

**TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA**

TIME: 7:00 PM,
DATE: Tuesday, March 7, 2017
PLACE: Council Chambers.

1. Call to Order
- a) Resolution
2. Declaration of pecuniary interest and the general nature thereof
3. Scheduled Closed Session - n/a
4. ***Recess*** - n/a
5. Public Meeting - n/a
6. Approval of Minutes
 - a) Minutes of the February 21, 2017 Council Meeting 3 - 7
7. Business Arising from the Minutes - n/a
8. Reports Requiring Action
 - a) Louise Fragnito, Treasurer, re: South Frontenac Cemetery Contract Extensions 8 - 9
 - b) Louise Fragnito, Treasurer, re: Princess Anne Lease 10
 - c) Mark Segsworth, Public Works Manager, re: PR-2017-01 Grass Cutting Contracts 11 - 21
 - d) Mark Segsworth, Public Works Manager, re: Tender PW -2017-05 Crack Sealing Program 22
 - e) Mark Segsworth, Public Works Manager, re: Firehall cost estimate(verbal)
 - f) Wayne Orr, Chief Administrative Officer, re: Township Flag 23
9. Committee Meeting Minutes
 - a) Verona Community Association meeting of January 11, 2017 24 - 25
 - b) South Frontenac Recreation meeting of August 22, 2016 26 - 29
 - c) South Frontenac Recreation meeting of September 19, 2016 30 - 32
 - d) South Frontenac Recreation meeting of November 28, 2016 33 - 34
10. By-Laws - n/a
11. Reports for Information

a)	Accounts Payable and Payroll Listing	35 - 47
b)	Mark Segsworth, Public Works Manager, re: Tender PW 2017-06 Dust Suppression Program	48
c)	Wayne Orr, Chief Administrative Officer, re: Staff Demographics	49 - 50
12.	<u>Information Items</u>	
a)	Joel Locklin, Manager, Infrastructure Renewal Programs - OMAFRA, re: OCIF Top-Up Application	51
b)	South Frontenac Letter to Minister of Education, re: Accommodation Review Process	52
c)	Jannette Amini, County of Frontenac, re Waste Management Opportunities	53 - 54
13.	<u>Notice of Motions</u>	
14.	<u>Announcements</u>	
15.	<u>Question of Clarity (from the public on outcome of agenda items)</u>	
16.	<u>Closed Session (if requested)</u>	
17.	<u>Confirmatory By-law</u>	
a)	By-law 2017-09	55
18.	<u>Adjournment</u>	

Minutes of Council
February, 21, 2017

Time: 7:00 PM

Location: Council Chambers

Meeting # 4

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

Staff: Wayne Orr, Chief Administrative Officer, Lindsay Mills, Planner, Mark Segsworth, Public Works Manager, Rick Chesebrough, Fire Chief, Louise Fragnito, Treasurer, Angela Maddocks, Executive Assistant.

1. Call to Order

a) Resolution

Resolution No. 2017-4-1

Moved by Councillor Sutherland

Seconded by Councillor Barbeau

THAT the Council meeting of February 21, 2017 be called to order at 7:00 p.m.

Carried

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

3. Scheduled Closed Session - n/a

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

5. Public Meeting

a) Resolution

Resolution No. 2017-4-2

Moved by Councillor Barbeau

Seconded by Councillor Sutherland

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

- Application for Zoning By-law Amendment - Concession XIII, Part Lots 5 & 6, Portland District
- Application for Zoning By-law Amendment - Concession IV, Part Lots 28 & 29, Bedford District

Carried

b) Application for Zoning By-law Amendment - Concession XIII, Part Lots 5 & 6, Portland

Lindsay Mills explained that three new residential lots on Howes Lake in Portland District were given provisional consent subject to rezoning. The three new lots range in size from 3 acres to 4.5 acres and they would exceed the minimum standards in terms of lot size, waterfrontage and frontage on the road. There will be road widening required as there are parts of the road that are narrow; Hinchinbrook Road North is a maintained township road. The rezoning would change the zone on the new lots from Rural to Waterfront Residential.

There were no comments from Council or the public.

c) Application for Zoning By-law Amendment - Concession IV, Part Lots 28 & 29; Bedford

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Lindsay Mills circulated an additional map to Councillors that shows the final lot configuration that provided clarity to the zoning. Provisional consent has been given for two lot additions and the creation of a new waterfront residential lot. This would render the retained acreage as a non-waterfront lot. The subject land comprises 47.2 hectares with road frontage on Brown's Lane and lake frontage on Crow Lake. The proposal is for the creation of a 6.6 acre waterfront lot with 83 metres of frontage on the lake. The rezoning would also expand the existing RRC-42 zoning onto the whole of the subject land. Mr. Mills noted that the by-law included within the agenda package needs to be amended from the 90 to 50 metres.

Councillor Sutherland questioned the expansion of the resort rezoning if the owner wanted more than 40 lots.

Mr. Mills confirmed that if the owner wants to expand the resort to over 50 units, an Official Plan amendment would be required.

Mayor Vandewal asked if the 50 metre setback requirement was the same for the septic system.

Mr. Mills confirmed it is 50 metres for the building and 50 metres for the septic.

There were no comments from the public.

Resolution No. 2017-4-3
Moved by Councillor Barbeau
Seconded by Councillor Sutherland

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

Carried

6. Approval of Minutes

a) Minutes of the February 14, 2017 Council Meeting

Resolution No. 2017-4-4
Moved by Councillor Revill
Seconded by Councillor Sutherland

THAT Council approves the minutes of the February 14, 2017 Council meeting.

Carried

7. Business Arising from the Minutes

a) Notice of Motion - Arena Board and FIT Projects

Resolution No. 2017-4-5
Moved by Councillor Sutherland
Seconded by Councillor Revill

THAT South Frontenac ask the Arena Board to consider installing a FIT solar project on the arena property.

Carried

b) Notice of Motion - Surface Treatment and Micro Surfacing

Resolution No. 2017-4-6
Moved by Councillor Sutherland
Seconded by Councillor Revill

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Whereas the unit cost increase for surface treatment has increased 43% from 2011 to 2017 for single surface and 46% for double surface, a yearly average of 7.2% and 7.7%, and

Whereas the unit price for micro surfacing has increased 25% between 2015 and 2017, or 12.5% a year, and

Whereas during the recent past oil prices, a major input into these treatments has dropped from 115 per barrel in 2011 to 52 dollars in 2017 having rebounded from a low of 29 dollars per barrel, and

Whereas labour cost in Canada, another main component of the cost in road treatment industry has increased an average of 1.5% from 2011 to 2017, and whereas there is very limited competition in the surface treatment and micro-surfacing industry, and

Whereas surface treatments and micro-surfacing make up a substantial portion of our roads budget, 1,009, 682 dollars in 2017, and a substantial portion of our overall Township budget,

Therefore, be it resolved that South Frontenac approach other eastern Ontario municipalities to explore the possibly of cooperating in the purchase of these services or in jointly providing these services.

Carried

- c) Wayne Orr, Chief Administrative Officer, re: Committee Appointments

See By-law 2017-05

8. Reports Requiring Action

- a) Rick Chesebrough, Fire Chief, re; By-law to Regulate Outdoor Solid Fuel Combustion Appliances

Resolution No. 2017-4-7

Moved by Councillor Revill

Seconded by Councillor Sutherland

THAT Council direct the Planning Department to forward a draft By-law to Regulate Outdoor Solid Fuel Combustion Appliances for review and adoption, further, have the Building Department create a permit system similar to the wood stove permit system and incorporate into our existing fees By-law.

Carried

- b) Louise Fragnito, Treasurer, re: Investment Reporting

Resolution No. 2017-4-8

Moved by Councillor McDougall

Seconded by Councillor Schjerning

THAT Council receives the Investment Report submitted by the Treasurer and accept the recommendation of the Corporate Services Committee to continue with the Township's investments as established.

Carried

9. Committee Meeting Minutes - n/a

10. By-Laws

- a) By-law 2017-05 - Committee Appointments

Resolution No. 2017-4-9
Moved by Councillor Schjerning
Seconded by Councillor McDougall

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

- By-law 2017-05
- By-law 2017-06
- By-law 2017-07

Carried

Resolution No. 2017-4-10
Moved by Councillor McDougall
Seconded by Councillor Schjerning

THAT By-law 2017-05, being a by-law to appoint Council members to various boards, committees and associations be given third reading, signed and sealed.

Carried

- b) By-law 2017-06 - Rezone Con IV, Part Lots 28 & 29, Bedford

Resolution No. 2017-4-11
Moved by Councillor Schjerning
Seconded by Councillor McDougall

THAT By-law 2017-06, being a by-law to amend By-law 2003-75, as amended, to rezone lands from Rural Zone (RU) to Special Recreational Resort Commercial Zone (RRC-42) and to Special Limited Service Residential-Waterfront Zone (RLSW-115) be given third reading, signed and sealed as amended.

Carried

- c) By-law 2017-07 - Rezone Con XIII, Part Lots 5 and 6, Portland

Resolution No. 2017-4-12
Moved by Councillor Roberts
Seconded by Councillor Barr

THAT By-law 2017-07, being a by-law to amend By-law 2003-75, as amended, to rezone land from Rural (RU) Zone to Waterfront Residential Zone (RW) Zone be given third reading signed and sealed.

Carried

11. Reports for Information

- a) Accounts Payable and Payroll Listing
- b) Mark Segsworth, Public Works Manager, re: 4318 Ottawa St, Harrowsmith
- c) Mark Segsworth, Public Works Manager, re: Perth Road Fire Hall Update

12. Information Items - n/a

13. Notice of Motions-n/a

14. Announcements

- a) Councillor McDougall thanked all those volunteers involved in making Family Day a great success again this year.
- b) Mayor Vandewal commended the organizers of Hockey Day in Battersea. This

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fundraiser was well attended and raised about \$4000.00 towards new playground equipment.

15. Question of Clarity (from the public on outcome of agenda items)

16. Closed Session- n/a

17. Confirmatory By-law

a) By-law 2017-08

Resolution No. 2017-4-13

Moved by Councillor Barr

Seconded by Councillor Roberts

THAT By-law 2017-08, 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 21 day of February, 2017

Carried

Resolution No. 2017-4-14

Moved by Councillor Roberts

Seconded by Councillor Barr

THAT By-law 2017-08, 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 21 day of February 2017.

Carried

18. Adjournment

a) Resolution

Resolution No. 2017-4-15

Moved by Councillor Barr

Seconded by Councillor Roberts

THAT the Council meeting of February 21, 2017 be adjourned at 7:45 p.m.

Carried

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer



REPORT TO COUNCIL
Treasury Department



AGENDA DATE: March 7, 2017

SUBJECT

South Frontenac Cemetery Contract Extensions

RECOMMENDATION

That Council extend the contract for sales/administration services, grave excavation and cemetery maintenance to D.G. Younge Concrete Burials Vaults for the two year period of May 1, 2017 to April 30, 2019 under the same terms as the existing contract.

BACKGROUND

In March of 2013, Council awarded two 2 year contracts to D.G. Younge Concrete Burial Vaults for sales and administration as well as grave excavation and cemetery maintenance. The 2 year term was scheduled to expire on April 2015, however the RFP provided the option to extend the contracts for an additional two years. These extensions were approved by Council in April 2015 and the two year term expires April 30, 2017.

Based on the high level of customer service and professionalism that this contractor has demonstrated as well as the organization and knowledge gained about the South Frontenac cemeteries, staff brought forward a request to discuss a further two year extension through the Corporate Services Committee. The vendor has confirmed that they would be willing to maintain their pricing at the existing pricing for a further two year period. The Committee recommended that the contracts be further extended for another two years.

Below is the existing fee structure on the services being offered:

Description	Cost to April 30/17	Fees charged to families (set Jan 1/13)
Sales and Administration (monthly)	860	N/A
Installation of two corner posts	20	150 includes stones
Open/close of traditional grave – adult, including seeding	400	500
Open/close of traditional grave – child, including seeding	300	175
Open/close for a cremation, including seeding	150	200
Incremental costs for Winter interment including breaking frost (traditional)	120	400
Incremental costs for Winter interment including breaking frost (cremation)	35	400



REPORT TO COUNCIL
Treasury Department



Disinterment - casket	550	1,500
Disinterment - casket in vault	525	2,000
Disinterment - cremation	250	1,500
Leveling sunken graves – including top soil and seeding	75	N/A
Raising sunken flat markers and/or corner stones	25	N/A
General hourly labour for miscellaneous work (cutting tree branches, removal of brush, etc)	20	N/A

ATTACHMENTS

None

Submitted/approved by:

Louise Fragnito

Prepared by:

Louise Fragnito



REPORT TO COUNCIL

Treasury Department



AGENDA DATE: March 7, 2017

SUBJECT

Princess Anne Lease

RECOMMENDATION

That Council authorize the CAO to execute a 5 year lease agreement with Portland Community Caring under the same terms as the previous lease.

BACKGROUND

In January of 2012, a lease was signed with Portland Community Caring for the rental of the Princess Anne Building for a period of 5 year beginning March 1st, 2012 to operate its second hand store. The terms included payment of \$2,400 per year for rent as well as the tenant being responsible for items such as their own liability insurance, cleaning and telephones. The rental income is an approximation of the utility costs associated with the amount of space rented, while acknowledging the charitable nature of the operation.

Portland Community Caring is requesting that the terms remain the same as the previous lease including payment of \$2,400 per year and the 5 year term. The Corporate Services Committee met on February 22 and they recommended that the terms remain unchanged.

ATTACHMENTS

None

Submitted/approved by:

Louise Fragnito

Prepared by:

Louise Fragnito



REPORT TO COUNCIL

PUBLIC WORKS



AGENDA DATE: March 7, 2017

SUBJECT: PR-2017-01

2017-18 PARKS & FACILITIES, FIREHALLS & CEMETERIES GRASS CUTTING

RECOMMENDATION:

That Council approve the following Contractors at the facilities and price per cut specified for Tender PR-2017-01 Parks & Facilities, Firehalls & Cemeteries Grass Cutting.

\$ PER CUT (HST included)			
CONTRACTOR	FACILITIES	2017	2018
Percy Snider	Mill Park	40.00	40.00
	Wilmer Park	75.00	75.00
	Harris Park	40.00	40.00
	Dave Bowes Park	245.00	245.00
	Centennial Park	270.00	270.00
	Verona F. Hall	25.00	25.00
	Sydenham F. Hall	45.00	45.00
	Hartington F. Hall	35.00	35.00
Ubcon Construction	Gerald Ball Park	242.95	242.95
	Latimer Park	67.80	67.80
	Davidson Beach	42.38	42.38
	Memorial Park	271.20	271.20
	Perth Road F. Hall	33.90	33.90
	Latimer F. Hall	33.90	33.90
	Sandhill Cemetery	316.40	316.40
	Salem Cemetery	79.10	79.10
	Princess Anne	79.10	79.10
Hughes Construction	Battersea Ball Diamond	99.00	99.00
	Township Office & Library	54.00	54.00
	McMullen Park	48.00	48.00
	McMullen Soccer Field	77.00	77.00
	Tett Park	101.00	101.00
	Latimer Cemetery	88.00	88.00
	Harrowsmith Cemetery	254.00	254.00
	Verona Cemetery	108.00	108.00
	St. Lukes (Murvale) Cemetery	49.00	49.00
	Lions Club Park & Diamond	89.00	89.00
	Inverary Park	107.00	107.00
	Glendower Park	148.00	148.00
	Sydenham Cemetery	282.00	282.00
\$ PER CUT (HST included)			
CONTRACTOR	FACILITY	2017	2018
Scott Wentworth Landscape Group	Storrington Centre	19.84	19.32



REPORT TO COUNCIL
PUBLIC WORKS



	Carrying Place F. Hall	15.32	15.32
	Opinicon Cemetery	37.73	37.73
	VanLuven Cemetery	20.05	20.05
	Greens Cemetery	14.37	14.37
Brian Larmon	Gilmour Point	31.08	32.63
Mike Noonan	Burridge F. Hall	68.75	68.75

BACKGROUND:

Public Works issued a Tender for the 2017-18 grass cutting seasons for all parks, sports field, fire halls and cemeteries. In consultation with the Fire Chief, fire halls were added to the Tender so that all municipal properties were included. Due to the unpredictable summer weather, Public Works decided to institute a price per cut instead of a monthly rate to achieve cost efficiencies during extreme summer conditions. Two Contractors (Drakes Landscaping and Enviro Sweep) declined their low bid due to not enough work. The next lowest bidder were contacted and agreed to the additional properties to cut.

FINANCIAL CONSIDERATIONS:

There are sufficient funds in the 2017 Operating Budget for these contracts.

ATTACHMENTS:

- 1. Original Tender Bids Submitted

Submitted/approved by:

Mark Segsworth P. Eng.
Public Works Manager

Prepared by:

Jamie Brash, Supervisor
Facilities & Solid Waste

PR-2017-01 TENDER PRICES (INCLUDING HST) ORIGINAL

GILMOUR POINT					
		2017	2018	2019	2020
	B. Larmon	31.08	32.63	34.26	35.97
	Ubcon Const.	33.90	33.90	33.90	33.90
	Wentworth	43.60	44.69	45.81	46.96
	Enviro Sweep	50.00	50.00	55.00	55.00
	Hughes Const.	57.00	57.00	65.00	65.00
	Drakes	84.75	86.75	88.20	89.90
	Stover	370.00	370.00	370.00	370.00
BATTERSEA BALL DIAMOND					
		2017	2018	2019	2020
	Hughes Const.	99.00	99.00	109.00	109.00
	Ubcon Const.	101.70	101.70	107.35	107.35
	B. Larmon	141.25	148.31	155.73	163.52
	Enviro Sweep	220.00	220.00	230.00	230.00
	Drakes	423.75	432.25	440.85	449.70
	Stover	540.00	540.00	540.00	540.00
	Wentworth	801.29	821.32	841.85	862.90
STORRINGTON CENTRE					
		2017	2018	2019	2020
	Wentworth	18.84	19.32	19.80	20.25
	Ubcon Const.	33.90	33.90	33.90	33.90
	Enviro Sweep	50.00	50.00	55.00	55.00
	Hughes Const.	53.00	53.00	57.00	57.00
	B. Larmon	53.68	56.36	59.18	62.14
	Quality G. C	79.10	79.10	84.75	84.75
	Drakes	84.75	86.45	88.20	89.90
	Stover	135.00	135.00	135.00	135.00
GERALD BALL MEMORIAL PARK					
		2017	2018	2019	2020
	Ubcon Const.	242.95	242.95	265.55	265.55
	Hughes Const.	248.00	248.00	269.00	269.00
	B. Larmon	316.40	332.22	348.83	366.27
	Enviro Sweep	385.00	385.00	405.00	405.00
	Quality G. C	474.60	474.60	480.25	480.25
	Drakes	565.00	576.30	587.82	599.60
	Stover	630.00	630.00	630.00	630.00
	Wentworth	1322.38	1355.44	1389.32	1424.06
INVERARY PARK					
		2017	2018	2019	2020
	Enviro Sweep	110.00	110.00	110.00	110.00
	Hughes Const.	107.00	107.00	117.00	117.00

Ubcon Const.	124.30	124.30	129.95	129.95
Quality G. C	158.20	158.20	163.85	163.85
B. Larmon	163.85	172.04	180.64	189.67
Drakes	254.25	287.30	293.05	298.90
Stover	270.00	270.00	270.00	270.00
Wentworth	400.65	410.67	420.94	431.46

LATIMER PARK				
	2017	2018	2019	2020

Ubcon Const.	67.80	67.80	73.45	73.45
Enviro Sweep	80.00	80.00	85.00	85.00
Hughes Const.	84.00	84.00	93.00	93.00
Quality G. C	90.40	90.40	96.05	96.05
B. Larmon	96.05	99.50	104.48	109.70
Drakes	113.00	115.25	117.55	119.90
Stover	180.00	180.00	180.00	180.00
Wentworth	205.23	210.36	215.62	221.01

DAVIDSON BEACH				
	2017	2018	2019	2020

Ubcon Const.	42.38	42.38	42.38	42.38
B. Larmon	56.50	59.33	62.30	65.41
Enviro Sweep	80.00	80.00	85.00	85.00
Hughes Const.	103.00	103.00	112.00	112.00
Drakes	113.00	115.25	117.55	119.90
Stover	180.00	180.00	180.00	180.00
Wentworth	214.70	220.06	225.57	231.21

MEMORIAL PARK (Point)				
	2017	2018	2019	2020

Ubcon Const.	271.20	271.20	293.80	293.80
Hughes Const.	288.00	288.00	299.00	299.00
Enviro Sweep	400.00	400.00	420.00	420.00
Quality G. C	452.00	452.00	463.30	463.30
Drakes	508.50	518.70	529.05	539.60
Stover	720.00	720.00	720.00	720.00
Wentworth	1368.21	1402.42	1437.48	1473.42

MILL PARK				
	2017	2018	2019	2020

P. Snider	40.00	40.00	40.00	40.00
Ubcon Const.	42.38	42.38	42.38	42.38
Hughes Const.	46.00	46.00	51.00	51.00
Enviro Sweep	50.00	50.00	55.00	55.00
Drakes	84.75	86.45	88.20	89.90
Wentworth	94.26	96.62	99.03	101.51

	Stover	135.00	135.00	135.00	135.00
WILMER PARK					
		2017	2018	2019	2020
	P. Snider	75.00	75.00	75.00	75.00
	Enviro Sweep	110.00	110.00	115.00	115.00
	Ubcon Const.	113.00	113.00	118.65	118.65
	Hughes Const.	141.00	141.00	152.00	152.00
	Quality G. C	192.10	192.10	197.75	197.75
	Stover	270.00	270.00	270.00	270.00
	Drakes	282.50	288.15	293.91	299.80
	Wentworth	381.99	391.54	401.34	411.37
HARRIS PARK					
		2017	2018	2019	2020
	P. Snider	40.00	40.00	40.00	40.00
	Ubcon Const.	42.38	42.38	42.38	42.38
	Enviro Sweep	75.00	75.00	80.00	80.00
	Drakes	84.75	86.45	88.20	89.20
	Hughes Const.	86.00	86.00	93.00	93.00
	Wentworth	106.05	108.70	111.42	114.20
	Stover	165.00	165.00	165.00	165.00
DAVE BOWES MEMORIAL PARK					
		2017	2018	2019	2020
	P. Snider	245.00	245.00	245.00	245.00
	Ubcon Const.	271.20	271.20	288.15	288.15
	Hughes Const.	276.00	276.00	289.00	289.00
	Quality G. C	367.25	367.25	372.90	372.90
	Enviro Sweep	405.00	405.00	425.00	425.00
	Stover	630.00	630.00	630.00	630.00
	Drakes	649.75	662.75	676.00	689.50
	Wentworth	1376.71	1411.13	1446.40	1482.56
TOWNSHIP OFFICE GROUNDS AND LIBRARY GROUNDS					
		2017	2018	2019	2020
	Hughes Const.	54.00	54.00	61.00	61.00
	Ubcon Const.	62.15	62.15	62.15	62.15
	Quality G. C	67.80	67.80	73.45	73.45
	Enviro Sweep	80.00	80.00	85.00	85.00
	Drakes	84.75	86.45	88.20	89.90
	Wentworth	88.38	90.58	92.85	95.17
	Stover	135.00	135.00	135.00	135.00
CENTENNIAL PARK					
		2017	2018	2019	2020
	P. Snider	270.00	270.00	270.00	270.00

Ubcon Const.	327.70	327.70	339.00	339.00
Hughes Const.	361.00	361.00	380.00	380.00
Drakes	508.50	518.70	529.05	539.60
Enviro Sweep	520.00	520.00	545.00	545.00
Quality G. C	542.40	542.40	553.70	553.70
Stover	800.00	800.00	800.00	800.00
Wentworth	1652.97	1694.29	1736.65	1780.07

PRINCESS ANNE COMM CENTRE & OLD SCHOOL HOUSE

	2017	2018	2019	2020
Ubcon Const.	79.10	79.10	84.75	84.70
P. Snider	80.00	80.00	80.00	80.00
Enviro Sweep	80.00	80.00	85.00	85.00
Quality G. C	90.40	90.40	96.05	96.05
Hughes Const.	97.00	97.00	101.00	101.00
Drakes	113.00	115.25	117.55	119.90
Sundance	135.00	135.00	145.00	165.00
Stover	180.00	180.00	180.00	180.00
Wentworth	200.64	205.65	210.80	216.07

LIONS CLUB BALL DIAMOND AND LIONS CLUB MINI PARK

	2017	2018	2019	2020
Drakes	84.75	86.45	88.20	89.90
Hughes Const.	89.00	89.00	95.00	95.00
Ubcon Const.	101.70	101.70	113.00	113.00
P. Snider	110.00	110.00	110.00	110.00
Enviro Sweep	110.00	110.00	115.00	115.00
Sundance	128.00	128.00	138.00	138.00
Stover	135.00	135.00	135.00	135.00
Quality G. C	180.80	180.80	186.45	186.45
Wentworth	393.69	403.53	413.62	423.96

MCMULLEN PARK

	2017	2018	2019	2020
Hughes Const.	48.00	48.00	56.00	56.00
Ubcon Const.	98.86	98.86	104.53	104.53
Enviro Sweep	110.00	110.00	115.00	115.00
Quality G. C	124.30	124.30	129.95	129.95
Stover	180.00	180.00	180.00	180.00
Drakes	423.75	432.25	440.85	449.70
Wentworth	603.59	618.57	634.14	650.00

MCMULLEN SOCCER PARK

	2017	2018	2019	2020
Hughes Const.	77.00	77.00	84.00	84.00
Ubcon Const.	98.86	98.86	104.53	104.53
Enviro Sweep	115.00	115.00	120.00	120.00
Quality G. C	124.30	124.30	129.95	129.95
Wentworth	150.88	154.65	158.52	162.48
Stover	360.00	360.00	360.00	360.00

TETT PARK				
	2017	2018	2019	2020
Hughes Const.	101.00	101.00	113.00	113.00
Enviro Sweep	115.00	115.00	120.00	120.00
Ubcon Const.	135.60	135.60	135.60	135.60
Drakes	169.50	172.90	176.35	179.90
Stover	370.00	370.00	370.00	370.00
Wentworth	412.44	422.75	433.31	444.15
GLENDOWER BALL FIELD & PARK				
	2017	2018	2019	2020
Enviro Sweep	130.00	130.00	140.00	140.00
Hughes Const.	148.00	148.00	156.00	156.00
D.G. Younge	158.20	158.20	169.50	169.50
Ubcon Const.	169.50	169.50	186.45	186.45
M. Noonan	185.04	185.04	212.79	212.79
Sundance	189.00	189.00	208.00	208.00
Drakes	197.75	201.70	205.75	209.85
Wentworth	353.52	362.35	371.42	380.70
Stover	370.00	370.00	370.00	370.00
BURRIDGE FIRE HALL				
	2017	2018	2019	2020
M. Noonan	68.75	68.75	79.06	79.06
Enviro Sweep	80.00	80.00	85.00	85.00
Drakes	84.75	86.45	88.20	89.90
Wentworth	88.08	90.29	92.54	94.86
Ubcon Const.	90.40	90.40	90.40	90.40
Hughes Const.	101.00	101.00	107.00	107.00
Stover	235.00	235.00	235.00	235.00
SYDENHAM FIRE HALL				
	2017	2018	2019	2020
P. Snider	45.00	45.00	45.00	45.00
Ubcon Const.	45.20	45.20	50.85	50.85
Hughes Const.	47.00	47.00	54.00	54.00
Quality G. C	96.05	96.05	101.70	101.70
Enviro Sweep	120.00	120.00	125.00	125.00
Drakes	113.00	115.25	117.55	119.90
Stover	180.00	180.00	180.00	180.00
Wentworth	235.67	241.56	247.60	253.79
PERTH ROAD FIRE HALL				
	2017	2018	2019	2020
Ubcon Const.	33.90	33.90	33.90	33.90
P. Snider	35.00	35.00	35.00	35.00

Hughes Const.	54.00	54.00	62.00	62.00
Wentworth	58.91	60.39	61.90	63.45
Enviro Sweep	75.00	75.00	80.00	80.00
Drakes	84.75	86.45	117.55	119.90
Stover	135.00	135.00	135.00	135.00

LATIMER FIRE HALL				
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	2017	2018	2019	2020
Ubcon Const.	33.90	33.90	33.90	33.90
Wentworth	53.03	54.35	55.72	57.11
Hughes Const.	54.00	54.00	62.00	62.00
B. Larmon	56.50	59.33	62.30	65.41
Enviro Sweep	70.00	70.00	75.00	75.00
Quality G. C	79.10	79.10	84.75	84.75
Drakes	84.75	86.75	88.20	89.90
Stover	135.00	135.00	135.00	135.00

CARRYING PLACE FIRE HALL				
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	2017	2018	2019	2020
Wentworth	15.32	15.71	16.10	16.50
Ubcon Const.	33.90	33.90	33.90	33.90
Enviro Sweep	50.00	50.00	55.00	55.00
B. Larmon	56.50	59.33	62.30	65.41
Drakes	84.75	86.45	88.20	89.90
Stover	235.00	235.00	235.00	235.00

HARTINGTON FIRE HALL				
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	2017	2018	2019	2020
P. Snider	35.00	35.00	35.00	35.00
Sundance	45.00	45.00	50.00	50.00
Hughes Const.	47.00	47.00	54.00	54.00
Ubcon Const.	56.50	56.60	56.60	56.60
Quality G. C	79.10	79.10	84.75	84.75
Drakes	84.75	86.75	88.20	89.90
Enviro Sweep	110.00	100.00	105.00	105.00
Wentworth	117.85	120.79	123.81	126.91
Stover	135.00	135.00	135.00	135.00

VERONA FIRE HALL				
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	2017	2018	2019	2020
P. Snider	25.00	25.00	25.00	25.00
Ubcon Const.	33.90	33.90	33.90	33.90
Sundance	37.00	37.00	37.00	37.00
Hughes Const.	47.00	47.00	54.00	54.00
Quality G. C	56.50	56.50	62.15	62.15
Wentworth	73.16	74.99	76.86	78.78

	Enviro Sweep	75.00	75.00	80.00	80.00
	Drakes	84.75	86.45	88.20	89.90
	Stover	135.00	135.00	135.00	135.00
SALEM CEMETERY					
		2017	2018	2019	2020
	Enviro Sweep	80.00	80.00	80.00	80.00
	Ubcon Const.	79.10	79.10	84.75	84.75
	Wentworth	82.65	84.71	86.83	89.00
	M. Noonan	96.75	96.75	111.27	111.27
	Drakes	113.00	115.25	117.55	119.90
	Hughes Const.	183.00	183.00	194.00	194.00
	Stover	235.00	235.00	235.00	235.00
LATIMER CEMETERY					
		2017	2018	2019	2020
	Hughes Const.	88.00	88.00	94.00	94.00
	Ubcon Const.	90.40	90.40	101.70	101.70
	Enviro Sweep	100.00	100.00	105.00	105.00
	B. Larmon	123.74	129.93	136.43	143.25
	Wentworth	176.75	181.17	185.70	190.35
	Stover	180.00	180.00	180.00	180.00
	Drakes	226.00	230.50	235.15	239.85
OPINICON CEMETERY					
		2017	2018	2019	2020
	Wentworth	37.73	38.67	39.64	40.63
	Enviro Sweep	65.00	65.00	70.00	70.00
	Ubcon Const.	73.45	73.45	73.45	73.45
	B. Larmon	93.23	97.89	102.78	107.92
	Drakes	113.00	115.25	117.55	119.90
	Hughes Const.	162.00	162.00	174.00	174.00
	Stover	280.00	280.00	280.00	280.00
SANDHILL CEMETERY					
		2017	2018	2019	2020
	Ubcon Const.	316.40	316.40	327.70	327.70
	Enviro Sweep	340.00	340.00	360.00	360.00
	Hughes Const.	423.00	423.00	466.00	466.00
	B. Larmon	423.75	444.94	467.19	490.55
	Stover	585.00	585.00	585.00	585.00
	Drakes	734.50	749.20	764.17	779.45
	Wentworth	1060.54	1087.05	1114.22	1142.08
	Quality G. C	1469.00	1469.00	1470.30	1470.30
VANLUVEN CEMETERY					
		2017	2018	2019	2020

	Wentworth	20.05	20.55	21.06	21.59
	Ubcon Const.	33.90	33.90	33.90	33.90
	Hughes Const.	43.00	43.00	49.00	49.00
	Enviro Sweep	50.00	50.00	55.00	55.00
	B. Larmon	50.85	53.39	56.06	58.86
	Drakes	84.75	86.45	88.20	89.90
	Stover	165.00	165.00	165.00	165.00

HARROWSMITH CEMETERY

	2017	2018	2019	2020
Hughes Const.	254	254	266	266
Ubcon Const.	259.9	259.9	276.85	276.85
Enviro Sweep	270	270	285	285
Stover	540	540	540	540
Drakes	593.25	605.15	617.2	629.55
Wentworth	824.85	845.48	866.61	888.28
Quality G. C	1243	1243	1271.6	1271.6

VERONA CEMETERY

	2017	2018	2019	2020
Hughes Const.	108.00	108.00	117.00	117.00
Enviro Sweep	145.00	145.00	155.00	155.00
Ubcon Const.	158.20	158.20	169.50	169.50
Stover	270.00	270.00	270.00	270.00
D.G. Younge	389.85	389.85	401.15	401.15
Drakes	395.50	403.40	411.50	419.70
Quality G. C	565.00	565.00	576.30	576.30
Wentworth	589.19	603.92	619.02	634.49

ST. LUKES CEMETERY (Murvale)

	2017	2018	2019	2020
Hughes Const.	49.00	49.00	55.00	55.00
P. Snider	80.00	80.00	80.00	80.00
Enviro Sweep	80.00	80.00	80.00	80.00
Ubcon Const.	80.23	80.23	85.88	85.88
Drakes	84.75	86.45	88.20	89.90
Quality G. C	90.40	90.40	97.35	97.35
Wentworth	96.88	99.31	101.79	104.34
Sundance	120.00	120.00	130.00	130.00
Stover	135.00	135.00	135.00	135.00
D.G. Younge	141.25	141.25	152.55	152.55

SYDENHAM CEMETERY

	2017	2018	2019	2020
Enviro Sweep	270.00	270.00	285.00	285.00
Hughes Const.	282.00	282.00	296.00	296.00
Ubcon Const.	293.80	293.80	310.75	310.75
Stover	540.00	540.00	540.00	540.00
Drakes	593.25	605.15	617.20	629.55
Wentworth	824.85	845.47	866.61	888.78
Quality G. C	1243.00	1243.00	1271.60	1271.60

	GREENS CEMETERY			
	2017	2018	2019	2020
Wentworth	14.37	14.73	15.10	15.48
Ubcon Const.	33.90	33.90	33.90	33.90
Enviro Sweep	80.00	80.00	80.00	80.00
Drakes	84.75	86.45	88.20	89.20
Hughes Const.	123.00	123.00	131.00	131.00
Stover	235.00	235.00	235.00	235.00



REPORT TO COUNCIL PUBLIC WORKS DEPARTMENT



AGENDA DATE: March 7, 2017

SUBJECT

Tender No. PW-2017-05 Crack Sealing Program

RECOMMENDATION

That Council approves the bid of Roadlast Asphalt and Sealing Maintenance for Tender No. PW-2017-05, Crack Sealing, in the amount of \$70,060.00, including all applicable taxes.

BACKGROUND

This year's Crack Sealing Tender was prepared and advertised on the Municipal website, on Biddingo, and in the local newspaper. This tender closed on February 22nd, 2017.

The results, in ascending order, were as follows:

<u>Supplier</u>	<u>Price (Incl. HST)</u>
Roadlast Asphalt and Sealing Maintenance	\$70,060.00
Cornell Construction Ltd.	\$86,445.00

The submission of the low bidder has been evaluated and was found to be accurate and complete. Roadlast Asphalt and Sealing Maintenance is a reputable contractor and has provided crack sealing in and around South Frontenac Township.

For these reasons, and also because their price was \$16,385.00 lower than the second lowest bidder Cornell Construction Ltd., it is recommended that the bid of Roadlast Asphalt and Sealing be accepted, for \$70,060.00 including HST.

For comparison purposes, listed below are the approved lowest bid unit prices from the past 3 years and the current lowest bid unit price.

Item	2014	2015	2016	2017 Low Bid
Unit Price-\$/ per metre	\$0.82	\$0.90	\$1.05	\$1.24

FINANCIAL and STAFFING CONSIDERATIONS

An amount of \$60,000 was approved in the 2017 Operational Budget for this purpose. The additional amount will be covered under the Capital Road Preservation Budget.

Submitted/approved by:

Mark Segsworth P. Eng.
Public Works Manager

Prepared by:

Aaron Hatton
Technical Assistant



REPORT TO COUNCIL CLERKS DEPARTMENT



AGENDA DATE: March 7, 2017

SUBJECT: Township Flag

RECOMMENDATION

That Council direct staff to purchase _____ Township logo flag(s).

BACKGROUND

Councillor Roberts has asked Council to consider purchasing a flag(s) for the Township with the Township logo (as depicted top left) on a white background.

At the time that the Coat of Arms for the Township was granted, a formal Township flag was granted by the Chief Herald of Canada. This flag is described as an azure shield with four golden bulrushes pointing to the center, on a gold background with azure sides, (similar to the layout of the Canadian flag)

While a single flag could be displayed in Council Chambers, additional flags could be used at other functions / locations such as: open houses, parades, festivals, long service luncheon, fire halls, garages etc. In accordance with established protocols no other flag is to be flown on the same pole as the Canadian flag.

Staff have obtained a quote for a flag(s) as conceived by Councillor Roberts.

A single flag suitable for display in Council Chambers with pole, stand and finial	\$377.70
10 flags with two grommets suitable for an outdoor pole	\$893.93
50 flags with two grommets suitable for an outdoor pole	\$2,874.64

FINANCIAL and STAFFING CONSIDERATIONS

Funding for this purchase if approved would come from within Council's budget lines.

ATTACHMENTS

n/a

Submitted/approved by:

Wayne Orr, CAO

Prepared by:

Wayne Orr, CAO

VCA Meeting 11 Jan 2017

Directors Present: Chet Babcock , Linda Bates, Joyce Casement, Don Coleman, Wayne Conway, Debbie Lingen, Tabitha Morton, Rhonda Storrington
Township Rep: John Mac Dougall

Minutes from Nov Meeting. Minutes approved as amended

Items arising from the minutes:

- **Community Breakfast at Trinity:** We still need people to cover the last weekend Feb 7...Joyce Casement and Matthew Morton volunteered. The profits from our portion go towards the Trail-head in Verona.
- **Alzheimer's Talk:** Debbie Lingen will forward the information concerning dates and location. It will be brought up at the next Salt Meeting and she will probably speak in March at two sites.
- **The electronic sign:** The sign is up and running mostly fine except for a few glitches. Wayne Conway is reporting them to the company in Ottawa to be corrected. He is trialing different colours and fonts to determine which are the most visible for drivers.
- **Veley field:** The field is completed and Larry Veley, the owner of the field was very happy with the Grader operator and the work that was done.
- **150th Celebration:** There is a conflict with the date that the group selected (a Rib Fest at Gilmours) and the date will be moved to Aug 19 which is a conflict with the lion's and VCA.

Financial Report: Don Coleman moved for the adoption of the budget, seconded by Tabitha Morton.

Pending Business:

Electronic sign Policy:

- Wayne Conway has drafted a policy for the Directors to review. It will be posted on the website after the directors approve it.
- Wayne suggested displaying a thank you message for local businesses after they give us a donation.
- For Community events we would display a message for one week before the event and on both sides of the sign.
- We are still gathering ideas on how much to charge a business to advertise on the sign. Suggestions are rates comparable to the paper or Linda Bates suggested \$50.00 which would be \$350.00 a week. If it's running from 7 AM to 10 PM, 15 hours daily and the message will be seen 45 times a day times two if it is displayed on both sides.
- Wayne will try shuffling the order of messages so the same one isn't displayed at the same time each day for the commuters.

We will draw up a general contract for businesses.
Linda Bates moved that we accept the Electronic Sign policy, (the first 10 items on the page) seconded by Debbie Lingen. All in favour. Motion passed.

Committee Reports:

Village Ambassador: Joyce Casement (She) has already delivered a welcome gift to Muddy Waters and a thank you gift to the Reynolds Family for the use of their barn for storage.

Christmas in the village: Linda Bates has prepared a report and Joyce has a few suggestions for next year.

We need to start meetings earlier so we can hire some entertainment before they are booked up for Christmas.

Debbie Lingen would like to strike a new committee to look after everything else but the Car Show and start it in March.

Christmas Day Dinner: There were 110 people at the dinner including musicians and kitchen workers.

It cost to us was \$55.87 after donations. We had more children out this year. Tabitha Morton heard some very good comments within the community.

Next year Joyce Casement would like people to stay longer and enjoy the day.

Free Skate: This event went very well. Linda Bates received 7 phone calls between Christmas and New Year's asking if there was a family skate at the arena. John Mc Dougall suggested that the Township Recreation Committee might be interested in setting this up next year . Linda Bates will take it to Pam Morey.

Christmas for Kids: No report yet but Wayne Conway will ask them for one and invite them to come to a VCA meeting.

School Report: Tabitha Morton reported that Prince Charles School will have 2 open for the participation of the community.

- One is a Zumba Class with an instructor from YMCA and it will be for 6 weeks every Thurs from 2:15 to 3 PM. Debbie Lingen could also mention it in the Frontenac News column.
- A musician will be coming in Feb for a concert and it will be open to the community.
- The principal, Peter Muncey also called Wayne Conway about raising money for a slush fund to cover small items. He would like to generate about \$1000.00. He also approached the Lion's and they donate to this type of request. The VCA have the sign to promote any event if they wish to raise money through the community.
- The school is now accessible to be used by adults and parents in the village unlike in the past when this was not encouraged. They want schools to be Community Hubs and the space can be shared by other groups for a fee.

New Business:

News from the Township Rep: Community Grant Program is available for application right now.

Remembrance Day: Linda Bates asked if we expect or want to be involved in Remembrance Day this year. John McDougall will contact the Arden Legion and make inquiries about their guidelines.

Meeting adjourned by Linda Bates, seconded by Don Coleman at 8:27

South Frontenac Recreation Committee Minutes

Monday, August 22, 2016

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

Regrets: Councillor Pat Barr

1. Call to Order

2. Approval of Minutes – Monday, June 20, 2016

Motion to approve the minutes from Monday, June 20, 2016

Moved by: Vice-Chair Dan Bell

Seconded by: Kevin Fox

Carried

3. Business Arising from the Minutes

- No new information to discuss at this time.

4. New Business

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

i. Ontario 150 Capital Funding

- Tim Laprade is applying for a grant that focuses on upgrading existing facilities rather than new projects. He will include requests to improve The Point in terms of upgrading the change rooms, playground equipment, paving the accessibility path along the restored shoreline, and resurfacing the tennis courts.

ii. Township Celebration and Ontario 150 funding application

- Council has suggested holding a celebration on the long weekend in August.
- Pam Morey proposed a Road Rally Celebration that the S & A Club would like to organize. She provided a hardcopy of the preliminary details for this event and it was reviewed and discussed by the committee. The Road Rally will bring participants to different locations in the township that have historical significance to complete a short activity. The district committees are welcome to become involved in the event and are invited to send site suggestions to Pam via email.

Motion: THAT the South Frontenac recreation committees consider becoming involved in a township-wide celebration Road Rally for Canada and Ontario's 150th anniversary. This event will be developed by the Harrowsmith Social & Athletic Club and requests monetary up to \$10,000, as well as in kind support from the recreation committees if they choose to become involved.

Moved by: Pam Morey
Seconded by: Dan Bell
Carried

b. 5 Year Recreation plan next steps

i. Survey results

- Tim Laprade sent out the result information to the committee via email.
- Tim will present a report to Council to provide them with an overview of the survey results. Chair Mike Howe requested to see the report before it is presented to Council if possible.
- The information will be used to steer the township in the right direction with regards to recreation, capital items, user fees, etc.

ii. District feedback

- There was a very large response by the community and reflected a range of ages from all districts.

c. User fees report

- Tim is analyzing the current user fees and will present options to Council.

d. South Frontenac canteens

- The Health Unit inspected two canteens (Keeley Rd. and Wilmer Rd.) recently and the results were not favorable.
- A decision needs to be made regarding canteens in the township in regards to closing them down permanently or bringing them up to code.
- All canteens are subject to inspection, even if they are not being used.
- If the canteens remain open, the users must be made aware of the rules and expectations of using the facility.

e. Budget Submission Timelines and Template

i. Capital

- Tim Laprade sent out a template via email for each district to complete.
- Capital submissions are due from each district by September 12.
- Tim Laprade and Jamie Brash will update the Capital Report with feedback from the Committees on September 15.
- A final discussion will be held on September 19 with the South Frontenac Recreation Committee.
- Tim Laprade and Jamie Brash are to update the Capital Report on September 21 based on the meeting with the SFRC.

- The final draft of the Capital Budget must be submitted to the Treasury Department by September 30.

ii. Maintenance

- There will be an RFP this fall for a new grass cutting contract.
- Any questions or concerns can be forwarded to Jamie Brash.

iii. Operating

- Any questions or concerns can be forwarded to Tim Laprade.
- Committee members were instructed to identify any additional funding required for Canada's 150th Birthday celebrations next year.

iv. Ball Park Advertising

- Businesses have approached some of the user groups to put up advertising at the baseball/soccer fields in exchange for team sponsorship.
- Tim Laprade can compose a draft policy based on a recommendation in terms of size, appropriate content and payment.

v. Sydenham Triathlon

- The triathlon ran smoothly this year and Somersault fulfilled their portion of the contract and communicated well with the township staff.
- The committee would like to see the triathlon and regatta dates coordinated this summer so that they can both be held.
- There was a brief discussion regarding the possible one-year contract extension.

Motion: THAT the South Frontenac Recreation Committee supports the Township continuing to work with Somersault Events for the 2017 event as per the terms of our 2016 agreement.

Moved by: Dan Bell

Seconded by: Donna Brown

Carried

5. Updates

a. District Committee Updates

- Canada Day reports are due at the end of the month and the grant deadline is in November.

i. Bedford

- Great turnout with 150 plates being served at the pancake breakfast.
- Volunteers set up early to accommodate Scott Reid stopping in to help serve breakfast.

- There is a group of community members that would like to start holding recreation activities at Fermoy Hall. They have thought of quite a few uses for the hall and would like to attend the next meeting. They will contact Tim Laprade to become a delegation at the next SFRC meeting.

ii. Portland

- The committee would like to hold a “Movie Night in the Park” at Centennial Park.

iii. Storrington

- The committee was very pleased with their Canada Day event.

iv. Loughborough

- Chair Mike Howe would like to publicly acknowledge the time and effort that Jamie Brash and Mark Segsworth put into the Canada Day event this summer. The daytime activities were excellent and well enjoyed by the community.
- There were several complaints about people smoking at The Point.
- New signage is needed to direct the public away from the area where swimming lessons are taking place.
- The fence around the football field at The Point is currently being installed. The ornamental fencing that will encase the cenotaph will be slightly delayed.

6. Chair to sign off on meeting attendance

- The attendance sheet was signed and provided to Tim Laprade.

7. Next Meeting: Monday, September 19, 2016 at 7 p.m. in the Council Meeting Room at the Township Office

8. Adjournment: 8:20 p.m.

Motion to adjourn the meeting.

Moved by: Vice-Chair Dan Bell

Seconded by: Tracy Holland

Recording Secretary: Sarah Vandewal

South Frontenac Recreation Committee Minutes

Monday, September 19, 2016

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

1. Call to Order

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

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

Moved by: Donna Brown

Seconded by: Kevin Fox

Carried

3. Business Arising from the Minutes

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

4. Delegations

a. Bedford delegation on recreational use of Fermoy Hall

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

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

Moved by: Kevin Fox

Seconded by: Dan Bell

Carried

b. North Frontenac Community Services

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

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

Moved by: Pam Morey
Seconded by: Dan Bell
Carried

5. New Business

a. Budget Submission Review and Discussions

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

b. Recreation Survey Report and next steps

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

6. Updates

a. District Committee Updates

i. Ball Park Advertising

- Tim Laprade will draft a policy for the committee to review.
- Storrington is interested in and in favour of ball park advertisements.

ii. South Frontenac Canteens

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

b. User fees report

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

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

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

d. Ontario 150 Capital Funding

- A government grant has been submitted.

7. Chair to sign off on meeting attendance

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

9. Adjournment: 9:10 p.m.

Recording Secretary: Sarah Vandewal

South Frontenac Recreation Committee Minutes

Monday, November 28, 2016

Attendance: Chair Mike Howe, Councillor Norm Roberts, Councillor Pat Barr, Tracy Holland, Kevin Fox, Alvin Wood, Donna Brown, Tim Laprade, Mark Segsworth

Regrets: Pam Morey, Councillor Mark Schjerning

1. Call to Order

2. Approval of Minutes – Monday, October 17th, 2016

Motion to approve the minutes from Monday, October 17th, 2016

Amendment: Meeting date was moved to November 28th, 2016 due to inclement weather.

Moved by: Kevin Fox

Seconded by: Tracy Holland

Carried

3. Business Arising from the Minutes

- No news to report at this time.

4. New Business

a. SF Rec Committee Terms of Reference

- The current terms of reference were distributed to committee members by email and hard copy for review with the intention of making considerable changes in the New Year.
- The committee will also discuss a rotation of the Chair or how to ensure that each district is given an opportunity to hold the position of Chair.

5. Updates

a. Budget Updates

- Tim Laprade provided an overview of items that were removed from the budget, items that are still under review, and items that require further action.
- Chair Mike Howe thanked Tim Laprade for simplifying the budget submission process which worked well for the districts. The process was very clean and concise which has led to better informed committee members.

b. Summer Camp report and Public Education/Museum

- Tim Laprade provided the committee with a hard copy of the Summer Activities Report and a summary of the registration numbers for each location.
- There was a significant drop in the children enrolled at McMullen and Tim has recommended to longer hold a camp at this location but instead to possibly hold a drop in park that will incorporate a variety of activities.
- Nicole Hochguertel did a phenomenal job at both the museum and out at community events.

c. 2017 Recreation Guide Submission

- December 16th is the deadline for submissions. There will be an ad in the local newspaper to request information needed for the guide.
- Committee members would like a confirmation email sent back to people after they submit their information so that they know that it was received properly.
- Tim Laprade plans to incorporate a map into the guide so that people can see where all of the parks and facilities are located.

d. Canada 150th Celebrations

- A meeting was held last week at the S & A Club. The next meeting will be held on January 18th.
- The event will be held on September 9th and will be a 1 or 2 day event.
- The group is considering seeking out business sponsors or selling tickets to help support the event.

e. District Committee Updates

- Tracy Holland requested that some of the extra bleachers from The Point be moved to Centennial Park. Mark Segsworth confirmed that he would have bleachers moved to Portland in the spring.
- Loughborough and Storrington have both applied for federal grants to help fund Canada Day activities and Bedford has budgeted for a pancake breakfast.

6. Chair to sign off on meeting attendance

7. Next Meeting: Monday, January 16th, 2017 at 7 p.m.

8. Adjournment: 8:00 p.m.

Recording Secretary: Sarah Vandewal



Payment Listing
For the period of February 22, 2017 to March 7, 2017

Accounts Payable Payment Listing:

For the period of February 22, 2017 to March 7, 2017 713,147.54

Payroll Payment Listing:

Pay Period #5	Pay date March 1, 2017 For the period of February 12, 2017 to February 25, 2017	81,868.20
Council Reimbursement	Pay date March 1, 2017 For the period of February 12, 2017 to February 25, 2017	950.85
Council Honararium - Feb	Pay date February 28, 2017 For the period of February 1, 2017 to February 28, 2017	10,104.31

\$	806,070.90
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Total Payments

RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending March 7, 2017 in the amount of
\$ 806,070.90

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

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

Ranges: **From:** **To:** **Distribution Types Included:**
Cheque Date: **22/02/2017** **07/03/2017** **PURCH, MISC**

10 GG

0000 Gen

Cheque	Date	Inv #	Vendor	Description	Amount
068297	07/03/2017		QUINN, TERRY		
		17/02/22-REFUND		REFUND DEP REC#51158	\$4,500.00
Total 068297					\$4,500.00
EFT000000006974	07/03/2017		COUNTY OF FRONTENAC		
		48296		FMIS SERVICES 2016 REC	\$7,183.21
Total EFT000000006974					\$7,183.21
EFT000000006979	07/03/2017		DIAMOND MUNICIPAL SOLUTIONS INC.		
		D28877		ANNUAL PROGRAM RENEWAL	\$27,202.20
Total EFT000000006979					\$27,202.20
EFT000000006986	07/03/2017		THE FRONTENAC NEWS		
		63364		AD - FEB 23	\$365.57
		63257		AD - FEB 9	\$415.54
		AD - FEB 16		AD - FEB 16	\$430.05
Total EFT000000006986					\$1,211.16
Total Gen					\$40,096.57

1000

Cheque	Date	Inv #	Vendor	Description	Amount
068281	07/03/2017		ATKINSON HOME BUILDING CENTRE		
		084085		CEILING TILES	\$54.13
		085074		WATER SOFTENER SALT	\$26.53
Total 068281					\$80.66
068293	07/03/2017		SNIDER, PERCY		
		16/12/30-01		16/12 SNOWPLOWING x 4	\$284.93
Total 068293					\$284.93
EFT000000006991	07/03/2017		HAVEN HOME ENTERPRISE INC		
		157539		HVAC MAINTENANCE	\$163.32
Total EFT000000006991					\$163.32
EFT000000006996	07/03/2017		LEONARD FUELS		
		0279-753278		476.3 L OIL @ \$0.794	\$384.83
Total EFT000000006996					\$384.83
EFT000000007020	07/03/2017		SPECIALIZED ONSITE SERVICES		
		662		WATER SAMPLES	\$3,185.09
Total EFT000000007020					\$3,185.09
EFT000000007021	07/03/2017		SUPERIOR PROPANE INC.		
		14718878		2415.7 L @ \$0.40	\$1,073.49
Total EFT000000007021					\$1,073.49
Total					\$5,172.32

1100 Counc

Cheque	Date	Inv #	Vendor	Description	Amount
068285	07/03/2017		LAND O' LAKES TOURIST ASSOCIATION		
		6805-5267		2017 MUNICIPAL CONTRIBUTION	\$8,000.00
Total 068285					\$8,000.00
EFT000000006967	07/03/2017		CDW CANADA INC		
		GWR5047		APPLE IPAD	\$516.88
Total EFT000000006967					\$516.88
EFT000000007019	07/03/2017		SOUTHERN FRONTENAC COMMUNITY		
		6662		PROGRAMMING GRANT	\$10,000.00
		6662		SPACE CONSOLIDATION GRANT	\$20,000.00
Total EFT000000007019					\$30,000.00
Total Counc					\$38,516.88

1250 Clk

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007009	07/03/2017		PRINTFUSION INC.		

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

	100414	15,0000 MARCH NEWSLETTERS	\$1,259.48
Total EFT000000007009			\$1,259.48
EFT000000007028 07/03/2017		TROUSDALE'S FOODLAND	
	5312	COFFEE/CREAM	\$26.54
Total EFT000000007028			\$26.54
EFT000000007029 07/03/2017		TROUSDALE'S HOME HARDWARE	
	266	COFFEE & CREAM	\$26.91
	7686	CREAM	\$8.07
Total EFT000000007029			\$34.98
EFT000000007034 07/03/2017		UPPER CANADA OFFICE SYSTEMS	
	306760	BASE COPY CHARGE	\$303.41
Total EFT000000007034			\$303.41
Total Clk			\$1,624.41
Total GG			\$85,410.18

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
068293	07/03/2017		SNIDER, PERCY		
		17/01-04		17/01 - PLOWING	\$793.73
		16/12/18-03		PLOWING X 5	\$330.72
Total 068293					\$1,124.45
068295	07/03/2017		TOWNSHIP OF RIDEAU LAKES		
		2016 BILLING		2016 RESPONSE TO SF CALLS	\$6,550.00
Total 068295					\$6,550.00
068296	07/03/2017		VOTARY, RICHARD		
		17/02/02-22		SNOWPLOWING x 3	\$195.00
		17/02/02-24		SNOWPLOWING x 3	\$195.00
Total 068296					\$390.00
EFT000000006963 07/03/2017			ARNPRIOR FIRE TRUCKS CORP		
		1228		LIGHTING REPAIRS	\$600.09
Total EFT000000006963					\$600.09
EFT000000006976 07/03/2017			DARCH FIRE		
		62020		REPAIRS TO DOOR	\$709.84
Total EFT000000006976					\$709.84
EFT000000006989 07/03/2017			GREENSLADE, DONALD		
		17/01-18		PLOWING 8 * \$100	\$800.00
Total EFT000000006989					\$800.00
EFT000000006995 07/03/2017			KENWORTH ONTARIO - KINGSTON		
		KS18843		SAFETY AND OIL CHANGE	\$267.39
Total EFT000000006995					\$267.39
EFT000000006996 07/03/2017			LEONARD FUELS		
		1057-761727		35 L DIESEL @ \$1.0168	\$35.51
		1057-762933		44.42 L GAS @ \$1.14	\$51.06
		1057-764427		65 L GAS @ \$0.9903	\$64.18
		1057-764430		54.29 L GAS @ \$0.99	\$53.59
		1057-760929		331.7 L OIL @ \$0.809	\$273.07
		1057-760930		560 L OIL @ \$0.809	\$461.02
		1057-763796		300 L OIL @ \$0.786	\$239.95
		1057-763795		200 L OIL @ \$0.786	\$159.97
		1057-767181		75.79 L DIESEL @ \$1.01	\$76.87
		1057-765371		431.7 L OIL @ \$0.783	\$343.97
		1057-765370		185.3 L OIL @ \$.783	\$147.64
		1057-768765		NEW FURNACE	\$5,799.93
Total EFT000000006996					\$7,706.76
EFT000000006998 07/03/2017			LINDE CANADA LIMITED 15687		
		55801918		OXYGEN	\$195.90
Total EFT000000006998					\$195.90
EFT000000007013 07/03/2017			ROSEN ENERGY GROUP		
		606404		SYD 800.3 L GAS @ \$0.9650	\$785.89
Total EFT000000007013					\$785.89
EFT000000007027 07/03/2017			TRIM-LINE OF SOUTH EAST		
		35606		HELMET NUMBERS AND LOGOS	\$81.41
Total EFT000000007027					\$81.41
Total Fire					\$19,211.73

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

2110 Cvc#

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007017	07/03/2017	2964	SIGNS PLUS	CIVIC SIGNS	\$27.47
Total EFT000000007017					\$27.47
Total Cvc#					\$27.47

2400 Police

Cheque	Date	Inv #	Vendor	Description	Amount
068287	07/03/2017	16160217103	MINISTER OF FINANCE-POLICE SERVICES	POLICING 17/02	\$250,150.00
Total 068287					\$250,150.00
EFT000000007019	07/03/2017	6567.	SOUTHERN FRONTENAC COMMUNITY	MEALS/HALLS FOR SALT	\$5,390.00
Total EFT000000007019					\$5,390.00
Total Police					\$255,540.00

2410 Ride Program

Cheque	Date	Inv #	Vendor	Description	Amount
068287	07/03/2017	16130217028	MINISTER OF FINANCE-POLICE SERVICES	17/02/17 RIDE PROGRAM	\$692.00
Total 068287					\$692.00
Total Ride Program					\$692.00

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
068283	07/03/2017	6806	FLYNN AUTO GLASS & TINTING	SUPPLY & INSTALL WINDOW	\$356.16
Total 068283					\$356.16
EFT000000006987	07/03/2017	275822	GANANOQUE CHEVROLET BUICK GMC	KEY	\$41.55
Total EFT000000006987					\$41.55
EFT000000007003	07/03/2017	DA0005875948	MICHELIN NORTH AMERICA CANADA INC	4 TIRES	\$760.55
Total EFT000000007003					\$760.55
EFT000000007025	07/03/2017	6083-425750	TOWN AND COUNTRY AUTO SUPPLY	OIL FILTERS, WIPER BLADES	\$37.94
Total EFT000000007025					\$37.94
Total Build					\$1,196.20

2620 Anml Ctl

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006985	07/03/2017	SF-AC-2017-FEBRUARY	FRONTENAC MUNICIPAL LAW	ANIMAL CONTROL 17/02	\$3,256.19
Total EFT000000006985					\$3,256.19
Total Anml Ctl					\$3,256.19

2640 Bylaw enf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006985	07/03/2017	SF-B-2017-JANUARY	FRONTENAC MUNICIPAL LAW	17/01 BYLAW ENFORCEMENT	\$595.30
		SF-B-2017-JANUARY		17/01 BYLAW ENFORCEMENT	\$222.24
		SF-P-2017-FEBRUARY		PARKING BYLAW 17/02	\$457.92
		SF-P-2017-FEBRUARY		PARKING BYLAW 17/02	\$634.98
Total EFT000000006985					\$1,910.44
Total Bylaw enf					\$1,910.44
Total PP&P					\$281,834.03

30 Trans

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006970	07/03/2017	33620-584275	CLAIMSPRO INC.	CLOSE FILE 33620-1138326 EC7	\$328.01
Total EFT000000006970					\$328.01
EFT000000006999	07/03/2017	EPT001079	LOCAL AUTHORITY SERVICES LTD.	ENERGY PLANNING SUBSCRIPTION	\$254.40
Total EFT000000006999					\$254.40
Total PW OH					\$582.41

3005 RdAdmOH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007011	07/03/2017	872	PRO-TECH TRAINING	LOADER TRAINING - C.M.	\$203.52
Total EFT000000007011					\$203.52
EFT000000007031	07/03/2017	167585 166794	TYROUTE COMMUNICATIONS	ANDROID PHONE CAR CHARGER	\$539.33 \$30.52
Total EFT000000007031					\$569.85
Total RdAdmOH					\$773.37

3010

Cheque	Date	Inv #	Vendor	Description	Amount
068283	07/03/2017	6807	FLYNN AUTO GLASS & TINTING	SUPPLY & INSTALL WINDOW	\$457.92
Total 068283					\$457.92
068286	07/03/2017	25005	MCCULLOUGH METALS LTD.	METAL FOR BACKHOE REPAIR	\$338.86
Total 068286					\$338.86
068292	07/03/2017	0022118	SNC-LAVALIN GEM ONTARIO INC.	FIELD TESTING	\$320.54
Total 068292					\$320.54
068293	07/03/2017	17/01/31-17	SNIDER, PERCY	pick up keeley garbage	\$127.20
Total 068293					\$127.20
EFT000000006960	07/03/2017	A0044499	ABELL PEST CONTROL INC.	17/02 PEST CONTROL	\$63.84
Total EFT000000006960					\$63.84
EFT000000006961	07/03/2017	38260504	AECOM CANADA LTD	ENGINEERING FEES	\$2,498.53
Total EFT000000006961					\$2,498.53
EFT000000006962	07/03/2017	INV48872 INV48871	ARMSTRONG MONITORING	TEST/REPAIR DETECTION SYSTEMS TEST/REPAIR DETECTION SYSTEMS	\$422.30 \$2,003.15
Total EFT000000006962					\$2,425.45
EFT000000006964	07/03/2017	3755	ASSELSTINE HARDWARE	PLIERS	\$9.15
Total EFT000000006964					\$9.15
EFT000000006965	07/03/2017	791294235 791298774	BLACK DOG TIRE & LUBRICANTS	1 TIRE DIESEL EXHAUST FLUID	\$403.93 \$201.48
Total EFT000000006965					\$605.41
EFT000000006968	07/03/2017	884794629 884794629	CINTAS	CLEANING SUPPLIES UNIFORMS	\$114.05 \$10.07
Total EFT000000006968					\$124.12
EFT000000006971	07/03/2017	55521 55402	CLEAN ONTARIO	HOSE COUPLERS	\$358.19 \$39.04
Total EFT000000006971					\$397.23
EFT000000006972	07/03/2017	3016253	COLLINS SAFETY INC.	EAR PLUGS . LENS CLEANER	\$44.72
Total EFT000000006972					\$44.72
EFT000000006980	07/03/2017	7658	D.MARTIN WELDING & FABRICATING	WELD BAR ON PLOW HARNESS	\$264.58

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

	7677	REPLACE BAR ON PLOW MOUNT	\$264.58
Total EFT000000006980			\$529.16
EFT000000006981 07/03/2017		DRAPER DOORS	
	10468	TIGHTEN CLUTCH/SET LIMITS	\$106.85
	10418	REPLACE HIT DOOR	\$1,137.17
Total EFT000000006981			\$1,244.02
EFT000000006983 07/03/2017		EVERTEMP INC	
	30064	FILTERS	\$25.81
Total EFT000000006983			\$25.81
EFT000000006984 07/03/2017		FISH, DOROTHY	
	5941	CLEAN OFFICE	\$306.00
Total EFT000000006984			\$306.00
EFT000000006987 07/03/2017		GANANOQUE CHEVROLET BUICK GMC	
	275790	COVER	\$435.97
Total EFT000000006987			\$435.97
EFT000000006988 07/03/2017		GIN-COR INDUSTRIES INC	
	41705	ADAPTERS	\$8.59
	41705	QUICK DISCONNECTS	\$409.97
	41706	HARNESS	\$214.20
	41651	CROSS CONVEYOR	\$320.39
	41777	ONSPOT CHAINS FOR HAULMAX	\$3,499.53
Total EFT000000006988			\$4,452.68
EFT000000006990 07/03/2017		HARTINGTON EQUIPMENT LIMITED	
	IV46302	PARTS	\$109.26
Total EFT000000006990			\$109.26
EFT000000006992 07/03/2017		HWB BRUCE SALES	
	233851B	V-BAR CHAIN W/ CAM LOCKS	\$1,152.21
Total EFT000000006992			\$1,152.21
EFT000000006994 07/03/2017		KENT AUTOMOTIVE	
	9304665523	SUPPLIES	\$143.97
Total EFT000000006994			\$143.97
EFT000000006996 07/03/2017		LEONARD FUELS	
	58983	ANNUAL FURNACE INSPECTION	\$178.59
	3160-760711	432.7 L OIL @ \$0.792	\$348.73
	4185-759188	614.2 L OIL @ \$0.793	\$495.64
	4185-58995	ANNUAL FURNACE SERVICE	\$181.39
	0646-698725	156.8 L OIL @ \$0.755	\$120.46
Total EFT000000006996			\$1,324.81
EFT000000006997 07/03/2017		LIEBHERR CANADA LTD	
	21051952	LOCKABLE TANK CAP	\$85.48
Total EFT000000006997			\$85.48
EFT000000006998 07/03/2017		LINDE CANADA LIMITED 15687	
	55774207	SUPPLIES, WELDING JACKET	\$188.41
	55873528	GASES	\$267.53
	55864985	LEASE RENEWAL	\$492.32
Total EFT000000006998			\$948.26
EFT000000007001 07/03/2017		MCKEOWN AND WOOD FUELS	
	220458	2296.8 L @ \$0.7910	\$1,848.74
Total EFT000000007001			\$1,848.74
EFT000000007002 07/03/2017		M-CON PIPE & PRODUCTS INC	
	00035186	RESTOCKING FEE - CANCEL ORDER	\$1,365.47
Total EFT000000007002			\$1,365.47
EFT000000007006 07/03/2017		PAT ROGERS TOWING SERVICE	
	B00746	TOW SNOWPLOW	\$356.16
Total EFT000000007006			\$356.16
EFT000000007007 07/03/2017		PETRIE FORD	
	227271	MOTOR BLOWER	\$125.92
	227346	RESISTOR	\$26.08
	227511	BULB AND OIL	\$104.22
	227511	BULBS	\$49.10
	227851	IDLER, ALTERNATOR	\$102.04
	227084	PARTS	\$45.15
	227084	PARTS	\$29.58
	227083	PARTS	\$105.98
	227785	CHAMBER, SLACK KITS	\$392.26
Total EFT000000007007			\$980.33
EFT000000007008 07/03/2017		PRINCESS AUTO	
	27-5-369898	GARAGE SUPPLIES	\$99.50
Total EFT000000007008			\$99.50

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

EFT000000007012	07/03/2017		PUROLATOR INC.	
		433872336	SHIPPING COSTS	\$35.83
Total EFT000000007012				\$35.83
EFT000000007014	07/03/2017		R. THURSTON TECHNOLOGIES	
		10846	RADIO REPAIRS	\$281.11
		10854	RADIO REPAIRS	\$64.87
Total EFT000000007014				\$345.98
EFT000000007016	07/03/2017		SELECT DOOR AND FRAME	
		28515	DOOR HINGES	\$45.79
Total EFT000000007016				\$45.79
EFT000000007022	07/03/2017		SURGENOR TRUCK CENTRE	
		374840	REINSTALL DRIVELINE	\$779.61
Total EFT000000007022				\$779.61
EFT000000007023	07/03/2017		TALLMAN TRUCK CENTRE LIMITED	
		331219T	VALVE	\$43.70
		431834	REPAIR GAS,EXHAUST,COOLANT LEAK	\$11,247.89
		331397T	FILTERS	\$268.66
		331397T	FILTERS	\$268.66
		331397T	FILTERS	\$189.59
		331581T	PART	\$74.16
		331625T	PARTS	\$476.01
Total EFT000000007023				\$12,568.67
EFT000000007025	07/03/2017		TOWN AND COUNTRY AUTO SUPPLY	
		6083-423534	OIL AND FILTER	\$57.26
		6083-424123	OIL AND FILTER	\$50.81
		6083-424290	PARTS	\$11.68
		6083-424125	DRAIN FUNNEL	\$33.52
		6083-424280	WIPER BLADES	\$62.00
		6083-424120	OIL DRANING MACHINE	\$282.18
		6083-423581	CHAIN STRAPS	\$40.09
		6083-423579	CHAIN STRAPS	\$30.22
		6083-423505	22 TON JACK	\$875.08
		6083-424947	HYDRA OIL	\$76.57
		6083-424832	PARTS	\$50.17
		6083-425050	OIL	\$119.08
		6083-425244	WIPER BLADES	\$18.02
		6083-425522	OIL	\$36.56
		6083-425522	LICENSE LAMP	\$7.44
		6083-425960	OIL	\$74.85
Total EFT000000007025				\$1,825.53
EFT000000007026	07/03/2017		TRILLIUM MUNICIPAL SUPPLY INC.	
		4732	ROADWATCH BULLET	\$805.50
		4732	ROADWATCH BULLET	\$805.51
Total EFT000000007026				\$1,611.01
EFT000000007028	07/03/2017		TROUSDALE'S FOODLAND	
		13108	WATER	\$52.93
Total EFT000000007028				\$52.93
EFT000000007029	07/03/2017		TROUSDALE'S HOME HARDWARE	
		301211	SUPPLIES	\$5.75
		66644	DRILL BITS AND SOCKETS	\$40.66
		67282	RUST PAINT	\$40.65
		67208	RUBBER HOSE	\$53.92
		67836	SPING HINGE	\$19.32
Total EFT000000007029				\$160.30
EFT000000007030	07/03/2017		TRUE ELECTRIC	
		6755	INSTALL NEW LIGHTING	\$384.42
Total EFT000000007030				\$384.42
EFT000000007033	07/03/2017		UNIVERSAL SUPPLY GROUP	
		173-138543	AIR SPRINGS, AIR BRAKES	\$693.31
		173-141735	CHAMBER	\$52.33
		173-141735	CHAMBER	\$52.34
		173-140947	PARTS	\$93.92
		173-142959	WIPER BLADES * 5	\$50.78
		173-142643	LED LIGHT	\$63.30
Total EFT000000007033				\$1,005.98
EFT000000007036	07/03/2017		WHITE'S WEARPARTS LTD	
		124974	PLOW SHOE	\$846.64
Total EFT000000007036				\$846.64
Total				\$42,483.49

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

3310 Hardtop Patching

Cheque	Date	Inv #	Vendor	Description	Amount
068289	07/03/2017	38176	O. BETTSCHEN	COLD PATCH MATERIAL	\$2,307.00
Total 068289					\$2,307.00
EFT000000006959	07/03/2017		BOULTON SEPTIC/LARMON'S		
		24049		PATCHING & FLAGGING	\$455.63
		24088		ROAD REPAIRS	\$528.90
		24159		COLD PATCHING	\$2,278.15
Total EFT000000006959					\$3,262.68
Total Hardtop Patching					\$5,569.68

3502 Winter Prop Damage

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007029	07/03/2017		TROUSDALE'S HOME HARDWARE		
		206433		MAIL BOXES	\$421.10
		401169		MAIL BOXES	\$234.97
		401336		BLADE	\$35.08
Total EFT000000007029					\$691.15
Total Winter Prop Damage					\$691.15

3505 Snw Plwng

Cheque	Date	Inv #	Vendor	Description	Amount
068293	07/03/2017		SNIDER, PERCY		
		17/02/09-11		PLOW 17/02 x 5	\$4,528.32
		17/02/06-12		PLOWING - FEB 6	\$162.82
		17/02/08-16		PLOW 17/02 x 5	\$976.90
		17/02/08-15		PLOW 17/02 x 4	\$1,274.03
		17/02/11-13		PLOW 17/02 x 4	\$736.74
		17/02/08-14		PLOW 17/02 x 3	\$439.60
		17/02/16-04		PLOW 17/02 x 5	\$976.90
		17/02/16-03		PLOW 17/02 x 5	\$732.67
		17/02/16-02		PLOW 17/02 x 5	\$1,592.54
		17/02/14-50		PLOW 17/02 x 4 & PUSHBACK BANK	\$1,103.08
		17/02/16-01		PLOW 17/02 x 2	\$368.37
		17/02/13-14		Snowplowing x 4	\$3,622.66
		17/02/16-16		Snowplowing Feb 15 & 16	\$1,811.33
		16/12/29-17		DEC 5,12,17x2,19,29	\$1,172.27
		17/01/17-16		JAN 11 & 17	\$390.76
		17/01/18-44		PLOW JAN 17,18	\$368.37
		17/02/01-15		JAN 11,12,24 x2, 25 / FEB1	\$1,105.11
		17/02/01-14		PLOW JAN 29 / FEB 1	\$1,811.33
		17/01/25-46		PLOW JAN 20, 24x2, 25	\$3,622.66
		17/01/19-45		PLOW JAN 17, 18x2, 19	\$3,622.66
Total 068293					\$30,419.12
Total Snw Plwng					\$30,419.12

3506 Snow Clearing Sidewalks

Cheque	Date	Inv #	Vendor	Description	Amount
068293	07/03/2017		SNIDER, PERCY		
		17/02/08-07		PLOW 17/02 x 2	\$122.11
		17/02/09-06		PLOW 17/02 x 4	\$407.04
		17/02/09-05		PLOW 17/02 x 4	\$374.48
		17/02/08-08		PLOW 17/02 x 4	\$732.67
		17/02/09-09		PLOW 17/02 x 4	\$276.79
		17/02/09-10		PLOW 17/02 x 3	\$305.28
		17/02/16-10		PLOW 17/02 x 5	\$508.80
		17/02/16-09		PLOW 17/02 x 5	\$345.98
		17/02/16-07		PLOW 17/02 x 5	\$508.80
		17/02/16-08		PLOW 17/02 x 5	\$468.10
		17/02/21-18		SPOT SANDING	\$61.06
		17/02/21-17		SPOT SANDING	\$183.17
		17/02/16-06		PLOW 17/02 x 5	\$915.84
		17/02/16-05		PLOW 17/02 x 5	\$305.28
		17/01/25-36		PLOW JAN 18,24,25	\$207.59
		17/02/01-10		PLOW FEB 1	\$69.20

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

17/01/25-28	PLOW - JAN 18, 24 & 25	\$183.17
17/02/01-12	PLOW FEB 1	\$61.06
17/02/01-11	PLOW FEB 1	\$93.62
17/01/25-37	PLOW JAN 18,24&25	\$280.86
17/02/01-13	PLOW JAN 28 / FEB 1	\$203.52
17/01/24-35	PLOW JAN 24 x 2	\$203.52
17/01/25-38	PLOW JAN 18 & 25	\$203.52
17/02/01-08	PLOW JAN 24 / FEB 1	\$203.52
16/11/21-27	PLOW NOV 13 / NOV 21	\$48.84
17/02/01-09	PLOW FEB 1	\$183.17
17/02/08-38	FEB 5, 7 twice & 8	\$732.67
17/01/25-24	PLOW JAN 18, 24 TWICE, 25	\$732.67

Total 068293 **\$8,922.33**
Total Snow Clearing Sidewalks **\$8,922.33**

3515 Stock Snd&Slt

Cheque	Date	Inv #	Vendor	Description	Amount
068284	07/03/2017		K+S WINDSOR SALT LTD		
		5300286886		36.48 T SAFE-T-SALT	\$3,205.12
		5300296605		36.66 T SAFE-T-SALT	\$3,220.93
		5300297517		83.65 T SAFE-T-SALT	\$7,349.45
		5300297636		83.70 T SAFE-T-SALT	\$7,353.84
		5300297819		43.61 T SAFE-T-SALT	\$3,831.55
		5300298352		37.78 T SAFE-T-SALT	\$3,319.34
		5300297773		81.14 T SAFE-T-SALT	\$7,128.93
		5300276231		73.99 T SAFE-T-SALT	\$6,500.73
		5300301113		37.16 T SAFE-T-SALT	\$3,264.87
		5300300435		40.62 T SAFE-T-SALT	\$3,568.86

Total 068284 **\$48,743.62**

068294	07/03/2017		TOROMONT INDUSTRIES LTD.		
		R8882204		RENTAL17/02-17/03 WHEEL LOADER	\$4,375.68
		R8882203		RENTAL17/01-17/02 WHEEL LOADER	\$4,375.68

Total 068294 **\$8,751.36**

Total Stock Snd&Slt **\$57,494.98**

3601 Barricds & Sfty Matls

Cheque	Date	Inv #	Vendor	Description	Amount
068291	07/03/2017		RDC GROUP		
		1382		TRAFFIC CONES	\$1,022.14

Total 068291 **\$1,022.14**

EFT000000007029	07/03/2017		TROUSDALE'S HOME HARDWARE		
		67619		BATTERIES	\$96.95

Total EFT000000007029 **\$96.95**

Total Barricds & Sfty Matls **\$1,119.09**

3610 Trfc Sg mnt

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007015	07/03/2017		R.W. ELECTRIC		
		32848		REPAIR FLASHING BEACON	\$246.46
		32825		REPAIR STREET LIGHT	\$421.29

Total EFT000000007015 **\$667.75**

EFT000000007030	07/03/2017		TRUE ELECTRIC		
		6763		REPAIR CAUTION LIGHT	\$1,530.04

Total EFT000000007030 **\$1,530.04**

Total Trfc Sg mnt **\$2,197.79**

3615 Street signs

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007017	07/03/2017		SIGNS PLUS		
		2964		STREET SIGNS	\$90.46

Total EFT000000007017 **\$90.46**

Total Street signs **\$90.46**

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

3800 Crssng Guards

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006952	28/02/2017	17/02	MACINTYRE, DOUG	17/02 - CROSSING GUARD	\$180.00
		17/02		17/02 - CROSSING GUARD	\$5.18
Total EFT000000006952					\$185.18
EFT000000006953	28/02/2017	17/02	SNIDER, DEBBIE	17/02 - CROSSING GUARD	\$810.00
		17/02		17/02 - CROSSING GUARD	\$23.33
Total EFT000000006953					\$833.33
EFT000000006954	28/02/2017	17/02	KEHOE, GENNY LYNN	17/02 - CROSSING GUARD	\$360.00
		17/02		17/02 - CROSSING GUARD	\$10.37
Total EFT000000006954					\$370.37
Total Crssng Guards					\$1,388.88
Total Trans					\$151,732.75

40 Env

5005 SW & Fac OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007024	07/03/2017	KIN/071469	TORBRAM ELECTRIC SUPPLY CORP	SCREWDRIVER/PLIERS	\$103.60
Total EFT000000007024					\$103.60
EFT000000007029	07/03/2017	67556	TROUSDALE'S HOME HARDWARE	HIGH SPEED CUTTER	\$11.18
Total EFT000000007029					\$11.18
Total SW & Fac OH					\$114.78

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
068280	28/02/2017	17/02	SNIDER, PERCY	17/02 DISPOSAL	\$11,454.79
		17/02		17/02 DISPOSAL	\$9,455.41
		17/02 FUEL ADJ		17/02 FUEL ADJ	\$5.48
		17/02 FUEL ADJ		17/02 FUEL ADJ	\$4.53
Total 068280					\$20,920.21
068288	07/03/2017	006486	NEXGEN MUNICIPAL INC.	PARTS	\$1,666.98
Total 068288					\$1,666.98
EFT000000006958	28/02/2017	17/02 COLLECTION	BOULTON SEPTIC/LARMON'S	17/02 COLLECTION	\$11,701.36
		17/02 FUEL ADJ		17/02 FUEL ADJ	\$5.61
Total EFT000000006958					\$11,706.97
EFT000000006965	07/03/2017	791298525	BLACK DOG TIRE & LUBRICANTS	TIRE CHANGE OVER	\$124.15
Total EFT000000006965					\$124.15
EFT000000007035	07/03/2017	42273	VERSUS BUSINESS FORMS & LABELS	BAG TAGS	\$7,809.24
Total EFT000000007035					\$7,809.24
Total Garb coll					\$42,227.55

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
068293	07/03/2017	17/02/15-37	SNIDER, PERCY	PORTLAND DUMP/DOZER	\$325.63
		17/02/07-36		PORTLAND DUMP/DOZER	\$325.63
Total 068293					\$651.26
EFT000000006956	28/02/2017	17/02 DISPOSAL	WHALEY, GEORGE	17/02 DISPOSAL	\$1,935.80
Total EFT000000006956					\$1,935.80
EFT000000006960	07/03/2017	01049970	ABELL PEST CONTROL INC.	17/01 PEST CONTROL	\$56.27
		01049970		17/01 PEST CONTROL	\$56.27

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	01049970	17/01 PEST CONTROL	\$56.27
Total EFT000000006960			\$168.81
EFT000000006982	07/03/2017	ENVIRO-GUARD PLUS INC.	
	87325	17/02 PEST CONTROL	\$42.74
	87066	17/01 PEST CONTROL	\$42.74
Total EFT000000006982			\$85.48
EFT000000006993	07/03/2017	JODY CAMPBELL'S SEPTIC SERVICE	
	8793	PORTABLE TOILET RENTAL	\$117.02
	8794	PORTABLE TOILET RENTAL	\$117.02
	8794	PORTABLE TOILET RENTAL	\$117.02
	8794	PORTABLE TOILET RENTAL	\$117.02
Total EFT000000006993			\$468.08
EFT000000007010	07/03/2017	PROGRESSIVE WASTE SOLUTIONS CAN INC	
	647-0000022699	79.12 MT WASTE	\$7,486.68
	647-0000022731	5.25 MT WASTE	\$462.12
Total EFT000000007010			\$7,948.80
Total Gab disp			\$11,258.23

5205 Recyc Coll

Cheque	Date	Inv #	Vendor	Description	Amount
068280	28/02/2017		SNIDER, PERCY		
		17/02		17/02 DISPOSAL	\$12,356.86
		17/02		17/02 DISPOSAL	\$10,775.05
		17/02		17/02 DISPOSAL	\$11,501.55
		17/02 FUEL ADJ		17/02 FUEL ADJ	\$5.92
		17/02 FUEL ADJ		17/02 FUEL ADJ	\$5.16
		17/02 FUEL ADJ		17/02 FUEL ADJ	\$5.50
Total 068280					\$34,650.04
EFT000000006958	28/02/2017		BOULTON SEPTIC/LARMON'S		
		17/02 COLLECTION		17/02 COLLECTION	\$10,065.69
		17/02 FUEL ADJ		17/02 FUEL ADJ	\$4.82
Total EFT000000006958					\$10,070.51
Total Recyc Coll					\$44,720.55

5210 Rec Disp/Prc

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006969	07/03/2017		CITY OF KINGSTON		
		33234		2016 REC SOLID WASTE SERVICES	-\$58,893.92
		33234		2016 REC SOLID WASTE SERVICES	\$69,899.13
		33234		2016 REC SOLID WASTE SERVICES	\$1,268.81
		33234		2016 REC SOLID WASTE SERVICES	\$12,011.39
Total EFT000000006969					\$24,285.41
Total Rec Disp/Prc					\$24,285.41

5305 HHW

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006966	07/03/2017		BRENDAR ENVIRONMENTAL INC.		
		20170011		HHW SERVICES 17/01	\$2,953.88
Total EFT000000006966					\$2,953.88
Total HHW					\$2,953.88
Total Env					\$125,560.40

70 Cem

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
068282	07/03/2017		BEREAVEMENT AUTHORITY OF ONTARIO		
		2016 FEES		CEM OPERATOR ANNUAL FEES	\$197.00
		2016 FEES		CEM OPERATOR ANNUAL FEES	\$353.00
		2016 FEES		CEM OPERATOR ANNUAL FEES	\$173.00
Total 068282					\$723.00
EFT000000006957	28/02/2017		D G YOUNGE CONCRETE BURIAL VAULTS		
		17/02 SERVICES		17/02 SERVICES	\$875.14
Total EFT000000006957					\$875.14
EFT000000006978	07/03/2017		D G YOUNGE CONCRETE BURIAL VAULTS		

Township of South Frontenac

CHEQUE DISTRIBUTION REPORT

	1438	BURIALS 17/01	\$717.41
Total EFT000000006978			\$717.41
Total Health			\$2,315.55
Total Cem			\$2,315.55
80 Rec			
8000 Rec			

Cheque	Date	Inv #	Vendor	Description	Amount
068296	07/03/2017		VOTARY, RICHARD		
		17/02/02-23		SNOWPLOWING x 3	\$195.00
Total 068296					\$195.00
EFT000000006955	28/02/2017		LEONARD, ELIZABETH		
		17/02		17/02 MAINTENANCE	\$142.50
Total EFT000000006955					\$142.50
EFT000000006964	07/03/2017		ASSELSTINE HARDWARE		
		3858		WATER SOFTENER SALT	\$48.78
Total EFT000000006964					\$48.78
EFT000000006977	07/03/2017		DEDICATED ENVIRONMENTAL SERVICES INC		
		1235		BOAT RAMP IMPROVEMENTS	\$14,540.23
Total EFT000000006977					\$14,540.23
EFT000000006996	07/03/2017		LEONARD FUELS		
		58981		ANNUAL FURNACE SERVICE	\$198.66
		1361-752093		512.6 L OIL @ \$0.809	\$421.99
		0838-763797		350 L OIL @ \$0.786	\$279.94
		0838-760931		382 L OIL @ \$0.809	\$314.48
		0838-765369		393.9 L OIL @ \$0.783	\$313.85
Total EFT000000006996					\$1,528.92
EFT000000007004	07/03/2017		MOREY, PAM		
		16/05/16-SF REC		16/05/16-SF REC	\$30.30
		16/05/16-SF REC		10.6 KMS @ \$.55	\$5.25
Total EFT000000007004					\$35.55
EFT000000007018	07/03/2017		SIMMONS PLUMBING & PUMP SERV.		
		4496		REAPIR SEWER IN BASEMENT	\$407.55
Total EFT000000007018					\$407.55
EFT000000007029	07/03/2017		TROUSDALE'S HOME HARDWARE		
		67556		ICE MELT	\$7.62
Total EFT000000007029					\$7.62
Total Rec					\$16,906.15

8036 Family Day

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000007005	07/03/2017		FRONTENAC COMMUNITY ARENA		
		521		FAMILY DAY EVENTS	\$3,172.92
Total EFT000000007005					\$3,172.92
Total Family Day					\$3,172.92

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000006973	07/03/2017		CONWAY, WAYNE		
		2017009		GIFT CERT FOR JOYCE CASEMENT	\$25.00
Total EFT000000006973					\$25.00
Total VCA					\$25.00
Total Rec					\$20,104.07

99

9999

Cheque	Date	Inv #	Vendor	Description	Amount
068298	07/03/2017		RICHARDS MARK ANDREW TIMOTHY		
		CRADJ4588-1		0600201475000000	\$3,392.03
Total 068298					\$3,392.03
068299	07/03/2017		RICHARDS JULIE FRANCES		
		CRADJ4589-1		060020146500000	\$1,801.64

Township of South Frontenac
CHEQUE DISTRIBUTION REPORT

Total 068299					\$1,001.64
EFT000000007000	07/03/2017	MACINTYRE, DOUG			
		2017 TAX REFUND	TAX REFUND 080-050-10600		\$221.19
Total EFT000000007000					\$221.19
EFT000000007013	07/03/2017	ROSEN ENERGY GROUP			
		606661	F 5018.2 L CLR @ \$.8857		\$4,522.84
		606660	F 2100.6 L GAS @ \$0.8770		\$1,874.65
		606657	B 204.3 L GAS @ \$0.8770		\$182.32
		606658	B 2089.2 L CLR @ \$0.8857		\$1,882.97
		607165	F 991.3 L GAS @ \$0.8750		\$882.66
		605435	SUN 2600.6 L CLR @ \$0.8807		\$2,330.66
		605438	B 1636.2 L CLR @ \$0.8807		\$1,466.36
		605439	B 250.8 L MKD @ \$0.7540		\$192.41
		605015	B 1073.9 L GAS @ \$0.8825		\$964.39
		605441	F 2970.2 L GAS @ \$0.8825		\$2,667.33
		605442	F 3245.4 L MKD @ \$0.8807		\$2,908.52
		605443	F 574.7 L MKD @ \$0.7540		\$440.94
		605479	P 2040.6 L CLR @ \$0.8807		\$1,828.79
		605861	SUN 762.9 L CLR @ \$0.9110		\$707.23
		605816	F 2406 L CLR @ \$0.9110		\$2,230.45
		605815	F 231.1 L GAS @ \$0.8895		\$209.18
		605817	F 692.4 L MKD @ \$0.7780		\$548.17
		605812	B 514.8 L GAS @ \$0.8895		\$465.97
		605813	B 850.6 L CLR @ \$0.9110		\$788.54
		605814	B 250.3 L MKD @ \$0.7780		\$198.15
		605819	P 907.2 L MKD @ \$0.9110		\$841.01
		605818	P 676.5 L MKD @ \$0.7780		\$535.58
		605855	F 2200.1 L GAS @ \$0.8895		\$1,991.43
		606260	B 125.6 L MKD @ \$0.7610		\$97.26
		606258	B 428.8 L GAS @ \$0.8870		\$387.04
		606259	B 1300.2 L CLR @ \$0.8940		\$1,182.84
		606262	F 208.6 L MKD @ \$0.7610		\$161.53
		606263	F 1839.1 L GAS @ \$0.8870		\$1,660.00
		606261	F 2625.1 L CLR @ \$0.8940		\$2,388.14
		606407	SUN 2000.2 L CLR @ \$0.8920		\$1,815.58
		606405	P 3256.4 L CLR @ \$0.8920		\$2,955.83
		606406	P 345.6 L MKD @ \$0.7590		\$266.93
Total EFT000000007013					\$41,575.70
Total					\$46,190.56
Total					\$46,190.56
Total					\$713,147.54



REPORT TO COUNCIL

PUBLIC WORKS DEPARTMENT



AGENDA DATE: March 7, 2017

SUBJECT

Tender No. PW-2017-06; 2017-2019 Dust Suppressant Program

RECOMMENDATION

For Information only

BACKGROUND

A Dust Suppression Tender for supply and application for various roads within the Township was prepared and advertised. This Tender closed on February 22, 2017.

The results, in ascending order including HST, are as follows:

Supplier	2017 Price	2018 Price	2019 Price	Total Price
Morris Chemicals	\$116,743.13	\$120,500.37	\$124,257.62	\$361,501.12
Miller Group	\$120,232.00	\$122,915.75	\$125,599.50	\$368,747.25
Da-Lee Dust Control	\$159,414.75	\$159,414.75	\$159,414.75	\$478,244.25

The submission of the low bidder has been evaluated and was found to be accurate and complete. Morris Chemicals Incorporated is a reputable contractor and has provided Calcium Chloride services in and around South Frontenac Township for many years.

For these reasons, and also because their price was \$7,246.13 lower than the second lowest bidder Miller Group, the bid of Morris Chemicals Incorporated has been accepted, for \$361,501.12 including HST.

For reference, listed below are the approved lowest bid unit prices from the past 3 years.

2014 Price	2015 Price	2016 Price
\$114,401.20	\$116,141.40	\$117,836.00

FINANCIAL/STAFFING IMPLICATIONS

Sufficient funds exist in the approved 2017 Operation Budget for this purpose

Submitted/approved by:

Prepared by:

Mark Segsworth, P. Eng.
Public Works Manager

Brian Kirk, CRS-I
Area Supervisor



REPORT TO COUNCIL CLERKS DEPARTMENT



AGENDA DATE: March 7, 2017

SUBJECT

Staff Demographics.

RECOMMENDATION

For information.

BACKGROUND

The Corporate Services Committee met on Feb 22 and discussed the Township's changing staff demographics and directed staff to update the Committee of the Whole.

The Township has 52 employees providing services to the community, across all departments. This number excludes co-op students, summer positions and volunteer firefighters.

Full time staff are enrolled in a defined benefit pension plan upon employment. One of the benefits of the OMERS pension plan is an early retirement provision which can be accessed as early as age 55. When age is combined with service (earned both at the Township and elsewhere) there is an enticement to access early retirement, even when considering the penalties that are normally associated with early retirement.

With no mandatory retirement age in place there is no way of determining with certainty the number of employees who will retire at any given time.

- Based on age alone there are 17 or 33% of the workforce eligible for early retirement within the next 2 years.
- When considering age and service combined there are 12 employees or 23% of the workforce that may be more interested in considering early retirement.
- When looking at the roles that these individuals carry out, 9 have been identified as roles which are likely to present challenges in recruitment.

The organization is by no means large and is considered relatively flat in terms of its structure. For many positions there is only a single individual filling a particular role with no one else on staff with the same discipline / background. Generally speaking the Township has not faced excessive recruitment challenges.

Turnover of this magnitude would represent a significant change for the organization and its employees. The organization will inevitably lose a significant amount of "corporate experience and knowledge", as well as experience reduced output as employees naturally "wind down". New employees will bring new ideas, renewed enthusiasm and positive change, however there is a loss of productivity while new employees "gear up" and teams adjust to the change.

Opportunities for cross training and skill enhancement need to be pursued now where practical. Consideration should be given to budgeting for extended cross overs between new and retiring staff to facilitate the transfer of knowledge.

Our strength is our community.



REPORT TO COUNCIL CLERKS DEPARTMENT



Where it is possible, identified individuals should be selected for future roles and given the training and exposure to allow them to be successful in an expanded role.

FINANCIAL and STAFFING CONSIDERATIONS

Over the next several years there will be increased recruitment costs, and decreased service while new employees become fully oriented to their roles. With approval, training budgets and staffing lines need to be increased to provide for effective succession planning.

ATTACHMENTS

n/a

Submitted/approved by:

Wayne Orr, CAO

Prepared by:

Wayne Orr, CAO

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1 Stone Road West
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Rural Programs Branch

February 21, 2017

Our File: OCIF AC3-3252

Mark Segsworth, Public Works Manager
Township of South Frontenac
PO Box 100, 4432 George Street
Sydenham, Ontario K0H 2T0
msegsworth@southfrontenac.net

Dear Mark Segsworth:

Re: Ontario Community Infrastructure Fund (OCIF) Top-Up Application Component – 2016 Intake

Thank you for your application under the 2016 OCIF Top-up Application Component.

Ontario is committed to helping small, rural and northern communities address critical infrastructure challenges. This commitment includes increasing the formula-based funding under OCIF to \$200 million per year by 2019 and increasing future top-up application funding to annual intakes of approximately \$100 million, starting this year.

Following a detailed review of the application and supporting materials you submitted, we are writing to inform you that the Sydenham Village - Transportation Network Enhancements project has not been selected for funding.

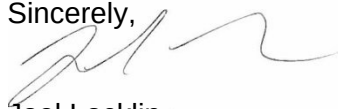
Applications were reviewed and assessed based on the criteria outlined in the program guidelines. The ministry received hundreds of applications, and unfortunately demand for the program exceeds the funding available at this time.

Staff are available to provide additional details on your project's assessment. Should you have any questions, please do not hesitate to contact your Project Analyst, Stephen Hamblin, via email Stephen.Hamblin@ontario.ca or by calling (519) 826-3471 or 1-877-424-1300.

The 2017 OCIF Top-up Application Component intake will launch this spring. We invite you to submit a new application at this time.

Thank you for your interest in the OCIF Top-up Application Component.

Sincerely,



Joel Locklin
Manager, Infrastructure Renewal Programs





TOWNSHIP OF SOUTH FRONTENAC

4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027 Ext 2225 or 1-800-559-5862
worr@southfrontenac.net



February 15, 2017

Honourable Mitzie Hunter, Minister of Education
Queen's Park
14th Floor, Mowat Block
900 Bay St
Toronto ON
M7A 1L2

Dear Minister:

Re: Moratorium on the Accommodation Review Process

The Council of the Township of South Frontenac passed the following resolution at their regular meeting held February 14, 2017:

"That Council endorse the resolution passed by the Town of Greater Napanee requesting that a moratorium be placed on the accommodation review process.
Carried."

We are concerned with the closure of single-schools in small rural communities and the impact on all educational, social and economic aspects that may result with closures. We share the view that the current Accommodation Review Process is not reflective of the reality of rural school and community life.

We respectfully request notification of any action take in this matter.

Yours truly,

A handwritten signature in black ink, appearing to read "Wayne Orr".

Wayne Orr
Chief Administrative Officer

WO:am

c.c. Honourable Kathleen Wynne, Premier of Ontario
Randy Hillier, MPP Lanark-Frontenac-Lennox & Addington
Honourable Bob Chiarelli, Minister of Infrastructure
Paula Murry, Chair, Limestone District School Board
John Brisbois, Chair, Algonquin & Lakeshore Catholic District School Board
Association of Municipalities of Ontario
Susan Beckel, Clerk, Town of Greater Napanee



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SOUTH FRONTENAC

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Whereas it has been suggested that we have an opportunity to be the leader in the efforts led by AMO and the Province to adopt the visionary goal of zero waste and eliminate GHG from the waste sector; and,

Whereas although Bill 151 makes it clear that the industry is required to assume all cost and management of the current Blue Box items, we must do better on other Municipal waste streams such as organics, construction materials and other non-recyclables;

Therefore Be It Resolved That the Council of the County of Frontenac direct staff to investigate options to assist Council to make progress with the Frontenac County Waste Strategic Goal and report back their findings at the April 2017 Council meeting, including considering such programs as recently approved by the Ministry of the Environment and Climate Change to divert all organic material to a local Anaerobic Bio-digester on Wolfe Island and current energy-from-waste technologies for non-organic waste.

And Further That a copy of this resolution be circulated to the member municipalities for their comment and input.

Carried

Should you have any questions or concerns, please do not hesitate to contact me at 613-548-9400, ext. 302 or via email at jamini@frontenaccountry.ca.

Yours truly,



Jannette Amini, CMO
Manager of Legislative Services/Clerk

Cc: County file



TOWNSHIP OF SOUTH FRONTENAC

BY-LAW 2017-09

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 March 7, 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 7th day of March, 2017.

Read a first and second time this 7th day of March, 2017.

Read a third time and finally passed this 7th day of March, 2017.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer