigate any impact on natural heritage features and resources.

Section 3: Protecting Public Health and Safety

Section 3 of the PPS contains policies intended to reduce the potential for public cost or risk to Ontario's residents from natural or human-made hazards. The proposed development is consistent with these policies in that:

- No dwellings are proposed on lands that are threatened by flooding or erosion;
- The nearby Mineral Deposit Inventory sites have been confirmed by Ministry staff to not pose any risk to the proposed development. Therefore, the site is not located on, abutting or adjacent to lands adversely affected by mine hazards; oil, gas and salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource operations.

Based on this review of the PPS with respect to proposed residential development in rural areas, it is our opinion that the proposed low density residential development is consistent with the policies described by the Provincial Policy Statement as set out under the authority of the Planning Act.

County of Frontenac Official Plan

The County of Frontenac Official Plan was adopted by County Council on October 29, 2014. It was approved by the Ministry of Municipal Affairs and Housing in January 2016 and came into force as of February 2, 2016. As an upper tier-municipality, the County of Frontenac OP details high-level goals, objectives and policies for the four constituent municipalities (the Townships of Frontenac Islands, South Frontenac, Central Frontenac, and North Frontenac). The County is the approval authority for all Plan of Condominium applications within its jurisdiction.

Section 3 – Growth Management

3.3.3.4 Special Policies – Waterfront Areas

3.3.3.4.2 Goal – The overall goal of this Plan is to improve and protect the waterfront areas in Frontenac County as a significant cultural, recreational, economic, and natural environment resource and to maintain or enhance the quality of the land areas adjacent to the shore.

The proposed development will include enhanced setbacks as detailed in the Environmental Impact Study to ensure that the waterfront areas are protected.

3.3.3.4.3 Objectives

(2) To permit shoreland development that allows for sustainable growth of existing and new tourist developments and innovative and appropriately designed new residential developments;

The use of Vacant Land Condominium for shoreline development is generally innovative in contrast with traditional plans of subdivision and, in the proposed large-lot configuration, appropriate given the surrounding context. The use of Condominium roads ensures a quality level of access to one's property without increasing the servicing requirements of the Township.

(5) To ensure that the built form along a shoreline is not overly concentrated or dominating to the detriment of the natural form;

The smallest size of the proposed shoreline units is 1.11 hectares and the minimum frontage proposed is 91 metres. The low concentration of waterfront units combined with their large size ensures that the built form is not overly concentrated or dominating to the detriment of the natural form.

(6) To maintain, enhance and/or restore the majority of the developed and undeveloped shorelines in their natural state by promoting property stewardship;

The EIS recommends that a landowner's guide be provided to all future residents of the development. The landowner's guide will include stewardship guidelines.

(7) To preserve and enhance fish and wildlife habitat areas and other natural heritage features that are within and along Waterfront Areas.

The EIS made recommendations to ensure that wildlife habitat and other natural heritage features of the site will be protected. Recommendations from the EIS regarding setbacks will be incorporated into the proposed zoning.

3.3.3.4.4 Policies

(1) The character of Waterfront Areas is linked to the natural and built form that is associated with the lakes and rivers in the County. Generally the natural form includes vegetated shorelines with thin soils over bedrock. The built form is predominated by residential development including resorts and marinas. In this context, new development or redevelopment occurring in the Waterfront Areas should, where possible enhance and protect those qualities that contribute to the area's character;

The proposed development consists of residential dwellings on large lots, consistent with the neighbouring residential lots and therefore the existing built form. Enhanced setbacks from the high water mark will also be provided to ensure further protection of the natural form.

(6) Tree cover and vegetation is encouraged to be retained along the shoreline to maintain the visual and environmental integrity of Waterfront Areas. Where development is proposed along shorelines, Township Official Plans should contain policies relating to the preservation of a natural undisturbed buffer between the water's edge and new development;

A 40-metre setback from the high watermark will be incorporated into the proposed zoning by-law, which will include a 30-metre "no-cut" buffer intended to maintain the visual and environmental integrity of the waterfront.

(7) To maintain the shoreline character and water quality, Township Official Plans and Zoning By-laws shall require that:

a. For new lot creation, buildings and structures, including the septic system tile field, must be set back at least 30 metres (100 feet) from the ordinary high water marks of all waterbodies with non-disturbance of the native soils and very limited shoreline removal.

A 40-metre setback from the high watermark will be incorporated into the proposed zoning by-law, which will include a 30-metre "no-cut" buffer. The 30-metre buffer will not permit any disturbance of the native soils or to the shoreline.

Section 7 – Environmental Sustainability

Section 7 of the County Official Plan contemplates goals, objectives and policies relating to sustainability, the protection of the natural environment and water resources, and protection from hazard lands. Subsection '7.1.4.3 – Significant Wildlife Habitat' details policies dealing with the protection of significant wildlife habitat. Subsection '7.1.4.5 – Endangered and Threatened Species' defines policies relating to the conservation of endangered and threatened species in Frontenac County. Subsection '7.1.4.6 – Significant Woodlands' details policies intended to protect woodlands that are identified as significant. The EIS identified the number of natural heritage features along with mitigation measures to ensure the resources are appropriately protected i.e. increased shore line setbacks. Further analysis will be required to determine if any endangered and threatened species inhabit the site.

Based on this review of the County Official Plan with respect to the proposed development, it is our opinion that the proposed low density residential development conforms to the County Official Plan.

Township of South Frontenac Official Plan

The Township of South Frontenac Official Plan was adopted by Township Council on September 5th, 2000. It was Approved by the Ministry of Municipal Affairs and Housing (MMAH) on April 30, 2002, by the Ontario Municipal Board on November 25, 2003 and text Amendments were again approved by the MMAH on May 23, 2013. Schedule A of the Township Official Plan indicates that the lands are designated 'Rural'.

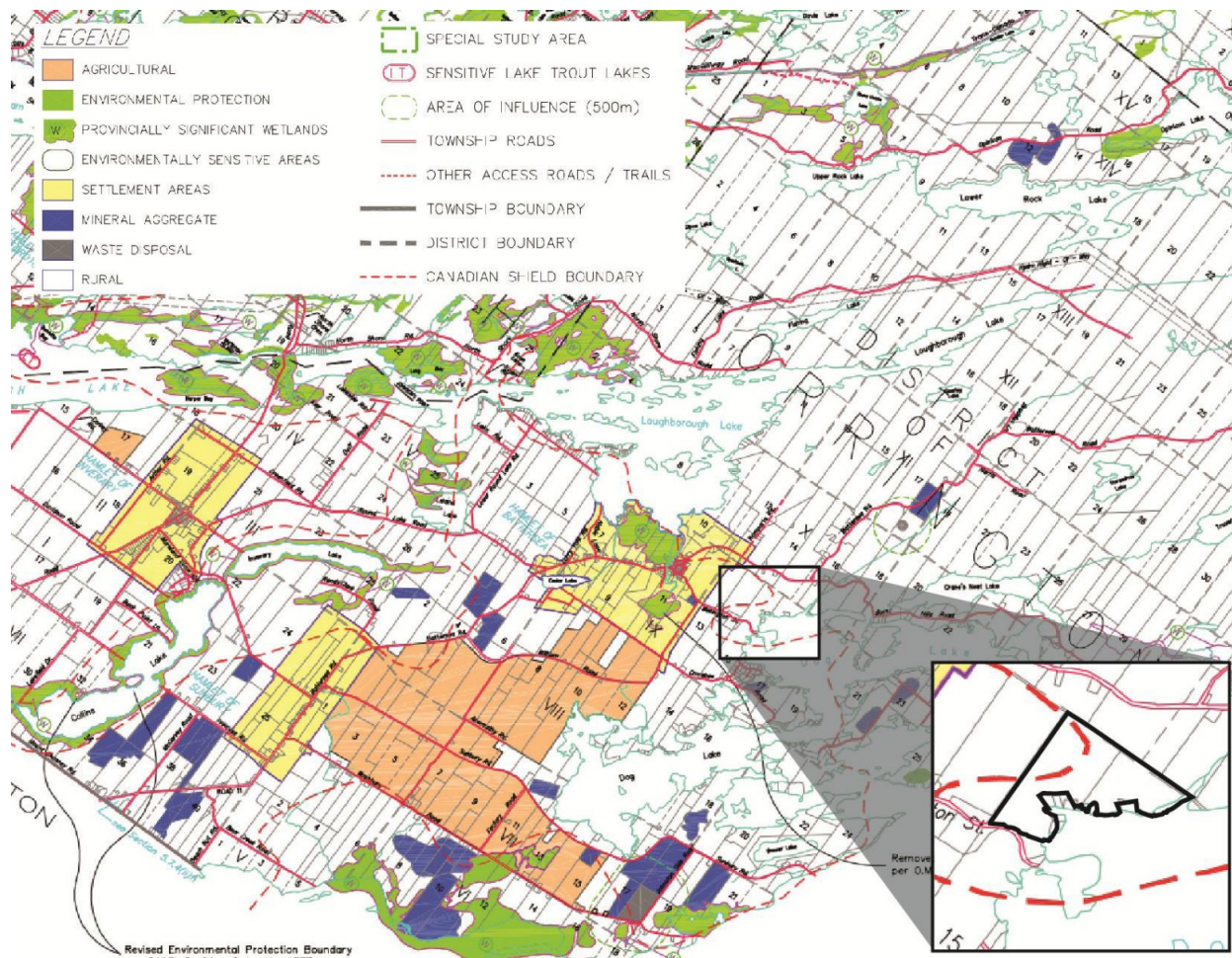


FIGURE 5: TOWNSHIP OF SOUTH FRONTENAC OFFICIAL PLAN: SCHEDULE A - LAND USE PLAN

Section 2 - Vision

Section 2.2 Interpretation of Vision Statement ... "rural character" ... Other factors which define the community as being rural include: large, uncrowded residential lots; private water and septic systems; mixture of woodlands, bush, agricultural fields and open landscapes...

The proposed development consists of residential condominium units, equivalent to lots, with a minimum area of 1.01 hectare at a gross density of 0.55 units per hectare, on private water and septic systems. The development also incorporates Common Elements open space which is intended to be kept in its natural state of woodland and bush. The proposed development exemplifies the Township's vision of rural character.

Section 5 – Land Use Policies

Section 5.2 Environmental Protection

The general intent of Section 5.2 is to preserve the Township's natural heritage systems as well as to protect residents from natural hazards. Given that the proposed development is located on a shoreline, consideration has been given to the following policies:

5.2.7 Environmentally Sensitive Areas

b) Policies for Development and Site Alterations Adjacent to Lakes and Rivers

The policies of this section apply to all lakes and rivers, except where they conflict with the policies detailed in Sections 5.2.8 of this Plan for Lake Trout Lakes.

i) All lands within 90 metres (295 feet) of the highwater mark of all lakes and rivers which are not designated Environmental Protection are included as Environmentally Sensitive Areas. Where development and site alterations are proposed in Environmentally Sensitive Areas, it is the intent of this Official Plan that all buildings, campsites and structures not related to the use of the water and all sewage disposal system leaching beds be well set back from the highwater mark. More specifically, a minimum setback of 30 metres (98.4 feet) from the highwater mark shall apply but greater setbacks may be required depending on conditions specific to individual sites. Vegetation within the setback area should be disturbed as little as possible consistent with pedestrian passage, safety, provision of views and ventilation. When considering views and ventilation, it is intended that only selective, minor tree cutting and trimming occur. The soil mantle within the setback area should not be altered. These measures are intended to minimize environmental and visual lake impacts by reducing phosphorous inputs, preventing erosion and by maintain a natural appearance of the shorelines. No commercial or clear-cut logging shall be permitted within 90 metres of the highwater mark of all lakes and rivers or on lands sloping towards lakes within the Township.

ii) In implementing subsection (i), it is intended that:

- 1) On lots created subsequent to the approval of this plan and having steep slopes, minimal woody vegetation cover, thin soils and/or soils with poor phosphorous retention capability, setbacks of 90 metres (295 feet) may be required.*

The proposed lot size and layout has been assessed by an ecologist and a hydrogeologist. All lots have been designed with these criteria in mind. In general terms a minimum 40-metre high watermark setback, which will include a 30-metre buffer where no disturbance is permitted has been recommended. Some greater setbacks are also provided on some of the lots to address matters related to steep slopes and thin soil cover.

c) Prior to constructing, funding or supporting public projects, such as municipal road or drainage works on land within or adjacent to Environmentally Sensitive Areas including lake trout lakes, Council shall consult with the Ministry of Natural Resources, the Ministry of the Environment and the Department of Fisheries and Oceans or agents to determine what design requirements, if any, are necessary to eliminate or mitigate adverse effects on the environmental feature or lake trout habitat including water quality requirements.

It is anticipated that the proponent will comply with any design requirements or mitigation measures identified as being absolutely necessary by the relevant Ministries.

Section 5.7 Rural

It is the general intent of Section 5.7 of the OP that residential development be encouraged to locate in Settlement Areas. Limited residential development may be permitted within the Rural area so as to provide for a variety of dwelling types for residents. New residential developments must be appropriately separated from incompatible agricultural areas, existing and proposed waste disposal, mineral extraction sites and resource areas, natural heritage areas, and natural hazards. Section 5.7.4 (ii) describes the following policies, which must be addressed, when considering residential development in the rural area:

- a) ...As a rule, the minimum lot size shall be 0.8 hectares (2 acres) with 76 metres (250 feet) of frontage on a public road for non-waterfront lots and 1 hectare (2.5 acres) with 76 metres (250 feet) of frontage on a public road and 91 metres (300 feet) of water frontage for waterfront lots. The municipality may consider reductions to the minimum lot size and frontage requirements provided the overall intent of the Plan is maintained.*

Section 7.3 describes the Vacant Land Condominium policies. These policies require that new condominium units comply with Section 5.7.7 'Limited Service Residential Policies' related to lot size and frontages, which are generally larger than the requirements found in Section 5.7.4 and noted above. Sections 5.7.7 and 7.3 are discussed in detail, below.

- b) Rural residential development shall be serviced by private water and sanitary sewage disposal systems approved by the appropriate authority.*

All lots will be serviced by individual well and septic systems and will be assessed by the appropriate approval authorities. The proposed units have been designed so as to accommodate both primary and alternative septic tile beds.

- c) New lots for rural residential purposes should be created by plan of subdivision in accordance with lot creation policies included in Section 7 of this Plan. ...Any proposal which would create more than three new lots (three plus a retained) from a lot existing on the day of adoption of this Plan shall only be considered by plan of subdivision.*

The Units in a Vacant Land Condominium are vacant plots of land upon which dwellings can be constructed once the Plan of Condominium is registered. In this way, a Vacant Land Condominium is functionally nearly identical to a Plan of Subdivision. The primary difference is the shared ownership of common elements, such as roads, pathways and open space.

- d) All new rural residential lots shall have public road frontage.*

The subject lands front on the north side of Wellington Street. The proposed residential units will front onto private condominium roads under the common ownership of the condominium corporation, which will provide access to Wellington Street.

Further to the above, limited service residential development is intended to be located in the Rural areas of the Township adjacent to water bodies or water courses, where primary access is from a private road or navigable waterway. The following development policies, described in Section 5.7.7 (ii) must be addressed when considering limited service residential development and a plan of condominium in the rural area:

- a) As a rule, the minimum lot size shall be 1 hectare (2.5 acres) with a minimum of 91 metres (300 feet) of water frontage and 76 metres (250 feet) of frontage on a private road. The municipality may consider reductions to the minimum lot size and frontage requirements provided the overall intent of the Plan is maintained.*

The minimum lot size in the proposed development is 1.01 hectares, the minimum water frontage is 91 metres, and the minimum private road frontage is 76 metres. No reduction in the above-noted requirements is being sought for the proposed development.

b) The creation of up to a maximum of three new limited service residential lots per landholding existing on the day of adoption of this Plan may be permitted by consent, in accordance with the General Consent policies of Section 7 of this Plan.

The proposed development is seeking the creation of 18 residential units, therefore a severance would not be permitted. A Plan of Vacant Land Condominium is the mechanism that has been selected for land division in the proposed development.

c) Severances for new waterfront limited service residential lots may be permitted on newly created private roads provided the new private road intersects with an existing public road and is designed and constructed in accordance with Township standards for new private roads.

The proposed development is not seeking any severances. The condominium corporation will be responsible for the routine maintenance (e.g. snow plowing) and periodic upkeep (e.g. road repair) of the private roads. The private roads will also be designed and constructed in accordance with Township standards.

d) Limited service residential development shall be serviced by private water and sanitary sewage disposal systems. Such systems shall be approved by the appropriate authority.

The proposed development will be serviced by individual private well and septic systems, in accordance with the OP. The appropriate approval authorities will assess the servicing for each unit.

e) Limited service residential development shall be designed to preserve as much as possible a site's physical attributes, such as tree coverage, varying topography, scenic views, etc, for the benefit of future residents.

The proposed development incorporates three common element open spaces, which are intended to preserve and protect the natural beauty and physical attributes of the site. Tree coverage and varying topography will be maintained on a large open space in the northwest corner of the site, with an area of 3.11 hectares. Two smaller open spaces on the waterfront, with areas of 0.14 hectares and 0.23 hectares, will ensure that all future residents will have access to the stunning scenic views of Dog Lake.

f) Limited service residential development shall be developed in accordance with the applicable policies of Section 5.2 of this Plan.

Please see above for a detailed discussion of how the proposed development relates to the policies of Section 5.2.

g) Where communal docking facilities are proposed, such facilities shall be located a suitable distance, generally 60 metres (196.8 feet), from the nearest residential use, residential land use designation or residential zone.

No communal docking facilities are proposed for the subject site.

h) Where an existing limited service residential lot or a lot created by consent of the Committee of Adjustment for limited service residential purposes subsequent to the date of approval of this Plan fronts upon a private road or unassumed public road, a building permit may be issued for the erection of a building or structure providing the applicant enters into an agreement with the Township which is to be registered on title. This agreement is to indicate:

- 1) that the owner recognizes that the lot is located on a private road which is not snowplowed or in any other way maintained by the Township.*
- 2) that the disposal of garbage, snowplowing and any other road maintenance is the responsibility of the property owner; and*
- 3) that the Township assumes no liability in the event that emergency vehicles are not able to access the lot because of impassable road conditions.*

There are two existing residential lots that will be surrounded by the proposed development. These two lots will gain access to the private roads maintained by the condominium corporation that provide a linkage to Wellington Street.

Section 7 Division of Land

7.1.1 Special severance Policies – Shallow and Narrow Bodies of Water

Notwithstanding anything in this Plan to the contrary, no lot with waterfrontage shall be approved adjacent to a narrow waterbody unless the water frontage is at least 150 metres (492 ft.) in order to ensure safe boating and swimming conditions, to avoid an overdeveloped appearance in a constricted area and to help ensure a reasonable separation between residential uses. A narrow waterbody is an area where the minimum general distance from shoreline to shoreline is 150 metres (492 ft.) for a lake and 50 metres (164 ft.) for a river. Guidelines for measuring narrow waterbodies are included in Appendix 'B'.

Unit 1 is a waterfront lot with 91 metres of waterfrontage along a small inlet of Dog Lake which meets the criteria noted above for a narrow waterbody. The intent of this policy is to ensure that newly created lots on narrow waterbodies do not contribute to unsafe boating conditions, give the appearance of overdevelopment, or create an unreasonable separation between residential uses. Unit 1 is located between two existing lots and is maximizing the available waterfrontage at this location. It is therefore an existing condition and not one that is being newly created as a result of lot creation.

7.3 General Policies for Plans of Condominium (Vacant Land with Common Elements)

- a) Development of land by plan of condominium shall be required when the creation of individual units and common areas within a single lot, is proposed.*

The proposed development consists of one lot with 18 individual units, three common elements open spaces and one common elements private road.

- b) The proposed plan of condominium shall be at a scale which is compatible with the existing or anticipated scale of development in the area.*

The surrounding area is characterized by rural residential development with some minor agricultural development nearby. The proposed development will surround two existing lots on Dog Lake and will be at a scale comparable to the larger of the two existing lots. The provision of generous unit sizes, large frontages, retained woodlands and natural waterfront area is therefore reflective of the scale and character which is well-established in the area.

- c) Existing public access roads shall have the capability to support the additional traffic loads anticipated from the proposal. Where upgrading and additional maintenance may be required, the Municipality will assess the financial impact of these additional expenditures and may levy charges or request a contribution from the developer to offset these costs. All development shall occur on a common element private lane that is maintained through the condominium corporation.*

Access to the subject site is provided by Wellington Street, which is anticipated to have sufficient capacity to accommodate the additional traffic generated by the proposed

development. All proposed units will front onto condominium roads, which are common elements that will be maintained by the condominium corporation.

- d) New condominium units shall comply with the minimum lot areas and frontages outlined in section 5.7.7 (ii) of this Plan. Reductions to these general requirements may be considered provided they are justified through the condominium approval process and provided they are based on good land use planning principles. For greater certainty, all units shall be supported by a sufficient area of land so that a private well for water supply can be located without danger of contamination by the sewage system and so that a serious draw down of groundwater levels beyond the boundaries of the lot itself can be avoided. An application for a privately serviced plan of condominium shall be accompanied by a detailed hydrogeological study and such other analysis as is required in accordance with Ministry of the Environment guidelines, all of which shall be prepared by a qualified professional and satisfactory to the Municipality.*

All of the units in the proposed development meet the lot area and frontage requirements outlined in Section 5.7.7 (ii). No reductions are being sought to accommodate the proposed development.

- e) All applications for condominium development shall be accompanied by a preliminary stormwater management/drainage plan prepared by a qualified professional and satisfactory to the municipality.*

An Analysis of Stormwater Management Requirements has been prepared by Josselyn Engineering. This report recommends measures to mitigate impacts from the proposed development and improve existing drainage conditions throughout the site, protect home owners from flooding, protect Dog Lake, and mitigate impacts during construction.

- f) Condominium units shall have access to an interior common elements private lane, engineered and constructed to meet or exceed the Township's standards for new private lanes. A higher standard of lane construction may be required by the Township based on the scale of the development and/or conditions that would adversely affect the quality of the lane construction. Nothing in the aforementioned shall be construed as encouraging access to existing roads.*

All of the proposed condominium units shall have access to one of two proposed common elements condominium roads. The roads shall be designed and constructed to meet the Township's requirements for private roads.

- g) As many trees as possible shall be preserved as part of the development, particularly mature and healthy stands of trees and reforestation shall take place where appropriate.*

The proposed development will seek to preserve as many trees as possible, on the understanding that a certain degree of tree removal will be required in order to accommodate the proposed development. According to the Environmental Impact Statement (EIS), those portions of the site's woodlands adjacent to the waterfront are significant and provide significant wildlife habitat. In order to prevent and mitigate any negative impacts, the following mitigating measures are recommended:

- All buildings and septic beds will be located in order to maximize setback distances and prevent erosion impacts; and
- The removal of any living tree greater than eight inches in diameter at breast height (DBH) within 40 metres of the waterfront will be prohibited by the condominium agreement. Any trees knocked over by blowdown can be removed.

- h) Topography and/or vegetation shall be maintained and augmented to create an appropriate or desirable environment and buffering may be requested to ensure compatibility with adjacent uses.*

The EIS recommended a minimum setback of 40 metres from the Dog Lake waterline in order to ensure a 30-metre buffer. All proposed development shall be constructed per the proposed setback.

- i) Plans of condominium shall be designed to allow for the appropriate integration of the subject land with the adjacent lands. The subject land shall front onto a fully maintained public road and any newly-created private lane on the subject land shall gain its access directly from the public road.*

The subject lands front onto Wellington Street, a public road. Two private condominium roads will provide access to Wellington Street from each unit within the site.

- j) The proposed development shall be appropriately served by existing levels of municipal services such as fire protection, police protection and school facilities. Additional services shall be provided by the Condominium Corporation including communal garbage facilities at the public road. The corporation may be required to enter into an agreement with a private firm for the provision of these services. Any proposal requiring substantial upgrading to existing municipal services will generally not be permitted unless it is determined by the Municipality and any pertinent agencies to be appropriate.*

Existing garbage and snow removal are currently provided by the municipality on Wellington Street. A communal garbage facility for residents of the condominium will be established at Wellington Street and internal snow removal will be the responsibility of the condominium corporation. Therefore, the proposed development can be serviced by existing levels of municipal services.

- k) The Municipality shall enter into a condominium agreement with the owner in accordance with the Planning Act and Condominium Act as a condition of final approval of a plan of condominium. This agreement will set out the internal and external services and obligations that shall be required of the developer and will specify the necessary financial securities required by the Municipality to ensure that conditions of approval are fulfilled.*

The applicant is prepared to enter into a condominium agreement.

- l) The developer shall provide background information satisfactory to the Municipality demonstrating the appropriateness of the location for the plan of condominium. This information shall include a hydrogeological study (as noted above [sic] and may include drainage studies, traffic impact studies and environmental impact statements.*

A Hydrogeological Study was prepared which indicates that the quality and quantity of groundwater, as well as the general soil conditions of the site, can accommodate the proposed development. A Stormwater Management Analysis is also provided which recommends best practices for managing surface runoff. An Environmental Impact Study was also prepared, which recommends measures for mitigating environmental impacts to the site.

- m) Plans of condominium shall be compatible with adjacent areas and the general intent of this Plan.*

The proposed Vacant Land Condominium describes units which are comparable in size and quality to adjacent areas. The development will also protect the significant natural features of

the site which will result in a development which is consistent with the rural and natural character of the area.

- n) A cultural heritage resource assessment and/or an archaeological assessment may be required for any lands to be developed. The assessment and any recommendations for the conservation of significant cultural heritage resources identified through the assessment may be a condition of condominium approval and may be included in the final agreement with the condominium corporation.*

A Stage 1-2 Archaeological Assessment has been completed. The recommendations of the Archaeological Assessment are that no further archaeological work needs to be conducted on the site due to the absence of any artifacts or signs of historical habitation.

- o) Where units in a plan of condominium are created that front onto or are accessed by a common elements private lane maintained by the condominium corporation, a building permit may only be issued for the erection of a building or structure providing the applicant enters into an agreement with the Township which is to be registered on title of the subject property. This agreement is to indicate:*

- 1) That the owner recognizes that the lot is located on a private lane which is not snowplowed or in any other way maintained by the Township.*
- 2) That the disposal of garbage, snowplowing and any other road maintenance is the responsibility of the property owner; and*
- 3) That the Township assumes no liability in the event that emergency vehicles are not able to access the lot because of impassable road conditions.*

The applicant is prepared to enter into such an agreement.

- p) The specific provisions of the Planning Act and the Condominium Act relating to plans of condominium shall apply in addition to the policies set out in this Plan.*

A Vacant Land Condominium is a form of condominium ownership found in the *Condominium Act, 1998*. Per Section 155(1), it cannot apply where any unit is located above or below any other unit. Further, no building or structure can be constructed prior to the registration of the condominium plan. The proposed development is consistent with the *Condominium Act* in this regard, as units are located on either side of one another and buildings and structures will only be constructed after plan registration.

The sections of the *Planning Act* which describe the approval process of a plan of subdivision application (Sections 51, 51.1 and 51.2) also apply to a plan of condominium application. The *Planning Act* prescribes information that must be provided by the applicant to the approval authority. The Draft Plan of Condominium enclosed includes items (a) through (l) as defined in Section 51(17).

According to Section 51(24) of the *Planning Act*, in considering a plan, regard shall be had to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality. The proposed development conforms to these considerations as it:

- is consistent with matters of provincial interest;
- conforms to the policies of the Official Plan;
- is suitable for the subject lands;
- is accessible via an existing public road;
- conserves the site's natural resources;
- does not require the expansion of municipal services.

Section 51.1(1) of the *Planning Act* addresses parkland dedication requirements. As discussed below, the proposed Common Elements open space meets the requirements of the *Planning Act*.

q) The Township is entitled to and will require a dedication of parkland or cash-in-lieu of parkland under the terms provided in the Planning Act.

While the proposal provides over 3 hectares of open space it is intended for the use of the condominium. As such, cash-in-lieu of parkland is proposed to satisfy this requirement.

Based on this review of the Township Official Plan with respect to the proposed development, it is our opinion that the proposed low density residential development conforms to the policies of the Plan.

Township of South Frontenac Zoning By-law

The subject lands are zoned Rural (RU) by Zoning By-law 2003-75.

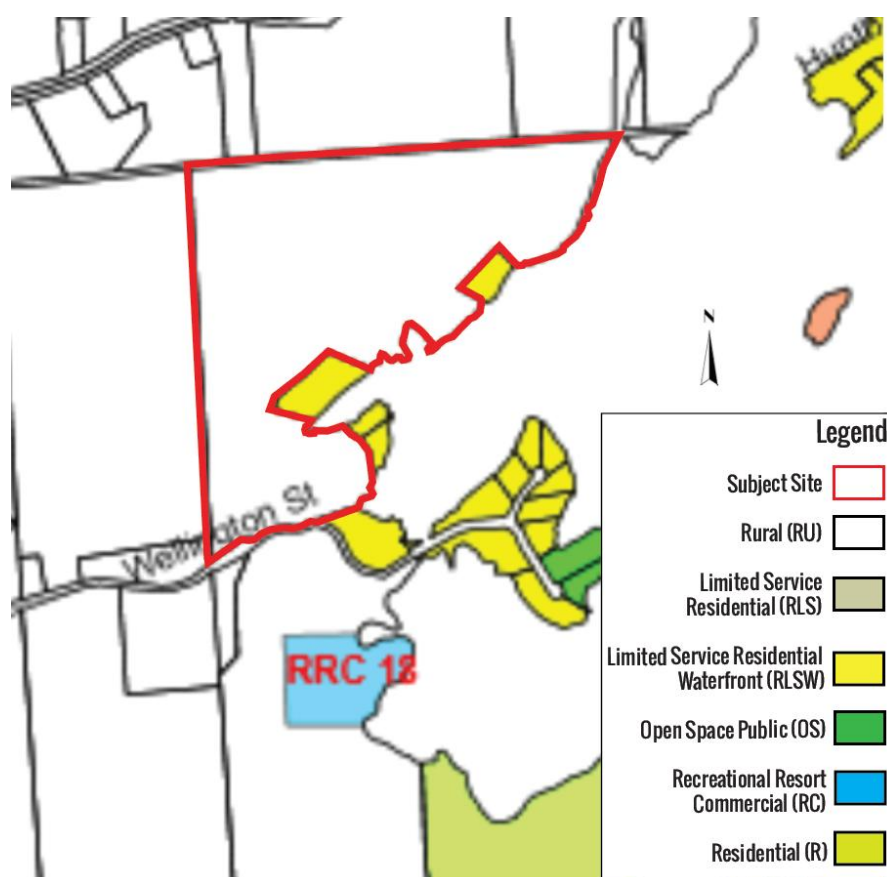


FIGURE 6: TOWNSHIP OF SOUTH FRONTENAC CURRENT ZONING

The proposed zoning for the site will consist of two zones for the residential units, Limited Service Residential (RLS) and Limited Service Residential Waterfront (RLSW). The Common Elements open spaces are to be zoned Open Space Private (OSP). The Hydrogeological Assessment and Terrain Analysis prepared by BluMetric includes a plan showing the proposed locations of building envelopes (20 metres x 20 metres) and both primary and alternative septic bed locations.

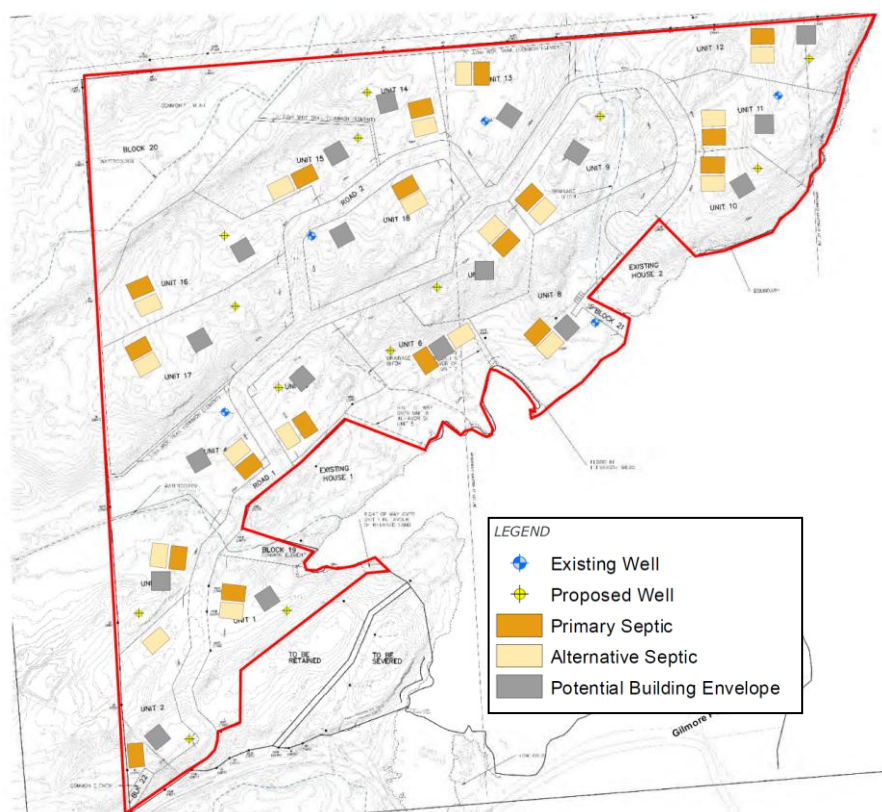


FIGURE 7: PROPOSED BUILDING, WELL AND SEPTIC LOCATIONS

Unit	Object	Distance from (m)	
		Dog Lake	Water Course
1	septic	65	33
	build envelope	44	47
2	septic	NA	NA
	build envelope	NA	NA
3	septic	NA	32
	build envelope	NA	NA
4	septic	NA	52
	build envelope	NA	35
5	septic	NA	66
	build envelope	NA	31
6	septic	40	19.8
	build envelope	43	36
7	septic	NA	NA
	build envelope	NA	NA
8	septic	41	49
	build envelope	42	32
9	septic	NA	47
	build envelope	NA	42

10	septic	61	NA
	build envelope	47	NA
11	septic	97	NA
	build envelope	58	NA
12	septic	91	NA
	build envelope	51	NA
13-18	septic	NA	NA
	build envelope	NA	NA

TABLE 1: PROPOSED SHORELINE BUFFERS FOR BUILDING AND SEPTIC ENVELOPES

LIMITED SERVICE RESIDENTIAL (RLS-X)

PROVISION	REQUIREMENT	PROPOSED	COMPLIANCE
Lot Area (min.)	8,000 sq. metres	10,000 sq. metres	✓
Lot Frontage (min.)	76 metres	76 metres	✓
Front Yard (min.)	20 metres	20 metres	✓
Rear Yard (min.)	10 metres	10 metres	✓
Interior Side Yard (min.)	3 metres	3 metres	✓
Exterior Side Yard (min.)	20 metres	20 metres	✓
Lot Coverage (max.)	10%	10%	✓
Building Height (max.)	11 metres	11 metres	✓
Gross Floor Area (min.)	59 sq. metres	59 sq. metres	✓
Off-street Parking	2 spaces per unit	2 spaces	✓
Private Lane Setback	5 metres	5 metres	✓
Highwater Mark Setback	30 metres	40 metres	✓ Amendment to exceed requirements
Top of Bank Setback	15 metres	15 metres	✓

LIMITED SERVICE RESIDENTIAL WATERFRONT (RLSW-X)

PROVISION	REQUIREMENT	PROPOSED	COMPLIANCE
Lot Area (min.)	10,000 sq. metres	10,000 sq. metres	✓
Lot Frontage (min.)	76 metres	76 metres	✓
Water Frontage (min.)	91 metres	91 metres	✓
Front Yard (min.)	30 metres	30 metres	✓
Rear Yard (min.)	10 metres	10 metres	✓
Interior Side Yard (min.)	3 metres	3 metres	✓
Exterior Side Yard (min.)	10 metres	10 metres	✓
Gross Floor Area (min.)	59 sq. metres	59 sq. metres	✓
Lot Coverage (max.)	5%	5%	✓
Building Height (max.)	11 metres	11 metres	✓

Setback from highwater mark or floodline of a body of water (min.)	30 metres	40 metres	✓
Off-street Parking	2 spaces per unit	2 spaces	✓
Private Lane Setback	5 metres	5 metres	✓
Highwater Mark Setback	30 metres	40 metres	✓ Amendment to exceed requirements
Top of Bank Setback	15 metres	15 metres	✓

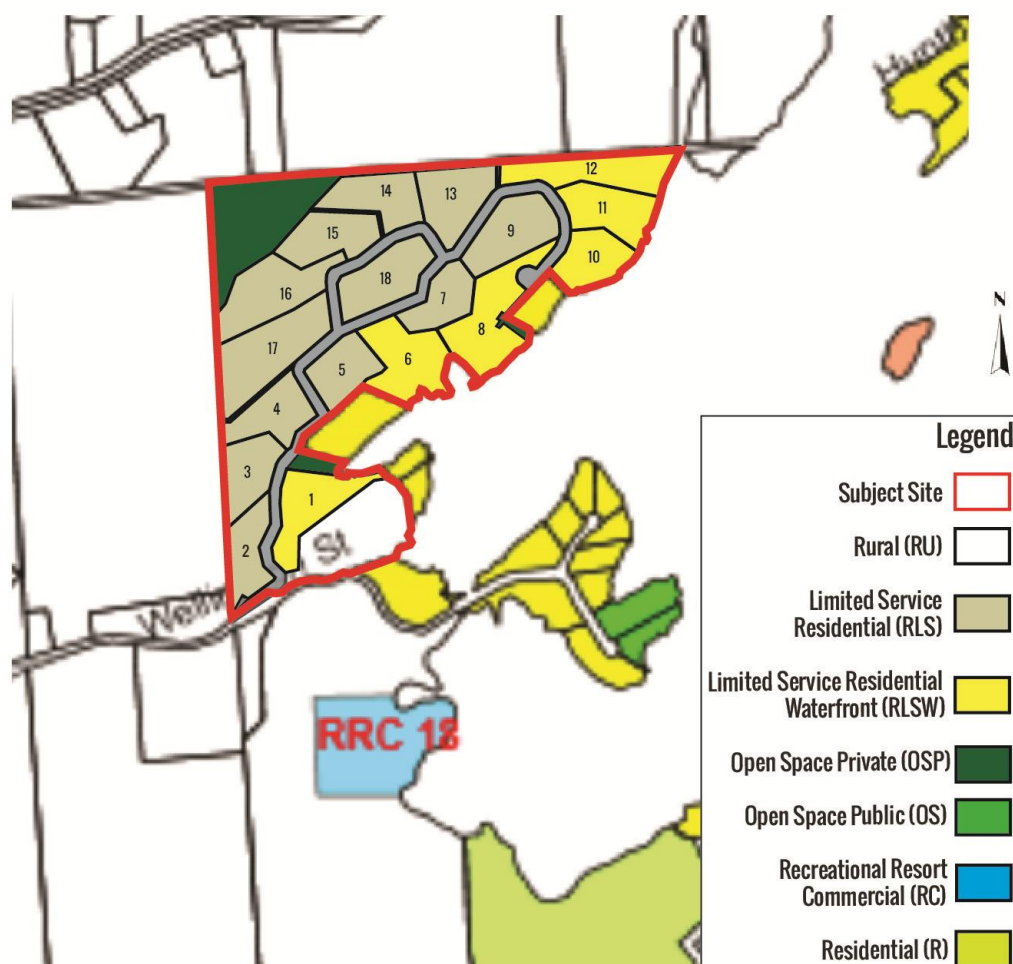


FIGURE 8: TOWNSHIP OF SOUTH FRONTENAC PROPOSED ZONING

The proposed Site Specific zones 'RLS-X' and 'RLSW-X' do not require any relief from the provisions described in the parent Zoning By-law. The site-specific RLS zone is seeking an expansion in minimum lot area in order to ensure a consistent lot fabric throughout the proposed condominium development. Both zones will also incorporate an enhanced minimum setback of 40 metres from the highwater mark to satisfy the environmental considerations of the site. No amendment is sought for the Open Space Private zone as the language in the parent zoning is appropriate for the proposed use.

7. Conclusion

The descriptive information and policy analysis presented within this report brings us to the conclusion that the proposed Vacant Land Condominium to allow the development of 18 single family dwellings is appropriate and desirable from a land use perspective. The lands within the vicinity of the site are occupied by rural residential and agricultural uses. The proposed development is similar and compatible with adjacent uses. Approval of the proposed Draft Plan of Vacant Land Condominium and Zoning By-law Amendment will provide an opportunity for additional residential development in a manner which is consistent with the vision, goals, objectives, and policies of the Township of South Frontenac's Official Plan. The proposed development is consistent with the *Provincial Policy Statement* as it represents limited residential development and does not require an unnecessary expansion of municipal services. A review of the supporting studies indicates that the proposed development can be serviced appropriately while implementing measures to mitigate any impact on the ecological features of the subject lands.

We trust the above-noted and enclosed information and materials are sufficient to allow the Township of South Frontenac to process this application. Should you require any additional information, please do not hesitate to contact the undersigned at 613.542.5454 ext. 221.

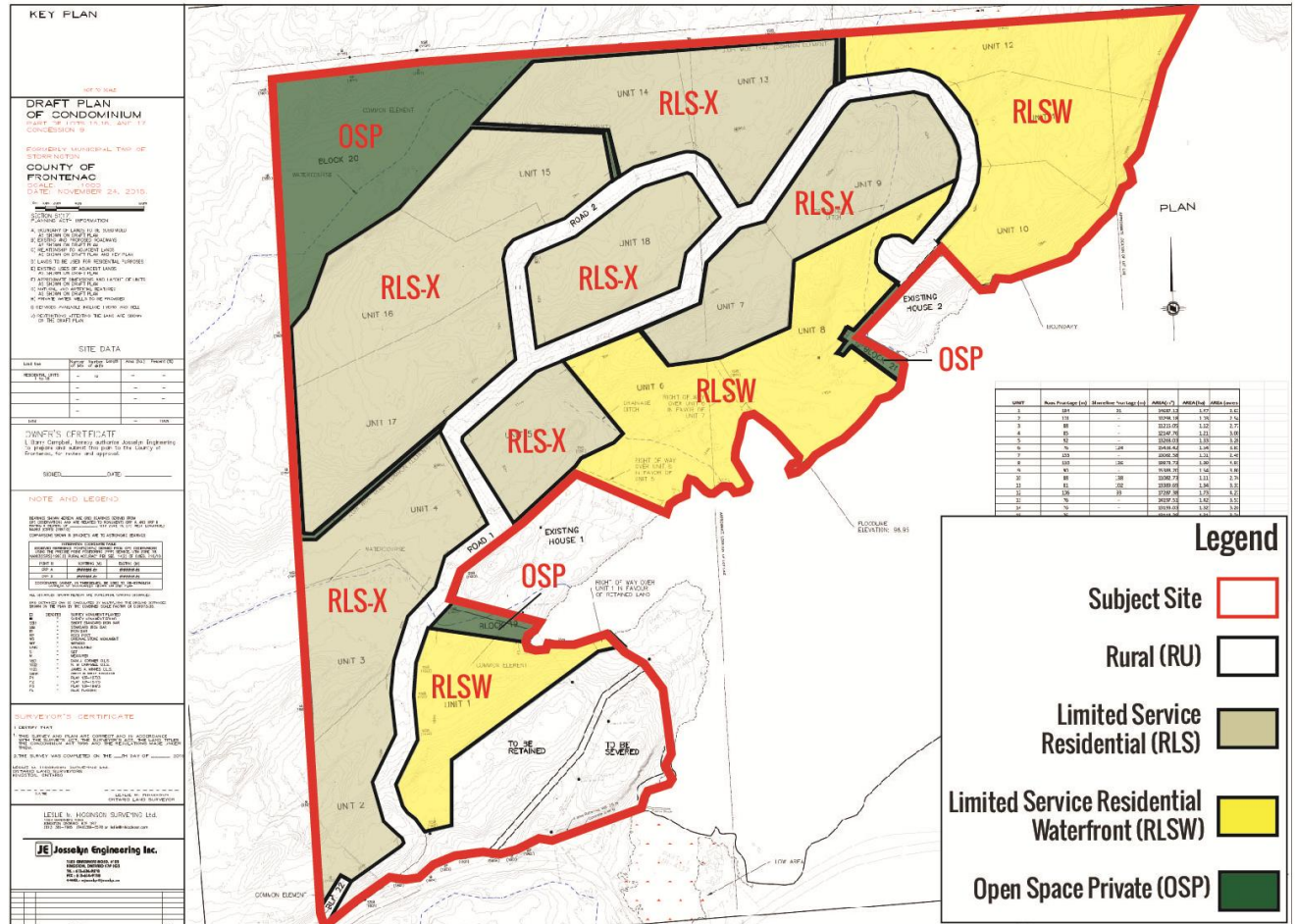
Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Mike Keene', is positioned above the printed name.

MIKE KEENE, MCIP RPP
Manager, Planning + Policy



9. Appendix B – Proposed Zone Schedule



10. Appendix C – Proposed Zoning

RLS-X

Notwithstanding anything in this by-law to the contrary, the lands zoned Site Specific Limited Service Residential shall be used only in accordance with the following:

- a) The minimum lot area shall be 10,000 square metres;
- b) The minimum setback from the established wetland boundary or high water mark shall be 40 metres.
- c) The minimum setback from identified watercourses shall be as follows:
 - a. Units 9 and 12: The minimum setback shall be 6 metres;
 - b. Units 3, 4, 14, 15, and 16: The minimum setback shall be 30 metres.

RLSW-X

Notwithstanding anything in this by-law to the contrary, the lands zoned Site Specific Limited Service Residential Waterfront shall be used only in accordance with the following:

- a) The minimum setback from the established wetland boundary or high water mark shall be 40 metres.
- b) The minimum setback from identified watercourses shall be as follows:
 - a. Units 5, 6 and 8: The minimum setback shall be 6 metres;
 - b. Unit 1: The minimum setback shall be 30 metres.

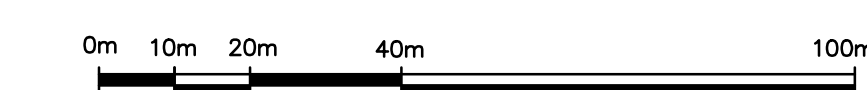
KEY PLAN

NOT TO SCALE

DRAFT PLAN
OF CONDOMINIUM
PART OF LOTS 15,16, AND 17
CONCESSION 9

FORMERLY MUNICIPAL TWP OF
STORRINGTON

COUNTY OF
FRONTENAC
SCALE: 1 : 1000
DATE: NOVEMBER 24, 2015



SECTION 51(17)
PLANNING ACT- INFORMATION

- A) BOUNDARY OF LANDS TO BE SUBDIVIDED AS SHOWN ON DRAFT PLAN
- B) EXISTING AND PROPOSED ROADWAYS AS SHOWN ON DRAFT PLAN
- C) RELATIONSHIP TO ADJACENT LANDS AS SHOWN ON DRAFT PLAN AND KEY PLAN
- D) LANDS TO BE USED FOR RESIDENTIAL PURPOSES
- E) EXISTING USES OF ADJACENT LANDS AS SHOWN ON DRAFT PLAN
- F) APPROXIMATE DIMENSIONS AND LAYOUT OF UNITS AS SHOWN ON DRAFT PLAN
- G) NATURAL AND ARTIFICIAL FEATURES AS SHOWN ON DRAFT PLAN
- H) PRIVATE WATER WELLS TO BE PROVIDED
- I) SERVICES AVAILABLE INCLUDE HYDRO AND BELL
- J) RESTRICTIONS AFFECTING THE LAND ARE SHOWN ON THE DRAFT PLAN

SITE DATA

Land Use	Number of lots	Number of units	Length	Area (ha.)	Percent (%)
RESIDENTIAL UNITS 1 to 18	—	18		—	—
	—			—	—
	—			—	—
	—			—	—
Total				—	100%

OWNER'S CERTIFICATE

I, Barry Campbell, hereby authorize Josselyn Engineering to prepare and submit this plan to the County of Frontenac, for review and approval.

SIGNED: _____ DATE: _____

NOTE AND LEGEND

BEARINGS SHOWN HEREON ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS AND ARE RELATED TO MONUMENTS ORP A AND ORP B HAVING A BEARING OF _____, UTM ZONE 18, (75° WEST LONGITUDE) NAD83 (CSRS) (1997.0).

COMPARISONS SHOWN IN BRACKETS ARE TO ASTRONOMIC BEARINGS

INTEGRATION COORDINATE TABLE		
OBSERVED REFERENCE POINT(CSRP) DERIVED FROM GPS OBSERVATIONS, USING THE PRECISE POINT POSITIONING (PPP) SERVICE, UTM ZONE 18, NAD83(CSRS)(1997.0) RURAL ACCURACY PER SEC. 14(2) OF O.R.G. 216/10		
POINT ID	NORTHING (M)	EASTING (M)
ORP A	#####	#####
ORP B	#####	#####
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

GRID DISTANCES CAN BE CALCULATED BY MULTIPLYING THE GROUND DISTANCES SHOWN ON THE PLAN BY THE COMBINED SCALE FACTOR OF 0.99973335.

- | | | |
|------|---------|-------------------------|
| Q | DENOTES | SURVEY MONUMENT PLANTED |
| ■ | | SURVEY MONUMENT FOUND |
| SSIB | | SHORT STANDARD IRON BAR |
| SIB | | STANDARD IRON BAR |
| IB | | IRON BAR |
| RP | | ROCK POST |
| WS | | ORIGINAL STONE MONUMENT |
| WT | | WITNESS |
| CALC | | CALCULATED |
| S | | SET |
| M | | MEASURED |
| 1801 | " | DAN J. CORMIER O.L.S. |
| 1022 | " | N. B. CAMPBELL O.L.S. |
| 1120 | " | JAMES A. MINNES O.L.S. |
| S&SK | " | SMITH & SMITH KINGSTON |
| P1 | " | PLAN 13R-12703 |
| P2 | " | PLAN 13R-157715 |
| P3 | " | PLAN 13R-18473 |
| FL | " | BLUE FLAGGING |

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYOR'S ACT, THE LAND TITLES THE CONDOMINIUM ACT 1998 AND THE REGULATIONS MADE UNDER THEM.

2. THE SURVEY WAS COMPLETED ON THE ____TH DAY OF _____, 2015

LESLIE M. HIGGINSON SURVEYING Ltd.
ONTARIO LAND SURVEYORS
KINGSTON, ONTARIO

DATE _____

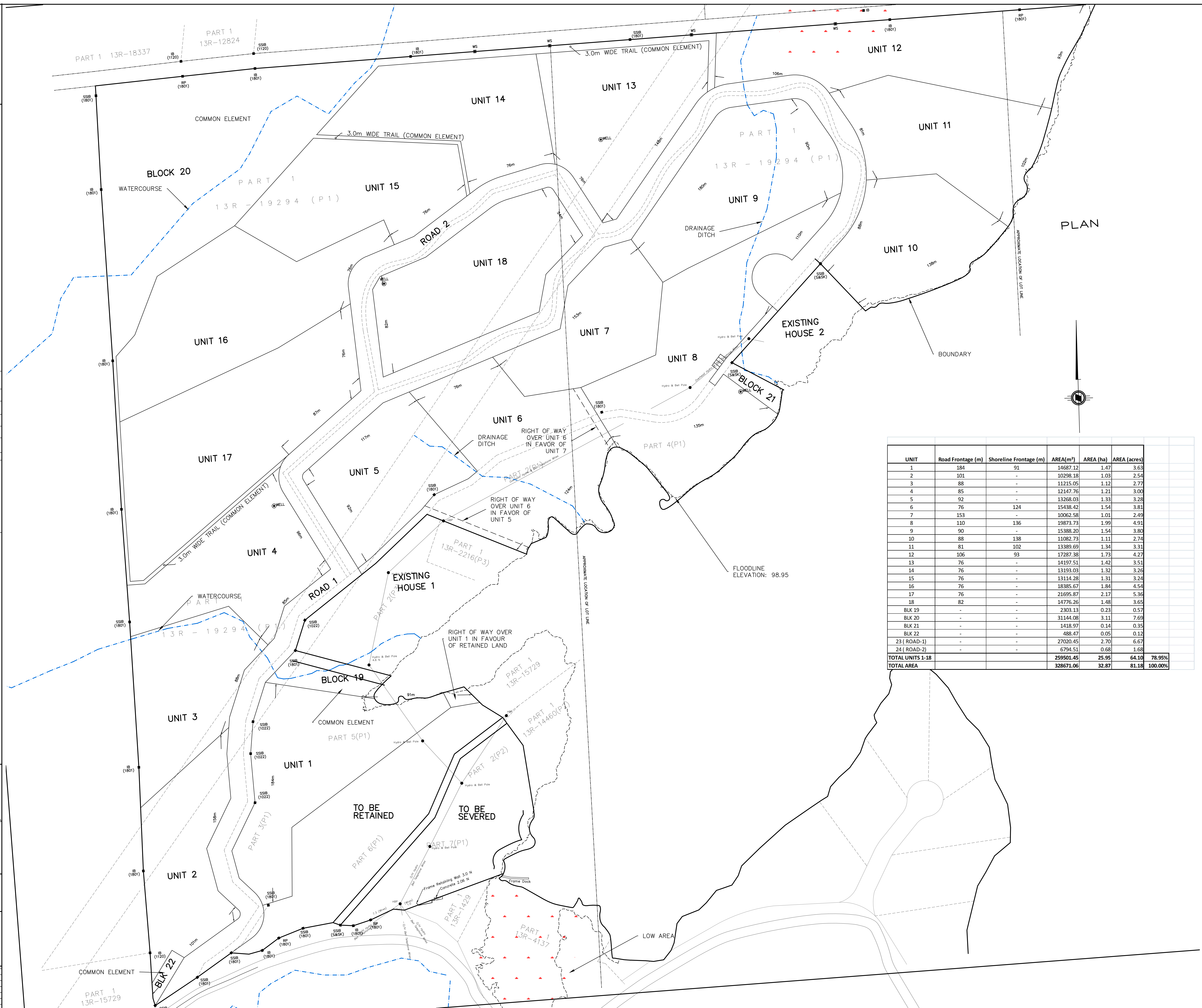
LESLIE M. HIGGINSON
ONTARIO LAND SURVEYOR

LESLIE M. HIGGINSON SURVEYING Ltd.
1064 GARDINERS ROAD
KINGSTON, ONTARIO K7P 1R7
(613) 389-7986 (FAX) 389-5578 or leslie@mhhigginson.com

JE Josselyn Engineering Inc.

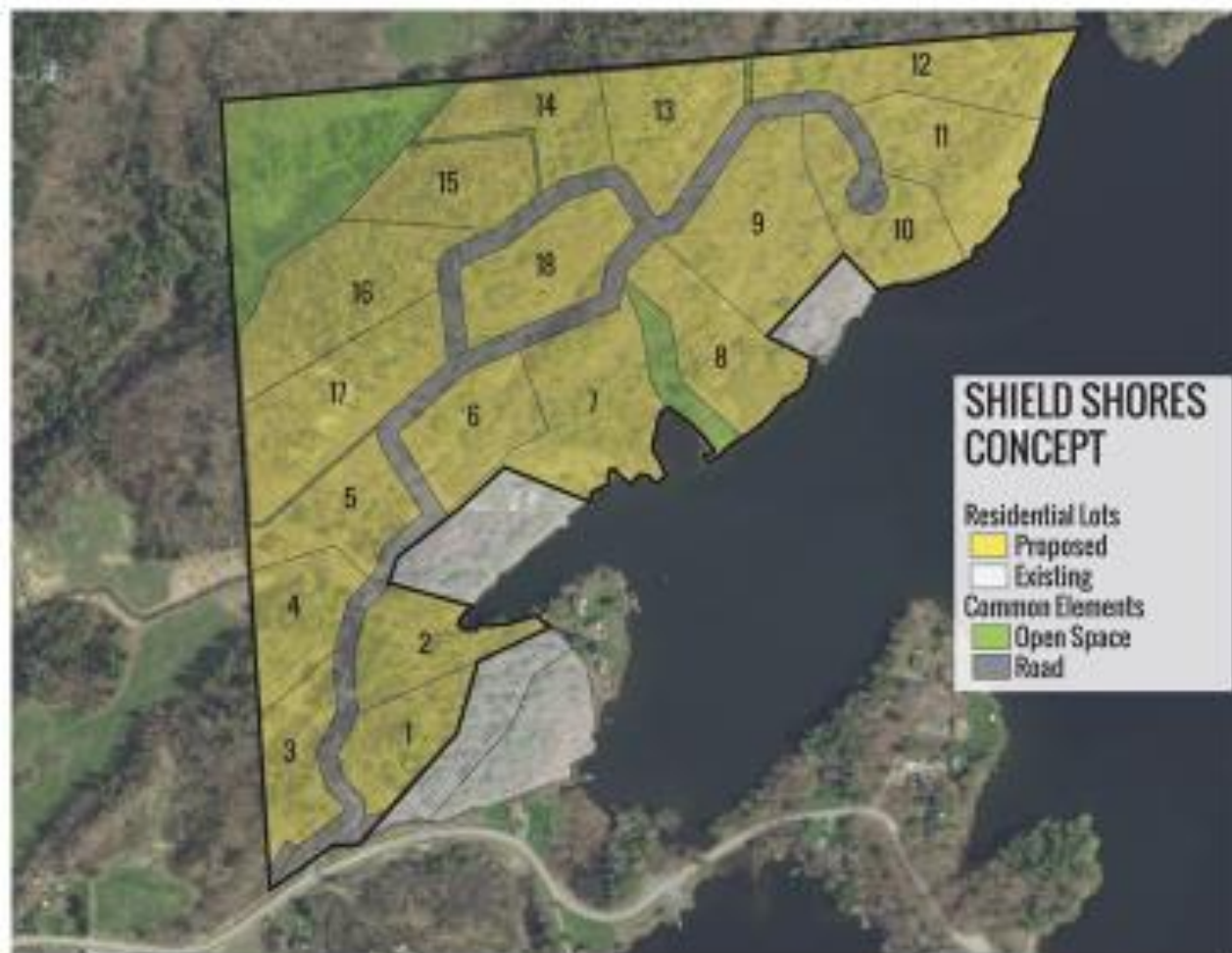
1225 GARDINERS ROAD, #105
KINGSTON, ONTARIO K7P 0G3
TEL : 613-634-9278
FAX : 613-634-9138
E-MAIL : mjosselyn@josselyn.ca

No.	Rx	Date	Revision	Checked



UNIT	Road Frontage (m)	Shoreline Frontage (m)	AREA(m²)	AREA (ha)	AREA (acres)
1	184	91	14687.12	1.47	3.63
2	101	-	10298.18	1.03	2.54
3	88	-	11215.05	1.12	2.77
4	85	-	12147.76	1.21	3.00
5	92	-	13268.03	1.33	3.28
6	76	124	15438.42	1.54	3.81
7	153	-	10062.58	1.01	2.49
8	110	136	19873.73	1.99	4.91
9	90	-	15388.20	1.54	3.80
10	88	138	11082.73	1.11	2.74
11	81	102	13389.69	1.34	3.31
12	106	93	17287.38	1.73	4.27
13	76	-	14197.51	1.42	3.51
14	76	-	13193.03	1.32	3.26
15	76	-	13114.28	1.31	3.24
16	76	-	18385.67	1.84	4.54
17	76	-	21695.87	2.17	5.36
18	82	-	14776.26	1.48	3.65
BLK 19	-	-	2303.13	0.23	0.57
BLK 20	-	-	31144.08	3.11	7.69
BLK 21	-	-	1418.97	0.14	0.35
BLK 22	-	-	488.47	0.05	0.12
23 (ROAD-1)	-	-	27020.45	2.70	6.67
24 (ROAD-2)	-	-	6794.51	0.68	1.68
TOTAL UNITS 1-18			259501.45	25.95	64.10
TOTAL AREA			328671.06	32.87	81.18
					78.95%
					100.00%

- / No change in the number of Units
- / Regularized the lot fabric
- / Reduce cul-de-sac length
- / Large lot sizes, >1 ha
- / Road frontage, most ≥ 76 m
- / Waterfrontage, ≥ 91 m
- / Common elements open spaces



Revised Draft Plan

FOTENN



REPORT TO COUNCIL
CLERKS DEPARTMENT



AGENDA DATE: August 1, 2017

SUBJECT: Assumption of Road as Public Highway

RECOMMENDATION

That Council pass By-law 2017-47, being a by-law to assume Robinson Road as a public highway.

BACKGROUND

At the Council meeting on July 11, 2017, Council approved By-law 2017-32 naming the new public road in Harrowsmith as Robinson Road. As an additional requirement, the municipality now must assume the maintenance, repair and responsibility of the newly created road. See By-law 2017-47.

ATTACHMENTS

n/a

Submitted/approved by:

Wayne Orr
Chief Administrative Officer

Prepared by:

Angela Maddocks
Executive Assistant



Corporate Services Committee
June 20, 2017 – 8:30 am
Council Chambers

Present: Councillor Alan Revill (arrived at 9:10 am)
Councillor Ross Sutherland (Acting Chair)
Councillor Brad Barbeau
Mayor Ron Vandewal

Staff: Wayne Orr, Chief Administrative Officer
Louise Fragnito, Treasurer
Angela Maddocks, Executive Assistant
Mitchell Fox, Municipal Intern

Councillor Sutherland assumed the chair in the absence of Councillor Revill.

1. Declaration of Pecuniary Interest – n/a
2. Minutes – May 2, 2017

Moved by Councillor Barbeau Seconded by Mayor Vandewal
That the minutes of May 2, 2017 meeting be approved. Carried.

3. Business Arising from the Minutes

(i) Annual Education /Website Updates

Louise Fragnito will organize a meeting with vendors. Tenders and RFP's continue to be included in the advertising banner and posted to the website.

(ii) Skateboard By-law

Wayne Orr will check with Tim Laprade about any updates on skateboard park discussions from the district recreation committees. He will provide a report to Council that will include insurance and liability aspects. Signage alone will not change the use of skateboarding in the municipal office parking lot.

(iii) Desert Lake Causeway

Wayne Orr indicated that a policy will be developed with respect to allowing docks off of township properties. It would be beneficial to have the policy approved prior to any improvements being made to the causeway.

The existing docks are owned by Lazy Acre Cottages and Bill Pedersen.

(iv) Verona Medical Lease

Wayne Orr has met with the doctor to coordinate the signing. He provided an update on the \$10,000.00 grant for retrofitting to LED lighting. If there is any excess funds from this project it will go towards medical equipment. The lease is for a total of five years. Currently the doctor is responsible for all operating costs and a fixed contribution for future capital reserves. Louise Fragnito estimated the current monthly expenses to be \$2300.00. Wayne Orr provided the background on how the township came into being responsible for the medical centre.

The committee noted the items that have been referred to the Development Services Committee.

4. New Business

a) Code of Conduct for Council and Committee Members (Draft)

Mitchell Fox, Municipal Intern, provided the background to his research on Bill 68. This Bill has not yet been proclaimed however this provides the groundwork for the process when the legislation is passed.

This policy is based on the County's policy and it is hoped that the four townships will utilize the same policy. The other townships already have a "code of conduct" however they are all different.

Staff noted the questions and matters of concern raised by Councillor Sutherland and will address them in the final draft.

Updates will be provided to the Committee once the bill is passed and the requirements are known.

b) Updated Organizational Chart

Mitchell Fox updated the organizational chart. The number of full time employees is 50 plus. A version that includes the names of the staff person occupying the positions was suggested.

c) Hall Rental Fees

Mayor Vandewal felt that when hall rental fees are reviewed there should be consideration given to those groups who donate money back into the South Frontenac community. He noted that none of these groups are making money at their events.

Storrington Centre is used the most. 75% of the usage is community based with free attendance. Should the donation of goods be considered part of the fee for use of a facility?

South Frontenac covers all the operating costs. There is a need for political clarity in order to move forward with changes to fees etc.

5. Other Business

a) Wayne looked for direction on an invoice submitted by the Bedford Jam group to be reimbursed for chairs. These were not budgeted for and there was no clear communication between Bedford Recreation and the group about this purchase. There is no money allocated in the budget and there was no process followed regarding the purchase etc. Concerns were expressed about simply paying the invoice as setting a precedent for other groups to do the same.

The direction from the committee was to notify the group that immediate reimbursement will not happen; this expense will be reviewed in the fall or needs to be budgeted for in 2018..

b) Signage for Municipal Building – Wayne Orr noted the challenge for those with accessibility issues who enter the upper level only to be told they have to go downstairs to the appropriate department. Signs Plus has been contacted to provide pricing and concepts for outdoor signage that direct people to departments upstairs and downstairs and the Council chambers as well as "hours of operation" signage and renewal of the "Township of South Frontenac Municipal Offices" lettering on the front door. Pricing and design concepts will come back to the committee for review.

- c) Women's Institute - Additional storage space has been requested by the institute to store their historical collection and the township needs to continue to fulfill the longstanding commitment. A storage cabinet will be purchased for their additional storage needs.
 - d) Social Media – Summer Recreation staff have inquired about a Facebook page. The challenges of setting up a page for “seasonal” posts was discussed as well as the concern with the perception of ongoing information and allowing comments, and appropriate responses. The Committee consensus was to bring in a social media expert and to develop a policy on the use of social media before moving forward with this.
6. Moved by Councillor Revill Seconded by Councillor Barbeau
That the meeting be adjourned at 10:23 am. Carried.
7. Next Meeting – July 11, 2017 at 8:30 am.

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2017-47**

BEING A BY-LAW TO ESTABLISH ROBINSON ROAD AS A PUBLIC HIGHWAY

WHEREAS Section 31(2) of the Municipal Act, 2001, authorizes the municipality to establish a highway by by-law; and

WHEREAS the municipality is the registered owner of those lands being located in Part of Lot 7, Concession IV of the District of Portland in the Village of Harrowsmith;

WHEREAS Council wishes to establish all of the foregoing lands as a public highway knows as Robinson Road;

NOW THEREFORE BE IT RESOLVED THAT:

1. Those lands being in Part of Lot 7 Concession IV, southeast from Colebrook Road to Wilton Road in the village of Harrowsmith in the District of Portland in the Township of South Frontenac is hereby established as a public highway known as Robinson Road.
2. This by-law shall come into force and take effect on passing.

Dated at the Township of South Frontenac this 1 day of August 2017.

Read a first and second time tis 1 day of August, 2017.

Read a third time and finally passed this 1 day of August 2017.

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

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC**BY-LAW NUMBER 2017-48****BEING A BY-LAW TO STOP UP, CLOSE AND SELL A PORTION OF AN UNOPENED ROAD ALLOWANCE IN PART OF LOT 3 CONCESSION XVII, BEDFORD DISTRICT:**

WHEREAS, the Municipal Council of the Township of South Frontenac may pass a by-law to stop up, close and sell any highway or part thereof pursuant to the Municipal Act, section 34(1):

AND WHEREAS pursuant to the Township of South Frontenac's Notice By-law No. 2016-73, the Corporation of the Township of South Frontenac caused to be advertised the proposal to close the said road allowance:

AND WHEREAS the said road allowance is not used as a publically travelled road:

AND WHEREAS no objections have been received to the road closing:

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

1. **THAT** the portion of road allowance on Hugheson Island on Opinicon Lake in Part of Lot 3, Concession XVII, in the District of Bedford, further described as the southwest half of Part 3 on Plan 13R-3759, shown on Schedule 1 attached hereto and forming part of this by-law, shall be stopped up and closed and ownership transferred to the island property-owner in Part of Lot 3, Concession XVII.
2. **THAT** the Mayor and Clerk/Administrator are hereby authorized and directed to execute such documents as are required; and
3. **THAT** this By-law shall come into force and take effect upon registration of this By-law.

Dated at the Township of South Frontenac this first day of August, 2017.

Read a first and second time this first day of August, 2017.

Read a third time and finally passed this first day of August, 2017.

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

Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator

CLERK



Payment Listing
For the period of July 12, 2017 to August 1, 2017

Accounts Payable Payment Listing:

For the period of July 12, 2017 to August1, 2017	2,538,806.51
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Payroll Payment Listing:

Pay Period #15	Pay date July 19, 2017 For the period of July 2, 2017 to July 15, 2017	113,788.52
Volunteer Firefighters	Pay date July 14, 2017 For the period of April 1, 2017 to June 30, 2017	100,537.46
Council Reimbursement	Pay date July 19, 2017 For the period of May 21, 2017 to June 3, 2017	1,192.88
Special Pay	Pay date July 27, 2017 For the period of July 17, 2017 to July 21, 2017	1,032.17
Council Honorarium	Pay date July 31, 2017 For the period of July 1, 2017 to July 31, 2017	9,794.70
		\$ 2,765,152.24

Total Payments

RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending August 1, 2017 in the amount of
\$ 2,765,152.24

Submitted/approved by:
Louise Fragnito - Treasurer

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

Ranges: From: To: Distribution Types Included:

Cheque Date: 12/07/2017 01/08/2017 PURCH, MISC

10 GG

0000 Gen

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007690	01/08/2017	49481	COUNTY OF FRONTENAC	FMIS 2 QTR BILLING	\$27,379.82
Total EFT000000007690					\$27,379.82
EFT000000007705	01/08/2017	64417	THE FRONTENAC NEWS	AD - JULY 6	\$454.55
		64304		AD - JUNE 29	\$562.22
		64480		AD JULY 20	\$573.19
Total EFT000000007705					\$1,589.96
Total Gen					\$28,969.78

0020 TaxC

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007690	01/08/2017	49484	COUNTY OF FRONTENAC	2 QTR LEVY	\$1,429,484.75
Total EFT000000007690					\$1,429,484.75
Total TaxC					\$1,429,484.75

1000

Cheque	Date	Inv #	Vendor	Description	Amount
068650	01/08/2017	1616284	TROY LIFE & FIRE SAFETY LTD.	ANNUAL EXTINGUISHER INSPECTION	\$237.10
		1616284		ANNUAL EXTINGUISHER INSPECTION	\$262.03
Total 068650					\$499.13
EFT000000007692	01/08/2017	0968757	CULLIGAN	WATER	\$80.70
Total EFT000000007692					\$80.70
EFT000000007709	01/08/2017	170746	HAVEN HOME ENTERPRISE INC	REPLACE HRV MOTOR	\$959.04
Total EFT000000007709					\$959.04
EFT000000007712	01/08/2017	2428	HUGHES CONSTRUCTION AND	GRASS CUTTING 17/06	\$97.25
Total EFT000000007712					\$97.25
EFT000000007713	01/08/2017	17158	IMPACT PROPERTY SOLUTIONS	RETROFIT LIGHTING TO LED	\$1,123.89
		17183		CHANGE LIGHT FIXTURES IN/OUT	\$305.28
Total EFT000000007713					\$1,429.17
EFT000000007740	01/08/2017	17/06-OFFICE	R&D NELSON GENERAL MAINTENANCE	MAY & JUN CLEANING	\$1,419.55
		17/06-OFFICE		MAY & JUN CLEANING SUPPLIES	\$308.49
		17/06-V.MED		GEN MAINT. MAY & JUN 2017	\$508.80
		17/06-V.MED		CLEANING SUPPLY MAY & JUN 2017	\$100.88
Total EFT000000007740					\$2,337.72
EFT000000007749	01/08/2017	7046	SOUTHERN FRONTENAC COMMUNITY	HALL RENT WOMENS INSTITUTE	\$408.00
Total EFT000000007749					\$408.00
EFT000000007760	01/08/2017	70357	TROUSDALE'S HOME HARDWARE	WEED BARRIER	\$38.63
Total EFT000000007760					\$38.63
Total					\$5,849.64

1100 Counc

Cheque	Date	Inv #	Vendor	Description	Amount
068629	01/08/2017	2017	INVERARY YOUTH ACTIVITIES INC.	2017 DONATION	\$600.00
Total 068629					\$600.00
068637	01/08/2017	17/06/02-YOUTH	NORTHERN FRONTENAC COMM SERVICES	JAN - JUN '17 YOUTH ACTIVITIES	\$2,995.52
Total 068637					\$2,995.52
068643	01/08/2017	CIP GRANT 2017-03	SAGER, AMANDA	CIP GRANT 2017-03	\$2,000.00
Total 068643					\$2,000.00
068668	01/08/2017	2017-01 CIP GRANT	NEIL, RONALD	2017-01 CIP GRANT	\$2,000.00
Total 068668					\$2,000.00
EFT000000007736	01/08/2017	101964	PRINTFUSION INC.	CANADA 150TH/ROAD RALLY CARDS	\$64.91
Total EFT000000007736					\$64.91
EFT000000007755	01/08/2017	10874071-00	TENAQUIP LIMITED	CABINET FOR WOMENS INST. FILES	\$489.47
Total EFT000000007755					\$489.47
Total Counc					\$8,149.90

1250 Clk

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007690	01/08/2017		COUNTY OF FRONTENAC		

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

		49472	EAP 17/06	\$255.04
Total EFT000000007690				\$255.04
EFT000000007715	01/08/2017		THE INFORMATION PROFESSIONALS	
		18-154	RECORDS RETENTION SCHED UPDATE	\$305.28
Total EFT000000007715				\$305.28
EFT000000007759	01/08/2017		TROUSDALE'S FOODLAND	
		9863.	CREAM	\$13.60
		788	COFFEE & CREAM	\$24.87
		1221	COFFEE & CREAM	\$19.06
		5644	COFFEE & CREAM	\$36.04
		2910	COFFEE & CREAM	\$35.93
		4943	CREAM	\$2.69
		5246	COFFEE & CREAM	\$25.36
		4015	COFFEE & CREAM	\$24.87
Total EFT000000007759				\$182.42
EFT000000007760	01/08/2017		TROUSDALE'S HOME HARDWARE	
		71946	2 KEY CUTS, COFFEE FILTERS	\$13.18
Total EFT000000007760				\$13.18
EFT000000007767	01/08/2017		VERSUS BUSINESS FORMS & LABELS	
		42870	WINDOW ENVELOPES	\$540.35
Total EFT000000007767				\$540.35
Total Clk				\$1,296.27
1275 Fin				

Cheque	Date	Inv #	Vendor	Description	Amount
068610	01/08/2017		ASSOC OF MUNICIPAL CLERKS & TREASURERS		
		12228		JOB AD - DEPUTY TREASURER	\$508.80
Total 068610					\$508.80
068644	01/08/2017		SHRED-IT INTERNATIONAL ULC		
		8100180963		SHREDDING	\$72.27
		8100204619		PAPER SHREDDING	\$72.27
Total 068644					\$144.54
EFT000000007675	01/08/2017		ALLAN & PARTNERS LLP		
		-IAA-SOUFRO-39777		2016 AUDITED FINANCIAL STMT	\$8,293.44
Total EFT000000007675					\$8,293.44
EFT000000007681	01/08/2017		BAYRIDGE PRINTER PROS		
		21184		BLACK TONER	\$548.49
		21206		CLEANING PRINTER	\$91.58
Total EFT000000007681					\$640.07
EFT000000007693	01/08/2017		CUNNINGHAM SWAN CARTY		
		145519		LEGAL FEES FOR 2016 AUDIT	\$154.75
		146134		DISCHARGE OHRP 080-080-18900	\$267.33
Total EFT000000007693					\$422.08
EFT000000007698	01/08/2017		DIAMOND SOFTWARE INC		
		PS-329155		VCH & ESEND IMPLEMENTATION	\$826.55
Total EFT000000007698					\$826.55
EFT000000007714	01/08/2017		INDEPENDENT TELEPHONE SERVICES		
		42320		EXTENSION CHANGES #2347	\$45.79
Total EFT000000007714					\$45.79
Total Fin					\$10,881.27
Total GG					\$1,484,631.61

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
068613	01/08/2017		BELL MOBILITY (RADIO DIVISION)		
		1-240699		17/07 SITE RENTAL	\$295.38
Total 068613					\$295.38
068636	01/08/2017		NEW TOPPERS MARKET		
		17/06/24-FUEL		FUEL 17/02/12-17/06/24	\$1,771.46
Total 068636					\$1,771.46
068641	01/08/2017		RONALD AWDE ARCHITECT		
		17-10018R		FEES TO COMPLETE TENDER DOC	\$63,269.28
Total 068641					\$63,269.28
068650	01/08/2017		TROY LIFE & FIRE SAFETY LTD.		
		1616284		ANNUAL EXTINGUISHER INSPECTION	\$201.99
		1616284		ANNUAL EXTINGUISHER INSPECTION	\$84.46
		1616284		ANNUAL EXTINGUISHER INSPECTION	\$78.35
		1616284		ANNUAL EXTINGUISHER INSPECTION	\$167.90
Total 068650					\$532.70
EFT000000007674	01/08/2017		AJ STONE COMPANY LIMITED		
		134112		HOSE	\$333.47
Total EFT000000007674					\$333.47
EFT000000007677	01/08/2017		ALLIED MEDICAL INSTRUMENTS INC		
		145313		GLOVES	\$349.80
Total EFT000000007677					\$349.80
EFT000000007681	01/08/2017		BAYRIDGE PRINTER PROS		
		21299		PRINTER/FAX MACHINE	\$323.60
		21299		PRINTER/FAX MACHINE	\$323.60
Total EFT000000007681					\$647.20
EFT000000007695	01/08/2017		DARCH FIRE		
		63627		MINERAL OIL	\$77.85
		63621		REPAIR OIL LEAK	\$129.85
		63620		REPAIR LIGHTS	\$1,380.98
Total EFT000000007695					\$1,588.68
EFT000000007700	01/08/2017		DRAPER DOORS		

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

		11025	REPLACE RELAY SWITCH	\$114.48
Total EFT000000007700				\$114.48
EFT000000007702	01/08/2017		FIRE SERVICE MANAGEMENT	
		436562	WASH AND REPAIR SUIT	\$751.56
Total EFT000000007702				\$751.56
EFT000000007714	01/08/2017		INDEPENDENT TELEPHONE SERVICES	
		42341	INSTALL JACK FOR FAX 372-2522	\$102.72
		42339	CONNECT 376-3050 TO FAX	\$223.81
Total EFT000000007714				\$326.53
EFT000000007720	01/08/2017		KENWORTH ONTARIO - KINGSTON	
		KP49382	COOLANT	\$9.10
		KS20025	REPLACE ALTERNATOR	\$495.76
Total EFT000000007720				\$504.86
EFT000000007723	01/08/2017		LEONARD, ELIZABETH	
		17/06/14-23	CLEANING FIREHALL	\$60.00
Total EFT000000007723				\$60.00
EFT000000007724	01/08/2017		LEVITT-SAFETY LIMITED	
		1240115-00	SERVICE AIRHAWKS, FACEPIECE	\$1,238.32
Total EFT000000007724				\$1,238.32
EFT000000007726	01/08/2017		LINDE CANADA LIMITED 15687	
		56611081	OXYGEN	\$350.20
Total EFT000000007726				\$350.20
EFT000000007727	01/08/2017		LONDRY ALARMS	
		189316	ANNUAL MONITORING & RENTAL	\$317.49
		189316	ANNUAL MONITORING & RENTAL	\$317.49
		189316	ANNUAL MONITORING & RENTAL	\$317.49
		189316	ANNUAL MONITORING & RENTAL	\$317.49
		189316	ANNUAL MONITORING & RENTAL	\$317.49
		189316	ANNUAL MONITORING & RENTAL	\$317.49
		189316	OPEN & CLOSE SIGNALS	\$61.06
		189314	MONITORING & RENTAL	\$317.49
Total EFT000000007727				\$2,283.49
EFT000000007743	01/08/2017		ROSEN ENERGY GROUP	
		610829	SYD 721.4 L GAS @ \$0.9760	\$716.48
		611206	SYD 726.4 L GAS @ \$0.9935	\$734.38
Total EFT000000007743				\$1,450.86
EFT000000007744	01/08/2017		R. THURSTON TECHNOLOGIES	
		10932	EQUIP & TOWER SITE RENTAL	\$381.60
Total EFT000000007744				\$381.60
EFT000000007746	01/08/2017		SAFEDESIGN APPAREL LTD.	
		250654	BOOTS X 2 PAIR	\$427.80
		250654	RED GEAR BAGS	\$861.24
Total EFT000000007746				\$1,289.04
EFT000000007762	01/08/2017		TURRIS COMMUNICATIONS LTD	
		TCL-175110	REPAIR UNIT	\$20.35
		TCL-175111	ESTIMATE FEE & SHIPPING	\$71.23
		TCL-175109	REPAIR CHARGES	\$50.88
Total EFT000000007762				\$142.46
EFT000000007763	01/08/2017		UBCON CONSTRUCTION LTD	
		17-005-1	GRASS CUTTING 17/05	\$152.64
		17-005-1	GRASS CUTTING 17/05	\$152.64
		17-005-2	GRASS CUTTING 17/06	\$122.11
		17-005-2	GRASS CUTTING 17/06	\$122.11
Total EFT000000007763				\$549.50
EFT000000007772	01/08/2017		W.R. BRIGHTMAN & SON LIMITED	
		16817	REPAIR TO LOCKS	\$200.98
Total EFT000000007772				\$200.98
Total Fire				\$78,431.85

2110 Cvc#

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007747	01/08/2017		SIGNS PLUS		
		2991		CIVIC SIGNS	\$109.90
Total EFT000000007747					\$109.90
Total Cvc#					\$109.90

2400 Police

Cheque	Date	Inv #	Vendor	Description	Amount
068635	01/08/2017		MINISTER OF FINANCE-POLICE SERVICES		
		17190717095		POLICING 17/07	\$250,150.00
Total 068635					\$250,150.00
Total Police					\$250,150.00

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
068665	01/08/2017		KLATT, STACY		
		REFUND#54840		REFUND SEVAP S-35-17-P	\$83.00
Total 068665					\$83.00
EFT000000007672	01/08/2017		4 OFFICE AUTOMATION LTD		
		915720		COPIER USAGE	\$463.40
Total EFT000000007672					\$463.40
EFT000000007682	01/08/2017		BLACK DOG TIRE & LUBRICANTS		
		4918		FLAT REPAIR	\$36.63
		4040		DISMOUNT TIRE	\$40.70
Total EFT000000007682					\$77.33
Total Build					\$623.73

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2625 Lvstck

Cheque	Date	Inv #	Vendor	Description	Amount
068624	01/08/2017		GIDDY, RYAN		
		17/04/10-LIVESTOCK		17/04/10-LIVESTOCK	\$602.00
Total 068624					\$602.00
EFT000000007742	01/08/2017		REDDEN, JOSEPH		
		17/07/16-0039		17/07 LIVESTOCK VALUATIONS	\$100.00
		17/07/16-0039		17/07 LIVESTOCK VALUATIONS	\$55.50
		17/07/16-0039		PICTURES & PRINTER INK	\$75.22
Total EFT000000007742					\$230.72
Total Lvstck					\$832.72

2635 Fncvw

Cheque	Date	Inv #	Vendor	Description	Amount
068625	01/08/2017		GILPIN, KEN		
		17/07/05-FENCEVIEW		17/07/05 FENCE VIEWING	\$200.00
Total 068625					\$200.00
068633	01/08/2017		LLOYD, TASHA		
		17/07/05-FENCEVIEW		17/07/05 FENCE VIEWING	\$200.00
Total 068633					\$200.00
068642	01/08/2017		RUTTAN, LIANNE		
		17/07/05-FENCEVIEW		17/07/05 FENCE VIEWING	\$200.00
Total 068642					\$200.00
Total Fncvw					\$600.00

2640 Bylaw enf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007704	01/08/2017		FRONTENAC MUNICIPAL LAW		
		SF-B-2017-JUNE		17/06 BY-LAW ENFORCEMENT	\$338.66
		SF-B-2017-JUNE		17/06 BY-LAW ENFORCEMENT	\$641.09
		SF-B-2017-MAY		17/05 BY-LAW ENFORCEMENT	\$285.74
		SF-B-2017-MAY		17/05 BY-LAW ENFORCEMENT	\$549.50
Total EFT000000007704					\$1,814.99
Total Bylaw enf					\$1,814.99
Total PP&P					\$332,563.19

30 Trans

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007676	01/08/2017		ALLIANCE WIRELESS		
		C14258-0717		ANSWERING SERVICE 17/06	\$186.37
Total EFT000000007676					\$186.37
Total PW OH					\$186.37

3005 RdAdmOH

Cheque	Date	Inv #	Vendor	Description	Amount
068613	01/08/2017		BELL MOBILITY (RADIO DIVISION)		
		1-240699		17/07 SITE RENTAL	\$295.38
Total 068613					\$295.38
EFT000000007737	01/08/2017		PRO-TECH TRAINING		
		1095		TRAINING FOR STUDENTS	\$1,475.52
Total EFT000000007737					\$1,475.52
Total RdAdmOH					\$1,770.90

3010

Cheque	Date	Inv #	Vendor	Description	Amount
068611	01/08/2017		ATKINSON HOME BUILDING CENTRE		
		106954		2WAY RADIOS	\$172.98
Total 068611					\$172.98
068621	01/08/2017		E. S. HUBBELL & SONS LIMITED		
		9157		CULVERTS X 2	\$792.41
Total 068621					\$792.41
068634	01/08/2017		MACDONALD & EBERHARDT SURVEYING LTD		
		2015-081		SURVEY VILLAGE OF BELLROCK	\$4,579.20
Total 068634					\$4,579.20
068638	01/08/2017		O. BETTSCHEN		
		38494		SAND FOR SAND BAGS	\$142.46
Total 068638					\$142.46
068640	01/08/2017		ROADLAST ASPHALT & SEALING MAINT		
		943		CRACK SEALING	\$37,223.81
Total 068640					\$37,223.81
068646	01/08/2017		SNC-LAVALIN GEM ONTARIO INC.		
		0022895		MARSHALL COMPLIANCE TESTING	\$610.56
		0022696		COMPACTION & STRENGTH TESTING	\$875.14
Total 068646					\$1,485.70
068647	01/08/2017		SNIDER, PERCY		
		17/06/12-25		FLAGGING JUN 12	\$477.76
		17/06/19-26		TRI-AXLE RENTAL JUN 19	\$651.26
		17/06/22-28		PATCHING JUN 13-22	\$2,518.56
		17/06/27-29		PATCHING JUN 26 & 27	\$801.36
		17/07/13-46		PATCHING JUL 11-13	\$1,946.16

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CHEQUE DISTRIBUTION REPORT

		17/07/10-45	PATCHING JUN 30-JUL 10	\$3,625.20
		17/07/13-42	TRI AXLE RENTAL JULY 12 & 13	\$3,256.32
Total 068647				\$13,276.62
068649	01/08/2017		TOROMONT INDUSTRIES LTD.	
		PS040649710	PARTS	\$1,045.31
Total 068649				\$1,045.31
068650	01/08/2017		TROY LIFE & FIRE SAFETY LTD.	
		1616284	ANNUAL EXTINGUISHER INSPECTION	\$65.13
		1616284	ANNUAL EXTINGUISHER INSPECTION	\$1,887.14
		1616284	ANNUAL EXTINGUISHER INSPECTION	\$726.57
		1616284	ANNUAL EXTINGUISHER INSPECTION	\$504.73
		1616284	ANNUAL EXTINGUISHER INSPECTION	\$150.10
Total 068650				\$3,333.67
068655	01/08/2017		WASTE CONNECTIONS OF CANADA	
		7150-0000227273	1.74 MT CONSTRUCTION WASTE	\$295.13
Total 068655				\$295.13
EFT000000007671	01/08/2017		BOULTON SEPTIC/LARMON'S	
		24920	FLAGGING	\$1,935.47
		24919	HOT PATCHING	\$2,198.02
		24918	HOT PATCHING	\$2,686.46
		25020	HOT PATCHING	\$2,686.46
		25021	HOT PATCHING	\$2,482.94
		25051	HOT PATCHING	\$2,849.28
		25050	HOT PATCHING	\$2,645.76
		25113	FLAGGING JULY 10-12	\$1,451.61
Total EFT000000007671				\$18,936.00
EFT000000007673	01/08/2017		AIR LIQUIDE CANADA INC.	
		67005387	OXYGEN	\$28.09
Total EFT000000007673				\$28.09
EFT000000007679	01/08/2017		BATTLEFIELD EQUIPMENT RENTALS	
		24207175	TAMPER RENTAL17/06/21-17/07/19	\$2,254.89
		24207246	WASHERS	\$7.33
		24207214	PARTS	\$220.08
		24207339	ROLLER RENTAL 17/06/26-17/07/2	\$3,944.22
Total EFT000000007679				\$6,426.52
EFT000000007682	01/08/2017		BLACK DOG TIRE & LUBRICANTS	
		791297426	FLAT REPAIR	\$30.53
		3134	NEW TIRES X 8	\$1,921.43
		2138	FLAT REPAIR	\$38.61
		5130	SERVICE CALL, TIRE CHANGE	\$78.35
		4804	FLAT REPAIR	\$55.91
		5942	SERVICE CALL, FLAT REPAIR	\$88.48
		6187	FLAT REPAIR	\$38.61
Total EFT000000007682				\$2,251.92
EFT000000007686	01/08/2017		CINTAS	
		884820435	HAND SOAP	\$24.65
		884820435	UNIFORM C.G.	\$10.97
		884823497	HAND SOAP	\$24.65
		884823497	UNIFORM C.G.	\$10.97
		884826535	HAND SOAP	\$24.65
		884826535	UNIFORM C.G.	\$10.97
		884825004	HAND SOAP	\$29.36
		884825004	UNIFORM C.G.	\$10.97
Total EFT000000007686				\$147.19
EFT000000007687	01/08/2017		CLEAN ONTARIO	
		56291	HOSE	\$191.31
Total EFT000000007687				\$191.31
EFT000000007691	01/08/2017		CRUICKSHANK CONSTRUCTION	
		90076612	GRAVEL	\$21,943.84
		90076537	GRAVEL	\$21,614.63
		90076249	GRAVEL	\$1,377.16
		90076348	GRAVEL	\$579.95
		90076789	GRAVEL	\$20,203.42
		90076453	GRAVEL	\$18,949.72
		90076932	GRAVEL	\$22,289.25
		90076860	GRAVEL	\$23,649.30
		90076995	GRAVEL	\$14,486.93
		90076159	GRAVEL	\$1,715.47
		90076699	GRAVEL	\$23,091.37
		90077161	GRAVEL	\$1,202.83
		90077076	GRAVEL	\$808.18
		90077470	GRAVEL	\$296.54
		90077240	GRAVEL	\$100.17
		90077324	GRAVEL	\$1,276.62
		90077397	GRAVEL	\$1,507.36
Total EFT000000007691				\$175,092.74
EFT000000007699	01/08/2017		D.MARTIN WELDING & FABRICATING	
		7931	REPLACE LIGHT HOLDERS	\$539.33
Total EFT000000007699				\$539.33
EFT000000007703	01/08/2017		FISH, DOROTHY	
		5955	CLEANING 4 @ \$76.50	\$306.00
Total EFT000000007703				\$306.00
EFT000000007706	01/08/2017		GREER GALLOWAY CONSULTING ENGINEERS	
		17714	ENGINEERING CONSULTING	\$3,612.77
Total EFT000000007706				\$3,612.77
EFT000000007707	01/08/2017		GREEN TRACTORS INC	
		P40831	5 GAL OIL X 2	\$181.23
		P40810	5 GAL OIL X 3	\$271.85
Total EFT000000007707				\$453.08
EFT000000007708	01/08/2017		HARTINGTON EQUIPMENT LIMITED	
		IV48238	PART	\$12.87

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CHEQUE DISTRIBUTION REPORT

Total EFT000000007708				\$12.87
EFT000000007710	01/08/2017		HD SUPPLY CANADA, INC	
		INV107451964	IMPACT WRENCH	\$292.98
Total EFT000000007710				\$292.98
EFT000000007717	01/08/2017		JODY CAMPBELL'S SEPTIC SERVICE	
		9460	PORTABLE TOILET	\$122.11
		9460	PORTABLE TOILET	\$162.82
Total EFT000000007717				\$284.93
EFT000000007718	01/08/2017		JOE JOHNSON EQUIPMENT INC.	
		P25480	PARTS	\$1,264.44
Total EFT000000007718				\$1,264.44
EFT000000007719	01/08/2017		KENT AUTOMOTIVE	
		9305030799	BRASS ELBOWS	\$75.26
		9305034508	NUTS & SCREWS	\$110.34
		9305045023	PART	\$18.73
		9305034507	CABLE TIES	\$73.79
Total EFT000000007719				\$278.12
EFT000000007722	01/08/2017		LEONARD FUELS	
		1058-796988	101 L GAS @ \$0.9726	\$97.90
		1058-797253	88.01 L GAS @ \$0.9726	\$85.31
		1058-797254	PENNZOIL	\$176.05
		1058-797712	100.01 L GAS @ \$0.9726	\$96.94
		1058-798934	113.01 L GAS @ \$0.9283	\$104.46
		1058-798832	11.01 L GAS @ \$0.9726	\$10.66
		1058-799264	84.84 L GAS @ \$0.9283	\$78.42
		1058-799266	51 L GAS @ \$0.9283	\$47.14
		1058-799285	11.01 L GAS @ \$0.9283	\$10.18
		1058-800619	12 L GAS @ \$0.9283	\$11.09
		1058-800826	74.36 L GAS @ \$0.9283	\$68.73
		1058-801645	79 L GAS @ \$0.9283	\$73.02
		1058-802576	9.3 L GAS @ \$1.0699	\$9.93
		1058-802499	109.50 L GAS @ \$0.9283	\$101.21
Total EFT000000007722				\$971.04
EFT000000007723	01/08/2017		LEONARD, ELIZABETH	
		17/06/30-22	CLEANING X 5	\$375.00
		17/06/30-22	CLEANING SUPPLIES	\$12.81
Total EFT000000007723				\$387.81
EFT000000007726	01/08/2017		LINDE CANADA LIMITED 15687	
		56612535	GASES	\$256.02
Total EFT000000007726				\$256.02
EFT000000007728	01/08/2017		MAGNACHARGE BATTERY CORP	
		K71027	BATTERY	\$264.07
Total EFT000000007728				\$264.07
EFT000000007730	01/08/2017		MCNICHOLS CONSTRUCTION LTD	
		17/06-YORK RD	EXCAVATOR USE	\$9,855.46
		17/07/13-PETERS	DITCHING PETERS RD	\$7,275.84
Total EFT000000007730				\$17,131.30
EFT000000007731	01/08/2017		MICHELIN NORTH AMERICA CANADA INC	
		DA0006072832	1 TIRE	\$557.86
Total EFT000000007731				\$557.86
EFT000000007733	01/08/2017		NORTRAX	
		780315	REPAIR WIRING ISSUES	\$1,096.05
Total EFT000000007733				\$1,096.05
EFT000000007734	01/08/2017		PAT ROGERS TOWING SERVICE	
		B01686	TOW TRUCK	\$206.06
Total EFT000000007734				\$206.06
EFT000000007735	01/08/2017		PETRIE FORD	
		234860	OIL	\$50.31
		235165	LAMP ASY	\$30.07
		235193	RELAY X 2	\$92.91
		235189	RELAY X 2	\$36.49
		235237	RELAY X 6	\$124.37
Total EFT000000007735				\$334.15
EFT000000007736	01/08/2017		PRINTFUSION INC.	
		101997	BUSINESS CARDS A.H.	\$46.81
Total EFT000000007736				\$46.81
EFT000000007740	01/08/2017		R&D NELSON GENERAL MAINTENANCE	
		17/06-G,B,P	MAY & JUNE CLEANING	\$128.22
		17/06-G,B,P	MAY & JUNE CLEANING	\$128.22
		17/06-G,B,P	MAY & JUNE CLEANING SUPPLIES	\$88.06
		17/06-G,B,P	MAY & JUNE CLEANING SUPPLIES	\$88.07
Total EFT000000007740				\$432.57
EFT000000007744	01/08/2017		R. THURSTON TECHNOLOGIES	
		10929	REPLACE REPEATER	\$3,269.04
		10913	RADIO REPAIR	\$178.59
		10940	RADIO REPAIR	\$129.74
Total EFT000000007744				\$3,577.37
EFT000000007748	01/08/2017		SIMMONS PLUMBING & PUMP SERV.	
		4671	REPAIR LEAKING URINAL	\$293.58
Total EFT000000007748				\$293.58
EFT000000007750	01/08/2017		SURGENOR TRUCK CENTRE	
		161988KP	WIPER MOTOR	\$243.65
Total EFT000000007750				\$243.65
EFT000000007751	01/08/2017		SWEET'S SAND & GRAVEL	
		S-0049981	GRAVEL	\$3,085.77
		S-0049981	GRAVEL	\$1,348.57
		S-0049981	GRAVEL	\$103.50
		S-0049497	FLOAT TRUCKTO REPAIR AT SHOP	\$699.60
Total EFT000000007751				\$5,237.44
EFT000000007752	01/08/2017		SWISH MAINTENANCE LIMITED	

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		K571079	GARBAGE BAGS	\$61.06
Total EFT000000007752				\$61.06
EFT000000007754	01/08/2017		TALLMAN TRUCK CENTRE LIMITED	
		334832T	TRANSMITTER	\$214.84
		433499	REPAIR COOLANT LEAK	\$1,612.02
		433677	REPAIR TO AIR SYSTEM	\$1,039.13
		433737	REPAIR TO STARTER	\$1,229.01
		335026T	ENGINE FAN	\$581.93
		335010T	FILTERS	\$57.99
Total EFT000000007754				\$4,734.92
EFT000000007758	01/08/2017		TOWN AND COUNTRY AUTO SUPPLY	
		6083-444637	OIL & FILTERS	\$57.55
		6083-444743	URETHANE	\$39.48
		6083-444743	REFRIGERANT	\$208.60
		6083-444913	MP GREASE 55KG	\$403.63
		6083-437773	PORTABLE EVACUATION/CHARGER	\$1,086.42
		6083-446114	TAIL PIPE PARTS	\$60.27
Total EFT000000007758				\$1,855.95
EFT000000007759	01/08/2017		TROUSDALE'S FOODLAND	
		7660.	SPRING WATER	\$59.80
		1336	COFFEE & CREAM	\$16.82
		7558	SPRING WATER	\$59.80
Total EFT000000007759				\$136.42
EFT000000007760	01/08/2017		TROUSDALE'S HOME HARDWARE	
		71471	GAS CAN STOPPERS	\$6.10
		209248	BATTERIES	\$37.12
		70687	TOILET PARTS	\$9.44
		71137	TRIM	\$9.45
		71934	HARDWARE FOR BATHROOMS	\$42.71
		72084	SCREWS	\$11.58
		68704	HARDWARE, BATTERIES	\$32.31
		72148	DRAIN PIPE	\$81.40
Total EFT000000007760				\$230.11
EFT000000007765	01/08/2017		UNITED RENTALS OF CANADA INC	
		144575905-005	FENCE RENTAL	\$276.79
		144575905-006	FENCE RENTAL	\$276.79
Total EFT000000007765				\$553.58
EFT000000007766	01/08/2017		UNIVERSAL SUPPLY GROUP	
		173-156562	TAIL LIGHTS	\$56.23
		173-156702	LIGHT	\$40.67
		173-157582	BRAKE DRUM, WHEEL NUT, STUD	\$173.69
Total EFT000000007766				\$270.59
EFT000000007770	01/08/2017		WHITE'S WEARPARTS LTD	
		125478	GRADER PARTS	\$2,970.37
Total EFT000000007770				\$2,970.37
EFT000000007771	01/08/2017		WILLIAMS HOT MIX LTD	
		3241	27.04 T SAND SEAL	\$2,669.05
		3234	43.91T SAND SEAL	\$4,334.23
Total EFT000000007771				\$7,003.28
Total				\$321,317.64

3115 Bvr Dms

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007699	01/08/2017		D.MARTIN WELDING & FABRICATING		
		7907		FABRICATE TWO BEAVER GATES	\$430.60
Total EFT000000007699					\$430.60
Total Bvr Dms					\$430.60

3205 Mwg&Wd Spry

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007679	01/08/2017		BATTLEFIELD EQUIPMENT RENTALS		
		24206775		5 LB X LINE	\$86.41
		24207100		TRIMMER KIT, SPARK PLUGS	\$42.97
		24207074		BRUSH KNIFE, PLATE,SPARK PLUGS	\$133.51
Total EFT000000007679					\$262.89
Total Mwg&Wd Spry					\$262.89

3210 Brushing

Cheque	Date	Inv #	Vendor	Description	Amount
068624	01/08/2017		GIDDY, RYAN		
		17/07/06		REMOVE 2 TREES	\$407.04
Total 068624					\$407.04
EFT000000007679	01/08/2017		BATTLEFIELD EQUIPMENT RENTALS		
		24206518		BRUSH KNIFE BLADE	\$40.70
		24206473		CHAIN LOOP	\$29.08
Total EFT000000007679					\$69.78
Total Brushing					\$476.82

3215 Drainage

Cheque	Date	Inv #	Vendor	Description	Amount
068647	01/08/2017		SNIDER, PERCY		
		17/06/27-27		TANDEM RENTAL 17/06/27	\$334.28
		17/07/05-40		TANDEM RENTAL 17/07/05	\$488.45
Total 068647					\$822.73
EFT000000007730	01/08/2017		MCNICHOLS CONSTRUCTION LTD		
		17/07/05-DEERHURST		DITCHING DEERHURST RD	\$1,383.94

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Total EFT000000007730				\$1,383.94
EFT000000007751	01/08/2017	S-0049981	SWEET'S SAND & GRAVEL GRAVEL	\$1,375.11
Total EFT000000007751				\$1,375.11
Total Drainage				\$3,581.78

3310 Hardtop Patching

Cheque	Date	Inv #	Vendor	Description	Amount
068638	01/08/2017	38370	O. BETTSCHEN	COLD PATCH MATERIAL	\$5,280.02
Total 068638					\$5,280.02
EFT000000007771	01/08/2017	3241	WILLIAMS HOT MIX LTD	3.31 T SAND SEAL	\$326.72
		3222		15.44 T SAND SEAL	\$1,524.05
		3222		15.27 T SAND SEAL	\$1,507.26
Total EFT000000007771					\$3,358.03
Total Hardtop Patching					\$8,638.05

3320 should maint

Cheque	Date	Inv #	Vendor	Description	Amount
068647	01/08/2017	17/07-10-39	SNIDER, PERCY	TANDEM RENTAL 17/07/10	\$668.56
Total 068647					\$668.56
Total should maint					\$668.56

3325 Pavmnt Preserv

Cheque	Date	Inv #	Vendor	Description	Amount
068640	01/08/2017	943	ROADLAST ASPHALT & SEALING MAINT	CRACK SEALING	\$37,728.54
		943		CRACK SEALING - BILL TO C.F.	\$3,028.38
Total 068640					\$40,756.92
Total Pavmnt Preserv					\$40,756.92

3405 Washout

Cheque	Date	Inv #	Vendor	Description	Amount
068638	01/08/2017	38494	O. BETTSCHEN	BLASTED ROCK	\$186.15
Total 068638					\$186.15
EFT000000007691	01/08/2017	90076931	CRUICKSHANK CONSTRUCTION	CRUSHED ASPHALT	\$330.26
		90076698		CRUSHED ASPHALT	\$152.92
		90077650		GRAVEL	\$131.58
Total EFT000000007691					\$614.76
EFT000000007751	01/08/2017	S-0049981	SWEET'S SAND & GRAVEL	GRAVEL	\$328.77
		S-0049981		GRAVEL	\$713.66
		S-0049981		GRAVEL	\$245.72
		S-0049981		GRAVEL	\$1,468.35
		S-0049981		GRAVEL	\$169.23
Total EFT000000007751					\$2,925.73
Total Washout					\$3,726.64

3415 dust layer

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007732	01/08/2017	17-726	MORRIS CHEMICALS INCORPORATED	20,026.02 L CALCIUM CHLORIDE	\$4,432.33
		17-868		10,001.89 L CALCIUM CHLORIDE	\$2,480.36
Total EFT000000007732					\$6,912.69
Total dust layer					\$6,912.69

3425 Gradng & Grvl resurf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007734	01/08/2017	B01800	PAT ROGERS TOWING SERVICE	WINCH DUMP TRUCK OUT OF DITCH	\$572.40
Total EFT000000007734					\$572.40
EFT000000007751	01/08/2017	S-0049981	SWEET'S SAND & GRAVEL	GRAVEL	\$1,174.95
		S-0049981		GRAVEL	\$591.78
		S-0049981		GRAVEL	\$3,670.99
Total EFT000000007751					\$5,437.72
Total Gradng & Grvl resurf					\$6,010.12

3601 Barricds & Sfty Matls

Cheque	Date	Inv #	Vendor	Description	Amount
068611	01/08/2017	104205	ATKINSON HOME BUILDING CENTRE	LAG SHIELD SCREWS	\$77.29
Total 068611					\$77.29
EFT000000007688	01/08/2017	3018698	COLLINS SAFETY INC.	SAFETY GLASSES	\$76.56
		3019017		SAFETY VESTS x 5	\$70.72
Total EFT000000007688					\$147.28

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

Total Barricds & Sfty Matls

3615 Street signs

Cheque	Date	Inv #	Vendor	Description	Amount
068611	01/08/2017	104259	ATKINSON HOME BUILDING CENTRE	HAMMER	\$14.00
Total 068611					\$14.00
068647	01/08/2017	17/06/19-30 17/06/21-31 17/06/27-32 17/07/12-44	SNIDER, PERCY	MINI EX WITH AUGER JUN 16, 19	\$1,169.73
				MINI EX WITH AUGER JUN 20,21	\$1,807.77
				MINI EX W AUGER JUN 27	\$330.72
				MINI EX W AUGER JUL 10-12	\$2,711.65
Total 068647					\$6,019.87
EFT000000007747	01/08/2017	2991	SIGNS PLUS		
				STREET SIGNS	\$263.20
Total EFT000000007747					\$263.20
Total Street signs					\$6,297.07

3625 RR cross mnt

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007685	01/08/2017	11093622	CANADIAN PACIFIC RAILWAY		
				RAILCROSSING 17/06	\$831.00
Total EFT000000007685					\$831.00
Total RR cross mnt					\$831.00

3638 Locates

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007745	01/08/2017	33622	R.W. ELECTRIC		
				17/06 LOCATES	\$419.25
Total EFT000000007745					\$419.25
Total Locates					\$419.25

Total Trans

\$402,511.87

40 Env

4110 Water Treat

Cheque	Date	Inv #	Vendor	Description	Amount
068612	01/08/2017	7631-17/06	BELL CANADA-WATER TOWER PHONE LINE		
				TELEPHONE 17/06	\$79.09
Total 068612					\$79.09
EFT000000007739	01/08/2017	IN251674	QMI-SAI CANADA LIMITED		
				DRINKING WATER QUALITY MGMT	\$2,009.76
Total EFT000000007739					\$2,009.76
Total Water Treat					\$2,088.85

5005 SW & Fac OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007760	01/08/2017	70682	TROUSDALE'S HOME HARDWARE		
				BOLT CUTTER	\$50.86
Total EFT000000007760					\$50.86
Total SW & Fac OH					\$50.86

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
068609	28/07/2017	17/07 DISPOSAL 17/07 DISPOSAL	SNIDER, PERCY		
				17/07 DISPOSAL	\$11,454.79
				17/07 DISPOSAL	\$9,455.41
Total 068609					\$20,910.20
EFT000000007670	28/07/2017	17/07 COLLECTION	BOULTON SEPTIC/LARMON'S		
				17/07 COLLECTION	\$11,701.36
Total EFT000000007670					\$11,701.36
EFT000000007671	01/08/2017	25083	BOULTON SEPTIC/LARMON'S		
				GARBAGE PICK UP LOUGH. INN	\$396.86
Total EFT000000007671					\$396.86
EFT000000007735	01/08/2017	235343	PETRIE FORD		
				SWITCH ASY	\$66.92
Total EFT000000007735					\$66.92
EFT000000007756	01/08/2017	T00037 T00038	TIERCEL TECHNOLOGY CORP		
				COMMERCIAL GARBAGE BINS x 2	\$2,956.51
				COMMERCIAL GARBAGE BINS x 5	\$5,756.04
Total EFT000000007756					\$8,712.55
EFT000000007758	01/08/2017	6083-445417	TOWN AND COUNTRY AUTO SUPPLY		
				ROTOR & PADS	\$306.43
Total EFT000000007758					\$306.43
EFT000000007760	01/08/2017	209317 68701 209530 71940	TROUSDALE'S HOME HARDWARE		
				CHAIN	\$2.63
				GARBAGE BAGS	\$28.48
				BRASS PADLOCK	\$11.18
				RUST PAINT	\$46.80
Total EFT000000007760					\$89.09
EFT000000007766	01/08/2017	896-819928	UNIVERSAL SUPPLY GROUP		
				CALIPERS	\$432.36

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

Total EFT000000007766\$432.36

Total Garb coll\$42,615.77

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
068647	01/08/2017		SNIDER, PERCY		
		17/06/29-33		PORTLAND DUMP/WASTE x 8	\$1,424.64
		17/06/26-24		PORTLAND DUMP/DOZER x 17HRS	\$1,383.94
		17/07/07-43		PORTLAND DUMP/DOZER 11 HRS	\$895.49
		17/07/13-47		PORTLAND DUMP/WASTE x 6	\$1,068.48
Total 068647					\$4,772.55
068655	01/08/2017		WASTE CONNECTIONS OF CANADA		
		647-0000023162		91.23 MT ICI/RESI WASTE	\$8,632.59
		647-0000023204		39.49 ICI/CONSTRUCTION WASTE	\$3,476.03
		7150-0000227273		18.99 MT CONSTRUCTION WASTE	\$2,069.46
Total 068655					\$14,178.08
EFT000000007668	28/07/2017		WHALEY, GEORGE		
		17/07 DISPOSAL		17/07 DISPOSAL	\$1,935.80
Total EFT000000007668					\$1,935.80
EFT000000007730	01/08/2017		MCNICHOLS CONSTRUCTION LTD		
		17/07/07-SALEM		SALEM DUMP MAINT. 17/07/07	\$3,877.06
		17/07/17-BRADSHAW		BRADSHAW DUMP MAINT. 17/07/17	\$3,704.06
		17/07/10-GREENBAY		DUMP MAINT. 17/07/07 & 10	\$3,968.64
Total EFT000000007730					\$11,549.76
EFT000000007751	01/08/2017		SWEET'S SAND & GRAVEL		
		S-0049981		GRAVEL	\$207.99
Total EFT000000007751					\$207.99
EFT000000007760	01/08/2017		TROUSDALE'S HOME HARDWARE		
		70357		BUG REPELLANT, PITCH FORK	\$42.71
Total EFT000000007760					\$42.71
EFT000000007769	01/08/2017		WHALEY, GEORGE		
		511092		LANDFILL MAINT. 17/06	\$5,782.10
Total EFT000000007769					\$5,782.10
Total Gab disp					\$38,468.99

5200 Recyc

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007736	01/08/2017		PRINTFUSION INC.		
		101891		12,000 RECYCLING CALENDARS	\$1,223.95
Total EFT000000007736					\$1,223.95
Total Recyc					\$1,223.95

5205 Recyc Coll

Cheque	Date	Inv #	Vendor	Description	Amount
068609	28/07/2017		SNIDER, PERCY		
		17/07 DISPOSAL		17/07 DISPOSAL	\$12,356.86
		17/07 DISPOSAL		17/07 DISPOSAL	\$10,775.05
		17/07 DISPOSAL		17/07 DISPOSAL	\$11,501.55
Total 068609					\$34,633.46
068611	01/08/2017		ATKINSON HOME BUILDING CENTRE		
		103370		BRACKET	\$146.37
Total 068611					\$146.37
EFT000000007670	28/07/2017		BOULTON SEPTIC/LARMON'S		
		17/07 COLLECTION		17/07 COLLECTION	\$10,065.69
Total EFT000000007670					\$10,065.69
EFT000000007760	01/08/2017		TROUSDALE'S HOME HARDWARE		
		68518		MATERIALS FOR RECYCLE BIN BOX	\$551.29
		48		MATERIALS FOR RECYCLE BOX BIN	\$281.78
Total EFT000000007760					\$833.07
Total Recyc Coll					\$45,678.59

5210 Rec Disp/Prc

Cheque	Date	Inv #	Vendor	Description	Amount
068647	01/08/2017		SNIDER, PERCY		
		17/06/26-34		BRADSHAW RECYCLE x 1	\$534.24
		17/06/28-36		GREENBAY RECYCLE x 2	\$661.44
		17/06/28-35		SALEM RECYCLE x 1	\$534.24
		17/06/30-48		GREENBAY RECYCLE x 1	\$534.24
		17/06/30-49		PORTLAND RECYCLE x 1	\$534.24
Total 068647					\$2,798.40
Total Rec Disp/Prc					\$2,798.40

5305 HHW

Cheque	Date	Inv #	Vendor	Description	Amount
068650	01/08/2017		TROY LIFE & FIRE SAFETY LTD.		
		1616284		ANNUAL EXTINGUISHER INSPECTION	\$125.16
Total 068650					\$125.16
Total HHW					\$125.16
Total Env					\$133,050.57

70 Cem

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
068647	01/08/2017	17/05/05-21.	SNIDER, PERCY	GRADING	
					\$75.80
Total 068647					\$75.80
EFT000000007669	28/07/2017	17/07 SERVICES	D G YOUNGE CONCRETE BURIAL VAULTS	17/07 SERVICES	
					\$875.14
Total EFT000000007669					\$875.14
EFT000000007697	01/08/2017	1591	D G YOUNGE CONCRETE BURIAL VAULTS	17/06 INTERMENTS	\$305.28
				17/06 INTERMENTS	\$1,119.36
				17/06 INTERMENTS	\$305.28
Total EFT000000007697					\$1,729.92
EFT000000007712	01/08/2017	2434 2435 2436 2437 2438	HUGHES CONSTRUCTION AND	HUGHES CONSTRUCTION AND	
				GRASS CUTTING 17/06	\$316.98
				GRASS CUTTING 17/06	\$914.95
				GRASS CUTTING 17/06	\$389.03
				GRASS CUTTING 17/06	\$176.50
				GRASS CUTTING 17/06	\$1,015.80
Total EFT000000007712					\$2,813.26
EFT000000007763	01/08/2017	17-005-1 17-005-1 17-005-2 17-005-2	UBCON CONSTRUCTION LTD	UBCON CONSTRUCTION LTD	
				GRASS CUTTING 17/05	\$356.16
				GRASS CUTTING 17/05	\$1,424.64
				GRASS CUTTING 17/06	\$284.93
				GRASS CUTTING 17/06	\$1,139.71
Total EFT000000007763					\$3,205.44
Total Health					\$8,699.56
Total Cem					\$8,699.56

80 Rec

8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
068620	01/08/2017	30522	DOMAR TRAILERS (1985) LTD	DOMAR TRAILERS (1985) LTD	
				RENT TRAILER 17/06/28-17/07/28	\$386.69
Total 068620					\$386.69
068622	01/08/2017	455	FORTCO LTD	PLAYSAFE RUBBER SURFACE	
					\$15,060.48
Total 068622					\$15,060.48
068627	01/08/2017	17 024	HAMBLY GROUP	DESIGN WATER FILL STATION	
					\$2,518.56
Total 068627					\$2,518.56
068630	01/08/2017	17-3269 17-3270	KILEY PAVING	KILEY PAVING	
				CONSTRUCT WALKWAY	\$11,903.30
				CONSTRUCT TENNIS COURT SURFACE	\$13,572.75
Total 068630					\$25,476.05
068650	01/08/2017	1616284 1616284 1616284 1616284 1616284 1616284 1616284 1616284	TROY LIFE & FIRE SAFETY LTD.	TROY LIFE & FIRE SAFETY LTD.	
				ANNUAL EXTINGUISHER INSPECTION	\$143.48
				ANNUAL EXTINGUISHER INSPECTION	\$251.35
				ANNUAL EXTINGUISHER INSPECTION	\$80.39
				ANNUAL EXTINGUISHER INSPECTION	\$61.06
				ANNUAL EXTINGUISHER INSPECTION	\$147.55
				ANNUAL EXTINGUISHER INSPECTION	\$187.24
				ANNUAL EXTINGUISHER INSPECTION	\$213.70
				ANNUAL EXTINGUISHER INSPECTION	\$106.83
Total 068650					\$1,191.60
068651	01/08/2017	15215 15258	UNITY SOD FARM LTD.	UNITY SOD FARM LTD.	
				4000 SQ FT SOD	\$1,119.36
				1600 SQ FT SOD	\$415.18
Total 068651					\$1,534.54
068656	01/08/2017	17/07/01-BED REC 17/07/01 - BED REC	WEBSTER, LOIS	WEBSTER, LOIS	
				17/07/01-BED REC	\$31.21
				17/07/01 - BED REC	\$31.21
Total 068656					\$62.42
EFT000000007667	28/07/2017	17/07	LEONARD, ELIZABETH	17/07 MAINTENANCE	
					\$142.50
Total EFT000000007667					\$142.50
EFT000000007671	01/08/2017	24972 25065 25086 25063	BOULTON SEPTIC/LARMON'S	BOULTON SEPTIC/LARMON'S	
				LAWN MAINT. 17/06	\$111.94
				PUMP HOLDING TANK	\$244.22
				PUMP HOLDING TANK	\$401.95
				PUMP HOLDING TANK	\$244.22
Total EFT000000007671					\$1,002.33
EFT000000007680	01/08/2017	11937	BAY ELECTRIC	HANG LIGHT & CHANGE BALLAST	
					\$453.66
Total EFT000000007680					\$453.66
EFT000000007683	01/08/2017	120717 B 120717 B 260617	BOWES CARPENTRY	BOWES CARPENTRY	
				REPAIR SOFFIT ON CANTEEN	\$274.75
				BUILD WOOD STEPS TO DUGOUT	\$772.36
				POINT PARK WASHROOMS	\$48,135.53
Total EFT000000007683					\$49,182.64
EFT000000007684	01/08/2017	17/07/01-BED REC 17/07/01 - BED REC	BROWN, DONNA	BROWN, DONNA	
				17/07/01-BED REC SECRETARY	\$65.00
				17/07/01 - BED REC SECRETARY	\$65.00
Total EFT000000007684					\$130.00
EFT000000007692	01/08/2017	758938-17/06	CULLIGAN	WATER	\$72.25

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

Total EFT000000007692				\$72.25
EFT000000007701	01/08/2017		ERLICHMAN, WOLFE	
		17/07/01-BED REC	17/07/01-BED REC	\$31.21
		17/07/01 - BED REC	17/07/01 - BED REC	\$31.21
Total EFT000000007701				\$62.42
EFT000000007710	01/08/2017		HD SUPPLY CANADA, INC	
		INV107473511	MASTER LOCK	\$39.84
		INV107457389	MASTERLOCK	\$278.88
Total EFT000000007710				\$318.72
EFT000000007712	01/08/2017		HUGHES CONSTRUCTION AND	
		2427	GRASS CUTTING 17/06	\$356.61
		2428	GRASS CUTTING 17/06	\$97.25
		2429	GRASS CUTTING 17/06	\$450.27
		2430	GRASS CUTTING 17/06	\$363.81
		2431	GRASS CUTTING 17/06	\$320.59
		2432	GRASS CUTTING 17/06	\$385.43
		2433	GRASS CUTTING 17/06	\$533.12
Total EFT000000007712				\$2,507.08
EFT000000007714	01/08/2017		INDEPENDENT TELEPHONE SERVICES	
		42265	EXTENSION CHANGES X2250	\$45.79
Total EFT000000007714				\$45.79
EFT000000007716	01/08/2017		JACK WATSON SPORTS INC.	
		179335	FLOAT LINE MARKERS	\$106.30
		179335	FLOAT LINE MARKERS	\$106.30
		179335	FLOAT LINE MARKERS	\$106.30
Total EFT000000007716				\$318.90
EFT000000007721	01/08/2017		KINGSTON PLATE & WINDOW GLASS	
		2017-1227	REFASTEN HINGE DOOR OPERATOR	\$142.46
Total EFT000000007721				\$142.46
EFT000000007727	01/08/2017		LONDRY ALARMS	
		189313	17/01 MONTHLY ALARM SYSTEM	\$26.46
		189313	17/01 MONTHLY ALARM SYSTEM	\$26.46
		189315	ANNUAL ALARM SYSTEM	\$268.65
Total EFT000000007727				\$321.57
EFT000000007736	01/08/2017		PRINTFUSION INC.	
		102025	BUSINESS CARDS T.L.	\$29.51
Total EFT000000007736				\$29.51
EFT000000007740	01/08/2017		R&D NELSON GENERAL MAINTENANCE	
		17/06-G,B,P	MAY & JUNE CLEANING	\$366.34
		17/06-G,B,P	MAY & JUNE CLEANING SUPPLIES	\$88.06
		17/06-LIB	MAY & JUN CLEANING	\$1,037.95
		17/06-LIB	MAY & JUN CLEANING SUPPLIES	\$186.64
Total EFT000000007740				\$1,678.99
EFT000000007745	01/08/2017		R.W. ELECTRIC	
		33622	17/06 LOCATES	\$191.31
Total EFT000000007745				\$191.31
EFT000000007747	01/08/2017		SIGNS PLUS	
		2981	WASHROOM SIGN	\$46.81
Total EFT000000007747				\$46.81
EFT000000007748	01/08/2017		SIMMONS PLUMBING & PUMP SERV.	
		4682	NEW ACCESS PIPE HOLDING TANK	\$490.48
		4608	REPAIR TOILET AT BALLFIELD	\$125.16
		4684	INSTALL LOCKING WELL CAP	\$180.11
Total EFT000000007748				\$795.75
EFT000000007752	01/08/2017		SWISH MAINTENANCE LIMITED	
		K570425	CLEANING SUPPLIES	\$450.61
		K571079	GARBAGE BAGS	\$61.06
Total EFT000000007752				\$511.67
EFT000000007753	01/08/2017		SYDENHAM LANDSCAPE PRODUCTS	
		02630	50LBS BAG GRASS SEED	\$141.45
		02631	50LBS BAG GRASS SEED	\$141.45
		02632	4 YARDS TOP SOIL	\$73.27
Total EFT000000007753				\$356.17
EFT000000007757	01/08/2017		TORBRAM ELECTRIC SUPPLY CORP	
		KIN/074591	LIGHT FIXTURES	\$59.02
		KIN/074591		\$14.88
Total EFT000000007757				\$73.90
EFT000000007760	01/08/2017		TROUSDALE'S HOME HARDWARE	
		70200	LINE MARKING POWDER	\$86.44
		70200	LINE MARKING POWDER	\$86.45
		208825	LIGHTBULBS AND MISC. SUPPLIES	\$82.84
		70967	LINE MARKING POWDER	\$86.44
		71191	LINE MARKING POWDER	\$129.67
		71191	LINE MARKING POWDER	\$129.67
		71274	KEY CUT	\$6.09
		209187	LINE MARKING POWDER	\$103.73
		71364	ELEC TAPE & WIRE CLIP	\$13.79
		71421	SCREWS & ANCHORS	\$6.78
		71426	BUILDERS HARDWARE	\$35.30
		71420	BUILDERS HARDWARE	\$19.79
		71420	CDN FLAG & LOCK	\$51.83
		71407	BOLTS & HINGES	\$35.89
		71437	LUMBER	\$89.10
		71452	DRAIN PIPE/ UTILITY KNIFE/TIES	\$97.15
		209280	RUST PAINT	\$42.73
		209279	CDN FLAG & BUILDERS HARDWARE	\$126.66
		71459	DRILL BIT	\$5.79
		71500	GARBAGE CANS X 2	\$46.79
		502999	REFRIGERATOR	\$814.05
		70682	CHAIN	\$328.18
		70444	HEDGE SHEARS	\$24.41

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

		209588	DRILL BITS, HARDWARE	\$13.47
		503094	LUMBER FOR BATHROOMS	\$63.35
		71944	SCREWS	\$37.63
Total EFT000000007760				\$2,564.02
EFT000000007761	01/08/2017		TRUE ELECTRIC	
		6789	SET UP ELECTRICAL FOR CAN DAY	\$958.73
Total EFT000000007761				\$958.73
EFT000000007763	01/08/2017		UBCON CONSTRUCTION LTD	
		17-005-1	GRASS CUTTING 17/05	\$1,093.92
		17-005-1	GRASS CUTTING 17/05	\$305.28
		17-005-1	GRASS CUTTING 17/05	\$190.80
		17-005-1	GRASS CUTTING 17/05	\$1,221.12
		17-005-1	GRASS CUTTING 17/05	\$356.16
		17-005-2	GRASS CUTTING 17/06	\$875.14
		17-005-2	GRASS CUTTING 17/06	\$244.22
		17-005-2	GRASS CUTTING 17/06	\$152.64
		17-005-2	GRASS CUTTING 17/06	\$976.90
		17-005-2	GRASS CUTTING 17/06	\$284.93
Total EFT000000007763				\$5,701.11
EFT000000007768	01/08/2017		WEMP & SMITH CONSTRUCTION LTD.	
		4289	REPLACE DOORS	\$1,383.94
Total EFT000000007768				\$1,383.94
Total Rec				\$115,222.57

8020 Swim

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007725	01/08/2017		LIFESAVING SOCIETY		
		M120354		SAFEGUARD PROGRAM CD	\$11.73
Total EFT000000007725					\$11.73
Total Swim					\$11.73

8030 Cda Day

Cheque	Date	Inv #	Vendor	Description	Amount
068615	01/08/2017		CHINNERY, BETTINA		
		17/07/07-CAN DAY		CANADA DAY SUPPLIES	\$26.03
Total 068615					\$26.03
068617	01/08/2017		CROOKED BUSH		
		1024		CAN DAY NEW WEBSITE	\$610.56
Total 068617					\$610.56
068618	01/08/2017		DELINE, JAMIE		
		17/05/27-HATS		SAILOR HATS KIDS FISHING DERBY	\$79.98
Total 068618					\$79.98
068623	01/08/2017		GARLAND, DONNA		
		17/06/30-MEGADOLLAR		CAN DAY SUPPLIES	\$20.35
Total 068623					\$20.35
EFT000000007684	01/08/2017		BROWN, DONNA		
		17/07/01-CAN DAY		CAN DAY EXPENSES	\$30.94
Total EFT000000007684					\$30.94
EFT000000007705	01/08/2017		THE FRONTENAC NEWS		
		64480		SYD CAN DAY THANK YOU AD	\$175.95
Total EFT000000007705					\$175.95
EFT000000007717	01/08/2017		JODY CAMPBELL'S SEPTIC SERVICE		
		9583		PORTABLE TOILETS	\$228.96
		9583		PORTABLE TOILETS	\$203.52
Total EFT000000007717					\$432.48
EFT000000007736	01/08/2017		PRINTFUSION INC.		
		101940		T-SHIRT LETTERING	\$24.42
		101875		T-SHIRT LETTERING	\$54.95
Total EFT000000007736					\$79.37
EFT000000007760	01/08/2017		TROUSDALE'S HOME HARDWARE		
		71406		CAUTN TAPE & TIES	\$34.84
		209287		FISHING RODS CANADA DAY	\$121.03
		301702		FISHING BOBBERS CANADA DAY	\$95.40
		71442		WATERSLIDE CAN DAY	\$60.04
		503006		CAN FLAG X 10	\$406.53
Total EFT000000007760					\$717.84
Total Cda Day					\$2,173.50

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
068611	01/08/2017		ATKINSON HOME BUILDING CENTRE		
		101760-VCA		REPAIRS TO STAGE	\$127.77
Total 068611					\$127.77
068614	01/08/2017		CASEMENT, JOYCE		
		2017048		SOUND SYSTEM MUSIC IN PARK	\$200.00
		17/06/30-FOOD		FOOD MUSIC IN PARK	\$113.13
Total 068614					\$313.13
068616	01/08/2017		COLEMAN, DONALD		
		2017054		CAR SHOW ACTIVITIES	\$1,020.00
Total 068616					\$1,020.00
068632	01/08/2017		LAST CHANCE AUTO RESTORE		
		2017055		CAR SHOW PRIZES, ADS, FLYERS	\$929.45
Total 068632					\$929.45
068653	01/08/2017		VERONA FOODLAND		
		7256845-VCA		VCA B.O.D. BBQ	\$81.17
		4782-VCA		ECUMENICAL SERVICE FOOD	\$49.11
		3827-VCA		ECUMENICAL SERVICE FOOD	\$128.57

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

Total 068653					\$258.85
068654	01/08/2017		VERONA LIONS CLUB		
		2017053		FLOAT FOR CAR SHOW	\$3,550.00
		2017050		SALE OF LEFTOVER JAMBOREE FOOD	\$212.22
		17/07/02-PAVILION		PAVILION RENTAL 17/07/02	\$50.00
Total 068654					\$3,812.22
EFT000000007678	01/08/2017		BATES, LINDA		
		17/06/29-HOMEDEP		TENT WEIGHT	\$61.01
Total EFT000000007678					\$61.01
EFT000000007689	01/08/2017		CONWAY, WAYNE		
		17/07/04-MOMS		BREAKFAST RE: FLAGS	\$32.70
Total EFT000000007689					\$32.70
EFT000000007729	01/08/2017		MCDUGALL, JOHN		
		2017039-DOLLARTREE		FLOWERS FOR BRIDGE	\$62.33
Total EFT000000007729					\$62.33
Total VCA					\$6,617.46

8220 VMC

Cheque	Date	Inv #	Vendor	Description	Amount
068616	01/08/2017		COLEMAN, DONALD		
		17/06/28 HSC		17/06/28 HSC	\$31.21
Total 068616					\$31.21
068628	01/08/2017		HANSEN, KARL		
		17/06/28 HSC		17/06/28 HSC	\$31.21
Total 068628					\$31.21
068631	01/08/2017		LANSDALL, JIM		
		17/06/28 HSC		17/06/28 HSC	\$31.21
Total 068631					\$31.21
EFT000000007689	01/08/2017		CONWAY, WAYNE		
		17/06/28 HSC		17/06/28 HSC	\$31.21
Total EFT000000007689					\$31.21
EFT000000007696	01/08/2017		DAY, LOUISE		
		17/06/28 HSC		17/06/28 HSC	\$31.21
Total EFT000000007696					\$31.21
Total VMC					\$156.05

8230 SF Rides

Cheque	Date	Inv #	Vendor	Description	Amount
068639	01/08/2017		PARFITT, HELEN		
		17/06/30-VISTAPRINT		FESTIVAL BANNER	\$203.02
Total 068639					\$203.02
Total SF Rides					\$203.02

Total Rec					\$124,384.33
-----------	--	--	--	--	--------------

90 Plan

9000 Plan

Cheque	Date	Inv #	Vendor	Description	Amount
068659	01/08/2017		BOURQUE, GREGORY		
		Z-17/06		Z-17/06 REFUND	-\$1,700.00
Total 068659					-\$1,700.00
EFT000000007693	01/08/2017		CUNNINGHAM SWAN CARTY		
		145781		CAO - GEN ADVICE	\$823.92
		145785		RESO. TO BAN SPEC EVENTS	\$330.97
		145786		DON STRICELJ OMB APPEAL	\$491.50
Total EFT000000007693					\$1,646.39
Total Plan					-\$53.61

9010 Plan-com adj

Cheque	Date	Inv #	Vendor	Description	Amount
068665	01/08/2017		KLATT, STACY		
		REFUND#54840		REFUND SEVAP S-35-17-P	\$717.00
Total 068665					\$717.00
Total Plan-com adj					\$717.00
Total Plan					\$663.39

99

9999

Cheque	Date	Inv #	Vendor	Description	Amount
068626	01/08/2017		GORDON F THOMPkins		
		REFUND-CR#56810		REFUND OVERPAYMENT CR#56810	\$29.38
Total 068626					\$29.38
068652	01/08/2017		VANDEWAL, RON		
		2017 TAX REFUND		2017 TAX REFUND	\$479.91
Total 068652					\$479.91
068661	01/08/2017		EST. OF SYLVIA M. FOXTON		
		2017 TAX REFUND		TAX REFUND	\$449.41
Total 068661					\$449.41
068670	01/08/2017		SCOTIA MORTGAGE CORP		
		2017 TAX REFUND		2017 TAX REFUND	\$312.00
		2017 TAX REFUND		2017 TAX REFUND	\$156.00
Total 068670					\$468.00

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

068674	01/08/2017	MACCOMISH DEBRA	
		CRADJ4660-1	TAX REFUND
			\$365.26
Total 068674			\$365.26
068675	01/08/2017	THE NATURE CONSERVANCY OF CANADA	
		CRADJ4675-1	Tax Refund
			\$3,954.47
Total 068675			\$3,954.47
EFT000000007666	21/07/2017	TORRIBLE, SARAH ELIZABETH	
		2017 TAX REFUND	TAX REFUND
			\$21,952.79
Total EFT000000007666			\$21,952.79
EFT000000007741	01/08/2017	REALTAX INC	
		62587	FIST NOTICE
			\$45.20
Total EFT000000007741			\$45.20
EFT000000007743	01/08/2017	ROSEN ENERGY GROUP	
		SUN 1364.7 L CLR @ \$0.8020	\$1,113.75
		B 1603.9 L MKD @ \$0.6720	\$1,096.79
		B 1500.8 L CLR @ \$0.8050	\$1,229.40
		B 370.7 L MKD @ \$0.8620	\$325.16
		F 929 L CLR @ \$0.7938	\$750.42
		F 2065.5 L GAS @ \$0.8585	\$1,804.44
		B 332.9 L GAS @ 0.8980	\$304.20
		B 750.6 L MKD @ \$0.6950	\$530.85
		F 1057.6 L MKD @ \$0.6950	\$747.97
		F 1638.3 L CLR @ \$0.8280	\$1,380.38
		F 1642 L GAS @ \$0.8980	\$1,500.47
		P 369.7 L MKD @ \$0.6830	\$256.95
		P 1800.9 L CLR @ \$0.8160	\$1,495.39
		F 1083.4 L MKD @ \$0.6803	\$750.02
		F 1770.7 L CLR @ \$0.8042	\$1,449.06
		F 1864.5 L GAS @ \$0.8870	\$1,682.92
		B 120.7 L GAS @ \$0.8870	\$108.95
		B 626.9 L CLR @ \$0.8042	\$513.20
		B 551.3 L MKD @ \$0.6803	\$381.66
		F 1900.1 L GAS @ \$0.9160	\$1,771.12
		F 1125.3 L MKD @ \$0.6930	\$793.56
		F 841 L CLR @ \$0.8260	\$706.89
		B 397.5 L GAS @ \$0.9160	\$370.52
		B 800.6 L MKD @ \$0.6930	\$564.59
		P 2701.7 L CLR @ \$0.8160	\$2,243.39
		P 980.6 L MKD @ \$0.6870	\$685.52
Total EFT000000007743			\$24,557.57
Total			\$52,301.99
Total			\$52,301.99
Total			\$2,538,806.51



REPORT TO COUNCIL
Treasury Department



AGENDA DATE: August 1, 2017
SUBJECT: Year to Date Financials to June 30, 2017

RECOMMENDATION

This report is for information only.

BACKGROUND

Attached are the year to date financials to June 30th with a comparison to year to date budget as well as a column which reflects the total 2017 budget.

Year to date revenues totalling \$20,870,730 are \$793,909 under budget while year to date expenses total \$12,012,574 and are \$768,294 under budget for a net year to date deficit of \$25,614. The variances for both revenues and expenses are primarily due to timing.

Conservation authorities are over budget \$10,986 due to a levy from Quinte conservation that is higher than budgeted which was highlighted in the first quarter financials.

Also legal fees are over budget under planning and general government despite increasing the planning budget in 2017 from \$25,000 to \$60,000. Below is the breakdown of legal expenses for these areas:

Planning	Budget	Actuals
Stricelj OMB		6,528
Grant OMB		99,380
Vezeau – Noise/Zoning		11,979
Zoning bylaw OMB		30,571
Other		6,528
Total	60,000	148,967

General Government	Budget	Actuals
Uninsured Claim		17,672
Other		4,337
Total	11,000	22,009

Providing this statement assures council that the direction given from the 2017 budget is being carried out. Managers are receiving detailed financial reports on a monthly basis.

ATTACHMENTS

2017 financial report to June 30th

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

	2017 Year Budget	2017 YTD Budget	2017 YTD Actuals	YTD Actual vs YTD Budget Variance
REVENUE				
Property Taxation	18,774,258	18,408,773	18,278,435	(130,338)
User Charges	1,031,169	515,584	420,845	(94,740)
Licenses, Permits and Rents	705,577	377,833	413,289	35,455
Government Grants	1,954,668	1,355,151	1,022,750	(332,401)
Grants from Other Municipalities	579,025	0	0	0
Investment Income	251,000	125,490	70,886	(54,604)
Penalties and Interest on taxes	360,000	180,000	162,730	(17,270)
Donations	24,500	8,750	51,613	42,863
Other	2,065	1,033	37,830	36,797
Transfer from Reserves/Reserve Funds	4,877,817	692,024	412,351	(279,672)
Total Revenues	28,560,078	21,664,638	20,870,730	(793,909)

OPERATING EXPENSE

General Government	3,770,647	2,792,657	2,728,105	(64,551)
Protection to Persons and Property				
Fire	3,093,173	903,824	894,320	(9,504)
Police	3,022,718	1,515,509	1,513,295	(2,214)
Conservation Authorities	220,392	219,627	233,613	13,986
Protective Inspections and Control	116,367	58,897	52,231	(6,666)
Emergency Measures	1,951	975	366	(609)
Building Department	535,256	306,725	212,237	(94,487)
Transportation Services				
Roadway Maintenance	3,983,319	2,154,913	2,118,035	(36,878)
Capital Projects	7,113,858	1,331,024	924,779	(406,245)
Winter Control	1,912,992	1,169,136	1,198,139	29,004
Environmental Services				
Water System	391,842	126,813	115,561	(11,252)
Solid Waste Management	2,445,625	1,192,981	1,120,871	(72,110)
Parks, Recreation and Cemeteries	1,529,769	771,835	586,909	(184,926)
Planning and Development	422,171	235,953	314,111	78,158
Total Expenses	28,560,078	12,780,868	12,012,574	(768,294)
TOTAL	0	(8,883,770)	(8,858,156)	25,614



REPORT TO COUNCIL
PUBLIC WORKS DEPARTMENT



AGENDA DATE: August 1st, 2017
SUBJECT: RFP PW-P02-2017 Intersection Engineering Services

RECOMMENDATION

For Information only

PURPOSE OF REPORT

A Request for Proposal (RFP) was sent out for the Engineering and design of the intersection of Yarker and Wilton Roads (Stars Corners) and the intersection of Rutledge and Sydenham Roads (Moons Corners). The intent of this proposal is to assess the current configuration of the intersection(s), prepare preliminary designs, 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.

The two intersections included in the RFP have been identified for different reasons. Stars Corners has been identified because of its history of Motor Vehicle Collisions (MVC's) and its geometric configuration. Moons Corners had originally been identified in the Rutledge Road Corridor Study completed by AECOM in 2010 due to then planned developments in the vicinity and is again a factor with a proposed commercial development on the South East corner.

The submissions have been evaluated and G.D. Jewell Engineering has been selected by the Public Works Department as the most suitable choice based on the following criteria:

Company Profile	10%
Contact Information, Location, Years in Business	
Mission Statement and Policies	
Health and Safety Policy	
Experience	10%
Related Projects	
References and Credentials	
Project Personnel	
Sub consultants	
Proposed Methodology	10%
Proposed Project Schedule	
Financial Component	70%

FINANCIAL/STAFFING IMPLICATIONS

Sufficient funds exist in the approved 2017 Capital Budget for this purpose.



REPORT TO COUNCIL
PUBLIC WORKS DEPARTMENT



ATTACHMENT:

Intersection RFP Evaluation form

Submitted/approved by:

Prepared by:

Mark Segsworth, P. Eng.
Public Works Manager

David Holliday, CET
Area Supervisor

EVALUATION for RFP PW-P02-2017 Engineering Services for the Design of Two Major Intersections

Moons Corners			
Proposal submitted by:		Noveen	Jewell
Company Profile	10%	6.66	10
Experience	10%	7.5	10
Proposed Methodology	10%	2	8
Financial Component	70%	59.5	50.5
Total costing Stage 1 and 2		\$ 21,340.80	\$ 31,066.50
TOTAL		75.66	78.5
Rank		2	1

Stars Corners			
Proposal submitted by:		Noveen	Jewell
Company Profile	10%	6.66	10
Experience	10%	7.5	10
Proposed Methodology	10%	2	8
Financial Component	70%	59.5	50.5
Total costing Stage 1 and 2		\$ 21,340.80	\$ 31,066.50
TOTAL		75.66	78.5
Rank		2	1

S:\Public Works\RFP's\2017\PW-P02-2017 Intersection Engineering Services\RFP Evaluation Form-2017



REPORT TO COUNCIL
PUBLIC WORKS DEPARTMENT



AGENDA DATE: August 1st, 2017

SUBJECT: RFP PW-P03-2017 Bridge Engineering and Design

RECOMMENDATION

For Information only

PURPOSE OF REPORT

A Request for Proposal (RFP) was sent out for the Engineering and design of the Sydenham Dam rehabilitation, Bunker Hill Bridge replacement south of Westport Road, and Buck Bay Bridge replacement north of Westport Road. The intent of this proposal is to prepare preliminary designs, and upon approval of the recommended approach prepare a detailed design including tender preparation.

ANALYSIS

The results, excluding applicable taxes, are listed below:

Sydenham Bridge

	<i>Consultant</i>	<i>Stage 1 (Total)</i>	<i>Stage 2</i>	<i>Anticipated Design (Stage 1 & 2)</i>
1	Jewell	\$11,690.00	\$8,428.00	\$20,118.00
2	HP Engineering	\$1,750.00	\$2,670.00	\$4,420.00
3	Ambashi Engineering	\$5,550.00	\$10,340.00	\$15,890.00
4	D.M Wills Associated Limited	\$5,770.00	\$6,700.00	\$12,470.00
5	KeyStone Bridge Management	\$1,500.00	\$9,660.00	\$11,160.00

Bunker Hill

	<i>Consultant</i>	<i>Stage 1 (Total)</i>	<i>Stage 2</i>	<i>Anticipated Design (Stage 1 & 2)</i>
1	Jewell	\$19,334.00	\$9,358.00	\$28,692.00
2	HP Engineering	\$7,798.00	\$4,515.00	\$12,313.00
3	Ambashi Engineering	\$8,000.00	\$12,980.00	\$20,980.00
4	D.M Wills Associated Limited	\$7,195.00	\$9,675.00	\$16,870.00
5	KeyStone Bridge Management	\$2,500.00	\$11,000.00	\$13,500.00

Buck Bay

	<i>Consultant</i>	<i>Stage 1 (Total)</i>	<i>Stage 2</i>	<i>Anticipated Design (Stage 1 & 2)</i>
1	Jewell	\$19,334.00	\$9,358.00	\$28,692.00
2	HP Engineering	\$7,798.00	\$4,515.00	\$12,313.00
3	Ambashi Engineering	\$8,000.00	\$12,980.00	\$20,980.00
4	D.M Wills Associated Limited	\$7,195.00	\$9,675.00	\$16,870.00
5	KeyStone Bridge Management	\$2,500.00	\$11,000.00	\$13,500.00



REPORT TO COUNCIL
PUBLIC WORKS DEPARTMENT



The three bridges included in the RFP were identified in our 2015 OSIM Inspections as requiring rehabilitation and/or replacement as specified. The submissions have been evaluated and HP Engineering has been selected by the Public Works Department as the most suitable choice based on the following criteria:

Company Profile	10%
Contact Information, Location, Years in Business	
Mission Statement and Policies	
Health and Safety Policy	
Experience	10%
Related Projects	
References and Credentials	
Project Personnel	
Sub consultants	
Proposed Methodology	10%
Proposed Project Schedule	
Financial Component	70%

FINANCIAL/STAFFING IMPLICATIONS

An amount of \$50,000 was itemized in the approved 2017 Capital Budget for this purpose.

Submitted/approved by:

Prepared by:

Mark Segsworth, P. Eng.
Public Works Manager

David Holliday, CET
Area Supervisor

From: Frances Willes [<mailto:moonriver.corners@icloud.com>]

Sent: June-27-17 11:27 AM

To: Lindsay Mills <lmills@southfrontenac.net>

Subject: Thank you!

Dear Lindsay:

I write this email to thank you for another excellent Planning presentation that you gave to our Chinese guests this past week. This year they were all Planners employed by the Chinese Government. In addition to the Planners, there were several Chinese Interpreters who are presently students at Queen's. Bruce (one of the Interpreters) has two years left to complete his Queen's PHD. A big thank you as well to Jennie who manipulated the planning maps perfectly. The Chinese guests could not stop talking about your presentation. You certainly gave them something to talk about here and back in China.

Rather amazing when you think of it - education between two Nations. Two Nations with two different political philosophies.

Sincerely, Fran.

From: Michelle Foxton [<mailto:foxton@personainternet.com>]
Sent: July-10-17 6:06 PM
To: Ron Vandewal <rvandewal@southfrontenac.net>; Alan Reville <councillorrevill@gmail.com>; John McDougall <john.mcdougall@xplornet.ca>; Ross Sutherland <elbe@web.ca>; Pat Barr <patbarr1@aol.com>; Mark Schjerning <markschjerning@outlook.com>; Schjerning Mark <mschjerning@lennox-addington.on.ca>; Norm Roberts <councillornroberts@gmail.com>; eilevale@kingston.net; Ronald Sleeth <sfcron.sleeth@gmail.com>; brad.barbeau@bell.net; Wayne Orr <worr@southfrontenac.net>
Cc: r.lindgren r.lindgren <r.lindgren@sympatico.ca>
Subject: July 11 Council Meeting - Agenda Items 3a & 8b

Dear Mayor, Councillors, and Mr. Orr,

Further to the Hartington Community Association's presentation to Council on June 27, 2017, and further to Items 3a & 8b of the Agenda for the July 11, 2017, Council Meeting, please find attached communications from our solicitor regarding same. Should you have any questions or concerns, please do not hesitate to contact me.

Yours truly - Michelle Foxton

Michelle L. Foxton, President
Hartington Community Association
4087 Petworth Road, RR1
Harrowsmith, ON
K0H 1V0
tel: 613-530-1281
fax: 613-546-0068
email: foxton@personainternet.com



July 10, 2017

BY EMAIL

Michelle L. Foxton
President, Hartington Community Association
4087 Petworth Road, R.R. #1
Harrowsmith, ON
K0H 1V0

Dear Ms. Foxton:

RE: HARTINGTON COMMUNITY ASSOCIATION – REQUESTS TO SOUTH FRONTENAC TOWNSHIP

It is my understanding that the Hartington Community Association (“HCA”) has submitted two formal requests to the Council of the Township of South Frontenac:

1. That the Township cover the cost of the two most recent invoices from HCA’s hydrogeologist, Mr. Wilf Ruland, P.Geo, and the final invoice from HCA’s stormwater management expert, Mr. Harold Chard, P.Eng; and
2. That the Township cover the cost of testing domestic wells of the 29 residences located within 300 metres of the former gas station in Hartington.

I further understand that the two HCA requests are on the agenda for the Township Council’s meeting on July 11, 2017, and that they are scheduled for consideration during an in camera session. These requests were placed on the Council agenda by a notice of motion that was duly served by Councillor Schjerning in accordance with the Township’s Procedural By-Law 2016-73.

However, it has come to my attention that the Township Clerk has recently circulated a report to Council in which he opines that:

This matter is before the OMB and it is inappropriate for Council to be making decisions or discussing evidence that is currently before the Board.

Should Council wish to consider the request, the matter should be deferred until after the ruling from the OMB has been issued.

In my opinion, there is absolutely no merit to the Clerk’s position or his suggested course of action.

Simply put, the subject matter of the HCA requests is not “the matter” that is before the OMB, contrary to the Clerk’s claims. More specifically, the “matter” before the OMB is the developer’s appeals under the *Planning Act* against the County’s and the Township’s non-decisions regarding the draft plan of subdivision and zoning by-law amendment.

Canadian Environmental Law Association

T 416 960-2284 • 1-844-755-1420 • F 416 960-9392 • 55 University Avenue, Suite 1500 Toronto, Ontario M5J 2H7 • cela.ca

In contrast, the HCA requests to the Council are clearly and legally unrelated to the merits of the developer's appeals. For example, the HCA request to cover Mr. Ruland's and Mr. Chard's invoices is purely fiscal in nature, does not involve any Council assessment of their professional opinions, and is not before the Board for adjudication.

Similarly, the HCA's financial request that the Township pay for precautionary testing of domestic wells is completely unconnected to the merits of the developer's appeals, and is not before the OMB in any event. Indeed, the Board has no jurisdiction to order the Township to undertake or pay for such testing, which should be implemented even if no subdivision was being proposed upon the subject property.

Finally, I note that the Clerk's report cites no authorities, statutes, or cases that support his claim that it would be inappropriate for the Township council to discuss or decide the HCA requests at this time. As a matter of law, the hearing record is now closed, and it is not necessary for the Council to await the OMB's disposition of the developer's appeals before considering the HCA requests.

Accordingly, it is my firm conclusion that there is no compelling legal reason for the Township to defer, or to refuse, the HCA's reasonable requests.

I trust that this letter clarifies my legal opinion on the erroneous position taken in the Clerk's report to Council in relation to the HCA requests. Please contact me at your earliest convenience if you have any further questions or comments about this matter.

Yours truly,

CANADIAN ENVIRONMENTAL LAW ASSOCIATION



Richard D. Lindgren
Counsel

From: Peter Hodson [<mailto:pvh@queensu.ca>]
Sent: July-13-17 9:56 PM
To: Wayne Orr <worr@southfrontenac.net>
Cc: Alan Revill (alanhrevill@gmail.com) <alanhrevill@gmail.com>; Hendrik Saaltink (riksaaltink@gmail.com) <riksaaltink@gmail.com>
Subject: Letter for all counsellors re: cottage lot developments

Wayne,

I would appreciate it if you could pass this e-mail on to all counsellors. Thanks for your help!

Peter Hodson

To the Mayor of S. Frontenac and All Member of Council:

I was informed recently that in June Council had given approval in principle to a new waterfront lot with only 40 feet of frontage on a lake in S. Frontenac, an exception to the zoning bylaw requiring a minimum of 300 feet of frontage. I am strongly opposed to any 'special cases' being approved because they set a very dangerous precedent for future exceptions. Once a special case has been made, application could be made for many other properties with similar circumstances, and it would be difficult to argue that the same logic underlying the exception does not apply. Once a bylaw can be circumvented, it is no longer a useful tool for controlling lake front development and providing the desired level of protection of shorelines and water quality. Some lakes in S. Frontenac have long stretches of shoreline with a high density of cottages built before the bylaw was introduced. These lakes looked crowded and unattractive and provide a poor lake experience for visitors and residents.

I have a similar concern for a move to approve the use of three functional water front lots to service the new condominium development of "Shield Shores" on Dog Lake. By creating a large scale access to a small section of waterfront, a proliferation of docks, beaches, and other 'hard' improvements will create a cluttered shoreline, overuse, and a risk of degraded water quality due to erosion, roads and parking pads, launch ramps, and 'improvements' such as lawns.

The current bylaws controlling shoreline and back lot development were adopted to ensure that the value and legacy of the recreational lakes in South Frontenac are preserved for the long run. Short-term expediency in the form of exceptions to the bylaw will undermine the policy objectives of the Province of Ontario and the Township of South Frontenac. I urge you to re-think Council's support for these exceptions and to apply the development rules with consistency and with a long-term commitment to preserving our lakes.

Thank you for considering my comments!

Peter Hodson
 1205, 185 Ontario St
 Kingston, ON K7L2Y7

cottage
 14 Phoebe Lane,
 S. Frontenac



KFL&A
Public Health

2017-07-06

Mayor Ron Vandewal
Township of South Frontenac
2014 Township of South Frontenac
P.O. Box 100
Sydenham, ON K0H 2T0

Dear Mayor ^{Ron}~~Vandewal~~:

RE: Provincial-Wide Alcohol Policy to Minimize Harms

At its meeting of 2017-06-28, the Kingston, Frontenac and Lennox & Addington (KFL&A) Board of Health passed the following motion:

THAT the KFL&A Board of Health strongly urges the provincial government to follow through on its promise to create a comprehensive province-wide strategy to minimize harms and support the safe consumption of alcohol in Ontario; and

THAT the KFL&A Board of Health urge the provincial government to halt the expansion of alcohol accessibility through increased retail outlets in the absence of an evidence based strategy that minimizes harms and supports the safe consumption of alcohol.

Alcohol is no ordinary commodity; alcohol causes injury, addiction, disease, and social disruption and is one of the leading risk factors for disability and death in Canada. Alcohol has significant costs to the individual and society including costs associated with health care, law enforcement, prevention, lost productivity and premature mortality. In Ontario, it is estimated that there is an annual net loss of \$456 million from alcohol-related health care and enforcements costs relative to alcohol revenue. As such, a comprehensive, evidence-based approach is critical to limit these harms.

Since 2014, the government's modernization of the beverage alcohol industry has included the increased availability of alcohol at up to 450 grocery stores, wine and cider in farmers' markets, online sales of alcohol through the LCBO and the expansion of bars, restaurants and retail outlets permitted at alcohol manufacturing sites. It is well established that increased alcohol availability leads to increased consumption and alcohol-related harms. An absence of a framework that supports the safe and responsible consumption of alcohol in a time of increased accessibility fails to protect the health of Ontarians.

... 2

Kingston, Frontenac and Lennox & Addington Public Health

www.kflaph.ca

Main Office

221 Portsmouth Avenue
Kingston, Ontario K7M 1V5
613-549-1232 | 1-800-267-7875
Fax: 613-549-7896

Branch Offices

Cloyne	613-336-8989	Fax: 613-336-0522
Napanee	613-354-3357	Fax: 613-354-6267
Sharbot Lake	613-279-2151	Fax: 613-279-3997

Development of a Provincial-wide Alcohol Policy to Minimize Harms
2017-07-06

The KFL&A Board of Health subsequently passed the following motion:

THAT the Board of Health request municipalities to support the motion requesting the provincial government to fulfil its commitment to enact a comprehensive, evidence-based alcohol strategy as soon as possible.

In conclusion, the KFL&A Board of Health would appreciate your Council's support of the above motion passed at our 2017-06-28 meeting.

Yours truly,



Denis Doyle, Chair
KFL&A Board of Health

Copy to: Board of Health members
Ontario Boards of Health



KFL&A
Public Health

2017-07-06

RECEIVED

JUL 14 2017

**TOWNSHIP OF
SOUTH FRONTENAC**

Mayor Ron Vandewal
Township of South Frontenac
2014 Township of South Frontenac
P.O. Box 100
Sydenham, ON K0H 2T0

Dear Mayor ^{Ron} ~~Vandewal~~:

RE: Expanding Protection Against Second-hand Smoke in the KFL&A Region

In an effort to further protect the health of KFL&A residents from the harms of second-hand smoke generated from tobacco and non-tobacco products, such as waterpipes, electronic cigarettes and cannabis, the Kingston, Frontenac and Lennox Board of Health passed the following motions on 2017-06-12:

THAT the KFL&A Board of Health urge KFL&A municipalities that have existing smoke-free policies to expand the definition of ‘smoke’ and ‘smoking’ to include both tobacco or non-tobacco products that produce smoke or vapour for the purpose of inhaling,

THAT the KFL&A Board of Health urge KFL&A municipalities that do not have existing smoke-free policies to create smoke-free by-laws that would include tobacco and non-tobacco products that produce smoke or vapour for the purpose of inhaling,

THAT the KFL&A Board of Health direct staff to engage with the KFL&A municipalities to support amendments of existing by-laws or the creation of new by-laws that expand the protection against second-hand smoke for KFL&A residents.

Smoking and exposure to second-hand smoke remain the leading cause of preventable disease and death. Despite the significant gains achieved through smoke-free policies, the landscape for protecting the public from exposure to health hazards from emerging products that produce vapours, gases or smoke (e.g., waterpipes, electronic cigarettes and legalised recreational cannabis), is changing. The emissions from these products are often similar in profile to tobacco smoke and contain compounds that, by their very nature, are toxic.

...2

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Expanding Protection Against Second-hand Smoke in the KFL&A Region
2017-07-06

The integration of tobacco and non-tobacco products into smoke-free policies is an innovative intervention to reduce physical and social exposure to these products thereby reducing their harmful impacts on the population's health. Smoke-free by-laws set a standard for a community. A by-law amendment or new by-law that broadly defines the term 'smoke' or 'smoking' will further protect the public's health from the harms associated with the second-hand exposure to emerging products such as waterpipes, electronic cigarettes, heat-not-burn products and cannabis.

KFL&A Public Health's Substance Misuse and Injury Prevention team will be contacting your staff over the summer months to explore opportunities to either expand current or to create new smoke-free by-laws that broadly define "smoke" or "smoking" to include tobacco and non-tobacco products that produce second-hand vapours, gases or smoke. Please contact Daphne Mayer, Manager, Substance Misuse and Injury Prevention Manager at (613) 549-1232 ext. 1208 or daphne.mayer@kflpublichealth.ca if you have any questions.

Yours truly,



Denis Doyle, Chair
KFL&A Board of Health

Copy to: Board of Health members

To: South Frontenac Township Council
Re: Pending By-Law Relating to OSFBAs

Dear Council,

I am writing to you to express my support for the regulation of OSFBAs in our township, but would like to bring a few things to your attention for consideration when drafting the By-Law, assuming we move forward with it.

First, it is great to see the Township moving toward regulating the emissions from wood burning appliances in general. As you all may or may not know, wood is a carbon neutral source of energy, unlike natural gas, propane, or oil. However, there is a large range in the efficiency of wood burning appliances in existence today in our Township, including wood stoves, wood burning furnaces, pellet stoves, fireplaces, outdoor solid fuel burning appliances (OSFBA).

When it comes to the category of OSFBA, my reading of the proposed by-law only describes a single category of OSFBA's while in fact there are at least two major categories of OSFBA's in use today. The 'regular' type has been in use for a long time, and these are the ones we all consider a 'nuisance' because they tend to smolder and smoke a significant amount. To be clear, I am in full support of regulating, and ultimately, removing these units from use.

However, there is a second class of OSFBA's now in use since approximately 2010. These are the Wood Gasification units. These units use an advanced technology with a secondary burn chamber that ignites any unburned gases from the primary fire box, and burns off up to 98% of all emissions at a temperature between 1800 and 2000 degrees using the secondary ignition method. This gasification process results in an extremely clean burn, with almost zero smoke emission, and a very efficient use of the fuel source in terms of combustion leading to a large reduction in the actual amount of wood consumed.

To be fully transparent, I own one of these wood gasification units, and purchased it to replace two indoor wood stoves that are less efficient. My concern with the current by-law, as it is drafted, would prevent the use of gasification units within any hamlet, other than grandfathered units, because they are 'lumped' into the description of OSFBA's. To be very clear, these units are more efficient than most of the wood burning appliances (wood stoves, fireplaces, pellet stoves, older OSFBA technology) in use within our hamlets, and Township today. I would propose that we should at a minimum allow for wood gasification units to be purchased and installed within our hamlets, if not encourage the use of these, in order to help reduce the emissions from wood burning in general within our hamlets, and ultimately within our Township.

It would be a shame to see people reverting to less efficient wood burning appliances because we couldn't figure out a way to be more specific as to the type of OSFBA technology being deployed in our township.

There is a significant amount of literature available on the efficiency of these wood gasification units, including all the CSA testing that shows exceeding the noted CSA B415.1 standard by a significant amount, and in fact exceeding the more recent CSA B415.1-10.

One last point, in my research on this topic, I noted we are using the CSA B415.1 as the standard for our By-Law, but I believe this standard was withdrawn in 2010 and replaced with the more stringent CSA B415.1-10 and reaffirmed again in 2015.

I would be happy to answer any questions on my views on this topic, and present my views at a public hearing, assuming we have one for this important, and likely somewhat controversial, topic.

Thank you for taking the time to consider additional views and opinions on this important topic.

David Waugh
Resident, Sydenham South Frontenac
613 799 3077

From: E&M Adams [mailto:edandmo@adamsclan.ca]
Sent: June-25-17 3:27 PM
To: Wayne Orr <worr@southfrontenac.net>
Cc: Ross Sutherland <7846elbe@gmail.com>
Subject: Fwd: Outdoor wood burning furnaces

Hi Wayne,

At Ross's request I am forwarding our email chain which includes comments from my wife, Maureen and I regarding OSFBAs. You will note that he suggested amalgamating the two emails but added "don't put too much work into it" so I took the easy way and am simply forwarding them as originally written. I do hope they offer some useful perspective from our experience having used an outdoor furnace as our primary source of heat for the past 12 years. if we can provide any further thoughts or input for the Committee's consideration please let us know.

Ed & Maureen Adams
 3593 Stagecoach Road
 Harrowsmith
 613-376-3663

Begin forwarded message:

From: Ross Sutherland <7846elbe@gmail.com>
Subject: Re: Outdoor wood burning furnaces
Date: June 23, 2017 at 2:47:11 PM EDT
To: "E&M Adams" <edandmo@adamsclan.ca>

Hi Ed, that is an interesting point if hte goal is simply to not inconvenience neighbours. Would you mind taking these two letters and amalgamating them, don't put too much work into it, and sending them to Wayne Orr, the CAO, worr@southfrontenac.net, he will then attach them to the agenda so that all can read them. I think there is also a pollution concern with the older furnaces related to the way they burn, mostly by smoldering, which is worse than most other wood burning appliances. Regardless, your point is well taken and we are trying to get an expert to present on the different types of stoves. thanks again,Ross.

On Fri, Jun 23, 2017 at 10:43 AM, E&M Adams <edandmo@adamsclan.ca> wrote:
 Hi Ross, we do not have any experience with the PM certified furnaces. Has the committee sought any input from local dealers within the area who supply and service clients within South Frontenac? (i.e. Furnace Broker at Godfrey and others) It might be good optics when the by-law goes forward for the vote by Council.

On another note we have re-thought the logic of the burning season being limited to colder weather months (i.e. 10. "Generally OSBFA should not be operated between May 1 and October 1..."). The whole by-law is predicated on the issue of nuisance to neighbouring properties. So...assuming the required setbacks are met...if the use of the furnaces even in warmer weather months does not affect other properties nor results in complaints of any sort then why should the Township be concerned with or want to enforce against those who might be burning through the May to October period? There may be valid reasons for burning during this period and if no neighbours are impacted then who cares? Valid reasons could include the heating of buildings or structures that require the maintenance of higher temperatures than the ambient air temperature for horticulture/aquaculture purposes or legal grow ops and the heating of domestic water as we had mentioned in our previous email.

Hope this is helpful for the Committee's/Council's further consideration.

Ed & Maureen

On Jun 21, 2017, at 9:13 AM, Ross Sutherland <7846elbe@gmail.com> wrote:

Hi Ed, thank you for your comments. The motion has been deferred back to committee so they are useful. One of the issues is: are the new "gassification" outdoor furnaces, or

PM certified, much better than the older ones. On paper they seem to be. Could they be permitted in hamlets? Do you have any experience with these? thanks, Ross.

On Sun, Jun 18, 2017 at 8:57 PM, Ed & Mo Adams <edandmo@adamsclan.ca> wrote:
Hi Ross,

Thanks for thinking of us and sending this along. Last week was very busy for us and we did not have time to give it due consideration and get a comment in for the Development Services Committee meeting so I regret the missed opportunity but perhaps our thoughts will get in the mix before the by-law is passed. (Not that what we have to say is likely to change anything within it but possibly help to confirm the direction that Council has taken with this issue.)

We do have one question for you before our comment and that is: Are there additional background reports and research that was considered by the Committee in order to arrive at the by-law and report that you included as attachments? It seemed to us that the rationale for the by-law is related to nuisance and inconvenience to neighbours but there is a body of information/literature available relating to emissions etc. That would also be relevant for justifying the by-law.

At any rate here are our comments regarding the by-law based upon our 12 years of use of an outdoor furnace.

The beginning and end of the burning season are reasonable and make sense particularly with the flexibility that might be required for unseasonably cold weather in the spring or fall. Our practice has been to start the furnace about mid-October and burn through until early to mid-May depending on temperatures and if the wood supply is available then. One valid reason, of course, why some people would want to burn for longer periods or even year round is if they have domestic water which is heated by the furnace. If so this makes for very inexpensive hot water and some people would be motivated to save money in this way. Obviously if one is heating only water in the summer months it doesn't take much wood to keep the fire going and heat the water.

It is obvious to us that the setbacks and distances to neighbouring properties and structures is very important and we would agree these are not devices that should be in the villages or hamlets. They could cause a great deal of aggravation to neighbours who might be down wind and regular recipients of the smoke.

As far as the grandfathering of existing furnaces is concerned we feel that if there have been no complaints or concerns voiced from neighbours in the life of the existing furnace that a replacement furnace should not be required to meet the location standards of the zoning by-law nor should there be the need for the issuance of a building permit IF the replacement furnace is located on the exact footprint of the original furnace. It is most reasonable to assume that if the original furnace did not create an issue a replacement is unlikely to do so.

Those are our thoughts/comments, Ross. Again thanks for sending this our way and if there is a public meeting called regarding outdoor furnaces we would be pleased to be advised of its date and time.

Ed & Maureen Adams

Sent from my iPad

> On Jun 10, 2017, at 6:35 PM, Ross Sutherland <7846elbe@gmail.com> wrote:
>

> Hi Ed and Maureen, I think you have an outdoor wood burning furnace and I was wondering if you would have any comments on a report coming to the Committee of the Whole this week. It is from the Development Services Committee and recommends a policy on outdoor wood burning furnaces. It recommends no furnaces in hamlets and setbacks outside of hamlets. I have attached the reports in case you would like to read them and send along a comment, I hope all is well, thanks, Ross.

> <OSFBA draft by-law for c of w.pdf>

> <ODSFBA report.pdf>

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW 2017-49

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 August 1, 2017 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 1 day of August, 2017.

Read a first and second time this 1 day of August, 2017.

Read a third time and finally passed this 1 day of August, 2017.

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

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer