



**TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA**

TIME: 6:00 PM,
DATE: Tuesday, October 2, 2018
PLACE: Council Chambers.

1. Call to Order
 - a) Resolution
2. Declaration of pecuniary interest and the general nature thereof
3. Approval of Agenda
4. Scheduled Closed Session
 - a) Resolution
 - b) Kurt Pearson - Litigation - Verbal
 - c) Litigation - Unpaid Legal Fees of Developer - Verbal Report
 - d) Land Acquisition - Seniors Housing - Verbal Update
 - e) Minutes of Previous Closed Sessions
5. ***Recess - reconvene at 7:00 p.m. for Open Session
6. Delegations - n/a
7. Public Meeting - n/a
8. Approval of Minutes
 - a) September 18, 2018 Council Meeting 4 - 8
9. Business Arising from the Minutes - n/a
10. Reports Requiring Action
 - a) Rezoning of Concession 7, Part Lot 16, Storrington - 1994 Sunbury Road - By-law 2018-60 9
 - b) Rezoning of Concession 14, Part Lot 26, Loughborough - 7656 Perth Road - By-law 2018-61 10 - 13
 - c) Rezoning of Concession 1, Part Lot 19, Storrington - 3832 Davidson Road - By-law 2018-62 14
 - d) Rezoning of Concession 5, Part Lot 6, Loughborough - 1036 Storm Haven Lane - By-law 2018-63 15
 - e) Replacement of Garbage Truck 16 - 17
 - f) Bellrock Road Culvert 18

g)	Tower Site Lease Agreement with Westport Telephone Company	19
h)	Verona Medical Centre - Front Step Replacement	20
i)	Emergency Plan Updates - See By-law 2018-64	21
j)	Correction of By-law 2018-45 - See By-law 2018-65	22
11.	<u>Committee Meeting Minutes</u>	
a)	Public Services Committee meeting held July 20, 2018	23 - 26
b)	Storrington District Recreation meeting held August 27, 2018	27 - 28
c)	South Frontenac Recreation Committee meeting held June 4, 2018	29 - 31
12.	<u>By-laws</u>	
a)	By-law 2018-60 - Rezoning - 1994 Sunbury Road	32 - 33
b)	By-law 2018-61 - Rezoning - 7656 Perth Road	34 - 36
c)	By-law 2018-62 - Rezoning - 3832 Davidson Road	37 - 39
d)	By-law 2018-63 - Rezoning - 1036 Storm Haven Lane	40 - 41
e)	By-law 2018-64 - Emergency Plan Updates	42 - 71
f)	By-law 2018-65 - Correct By-law 2018-45	72
13.	<u>Reports for Information</u>	
a)	Accounts Payable and Payroll Listing	73 - 81
b)	Special Committee of the Whole Meeting with Randy Hillier	82
c)	Volunteer Firefighter Vacation Pay	83
d)	October and November Council & Committee of the Whole Meetings	84
14.	<u>Information Items</u>	
a)	Jamie McGarvey, AMO President, re: Debate on Bill 31 - Reducing the size of Toronto City Council	85 - 87
b)	Verona Community Association - Thanks for sponsorship of Verona Car Show	88

- c) Heritage Society Newsletter 89 - 92
- d) Around the Rideau Newsletter - September/October issue 93 - 94
- 15. Notice of Motions
- 16. Announcements/Statements by Councillors
- 17. Question of Clarity (from the public on outcome of agenda items)
- 18. Closed Session (if requested)
- 19. Confirmatory By-law
- a) By-law 2018-66 95
- 20. Adjournment

Minutes of Council
September, 18, 2018

Time: 7:00 PM

Location: Council Chambers



Meeting # 20

Present: Mayor Ron Vandewal, Pat Barr, Brad Barbeau, John McDougall, Alan Revill, Ron Sleeth, Ross Sutherland

Staff: Wayne Orr, Chief Administrative Officer, Mark Segsworth, Public Works Manager, Darcy Knott, Fire Chief, Angela Maddocks, Deputy Clerk, Bill Jones, Deputy Fire Chief.

1. Call to Order

a) Resolution

Resolution No. 2018-20-01

Moved by Councillor Barr

Seconded by Councillor McDougall

THAT the Council meeting of September 18, 2018 be called to order at 7:00 p.m.
Carried

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

3. Approval of Agenda

a) Resolution

Resolution No. 2018-20-02

Moved by Councillor Barr

Seconded by Councillor McDougall

THAT the agenda for the September 18, 2018 Council meeting be approved as presented.
Carried

4. Scheduled Closed Session - n/a

5. ***Recess*** - n/a

6. Delegations - n/a

7. Public Meeting - n/a

8. Approval of Minutes

a) September 4, 2018 Council Meeting

Councillor Sutherland requested that the minutes be amended to reflect that the map provided by the Public Works Manager be attached to the resolution about the road allowance exchange on Norman Lane.

Resolution No. 2018-20-03

Moved by Councillor Barr

Seconded by Councillor McDougall

THAT the minutes of the September 4, 2018 Council meeting (as amended) and the minutes of the September 11, 2018 Committee of the Whole meeting be approved.

Carried

- b) September 11, 2018 Committee of the Whole Meeting

9. Business Arising from the Minutes

- a) Notice of Motion - Public Library Month Proclamation

Resolution No. 2018-20-04

Moved by Councillor McDougall

Seconded by Councillor Barr

THAT Council support the notice of motion and proclaim the month of October as Canadian Library Month 2018 and October 14-20, 2018 as Ontario Public Library Week to recognize the vital service that public libraries provide in our community.

Carried

- b) Inverary Youth Activities - Funding

Resolution No. 2018-20-05

Moved by Councillor Barr

Seconded by Councillor McDougall

THAT Council approve an increase in the annual grant to offset operating expenses of Inverary Youth Activities Inc. from \$600 to \$1,650; and that this be funded from the "Grants to Organizations / Individuals" budget line;

AND THAT staff further explore options for supporting Inverary Youth Activities Inc., including conversations with the group itself and SFRC.

AND THAT this matter be brought back during the 2019 budget process.

Carried

10. Reports Requiring Action

- a) Fire Department - Establishing and Regulating By-law

See By-law 2018-56

- b) 2019 Budget Cycle

Council was supportive of the tentative budget cycle.

- c) Amendment to Portland By-law 97-23 -Closing of Adelaide St

See By-law 2018-55

- d) FCM Municipal Asset Management Program Funding

Resolution No. 2018-20-06

Moved by Councillor Sutherland

Seconded Deputy Mayor Revill

THAT Council directs staff to apply for a \$50,000 grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset management program enhancements.

Be it therefore resolved that the Township of South Frontenac commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Update to the Township's current asset management software and functionality
- Provide staff training in meeting the new asset management planning regulation as well as best practices

Minutes of Council
September, 18, 2018

-Contract resources to support the Township in the development of a strategic asset management policy, update the asset management plan with levels of service enhancement as well as support the data transfer and update to the updated asset management software.

Be it further resolved that the Township commits \$22,500 from its budget toward the costs of this initiative. The additional \$12,500 above what is available in the 2018 Capital budget will be included in the 2019 Capital Budget and could be funded from Federal Gas Tax.

Carried

- e) Tender #PW-2018-14 - Loughborough Waste Disposal Site Phase 1 - Final Cap

Resolution No. 2018-20-07

Moved by Councillor Barr

Seconded by Councillor McDougall

THAT Council accept the bid from Dig'n Dirt Ltd in the amount of \$406,019.03 including HST, for the Loughborough Waste Disposal Site Final Capping and Closure of Phase 1;

AND THAT Council approve an additional amount of \$160,000.00 from the Landfill Closure Reserve to cover the unbudgeted expenditure.

Carried

- f) Capital Expenditures at Centennial Dog Park and Point Multiuse Court Fencing

Resolution No. 2018-20-08

Moved by Deputy Mayor Reville

Seconded by Councillor Sleeth

THAT the \$5000 budgeted for the Skateboard Feasibility Study in 2018 be reallocated to fund unbudgeted expenses for the Centennial Dog Park in Harrowsmith and the Point Multiuse Court Fencing in Sydenham.

Carried

- g) Road Closure of Multiple Roads in Harrowsmith

See By-law 2018-57

- h) Parking and Traffic Restrictions

See By-law 2018-58 - amended to remove the Moreland Dixon Road until staff have discussed the parking restrictions with the resident who owns property on both sides of the road.

- i) Alignment of Titles

Resolution No. 2018-20-09

Moved by Deputy Mayor Reville

Seconded by Councillor Sutherland

THAT Council approve the change in Titles to: Director of Public Services and Director of Corporate Services/Treasurer.

Carried

11. Committee Meeting Minutes - n/a

12. By-laws

- a) By-law 2018-55 - Road Closing of Adelaide St

Resolution No. 2018-20-10

Minutes of Council
September, 18, 2018

Moved by Councillor Sutherland
Seconded by Deputy Mayor Reville

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

- By-law 2018-55
- By-law 2018-56
- By-law 2018-57
- By-law 2018-58 as amended.

Carried

Resolution No. 2018-20-11

Moved by Deputy Mayor Reville
Seconded by Councillor Sutherland

THAT By-law 2018-55 being a by-law to amend By-law 97-23 from the Township of Portland, as amended, to replace Section 2 and 3, be given third reading, signed and sealed.

Carried

- b) By-law 2018-56 - Fire Department - Establishing and Regulating By-law

Resolution No. 2018-20-12

Moved by Councillor Sutherland
Seconded by Deputy Mayor Reville

THAT By-law 2018-56, being a by-law to establish and regulate the Fire Department in the Township of South Frontenac, be given third reading, signed and sealed.

Carried

- c) By-law 2018-57 - Road Closings in Harrowsmith

Resolution No. 2018-20-13

Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT By-law 2018-57, being a by-law to stop up and close certain roads and portions of roads in the village of Harrowsmith, be given third reading, signed and sealed.

Carried

- d) By-law 2018-58 - Parking Restrictions on Perth Road and Moreland-Dixon Road

Resolution No. 2018-20-14

Moved by Councillor Sleeth
Seconded by Councillor Barbeau

THAT By-law 2018-58, 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, be given third reading, signed and sealed as amended.

Carried

13. Reports for Information

- a) Summer Program Report
- b) Accounts Payable and Payroll Listing

14. Information Items

- a) 2019 Blue Box Steward Funding

Minutes of Council
September, 18, 2018

15. Notice of Motions - n/a
16. Announcements/Statements by Councillors
 - a) Councillor Sutherland noted the success of the Homegrown Festival that took place last weekend on Forrest Road. The event was organized by the Cheesecake Bakery and there was a great turnout. He felt that is an appetite for these types of events in South Frontenac that appeal to different age groups.
 - b) Councillor McDougall provided an update on the vehicles used by County staff, all three are used vehicles from the paramedic services.
 - c) Mayor Vandewal noted the success of the cattle show at Kingston Fair with the highest prices ever for cattle.
17. Question of Clarity (from the public on outcome of agenda items) - n/a
18. Closed Session - n/a
19. Confirmatory By-law
 - a) By-law 2018-59

Resolution No. 2018-20-15

Moved by Councillor Sleeth

Seconded by Councillor Barbeau

THAT By-law 2018-59, being a by-law to confirm generally the previous actions of the Council of the Township of South Frontenac, be given first and second reading this 18 day of September 2018.

Carried

Resolution No. 2018-20-16

Moved by Councillor Sleeth

Seconded by Councillor Barbeau

THAT By-law 2018-59, being a by-law to confirm generally the 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 September 2018.

Carried

20. Adjournment

- a) Resolution

Resolution No. 2018-20-17

Moved by Councillor Sleeth

Seconded by Councillor Barbeau

THAT the Council meeting of September 18, 2018 be adjourned at 7:55 p.m.

Carried

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer



Report Date: September 21, 2018

Council Agenda Date: October 2, 2018

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

Recommendation

It is recommended that the by-law rezoning Part Lot 16, Concession 7, District of Storrington, Township of South Frontenac, municipally known as 1994 Sunbury Road **be passed**.

Proposal

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

Background

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

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

Public Meeting

A public meeting was held under the *Planning Act* on September 11, 2018. No comments were provided from Council or members of the public. Rideau Waterway Development Review Team (RWDRT) indicated in comments dated August 24, 2018, they have no objection to this application.

Review

Planning staff provided a comprehensive report to Council (dated August 30th, 2018) in advance of the public meeting outlining how the application complies and conforms with the Provincial Policy Statement, 2014, the Township Official Plan and the County of Frontenac Official Plan.

Planning staff recommend Council approve this application by passing the attached by-law.

Submitted/approved by:

Megan Rueckwald, Manager of Community Planning, County of Frontenac
& Claire Dodds, Director of Development Services, Township of South Frontenac



Report to Council Planning Department



Report Date: September 21, 2018

Council Agenda: October 2, 2018

Application No: Z-18/09
Owner: Kolodziejczak
Location of Property: Part Lot 26, Concession 14, District of Loughborough, Township of South Frontenac, municipally known as 7656 Perth Road
Purpose of Application: Rezone from Rural (RU), Waterfront Residential (RW) and Residential Limited Service – Waterfront (RLSW) to RU-53 and RLSW-120 as a condition of consent application S-12-18-L
Date of Public Meeting: September 11, 2018

Recommendation

It is recommended that the by-law rezoning Part Lot 26, Concession 14, District of Loughborough, Township of South Frontenac, municipally known as 7656 Perth Road **be passed**.

Proposal

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

Background

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

Comments provided by RVCA and KFL&A Public Health at the time of the Committee of Adjustment decision indicated that they had no objection to the consent application. In comments dated February 20, 2018, Cataraqui Region Conservation Authority indicated they have no objection to this application.

Public Meeting

A public meeting was held under the *Planning Act* on September 11, 2018. No comments were provided from Council or members of the public.

Two members of the public provided written comments via email. Both emails were received after the planner's report was submitted to the Township. Both emails were provided to Council at the public meeting and are attached to this report. The comments expressed concern that the rezoning of this property was to permit a rental cabin, tent/trailer park on the subject property. Concerns were also expressed about the noise, vehicle and pedestrian activity on the subject property. Mr. Vankoghnett expressed similar concerns at the public meeting. The property is proposed to be rezoned a special Rural and Residential Limited Service – Waterfront zone, neither of which permit a commercial tent/trailer park. At his request, a copy of the list of permitted uses in the RW and RLSW zones was provided to Mr. Vankoghnett. Neither zone will permit a commercial tent or trailer to be operated on the property. Ms. Kolodziejczak confirmed both the intended use of both properties is strictly residential, and will be used only by family. They may, on occasion put up a tent when family visits from out of the area and felt this would not be an unusual use.

Review

Planning staff provided a comprehensive report to Council (dated August 30th, 2018) in advance of the public meeting outlining how the application complies and conforms with the Provincial Policy Statement, 2014, the Township Official Plan and the County of Frontenac Official Plan.

The concerns raised by the neighbours regarding the use of the property as a commercial tent/trailer park are addressed through this rezoning by limiting the use on the subject property to residential uses.

Planning staff recommend this application be approved and Council pass the attached by-law.

Attachments:

Attachment #1 – neighbour comments, email dated September 5, 2018

Attachment #2 – neighbour comments, email dated September 6, 2018

Submitted/approved by:

Megan Rueckwald, Manager of Community Planning, County of Frontenac
& Claire Dodds, Director of Development Services, Township of South Frontenac

Attachment # 1

Hicks Scott (ONT)

To: Angela Maddocks, Planning Dept., South Frontenac September 5th, 2018
Committee, and to Whom it May Concern,

This written submission is in regards to per Applicant: Kolodziejczak, assigned township file no: Z-18/09, and property description Part Lot 26, Concession 14, municipally known as 7656 Perth Road in the township of South Frontenac.

I reside very close to the above said applicant. As a resident of South Frontenac living full-time in a home literally next door to this subject property I am in Opposition to Kolodziejczak's application.

I moved to this area to escape the excessive noise, foot and vehicle traffic, and diminishing peace and privacy in comparison to city residency.

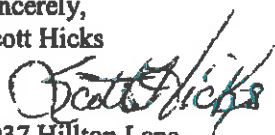
I do not support this subject property being rezoned from that previously established for the possible venture of capitalizing on a home run multiple cabin/tent...rental business site in ill regards to neighbouring resident owners encroachment of privacy, noise, and potential property devaluation.

We are all paying substantial property taxes to be protected by the Township of South Frontenac thus acting as an agreeing unified body to guard its residents of such.

I am very concerned contemplating that the motive that is not being offered nor spoken of the applicant's intentions could potentially have a harsh impact to all close proximity permanent home residents and cottage dwelling properties.

I respectfully ask this committee to table and reevaluate the repercussions this proposal suggests.

Sincerely,
Scott Hicks



3037 Hilltop Lane,
Perth Road, ON
K0H 2L0



Attachment # 2

To Angela Maddocks, and the Township
of South Frontenac Planning Department,

This letter of submission written on September 6, 2018 is in reference to Applicant:
Kolodziejczak, assigned file no: Z-18/09, being the property description of Part Lot
26, Concession 14, municipally known as 7656 Perth Road in the township of South
Frontenac.

I live in a year around home beside the above stated applicant's property on Over the
Hill Lane.

I am very worried at this point what the owners intention with this property is and how it
could affect my privacy, peace of mind, and existing pride of home ownership in this
protected area if this proposal goes through.

Definitely have a problem if my home and immediate surroundings while inhabiting my
own property while paying taxes on it is being subjected to a lot of unnecessary noise
and commotion coming from a multitude of people not living or having ownership them-
selves here but renting space or campsites at a diversity of short intervals neither caring
or respecting neighbouring residents.

What also concerns me is the unknown that if the 7656 Perth Road home sells how would
the 1050 Over The Hill Lane owners get to their shoreline property thereafter once these
homes are then family member divided?

Because of these owner's long standing deliberate lack of communication with me I feel
very stressed and anxious of their possible intended usage.

For these reasons and few others that are bothersome I OPPOSE this application and feel
their silence in this matter, speaks Loud of their plans.

Thank-you,



Joe Vankoughnett
1024 Over The Hill Lane
Perth Road, ON K0H 2L0



Report Date: September 21, 2018

Council Agenda Date: October 2, 2018

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

Recommendation

It is recommended that the by-law rezoning Part Lot 19, Concession 1, District of Storrington, Township of South Frontenac, municipally known as 3832 Davidson Road **be passed**.

Proposal

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

Background

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

Public Meeting

A public meeting was held under the *Planning Act* on September 11, 2018. At the public meeting Councillors had several questions relating to this application. One councillor inquired as to why a gasoline service station was not permitted. M. Reuckwald explained that the site is not necessarily suited for this purpose and the applicant did not request to be permitted to have sale of gasoline on the property.

The Planner clarified that an automobile body shop is not a permitted use on this property. An automobile body shop is directed to the Rural Industrial zone. Several Councillors asked questions relating to the layout of the site. The access to the building is currently on the north and west sides of the building. The access to the building and site layout will remain the same at this time. Any significant change to the site layout would require site plan approval from Council.

A neighbour, located at 3821 Davidson Road, indicated he has no problem with the existing structure or the work going on there but was concerned about electronic signage that may affect his own property. He approved of the lettered signage on the side of the building. Darren Frasso, who currently is operating the automobile service station, confirmed that signage will be out at the corner of the property and he has no intention of installing bright electronic signage. Provisions have been added to the UC-22 zone to prohibit electronic signage from being erected on the property and to require any static signage to be installed in accordance with Township standards.

Review

Planning staff provided a comprehensive report to Council (dated August 30th, 2018) in advance of the public meeting outlining how the application complies and conforms with the Provincial Policy Statement, 2014, the County of Frontenac Official Plan and the Township Official Plan.

Planning staff recommend Council approve this application by passing the attached by-law.

Submitted/approved by:

Megan Rueckwald, Manager of Community Planning, County of Frontenac
& Claire Dodds, Director of Development Services, Township of South Frontenac



Report Date: September 21, 2018

Council Agenda Date: October 2, 2018

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

Recommendation

It is recommended that the by-law rezoning Part Lot 6, Concession 5, District of Loughborough, Township of South Frontenac, municipally known as 1036 Storm Haven Lane **be passed**.

Proposal

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

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

Background

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

Public Meeting

A public meeting was held under the *Planning Act* on September 11, 2018. Fran Willes, on behalf of herself and her husband John were supportive of this application for rezoning. No comments were provided from Council.

Review

Planning staff provided a comprehensive report to Council (dated August 30th, 2018) in advance of the public meeting outlining how the application complies and conforms with the Provincial Policy Statement, 2014, the Township Official Plan and the County of Frontenac Official Plan.

Planning staff recommend Council approve this application by passing the attached by-law.

Submitted/approved by:

Megan Rueckwald, Manager of Community Planning, County of Frontenac
& Claire Dodds, Director of Development Services, Township of South Frontenac



REPORT TO COUNCIL PUBLIC SERVICES DEPARTMENT



AGENDA DATE: October 2, 2018

SUBJECT: Garbage Truck

RECOMMENDATION:

That Council amend the 2018 capital budget and authorizes staff to procure a new or demonstrator model, side loading, garbage truck for a total net value of not more than \$250,000

And that an amount of \$150,000 be funded from the equipment replacement reserve and up to \$100,000 be funded from the working fund reserve.

BACKGROUND:

The Haul-All garbage truck the township currently owns was purchased in 2010. This truck replaced an identical 1999 model. While the 1999 model sufficed for the capacity required to collect along the designated route, the opportunity was missed to right size the 2010 model to accommodate growth. As a result the current garbage truck has been undersized for some time and the repairs required are a key indicator of this. Examples of the repairs include an engine and transmission in 2015 and multiple repairs to the dump body housing, hoist and side loader.

In September staff advised the Public Services Committee that the frame of the truck was cracked. In consultation with Ford Canada, the frame was welded to make the truck road worthy again. It was at this time that a broken spring was noted and during the trip to Kingston to get the spring repaired the engine blew up.

It should be noted that Percy Snider Enterprises has been engaged during the welding repair and again now to provide a truck and driver to assist our operator to continue to provide the collection service. Two people are required for the collection in this situation as the truck rented is a rear feed and left hand drive model. The cost of this rental is \$75.00 / hour in addition to our internal staff cost.

Estimated costs to repair the engine are in the neighbourhood of \$25,000. While a sum of \$60,000 has been invested into the garbage truck in the last 5 years the cost of repair greatly exceeds the residual value of the truck. It is for this reason that staff feel it better to forego the repairs and tender for a new truck, one that will be right sized for both the current and future demands.

FINANCIAL/STAFFING IMPLICATIONS:

Given the insufficient capacity and the ongoing reliability of the garbage truck, staff had informed the Public Services Committee of its intention to bring forward this report in September.

With Council approval staff propose to issue a Tender for a new truck at this time. The lead time for delivery will depend on whether the manufacturer has a new or demonstrator in stock.

Regardless of which year the purchase is competed staff recommend that, \$150,000 be funded from the Equipment Replacement Reserve to cover the replacement costs of the existing truck and the additional \$100,000 is to be funded from working funds reserve as the proposed truck is an enhanced version of the original.



REPORT TO COUNCIL
PUBLIC SERVICES DEPARTMENT



Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared by:

David Holliday, CET
Technical Supervisor



REPORT TO COUNCIL PUBLIC WORKS DEPARTMENT



AGENDA DATE: October 2, 2018

SUBJECT: Bellrock Road Culvert

RECOMMENDATION:

That Council approve the replacement of the culvert on Bellrock Road, 1.0km west of Road 38

And in the event that this cannot be funded from within the existing budget lines for Linear Asset Construction that at year end the excess be funded from the Asset Investment Reserve.

BACKGROUND:

In 2016 a network assessment of culverts ranging from 1m to 3m in diameter was completed by our civil engineering summer student utilizing a simplified rating system (good, fair, poor). At the time each culvert was photographed and recorded by gps. Culverts are not deemed structures nor do they require inspection in accordance with the Ontario Structures Manual, however staff felt it best to locate and assess these culverts. The culvert in question was deemed poor, requiring replacement in the near future, but staff felt it could be postponed until the road segment was slated to be rehabilitated.

This culvert came to our attention several weeks ago when we received calls that it required immediate attention. The culvert was inspected and found to be in a state of disrepair. A portion of the obvert of the culvert has failed causing granular from the road base to enter the culvert. Other sections of the culvert at the water level have also separated degrading the structural integrity.

The condition of the culvert has declined at a greater than expected rate over the last two years. As a result staff feel that this culvert needs to be replaced prior to the winter season while the asphalt plants are still open.

This project will require the closure of Bellrock Road for an 8 hour period. Additional resources will also be required to replace the culvert within this timeframe. As a result staff feel it best to purchase the culvert in advance and outsource the excavation works for the installation in conjunction with staff oversight and installation. It is proposed that this installation take place on October 26th, the next PA Day for schools, to minimize as much disruption as possible.

FINANCIAL/STAFFING IMPLICATIONS:

The estimated cost for this project, including the culvert purchase, is \$75,000.

In the event that this cannot be funded from within the existing budget lines for Linear Asset Construction that at year end Staff recommend that this be funded from the Asset Investment Reserve.

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared by:

David Holliday, CET
Technical Supervisor



REPORT TO COUNCIL PUBLIC SERVICES DEPARTMENT



AGENDA DATE: October 2, 2018

SUBJECT: Tower Site Lease Agreement with
Westport Telephone Company

RECOMMENDATION:

That Council authorize the Mayor and CAO for the Township of South Frontenac to enter into a Tower Site Lease Agreement with the Westport Telephone Company for the installation of a communications tower for the provision of high-speed internet.

BACKGROUND:

The Township has been approached by WTC for the installation of a telecommunications tower on an unopened municipal ROW for high-speed internet in the Battersea area.

Township staff have reviewed the proposed location of the telecommunications tower off Loughborough View Rd north of Battersea and briefed the Public Services Committee. Staff have suggested a need to improve internet access at the new Perth Road Fire Hall. Until the tower is built WTC cannot guarantee that it will improve the service. In all likelihood a small tower will have to be installed at the Fire Hall as well. The term of the agreement is an initial 20 years.

FINANCIAL CONSIDERATION:

The term of the agreement is an initial 20 years. The annual rent is proposed to be \$1.00 per year. WTC will be responsible for any damage to the Natural Environment on Township property in connection with their occupation or use of the right of way.

Submitted/approved by:

Mark Segsworth, P. Eng.
Director of Public Services



**REPORT TO COUNCIL
PUBLIC SERVICES DEPARTMENT**



AGENDA DATE: October 2, 2018

SUBJECT: Verona Medical Centre Front Step Replacement

RECOMMENDATION:

That Council approve an additional \$1,200.00 from the Vertical Facilities Reserve Fund for accessibility upgrades at the Verona Medical Centre.

BACKGROUND:

The Building Condition Assessment for Vertical Assets identified the need to replace the existing front step at the Verona Medical Centre. The entrance at the facility was never accessible to the public. To bring the facility up to accessible standards, an accessible ramp and hand railings were installed along with the new front step. As a result of this accessible upgrade, an additional \$1,200 is required to fund this project.

FINANCIAL/STAFFING IMPLICATIONS:

In 2018, Council approved a Capital Budget of \$5000 for this project.

ATTACHMENTS: N/A

Submitted/approved by:

**Mark Segsworth, P. Eng.
Director of Public Services**

Prepared by:

**Jamie Brash
Supervisor, Facilities/SWM**



REPORT TO COUNCIL CLERKS DEPARTMENT



AGENDA DATE: October 2, 2018

SUBJECT: Emergency Plan Update

RECOMMENDATION

That Council pass By-law 2018-64, being a by-law to amend Sections of By-law 2004-56.

BACKGROUND

The Emergency Management Program Committee met on September 11, 2018. With changes to the Emergency Management and Civic Protection Act and in order to clarify members of the Community Control Group and the confusion around other agencies such as the OPP and the Health Unit as being part of the group, the group recommends amendments to Sections of the Emergency Plan By-law are reflected in Schedule A to By-law 2018-64.

ATTACHMENTS

See By-law 2018-64

Submitted/approved by:

Angela Maddocks
Deputy Clerk



**REPORT TO COUNCIL
CLERK'S DEPARTMENT**



AGENDA DATE: October 2, 2018

SUBJECT: Correction to By-law 2018-45.

RECOMMENDATION:

THAT Council approve By-law 2018-65 to amend By-law 2018-45.

BACKGROUND:

In June the Planner at the time, brought forward a By-law to replace an older By-law because it could no longer be registered on title because it included a map as a schedule instead of citing a Reference Number.

Our lawyer upon attempting to register the new By-law from June has further discovered that June By-law contained errors.

The proposed By-law will amend references from Part 11 to Part 1 and Registered Plan R-25 to Registered Plan 13R-21641.

FINANCIAL/STAFFING IMPLICATIONS:

N/A

ATTACHMENTS:

Bylaw 2018-65

Submitted/approved by:

Wayne Orr

Prepared by:

Wayne Orr

Minutes of Public Services Committee
July 20, 2018

Time: 1:00 PM

Location: Council Chambers



Present: Ron Sleeth, Chairman, Mayor Ron Vandewal, John McDougall, Mark Schjerning

Staff: Mark Segsworth, Public Works Manager, Wayne Orr, Chief Administrative Officer, Darcy Knott, Fire Chief.

1. Call to Order
 - a) The Chair called the meeting to order at 1:00 pm.
2. Declaration of pecuniary interest and the general nature thereof
 - a) There were no declarations.
3. Approval of Minutes
 - a) Meeting of June 12, 2018

Resolution No. PSC-2018-07/20-01

Moved by Councillor McDougall

Seconded by Councillor Schjerning

THAT the minutes of the June 12, 2018 meeting be approved.

Carried

4. New Business
 - a) Darcy Knott, Fire Chief, re: Fire Hall Status

The committee agreed to move this item forward in the agenda.

Fire Chief, Darcy Knott reviewed his report with the committee. Carrying Place - Station 9 was built in 1983 and contains only one bay for fire apparatus and it is not a drive through station. Currently it is in extremely poor condition with obvious signs of rodent infestation and mold. The pumper apparatus housed in this station has been completely stripped of all usable equipment and there is significant damage from rodent infestation, it does not start and is beyond repair. There had been funds set aside in the working budget for repairs and upgrades in 2013, however this work was never done. Station 9 is still in the CAD system and is still being dispatched by Kingston Fire and Resource with 30 incidents in 2017, however all responses to these calls have been supported by Stations 7 and 8. Alternatives to having Station 9 return to an operational status was discussed.

There was no action taken by the committee on the matter at this time. The Fire Chief will include this item in the complete operational review.

The status of the old Perth Road Firehall needs to be assessed by staff with recommendations for declaring it surplus.

The former Fire Chief had approached the Ministry of Transportation for mobile signs and an agreement has been sent to the Fire Chief and Public Works Manager for review. The signs would be stored in South Frontenac however

Minutes of Public Services Committee
July 20, 2018

they can't be deployed by our staff. Staff will contact MTO to have the agreement reworded. The agreement will then go to Council.

5. Business Arising from the Minutes

a) Bedford Road Update

The base coat has been done, curbs have been done, sidewalks should be completed by July 27 with the final coat of asphalt in August. The project will be completed one month later than originally planned. Reconfiguration of the intersection has resulted in two man hole covers in the road despite being designed for curbs. This will not be a problem as drainage has been extended. Mark Segsworth indicated that the financial impact of changes is unknown but he does not believe they will be significant.

b) Harrowsmith Intersection Update

The landscaping is to be finished. Mark Segsworth is working with the Harrowsmith Beautification Committee and a ribbon cutting is planned for August. Traffic lights have been installed but not yet operational. The lights will have to be monitored and possibly adjusted.

c) Solid Waste

Mark Segsworth reported that we are pursuing an identified lead on bale wrap.

d) Traffic & Speed

Public Works will have the opportunity to focus on speed limit requests in August.

There are a number of roads with no parking areas . Devil Lake Bridge and Bedford Mills are two areas of concern.

There are no "speed humps" out in the community at this time and there are no requests for use at this time. that fit within the parameters.

The Committee discussed the need for advanced public notification for planned road closures such as the annual triathlon.

e) Committee Initiatives

Gilmour Point - conceptual design will be presented to Storrington Recreation.

Desert Lake Causeway - In collaboration with the Conservation Authority the culverts at Desert Lake Causeway will be done this year. The Conservation Authority requirements for the culverts were discussed, permits will be required prior to the replacement. It is undetermined at this time whether a full road closure will be required. Items for consideration include the purchase of the older building across from the beach area and identified pedestrian crossing. The final design will be done next year and will address the speed limit and parking.

Regulatory Warning Signs - Central Frontenac was to be the lead but due to staffing issues this project is at at stand still. Mark Segsworth will meet with Public Works Managers to coordinate. If this joint project is not happening South Frontenac will need to go alone.

Minutes of Public Services Committee
July 20, 2018

6. New Business

a) Public Works Budget - Major Construction Projects

The Harrowsmith Intersection Project budget was discussed. The project was impacted by the engineering design and insufficient budget in the 2018 budget. The Bedford Road Project was impacted by the engineering design detail and geo technical conditions.

Options for ensuring projects stay within associated budgets were discussed and include:

- contingencies for all projects (5%/10% is the normal plan for contingency)
- multi-year budgeting
- use history of large projects as reference - what was the normal?
- is there too much in one year to handle for staff to review designs and manage
- below grade issues are unseen and unknown
- schedule projects to match staffing capacity or provide staffing capacity.
- clearer understanding of 5 year capital projects for Council

b) Bowes Park - should there be recycling bins there versus just having garbage cans.

Perth Road Fire Hall the bay doors need "Do Not Block" signage.

The Point Boat Launch - There was an ankle injury due to the gap in the flexible mats.

Emergency Management Compliance - The request has been made however the material provided does not meet the request.

Water Meters - are proceeding well.

c) Frontenac Federation of Agriculture - re: weed control and 911 signs on vacant property

A written request has been received from the Frontenac Federation of Agriculture to consider a broader weed control protocol for public lands including roadsides and rights of ways and the installation of 911 signs on all properties in Ontario. Staff are to investigate what is involved.

d) Sunbury Village Plans

A public information session is to be held in September for Washburn Road to North of Sunbury Road. The Battersea Road, Sunbury Road and village is a \$1.9 million project. Staff were directed to prepare material to be used in a letter to advocate to Randy Hillier.

e) Conceptual drawings for new street signage was shown for within the villages. This could be possibly funded by the Mainstreet Revitalization Fund.

f) North Frontenac Telephone company is requesting a license agreement to bury fiber in our road allowances as they spur off from fiber to be installed along the K & P Trail. Staff are to review the agreement.

g) A low water response has been issued. A hotter and drier period is predicted out until November.

7. Next Meeting: September 13, 2018 at 8:30 am

Minutes of Public Services Committee
July 20, 2018

a) The August 9, 2018 meeting is cancelled.

8. Adjournment:

Storrington District Recreation Committee

DRAFT Monday, August 27th, 2018, 7:00 pm, Sunbury

MINUTES OF MEETING

CALL TO ORDER- 6:58 pm

ATTENDANCE- Alvin Wood, Kevin Fox, Norm Roberts, Annie Campbell, Dave Fisher, John Kot, Ellwood Rollins, Amanda Pantrey

DELEGATIONS- Councilor Ron Sleeth

APPROVAL OF AGENDA-

Dave moved to approve the agenda, as amended, seconded by Annie

Carried

APPROVAL OF MINUTES-

Kevin moved to approve the meeting minutes from June 18th, 2018, as amended, seconded by John

Carried

CHAIR REMARKS- None.

BUISNESS ARISING-

Soccer- Garrets Law re: soccer net regulation now in committee at Queens Park. It is not clear or well written. Kevin wrote to MPP Randy Hillier on behalf of the Storrington Soccer Association expressing the concerns. Norm also called Mr. Hillier and he requested a letter from South Frontenac Council expressing the concern. It is on the agenda for the September 4th council meeting. It is suggested that this committee send a letter, too.

Kevin moves to submit a letter from this committee outlining concern of the lack of clarity of Garretts Law, seconded by Dave

Carried

2019 Budget- The budget for 2019 was discussed. The budget request form Tim Laprade distributed was completed.

2018 Battersea Pumpkin Festival- *(The Chair was turned over to Kevin Fox for the discussion of this item)*. The annual Battersea Pumpkin Festival is October 13th this year. Traditionally, the user fees for the Battersea Ball Field have been waived for this event.

Alvin moved to waive the user fees for the Battersea Pumpkin Festival, seconded by Norm

Carried

COUNCIL REPORT- Ron suggests that projects that are large and long-term should be brought up to council to get the process started as soon as possible.

NEW BUSINESS- Sarah Sleeth has notified the Township that she is going to be unavailable to clean, book and accept payment for the hall for an extended period of time. It is strongly agreed that the task of booking, cleaning and acceptance of payment stay local and in house. Norm will talk to Jamie.

OTHER BUSINESS- The drawings for the construction at Gilmour's Point are being worked on. This committee will meet again to review and comment on the drawings if they are in before the next regular meeting.

NEXT MEETING- The next meeting will be September 24th, 2018 at 7:00 pm in Sunbury.

Kevin made a motion for adjournment at 7:37 pm

Carried

Minutes of South Frontenac Recreation Committee
June 4, 2018

Time: 7:00 PM

Location: Council Chambers



Present: Donna Brown, Vice-Chair, Wolfe Erlichman, Councillor Pat Barr, Linda Bates, Councillor John McDougall, Mike Howe, Tracy Holland, Councillor Mark Scherning, Kevin Fox, Councillor Norm Roberts

Regrets: Pam Morey, Alvin Wood

Staff: Tim Laprade, Recreation & Arena Supervisor, Angela Maddocks, Deputy Clerk, Mark Segsworth, Public Works Manager.

1. Call to Order

Donna Brown, Vice Chair, called the meeting to order at 7:00 p.m.

2. Declaration of pecuniary interest and the general nature thereof

a) There were no declarations.

3. Approval of Minutes

a) Minutes of April 16, 2018 meeting

Resolution No. SFRC-06/04-01

Moved by Kevin Fox

Seconded by Linda Bates

THAT the minutes of the April 16, 2018 meeting be approved.

Carried

4. Business Arising from the Minutes - n/a

5. New Business

a) Recreation Committee Structure

Tim Laprade addressed the frustration he has sensed from the committee the current structure. He suggested that a facilitator be obtained to revised the role of the committee and provide a new path.

Discussion took place regarding the evolution of the committee, things that used to be done by volunteers but are now being done by township staff, the different needs of each district and how do we manage the expectations from the public for recreation and cultural programs. There is a need to find a model that will support funding recreation in the township. The recreation survey conducted in 2016 needs to be reviewed as part of this process.

The committee requested that Tim Laprade research the cost to have a facilitator assist with the process of the structure and role of the committee.

b) Protocol for maintenance concerns

Mark Segsworth reaffirmed the process of going through Jamie Brash, Solid Waste & Facilities Supervisor with respect to maintenance concerns. He felt that the Public Works Department has established a consistent level of service established across the township for events with respect to opening washrooms

Minutes of South Frontenac Recreation Committee
June 4, 2018

on weekends, garbage pick-up etc.

Mike Howe noted that the support from Jamie Brash has been exceptional however some volunteers do not understand the process and it is difficult to get everyone to follow the protocols in place.

6. Updates

a) Review of updated Committee Terms of Reference

The committee reviewed the terms and agreed to remove the last bullet from the "District Committees" section that read: "District committees include a maximum of 12 members".

Resolution No. SFRC-06/04-02

Moved by Councillor Pat Barr

Seconded by Mike Howe

THAT the Terms of Reference be adopted as amended.

Carried

b) Time Capsule Project

Tim Laprade reported that there was a good turn-out for the burial of the time capsule at Centennial Park. This was a great project to commemorate Canada's 150th. There is a nice plaque embedded at the site. It was encouraging to have young people in attendance.

c) Volunteer of the Year Awards

Tim Laprade reported that the Volunteer Recognition Award recipients for this celebration are Kerry Fox, Kim Deline, Mary Jo Dowker and Marilyn and Boyd Goodberry. The ceremony for presenting these awards is scheduled for June 19 at 6:00 pm for the recipients and their guests with presentations to start at 6:45.

d) Centralized Booking Process (Diamond and Field usage)

Tim Laprade circulated copies of confirmed bookings for soccer fields, ball diamonds and ball parks. The committee commended staff for this information. It was noted that practice times are not reflected on the schedule; not all leagues are providing the information and they will be encouraged to submit the information so that more accurate tracking can be done on the use of all township fields.

It was noted that McMullen soccer fields are not being used. The enrollment for soccer has decreased over the past few years from 900 to 500 currently registered.

Tim Laprade noted that the on-line registration module has the ability for facility booking and this will be something he will be moving towards using in the future.

Councillor McDougall asked if the use of the Verona Lions Club diamond could be reflected in this data.

e) Capital and Maintenance Project Updates

Tim Laprade provided the following updates on projects:

- dog park at Centennial Park - a committee has been formed to assist in the development

Minutes of South Frontenac Recreation Committee
June 4, 2018

- The Point- top up sand cells and replenish sandstone
- pricing for fencing for the multi-use court and re-sealing of court for ice-stock group
- repaint bunker at The Point after Canada Day
- accessible gates being built
- concept plan for Glendower playground equipment
- concept plan for Gilmour Point washrooms and changerooms
- Glendower Hall steps underway - additional funds needed for enhancements
- power at Centennial Park before Canada Day

f) District Committee Updates

All districts have plans for Canada Day celebrations.

Mike Howe circulated the posters the committee has made for their July 1 celebrations and their June 30 fishing derby.

Linda Bates reported that the celebrations in Harrowsmith are based on a shortened day and a better route has been established for the parade.

John McDougall noted the Dog Agility Trials held at Centennial Park was a great event.

Kevin Fox noted that they will be giving kids coupons for hotdogs and drinks to attract more children, given that Canada Day is on Sunday there is concern about attendance the soccer tournament.

Donna Brown reported that they will be hosting a pancake breakfast and have local entertainers Jessica Wedden and Jon McLurg. She also noted that the local lodge and school visits are booked for Bradshaw School.

7. Chair to sign off on meeting attendance
 8. Next Meeting - at the Call of the Chair
 9. Adjournment
- a) Motion

Resolution No. SFRC-06/04-03

Moved by Linda Bates

Seconded by Councillor Schjerning

THAT the meeting be adjourned at 8:10 p.m.

Carried

Township of South Frontenac
By-Law Number 2018-60

Being a by-law to amend By-Law Number 2003-75, as amended, to rezone land from Rural (RU) to Waterfront Residential Exception Zone 42 (RW-42), Part Lot 16, Concession 7, District of Storrington: Purdon and Pilon.

WHEREAS pursuant to the provisions of the Section 34 of the *Planning Act*, RSO 1990 as amended, the Council of a Municipality may enact by-laws regulating the use of land and the erection, location and use of buildings and structures thereon;

AND WHEREAS By-law 2003-75 being the Zoning By-law regulates the use of land and the erection, location and use of buildings and structures within the Township of South Frontenac;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac considered all written and oral submissions received on this application, the effect of which helped Council make an informed decision;

NOW THEREFORE, the Council of the Corporation of the Township of South Frontenac by its Council, hereby enacts as follows:

1. THAT Schedule "C", to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Waterfront Residential Exception Zone 42 (RW-42) (severed lands) and from Rural (RU) to Waterfront Residential (RW) for those lands shown on the attached map designated as Schedule "1".
2. THAT Zoning By-law Number 2003-75 as amended, is hereby further amended by adding a new section RW-42 (Part Lot 16, Concession 7, Storrington District), to read as follows:

RW-42 (Part Lot 16, Concession 7, Storrington District)

Notwithstanding the provisions of Section 8, or any other provision of this By-law to the contrary, on lands zoned Waterfront Residential Exception Zone 42, the following provision applies:

- Minimum setback from the high water mark of Dog Lake for all development (including a septic system) shall be 40 metres.

All other provisions of this by-law shall apply.

3. THIS BY-LAW shall come into force in accordance with Section 34 of the Planning Act, 1990, as amended, either upon the date of passage or as otherwise provided by said section 34.

**Dated at the Township of South Frontenac
this 2nd day of October, 2018.**

Read a first and second time this 2nd day of October, 2018.

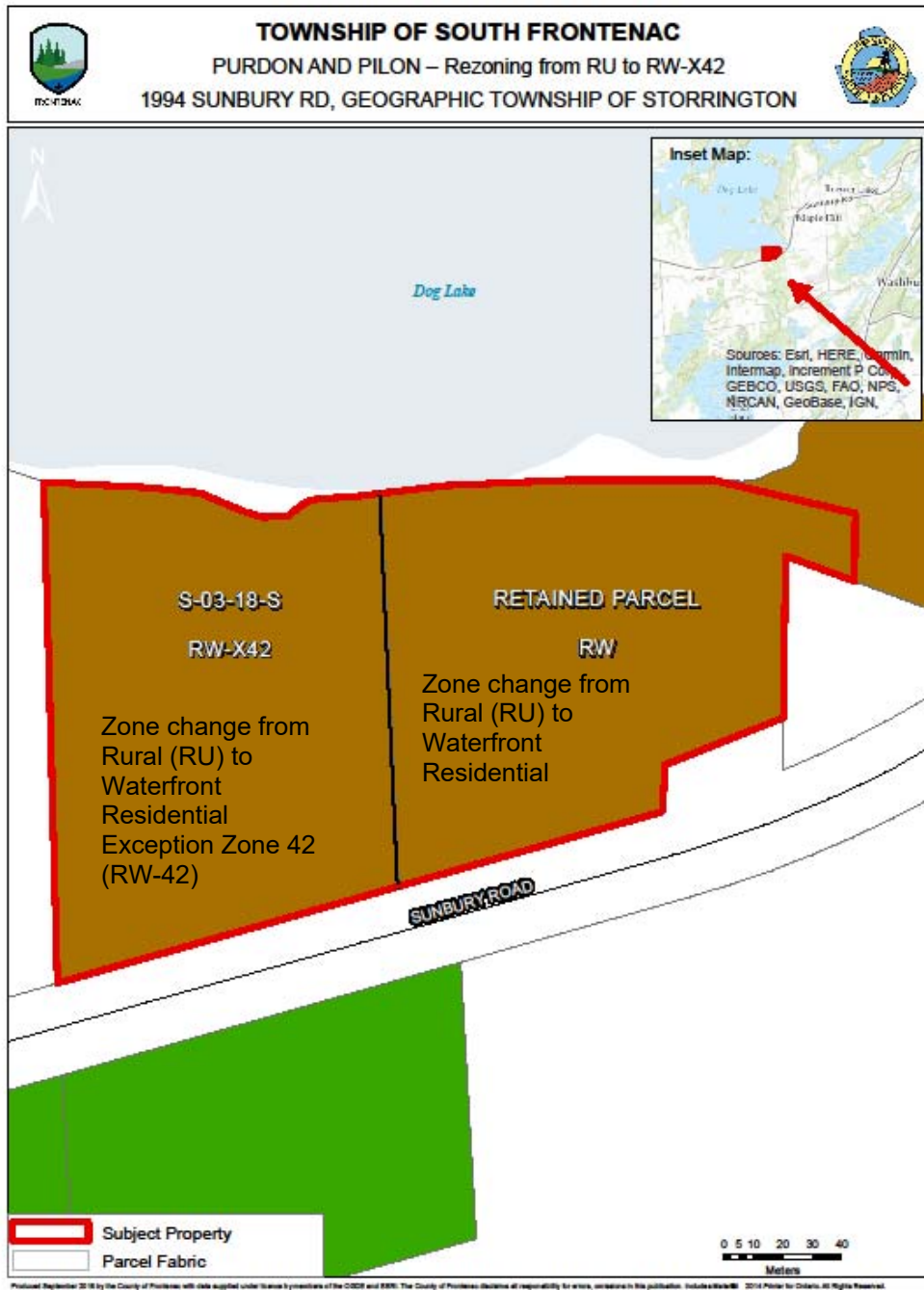
Read a third time and finally passed this 2nd day of October, 2018.

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

Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator

Schedule 1



This is Schedule “1” to By-law No. 2018-60
Passed this 2nd DAY OF OCTOBER, 2018

MAYOR _____

CLERK-ADMINISTRATOR _____

Township of South Frontenac
By-Law Number 2018-61

Being a by-law to amend By-Law Number 2003-75, as amended, to rezone land from Rural (RU), Waterfront Residential (RW) and Residential Limited Service – Waterfront (RLSW) to RU-54 and RLSW-120, Part Lot 26, Concession 14, District of Loughborough: Kolodziejczak (condition of S-12-18-L).

WHEREAS pursuant to the provisions of the Section 34 of the *Planning Act*, RSO 1990 as amended, the Council of a Municipality may enact by-laws regulating the use of land and the erection, location and use of buildings and structures thereon;

AND WHEREAS By-law 2003-75 being the Zoning By-law regulates the use of land and the erection, location and use of buildings and structures within the Township of South Frontenac;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac considered all written and oral submissions received on this application, the effect of which helped Council make an informed decision;

NOW THEREFORE, the Council of the Corporation of the Township of South Frontenac by its Council, hereby enacts as follows:

1. THAT Schedule "B", to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Rural Exception Zone 53 (RU-53) (retained lands – S12-18-L) and from Rural (RU) to Limited Service Residential - Waterfront Exception Zone 120 (RLSW-120)(severed lands S-12-18-L) for those lands shown on the attached map designated as Schedule "1".
2. THAT Zoning By-law Number 2003-75 as amended, is hereby further amended by adding a new section RU-53 (Part Lot 26, Concession 14, Loughborough District – retained parcel S-12-18-L), to read as follows:

RU-53 (Part Lot 26, Concession 14, Loughborough District – Kodziejczak – retained parcel S-12-18-L)

Notwithstanding the provisions of Section 7, or any other provision of this By-law to the contrary, on lands zoned Rural Exception Zone 53, the following provision applies:

- Minimum Lot Area shall be 0.28 ha (0.7 acres)

Both the property and any legally established existing buildings are deemed to comply with the RU Zone provisions.

All other provisions of this by-law shall apply.

3. THAT Zoning By-law Number 2003-75 as amended, is hereby further amended by adding a new section RLSW-120 (Part Lot 26, Concession 14, Loughborough District – severed parcel S-12-18-L), to read as follows:

RLWS-120 (Part Lot 26, Concession 14, Loughborough District – Kodziejczak – severed parcel S-12-18-L)

Notwithstanding the provisions of Section 10, or any other provision of this By-law to the contrary, on lands zoned Limited Service Residential-Waterfront Zone 120, the following provision applies:

Zone regulations

- a. Water Frontage (Minimum) 60 metres (200ft.)

- b. Both the property and any legally established existing buildings are deemed to comply with the RLWS Zone provisions.

All other provisions of this by-law shall apply.

- 4. THIS BY-LAW shall come into force in accordance with Section 34 of the Planning Act, 1990, as amended, either upon the date of passage or as otherwise provided by said section 34.

Dated at the Township of South Frontenac this 2nd day of October, 2018.

Read a first and second time this 2nd day of October, 2018.

Read a third time and finally passed this 2nd day of October, 2018.

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



Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator

Schedule 1

This is Schedule "1" to By-law No. 2018-61



-  Rezoned to Rural-Special Zone (RU-53)
-  Rezoned to Limited Service Residential Waterfront Zone (RLSW -120)

Passed this 2nd DAY OF OCTOBER, 2018

MAYOR _____

CLERK-ADMINISTRATOR _____

Township of South Frontenac
By-Law Number 2018-62

Being a by-law to amend By-Law Number 2003-75, as amended, to add a permitted use to the property zoned Urban Commercial Exception Zone (UC-22) on the lands known as Part Lot 19, Concession 1, District of Storrington, Township of South Frontenac, municipally known as 3832 Davidson Road: Campbell

WHEREAS pursuant to the provisions of the Section 34 of the *Planning Act*, RSO 1990 as amended, the Council of a Municipality may enact by-laws regulating the use of land and the erection, location and use of buildings and structures thereon;

AND WHEREAS By-law 2003-75 being the Zoning By-law regulates the use of land and the erection, location and use of buildings and structures within the Township of South Frontenac;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac considered all written and oral submissions received on this application, the effect of which helped Council make an informed decision;

NOW THEREFORE, the Council of the Corporation of the Township of South Frontenac by its Council, hereby enacts as follows:

1. THAT Schedule "C", to Zoning By-law Number 2003-75 as amended, is hereby further amended by adding a permitted use to the Urban Commercial Exemption Zone (UC-22) for those lands shown on the attached map designated as Schedule "1".
2. THAT By-law 2012-21 is hereby be repealed and replaced with By-law 2018-62.
3. THAT Zoning By-law Number 2003-75 as amended, is hereby further amended by deleting the existing UC-22 zone on the property described as Part Lot 19, Concession 1, Storrington District – 3832 Davidson Road and replacing it with a new UC-22 zone that adds an automotive service station as an additional permitted use, to read as follows:

UC-22 (Part Lot 19, Concession 1, Storrington District – Campbell)

Notwithstanding the permitted uses in section 19.2, or any other provision of this By-law to the contrary, on lands zoned Special Urban Commercial (UC-22), the following uses are permitted:

- *Permitted Uses*
 - a. *Concealed warehousing/mini storage,*
 - b. *Concealed equipment storage garage with accessory office and two accessory dwellings in the form of apartments within one building,*
 - c. *A service shop including a personal service shop,*
 - d. *A bank and/or trust company,*
 - e. *A business and/or professional office,*
 - f. *A funeral home*
 - g. *A medical clinic,*
 - h. *A post office,*
 - i. *A bake shop,*
 - j. *A private or commercial club,*
 - k. *A gift shop*
 - l. *A nursery school*
 - m. *A veterinary establishment,*
 - n. *An automotive service station, excluding the sale of fuels including gasoline and diesel,*
 - o. *Accessory buildings or uses to the above uses,*

Signage – electronic freestanding signage shall not be permitted on the property zoned UC-22. All other types of signage shall comply with Township by-laws.

All other provisions of this by-law shall apply.

4. THIS BY-LAW shall come into force in accordance with Section 34 of the Planning Act, 1990, as amended, either upon the date of passage or as otherwise provided by said section 34.

Dated at the Township of South Frontenac this 18th day of September, 2018.

Read a first and second time this 2nd day of October, 2018.

Read a third time and finally passed this 2nd day of October, 2018.

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

Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator

Schedule 1

This is Schedule "1" to By-law No. 2018-62



Passed this 2nd DAY OF OCTOBER, 2018

MAYOR _____

CLERK-ADMINISTRATOR _____

Township of South Frontenac
By-Law Number 2018-63

Being a by-law to amend By-Law Number 2003-75, as amended, to rezone land from Rural (RU) to Limited Service Residential – Waterfront (RLSW), Part Lot 6, Concession 5, District of Loughborough, Township of South Frontenac, municipally known as 1036 Storm Haven Lane: Storms (Agent – Bennett)

WHEREAS pursuant to the provisions of the Section 34 of the *Planning Act*, RSO 1990 as amended, the Council of a Municipality may enact by-laws regulating the use of land and the erection, location and use of buildings and structures thereon;

AND WHEREAS By-law 2003-75 being the Zoning By-law regulates the use of land and the erection, location and use of buildings and structures within the Township of South Frontenac;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac considered all written and oral submissions received on this application, the effect of which helped Council make an informed decision;

NOW THEREFORE, the Council of the Corporation of the Township of South Frontenac by its Council, hereby enacts as follows:

1. THAT Schedule "B", to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Limited Service Residential – Waterfront (RLSW) for those lands shown on the attached map designated as Schedule "1".

2. THIS BY-LAW shall come into force in accordance with Section 34 of the Planning Act, 1990, as amended, either upon the date of passage or as otherwise provided by said section 34.

**Dated at the Township of South Frontenac
this 2nd day of October, 2018.**

Read a first and second time this 2nd day of October, 2018.

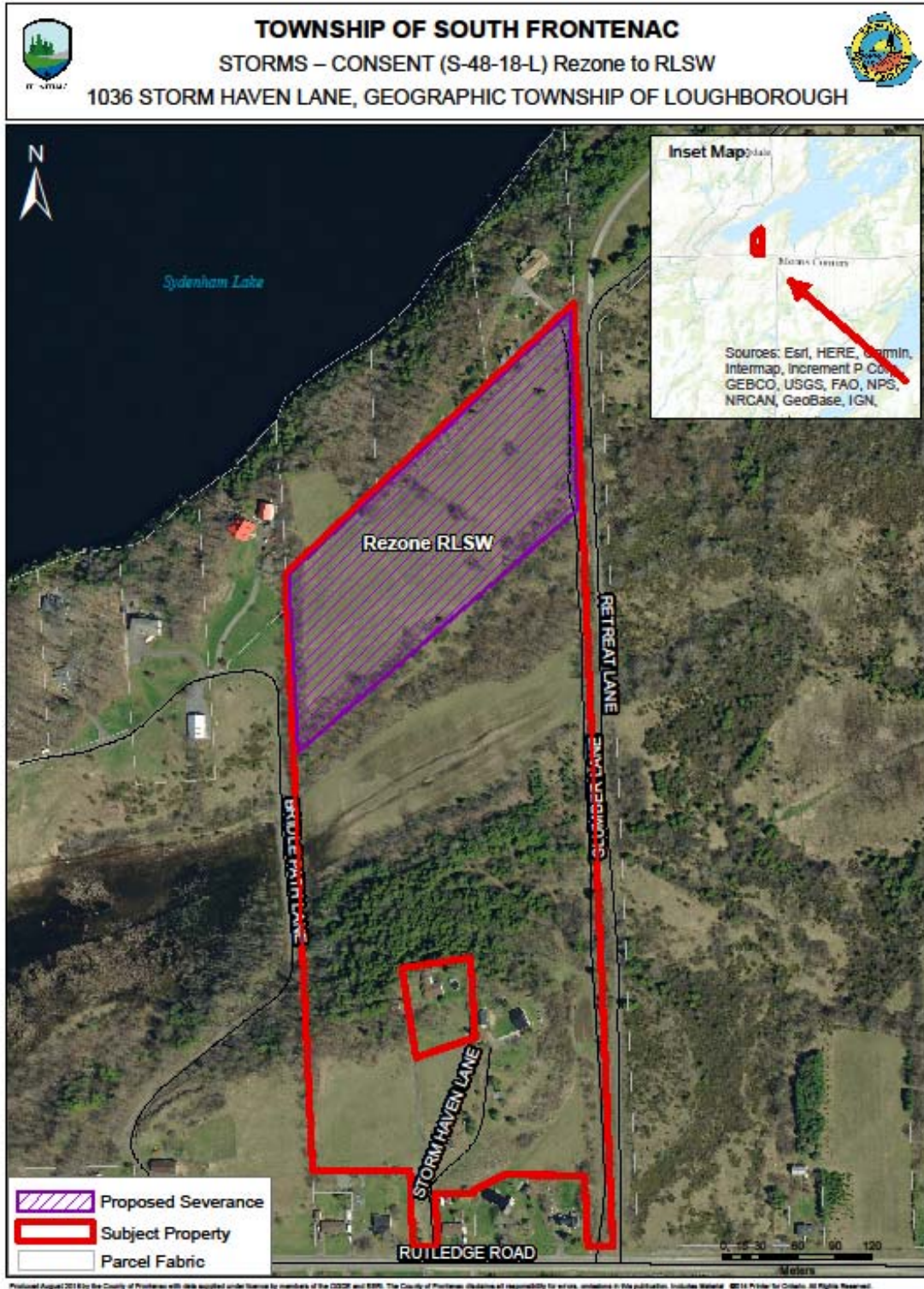
Read a third time and finally passed this 2nd day of October, 2018.

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

Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator

Schedule 1



This is Schedule "1" to By-law No. 2018-63
 Passed this 2nd DAY OF OCTOBER, 2018

MAYOR _____

CLERK-ADMINISTRATOR _____

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2018-64**

BEING A BY-LAW TO AMEND BY-LAW 2004-56, BEING A BY-LAW TO PROVIDE FOR THE ADOPTION OF AN EMERGENCY PLAN FOR THE TOWNSHIP OF SOUTH FRONTENAC.

WHEREAS the Council of the Township of South Frontenac adopted By-law 2004-56 to adopt an Emergency Plan for the Township of South Frontenac;

AND WHEREAS it is necessary to amend the section dealing with Emergency Control Group representation and affiliate members, being Sections 2.0, 2.6, 2.8 and 2.11;

NOW THEREFORE the Council of the Corporation of the Township of South Frontenac deems it expedient to enact as follows:

1. That Sections 2.0, 2.6, 2.8 and 2.11 are amended to define affiliated members of the Emergency Control Group as outlined in Schedule A to this by-law.
2. That this by-law shall come into force and take effect on the date of its passage.

Read a first and second time this 2 day of October 2018.

Read a third time, signed and sealed this 2 day of October 2018.

**CORPORATION OF THE TOWNSHIP
OF SOUTH FRONTENAC**

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer

By-law 2018-64
Schedule A

Emergency Quick Reference Guide

- ⇒ Upon the arrival of three or more members, the Community Control Group (CCG) may initiate its function.

- ⇒ Ensure that all Community departments have been notified and either activated or placed on standby. Each CCG member is responsible for their own department.

- ⇒ The Mayor must inform the Province of Ontario that the Township of South Frontenac has declared an emergency, and specify the nature of the emergency situation. The provision of a return contact number is required for communications purposes. The call is made to the Emergency Management Ontario.

- ⇒ Turn to individual responsibilities within the plan. Provide input and assistance as required.

- ⇒ Each member of the CCG will report and respond to immediate needs in accordance with the Operations Cycle format.

South Frontenac - Emergency Response Plan

Part 1 - Administration	Quick Reference Guide	1	
	Table of Contents	2	
	Introduction	3	
	Aim	4	
	Authority	5	
	Plan Maintenance	7	
	Distribution List	8	
	Amendments	9	
Part 2 – Emergency Operations	2.0	CCG Membership & Responsibilities	10
		Implementation	10
	2.1	Emergency Op's Centre Procedures	11
	2.2	Operations Cycle	12
	2.3	Control Group (Responsibilities)	13
	2.4	Mayor	14
	2.5	CAO (Ops Officer)	15
	2.6	OPP Representative	16
	2.7	Fire Chief	17
	2.8	EMS/Ambulance	18
	2.9	Public Works Manager	19
	2.10	CEMC	20
	2.11	Medical Officer of Health	21
	2.12	Evacuation Coordinator	22
2.13	Treasurer	23	
2.14	Public Information Officer	24	
Part 3 – Emergency Support	3.0	Administrative Assistants	25
	3.1	Canadian Red Cross	26
	3.2	Clergy	27
	3.3	Board of Education	28
	3.4	Legal Advisor	29
Appendices	Appendix A		
	Emergency Notification System		
	- CCG		
	- Members of Council		
	- Outside Emergency Assistance		
	Appendix B		
	Vital Services Directory		

South Frontenac - Emergency Response Plan

Appendices (continued)

- Appendix C
Local Resources Directory
- Appendix D
Emergency Management Act, 2003
- Appendix E
Local Bylaw
- Appendix F
Hazard Identification & Risk Assessment
- Appendix G
Critical Infrastructure
- Appendix H
EOC Log's & Message Forms
- Appendix I
Declaration of Emergency Checklist
- Appendix J
Declaration of Emergency
- Appendix K
Termination of Emergency
- Appendix L
EOC Layout & Set-up Guide
- Appendix M
Guide to Emergency Media Relations
- Appendix N
Glossary of Terms
- Appendix O

Introduction

The Emergency Plan for the Township of South Frontenac has been developed to reflect the public safety requirements of our community. The effective use and maintenance of this plan is reliant upon all concerned being aware of its provisions and prepared to fulfill their roles and responsibilities in the event of an emergency. Responsible individuals are expected to participate in emergency training, and exercises which will assist them in the fulfillment of their roles accordingly.

The heads of departments and agencies are expected to develop their own internal notification lists, procedures and contingency plans to fulfill their departmental or agency responsibilities.

Together we work to ensure that our community is prepared to respond to an emergency in the most effective manner possible.

Aim

The Aim of this plan is to protect the health, safety, welfare and property of our citizens, from the effects of a natural, technological or human caused emergency.

Authority

This Plan has been developed and will be implemented in accordance with the Emergency Management and Civic Protection Act, detailed in Appendix D, which is the Provincial statute under which all emergency management activities are conducted in the Province of Ontario.

Our By-law No. **2004-56** is the local authority for this plan and related activities. The By-law is itself “Appendix E” of this Emergency Plan.

Plan Maintenance

The Plan was written in 2004 and it is essential that it be kept current and viable by adherence to a maintenance schedule. Responsibility for the plan being kept up to date rests with the Community Emergency Management Coordinator who may delegate tasks accordingly.

The emergency telephone numbers will be reviewed on an annual basis.

The notification system will be tested annually.

The plan will be exercised once every year as a minimum requirement.

The Control Group shall receive training and participate in an exercise, once every year as a minimum requirement.

The Vital Services and/or Local Services Directory should be updated annually.

The Community Emergency Management Coordinator will determine the schedule under which the maintenance activities will be performed.

South Frontenac - Emergency Response Plan

Distribution List

Position/Location	Number of Copies
Mayor	1
CAO	1 *
OPP	1
Fire Chief	1
CEMC	1 *
EMS / Ambulance	1
Fire Dispatch	1
Public Works Manager	1
Medical Officer of Health	1
Treasurer	1
Evacuation Coordinator	1
Public Information Officer	1
Emergency Management Ontario	2 *
Emergency Operations Centre	14 *

(* = complete copy of plan with Annexes)

Emergency Response Plan Amendments

Amendment No.	Date of Amendment	Date Entered	Entered by
By-law 2006-11	January 24, 2006	January 24, 2006	Deidre Babcock
By-law 2006-11	April 23, 2007	April 23, 2007	Angela Maddocks
By-law 2010-03	January 12, 2010	January 12, 2010	Angela Maddocks
By-law 2010-03	April – May 2014	May 2014	Angela Maddocks

Part 2 Emergency Operations and Procedures

2.0 **Community Control Group (CCG) – Responsibilities and Procedures**

The Community Control Group is the group, which is responsible for the direction and control of the overall emergency response within the community. The CCG ensures the provision of the essential services necessary to minimize the effects of an emergency on the community.

The CCG is made up of the following members;

Mayor (*or alternate*)
 CAO (*or alternate*)
 Fire Chief / CEMC (*or alternate*)
 Public Works Manager (*or alternate*)
 Evacuation Coordinator (*or alternate*)
 Treasurer
 Public Information Officer (*Deputy Clerk*)

The following Affiliated Organizations will be invited to attend the CCG meetings as appropriate:

OPP representative
 EMS/Ambulance
 Medical Officer of Health (*or alternate*)

IMPLEMENTATION:

Any member of the Community Control Group or one of the three Affiliated Organizations may request, through the CAO, that the Emergency Plan be implemented.

It is the responsibility of the agency that is first at the scene of an emergency to decide whether the emergency plan should be implemented. If the size or seriousness of the emergency is beyond the capability or responsibility of that agency, then the Emergency Plan will be activated. The Emergency Plan may be implemented in whole, or in part, based on conditions at the site or severity of the situation.

The CAO will immediately notify the Mayor and other members of the CCG. Notification lists and procedures are located in Appendix A.

South Frontenac - Emergency Response Plan

2.1 Emergency Operations Centre Procedures (EOC)

The Emergency Operations Centre (EOC) has both a primary and a secondary or alternate location. During the notification process, direction as to which location members of the CCG will report to will be given. For example, members will be told that this is emergency plan activation and that they should report to the primary EOC immediately. The primary and secondary locations are geographically separated so that if one or the other is endangered or rendered non-functional as a result of the emergency situation the other should be safe and operational.

Primary EOC Location; Township of South Frontenac Council Chambers
4432 George St, Sydenham.

Alternate EOC Location; Ontario Provincial Police Detachment Office
County Road 38, Hartington

Upon receiving notification the CAO/Operations Officer will contact the administrative staff who has been assigned the task of setting up the EOC. The EOC will be set up and operational within one hour of activation. The Operations Officer will supervise the set up and ensure operational viability.

Upon arrival at the EOC, each CCG member/designate will;

- a. Sign In
- b. Check telephone/communications devices.
- c. Open personal log.
- d. Contact their own agency and obtain a status report.
- e. Participate in the initial briefing.
- f. Participate in planning initial response/decision making process.
- g. Pass CCG decisions on to member's agencies/areas of responsibility.
- h. Continue participation in the EOC Operations Cycle.

Upon leaving the EOC, each CCG member will;

- a. Conduct a hand over with the person relieving them.
- b. Sign out on the location board indicating where they can be reached.

Once the initial response is established, routines are put into place by the Operations Officer. The CCG functions most efficiently on a system known as an Operations Cycle.

South Frontenac - Emergency Response Plan

2.2 **Operations Cycle**

An operations cycle is how the CCG manages overall emergency operations. CCG members will come together usually around a planning board or map at which time they will in turn report their agencies' status to the Mayor and Operations Officer. It is essential that every member, covering each area of responsibility, be heard from during this process. The CCG is a team, and the actions taken by one, or the lack of action by one, may have a significant impact upon operations.

The round table discussion should include problems, questions, resources requests and any other relevant information so that timely informed decisions can be made as a group. Once the meeting is completed, the members should contact their agencies' and pass on any relevant information or directives that come out of the CCG meeting. The frequencies of the meetings are determined by the Operations Officer in conjunction with the Mayor, but should reflect the pace of the emergency and occur on a scheduled basis which may be adjusted accordingly.

During the period after the meeting and dissemination of information, members will be in the process of gathering information and preparing for the next scheduled meeting. CCG members use this time to follow up and ensure CCG decisions are being implemented. Each member is responsible for informing their respective agency of the schedule for CCG meetings. No calls are supposed to interrupt the proceedings. All calls must occur prior to or after the formal meetings of the CCG.

It is essential that the EOC is comfortable, has good communications and is secure from unnecessary distractions. Only CCG members and EOC support staff should have access to the EOC. No media are allowed into the EOC, nor is anyone who has not been authorized by the Operations Officer.

South Frontenac - Emergency Response Plan

2.3 Community Control Group (CCG)

The CCG is responsible for the following:

1. Implementing the Emergency Plan in whole or in part to respond to an impending, potential, or existing emergency.
2. Coordination and direction of Community resources used to mitigate the effects of an emergency.
3. Ensuring that the composition of the CCG is appropriate to mitigate the effects of a given emergency situation, by determining which, if any, ad-hoc members are required.
4. Advise the Head of Council regarding need for declaration or termination of an emergency.
5. Advising the Head of Council regarding requests for assistance from the Province, and the Federal Government.
6. Ensuring the provision of essential resources and services to support emergency response activities.
7. Coordination of services provided by outside agencies.
8. Appointing or Confirming an Emergency Site Manager.
9. Ensuring that the Public Information Officer is kept informed and up to date to facilitate the information flow to the media and the public.
10. Coordinating the evacuation of citizens who may be in danger.
11. Discontinuing utilities or services provided by public or private concerns, ie. Hydro, water, gas, closing businesses.
12. Appeals for volunteers.
13. Establishment of advisory subcommittees to work on specific problem areas related to the emergency, as required.
14. Authorization of expenditures during the emergency; provision for cost accounting and facilitation of cost recovery.
15. Maintenance of an operational log detailing the group's decisions and activities.
16. Deactivating the plan, and notifying all of those who had been notified of its activation.
17. Conducting and participating in a debriefing, generating a post-emergency report and implementing recommendations for improvement of the emergency response plan.

South Frontenac - Emergency Response Plan

2.4

Mayor

The Head of Council, or designate, is responsible for:

- a. Declaration of an Emergency.
- b. Termination of an Emergency.
- c. Notifying the Province of Ontario of the declaration of emergency, and termination of the emergency. (*Contact made through Emergency Management Ontario*)
- d. Take such action and make such orders, as considered necessary and not contrary to law, in order to protect the health, safety, welfare, environment and property of residents in the Township of South Frontenac.
- e. Ensuring the members of Council are advised of the declaration and termination of an emergency, and are kept informed of the emergency operational situation.
- f. Ensuring that the local MPP and MP, neighboring municipalities and the County are advised of the declaration and termination, and kept informed of the emergency situation.
- g. Approving all major announcements and media releases prepared by the Public Information Officer, in conjunction with the CAO & Control Group.
- h. Maintain a personal log.

South Frontenac - Emergency Response Plan

2.5

CAO / Operations Officer

The CAO is referred to as the “Operations Officer” for emergency purposes. The responsibilities of the Operations Officer (*or alternate*) are:

- a. Activating the emergency notification system.
- b. As the Operations Officer, coordinating all operations within the Emergency Operations Centre, including the scheduling of regular meetings.
- c. Chair meetings of the Community Control Group.
- d. Advising the head of council on policies and procedures, as appropriate.
- e. Approving, in conjunction with the head of council, major announcements and media releases prepared by the Public Information Officer, in conjunction with the CCG.
- f. Ensuring that a communication link is established between the CCG and the ESM.
- g. Calling out additional staff as required.
- h. Maintaining a master record of all events and actions taken. (main events board)
- i. Maintaining a personal log.

South Frontenac - Emergency Response Plan

2.6 **OPP representative – Affiliate Member**

The Ontario Provincial Police Representative or alternate is responsible for:

- a. Activating the emergency notification system.
- b. Establishing and maintaining ongoing communications with the senior police representative at the emergency site.
- c. The provision of traffic control to facilitate the movement of emergency vehicles.
- d. Co-ordination of evacuation routes.
- e. The protection of life and property and the provision of law and order.
- f. Ensure perimeter security and crowd control at emergency site.
- g. The provision of police services in evacuation centres, morgues, and other facilities as required.
- h. Notifying the coroner of fatalities.
- i. Liaison with external police agencies, as required.
- j. Providing an Emergency Site Manager if requested to by the CCG.
- k. Maintaining a log.

South Frontenac - Emergency Response Plan

2.7

Fire Chief

The Fire Chief, or designate, is responsible for:

- a. Activating the emergency notification system.
- b. Providing the CCG with the information and advice on fire fighting and rescue matters.
- c. Establishing an ongoing communications link with the senior fire official at the scene of the emergency.
- d. Initiating Mutual Aid as required.
- e. Determining if additional or specialized equipment is required ie. protective suits, CBRN team, etc.
- f. Coordinating or providing assistance with, rescue, first aid, casualty collection, evacuation etc.
- g. Providing an ESM as required.
- h. Maintain a log.

South Frontenac - Emergency Response Plan

2.8

EMS / Ambulance – Affiliate Member

The EMS/Ambulance representative is responsible for:

- a. Activating the emergency notification system.
- b. Providing the CCG with information and advice on treatment and transport of casualties.
- c. Liaise with the Medical Officer of Health, area hospitals, police and fire officials during an emergency situation.
- d. Alert all staff using the Provincial Health Emergency Alert System.
- e. Take charge of casualties within the emergency area and be responsible for triage, lifesaving care, and the transport to area hospitals.
- f. Maintain a personal log.

South Frontenac - Emergency Response Plan

2.9

Public Works Manager

The Public Works Manager or alternate is responsible for;

- a. Activating the emergency notification system.
- b. Providing the CCG with information and advice on Public Works matters.
- c. Ensure Municipal facilities are available for evacuation or reception center purposes if required.
- d. Liaison with the senior public works officers from the neighboring community(s) to ensure a coordinated response.
- e. The provision of engineering assistance.
- f. The construction, maintenance and repair of public roads.
- g. Assistance with road closures and/or roadblocks.
- h. Maintenance of sanitation and a safe supply of potable water, as required.
- i. The provision of equipment for emergency pumping operations.
- j. Discontinuing any public works service to any consumer, as required, and restoring these services when appropriate.
- k. Liaise with Electrical utilities.
- l. Providing public works vehicles and resources to any other emergency service, as required.
- m. Maintain liaison with flood control, conservation and environmental agencies and being prepared to take preventative action.
- n. Providing an Emergency Site Manager if required.
- o. Maintain a log.

South Frontenac - Emergency Response Plan

2.10

CEMC

The Community Emergency Management Coordinator is responsible for:

- a. Activating the emergency notification system.
- b. Provide information, advice and assistance to members of the CCG on Emergency Management programs and principles.
- c. Provide direction to EOC support staff as required in support of the Control Group, and ensure proper set-up and operation of the EOC.
- d. Maintain Emergency Response Plan in accordance with requirements of the Emergency Management Act.
- e. In conjunction with the CAO, coordinate a post-emergency debriefing and assist in the development of a final report to Mayor and Council.
- f. Maintain a personal log.

South Frontenac - Emergency Response Plan

2.11 Medical Officer of Health – Affiliate Member

The Medical Officer of Health, or designate, is responsible for:

- a. Acting as a coordinating link for all emergency health services at the CCG.
- b. Liaison with the Ontario Ministry of Health, Public Health Branch.
- c. Liaison with the ambulance service representatives.
- d. Liaison with the Community Care Access representative.
- e. Providing advice on any matters, which may adversely affect public health.
- f. Providing authoritative instructions on health and safety matters to the public through the Public Information Officer.
- g. Coordinating the response to disease related emergencies or anticipated emergencies such as epidemics, according to Ministry of Health policies.
- h. Ensuring liaison with voluntary and private agencies, as required, for augmenting and coordinating public health resources.
- i. Ensuring coordination of all efforts to prevent and control the spread of disease during an emergency.
- j. Ensuring the safety of drinking water in conjunction the public works representative.
- k. Liaison with the senior social services representative regarding health services in evacuee centres.
- l. Maintain a log.

South Frontenac - Emergency Response Plan

2.12 Evacuation Coordinator

The Evacuation Coordinator or alternate is responsible for;

- a. Ensuring or arranging for the care, feeding and temporary shelter of evacuees.
- b. Management of reception and evacuation centres.
- c. Liaison with the Medical Officer of Health in areas regarding public health in evacuation centers.
- d. Liaison with the public and separate school boards regarding the use of school facilities for reception and evacuation centers if required.
- e. Liaison with Canadian Red Cross if required.
- f. Liaison with local volunteer groups regarding care of citizens at local reception or evacuation centers.
- g. Maintain a personal log.

South Frontenac - Emergency Response Plan

2.13

Treasurer

The Treasurer (or alternate) is responsible for;

- a. Documentation of expenditures, accounts payable and receivable.
- b. Advice regarding all financial aspects of an emergency.
- c. Open and maintain the Main Event board.
- d. Other duties as assigned by CAO/Operations Officer.
- e. Maintain a personal log.

South Frontenac - Emergency Response Plan

2.14 **Public Information Officer**

The Public Information Officer is responsible for;

- a. Notifying information centre staff.
- b. Ensuring that the Information Centre is set up and operational.
- c. Initial and subsequent media releases, subject to approval by the Mayor and Operations Officer.
- d. Establish and maintain linkages with provincial, county and industry media officials as appropriate.
- e. Coordinate interviews and media conferences.
- f. Designate a site media spokesperson as appropriate.
- g. Ensuring set up and staffing of public inquiry lines.
- h. Coordination of public inquiries.
- i. Monitoring news coverage.
- j. Maintaining copies of all media releases.
- k. Maintain a personal log.

South Frontenac - Emergency Response Plan

3.1 Canadian Red Cross - Responsibilities

- a. Upon receiving notification, activate the local Red Cross Emergency Response Plan.
- b. Provide support to the emergency response.
- c. Provide registration and inquiry services if required.
- d. Assist Ambulance personnel at first aid stations established at reception centres, on an as-need basis.
- e. Liaise with Regional Red Cross to access additional resources.
i.e. Emergency Response Team.
- f. Establish and maintain contact with the Director, Social Services in the EOC to coordinate activities.

South Frontenac - Emergency Response Plan

3.2

Clergy Responsibilities

- a. Provide for multi-denominational religious observances.
- b. Establish visitations to evacuees in evacuation centres on a scheduled basis.
- c. Provide guidance to the CCG regarding matters of a religious nature.
- d. Provide advice regarding care of the deceased in areas which relate to religious observances.
- e. Liaise with Director, Social Services regarding the use of churches and related facilities for reception and evacuation centres.

South Frontenac - Emergency Response Plan

3.3 **Boards of Education - Responsibilities**

- a. Provide schools for reception centres.
- b. Provide schools for evacuation centres.
- c. Provide access to school facilities in accordance with the agreement regarding access/use of schools by the municipality in the event of an emergency for reception and evacuation facilities.
- d. Provide liaison with the Director, Social Services and the CCG.

South Frontenac - Emergency Response Plan

3.4

Legal Advisor - Responsibilities

- a. Provide legal opinions and advice to the CCG as required.
- b. Provide legal representation as required.

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW NUMBER 2018-65

BEING A BY-LAW TO AMEND BY-LAW NO. 2018-45 TO CORRECT THE PART NUMBER AND THE REGISTERED PLAN NUMBER, ASSOCIATED WITH THE ROAD CLOSURE FOR DOWARD

WHEREAS, the Municipal Council of the Township of South Frontenac passed by-law 2018-45 to amend by-law 2017-52:

AND WHEREAS by-law 2018-45 referenced the incorrect Part number and Registered Plan number:

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

1. **THAT** By-law No. 2018-45 paragraphs 1 and 2 be amended by changing all references to Part 11 to Part 1 and all references to Registered Plan R-25 to Registered Plan 13R-21641
2. **AND THAT** By-law 2018-45 be resigned as amended
3. **THAT** the Mayor and Clerk/Administrator are hereby authorized and directed to execute such documents as are required; and
4. **THAT** this By-law shall come into force and take effect on passage.

Dated at the Township of South Frontenac this 2nd day of October, 2018.

Read a first and second time this 2nd day of October, 2018.

Read a third time and finally passed this 2nd day of October, 2018.

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

Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator



Payment Listing
For the period of September 19th, 2018 to October 2nd, 2018

Accounts Payable Payment Listing:

For the period of September 19th, 2018 to October 2nd, 2018 805,634.78

Payroll Payment Listing:

Pay Period #18-20 Pay date September 26th, 2018 82,563.96
For the period of September 9th, 2018 to September 22nd, 2018

Council Honorarium: Pay date September 30th, 2018
For the period of September 1st, 2018 to September 30th 14,838.61

Total Payments \$ 903,037.35

RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending October 2nd, 2018 in the amount of \$ 903,037.35

Submitted by:
Mark Foster - Accounting Clerk

Approved by:
Stephanie Kuca - Deputy-Treasurer

**Township of South Frontenac
 CHEQUE DISTRIBUTION REPORT**

Ranges: From: To: Distribution Types Included:
Cheque Date: 2018-09-19 2018-10-02 PURCH, MISC

10 GG

0000 Gen

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010044	2018-10-02	68110	THE FRONTENAC NEWS	Ad-18/09/25	\$610.56
Total EFT000000010044					\$610.56
Total Gen					\$610.56

1000

Cheque	Date	Inv #	Vendor	Description	Amount
069767	2018-10-02	172747 172748	ATKINSON HOME BUILDING CENTRE	Paint+Paint supplies Softener Salt	\$52.84 \$25.92
Total 069767					\$78.76
EFT000000010036	2018-10-02	81012TH	CULLIGAN	Water	\$14.52
Total EFT000000010036					\$14.52
EFT000000010048	2018-10-02	223271	HAVEN HOME ENTERPRISE INC	Service+Filters	\$303.75
Total EFT000000010048					\$303.75
EFT000000010080	2018-10-02	602839	TROUSDALE'S HOME HARDWARE	Downspout	\$24.41
Total EFT000000010080					\$24.41
Total					\$421.44

1100 Counc

Cheque	Date	Inv #	Vendor	Description	Amount
069772	2018-10-02	2018 GRANT PART 2	INVERARY YOUTH ACTIVITIES INC.	2018 Grant Part 2	\$1,050.00
Total 069772					\$1,050.00
069781	2018-10-02	2018 COUNCIL COMP.	BACH, STEPHEN	2018 Council Comp. Review	\$150.00
Total 069781					\$150.00
069782	2018-10-02	2018 COUNCIL COMP.	BELL, CHRISTINE	2018 Council Comp. Review	\$150.00
Total 069782					\$150.00
069784	2018-10-02	2018 COUNCIL COMP.	CAMERON, SANDRA	2018 Council Comp. Review	\$150.00
Total 069784					\$150.00
EFT000000010031	2018-10-02	PFT3011 PFT8334	CDW CANADA INC	2X iPad+ 13X Cases 13X iPad+ 2X Cases	\$2,526.46 \$5,716.16
Total EFT000000010031					\$8,242.62
Total Counc					\$9,742.62

1250 Clk

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010040	2018-10-02	116075	ESOLUTIONS GROUP	Communications Webinar	\$198.43
Total EFT000000010040					\$198.43
EFT000000010079	2018-10-02	9448 252	TROUSDALE'S FOODLAND	Water+Cream Tea+Sugar+Milk+Cream	\$5.18 \$20.20
Total EFT000000010079					\$25.38
Total Clk					\$223.81

1275 Fin

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010040	2018-10-02	116075	ESOLUTIONS GROUP	Communications Webinar	\$198.43
Total EFT000000010040					\$198.43
EFT000000010066	2018-10-02	439150046	PUROLATOR INC.	Shipping to Sun Life	\$23.91
Total EFT000000010066					\$23.91
Total Fin					\$222.34

Total GG

\$11,220.77

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
069776	2018-10-02	11348	THE PROP SHOP	Prop Repair+ Hub	\$234.05
Total 069776					\$234.05
069779	2018-10-02	520458	TODD, JIM	Service Generators	\$170.00
Total 069779					\$170.00

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

EFT000000010017	2018-10-02		12 VOLT DOES IT		
		53		Lighting+ Antenna	\$987.07
Total EFT000000010017					\$987.07
EFT000000010018	2018-10-02		BOULTON SEPTIC/LARMON'S		
		28230		Holding Tank Pumped	\$244.22
Total EFT000000010018					\$244.22
EFT000000010019	2018-10-02		ABELL PEST CONTROL INC.		
		A1241477		18/08 Pest Control	\$48.61
		A1240390		18/08 Pest Control	\$39.40
Total EFT000000010019					\$88.01
EFT000000010020	2018-10-02		ALLIED MEDICAL INSTRUMENTS INC		
		154336		20X Masks	\$499.77
Total EFT000000010020					\$499.77
EFT000000010023	2018-10-02		BELL MOBILITY (RADIO DIVISION)		
		1-246768		18/09 Site Rental	\$328.00
Total EFT000000010023					\$328.00
EFT000000010024	2018-10-02		BLACK DOG TIRE & LUBRICANTS		
		26137		Tire Change	\$104.81
		26166		2X Tires	\$502.90
		25099		Tire Change	\$162.82
Total EFT000000010024					\$770.53
EFT000000010037	2018-10-02		DEDICATED ENVIRONMENTAL SERVICES INC		
		2455		Vacuum Interceptors + Basins	\$1,131.51
		2455		Vacuum Interceptors + Basins	\$1,131.52
Total EFT000000010037					\$2,263.03
EFT000000010041	2018-10-02		FIRE SERVICE MANAGEMENT		
		439261		Wash+Repair	\$410.21
Total EFT000000010041					\$410.21
EFT000000010043	2018-10-02		FRASSO AUTOMOTIVE SERVICE		
		131333		Brakes	\$3,628.06
Total EFT000000010043					\$3,628.06
EFT000000010054	2018-10-02		KILEY PAVING		
		18-3636-HB		Payment Cert. 001-HB	\$5,225.92
		18-3665-HB		Payment Cert. 002-HB	\$13,766.56
Total EFT000000010054					\$18,992.48
EFT000000010055	2018-10-02		KINGSTON DODGE CHRYSLER LTD		
		74447		2019 Jeep Cherokee 4X4	\$40,481.15
		74447		Trade in- Chief Truck	-\$11,193.60
Total EFT000000010055					\$29,287.55
EFT000000010058	2018-10-02		LEONARD FUELS		
		3935-940689		Lubes	\$512.49
		1057-930301		52.35L @1.1495	\$61.23
		1057-936682		59.31L @1.1938	\$70.83
		1057-933517		89.69L @1.1938	\$107.14
		1057-938170		61.27L @1.1496	\$55.17
		1057-940690		Lubes	\$512.49
Total EFT000000010058					\$1,319.35
EFT000000010059	2018-10-02		MICHELIN NORTH AMERICA CANADA INC		
		DA0006679426		2 Tires	\$660.35
Total EFT000000010059					\$660.35
EFT000000010061	2018-10-02		NOONAN, MIKE		
		18/09-11		Grass Cutting	\$275.00
Total EFT000000010061					\$275.00
EFT000000010065	2018-10-02		PRINTFUSION INC.		
		106616		Business Cards. B.J. T.V. R.S.	\$90.57
Total EFT000000010065					\$90.57
EFT000000010066	2018-10-02		PUROLATOR INC.		
		439150046		Shipping to Carleton Uniforms	\$66.06
Total EFT000000010066					\$66.06
EFT000000010069	2018-10-02		RONALD AWDE ARCHITECT		
		18-10027		Fees to Complete Tender Doc	\$1,011.75
Total EFT000000010069					\$1,011.75
EFT000000010071	2018-10-02		R. THURSTON TECHNOLOGIES		
		11186		New Radio Installed	\$635.49
		11187		Service call- Interference	\$89.97
		11194		2X In Vehicle Chargers	\$282.38
Total EFT000000010071					\$1,007.84
EFT000000010073	2018-10-02		SAFEDESIGN APPAREL LTD.		
		252955		Boots K.R. B.B.	\$162.07
Total EFT000000010073					\$162.07
EFT000000010078	2018-10-02		TRIM-LINE OF SOUTH EAST		
		44319		Decal+Stripe	\$152.64
Total EFT000000010078					\$152.64
EFT000000010079	2018-10-02		TROUSDALE'S FOODLAND		
		5110		Water	\$59.85
Total EFT000000010079					\$59.85
EFT000000010080	2018-10-02		TROUSDALE'S HOME HARDWARE		
		85260		Canadian Flag	\$36.62
		85260		Canadian Flag	\$36.62
		85260		Canadian Flag	\$36.62
		217050		Propane+Propane Tank	\$58.71
		84442		Batteries	\$10.17
Total EFT000000010080					\$178.74
Total Fire					\$62,887.20
2400 Police					

Cheque	Date	Inv #	Vendor	Description	Amount
069773	2018-10-02		MINISTER OF FINANCE-POLICE SERVICES		
		121009181110103		18/09 Policing Services	\$253,900.00

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total 069773 **\$253,900.00**
Total Police **\$253,900.00**

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010058	2018-10-02	0363-933329	LEONARD FUELS	52.52L @1.1761	\$61.78
Total EFT000000010058					\$61.78
Total Build					\$61.78

2620 Anml Ctl

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010016	2018-09-28	SF-AC-2018-SEPTEMBER	FRONTENAC MUNICIPAL LAW	ANIMAL CONTROL 18/09	\$3,256.19
Total EFT000000010016					\$3,256.19
Total Anml Ctl					\$3,256.19

2625 Lvstck

Cheque	Date	Inv #	Vendor	Description	Amount
069788	2018-10-02	18/07/15-LIVESTOCK	GARRETT, PAUL	Livestock- Garrett	\$280.00
Total 069788					\$280.00
069789	2018-10-02	18/06/25-LIVESTOCK	HEANEY, ROBERT	Livestock- Heaney	\$686.00
Total 069789					\$686.00
Total Lvstck					\$966.00

2640 Bylaw enf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010016	2018-09-28	SF-P-2018-SEPTEMBER	FRONTENAC MUNICIPAL LAW	PARKING BYLAW 18/09	\$457.92
		SF-P-2018-SEPTEMBER		PARKING BYLAW 18/09	\$634.98
Total EFT000000010016					\$1,092.90
Total Bylaw enf					\$1,092.90

Total PP&P

\$322,164.07

30 Trans

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
069774	2018-10-02	WINDSHIELD	NETTEN, MIRJAM	Windshield- Insurance Claim	\$283.92
Total 069774					\$283.92
Total PW OH					\$283.92

3005 RdAdmOH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010023	2018-10-02	1-246768	BELL MOBILITY (RADIO DIVISION)	18/09 Site Rental	\$295.38
Total EFT000000010023					\$295.38
Total RdAdmOH					\$295.38

3010

Cheque	Date	Inv #	Vendor	Description	Amount
069767	2018-10-02	172710	ATKINSON HOME BUILDING CENTRE	Propane Torch Kit	\$50.87
Total 069767					\$50.87
069777	2018-10-02	12450	RIDEAU RAIN GUTTER	Gutter Clean out + Repair	\$305.28
Total 069777					\$305.28
069778	2018-10-02		SNIDER, PERCY		
		18/09/07-37		Flagging	\$438.59
		18/09/10-38		Flagging	\$488.96
		18/09/11-39		Flagging	\$488.96
		18/09/12-40		Flagging	\$488.96
		18/09/10-33		Flagging	\$488.96
		18/09/11-34		Flagging	\$488.96
		18/09/12-35		Flagging	\$488.96
		18-R15		Flagging	\$488.96
		18/09/14-50		Flagging	\$438.59
		18/09/17-01		Flagging	\$488.96
		18/09/20-04		Flagging	\$488.96
		18/09/19-03		Flagging	\$488.96
		18/09/18-47		Flagging	\$488.96
		18/09/18-02		Flagging	\$488.96
Total 069778					\$6,744.70
EFT000000010018	2018-10-02	28250	BOULTON SEPTIC/LARMON'S	Hot Patching	\$1,343.23
Total EFT000000010018					\$1,343.23
EFT000000010021	2018-10-02	5620	ASSELSTINE HARDWARE	2X Ballast	\$61.04
Total EFT000000010021					\$61.04

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

EFT000000010022	2018-10-02		BATTLEFIELD EQUIPMENT RENTALS		
		24220730		Roller Rental	\$1,972.11
		24220730		Roller Rental	\$1,972.11
		24221032		Drill Rod	\$69.20
Total EFT000000010022					\$4,013.42
EFT000000010032	2018-10-02		CERTIFIED LABORATORIES		
		558712		Premalube	\$268.34
Total EFT000000010032					\$268.34
EFT000000010033	2018-10-02		CINTAS		
		884188147		Uniform	\$13.77
		884188147		Cleaning Supplies	\$124.64
		884188148		Uniform	\$12.53
		884188148		Cleaning Supplies	\$24.09
		884189991		Uniform	\$13.77
		884189991		Cleaning Supplies	\$91.88
		884189992		Uniform	\$7.98
		884189992		Cleaning Supplies	\$31.85
Total EFT000000010033					\$320.51
EFT000000010037	2018-10-02		DEDICATED ENVIRONMENTAL SERVICES INC		
		2455		Vacuum Interceptors + Basins	\$1,131.51
		2455		Vacuum Interceptors + Basins	\$1,131.51
		2455		Vacuum Interceptors + Basins	\$1,131.51
		2455		Vacuum Interceptors + Basins	\$1,131.52
Total EFT000000010037					\$4,526.05
EFT000000010045	2018-10-02		GRAND & TOY LIMITED		
		M785584		Storage Boxes+ Markers	\$68.38
Total EFT000000010045					\$68.38
EFT000000010052	2018-10-02		JODY CAMPBELL'S SEPTIC SERVICE		
		12293		Portable Toilet Rental	\$122.11
		12293		Portable Toilet Rentals	\$122.11
		12293		Portable Toilet Rentals	\$162.82
Total EFT000000010052					\$407.04
EFT000000010058	2018-10-02		LEONARD FUELS		
		1058-928943		57.33L @1.1495	\$65.89
		1058-931163		81.18L @1.123	\$91.12
		1058-931791		105.34L @1.1761	\$123.92
		1058-933486		85.78L @1.1761	\$100.90
		1058-938066		77.48L @1.1496	\$89.06
		1058-934439		87.19L @1.1407	\$99.43
		1058-939121		92.64L @1.1496	\$106.49
		1058-936546		108.70L @1.1053	\$120.06
		0363-938558		80.02L @1.1496	\$93.61
Total EFT000000010058					\$890.48
EFT000000010077	2018-10-02		SWEET'S SAND & GRAVEL		
		S-0056308		Gravel	\$1,706.77
Total EFT000000010077					\$1,706.77
EFT000000010079	2018-10-02		TROUSDALE'S FOODLAND		
		9759.		Water	\$80.73
		8619		Water	\$24.91
		2842		Water	\$8.74
		9922		Water	\$31.45
		954.		Coffee+Cream+Sugar	\$27.36
Total EFT000000010079					\$173.19
EFT000000010080	2018-10-02		TROUSDALE'S HOME HARDWARE		
		216991		Diesel Can	\$19.32
		85656		Paint+Paint Supplies	\$100.67
Total EFT000000010080					\$119.99
EFT000000010081	2018-10-02		UNIVERSAL SUPPLY GROUP		
		896-893953		Sockets	\$334.91
		896-894699		Motor Treatment	\$18.30
Total EFT000000010081					\$353.21
EFT000000010082	2018-10-02		VERONA HARDWARE LIMITED		
		101010757		6V Battery+WD40+Rake	\$42.12
		101006027		Elbow+Funnel+Gas Line	\$6.21
Total EFT000000010082					\$48.33
EFT000000010084	2018-10-02		WILLIAMS HOT MIX LTD		
		3733		10.68MT of Hot Mix	\$1,247.40
		3718		11.71MT Hot Mix	\$1,155.86
Total EFT000000010084					\$2,403.26
Total					\$23,804.09

3205 Mwg&Wd Spry

Cheque	Date	Inv #	Vendor	Description	Amount
069778	2018-10-02		SNIDER, PERCY		
		18/09/20-43		Roadside Mowing- Second Cut	\$20,716.30
Total 069778					\$20,716.30
Total Mwg&Wd Spry					\$20,716.30

3215 Drainage

Cheque	Date	Inv #	Vendor	Description	Amount
069767	2018-10-02		ATKINSON HOME BUILDING CENTRE		
		172366		Foam Sealant	\$32.54
Total 069767					\$32.54
069770	2018-10-02		GOSSAGE EXCAVATING		
		1062		Shovel Rental	\$1,147.34
		1061		Shovel Rental	\$819.17
		1060		Shovel Rental	\$1,241.47
Total 069770					\$3,207.98

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

069778	2018-10-02		SNIDER, PERCY		
		18/09/17-46		Flagging	\$428.15
Total 069778					\$428.15
EFT000000010034	2018-10-02		COCO PROPERTIES CORP		
		95173		Gravel	\$2,220.20
Total EFT000000010034					\$2,220.20
EFT000000010046	2018-10-02		G WILLIAMS PAVING LTD		
		6979		Entrance Repairs	\$2,900.16
		6979		Yarker Road Repairs	\$5,673.12
Total EFT000000010046					\$8,573.28
EFT000000010062	2018-10-02		O. BETTSCHEN		
		41327		Gravel	\$156.15
Total EFT000000010062					\$156.15
EFT000000010077	2018-10-02		SWEET'S SAND & GRAVEL		
		S-0056308		Gravel	\$363.81
		S-0056430		Hoe Ram Rental	\$4,350.25
		S-0056429		Gravel	\$388.05
Total EFT000000010077					\$5,102.11
EFT000000010080	2018-10-02		TROUSDALE'S HOME HARDWARE		
		217905		Concrete Mix+ Foam Seal	\$28.04
Total EFT000000010080					\$28.04
Total Drainage					\$19,748.45

3310 Hardtop Patching

Cheque	Date	Inv #	Vendor	Description	Amount
069778	2018-10-02		SNIDER, PERCY		
		18/09/07-29		Patching	\$595.30
Total 069778					\$595.30
EFT000000010084	2018-10-02		WILLIAMS HOT MIX LTD		
		3740		7.29MT Hot Mix	\$714.97
Total EFT000000010084					\$714.97
Total Hardtop Patching					\$1,310.27

3405 Washout

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010062	2018-10-02		O. BETTSCHEN		
		41256		Recycled Asphalt	\$691.77
		41310		Recycled Asphalt	\$143.70
		41290		Recycled Asphalt	\$220.11
Total EFT000000010062					\$1,055.58
Total Washout					\$1,055.58

3515 Stock Snd&Slit

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010027	2018-10-02		BRICAZA CORPORATION		
		1809-003		Winter Sand	\$9,720.11
		1809-004		Winter Sand	\$52,569.22
		1809-002		Winter Sand	\$44,570.88
		1809-001		Winter Sand	\$151,340.73
Total EFT000000010027					\$258,200.94
EFT000000010053	2018-10-02		K+S WINDSOR SALT LTD		
		5300386346		Winter Salt	\$3,406.31
		5300386181		Winter Salt	\$3,840.37
		5300386548		Winter Salt	\$11,200.58
Total EFT000000010053					\$18,447.26
Total Stock Snd&Slit					\$276,648.20

3620 Reg signs

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010025	2018-10-02		BMR MANUFACTURING INC.		
		359396		Signs	\$345.28
Total EFT000000010025					\$345.28
Total Reg signs					\$345.28

Total Trans

\$344,207.47

40 Env

5005 SW & Fac OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010080	2018-10-02		TROUSDALE'S HOME HARDWARE		
		84926		2X Garbage Can	\$36.61
		217173		Garbage Bags	\$31.54
		602840		Hex Socket adapter kit	\$10.17
Total EFT000000010080					\$78.32
Total SW & Fac OH					\$78.32

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
069766	2018-09-28		SNIDER, PERCY		
		18/09 DISPOSAL		18/09 DISPOSAL	\$11,649.51
		18/09 DISPOSAL		18/09 DISPOSAL	\$9,616.14
		DISPOSAL 18/09-FUEL		DISPOSAL 18/09 Fuel Adj	\$190.86
		DISPOSAL 18/09-FUEL		DISPOSAL 18/09 Fuel Adj	\$157.55

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total 069766					\$21,614.06
069778	2018-10-02		SNIDER, PERCY		
		18/09/13-32		Garbage Truck Rental	\$2,327.76
		18/09/11-31		Garbage Pick Up-Extra	\$101.76
Total 069778					\$2,429.52
EFT000000010015	2018-09-28		BOULTON SEPTIC/LARMON'S		
		COLLECTION 18/09		COLLECTION 18/09	\$11,900.29
		COLLECTION18/09-FUEL		COLLECTION 18/09- Fuel Adj.	\$194.96
Total EFT000000010015					\$12,095.25
EFT000000010018	2018-10-02		BOULTON SEPTIC/LARMON'S		
		28299		2 Person Crew+Truck	\$735.22
Total EFT000000010018					\$735.22
EFT000000010080	2018-10-02		TROUSDALE'S HOME HARDWARE		
		85189		Brackets for Tydee Bins	\$73.18
		602839		Lumber for Tydee Bins	\$125.69
Total EFT000000010080					\$198.87
Total Garb coll					\$37,072.92

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
069778	2018-10-02		SNIDER, PERCY		
		18/09/10-28		Portland Dump/Waste	\$534.24
		18/09/08-30		Portland Dump/Dozer	\$244.22
Total 069778					\$778.46
EFT000000010013	2018-09-28		WHALEY, GEORGE		
		18/09 DISPOSAL		18/09 DISPOSAL	\$1,935.80
Total EFT000000010013					\$1,935.80
EFT000000010019	2018-10-02		ABELL PEST CONTROL INC.		
		8055891		Pest Control	\$58.81
		8055891		Pest Control	\$58.81
		8055891		Pest Control	\$58.81
Total EFT000000010019					\$176.43
EFT000000010029	2018-10-02		CAMBIUM INC.		
		2018-24436		Construction Work Plan	\$1,231.30
Total EFT000000010029					\$1,231.30
EFT000000010038	2018-10-02		ENVIRO-GUARD PLUS INC.		
		92222		18/08 Pest Control	\$42.74
Total EFT000000010038					\$42.74
EFT000000010052	2018-10-02		JODY CAMPBELL'S SEPTIC SERVICE		
		12219		18/09-Portable Toilet Rentals	\$117.02
		12219		18/09-Portable Toilet Rentals	\$117.02
		12219		18/09-Portable Toilet Rentals	\$117.02
Total EFT000000010052					\$351.06
EFT000000010072	2018-10-02		R.W. ELECTRIC		
		35490		Repair Green LED Light	\$254.40
Total EFT000000010072					\$254.40
EFT000000010083	2018-10-02		WASTE CONNECTIONS OF CANADA		
		647-0000024555		101.87MT ICI+Resi Waste	\$10,024.95
		7150-0000238533		Dump+ Exchange	\$1,909.72
Total EFT000000010083					\$11,934.67
Total Gab disp					\$16,704.86

5205 Recyc Coll

Cheque	Date	Inv #	Vendor	Description	Amount
069766	2018-09-28		SNIDER, PERCY		
		18/09 DISPOSAL		18/09 DISPOSAL	\$12,566.92
		18/09 DISPOSAL		18/09 DISPOSAL	\$10,958.23
		18/09 DISPOSAL		18/09 DISPOSAL	\$11,697.08
		DISPOSAL 18/09-FUEL		DISPOSAL 18/09 Fuel Adj	\$205.88
		DISPOSAL 18/09-FUEL		DISPOSAL 18/09 Fuel Adj	\$179.54
		DISPOSAL 18/09-FUEL		DISPOSAL 18/09 Fuel Adj	\$191.62
Total 069766					\$35,799.27
EFT000000010015	2018-09-28		BOULTON SEPTIC/LARMON'S		
		COLLECTION 18/09		COLLECTION 18/09	\$10,236.80
		COLLECTION18/09-FUEL		COLLECTION 18/09- Fuel Adj.	\$167.71
Total EFT000000010015					\$10,404.51
EFT000000010063	2018-10-02		ORBIS CANADA LIMITED		
		36136192		Vacuum Interceptors + Basins	\$3,297.02
Total EFT000000010063					\$3,297.02
Total Recyc Coll					\$49,500.80

5305 HHW

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010026	2018-10-02		BRENDAR ENVIRONMENTAL INC.		
		20180207		18/08 HHW Services	\$8,299.44
Total EFT000000010026					\$8,299.44
Total HHW					\$8,299.44
Total Env					\$111,656.34

70 Cem

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010014	2018-09-28		D G YOUNGE CONCRETE BURIAL VAULTS		
			SERVICES 18/09	SERVICES 18/09	\$875.14

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total EFT000000010014	\$875.14
Total Health	\$875.14

Total Cem	\$875.14
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80 Rec

8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
069769	2018-10-02		FISHER, DAVE		
		18/09/24-STORR REC		18/09/24-STORR REC	\$31.84
Total 069769					\$31.84
069771	2018-10-02		HOLLAND, TRACY		
		18/09/17-SF REC		18/09/17-SF REC	\$31.84
		18/09/17-SF REC		18/09/17-SF REC	\$3.41
Total 069771					\$35.25
069775	2018-10-02		P & D SEALING AND LINES		
		18263		Repair Tennis+BBall Court	\$3,393.70
		18264		Clean+Seal Pavement	\$1,541.66
Total 069775					\$4,935.36
069777	2018-10-02		RIDEAU RAIN GUTTER		
		12450		Gutter Clean out + Repair	\$1,602.72
Total 069777					\$1,602.72
EFT000000010012	2018-09-28		LEONARD, ELIZABETH		
		18/09 MAINTENANCE		18/09 MAINTENANCE	\$142.50
Total EFT000000010012					\$142.50
EFT000000010021	2018-10-02		ASSELSTINE HARDWARE		
		5619		Ballast	\$30.52
Total EFT000000010021					\$30.52
EFT000000010028	2018-10-02		BROWN, DONNA		
		18/09/17-SF REC		18/09/17-SF REC	\$31.32
		18/09/17-SF REC		18/09/17-SF REC	\$48.70
Total EFT000000010028					\$80.02
EFT000000010030	2018-10-02		CAMPBELL, ANNIE		
		18/09/24-STORR REC		18/09/24-STORR REC	\$31.84
Total EFT000000010030					\$31.84
EFT000000010039	2018-10-02		ERLICHMAN, WOLFE		
		18/09/17-SF REC		18/09/17-SF REC	\$31.84
		18/09/17-SF REC		18/09/17-SF REC	\$41.25
Total EFT000000010039					\$73.09
EFT000000010042	2018-10-02		FOX, KEVIN		
		18/09/17-SF REC		18/09/17-SF REC	\$31.84
		18/09/17-SF REC		18/09/17-SF REC	\$35.20
		18/09/24-STORR REC		18/09/24-STORR REC	\$31.84
Total EFT000000010042					\$98.88
EFT000000010050	2018-10-02		HOWE, MIKE		
		18/09/17-SF REC		18/09/17-SF REC	\$31.84
		18/09/17-SF REC		18/09/17-SF REC	\$5.50
Total EFT000000010050					\$37.34
EFT000000010057	2018-10-02		KOT, JOHN		
		18/09/24-STORR REC		18/09/24-STORR REC	\$31.84
Total EFT000000010057					\$31.84
EFT000000010060	2018-10-02		MOREY, PAM		
		18/09/17-SF REC		18/09/17-SF REC	\$31.84
		18/09/17-SF REC		18/09/17-SF REC	\$3.41
Total EFT000000010060					\$35.25
EFT000000010064	2018-10-02		PANTREY, AMANDA		
		18/09/24-STORR REC		18/09/24-STORR REC	\$65.00
Total EFT000000010064					\$65.00
EFT000000010068	2018-10-02		ROLLINS, ELLWOOD		
		18/09/24-STORR REC		18/09/24-STORR REC	\$31.84
Total EFT000000010068					\$31.84
EFT000000010074	2018-10-02		SLEETH, SARAH		
		18/09/21-38		Cleaning	\$590.00
		18/09/21-38		Bookings	\$10.00
Total EFT000000010074					\$600.00
EFT000000010075	2018-10-02		SMITH, ROBERTA		
		18/09/24-STORR REC		18/09/24-STORR REC	\$31.84
Total EFT000000010075					\$31.84
EFT000000010080	2018-10-02		TROUSDALE'S HOME HARDWARE		
		84145		4X Line Powder Marking	\$73.22
		505160		Cement Mixer Ready Mix	\$254.40
		85259		Cleaning Supplies	\$8.53
		85259		Security Snap	\$14.61
		85189		Epoxy for Slide	\$12.71
Total EFT000000010080					\$363.47
EFT000000010085	2018-10-02		WOOD, ALVIN		
		18/09/17-SF REC		18/09/17-SF REC	\$31.84
		18/09/17-SF REC		18/09/17-SF REC	\$24.20
		18/09/24-STORR REC		18/09/24-STORR REC	\$31.84
Total EFT000000010085					\$87.88
Total Rec					\$8,346.48

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
069768	2018-10-02		COMMISSIONAIRES SECURITY SOLUTIONS		
		82970		Car Show Security	\$202.67
Total 069768					\$202.67

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

069780	2018-10-02		VERONA FOODLAND		
		18/09/14-VCA		Gift Cards-Volunteer Support	\$75.00
Total 069780					\$75.00
EFT000000010035	2018-10-02		COLEMAN, DONALD		
		2018075		Tea+Coffee	\$20.22
		2018075		Magic Jack	\$57.55
		2018076		Gift for Small Town Automotive	\$25.00
Total EFT000000010035					\$102.77
EFT000000010086	2018-10-02		EDGEWATER PROPERTY AND HOME MAINTENANCE		
		25793		Trim Signs+Kiosk	\$48.84
Total EFT000000010086					\$48.84
Total VCA					\$429.28

8230 SF Rides

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010047	2018-10-02		HARROWSMITH & DIST S & A CLUB		
		2018 LAKES+TRAILS		Chairs+ Tables Rental	\$100.00
Total EFT000000010047					\$100.00
Total SF Rides					\$100.00
Total Rec					\$8,875.76

99

9999

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000010067	2018-10-02		REALTAX INC		
		68107		Tax Sale Costs	\$576.25
Total EFT000000010067					\$576.25
EFT000000010070	2018-10-02		ROSEN ENERGY GROUP		
		624704		F 718.6L GAS @1.0890	\$796.33
		624707		B 609.4L GAS @1.0870	\$674.08
		624705		F 1264.2L CLR @1.0890	\$1,400.93
		624706		F 933.8L MKD @.9560	\$908.41
		624709		B 1331.0L MKD@ .9560	\$1,294.84
		624708		B 888.3L CLR @1.0890	\$984.39
Total EFT000000010070					\$6,058.98
Total					\$6,635.23
Total					\$6,635.23
Total					\$805,634.78



INFORMATION REPORT CLERKS DEPARTMENT



AGENDA DATE: October 2, 2018

SUBJECT: Special Committee of the Whole Meeting – October 9, 2018

RECOMMENDATION

For information only.

BACKGROUND

Mayor Vandewal has coordinated a meeting with Randy Hillier, MPP, Lanark-Frontenac-Kingston on Tuesday, October 9, 2018 from 11:30 am to 2:00 pm in the training room at the Perth Road Fire Hall. The agenda for this meeting will be published under CivicWeb on October 5, 2018.

This is an opportunity for staff and Council to discuss challenges and lobby for funding for Road 38 and Sunbury Road as an Emergency Detour Route for 401 with Mr. Hillier.

Lunch will be provided for Council, staff and invited guests.

ATTACHMENTS – n/a

Submitted/approved by:

Angela Maddocks
Deputy Clerk



REPORT TO COUNCIL TREASURY DEPARTMENT



AGENDA DATE: October 2nd, 2018

SUBJECT: Volunteer Firefighter Vacation Pay

RECOMMENDATION:

This report is for information

BACKGROUND:

We have recently become aware and have received a legal opinion confirming that vacation pay should be paid to all volunteer firefighters.

Any volunteer firefighter who has been an employee for 5 years or more would be entitled to 6% vacation pay and an employee under the 5 year threshold would receive 4% vacation pay.

Although no formal complaint has been made to the ministry of labour, the ministry does establish that any retroactive payment should cover a period of 24 months. The Township will be processing a retroactive vacation pay adjustment on the October 15th volunteer firefighter pay which will cover the period of October 1, 2016 to September 30, 2018. Further, all future pays, moving forward, will automatically include a vacation pay component.

A memo is being sent to all volunteer firefighters on Monday, October 1st and will also be posted at the fire halls.

The estimated impact to the 2018 budget is \$44,935 which includes all of 2018 as well as the retroactive adjustment for the period of October 2016 to December 2017.

Should total volunteer firefighter wages, including this adjustment, at the end of the year exceed budget, the variance will be funded from the Fire wage stabilization reserve.

ATTACHMENTS

None

Submitted/approved by:

Louise Fragnito

Prepared by:

Louise Fragnito



REPORT for INFORMATION
from the
CLERKS DEPARTMENT



AGENDA DATE: October 2, 2018

SUBJECT: October & November Council & Committee of the Whole Meetings

RECOMMENDATION

For information only.

BACKGROUND

As there are not any forthcoming reports from the Senior Management Team to be addressed at the October 9, 2018 Committee of the Whole meeting, it will be **cancelled**. There will be the Special Committee of the Whole day time meeting on October 9 from 11:30 am to 2:00 pm with Randy Hillier at the Perth Road Fire Hall.

With the focus on the municipal election (voting opening at 8:00 am on October 15 and ending October 22 at 8:00 pm), there will NOT be a Council meeting on October 16, 2018.

After the October 2, 2018 Council meeting, the next regular Council meeting scheduled will be November 6, 2018.

This will be communicated on the message sign and website for public information.

Submitted by:

Angela Maddocks,
Deputy Clerk

September 17, 2018

Dear Municipal Colleague:

This morning, an editorial in the Toronto Star urged AMO to advocate for the City of Toronto, and against Ontario's newly elected provincial government, on the matter of Bill 31 (formerly Bill 5), which reduces the size of Toronto's City Council.

The public debate on the Bill and related use of the 'Notwithstanding Clause' is divided and emotional. The matter confirms that people are passionate about local municipal governance, taxation and public services. It has also put AMO in an awkward position.

The City of Toronto is not an AMO member, and since 2005, the City has made a point of being separate from us. It sought out and secured unique status with the Ontario government, and its own dedicated legislation: *the City of Toronto Act, 2006*. AMO has always respected the City of Toronto's decision to go it alone on governance and the authority of its Act. We certainly defer to the City of Toronto leadership on matters related to its relationship with the Government of Ontario.

Understandably, AMO focuses on service to the remaining 443 Ontario municipal governments that do not have the benefit of their own legislation. Our members have been clear about their top priorities: fiscal sustainability, recognition that one size does not fit all, working with us to improve services, and assurance that the Ontario government will not download its fiscal challenges onto municipal property taxpayers. In every regard, AMO members know that we can achieve far more working together, than we can by going it alone.

In August, we heard that the Province would not act in the same manner that it has with Toronto. We heard that it is committed to discussions with our membership and AMO, to understand what is working and what is not working. And importantly, we heard that consultation would inform future governance reviews. That commitment was repeated in a formal statement to AMO today.

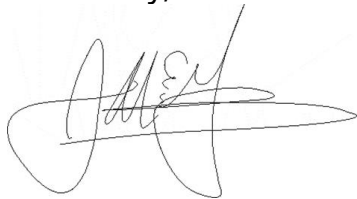
In the four weeks since the conference, we have experienced the following: Minister Clark, a former mayor and former AMO President, is having meaningful discussions with us on long-standing municipal concerns, spanning several ministries. The changes to Toronto's Council have dominated headlines, and over the past week, remarks have suggested that the government is planning to impose further changes on municipal governments across Ontario.

Late last week, I wrote to Minister Clark to emphasize that relations between Ontario's provincial and municipal orders of government should be guided by facts and evidence, rather than by political rhetoric and emotion. His quick response reflects, in part, our shared belief in the benefits of maintaining an open, respectful relationship.

AMO has a clear mandate to ensure that the Government of Ontario benefits from, and experiences, the full weight of Ontario's municipal order of government as we move forward. Our mandate to weigh-in on an issue affecting the City of Toronto is less clear. We recognize growing anxiety across the province. We urge the Ontario government to clearly state its interests in having a governance review, and how it will proceed. And we urge the Ontario government to work with AMO and the municipal order of government to change requirements that undermine municipal finance, infrastructure investment, and efficient service delivery all across Ontario.

This is an important time for AMO and we all have a responsibility to make sure that Ontario's municipal governments are speaking with a strong, clear voice on the priorities that matter most to us all. Our next Board meeting is later this month, and we welcome any input that you wish to share with us as we prepare for it.

Yours truly,

A handwritten signature in black ink, appearing to read 'Jamie McGarvey', with a long horizontal stroke extending to the right.

Jamie McGarvey
AMO President

Statement from Hon. Steve Clark, Minister of Municipal Affairs and Housing follows:

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000

Monday, September 17, 2018

Statement from Minister Clark

The government's regional review will take a broad look at the current model, which has been in place for almost 50 years. It's time to consider whether changes are needed to improve municipal governance in communities where populations have grown and the hard-earned dollars of taxpayers are being stretched.

The goal is to work together with municipal governments to give the people what they want; local governments that are working as effectively and efficiently as possible to support the future economic prosperity of their residents and businesses. The people of Ontario work hard for their money, and we want to keep as much of it in their pocket as possible while continuing the excellent level of service people have come to expect from their municipal and provincial governments.

We look forward to discussing with our many stakeholders, including our municipal partners, to determine what is working well in our current governance model, and what needs to be improved.

-30-

For more information:Michael Jiggins, 416-585-6492
Minister's Office
michael.jiggins@ontario.ca



Verona Community Association

P.O. Box 219 | Verona, ON K0H 2W0

veronacarshow.com | veronacarshow@gmail.com



Verona Car Show
Verona Community Association



Thank you!

Mayor Ron & your Fantastic Staff!

Thank you for your sponsorship of the 23rd Annual Verona Car Show that took place on Sunday August 12, 2018. It was another fabulous success. We had 270 high-end classic vehicles on display, and attracted a record number of spectators.

We are very proud of the incredible enthusiasm and response that we received from the collector car community. We attracted more high-end cars this year, many worth over \$200,000 as well as not one, but TWO rare Ferraris! We had amazing door prizes, raffle prizes and the big Vegas trip was awarded to a nice fellow from Campbellford. The big tool box prize went to a very happy entrant from Yarker. All of this makes the Verona Car Show one of the most popular car shows in Ontario.

We are also proud to have the privilege of working closely with the OPP Frontenac Detachment, the OPP Museum in Orillia, the Commissioner's own Pipe & Drum Band of the OPP, South Frontenac Fire and Rescue, South Frontenac Public Works and the RCMP from CFB Kingston. We will continue building stronger community involvement year over year.

This event is great for the Verona community as it attracted car enthusiasts from all around Southern Ontario, Quebec and New York state. We raised over \$10,000 for the Verona Community Association!

The success of the car show is not possible without the support of our many local sponsors and important corporate sponsors such as Universal Group NAPA, Last Chance Auto Restore, OPSEU, BBQ Party in a Box, Reid's Foodland and Revell Ford Lincoln. As one of our sponsors your name was included on our program, displayed on-screen at the show and will be listed on the VCA electronic sign. Your contribution not only supported the running of our car show, but will also support activities directed by the Verona Community Association throughout the year. These activities include:

- The K&P Trailhead Project (Creating a welcoming rest stop for users of the K&P trail)
- Remembrance Day Ceremonies at the village cenotaph.
- Christmas Dinner & November Free Skate (Free dinner and entertainment on Christmas Day for all area residents and Free public skating on Nov 30)
- The Flower Barrel Contest (Part of keeping our village beautiful)
- Maintenance of the Village Signs, Kiosk and other initiatives.

Thank you for your support. We look forward to working with you to make next year's show even better!

Verona Car Show Sponsorship Team,

Tabitha Morton
613-929-5569
tablawson@hotmail.com

Julie Nizman
613-358-5353
julie@lastchanceautorestore.com

Linda Bates
613-374-1307
goodwolf@sympatico.ca

The Heritage Newsletter

Portland District and Area Heritage Society

2018 Fall

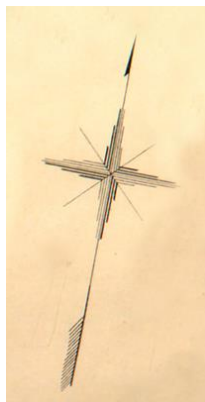
The South Frontenac Museum Needs You!

What's more, we need your neighbours, your friends, your kids, and your grandkids.

The Museum needs people who are interested in preserving and sharing our heritage – the stories of the people who have lived here over the centuries, of their struggles to scrape out a living for their families, and of the geology of this amazing landscape that constrains the economic options available to them.

It takes a lot of effort to manage a serious museum, and we are currently limited by our available manpower.

A huge amount of work has been invested by the founders to set up the South Frontenac Museum – collecting the initial artifacts, creating exhibits, coordinating volunteers, and promoting our activities. The Township of South Frontenac has ramped up its support over the years, renovating and providing us with a prime heritage building for display and storage space. The Township continues to support us financially and organizationally.



The side effect of having put in all this work is that there is now even more work to do! We have more visitors to our museum, more artifacts coming in, more visibility with the public, and more projects that need to be completed.

The fun part is that there are so many different things to do that people have their choice about what area they want to work on. Extraverts can serve as docents welcoming visitors to the museum; creative types can develop new exhibits; introverts can catalog new artifacts; history junkies can research and document our stuff.

At right is a short list of some of the initiatives that we need volunteers to help with.

Please speak to Andy, John, or Alan if you know someone who might be able to help.

Help Wanted:

- Cataloging and Managing Collections
- Exhibits
- Collecting Oral Histories
- Special Displays and Outreach
- Coordinator for Schools Programs
- Online media (Website, Facebook, etc.)
- Marketing and Communications
- Newsletter
- Meeting Programs
- Writing Grant Applications
- Township Liaison
- Docents or Host for Visitors
- Docent Scheduling

Recent Events

It has been a very busy summer. Some of the bigger events are covered in other articles in this newsletter, but here are some highlights:

- The Museum has been open three days per week since the May 24th weekend – 50 days up to Labour Day. 189 visitors signed the book and another 100-200 people came but did not sign the book.
- Members hosted at tables promoting the Museum at the Verona Car Show and the Verona Garlic Festival.
- Society volunteers have worked with our student, Vanessa to successfully catalog over 1000 artifacts using our new PastPerfect software. See full article below.
- Approximately 20 members and other interested people joined us on June 12 for a workshop on taking Oral Histories. The workshop was led by Laura Murray, an English professor at Queen's University. It was very enjoyable and informative, and will prove invaluable as we collect stories from our living repositories of local history.
- Members visited the Stratford and Perth Museum, Brocksden School Museum (Perth County), Wolfe Island Museum, and Westport Museum.



Thanks to Docents

Bravo to docents who met the public and who worked with Museum Coordinator Vanessa Kennedy to keep our Museum tidy and presentable!

Update on windows

Long-standing members will be happy to learn that the remaining three windows are currently being crafted by the same contractor as the (excellent quality!) first six windows. It is expected that they will be ready for install before the winter.



Summer Student

Many thanks to Vanessa Kennedy, a third-year student in Museum Studies at Algonquin College, who worked with us over the summer. In addition to working with the Museum, Vanessa helped with

promoting and hosting Township events such as the Canada Day celebration.

Vanessa worked patiently several days each week with Museum volunteers leading the cataloging activities, developing a how-to guide, welcoming visitors to the Museum, and providing her expertise on setting up our operations.

Coming Dates

Dates for upcoming meetings are shown on the last page of this newsletter.

The Society will have a booth at the Battersea Pumpkin Festival on Saturday, October 13 from 10:00 AM to 4:00 PM. Hope to see you there!

Potluck Dinner

The Society's Potluck dinner will be held on Wednesday September 19 at 6:00 at the Bellrock Hall. Members are asked to bring three things:

- Your 'pot' – appetizer, main course, salad, or dessert;
- A visitor who might join our team;
- If you have one, an artifact or historical curiosity for us to guess or to learn about.

Cataloging Our Collection

As most of you are aware the Heritage Society has, with the help of a \$2000 grant from the Township, purchased PastPerfect – a software program



designed specifically for small museums. PastPerfect is currently running on the Museum's PC.

The primary function of PastPerfect is to catalog our Accessions (gifts and loans) and the Artifacts that they include. The catalog is a huge database, capable of holding hundreds of pieces of information on each object, including:

- Accession (or gift) Number
- Object Number
- Title of Object
- Standard Name (from the standard Lexicon for Museums)
- Description (including dimensions, weight, colour, material, age, condition, etc.)
- Provenance (the chain of owners before it was given to the Museum)
- Appraisal Info
- Storage Location (permanent and temporary)
- Log of loans and borrowing from the collection
- Significant Names related to the object
- Images

What makes this a well-designed system is that one does not have to fill out all this information. Data-entry screens are simplified, and are tailored to the type of object that is being cataloged: Objects, Photos, Archives, or Books (Library).

A few fields are mandatory (Accession Number, Object Number, Title, Lexicon Name), but others can be used only if we have the information and the time. And, we can come back later and enter more information when it's available.

We have developed labels showing the name, Object ID numbers, and barcodes for quick identification. Labels are tied (not glued or taped!) to the objects and the labels for the books also serve as bookmarks. As well, data is relatively safe because backups are taken and moved off-site weekly.

PastPerfect also has capabilities that help us manage loans in and out, membership lists, payments and donations, mailing lists, and correspondence. Soon, we hope to be taking advantage of these features.

So far, we have cataloged over 1000 of our artifacts, including objects, photos, archival material, and books. The goal is to complete the remaining 500-1000 items in our collection this winter.

We are happy to have more help with this, so if you are interested, please contact Alan at 613-985-8404 and we'll get you the training and help you need to join the team.

Internet at the Museum

We are very happy to report that Xplornet Communications is providing the Museum with High-Speed Internet Service. There is a Wifi password for members and separate password for visitors.

Xplornet specializes in providing internet service to rural customers, through its wireless and satellite networks.

For more information, see <https://www.xplornet.com/>.

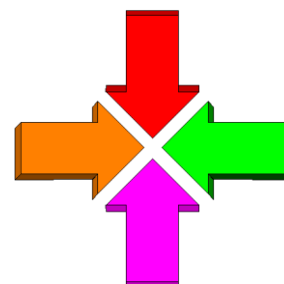
Newsletter

Let us know if you have something to contribute to a future newsletter or if you'd like to read about something in particular. Contact information is in the sidebar on the back page.

Upcoming Planning

Over the winter, we will be reaching out to members, to the Township, and to experts to develop a strategic plan for the Museum and the Society. This will help us with day-to-day decisions ranging from "which artifacts should be in our collections," "from how wide an area do we draw the public," and "what subjects and regions do we represent in the museum."

Stay tuned; we want your thoughts and opinions.



The Portland District & Area Heritage Society Executive

President:

Andy Adamson
macduffapa@live.com
 613-374-2442

Vice President:

Lynn Hutcheson
howlyn1st@gmail.com
 613-374-1470

Treasurer:

Nicole Van Camp
nicole@nicolegifts.ca
 613-453-4851

Secretary:

Alan Boyce
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 613-985-8404

Frontenac Township Council Liaison:

Councillor John McDougall
john.mcdougall@xplornet.ca
 613-374-2516

Frontenac Township Administrative Liaison:

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tlaprade@southfrontenac.net
 613-376-3027 ext. 2231

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 613-374-2157

Jane Adamson
janeadamson@gmail.com
 613-374-2442

Wilhelmine Card
nwcard@gmail.com
 613-374-2614

Facebook:

www.facebook.com/SouthFrontenacMuseum

Website:

<http://www.southfrontenac.net/en/things-to-do/SouthFrontenacMuseum.asp>

Museum Phone:

613-376-3027 ext. 2600

Address:

5595 Road 38
 Hartington, Ontario
 K0H 1W0

Museum Hours:

Open from the May long weekend through Labour Day long weekend.

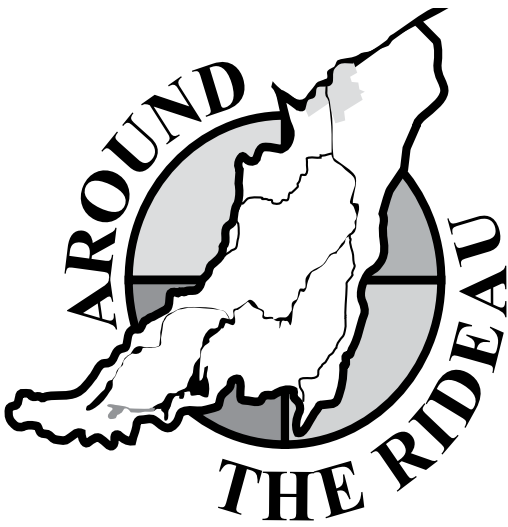
Hours are Monday, Wednesday, & Saturday 1:00 p.m. to 4:00 p.m.

Please contact John McDougall if you would like to help as a host and docent for visitors.



Upcoming Meetings:

Date	Time	Meeting	Location	Topic / Event
2018.09.19 (Wednesday)	18:00 to 20:30	Members & Guests Pot-luck Supper	Bellrock Hall	Social, Potluck. Recruitment, Guess what.
2018.10.25 (Thursday)	10:00 to 12:00	Directors	South Frontenac Museum	Review of Operations Planning
2018.11.14 (Wednesday)	10:00 to 12:00	General	Sydenham Library Meeting Room	"200 Years of Leonards" Speaker: Phil Leonard
2019.01.18 (Friday)	10:00 to 12:00	General	Trinity United Church Fellowship Hall	Speaker: TBD
2019.04.24 (Wednesday)	19:00 to 21:00	General	Sydenham Library Meeting Room	Speaker: TBD
2019.05.22 (Wednesday)	10:00 to 12:00	Directors	South Frontenac Museum	Prepare for AGM
2019.06.20 (Thursday)	10:00 to 12:00	Annual General Meeting (AGM)	TBD	AGM Possibly also a speaker



Around the Rideau

ENVIRONMENTAL INFORMATION FOR MUNICIPALITIES IN THE RIDEAU VALLEY

September/October 2018

A Couple of Dimes Will Do It!

For a couple of dimes a tree you can reforest your marginal land or abandoned farm fields. Planting trees is a great way to make the idle land productive. And, to sweeten the deal, significant subsidies are available to help landowners plan, prepare and plant their future forest. RVCA's full-service tree planting program offers trees for 15 cents each (\$120/acre) for landowners with at least one acre or more (0.4 hectares) of land. Our professional staff will meet with landowners, inspect the site and create an individualized planting plan specific to the site conditions. RVCA's goal is the right tree in the right place for optimal growth and survival. Book your free site visit with SCOTT at ext. 1175 or scott.danford@rvca.ca.

October is Lake Links Workshop Month!

Lake Links is holding its 17th annual Lake Links Workshop where lake community members, scientists and organizations across Eastern Ontario join to learn, network and see what's new. The hot topic this year is the importance of good stewardship on your property. You'll learn about active lake stewardship programs, what others are doing on their property and how those actions are affecting our lakes. Make sure you keep October 20 free (8:30 a.m. to 3:15 p.m.). It's being held at the Perth Civitan Hall (cost \$25 and includes lunch). You can register at watersheds.ca/lakelinks2018 or contact Melissa Dakers at dakers@watersheds.ca, 613-264-1244. And, don't forget to bring a food donation for the Perth Food Bank.



Jock Embayment — Lookin' Good!

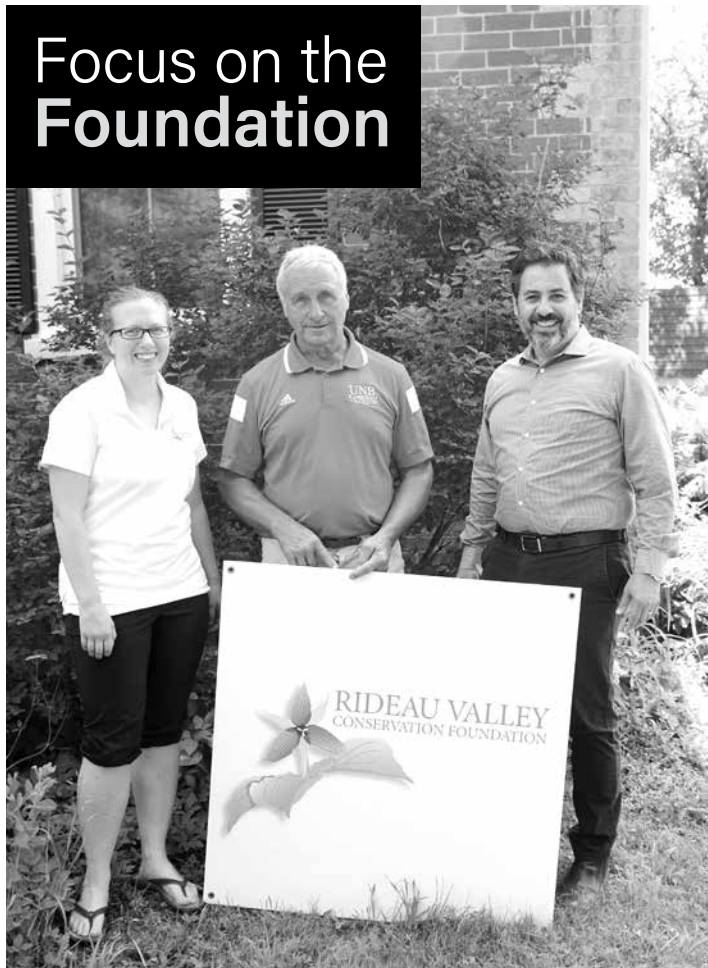
Things are looking lush at the Jock River Habitat Embayment Creation Project. The embayment was built in 2014 and created 1,000 square metres of new habitat for fish to spawn, rear, feed and find homes in the river. 100 metres of shoreline was built by re-grading the slope and planting a shoreline buffer. As part of the project, native wildflower mixes were planted, and now after a few years, they look amazing. Downed logs in the water act as turtle resting areas and refuges for aquatic species. To learn more about RVCA's past and current habitat projects, call JENNIFER at ext. 1108 or jennifer.lamoureux@rvca.ca.

Wildflowers abound at the Jock River Habitat Embayment Creation Project.



Hey Tay, Still Wanna Restore Your Shore?

We're still looking for residents who would like to restore their shore! Thanks to special funding through the Great Lakes Guardian Community Fund, RVCA is covering the cost for shoreline restoration for landowners in the Tay Subwatershed. Landowners could be eligible for full cost coverage for shoreline naturalization and partial funding for tree planting and livestock fencing. Ultimately, this will improve watershed health and water quality. RVCA staff is looking to connect with shoreline residents and conduct site visits and prepare project plans over the next few months. Call MEAGHAN at ext. 1192 or meaghan.mcdonald@rvca.ca.



Focus on the Foundation

RVCA's Megan Dunster, landowner Wally Kaczowski and RVCF's Michael Poliwoda

Hard Working Natural Waterfront Donated to RVCF

A 1.55-acre parcel of natural shoreline and wetland along the Rideau River (just north of Kemptville) was donated to the Rideau Valley Conservation Foundation (RVCF) by Mr. Wally Kaczowski. Too small to develop and with little interest from family, it didn't make sense to keep the property. An outdoor educator, Mr. Kaczowski recognized the site's significant natural features. The RVCF is particularly interested in land that is ecologically sensitive or has unique water-related features (wetlands, shorelines, and aquifer recharge areas). The Kaczowski property fit the Foundation's review process to a tee. The property is the perfect blend of natural shoreline, wetland, and trees that provide valuable habitat for many species including the endangered Henslow's Sparrow and the rare Eastern Musk Turtle. Mr. Kaczowski's waterfront joins 50+ unique sites owned by the RVCF and managed by the RVCA. Special thanks to Wally Kaczowski for his community-minded gift. For more information talk to DAN at ext. 1124 or dan.cooper@rvca.ca.

Land Donation

The RVCF has an active procurement plan and an established track record in receiving land donations. The RVCF is particularly interested in properties that are ecologically sensitive or have unique features such as wetlands, shorelines and aquifer recharge areas. These properties are essential because they help maintain clean water, prevent soil erosion, reduce the impacts of flooding and provide wildlife with food and habitat. In addition to the land itself, each land donation has legal, surveying and appraisal fees plus ongoing taxes and maintenance. The RVCF has funds to help offset these costs such as the Environmental Land Fund and the Steve Simmering Endowment Fund. Donors can feel confident because the RVCF is a member of the Canadian Land Trust Alliance and adheres to the Standards and Practices set out in the Land Trust documents. Guiding principles in the RVCF's land donation program include integrity, perpetual responsibility, and excellence in public service and good governance. If you are interested in learning more about land donations, contact MICHAEL at ext. 1184 or visit the RVCF website at www.rvcf.ca.

Mississippi-Rideau Source Protection Committee is Looking for Public Input

The Mississippi-Rideau Source Protection Committee is looking for public input on their draft amendment for the *Rideau Valley Source Protection Area Assessment Report* and the *Mississippi-Rideau Source Protection Plan*. The draft amendment identifies new wellhead protection areas for Western Development Lands in Richmond, as well as revised protection areas for Kings Park-Richmond and Munster. It will identify potential drinking water threats in new and existing wellhead protection areas. Amendments to the Source Protection Plan do not include policy changes but reflect additions of new and revised wellhead protection areas in Munster and Richmond. There are several ways to view the documents: visit www.mrsourcewater.ca/en/richmond-munster-proposed-well-amendment or visit the Mississippi Valley Conservation Authority in Carleton Place or the RVCA in Manotick. You can also schedule a viewing appointment with Tessa Di Iorio at the City of Ottawa at 613-582-2424 ext. 17658. Comments will be received no later than Friday, September 28, 2018. BRIAN has more information at ext. 1141 or brian.stratton@mrsourcewater.ca.

Calling All Teachers!

Now that the kids are back in school, it's time to consider outdoor education at Baxter or Foley Mountain Conservation Areas. Both Conservation Areas offer excellent outdoor education programming year-round. Programs can be a half day or a full day and can take place weekdays or weekends all year long. They are interactive and experiential and provide students with a strong understanding of our natural world, how it functions and how we fit into it. You can even schedule a self-directed visit with your class. Visit www.rvca.ca/outdoor-education and select either Baxter (Kars, ON) or Foley Mountain (Westport, ON) to see the list of programming available and you can book online. To schedule a self-directed visit, call Baxter at 613-489-3592 or Foley Mountain at 613-273-3255.

Kemptville Creek Still in "Moderate" Drought

The Kemptville Creek remains at a "moderate severity" drought level, whereas the rest of the watershed is at minor severity. Flows in the creek continue to be low. And, the lower water levels are having an impact on aquatic life. As pools dry up, they become smaller, warmer and have less oxygen. RVCA recommends water conservation throughout the Rideau River Watershed. Those with permits to take surface and groundwater are encouraged to reduce as much as possible. Some municipalities may have invoked water restrictions and burn bans, so be sure to check. For more information call PATRICK at ext. 1210 or patrick.larson@rvca.ca. You can learn more about RVCA's Low Water Response Program on our website at www.rvca.ca.



Very dry Kemptville Creek near North Augusta, July 17, 2018.

They're Back, And Foley's Got them!

Day campers at Foley Mountain Conservation Area were finding lots of Monarch caterpillars earlier this year and watched them feed, grow and transform into their long-traveling adult form. We haven't seen many monarch butterflies in the past few years, but they are back. This year is shaping up to be a great year to be a monarch butterfly; however, deforestation, climate change and increased use of herbicides have caused the monarch's population to decline and they were added to Ontario's Species at Risk list in 2008. These fantastic insects migrate up to 3,000 kilometres between breeding grounds in North America and overwintering sites in Mexico. Most adults live only four to five weeks, but those who metamorphose into butterflies in the fall can live for seven to eight months. It is those who take to the skies and head to Mexico. Ask REBECCA at 613-273-3255 or rebecca.whitman@rvca for more information.



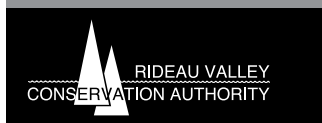
This monarch butterfly (*Danaus plexippus*) from Foley Mountain will be heading south to Mexico soon.

Goodbye to This Year's Summer Students

With the approach of fall, RVCA said goodbye to this year's batch of talented, hard-working summer students. The students (with the help of federal and provincial funding) assisted with core and special projects that included water sampling, monitoring, tree planting, outdoor education, conservation land maintenance and so much more. Their time at RVCA has given them valuable work experience and they know that they've made a positive impact on the health of the Rideau Valley watershed. Awesome job!



Staff and students working hard to remove invasive European frogbit this past July.



Around the Rideau



Rideau Valley Conservation Authority

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**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2018-65**

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

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

1. The actions of the Council of the Corporation of the Township of South Frontenac at its Council Meeting of October 2, 2018 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 2 day of October, 2018.

Read a first and second time this 2 day of October, 2018.

Read a third time and finally passed this 2 day of October, 2018.

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

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer