TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA

TIME: 6:00 PM,
DATE: Tuesday, June 5, 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.	*Declaration of Office for Deputy Mayor*	
a)	Alan Revill to be sworn in as the next Deputy Mayor	4
5.	***Scheduled** Closed Session*	
a)	Litigation, Property Acquisition and approval of previous closed session minutes	
b)	Previous Closed Session Minutes - February 20, 2018	
c)	Litigation - Verbal Report from Solicitor re: Johnston Point	
d)	Property Acquisition	
e)	Move out of Closed Session	
6.	****Recess - reconvene at 7:00 p.m. for Open Session*	
7.	*Delegations*	
a)	Howard Allan & Associates - Auditors	5 - 46
b)	Staff Sergeant Sharron Brown	47 - 57
c)	Terry Sauve, re: Bell Rock Community Hall request to become a Committee of Council	58
8.	*Public Meeting*	
a)	Motion to Open Public Meeting	
b)	Special Zoning for Existing Lot, Concession VII, Part of Lot 33, Bedford District: Cooper	59 - 67
c)	Zoning Amendment for Proposed Commercial Development, Concession V, Part of Lot 6, Portland: Kerr	68 - 73
d)	Zoning Amendment for Single Detached Dwelling, Concession XI, Part of Lot 19, Portland: McPherson	74 - 82

e)	Zoning Amendment for Expanded Commercial Development, Concession III, Part of Lot 20, Storrington: Fillion/Gibson	83 - 88
f)	Zoning Amendment for Expanded Residential Lots, Concession VIII, Part of Lot 15, Storrington: Briscoe	89 - 95
g)	Motion to Close Public Meeting	
9.	*Approval of Minutes*	
a)	Minutes of May 15, 2018 Council Meeting	96 - 100
10.	*Business Arising from the Minutes*	
a)	Johnston Point - Plan of Condominium Agreement - See By-law 2018-34	101 - 102
b)	Notice of Motion - Keys for Cleaners of Township Halls	103
11.	*Reports Requiring Action*	
a)	Vehicle Replacement for Fire Chief	104 - 105
b)	Temporary Speed Hump Criteria	106
c)	Updated Financials on Storrington Centre Renovations & Glendower Accessible Entrance & Steps	107 - 108
d)	Winter Control Plan	109 - 206
e)	Interim Planning Services	207 - 208
f)	Main Street Funding - See By-law 2018-35	209
12.	*Committee Meeting Minutes*	
a)	Loughborough Canada Day Committee meeting held April 18, 2018	210 - 211
b)	Loughborough Recreation Committee meeting held April 30, 2018	212 - 213
c)	Heritage Committee meeting held March 26, 2018	214 - 215
13.	*By-laws*	
a)	By-law 2018-34 - Johnston Point - Plan of Condominium Agreement	216 - 234
b)	By-law 2018-35 - Main Street Funding Agreement	235 - 253
14.	*Reports for Information*	
a)	Accounts Payable and Payroll Listing	254 -

		268
b)	Annual Lake Association Meeting - August 23, 2018	269
15.	*Information Items*	
a)	Comments from Meela Melnik-Proud, Evonne Potts, Matt Rennie and Sarah Harmer re: Draft Condominium Agreement for Johnston Point Development	270
b)	Comments regarding Draft Condominium Agreement for Johnston Point Development from Helen Bartsch	271 - 272
c)	New Leaf Link Open House & Fundraiser - June 7, 2018 at 11:00 am	273 - 274
16.	*Notice of Motions*	
17.	*Announcements/Statements by Councillors*	
18.	*Question of Clarity (from the public on outcome of agenda items)*	
19.	*Closed Session (if requested)*	
20.	*Confirmatory By-law*	
a)	By-law 2018-36	275
21.	*Adjournment*	

DECLARATION OF OFFICE
(Section 232 of the Municipal Act, 2001)

I, ___Alan Revill____ having been elected or appointed to the office
(name of person)

of _Deputy Mayor_ for the municipality of Township of South Frontenac
(name of office) (name of municipality)

do solemnly promise and declare that:

I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.

I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.

I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act.*

I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as made under oath.

Declared before me)
at the Township of South Frontenac...)
…….)
…….)
On …June 5th ……..…….)
2018.)

_____
Signature of Declarant

_____
Commissioner for Taking Affidavits

Township of South Frontenac
Consolidated Statement of Operations

For the year ended December 31	(Note 22) Budget	2017	2016
	$	$	$
REVENUES			
Property taxation	18,774,258	**18,733,406**	17,932,775
User charges	1,072,469	**1,227,578**	1,115,482
Licences, permits and rents	826,232	**957,236**	895,789
Government grants	1,954,668	**2,100,632**	1,809,796
Grants from other municipalities	652,379	**586,025**	663,720
Investment income	251,000	**249,940**	169,324
Penalties and interest on taxes	360,000	**380,932**	367,919
Donations	24,500	**60,038**	97,305
Other	3,894	**92,138**	217,007
TOTAL REVENUES	23,919,400	**24,387,925**	23,269,117
EXPENDITURES			
General government	1,972,017	**1,769,178**	1,545,356
Fire	1,402,805	**1,370,497**	1,248,332
Police	3,022,718	**3,034,578**	2,947,094
Conservation authority	220,392	**234,463**	254,527
Protective inspections and control	614,540	**423,032**	386,578
Emergency measures	1,951	**50**	---
Roadways and winter control	11,723,394	**10,969,422**	10,775,689
Street lighting	83,333	**28,051**	52,323
Waterworks	422,043	**445,518**	417,312
Garbage collection and disposal	2,425,451	**2,502,808**	2,295,133
Landfill closure and post-closure costs	---	**45,531**	19,186
Cemeteries	35,615	**69,618**	70,671
Parks, recreation and cultural services	1,008,395	**1,108,126**	1,093,687
Planning and development	422,171	**463,662**	290,710
TOTAL EXPENDITURES	23,354,825	**22,464,534**	21,396,598
NET REVENUES FROM OPERATIONS	564,575	**1,923,391**	1,872,519
OTHER			
Grants and transfers related to capital			
Deferred revenues earned (note 9)	1,415,824	**925,899**	1,165,008
Contributed assets	---	**---**	254,525
Write down of tangible capital assets	---	**(9,765)**	(14,800)
	1,415,824	**916,134**	1,404,733
ANNUAL SURPLUS	1,980,399	**2,839,525**	3,277,252
MUNICIPAL EQUITY, BEGINNING OF YEAR	99,188,866	**99,188,866**	95,911,614
MUNICIPAL EQUITY, END OF YEAR	101,169,265	**102,028,391**	99,188,866

Draft for Discussion Purposes Only

The accompanying notes are an integral part of these consolidated financial statements.

Township of South Frontenac
Consolidated Statement of Changes in Net Assets

For the year ended December 31	(Note 22) Budget	2017	2016
	$	$	$
ANNUAL SURPLUS	1,980,399	**2,839,525**	3,277,252
Amortization of tangible capital assets	7,198,017	**5,911,200**	5,867,645
Acquisition of tangible capital assets	(10,156,034)	**(5,423,609)**	(6,269,155)
Acquisition of tangible capital assets	---	**9,765**	14,800
(Reduction) acquisition of prepaid expenses	---	**(15,454)**	153,847
Acquisition of supplies inventories	---	**12,323**	66,846
Change in accumulated remeasurement losses	---	**(8,096)**	---
	(2,958,037)	**486,129**	(166,017)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(977,638)	**3,325,654**	3,111,235
NET FINANCIAL ASSETS, BEGINNING OF YEAR	11,312,925	**11,312,925**	8,201,690
NET FINANCIAL ASSETS, END OF YEAR	10,335,287	**14,638,579**	11,312,925

Consolidated Statement of Remeasurement Gains and Losses

For the year ended December 31	2017	2016
	$	$
Accumulated Remeasurement Losses Beginning of Year	**---**	---
Unrealized losses attributable to investments	**(8,096)**	---
Change in accumulated remeasurement losses	**(8,096)**	---
Accumulated Remeasurement Losses End of Year	**(8,096)**	---
Accumulated Remeasurement Losses Comprised of:		
Investments	**(8,096)**	---

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Township of South Frontenac
Consolidated Statement of Financial Position

December 31	2017	2016
	$	$
ASSETS		
Financial Assets		
Cash and short term deposits	**14,595,844**	11,685,376
Taxes receivable (net of allowance $92,652)	**2,277,442**	1,968,832
Accounts receivable	**1,019,647**	722,168
Long term investments (note 6)	**5,222,727**	5,142,451
Sydenham Water Works debenture receivable (note 19)	**289,937**	308,398
Long term receivables (note 7)	**17,005**	11,702
	23,422,602	19,838,927
LIABILITIES		
Financial Liabilities		
Accounts payable and accrued liabilities	**2,803,547**	2,785,893
Other current liabilities	**196,647**	215,172
Employee future benefit obligations (note 10)	**143,600**	127,400
Deferred revenues (note 9)	**3,912,255**	3,696,634
Sydenham Water Works debenture payable (note 19)	**289,937**	308,397
Accrued landfill closure and post closure (note 12)	**1,438,037**	1,392,506
	8,784,023	8,526,002
NET FINANCIAL ASSETS	**14,638,579**	11,312,925
NON-FINANCIAL ASSETS		
Tangible capital assets (note 20)	**87,132,903**	87,630,259
Inventories	**169,220**	181,543
Prepaid expenses	**79,593**	64,139
	87,381,716	87,875,941
Contingent Liabilities (note 14)		
MUNICIPAL EQUITY (note 13)	**102,020,295**	99,188,866
Municipal Equity Consists of: (note 13)		
Accumulated Surplus	**102,028,391**	99,188,866
Accumulated Remeasurement Loss	**(8,096)**	---
	102,020,295	99,188,866

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The accompanying notes are an integral part of these consolidated financial statements.

Township of South Frontenac
Five Year Financial Review
(not subject to audit)

December 31	2017	2016	2015	2014	2013
Population (Statistics Canada)	**18,646**	18,646	18,100	18,100	18,100
Number of Households (MPAC)	**10,336**	10,336	10,297	10,215	10,149
Taxable Assessment (000's)	**$**	$	$	$	$
Residential and farm	**3,141,748**	3,130,056	2,959,495	2,730,315	2,560,405
Commercial and industrial	**31,182**	30,995	30,369	29,141	27,814
Total	**3,172,930**	3,161,051	2,989,864	2,759,456	2,588,219
Commercial, industrial as % of assessment	**0.98%**	0.98%	1.02%	1.06%	1.07%
Rates of Taxation					
▸ for general municipal purposes	**0.597198**	0.531548	0.527039	0.522137	0.495363
▸ for county purposes	**0.175201**	0.166857	0.170059	0.171918	0.178401
▸ for school board purposes	**0.179000**	0.188000	0.195000	0.203000	0.212000
Total	**0.951399**	0.886405	0.892098	0.897055	0.885764
Multi-Residential (total)	**0.951399**	0.886405	0.892098	0.897055	0.885764
Commercial (total)	**2.162399**	2.098405	2.127098	2.154055	2.163764
Industrial (total)	**2.162399**	2.198405	2.227098	2.254055	2.263764
Tax Arrears ▸ percentage of current levy **(‹10%)****	**7.55%**	6.71%	6.58%	8.55%	10.84%
Taxes Transferred (000's)					
▸ County	**5,489**	5,216	5,038	4,802	4,759
▸ School Boards	**5,942**	6,223	6,072	5,982	5,996
Revenues (000's)	**$**	$	$	$	$
▸ Property taxation	**18,733**	17,933	16,944	15,894	14,461
▸ Government grants	**2,687**	2,473	2,726	3,111	3,272
▸ User charges	**1,228**	1,115	1,078	1,115	951
▸ Other	**1,740**	1,747	1,511	1,443	1,432
▸ Revenues related to capital assets	**916**	1,405	2,293	2,546	(354)
Total	**25,304**	24,673	24,552	24,109	19,762
Expenditures (000's)					
▸ Operations	**22,465**	21,397	21,564	21,331	19,573
▸ Amortization	**5,911**	5,868	5,572	6,009	6,082
Net Financial Assets (Net Debt)					
▸ % of Operating Revenue **(>(20%))** **	**60.02%**	48.62%	36.85%	44.59%	40.66%
▸ % of Taxation and User Charges **(>(50%))** **	**73.34%**	56.72%	45.51%	56.94%	53.07%

Draft for Discussion Purposes Only

**** Represents the Provincial Low Risk Indicator.**
(Note: All dollar amounts are in thousands of dollars.)

Township of South Frontenac
Five Year Financial Review
(not subject to audit)

December 31	2017	2016	2015	2014	2013
	$	$	$	$	$
Long Term Debt					
▸ Long term debt (000's)	**290**	308	326	342	358
▸ Long term debt charges (000's)	**36**	36	36	36	36
▸ Total annual repayment limit (000's)	**4,873**	4,744	4,204	4,035	3,729
▸ Long term debt per household	**28**	30	32	33	35
▸ Debt charges (000's)					
▸ user charges	**36**	36	36	36	36
Municipal Equity (000's)					
▸ Surplus and Reserves	**15,314**	12,000	9,117	10,630	9,084
▸ Invested in capital assets	**86,706**	87,189	86,794	82,294	81,062
▸ Asset consumption ratio	**55.50%**	54.00%	52.74%	52.66%	51.53%
▸ Reserves as % of operating expenses **(> 20%)** **	**74.11%**	62.08%	47.92%	55.90%	54.80%
Financial Indicators					
▸ Sustainability					
▸ financial assets to liabilities	**2.67**	2.33	1.82	2.37	1.95
▸ financial assets to liabilities excluding long term debt	**2.76**	2.41	1.88	2.49	2.03
▸ long term debt to tangible capital assets	**0.33%**	0.35%	0.37%	0.41%	0.44%
▸ capital reserves to accumulated amortization	**9.75%**	9.35%	9.00%	8.98%	9.44%
▸ Flexibility					
▸ Debt charges to total operating revenue **(<5%)****	**0.14%**	0.15%	0.16%	0.17%	0.18%
▸ Total operating revenue to taxable assessment	**0.77%**	0.74%	0.74%	0.78%	0.78%
▸ Working capital to operating expenses **(>10%)** **	**66.45%**	54.32%	39.54%	46.68%	41.79%
▸ Vulnerability					
▸ Operating government transfers ▸ to operating revenue	**8.61%**	7.78%	8.91%	10.52%	11.56%
▸ Total government transfers ▸ to total revenues	**9.59%**	7.99%	9.78%	13.98%	11.39%

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CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2017

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Township of
South Frontenac
Consolidated
Financial Statements
December 31, 2017

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Net Financial Assets (Net Debt)					
▸ % of Operating Revenue **(>(20%))** **	**60.02%**	48.62%	36.85%	44.59%	40.66%
▸ % of Taxation and User Charges **(>(50%))** **	**73.34%**	56.72%	45.51%	56.94%	53.07%

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Municipal Equity (000's)					
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▸ Invested in capital assets	**86,706**	87,189	86,794	82,294	81,062
▸ Asset consumption ratio	**55.50%**	54.00%	52.74%	52.66%	51.53%
▸ Reserves as % of operating expenses **(> 20%)** **	**74.11%**	62.08%	47.92%	55.90%	54.80%
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▸ Total government transfers ▸ to total revenues	**9.59%**	7.99%	9.78%	13.98%	11.39%

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Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of the Corporation of the Township of South Frontenac are the responsibility of the Township's management and have been prepared in compliance with legislation, and in accordance with Canadian Public Sector Accounting Standards. A summary of significant accounting policies are described in note 2 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Township's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of consolidated financial statements. These systems are monitored and evaluated by management.

Management meets with the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to Council approval of the consolidated financial statements.

The consolidated financial statements have been audited by Allan and Partners LLP, independent external auditors appointed by the Township. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Township's consolidated financial statements.

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Wayne Orr
Chief Administrative Officer

Louise Fragnito, CPA, CGA
Treasurer

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the Corporation of the Township of South Frontenac:

We have audited the accompanying consolidated financial statements of the Corporation of the Township of South Frontenac which comprise the consolidated statement of financial position as at December 31, 2017 and the consolidated statement of operations, changes in net financial assets, remeasurement of gains and losses and its consolidated cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

The Corporation of the Township of South Frontenac's management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Corporation of the Township of South Frontenac as at December 31, 2017 and its consolidated results of operations, changes in net financial assets, remeasurement of gains and losses and its consolidated cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Allan and Partners LLP
Chartered Professional Accountants
Licensed Public Accountants

Perth, Ontario,
June 5, 2018.

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Township of South Frontenac
Consolidated Statement of Financial Position

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Long term investments (note 6)	**5,222,727**	5,142,451
Sydenham Water Works debenture receivable (note 19)	**289,937**	308,398
Long term receivables (note 7)	**17,005**	11,702
	23,422,602	19,838,927
LIABILITIES		
Financial Liabilities		
Accounts payable and accrued liabilities	**2,803,547**	2,785,893
Other current liabilities	**196,647**	215,172
Employee future benefit obligations (note 10)	**143,600**	127,400
Deferred revenues (note 9)	**3,912,255**	3,696,634
Sydenham Water Works debenture payable (note 19)	**289,937**	308,397
Accrued landfill closure and post closure (note 12)	**1,438,037**	1,392,506
	8,784,023	8,526,002
NET FINANCIAL ASSETS	**14,638,579**	11,312,925
NON-FINANCIAL ASSETS		
Tangible capital assets (note 20)	**87,132,903**	87,630,259
Inventories	**169,220**	181,543
Prepaid expenses	**79,593**	64,139
	87,381,716	87,875,941
Contingent Liabilities (note 14)		
MUNICIPAL EQUITY (note 13)	**102,020,295**	99,188,866
Municipal Equity Consists of: (note 13)		
Accumulated Surplus	**102,028,391**	99,188,866
Accumulated Remeasurement Loss	**(8,096)**	---
	102,020,295	99,188,866

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The accompanying notes are an integral part of these consolidated financial statements.

Township of South Frontenac
Consolidated Statement of Operations

For the year ended December 31	(Note 22) Budget	2017	2016
	$	$	$
REVENUES			
Property taxation	18,774,258	**18,733,406**	17,932,775
User charges	1,072,469	**1,227,578**	1,115,482
Licences, permits and rents	826,232	**957,236**	895,789
Government grants	1,954,668	**2,100,632**	1,809,796
Grants from other municipalities	652,379	**586,025**	663,720
Investment income	251,000	**249,940**	169,324
Penalties and interest on taxes	360,000	**380,932**	367,919
Donations	24,500	**60,038**	97,305
Other	3,894	**92,138**	217,007
TOTAL REVENUES	23,919,400	**24,387,925**	23,269,117
EXPENDITURES			
General government	1,972,017	**1,769,178**	1,545,356
Fire	1,402,805	**1,370,497**	1,248,332
Police	3,022,718	**3,034,578**	2,947,094
Conservation authority	220,392	**234,463**	254,527
Protective inspections and control	614,540	**423,032**	386,578
Emergency measures	1,951	**50**	---
Roadways and winter control	11,723,394	**10,969,422**	10,775,689
Street lighting	83,333	**28,051**	52,323
Waterworks	422,043	**445,518**	417,312
Garbage collection and disposal	2,425,451	**2,502,808**	2,295,133
Landfill closure and post-closure costs	---	**45,531**	19,186
Cemeteries	35,615	**69,618**	70,671
Parks, recreation and cultural services	1,008,395	**1,108,126**	1,093,687
Planning and development	422,171	**463,662**	290,710
TOTAL EXPENDITURES	23,354,825	**22,464,534**	21,396,598
NET REVENUES FROM OPERATIONS	564,575	**1,923,391**	1,872,519
OTHER			
Grants and transfers related to capital			
Deferred revenues earned (note 9)	1,415,824	**925,899**	1,165,008
Contributed assets	---	**---**	254,525
Write down of tangible capital assets	---	**(9,765)**	(14,800)
	1,415,824	**916,134**	1,404,733
ANNUAL SURPLUS	1,980,399	**2,839,525**	3,277,252
MUNICIPAL EQUITY, BEGINNING OF YEAR	99,188,866	**99,188,866**	95,911,614
MUNICIPAL EQUITY, END OF YEAR	101,169,265	**102,028,391**	99,188,866

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The accompanying notes are an integral part of these consolidated financial statements.

Township of South Frontenac
Consolidated Statement of Changes in Net Assets

For the year ended December 31	(Note 22) Budget	2017	2016
	$	$	$
ANNUAL SURPLUS	1,980,399	**2,839,525**	3,277,252
Amortization of tangible capital assets	7,198,017	**5,911,200**	5,867,645
Acquisition of tangible capital assets	(10,156,034)	**(5,423,609)**	(6,269,155)
Acquisition of tangible capital assets	---	**9,765**	14,800
(Reduction) acquisition of prepaid expenses	---	**(15,454)**	153,847
Acquisition of supplies inventories	---	**12,323**	66,846
Change in accumulated remeasurement losses	---	**(8,096)**	---
	(2,958,037)	**486,129**	(166,017)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(977,638)	**3,325,654**	3,111,235
NET FINANCIAL ASSETS, BEGINNING OF YEAR	11,312,925	**11,312,925**	8,201,690
NET FINANCIAL ASSETS, END OF YEAR	10,335,287	**14,638,579**	11,312,925

Consolidated Statement of Remeasurement Gains and Losses

For the year ended December 31	2017	2016
	$	$
Accumulated Remeasurement Losses Beginning of Year	**---**	---
Unrealized losses attributable to investments	**(8,096)**	---
Change in accumulated remeasurement losses	**(8,096)**	---
Accumulated Remeasurement Losses End of Year	**(8,096)**	---
Accumulated Remeasurement Losses Comprised of:		
Investments	**(8,096)**	---

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The accompanying notes are an integral part of these consolidated financial statements.

Township of South Frontenac
Consolidated Statement of Cash Flows

For the year ended December 31	2017	2016
	$	$
OPERATING ACTIVITIES		
Annual surplus for the year	**2,839,525**	3,277,252
Amortization	**5,911,200**	5,867,645
Loss on sale of tangible capital assets	**9,765**	14,800
Change in landfill liability	**45,531**	19,186
Change in employee benefit obligations	**16,200**	13,500
	8,822,221	9,192,383
Net Change in Non-Cash Working Capital Balances		
Taxes receivable	**(308,610)**	(123,284)
Accounts receivable	**(297,479)**	943
Accounts payable and accrued liabilities	**17,654**	(1,657,317)
Other current liabilities	**(18,525)**	8,455
Deferred revenues	**215,621**	126,404
Prepaid expenses	**(15,454)**	153,847
Inventory not for resale	**12,323**	66,846
	(394,470)	(1,424,106)
Working Capital from Operations	**8,427,751**	7,768,277
CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	**(5,423,609)**	(6,269,155)
Net investment in tangible capital assets	**(5,423,609)**	(6,269,155)
INVESTING ACTIVITIES		
Increase in long term investments	**(88,371)**	(4,604,235)
(Increase) decrease in long term receivables	**(5,303)**	30,983
Net increase in cash from investing activities	**(93,674)**	(4,573,252)
NET INCREASE (DECREASE) IN CASH	**2,910,468**	(3,074,130)
CASH, BEGINNING OF YEAR	**11,685,376**	14,759,506
CASH, END OF YEAR	**14,595,844**	11,685,376

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The accompanying notes are an integral part of these consolidated financial statements.

1. Status of the Township of South Frontenac

The Township of South Frontenac (the 'Township') was incorporated January 1, 1998 (being an amalgamation of the former Township of Bedford, Loughborough, Portland and Storrington) and assumed its responsibilities under the authority of the Ministry of Municipal Affairs and the Municipal Act. The Township operates as a lower tier government in the County of Frontenac, in the Province of Ontario, Canada and provides municipal services such as police, fire, public works, planning, parks and recreation, library and other general government operations.

2. Significant Accounting Policies

The consolidated financial statements of the Corporation of the Township of South Frontenac are the representations of management and have been prepared in all material respects in accordance with Canadian Public Sector Accounting Standards. Significant aspects of the accounting policies by the Township are as follows:

Reporting Entity

(i) The consolidated financial statements reflect financial assets, liabilities, operating revenues and expenditures, reserves, reserve funds and changes in investment in tangible capital assets of the Township. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the Township and which are owned or controlled by the Township. Interdepartmental and inter-organizational transactions and balances between these organizations are eliminated. These consolidated financial statements include:

- Sydenham Cemetery
- Sandhill Cemetery
- Portland Cemetery
- Frontenac Community Arena (proportionately consolidated)

Proportionate consolidation:

The Frontenac Community Arena is accounted for using the proportionate consolidation method of accounting and reporting, whereby the municipality's pro-rata share of each of the assets, liabilities, revenues and expenses is combined on a line-by-line basis in the consolidated financial statements.

(ii) The charges for long term liabilities assumed by consolidated entities or by individuals in the case of the drainage and shoreline property assistance loans are reflected in the consolidated financial statements.

(iii) The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and county are not reflected in the municipal fund balances of these consolidated financial statements.

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2. Significant Accounting Policies / continued

Basis of Consolidation

(i) The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenditures are recognized as they are incurred and measurable based on receipt of goods and services and/or the creation of a legal obligation to pay.

(ii) Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

(iii) Trust funds and their related operations administered by the Township are not included in these consolidated financial statements but are reported separately on the Trust Funds Statement of Financial Activities and Financial Position.

Taxation and Related Revenues

Property tax billings are prepared by the Township based on assessment rolls issued by the Municipal Property Assessment Corporation ('MPAC'). Tax rates are established by the Township Council, incorporating amounts to be raised for local services, amounts to be raised on behalf of County of Frontenac for regional services, and amounts the Township is required to collect on behalf of the Province of Ontario in respect of education taxes. Taxation revenues are recorded at the time tax billings are issued. Adjustments to taxation revenue can occur during the year related to the issuance of supplementary tax billings and/or assessment appeals. These adjustments are recorded when the amount of the adjustments can be quantified. The Township is entitled to collect interest and penalties on overdue taxes. These revenues are recorded in the period in which the interest and penalties are applied.

Tangible Capital Assets

Tangible capital assets are recorded at cost, which include all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight line basis over their estimated useful lives as follows:

Land	
Land Improvements	15 - 20 years
Buildings and Building Improvements	20 - 50 years
Vehicles, Machinery and Equipment	3 - 25 years
Linear Assets	
Roads	7 - 50 years
Bridges	7 - 50 years
Sidewalks	20 years
Water Infrastructure	50 - 70 years

Amortization is charged from the year of acquisition. Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized.

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2. Significant Accounting Policies / continued

Tangible Capital Assets / continued

The Township has a capitalization threshold of $5,000 for vehicles and equipment and $10,000 for buildings and $15,000 for linear assets so that individual capital assets of lesser value are expensed, unless they are pooled because, collectively, they have significant value, or for operations reasons.

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Similarly, transfers of assets to third parties are recorded as an expense equal to the net book value of other asset as of the date of transfer.

When tangible capital assets are disposed of, either by way of a sale, destruction or loss, or abandonment of the asset, the asset's net book value, historical cost less accumulated amortization, is written off. Any resulting gain or loss, equal to the proceeds on disposal less the asset's net book value, is reported on the consolidated statement of operations in the year of disposal. Transfers of assets to third parties are recorded as an expense equal to the net book value of the asset as of the date of transfer.

When conditions indicate that a tangible capital asset no longer contributes to the Township's ability to provide services or the value of the future economic benefits associated with the tangible capital asset are less than its net book value, and the decline is expected to be permanent, the cost and accumulated amortization of the asset are reduced to reflect the revised estimate of the value of the asset's remaining service potential. The resulting net adjustment is reported as an expense on the consolidated statement of operations.

(i) Natural Resources

Natural resources that have not been purchased are not recognized as assets in the consolidated financial statements.

(ii) Works of Art and Cultural and Historic Assets

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

Inventories and Prepaid Expenses

Inventories and prepaid expenses held for consumption are recorded at the lower of cost or replacement cost.

Pension and Employee Benefits

The Township accounts for its participation in the Ontario Municipal Employees Retirement System ('OMERS'), a multi-employer public sector pension fund, as a defined benefit plan. The OMERS plan specifies the retirement benefits to be received by employees based on length of service and pay rates.

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2. Significant Accounting Policies / continued

Pension and Employee Benefits / continued

Employee benefits include vacation entitlement and sick leave benefits. Vacation entitlements are accrued as entitlements are earned. Sick leave benefits are accrued in accordance with the Township's policy.

Employee Future Benefit Obligations

The Township accrues its obligation for employee benefit plans. The cost of post-retirement benefits earned by employees is actuarially determined using the projected benefit method pro-rated on services and management's best estimate of salary escalation, retirement ages of employees and expected health care costs.

Actual gains (losses) which can arise from changes in the actuarial assumptions used to determine the accrued benefit obligation will be amortized over the average remaining service period of active employees.

Cash and Cash Equivalents

The Township considers cash and cash equivalents to be highly liquid investments with original maturities of three months or less.

Government Transfers

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Deferred Revenues ▸ Obligatory Reserve Funds

The Township defers recognition of user charges and fees which have been collected but for which the related services have yet to be performed. Government transfers of gas taxes, development charges collected under the *Development Charges Act, 1997,* and recreational land collected under the Planning Act are reported as deferred revenues in the Consolidated Statement of Financial Position. These amounts will be recognized as revenues in the fiscal year the services are performed.

The Township receives restricted contributions under the authority of provincial legislation and Township bylaws. These funds by their nature are restricted in their use and until applied to applicable costs are recorded as deferred revenue. Amounts applied to qualifying expenses are recorded as revenue in the fiscal period they are expended.

The Township receives restricted contributions under the authority of Federal and Provincial legislation and Township by-laws. These funds by their nature are restricted in their use and until applied to applicable costs are recorded as deferred revenue. Amounts applied to qualifying expenses are recorded as revenue in the fiscal period they are expended.

Deferred revenue represents certain user charges and fees which have been collected but for which the related services have yet to be performed. Deferred revenue also represents contributions that the Township has received pursuant to legislation, regulation or agreement that may only be used for certain programs or in the completion of specific work. These amounts are recognized as revenue in the fiscal year the services are performed or related expenses incurred.

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2. Significant Accounting Policies / continued

Investments

Short-term and long-term investments are recorded at fair market value.

Investment income consists of interest and realized gains or losses on sale of investments and is recognized as revenue in the period when it is earned. Unrealized gains and losses on investments are recognized in the accumulated remeasurement gains and losses until settlement. Once realized, these gains and losses are recognized as revenue or expenses in the consolidated statement of operations. Investment income earned on development charges and parkland obligatory reserve funds is added to the fund balance and forms part of the respective deferred revenue balances.

Landfill Closure and Post-Closure Liabilities

The Township accrues landfill closure and post-closure care requirements that have been defined in accordance with industry standards and include final covering and landscaping of the landfill, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspection and maintenance. The reported liability is based on estimates and assumptions with respect to events extending over a fifty year period using the best information available to management.

Future events may result in significant changes to the estimated total expenditures, capacity used or total capacity and the estimated liability, and would be recognized prospectively, as a change in estimate, when applicable.

Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

(a) an environmental standard exists;
(b) contamination exceeds the environmental standard;
(c) the Township:
    (i) is directly responsible; or
    (ii) accepts responsibility
(d) it is expected that future economic benefit will be given up; and
(e) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of cost of pos-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

Financial Instruments

All financial instruments are initially recognized at fair value on the consolidated statement of financial position. The Township has classified each financial instrument into one of the following categories: cash and cash equivalents, held-for-trading financial assets and liabilities, loans and receivables, held-to-maturity financial assets and other financial liabilities. Subsequent measurement of financial instruments is based on their classification.

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2. Significant Accounting Policies / continued

Financial Instruments / continued

Valuation of Financial Assets and Liabilities

The Township's financial assets and liabilities are measured as follows:

(i) Cash at fair value
(ii) Portfolio investments as fair value
(iii) Accounts receivable at amortized cost
(iv) Accounts payable and accrued liabilities at amortized cost
(v) Debt at amortized cost.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the consolidated statement of remeasurement gains and losses. When the restricted nature of a financial instrument and any related changes in fair value create a liability, unrealized gains and losses are recognized as deferred revenue.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the consolidated statement of operations.

For financial instruments measure using amortized cost, the effective interest rate method is used to determine interest revenue or expenses. Transaction costs are a component of cost for financial instruments measured using cost or amortized costs. Transaction costs are expensed for financial instruments measured at fair value. Investment management fees are expensed as incurred. The purchase and sale of cash equivalents and portfolio investments are accounted for using trade-date accounting. The Municipality does not use foreign currency contracts or any other type of derivative financial instruments of trading or speculative purposes.

Measurement Uncertainty

The preparation of consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenue and expenditures during the period. Actual results could differ from these estimates. These estimates are reviewed periodically and as adjustments become necessary, they are recorded in the consolidated financial statements in the period in which they become known.

3. Change in Accounting Policy

At January 1, 2017 the Township adopted Public Sector Accounting Standard 3450 which records financial instruments at fair market value at year end. As this did not result in a material adjustment the amount has not been reflected retroactively and the prior year has not been restated.

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4. Operations of the School Boards and County of Frontenac

During 2017, the Township collected and made property tax transfers including payments in lieu of property taxes, to the County of Frontenac and School Boards as follows:

	School Boards	County
	$	$
Amounts requisitioned and paid	**5,941,500**	**5,488,922**

5. Contributions to Consolidated Joint Board

The following contributions were made by the Township to the Board:

	2017	2016
	$	$
Frontenac Community Arena	**73,354**	69,076

The Township is contingently liable for its share, which is approximately 59% of any accumulated deficits as at the end of the year for this Board. The Township's share of the accumulated surpluses (or deficits) of this joint board are as follows:

	2017	2016
	$	$
Frontenac Community Arena	**648,944**	652,226

6. Long Term Investments

	2017		2016	
One Investment Program	**Cost**	**Market**	Cost	(Note 3) Market
	$	$	$	$
For Township Purposes				
▸ pooled bond portfolio	**2,356,431**	**2,267,863**	2,303,090	2,271,308
▸ pooled universe corporate bond portfolio	**850,059**	**814,729**	829,462	798,376
▸ equity portfolio	**698,750**	**814,550**	698,750	740,391
	3,905,240	**3,897,142**	3,831,302	3,810,075

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6. Long Term Investments / continued

	2017		2016	
One Investment Program	**Cost**	**Market**	Cost	Market
	$	**$**	**$**	**$**
For Obligatory Reserve Funds				
▸ pooled bond portfolio	**806,147**	**775,850**	787,899	777,027
▸ pooled universe corporate bond portfolio	**336,401**	**322,419**	328,250	315,948
▸ equity portfolio	**195,000**	**227,316**	195,000	206,621
	1,337,548	**1,325,585**	1,311,149	1,299,596
	5,242,788	**5,222,727**	5,142,451	5,109,671

All of the above investments are valued as Level 1 investments. The investments are valued based on the degree to which the fair value is observable, as follows:

(i) Level 1 - Fair value measurements are those derived from quoted prices (in active markets);
(ii) Level 2 - Fair value measurements are those derived from inputs other than quoted prices included with Level 1 that are observable for the assets, either directly (ie: as prices) or indirectly (ie: derived from prices);
(iii) Level 3 - Fair value measurements are those derived from valuation techniques that include inputs for the asset that are not based on obervable data (unobservable inputs).

7. Long Term Receivables

Long term receivables are comprised of:

	2017	2016
	$	$
Community Improvement Loans	**17,005**	11,702

The Community Improvement loans are repayable over 5 years. Any unpaid loan payments are added to the taxpayer's property taxes.

8. Trust Funds

Trust funds administered by the Township amounting to $653,320 (2016 $640,069) are presented in a separate financial statement of trust fund balances and operations. As such balances are held in trust by the Township for the benefit of others, they are not presented as part of the Township's financial position or financial activities.

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9. Deferred Revenues

A requirement of the public sector accounting standards of the Chartered Professional Accountants of Canada is that obligatory reserve funds be reported as deferred revenue. This requirement is in place as provincial legislation restricts how these funds may be used and under certain circumstances these funds may possibly be refunded. The balances in the obligatory reserve funds of the Township are summarized below:

	2017	2016
	$	$
Balance, Beginning of Year	**3,696,634**	3,570,230
Development contributions	**95,388**	489,905
Subdivider contributions	**---**	187,161
Investment income	**43,759**	44,822
Federal Gas Tax funding	**234,791**	(160,792)
Other revenue utilized	**(158,317)**	(434,692)
Balance, End of Year	**3,912,255**	3,696,634

	2017	2016
Analyzed as follows:	**$**	$
Federal Gas Tax funding	**653,155**	411,988
Development charges	**2,393,528**	2,270,456
Cash in lieu of parkland	**689,533**	838,153
Subdivider contributions	**176,039**	176,037
	3,912,255	3,696,634

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10. Employee Post Employment Benefit Liability

Employee non-pension retirement benefits (extended health care for early retirees):

Effective January 1, 2008, the Township began to provide extended health care to its employees. Extended health care continues to be available to early retirees up to the age of 65, with the retiree generally being responsible for paying 50% of the benefit premiums.

An independent actuarial study of the employee non-pension retirement benefit has been undertaken. The most recent valuation of the employee future benefits was completed for 2016 and will be applied effective January 1, 2015.

The accrued benefit obligation relating to the employee non-pension retirement benefits has been actuarially determined using the projected benefit method pro-rated on services. At December 31, 2017, based on an actuarial update, the accrued benefit obligation was $143,600 (2016 $127,400).

10. Employee Post Employment Benefit Liability / continued

The significant actuarial assumptions adopted in estimating the Township's accrued benefit obligation are as follows:

Discount Rate	2.80% per annum
Health Benefits Escalation	7.20% per annum, scaling down over 15 years to 4.50% thereafter

Information with respect to the Township's non-pension retirement obligations are as follows:

	2017	2016
	$	$
Accrued benefit obligation at beginning of year	**127,400**	113,900
Expense recognized for the year	**20,200**	19,700
Interest cost	**5,500**	5,300
Benefits paid for the year	**(9,500)**	(11,500)
Accrued benefit obligation at end of year	**143,600**	127,400

The accrued benefit liability at December 31, includes the following components:

	2017	2016
	$	$
Accrued benefit obligation end of year	**198,300**	188,400
Unamortized actuarial loss	**(54,700)**	(61,000)
Accrued benefit obligation end of year	**143,600**	127,400

11. Pension Contributions

The Township makes contributions to the Ontario Municipal Employees Retirement System ("OMERS"), which is a multi-employer plan, on behalf of all permanent members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Employers and employees contribute to the plan. Since any surpluses or deficits are a joint responsibility of all Ontario municipalities and their employees, the Village does not recognize any share of the OMERS pension surplus or deficit in these consolidated financial statements.

The amount contributed to OMERS was $293,390 (2016 $279,141) for current services and is included as an expenditure on the Consolidated Statement of Operations classified under the appropriate functional expenditure. Contributions by employees were a similar amount.

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12. Landfill Closure and Post Closure Liability

The Environmental Protection Act sets out the regulatory requirements to properly close and maintain all active and inactive landfill sites. Closure and post closure cost requirements are to be provided over the estimated remaining life of the landfill sites based on usage.

Landfill closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspection and maintenance. The reported liabilities are based on estimates and assumptions with respect to events extending over a period of up to fifty years using the best information available to management. Future events may result in significant changes to the estimated total expenditures, capacity used or total capacity and the estimated liability, and would be recognized prospectively, as a change in estimate, when applicable.

The Township currently has five active and five inactive landfill sites. The estimated remaining capacity of the active landfill sites ranges from 16% to 46% of the total estimated capacity and the estimated remaining life of the active landfill sites ranges from nine years to twenty-seven years. The period for post-closure care for all sites is estimated to be fifteen years.

Estimated total expenses represent the sum of the discounted future cash flows for closure and post-closure care activities using an estimated inflation rate of 2% and discounted at the Township's average long term borrowing rate of 6% (2016 6%). The estimated total landfill closure and post-closure care expense are calculated at approximately $1,905,074 (2016 $1,884,410). For sites that are still active, the estimated liability for these expenses is recognized as the landfill site's capacity is used. For sites that are inactive, the estimated liability for these expenses is recognized immediately. Included in liabilities at December 31, 2017 is an amount of $1,438,037 (2016 $1,392,506) with respect to landfill closure and post-closure liabilities recognized to date.

13. Municipal Equity

Municipal equity consists of:

	2017	2016
	$	$
Invested in Tangible Capital Assets		
Tangible capital assets	**87,132,903**	87,630,259
Unfinanced capital expense	**(426,833)**	(441,634)
	86,706,070	87,188,625
Unrestricted Surplus		
Frontenac Community Arena	**103,151**	109,001
Landfill Closure and Post-Closure To Be Recovered	**(1,438,037)**	(1,392,506)
Reserves	**16,649,111**	13,283,746
Total Municipal Equity	**102,020,295**	99,188,866

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14. Contingent Liabilities

The nature of municipal activities is such that there may be litigation pending or in prospect at any time. With respect to claims as at December 31, 2017, management believes that the Township has valid defences and appropriate insurance coverages in place.

In the event any claims are successful, management believes that such claims are not expected to have a material effect on the Township's financial position. As a result, no provision has been made in these consolidated financial statements for any settlement which may arise as a result of these claims.

15. Contractual Obligations

(a) The Township has entered into an agreement with the Ontario Provincial Police for the provision of police services. The term of the agreement is five years, commencing December 2015 at an annual cost of approximately $2.9 million.

(b) The Township entered into an Agreement with 1425445 Ontario Limited operating as Utilities Kingston for the operation and maintenance of the water system. The term of the Agreement expires December 31, 2021. The annual cost as at December 31, 2017 was $170,398 (2016 $118,798).

(c) The Township has entered into road construction contracts with approximately $510,000 of work to be completed in 2018. The expenditure will be funded from reserves, grants and taxation.

16. Supplementary Information

	2017	2016
	$	$
Expenses by Object		
Salaries, wages and employee benefits	**4,872,533**	4,636,172
Materials, services, rents and financial expenses	**11,262,534**	10,511,571
Transfers to others	**443,117**	381,210
Amortization	**5,886,350**	5,867,645
	22,464,539	21,396,598

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17. Risk Management

In the normal course of operations, the Township is exposed to a variety of financial risks which are actively managed by the Township.

The Township's financial instruments consist of cash, investments, accounts receivable and accounts payable and accrued liabilities. The fair values of cash, accounts receivable, and accounts payable and accrued liabilities approximate their carrying values because of their expected short term maturity and treatment on normal trade terms.

The Township's exposure to and management of risk has not changed materially from December 31, 2016.

Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The Township is mainly exposed to interest and price risk.

Price Risk

Price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Township is exposed to price risk through its investment in quoted One Fund investments. The following details the Township's portfolio sensitivity to a 1.0% increase or decrease in the market prices. At December 31, 2017, if market prices had a 1.0% increase or decrease with all other variables remaining the same the increase or decrease in accumulated remeasurement gains and losses on the investments for the year would have totalled $52,428.

Credit Risk

Credit risk arises from the possibility that the entities to which the Township provides services to may experience difficulty and be unable to fulfill their obligations. The Township is exposed to financial risk that arises from the credit quality of the entities to which it provides services. The Township does not have a significant exposure to any individual customer or counter party. As a result, the requirement for credit risk related reserves for accounts receivable is minimal.

Interest Rate Risk

Interest rate risk arises from the possibility that the value of, or cash flows related to, a financial instrument will fluctuate as a result of changes in market interest rates. The Township is exposed to financial risk that arises from the interest rate differentials between the market interest rate and the rates on its cash and cash equivalents and operating loan. Changes in variable interest rates could cause unanticipated fluctuations in the Township's operating results.

Liquidity Risk

Liquidity risk is the risk that the Township will not be able to meet its obligations as they fall due. The Township requires working capital to meet day-to-day operating activities. Management expects that the Township's cash flows from operating activities will be sufficient to meet these requirements.

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18. Fair Value of Financial Assets and Financial Liabilities

The carrying value of taxes receivable, accounts receivable and accounts payable approximate their fair values due to the relatively short periods to maturity of these items or because they are receivable or payable on demand.

The market value of long term investments is disclosed in note 6.

19. Sydenham Water Works Debenture Receivable and Payable

The debenture was issued on December 1, 2008, bears annual interest at 5.75% and is repayable in forty equal bi-annual instalments of blended principal and interest at $17,966 commencing June 1, 2009. The responsibility of principal and interest for the loan has been assumed by individuals and therefore has been shown in the consolidated financial statements as both a loan receivable and payable.

20. Tangible Capital Assets

	2017	2016
	$	$
Land	**3,163,307**	3,163,307
Land improvements	**1,497,706**	1,329,419
Buildings and building improvements	**9,356,143**	8,706,123
Vehicles, machinery and equipment	**6,146,363**	6,751,016
Linear Assets		
Roads	**49,450,509**	51,204,875
Bridges	**6,789,079**	6,870,365
Sidewalks	**162,549**	166,522
Water infrastructure	**7,631,147**	7,796,570
Construction in progress	**2,390,307**	1,098,837
Frontenac Community Arena	**545,793**	543,225
	87,132,903	87,630,259

For additional information, see Schedule 2 ▸ Tangible Capital Assets.

Assets under construction having a value of $2,390,307 (2016 $1,098,837) have not been amortized. Amortization of these assets will commence when the asset is put into service.

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21. Segmented Information

The Township is a diversified municipal government that provides a wide range of services to its citizens, including police, fire, transportation, recreational and environmental. For management reporting purposes the Township's operations and activities are organized and reported by department. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

Municipal services are provided by departments and their activities are reported in these funds. Certain departments that have been separately disclosed in the segmented information, along with the services they provide are as follows:

(a) Administration

Includes corporate services and governance of the Township. Administration as a segment includes human resource management, support to Council for policy development, by-law development in compliance with the Municipal Act, tax billing and collection responsibilities, financial management reporting, monitoring and overall budget status as well as frontline reception and customer service.

(b) Protection Services

Includes policing, fire protection, conservation authority, protective inspection and control and emergency measures. The mandate of the police services contract is to ensure the safety of the lives and property of citizens; preserve peace and good order; prevent crimes from occurring; detect offenders; and enforce the law. Fire protection includes inspection, extinguishing and suppression services; emergency medical first response; and prevention education and training programs. Inspection and control includes building inspection, by-law enforcement and dog control services.

(c) Transportation Services

This department provides the winter and summer maintenance, the repair and the construction of the municipal roads system including bridges and culverts.

(d) Environmental Services

Includes the management and maintenance of water treatment and distribution and solid waste management.

(e) Cemetery Boards

Includes the management and maintenance of municipal cemeteries.

(f) Parks, Recreation and Culture

Provides services that contribute to neighbourhood development and sustainability through the provision of recreation and leisure programs and facilities including community halls, libraries, parks, recreation fields and the proportionate share of Frontenac Community Arena.

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21. Segmented Information / continued

(g) Planning and Development

Manages development for business interest, environmental concerns, heritage matters, local neighbourhoods and community development. It facilitates economic development by providing services for the approval of all land development plans, the application and enforcement of the zoning by-law and official plan, and the provision for geomatics services.

For each segment separately reported, the segment revenue and expense represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information. These municipal services are funded primarily by property tax revenue. Taxation is apportioned to these services based on the funding requirement. Certain government transfers, transfer from other funds, and other revenue have been apportioned based on a percentage of budgeted expenses.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in note 2.

2017	Adminis -tration	Protective Services	Transport -ation Services	Environmen -tal Services	Health Services	Parks, Recreation & Culture	Planning & Development	Total
	$	$	$	$	$		$	$
Revenues								
Taxation	18,733,406	---	---	---	---	---	---	18,733,406
Penalties & interest	380,932	---	---	---	---	---	---	380,932
Government Grants								
▸ unconditional	1,482,900	---	---	238,444	---	7,310	---	1,728,654
▸ conditional	---	22,397	222,568	---	---	112,920	14,093	371,978
Other municipalities	11,824	---	561,601	---	---	12,600	---	586,025
Licenses, permits & rents	218,149	536,421	61,915	2,400	---	138,351	---	957,236
User fees & service charges	23,632	105,637	35,715	785,121	59,742	71,992	145,739	1,227,578
Other	190,168	429,001	315,452	48,656	16,008	310,869	---	1,310,154
	21,041,011	1,093,456	1,197,251	1,074,621	75,750	654,042	159,832	25,295,963
Expenses								
Salaries, wages & employee benefits	1,014,257	747,151	2,023,637	603,718	621	253,928	229,221	4,872,533
Interest on long term debt	---	---	---	17,471	---	---	---	17,471
Materials	283,284	559,073	3,181,422	264,788	5,805	256,335	34,524	4,585,231
Contracted services	116,938	3,219,719	682,086	1,917,834	63,191	450,174	199,918	6,649,860
Rents & financial expenses	9,972	---	---	---	---	---	---	9,972
External transfers	205,037	238,080	---	---	---	---	---	443,117
Amortization	139,689	298,597	5,110,329	190,046	---	147,689	---	5,886,350
	1,769,177	5,062,620	10,997,474	2,993,857	69,617	1,108,126	463,663	22,464,534
Excess of Revenues Over Expenses	**19,271,834**	**(3,969,164)**	**(9,800,223)**	**(1,919,236)**	**6,133**	**(454,084)**	**(303,831)**	**2,831,429**

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21. Segmented Information / continued

2016	Adminis -tration	Protective Services	Transport -ation Services	Environmen -tal Services	Health Services	Parks, Recreation & Culture	Planning & Development	Total
	$	$	$	$	$		$	$
Revenues								
Taxation	16,647,293	---	---	1,285,482	---	---	---	17,932,775
Penalties & interest	367,919	---	---	---	---	---	---	367,919
Government Grants								
▸ unconditional	1,481,300	---	---	161,481	---	6,500	---	1,649,281
▸ conditional	2,875	22,976	109,279	---	---	9,885	15,500	160,515
Other municipalities	---	---	663,215	---	---	505	---	663,720
Licenses, permits & rents	219,812	479,421	64,213	2,400	---	129,943	---	895,789
User fees & service charges	30,542	81,265	35,071	736,791	44,938	57,190	129,685	1,115,482
Other	192,996	46,011	1,034,780	43,499	3,319	567,647	117	1,888,369
	18,942,737	629,673	1,906,558	2,229,653	48,257	771,670	145,302	24,673,850
Expenses								
Salaries, wages & employee benefits	910,591	697,374	2,187,098	439,153	177	229,821	171,958	4,636,172
Interest on long term debt	---	---	---	18,489	---	---	117	18,606
Materials	284,812	294,871	2,927,649	281,500	10,047	256,778	33,125	4,088,782
Contracted services	121,693	3,273,001	588,728	1,802,442	60,447	483,616	85,510	6,415,437
Rents & financial expenses	10,601	---	---	---	---	---	---	10,601
External transfers	118,531	262,679	---	---	---	---	---	381,210
Amortization	99,128	308,606	5,124,538	190,047	---	123,471	---	5,845,790
	1,545,356	4,836,531	10,828,013	2,731,631	70,671	1,093,686	290,710	21,396,598
Excess of Revenues Over Expenses	**17,397,381**	**(4,206,858)**	**(8,921,455)**	**(501,978)**	**(22,414)**	**(322,016)**	**(145,408)**	**3,277,252**

22. Budget Figures

The 2017 budget amounts that were approved were not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Board Standards). The budget included capital items such as infrastructure replacements and estimated costs for constructed assets, as program expenses, but the actual expenses have been removed in the Statement of Operations. The revenues attributable to these items continue to be included in the Statement of Operations, resulting in a significant variance.

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22. Budget Figures

The following analysis is provided to assist readers in their understanding of differences between the approved budget and the audited financial statements:

	Budget	Actual
	$	$
Total Revenues	23,919,400	24,387,925
Total Expenditures	23,354,823	22,464,534
Net Revenues	564,577	1,923,391
Amortization	7,198,017	5,911,200
Adjusted Net Revenues	7,762,594	7,834,591
Capital Revenues	1,415,824	916,134
Funds Available	9,178,418	8,750,725
Capital Expenditures	(10,156,054)	(5,423,609)
Disposal of tangible capital assets	---	9,765
Unfunded landfill liability	---	45,531
Remeasurement gain (loss)	---	(8,096)
(Decrease) Increase in Operating Surplus	(977,636)	3,374,316
Allocated as follows:		
Net transfers (to) from reserves	(953,878)	3,365,365
Net decrease in unfinanced capital	---	14,801
Change in Frontenac Community Arena	(23,758)	(5,850)
	(977,636)	3,374,316

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Township of South Frontenac
Schedule 1 ▸ Continuity of Reserves and Reserve Funds

For the year ended December 31	(Note 22) Budget	2017	2016
	$	$	$
Net Transfers From / (To) Other Funds			
Transfers from operations	3,070,860	**5,457,337**	4,329,158
Transfers to capital acquisitions	(4,024,738)	**(2,091,972)**	(1,378,965)
Total Net Transfers	(953,878)	**3,365,365**	2,950,193
Reserves and Reserve Fund Balances, Change in Year	(953,878)	**3,365,365**	2,950,193
Reserves and Reserve Fund Balances, Beginning of Year	13,283,746	**13,283,746**	10,333,553
Reserves and Reserve Fund Balances, End of Year	12,329,868	**16,649,111**	13,283,746

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Composition of Reserves and Reserve Funds

For the year ended December 31	2017	2016
	$	$
Reserves set aside for specific purposes by Council:		
Fiscal		
▸ for working capital	**5,392,205**	3,206,843
▸ for election	**83,992**	58,110
▸ for building inspection	**577,601**	398,085
	6,053,798	3,663,038
Equipment and Infrastructure		
▸ for global	**4,123,302**	3,399,524
▸ for vertical	**1,029,528**	1,576,173
▸ for roadways	**759,557**	743,620
▸ for linear	**424,035**	231,395
▸ for rolling stock	**1,422,281**	544,072
▸ for future landfill closing	**745,528**	710,930
▸ for water infrastructure	**741,045**	617,599
▸ for stabilization	**1,350,037**	1,797,395
	10,595,313	9,620,708
Total Reserves	**16,649,111**	13,283,746

Township of South Frontenac
Schedule 2 ▸ 2017 Tangible Capital Assets

Asset Class	Cost 01/01/17	Additions	(Disposals)	**Cost 31/12/17**
	$	$	$	**$**
Land	3,163,307	---	---	**3,163,307**
Land Improvements	1,553,664	234,744	---	**1,788,408**
Buildings & Building Improvements	11,864,867	964,159	---	**12,826,026**
Vehicles, Machinery & Equipment	13,993,866	251,561	(116,587)	**14,128,840**
Linear Assets				
Roads	136,531,487	2,556,635	---	**139,088,122**
Bridges	11,969,182	97,622	---	**12,066,804**
Sidewalks	248,500	---	---	**248,500**
Water infrastructure	9,256,784	---	---	**9,256,784**
Construction in Progress	1,098,837	1,291,470	---	**2,390,307**
Frontenac Community Arena	825,460	27,418	---	**852,878**
	190,505,954	5,423,609	(116,587)	**195,812,976**

Asset Class	Accumulated Amortization 01/01/17	Amortization	(Disposals)	**Accumulated Amortization 31/12/17**	**Net Book Value 31/12/17**
	$	$	$	**$**	**$**
Land	---	---	---	---	**3,163,307**
Land Improvements	224,245	66,457	---	**290,702**	**1,497,706**
Buildings & Building Improvements	3,158,744	314,139	---	**3,472,883**	**9,356,143**
Vehicles, Machinery & Equipment	7,242,850	846,449	(106,822)	**7,982,477**	**6,146,363**
Linear Assets					
Roads	85,326,612	4,311,001	---	**89,637,613**	**49,450,509**
Bridges	5,098,817	178,908	---	**5,277,725**	**6,789,079**
Sidewalks	81,978	3,973	---	**85,951**	**162,549**
Water infrastructure	1,460,214	165,423	---	**1,625,637**	**7,631,147**
Construction in Progress	---	---	---	**---**	**2,390,307**
Frontenac Community Arena	282,235	24,850	---	**307,085**	**545,793**
	102,875,695	5,911,200	(106,822)	**108,680,073**	**87,132,903**

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Township of South Frontenac
Schedule 2 ▸ 2016 Tangible Capital Assets

Asset Class	Cost 01/01/16	Additions	(Disposals)	**Cost 31/12/16**
	$	$	$	**$**
Land	3,163,307	---	---	**3,163,307**
Land Improvements	838,375	715,289	---	**1,553,664**
Buildings & Building Improvements	11,669,431	230,911	(35,475)	**11,864,867**
Vehicles, Machinery & Equipment	13,570,154	761,124	(337,412)	**13,993,866**
Linear Assets				
Roads	132,195,354	4,336,133	---	**136,531,487**
Bridges	11,466,721	502,461	---	**11,969,182**
Sidewalks	248,500	---	---	**248,500**
Water infrastructure	9,256,784	---	---	**9,256,784**
Construction in Progress	1,451,656	(352,819)	---	**1,098,837**
Frontenac Community Arena	749,404	76,056	---	**825,460**
	184,609,686	6,269,155	(372,887)	**190,505,954**

Asset Class	Accumulated Amortization 01/01/16	Amortization	(Disposals)	**Accumulated Amortization 31/12/16**	**Net Book Value 31/12/16**
	$	$	$	**$**	**$**
Land	---	---	---	---	**3,163,307**
Land Improvements	133,546	90,699	---	**224,245**	**1,329,419**
Buildings & Building Improvements	2,887,279	298,781	(27,316)	**3,158,744**	**8,706,123**
Vehicles, Machinery & Equipment	6,753,390	820,231	(330,771)	**7,242,850**	**6,751,016**
Linear Assets					
Roads	81,031,458	4,295,154	---	**85,326,612**	**51,204,875**
Bridges	4,927,966	170,851	---	**5,098,817**	**6,870,365**
Sidewalks	77,327	4,651	---	**81,978**	**166,522**
Water infrastructure	1,294,791	165,423	---	**1,460,214**	**7,796,570**
Construction in Progress	---	---	---	**---**	**1,098,837**
Frontenac Community Arena	260,380	21,855	---	**282,235**	**543,225**
	97,366,137	5,867,645	(358,087)	**102,875,695**	**87,630,259**

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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the Corporation of the Township of South Frontenac:

We have audited the accompanying statement of financial position of the trust funds of the Corporation of the Township of South Frontenac as at December 31, 2017 and the statement of financial activities of the trust funds for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

The Corporation of the Township of South Frontenac's management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the trust funds of the Corporation of the Township of South Frontenac as at December 31, 2017 and the financial activities for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Allan and Partners LLP
Chartered Professional Accountants
Licensed Public Accountants

Perth, Ontario,
June 5, 2018.

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Township of South Frontenac
Trust Funds
Statement of Financial Position

December 31	Portland Histor -ical Society	Fire	Cemetery Perpetual Care	Monument Perpetual Care	Muriel Burns	OHRP	Grant Family Memorial Endowment	**2017**	2016
	$	$	$	$	$	$	$	**$**	$
ASSETS									
Cash	8,665	15,941	---	5,056	25,000	---	25,322	**79,984**	60,204
Investments	6,370	---	475,856	80,000	---	---	---	**562,226**	568,754
Long term notes receivable	---	---	---	---	---	11,110	---	**11,110**	11,110
	15,035	15,941	475,856	85,056	25,000	11,110	25,322	**653,320**	640,068
LIABILITIES									
Fund Balance	15,035	15,941	475,856	85,056	25,000	11,110	25,322	**653,320**	640,068

Statement of Financial Activities

For the year ended December 31	Portland Histor -ical Society	Fire	Cemetery Perpetual Care	Monument Perpetual Care	Muriel Burns	OHRP	Grant Family Memorial Endowment	**2017**	2016
	$	$	$	$	$	$	$	**$**	$
REVENUES									
Sales of Perpetual Care	---	---	12,500	2,450	---	---	---	**14,950**	12,150
Donations	---	1,179	---	---	---	---	---	**1,179**	300
Interest earned	243	183	12,031	1,966	---	---	322	**14,745**	9,189
	243	1,362	24,531	4,416	---	---	322	**30,874**	21,639
EXPENDITURES									
Transfer to Operating Fund	---	---	16,007	---	---	---	1,615	**17,622**	9,111
NET REVENUES (EXPENDITURES) FOR THE YEAR	243	1,362	8,524	4,416	---	---	(1,293)	**13,252**	12,528
BALANCE AT THE BEGINNING OF THE YEAR	14,792	14,579	467,332	80,640	25,000	11,110	26,615	**640,068**	627,540
BALANCE AT THE END OF THE YEAR	15,035	15,941	475,856	85,056	25,000	11,110	25,322	**653,320**	640,068

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The accompanying notes are an integral part of these financial statements.

Township of South Frontenac
Trust Funds
Notes to the Financial Statements

December 31, 2017

1. Significant Accounting Policies

The financial statements of the Corporation of the Township of South Frontenac Trust Funds are prepared by management in accordance with Canadian Public Sector Accounting Standards.

Basis of Accounting

These statements reflect the assets, liabilities, revenues and expenses of the Trusts.

Revenue Recognition

Revenues and expenses are recorded on an accrual basis. The accrual basis recognizes revenue as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of the receipt of goods or services and the creation of a legal obligation to pay.

Measurement Uncertainty

The preparation of financial statements in conformity with Canadian Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Actual results could differ from those estimates. These estimates are reviewed periodically and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

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2. Ontario Home Renewal Program (O.H.R.P.)

The Ontario Home Renewal Program was established by the Ontario Ministry of Housing in 1973 to provide grants for municipalities to make loans to assist owner occupants to repair, rehabilitate and improve their homes to local property standards. Individual loans are limited to $7,500 of which the maximum forgivable portion is $4,000.

Ontario Home Renewal Program loans receivable at December 31, 2017 are comprised of repayable loans of $11,110 (2016 $11,110) and forgiveable loans of $Nil (2016 $Nil). Loan forgiveness is earned and recorded at a rate of up to $600 per year of continued ownership and occupancy. In the event of the sale or lease of the home or in the event of the homeowner ceasing to occupy the home, the balances of the repayable loan and the unearned forgiveable loan immediately become due and payable by the homeowner.

The OHRP program was discontinued by the Ontario Ministry of Housing in July 1993. At that time the Ministry requested the repayment of all trust funds held by the Township. The cash accumulated in the trust fund is being repaid to the Ministry on an annual basis.

3. Monument Perpetual Care

Perpetual care receipts are reported on the cash basis of accounting and interest income is reported on the accrual basis of accounting. The capital balance of monument perpetual care includes the original capital contributions received as well as accumulated unspent income on the capital contributions received. The unspent income of $20,548 (2016 $18,582) is available for future expenses related to monument perpetual care.

Allan and Partners LLP
22 Wilson Street West | Perth, Ontario | K7H 2M9
Phone: 613-267-6580 | Fax: 613-267-7563
info@allanandpartners.com
www.allanandpartners.com

RECEIVED
MAY 2 3 2018
TOWNSHIP OF
SOUTH FRONTENAC

May 24, 2018

Mr. Ron Vandewal, Mayor and Council
Township of South Frontenac
4432 George Street
Sydenham, ON K0H 2T0

Dear Mr. Vandewal and Council:

We would like to thank Louise Fragnito and the employees of the accounting and administration departments of the Township for their assistance during the performance of the audit of the Township's December 31st, 2017 year end consolidated financial statements.

In planning and performing our audit of the financial statements, we obtained an understanding of internal control over financial reporting relevant to the Township's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the internal controls over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Township's internal controls over financial reporting.

Our consideration of internal controls over financial reporting was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies and therefore, there can be no assurance that all significant deficiencies and other control deficiencies have been identified. As a result, any matters reported below are limited to those deficiencies in internal controls that we identified during the audit.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing and extent of audit procedures performed as well as other factors.

Internal control may be broadly defined as processes which have been designed to ensure the orderly and efficient conduct of an entity's business including the discharge of statutory responsibilities, for example safeguarding of assets, prevention and detection of fraud and error, the reliability of accounting records and timely preparation of financial information.

Deficiencies in controls arise when the design of the control is not sufficient to prevent or detect misstatements on a timely basis.

Deficiencies in operations arise when the designed control does not operate as designed or when the person performing the control does not possess the necessary authority or competency to perform the control effectively.

Significant control deficiencies could be identified during the course of the audit engagement. If it is our professional judgement that significant deficiencies exist that merit the attention of those charged with governance, we would address this as part of our year end management letter.

During the course of the audit we did not observe any significant internal control deficiencies.

It is our pleasure to be of service to the Township in connection with the 2017 audited consolidated financial statements. If you have any questions concerning the above, please do not hesitate to contact us.

Yours truly,

Howard A. Allan FCPA, FCA

Carole Fuller, CPA, CGA

HAA/CF/dkp
cc Wayne Orr, Louise Fragnito

Ontario Provincial Police



Frontenac Detachment

Frontenac Detachment

- Highway Traffic Act of Ontario (HTA)
  - Rules of the Road

- Every licensed driver must abide by the HTA
- Exceptions contained within HTA:
  - Intersections controlled by traffic lights
  - Lighting allowed on a vehicle
    - Green lights for firefighters
    - Red and red/blue lights for emergency vehicles

Frontenac Detachment

- Speeding
  - Section 128 HTA
    - Rates of speed
    - School zones
    - Construction zones
    - By-laws
  - Section 128 (13) HTA
    - The speed limits prescribed under this section or any regulation or by-law passed under this section do not apply to:

Frontenac Detachment

- Fire department vehicle while proceeding to a fire or responding to but not returning from, a fire alarm or other emergency call
- A police department vehicle being used in the lawful performance of a police officer's duties; or
- An ambulance while responding to an emergency call or being used to transport a patient or injured person in an emergency situation

Use of OPP Vehicles

- Frontenac Detachment

Frontenac Detachment

- OPP Orders
  - Operate OPP vehicle
    - Legally
    - Safely
    - Appropriate driving practices to the general public.

Member is always accountable for driving behaviour

Frontenac Detachment

- Situational Awareness
  - GPS
    - Manage service delivery i.e. closest to the call
    - Officer safety
    - Incident Response
  - Consistent messaging
    - Get to the call safely
    - Training

Frontenac Detachment

- OPP Police Orders
  - Mandatory equipment in a front line vehicle:
    - Spike belt
    - Axe, shovel & crowbar
    - Fire extinguisher
    - Traffic cones
    - First aid kit
    - Rescue rope
    - Crime scene tape
    - Bio-hazard kit

Frontenac Detachment

- What does the public see?
  - Where are they going?
  - Why?

Frontenac Detachment

Accountability

Frontenac Detachment

QUESTIONS?

May 30, 2018

Hi Wayne,

At the meeting last night it was voted to approve our applying to the Township to become a Committee of Council. Please add this to the agenda for the upcoming June 5, 2018 meeting.

One of the committee members, Terry Sauve, will present a brief summary of the hall's history and activities at the meeting as part of the request.

Below is a list of some of our reasons for wanting to preserve the hall as a community resource:

- Small community with limited opportunity to raise funds. Struggling to raise funds to cover daily costs.
- Managing finances in a transparent and orderly way would ease the burden on the treasurer
- Building has some historical significance.
- Seniors populations are growing.
- Donations would be more likely to happen if we can provide tax receipts
- Playground itself is an asset; a green space for the village which encourages activity for all ages (baseball, soccer, bocce, etc.)
- Social hub.
- Stage, working kitchen, handicap accessible, green space

Hoping to hear back from you with confirmation soon,

Thanks,

Debbie Twiddy,
BellRock Community Hall
Committee Secretary.

REPORT TO COUNCIL

PLANNING DEPARTMENT

AGENDA DATE: June 5, 2018 REPORT DATE: May 24, 2018

SUBJECT: PUBLIC MEETING - Special Zoning for Existing Lot: Cooper

---

RECOMMENDATION:

It is recommended that Council hear comments from the public on an application to rezone a parcel of land in Part of Lot 33, Concession VII, District of Bedford to allow a reduction in the required setbacks but that the application **be denied**.

BACKGROUND:

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning By-law to rezone a small rural lot on Badour Road in northeast Bedford. The rezoning would permit a reduction in the normally required front yard and exterior side yard on this existing undersized lot to allow development of the parcel. **Attachment #1** shows the location of the subject property and **Attachment #2** illustrates the configuration of the lot and the proposed building envelope.

It should be noted that this is a public meeting required under the Planning Act for zoning by-law amendment applications. The application had come to a public meeting on December 5, 2017 also but information from KFL&A Public Health and the Rideau Valley Conservation Authority was not conclusive at that time due to bad weather and partially frozen ground making assessment difficult. Council, thus, directed that a second public meeting be convened when this information is obtained in order to make a proper decision on the application.

Specifically, the amendment would reduce the normally required front yard from 20 metres to 10 metres and the exterior side yard from 20 metres to 10 metres. as depicted on Attachment #2.

ANALYSIS:

The subject land is vacant. It is 2,478 metres^2 (0.6 ac.) in size and has 61.9 metres (203 ft.) of frontage on Badour Road. Fairhaven Lane forms the northern boundary of the lot. The property does not have waterfrontage but a shallow extension of Bob's Lake forming a wetland (or bog) exists across Badour Road approximately 15 metres (50 ft.) from the front property line. **Attachment #3** is an air photo showing this.

The land presents a challenge for development. The west half is comprised of a steep hill while the remaining low area near the road is wet. Planning originally visited the site with the representative from KFL&A Public Health where the extreme wetness of the low portion of land was observed. The owner had dug test holes for the inspector to view to determine the capacity of the soil to accommodate a septic system but the location of the holes was in the low wetland in an area unsuitable for any septic system. Attachment #2 indicates the septic system in this low wet area.

The intent of the application is to reduce the setbacks to locate development further from the steep slope and more into the low area of the property (see the building envelope in relation to the contours of the hill on Attachment #2). However, this places the development mostly into the wetland.

Planning visited the property again on April 30, 2018 with representatives from Health and the RVCA in order to view the site during spring weather conditions. All parties determined that there is no proper building envelope anywhere on the site due to its steepness and permanent wetness. By letter dated April 30, 2018

Health states that they cannot support the application noting that the land is unsuitable for a class 4 septic system. An e-mail dated May 3, 2018 from RVCA notes the challenges on the land and recommends that a building envelope must be confirmed and, in particular, Health's concerns must be addressed in regards to suitability of the site for servicing. Copies of the letters are attached as **Attachment #4.**

The land is designated 'Rural' in the Official Plan where rural residential development is permitted. The Plan, however, advises against development on land that is subject to flooding and erosion or other physical hazards and where no building envelope can be identified. It further requires the advice of the appropriate authorities in this regard.

Concerns from KFL&A Public Health are noted above. At time of preparation of this report no comments had been received from the public, however, during the first site visit a neighbor expressed his concern to Planning for development of the property considering the wet nature of most of this area.

The Planning Act of Ontario requires that land should be appropriate for the proposed use. Considering the above noted policies of the Official Plan and the agency comments which state that there is no appropriate building and septic envelope, **it is recommended that the application be denied.**

FINANCIAL and STAFFING CONSIDERATIONS:

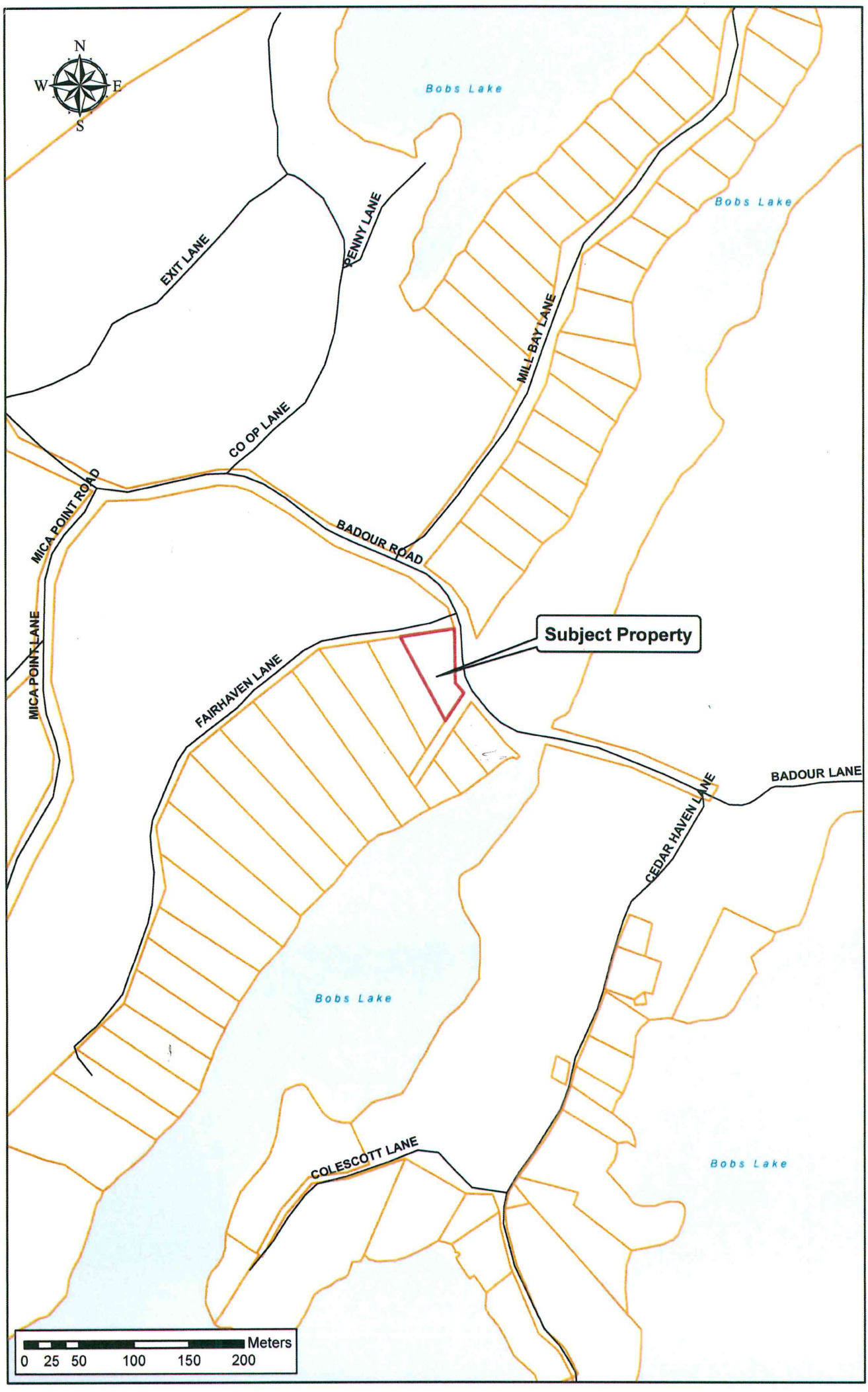
N/A

ATTACHMENTS:

Attachment #1 – shows the location of the subject land.
Attachment #2 - is a depiction of the proposed building envelope.
Attachment #3 - is an air photo showing proximity to Bob's Lake.
Attachment #4 - is copies of letters from Health and RVCA.

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

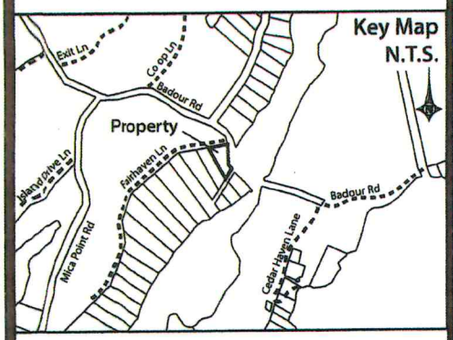
Attachment #1



ATTACHMENT #2

Cooper Zoning By-Law Amendment Sketch

Part Lot 23, Concession 7
Geographic Township of Bedford
Township of South Frontenac
County of Frontenac



Legend

- Lands to be Re-Zoned
- Buildable Area (587.1m2)
- Waterbody
- Local Wetlands
- Centreline of Road

Zoning Table for the Proposed Zoning By-Law Amendment to Limited Service Residential – Exception (RLS – X)

Zone Provision	Required	Provided
Lot Area (min)	8,000m2	2,478.8m2
Lot Frontage on Private Lane (min)	76m	61.9m (Badour Road) 50.2m (Fairhaven Lane)
Front Yard (min)	20m	10m
Rear Yard (min)	10m	10m
Interior Side Yard (min)	3m	N/A
Exterior Side Yard (min)	20m	10m (N side), 20m (SE side)
Lot Coverage (max)	10%	8.1%**
Height (max)	11m	< 11m
Gross Floor Area (max)	59m2	200m2**

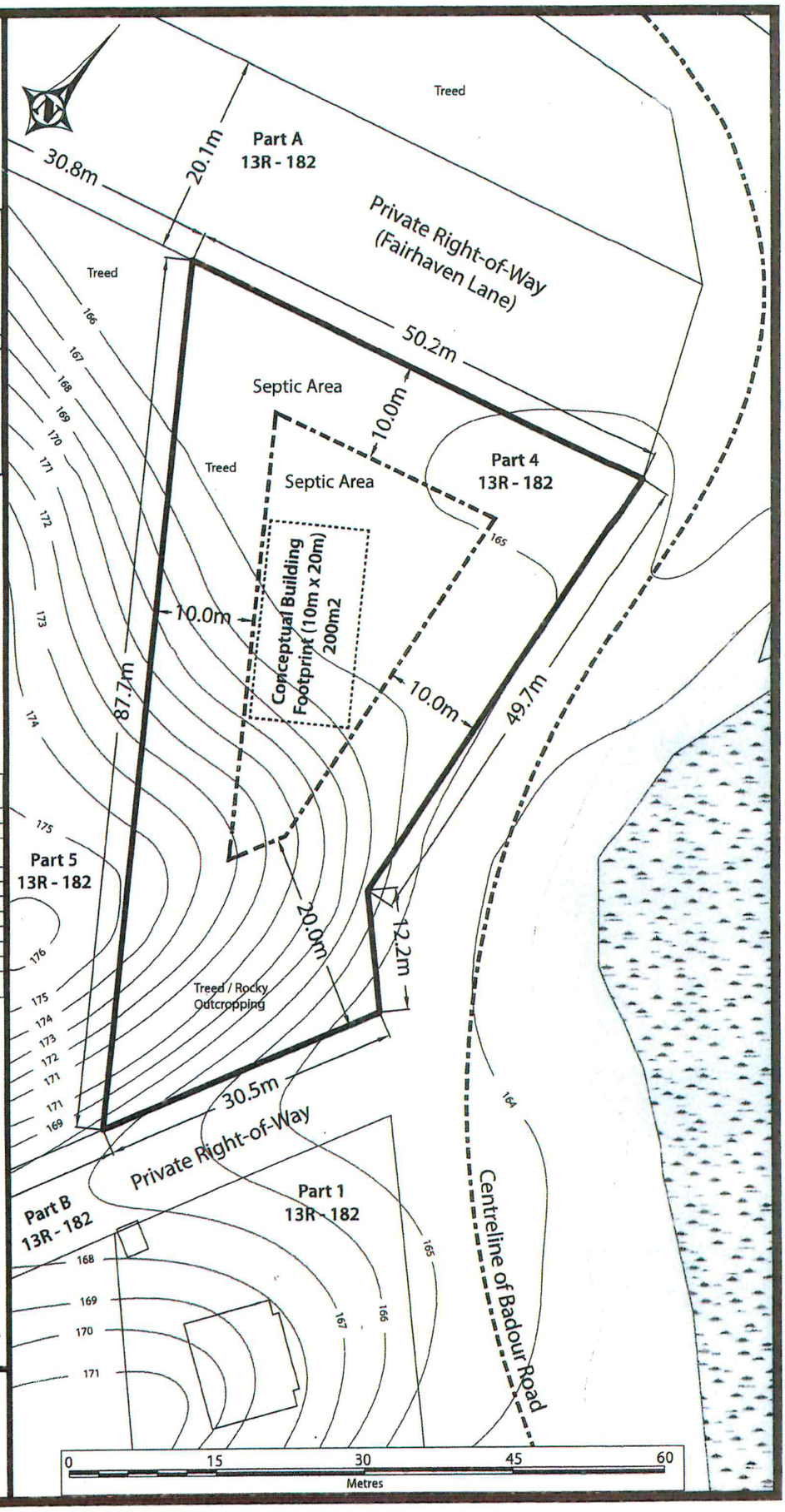
** - Lot Coverage and Gross Floor Area Numbers based on a Conceptual Footprint of 200m2 and may not necessarily reflect the size of a future dwelling on the property.

Notes:

1. The proposed Zoning Amendment will seek to re-zone the property from Limited Service Residential (RLS) to Limited Service Residential-Exception (RLS-X) to seek a reduction in the required front yard from 20m to 10m, a reduction in the exterior side yard (abutting Fairhaven Lane only) from 20m to 10m and to recognize the current undersized lot area of 2,478.8m2.
2. Due to rock outcropping on the south side of the property a reduction in the exterior yard setback abutting the private right-of-way, shown as Part B of 13R - 182, will not be required.
3. Location of contour lines derived from the Rideau Valley Conservation Authority online GeoPortal maps.
4. Boundary and dimensions of the subject property derived from Plan 13R - 182 completed for the property in 1981.

zanderPLAN
Your rural land planning experts

Version Date: November 1, 2017



ATTACHMENT #3



KFL&A Public Health

REQUESTS FOR COMMENTS

Environmental Health Department
1130 Elizabeth Street
Sharbot Lake, Ontario K0H 2P0
(613) 279-2151
1-800-267-7875
Fax: (613) 279-3997
http://www.kflapublichealth.ca

To:	Mr. Lindsay Mills Secretary-Treasurer, Committee of Adjustment Township of South Frontenac PO 100 4432 George Street Sydenham, ON 2T0
Application Number:	Z-17-15
Type of Application or Proposal:	Zoning By-law Amendment
Applicant Name(s):	Cooper, Paul & Heather
Location:	Lot 23, Concession 7, Bedford Badour Road
Planning Department or Agency:	Township of South Frontenac (Bedford)
Comments:	KFL&A Public Health can not approve this Zoning By-law Amendment due to the size of the lot 0.6 acres , the slope and wetland/stream/water. There is no suitable area for a Class 4 septic system.
Inspector:	Joanne McGurn, CPHI(C), Public Health Inspector
Date:	April 30, 2016

PLEASE FORWARD A COPY OF THE NOTICE OF DECISION TO KFL&A PUBLIC HEALTH.

Personal information on this form is collected under the authority of the Building Code Act, and will be used for the administration of Public Health programs. Any questions about the collection of this information should be directed to the Manager of Environmental Health, KFL&A Public Health, 221 Portsmouth Avenue, Kingston, Ontario K7M 1V5, (613) 549-1232 ext. 1243 or 1-800-267-7875.

Lindsay Mills

From: Martha Bradburn <martha.bradburn@rvca.ca>
Sent: May-03-18 10:06 AM
To: Lindsay Mills; McGurn, Joanne
Cc: 'tracy@zanderplan.com'
Subject: RE: Cooper Rezoning
Attachments: SFR Cooper.pdf

Hello Lindsay,

Sorry for the delay.

Our comments further to our site visit with you and the District Health Unit (J McGurn):

We agree that the site conditions are more restrictive than our mapping has indicated (see attached).

The sketch provided by Zanderplan (dated Nov 1, 2017) does not indicate that the site is challenged with very poor drainage on the north portion of the lot. Collection of drainage from the north side or Fairhaven at the time of our visit April 20th is ponding in this area of the lot and vegetation over the low area is wetland species dominant. Although the area is not is not identified as wetland, it does appear that the placement of residential structures and services would be challenging as proposed, particularly the septic system as located within the very low wet area which the Health Unit indicated on site is an issue for septic placement.

It appears that an entrance from either Badour or Fairhaven could also potentially interfere with the drainage and outlet to Bobs Lake through the culvert crossing Badour Road.

The remainder of the lot is challenged with steep slope/bedrock outcrop.

As discussed with the Township on-site, there are also some questions as to the correct delineation of the lot. Lot lines and configuration should be confirmed by provision of a legal survey.

We also recommend that a development envelope be confirmed to show that there is suitable area to accommodate residence, access and services outside the low area and addressing the slope stability conditions if development is proposed to the south area of the lot on/adjacent to the rock outcrop. In particular, the District Health Unit's concerns must be addressed as regards suitability of the site for servicing.

In terms of the water setback, development may require a minor variance to address the 30 metre standard minimum setback reduction relating to the wetland bay of Bob's Lake . In this respect, Badour Road does act as a drainage/runoff barrier for the bay east of the municipal road, so the main concern still rests with the internal drainage on the lot. Drainage considerations should be addressed on-site and at the culvert (the low area/south portion of the lot) as part of any development proposal.

Thank you for the opportunity to provide input.

From: Lindsay Mills <lmills@southfrontenac.net>
Sent: Wednesday, May 02, 2018 4:09 PM
To: Martha Bradburn <martha.bradburn@rvca.ca>
Subject: Cooper Rezoning

Martha;

FYI.
I will recommend denial of the Cooper application where we visited the other day with Joanne McGurn.

Joanne has indicated to me that she will also not support it.

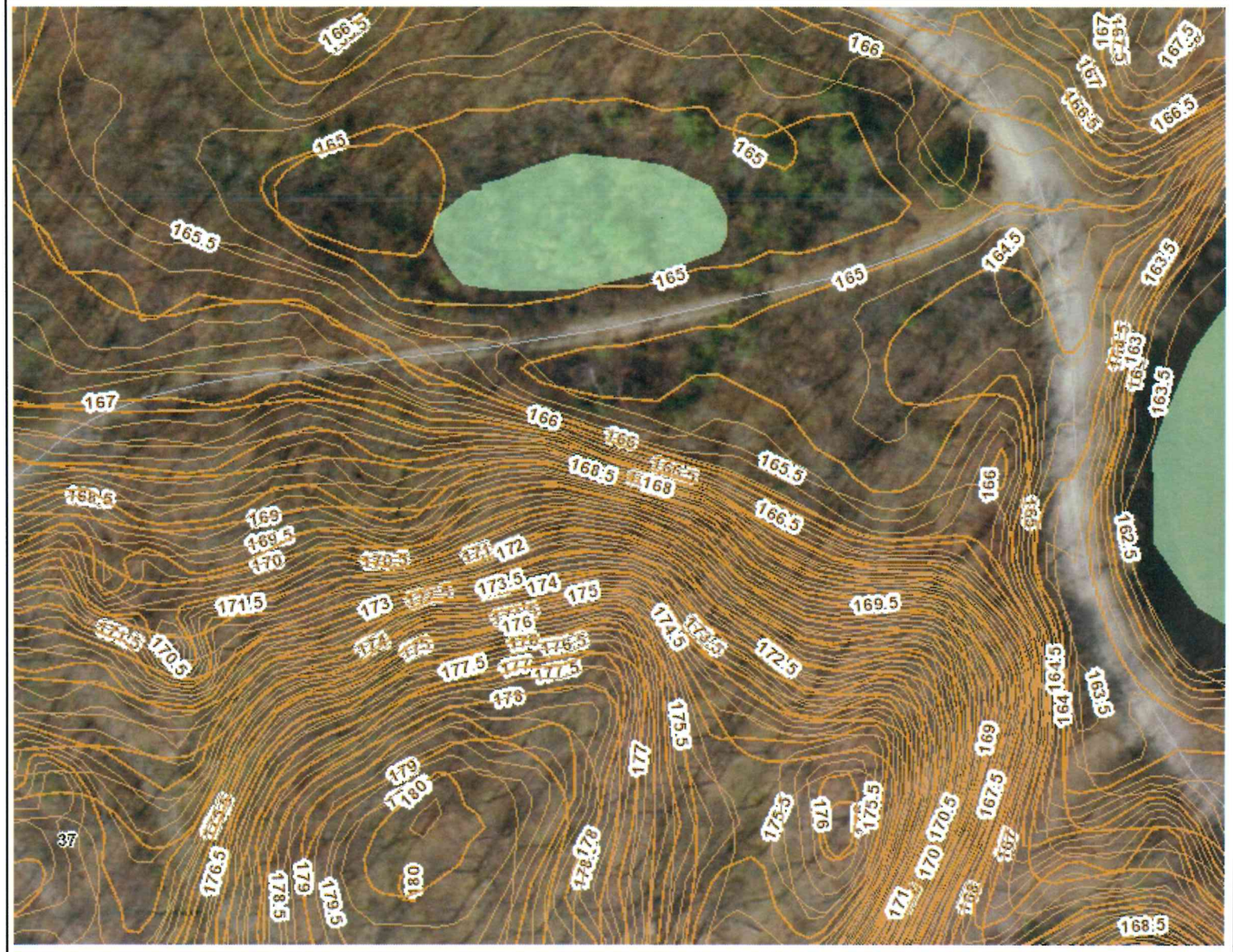
Are you able to get me comments on it?

Lindsay

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Cooper Fairhaven L23 C7 Bedford

RIDEAU VALLEY CONSERVATION AUTHORITY



Legend

- Culvert Reg Files
- Drain Reg Files
- Parcel Activity
- Floodplain Cross-sections
- RVCA Admin Boundary
- Regulation Limit
- 100yr Floodline
  - Floodplain
  - Area of Reduced Flood Risk
  - Area of Shallow Flooding
- Reg Limit Dominant Hazard
  - Floodplain
  - Geo-technical Hazard Limit
  - Meander Belt
  - Spill Line
  - Stable-Toe Slope
  - Top of Slope
  - Unstable-Toe Slope
  - Wetland
- Regulated Wetlands
- RVCA Sub-Watersheds
- RVCA Catchments
- SWP Policies Layer
  - 4
  - 6
  - 8
  - 8.1
  - 9
  - 10

Notes

Parcel data is owned by Teranet Enterprises Inc and its suppliers. All rights reserved. May not be reproduced without permission.

40.5 0 20.27 40.5

Meters

© Rideau Valley Conservation Authority

Map created: 5/3/2018

Map produced by RVCA, under License with the Ontario Ministry of Natural Resources © Queen's Printer for Ontario, 2016. This map is the property of the RVCA, and the RVCA holds a copyright on them. These maps may be copied or reproduced, provided that the RVCA is properly acknowledged as the original source of the information and provided that no fee is charged (other than to cover handling charges). The RVCA cannot guarantee the accuracy of the mapping for all possible uses. End-users of the information contained herein must therefore determine if the information is of suitable accuracy for their purposes

N

1: 797.96

Map Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

REPORT TO COUNCIL
PLANNING DEPARTMENT

AGENDA DATE: June 5, 2018 REPORT DATE: May 28, 2018

SUBJECT: Public Meeting: Zoning Amendment for Proposed Commercial Development in Harrowsmith: Kerr

---

RECOMMENDATION:
It is recommended that Council receive the Planning Report dated May 28, 2018 for information and hear comments from the public on a by-law to rezone two portions of land in Part of Lot 6, Concession V, District of Portland in the Village of Harrowsmith, to permit commercial uses.

BACKGROUND:
An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning By-law to permit commercial uses to establish on a proposed new 4.0 hectare (10 ac.) parcel of land located in the Village of Harrowsmith. The rezoning is a condition of consent application S-35-18-P to create the lot which would have 62 metres (203 ft.) of frontage on Road #38 and 227 metres (745 ft.) of frontage on Alton Road West. The retained land would still be approximately 19 hectares (46 ac.) in size.

The application also applies to a lot addition from the same parent parcel that would add 1.9 acres onto a previously approved 2 acre commercial lot fronting on Road #38. The prospective new owner of this expanded lot intends to relocate his existing meat shop here that is presently located in a commercial plaza approximately 200 metres to the south (Gilmour's Meats). Attachment #1 shows the location of the proposed new lot and lot addition.

ANALYSIS:
Both portions of land are vacant and flat. They are without any significant tree growth except for a row of mature trees and hedges along its frontage on Alton Road West. Rural residential dwellings are located along the north side of this road across from the subject site and a new residence abuts the land to the east. Residential uses are present across Road #38 from the lot addition and other commercial uses exist to the south on Road #38.

The Official Plan designates the entire subject land 'Settlement Areas' where it is Council's intention that the majority of new growth in the municipality will be directed. The Plan further states that commercial and retail uses, professional offices, industrial, residential and community facility uses shall be permitted in Settlement Areas on a site specific basis by amendment to the zoning by-law. The Plan requires that these uses be located generally on major roads and on lots that are able to accommodate the use. The lot must be of sufficient size to contain private water supply and sanitary sewage disposal subject to approval of the appropriate authority. It is also required that there be sufficient parking, that the use will not create a traffic hazard and that its impact on the residential area will be minimal insofar as it relates to lighting, parking, drainage, noise and traffic movement. The Plan also specifies that such uses be zoned in a separate category in the implementing zoning by-law.

Regarding the above-noted policies of the Official Plan, the proposed new lot would gain its access from Alton Road West with close access to Road #38 which is a major road providing access in accordance with the intent of the Plan. Also, the lot, at approximately ten acres, would be of sufficient size to accommodate the uses. Also, the expanded commercial lot (with lot addition) would have direct access to Road #38 at a point that would align directly across Road #38 from Centennial Park Road forming an intersection as per requirements from Public Works (see Attachment #1). The addition of

approximately 2 acres to this commercial parcel would increase it appropriateness for the uses proposed.

In terms of compatibility, there would be some traffic generated from the proposed use of the new 10 acre lot. However, the land is of sufficient size to effectively mitigate any adverse effects on the neighbour's privacy by locating the development away from the residence located to the east as may be required. Also, as noted, a row of mature trees and other vegetation already exists along Alton Road West to act as a buffer and screen to the properties to the north. This screening can be augmented as the development concept proceeds. No other potential incompatibility issues appear to be present.

The Official Plan requires that Council be satisfied that the nature and scale of the new uses are appropriate. Although no specific plans for the uses of the new lot have been worked out, the owner agrees that the new zoning should include a range of uses. Accordingly, the applicant has discussed with the Planning Department the types of uses that are relatively non offensive to neighbours in the community in terms of generating noise, dust or odour as noted above. The following permitted uses were agreed to:

i) Permitted Uses

- a bake shop;
- a meat shop;
- retail store;
- commercial retail store;
- a restaurant, take-out;
- a gift shop;
- a nursery school;
- a medical clinic;
- a post office;
- a bank and/or trust company;
- a business and/or professional office;
- a service shop including a personal service shop;
- one dwelling unit in the form of an apartment as an accessory use in buildings in which commercial uses are permitted, in accordance with the provisions of sections 5.19 and 5.20,
- accessory uses and buildings to the above uses;

The amending zoning by-law would, thus, be tailored to permit the above-listed commercial uses for both the 10 acre new lot and the 2 acre lot addition that appear to be compatible with the surrounding land uses. It should be noted that these are similar to the uses permitted in the nearby commercial plaza the south.

A draft of the zoning by-law amendment is attached as Attachment #2.

It should be noted that, prior to any construction, the owner would be required to enter into a site plan agreement to be registered on the title of the property that would show how the new establishment would function on the ground. Accordingly, the location of the new buildings, septic area, well location and all required parking and loading spaces, access aisles and buffer areas would be indicated showing how they would be accommodated on the lots.

From a planning perspective, the proposal appears to meet the intent of the Official Plan in terms of the type of use and compatibility with surrounding uses. The amending zoning by-law would require a site plan agreement to be entered into and registered on the title of each of the properties specifying the locations of the uses to give adjacent land owners the further assurance that their privacy would not be adversely affected.

It is important for Council to know that, when plans are prepared to proceed with construction on either of the properties, a by-law is required at that time authorizing the Mayor and Clerk to execute the site plan agreement, thus, Council will ultimately have the opportunity to review and comment on the site plan before it is finalized.

All agencies commented favourably at the consent stage for creating the 10 acre lot. At the time of preparation of this report no comments had been received from the public in response to the notification of the public meeting.

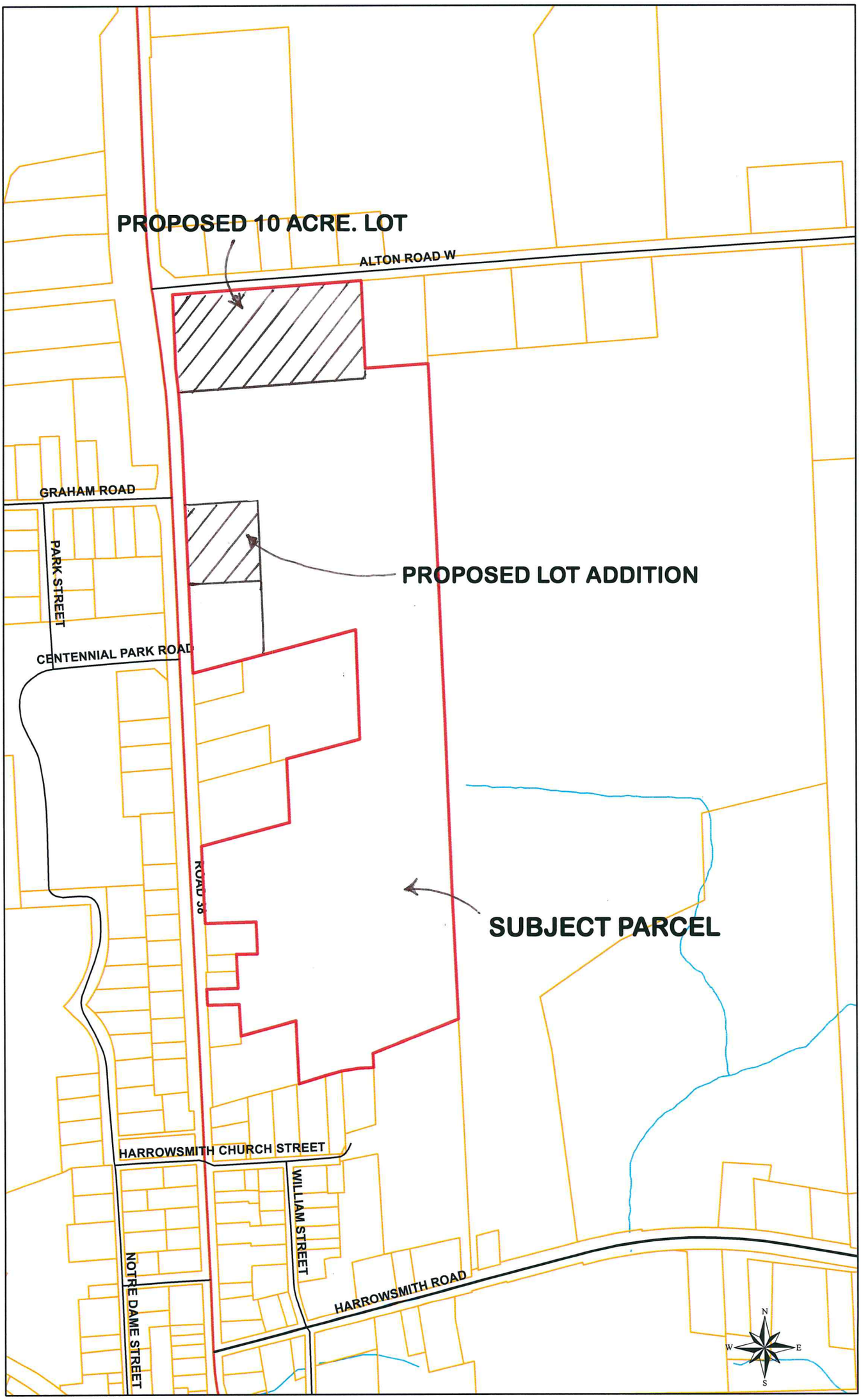
FINANCIAL/STAFFING IMPLICATIONS
n/a

ATTACHMENTS
Attachment #1 – shows the location of the subject land.
Attachment #2 - is a draft of the zoning by-law amendment.

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

Kerr10AcreRezoningReport

ATTACHMENT #1



ATTACHMENT #2

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NUMBER 2018-

BEING A BY-LAW TO AMEND BY-LAW NUMBER 2003-75, AS AMENDED, TO REZONE LANDS FROM RURAL ZONE (RU) TO SPECIAL URBAN COMMERCIAL ZONE (UC-27); PART LOT 6, CONCESSION V, DISTRICT OF PORTLAND: KERR

WHEREAS, the Municipal Council of the Township of South Frontenac deems it expedient to amend By-law Number 2003-75 as amended, as it relates to a parcel of land located in Part of Lot 6, Concession V, District of Portland,

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

1. **THAT** Schedule 'E' to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) Zone to Special Urban Commercial Zone (UC-27) for those lands shown on the attached map designated as Schedule "1".

2. **THIS BY-LAW** shall come into force in accordance with sections 34 and 41 of the Planning Act, 1990, either on the date of passage or as otherwise provided by sections 34 and 41.

Dated at the Township of South Frontenac this nineteenth day of June, 2018.

Read a first and second time this nineteenth day of June, 2018.

Read a third time and finally passed this nineteenth day of June, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

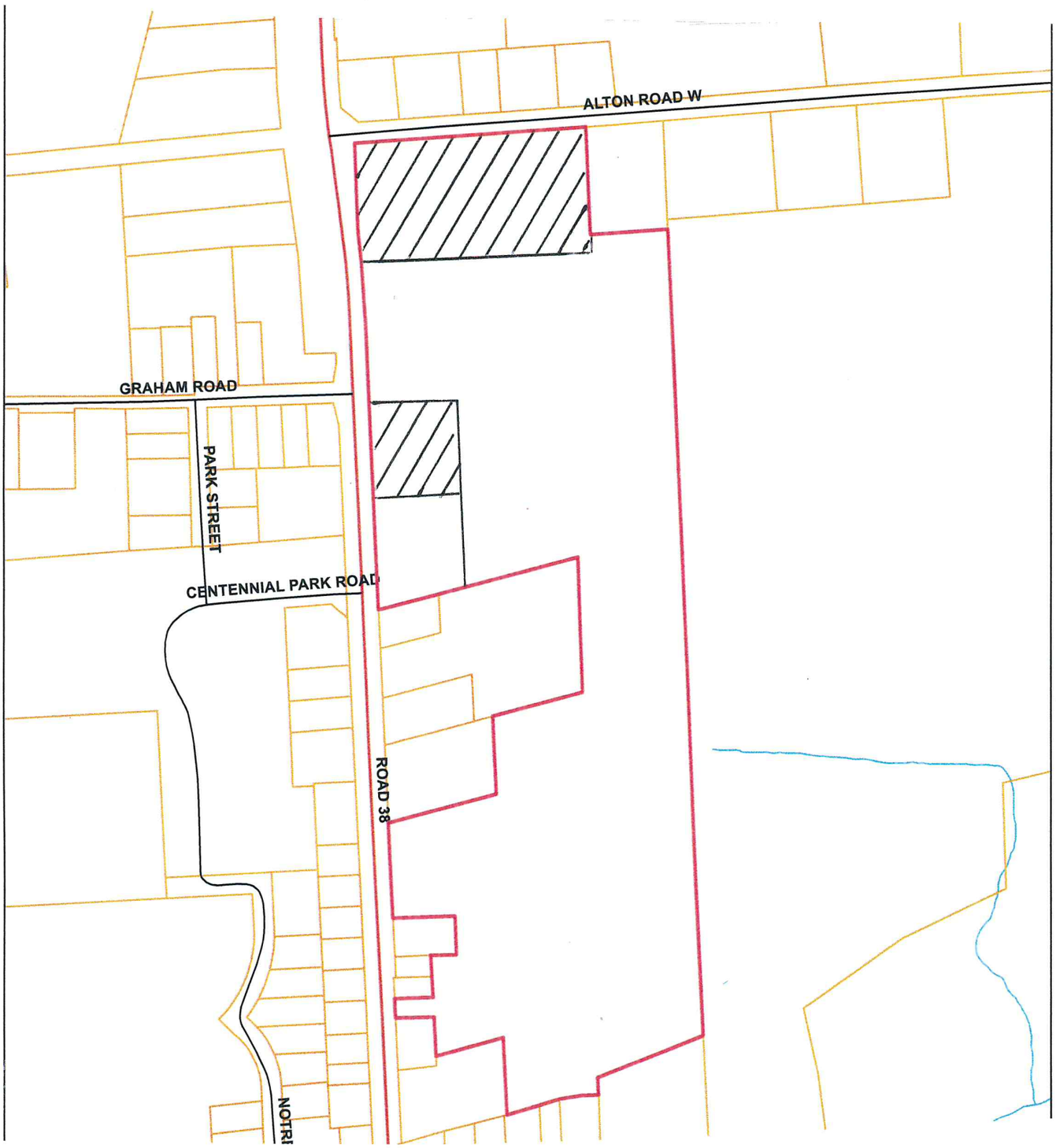
_____
Ron Vandewal, Mayor

_____
Wayne Orr, Clerk-Administrator

TOWNSHIP OF SOUTH FRONTENAC

SCHEDULE '1'
BY-LAW NO. 2018-

AREA REZONED FROM 'RU' TO 'UC-27'



THIS IS SCHEDULE "1" TO BY-LAW NO. 2018-
PASSED THIS 19th DAY OF JUNE, 2018.

MAYOR_____

CLERK_____



REPORT TO COUNCIL
PLANNING DEPARTMENT

AGENDA DATE: June 5, 2018 REPORT DATE: May 25, 2018

SUBJECT: Public Meeting: Proposed Zoning Amendment for Single Detached Dwelling at Bellrock: McPherson

---

RECOMMENDATION:
It is recommended that Council receive the Planning Report dated May 25, 2018 for information and hear comments from the public on a by-law to rezone lands in Part of Lot 19, Concession XI, District of Portland, to permit development of a dwelling at 23 metres from the highwater mark of Depot Creek.

BACKGROUND:
An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning By-law to permit a single detached dwelling to be constructed closer to a waterbody than the normally required 30 metres. The subject land is located on First Lake Road just north of the boundary of the Hamlet of Bellrock. It has approximately 163 metres of waterfrontage on Depot Creek and is 3.6 hectares (8.87 ac.) in size. **Attachment #1** shows the location of the subject lot.

ANALYSIS:
The land is vacant and its topography is relatively flat. It is forested except for a cleared area near the road. A ridge of bedrock is aligned along the shoreline of the creek and the land slopes steeply down towards the water from this ridge. A tributary of Depot Creek flows through the property along part of its eastern boundary. The property is vacant. **Attachment #2** is an aerial photo showing the lay of the land and the approximate building location.

The Land Use Schedule of the Official Plan designates the subject land 'Rural' where waterfront residential development is permitted. The property lies just beyond the northern boundary of the Bellrock 'Settlement Areas' designation and part of the property is also designated 'Environmental Protection because of its proximity of the creek.

The land is zoned Rural (RU) on Schedule "A" of the Comprehensive Zoning By-law. As noted above, the rezoning application is to permit development of a single detached dwelling at a distance of 23 metres from the creek instead of the present minimum requirement of 30 metres. The 30 metre setback is established in the Official Plan to apply to all development proposed near any waterbody. It is a measure intended to minimize environmental and visual lake impacts by reducing phosphorus inputs, preventing erosion and by maintaining a natural appearance at the shoreline.

From a planning perspective, the proposed location of the dwelling at 23 metres from the creek meets the above-noted intent of the Plan. This is because the building would be located on the back slope of the ridge of bedrock that is located between the creek and the proposed building site. **Attachment #3** is a cross-section illustration of this concept. Referring to the attachment, the back slope would direct any contaminants from the development (including phosphorus) away from the waterbody; it would also prevent erosion since nothing would flow over the slope; and, because the proposed one storey building would be mostly on the backside of the slope, the natural appearance from the creek would be maintained.

The public meeting on the application was advertised to neighbours and comments were requested from the Quinte Conservation Authority. By letter dated May 16, 2018 (received on May 28, 2018) Quinte advised that they have no objection to the rezoning and they offer the following comments:

- the application is consistent with section 3.1 of the Provincial Policy Statement as development would occur outside the flood hazard,
- the owner would need to apply to Quinte for a permit prior (construction / filling / excavation / site grading) within the 30 metre setback from Depot Creek
- the application is consistent with the Natural Heritage Policies of the Provincial Policy Statement re significant wetlands, woodlands and ANSI's.

A copy of Quinte Conservation's letter is attached as **Attachment #4.** At the time of preparation of this report no comments had been received from the public in response to the notification of the public meeting.

Specifically, the zoning amendment would zone the land to Special Waterfront Residential Zone (RW-41) which would permit the residential use and would specify the 23 metre setback from the creek - meeting the intent of the Official Plan as described above. **Attachment #5** is a draft of the amending by-law.

It should be noted that the owner has also applied for consent to sever a two acre lot from the north portion of the subject property. Thus, the area of this rezoning would apply only to what will become the retained portion of land (approximately 6.87 acres). One of the conditions of consent will be a requirement for the owner to enter into a site plan agreement on this retained land dealing with the Township's standard environmental policies.

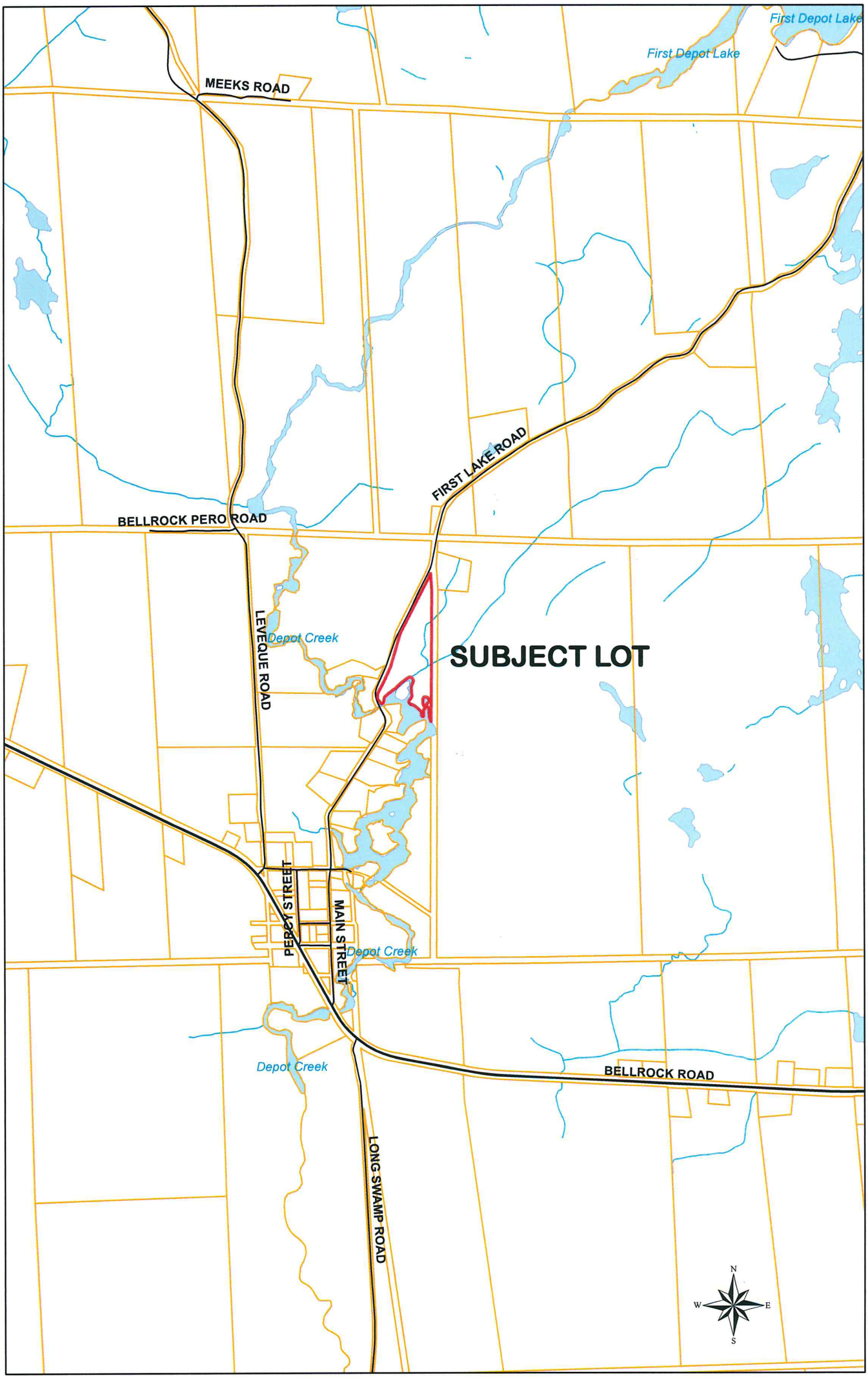
FINANCIAL/STAFFING IMPLICATIONS
n/a

ATTACHMENTS
Attachment #1 – shows the location of the subject land.
Attachment #2 - is an aerial photo of the subject land.
Attachment #3 - is a drawing illustration the back slope concept.
Attachment #4 - is a copy of a letter from Quinte Conservation
Attachment #5 - is a draft zoning amending by-law.

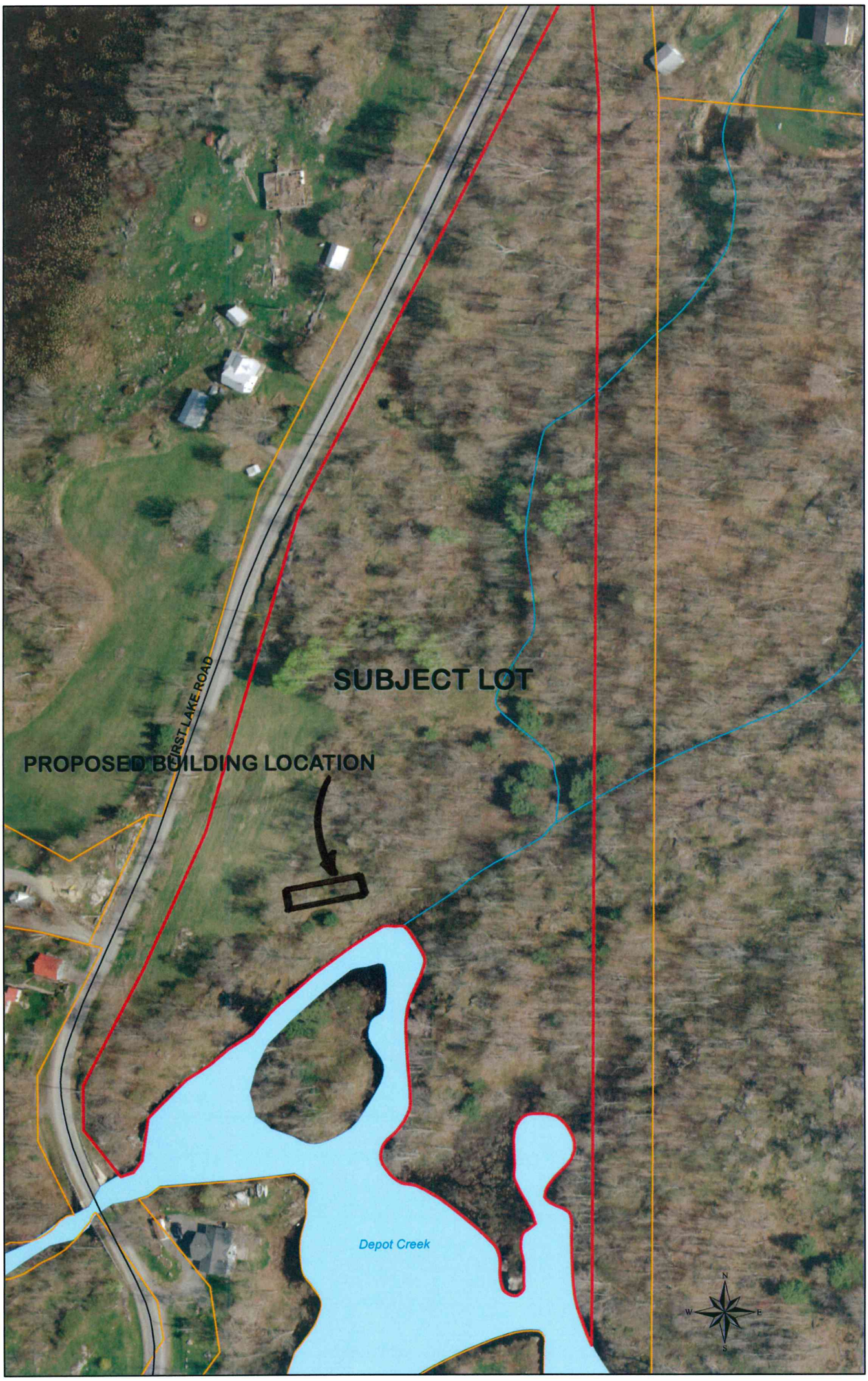
Approved by: Lindsay Mills Prepared/Submitted by: Lindsay Mills

McPhersonRezoningReport

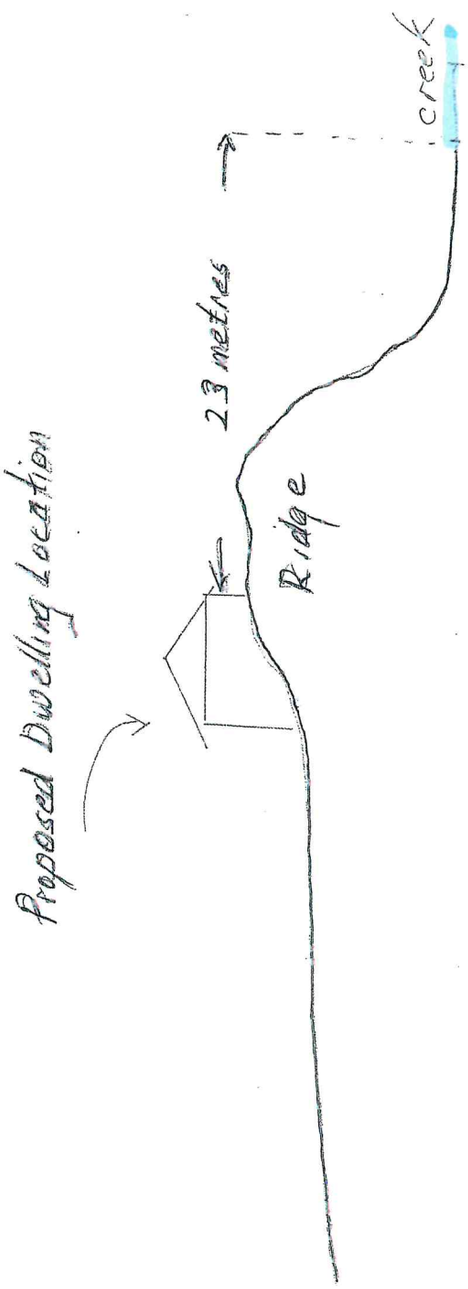
ATTACHMENT #1



ATTACHMENT #2



ATTACHMENT #3



Quinte CONSERVATION
clean world. safe homes. healthy life.

613-968-3434 Belleville
613-354-3312 Napanee
RR2, 2061 Old Hwy 2,
Belleville, ON. K8N 4Z2

QC File No. PL0127-2018

QUINTE CONSERVATION - PLANNING ACT REVIEW

Municipality:	South Frontenac		
Owner:	Theresa McPherson		
Location:	1st Lake Road	Lot 19, Concession 11	Portland
Roll #:	1029080060026000000		
Application Description:	Zoning By-law Amendment Z-18/05	Rezone to reduce the 30 metre setback from a waterbody to allow a dwelling to be constructed at approximately 23 metres from the creek.	
Feature:	Depot Creek		
Comments:	**Planning Act - Natural hazard policies of the Provincial Policy Statement and Quinte Conservation Planning Act Review policy** Conservation Authorities have Provincially delegated responsibilities to represent Provincial interests regarding natural hazards under section 3.1 of the Provincial Policy Statement (PPS) (2014). Natural hazards include areas subject to flooding, prone to erosion, dynamic beaches and unstable bedrock. Generally the policies of the PPS direct development to areas outside of hazards lands. Staff are satisfied that the application as presented is consistent with section 3.1 of the PSS as there is sufficient area for development outside the flood hazard. **Ontario Regulation #319/09 (Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses** The subject lands lie within the regulated area of Depot Creek (by virtue of Ontario Regulation #319/09 – Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses). The subject lands lie within the regulated area of Depot Creek. Please note that the owners will need to apply to the Conservation Authority for a permit prior to development (construction / filling/ excavation/ site grading) within 30 metres of the seasonal high water/ top of bank (whichever is greater) from Depot Creek.		

	Quinte Region Source Protection Plan Quinte Conservation provides Risk Management services as prescribed by the Clean Water Act, 2006 on behalf of member municipalities. Part of this is reviewing building and planning applications to ensure no new significant drinking water threats as outlined in the Quinte Region Source Protection Plan are created. Policies for significant threats in the Quinte Region Source Protection Plan are not applicable as the subject property lies outside of an intake protection zone or wellhead protection area for a municipal drinking water system. As such no Section 59 Clearance Notice is required. **Planning Act - Natural Heritage policies of the Provincial Policy Statement** Section 2.1 of the Natural Heritage policies of the Provincial Policy Statement Natural Heritage features such as; Provincially significant wetlands, significant woodlands and significant areas of natural and scientific interest. Staff are satisfied that the application as presented is consistent with the Natural Heritage policies of the Provincial Policy Statement. The proponent may wish to contact the Ministry of Natural Resources and Forestry for further information.
Final Comment :	Quinte Conservation has no objection to the application as presented.

May 16, 2018
Date

Christine Jennings
Planning and Regulations Technician

And:
Tim Trustham
Planner/Ecologist

ATTACHMENT #5

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NUMBER 2018-

BEING A BY-LAW TO AMEND BY-LAW NUMBER 2003-75, AS AMENDED, TO REZONE LANDS FROM RURAL (RU) ZONE TO SPECIAL WATERFRONT RESIDENTIAL (RW-41) ZONE; PART LOT 19, CONCESSION XI, DISTRICT OF PORTLAND: McPHERSON

WHEREAS, the Municipal Council of the Township of South Frontenac deems it expedient to amend By-law Number 2003-75 as amended, as it relates to a parcel of land located in Part of Lot 19, Concession XI, District of Portland,

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

1. **THAT** Schedule 'A' to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) Zone to Special Waterfront Residential (RW-41) Zone for those lands shown on the attached map designated as Schedule "1".

2. **THAT** a new section RW-41 (Part Lot 19 Concession XI, Portland District - McPherson) be added immediately following section RW-40 (Part Lot 33, Concession VII, Storrington District- Corcoran), to read as follows:

   RW-41 (Part Lot 19, Concession XI, Portland District – McPherson)
   Notwithstanding the provisions of section 8.3.1 or any other provision of this By-law to the contrary, on the lands zoned Special Waterfront Residential (RW-41), the following special provision shall apply:

   ZONE REGULATIONS

   Setback from highwater mark or floodline
   of a body of water (Minimum).....23 metres (75 ft.)

   All other provisions of this By-law shall apply.

3. **THIS BY-LAW** shall come into force in accordance with sections 34 and 41 of the Planning Act, 1990, either on the date of passage or as otherwise provided by sections 34 and 41.

   Dated at the Township of South Frontenac this nineteenth day of June, 2018.

   Read a first and second time this nineteenth day of June, 2018.

   Read a third time and finally passed this nineteenth day of June, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

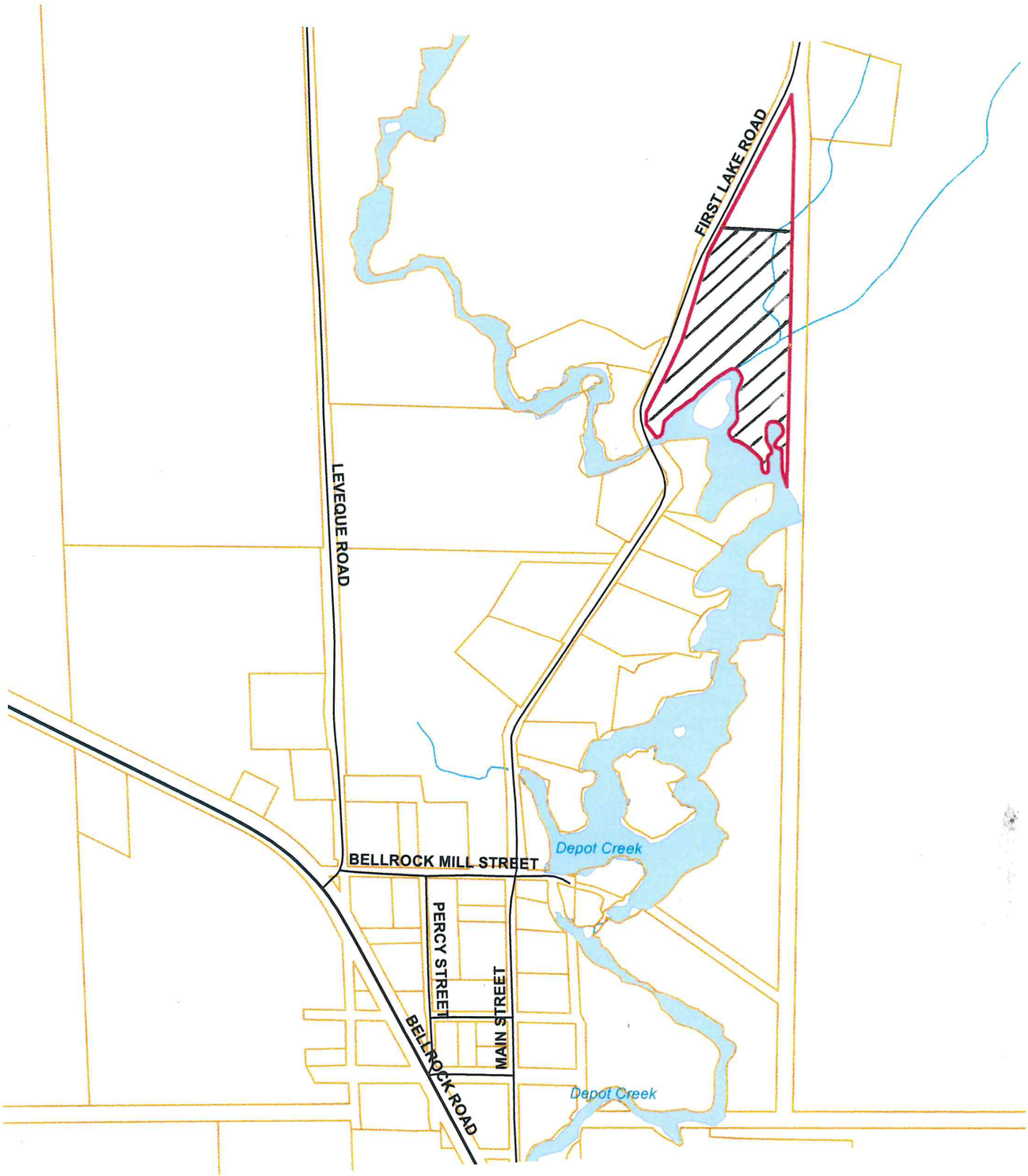
_____
Ron Vandewal, Mayor

_____
Wayne Orr, Clerk-Administrator

TOWNSHIP OF SOUTH FRONTENAC

SCHEDULE '1'
BY-LAW NO. 2018-

AREA REZONED FROM 'RU' TO 'RW-41'



THIS IS SCHEDULE "1" TO BY-LAW NO. 2018-
PASSED THIS 19th DAY OF JUNE, 2018.

MAYOR_____

CLERK_____

REPORT TO COUNCIL
PLANNING DEPARTMENT

AGENDA DATE: June 5, 2018 REPORT DATE: May 27, 2018

SUBJECT: Public Meeting: Proposed Zoning Amendment for Expanded Commercial Development in Inverary: Fillion/Gibson

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RECOMMENDATION:
It is recommended that the Council receive the Planning Report dated May 27, 2018 for information and hear comments from the public on a by-law to rezone lands in Part of Lot 20, Concession III, District of Storrington in the Village of Inverary, to permit commercial uses.

BACKGROUND:
An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning By-law to permit a portion of land to be used for commercial purposes. The rezoning is a condition of consent application S-11-18-S for a lot addition that would add approximately 2.5 acres onto an existing commercial property that is only one acre in size. Attachment #1 shows the location of the subject property in the Village of Inverary.

ANALYSIS:
The portion to be added is part of a large land holding of approximately 44 acres. It is vacant and flat and has been tilled for crops in the past. Residential dwellings abut the land on the south and on the west and nearby on the east. A drainage swale defines the proposed north lot line where the land would be divided from the large acreage. Mature trees and hedges along the south, west and east help to buffer the existing homes from the activities on the subject land. Attachment #2 is an aerial photo showing these features.

The Official Plan designates the land 'Settlement Areas' where it is Council's intention that the majority of new growth in the municipality will be directed. The Plan further states that commercial and retail uses, industrial, residential and community facility uses shall be permitted in Settlement Areas on a site specific basis by amendment to the zoning by-law. The Plan requires that these uses be located generally on major roads and on lots that are able to accommodate the use. The lot must be of sufficient size to contain private water supply and sanitary sewage disposal subject to approval of the appropriate authority. It is also required that there be sufficient parking, that the use will not create a traffic hazard and that its impact on the residential area will be minimal insofar as it relates to lighting, parking, drainage, noise and traffic movement. The Plan also specifies that such uses be zoned in a separate category in the implementing zoning by-law.

Regarding the above policies, the existing commercial auto repair and sales operation fronts on Perth Road at the intersection with Latimer Road within the built-up area of Inverary. At only one acre in size, the lot constrains the use and the applicant has indicated that he would like to construct an additional building for storage and other auto repair related uses and accordingly, the lot addition application was made.

The Official Plan emphasizes that Council should be satisfied that the nature and scale of the use is appropriate and it establishes two acres as a minimum size for the creation for any new urban commercial lot. Thus, the lot addition would effectively bring the lot into conformity with the minimum standards of the Plan.
As well, although residential uses are nearby, the land would now be of sufficient size to effectively mitigate any adverse effects on the neighbour's privacy by locating the development away from the residences as may be required. As

noted, rows of mature trees and other vegetation already exist between the expanded area and the residences to act as a buffer and screen. This screening can be augmented as the development concept proceeds. However, no other potential incompatibility issues appear to be present.

From a Planning perspective, the proposal meets the intent of the Official Plan in terms of the type of use and compatibility with surrounding uses. On an expanded lot as proposed, the nature and scale of the existing operation would be brought in line with the intent of the Plan and would help the business to remain viable.

A draft of the zoning by-law amendment is attached as Attachment #3 that would change the zoning on the added portion from Urban Residential-First Density (UR-1) to Urban Commercial (UC) to match the zoning of the existing commercial lot. It should be emphasized that, as with any commercial development, a site plan agreement is required to be entered into prior to any construction. The agreement would be registered on the title of the property and would show how the operation could function on the ground including the location of the existing and new buildings, septic area, well location and all required parking and loading spaces, access aisles and buffer areas. This agreement would also give adjacent land owners the further assurance that their privacy would not be adversely affected.

As Council is aware, when plans are prepared to proceed with construction on the property, a by-law is required at that time authorizing the Mayor and Clerk to execute the site plan agreement, thus, Council will ultimately have the opportunity to review and comment on the site plan before it is finalized.

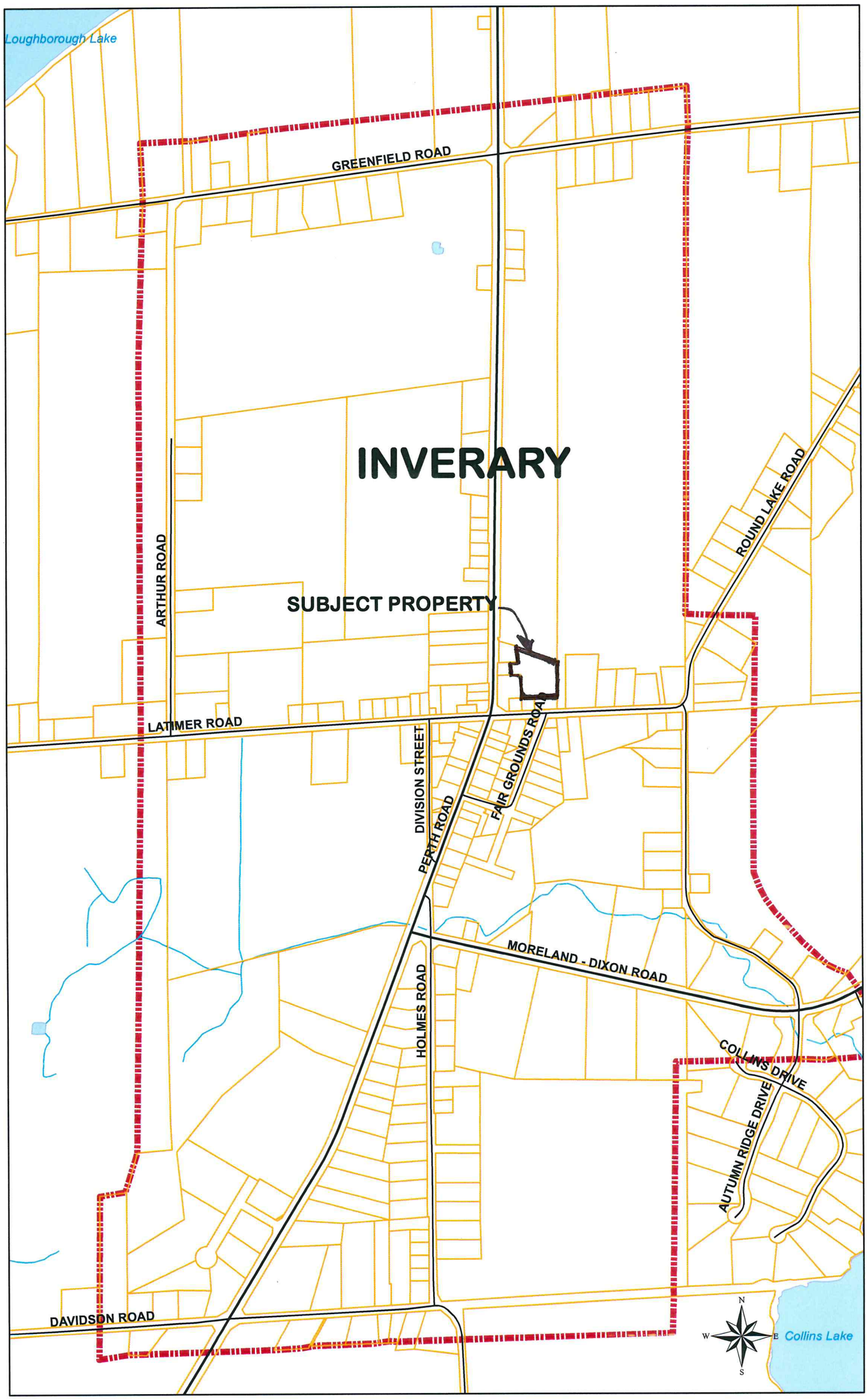
All agencies commented favourably at the consent application stage. At the time of preparation of this report no comments had been received from the public in response to the notification of the public meeting.

FINANCIAL/STAFFING IMPLICATIONS
n/a

ATTACHMENTS
Attachment #1 – shows the location of the subject land.
Attachment #2 - is an aerial photo of the existing lot and addition.
Attachment #3 - is a draft of the zoning by-law amendment.

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

ATTACHMENT #1



ATTACHMENT #2



ATTACHMENT #3

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NUMBER 2018-

BEING A BY-LAW TO AMEND BY-LAW NUMBER 2003-75, AS AMENDED, TO REZONE LANDS FROM URBAN RESIDENTIAL-FIRST DENSITY ZONE (UR-1) TO URBAN COMMERCIAL ZONE (UC); PART LOT 20, CONCESSION III, DISTRICT OF STORRINGTON: FILLION/GIBSON

WHEREAS, the Municipal Council of the Township of South Frontenac deems it expedient to amend By-law Number 2003-75 as amended, as it relates to a parcel of land located in Part of Lot 10, Concession III, District of Storrington,

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

1. **THAT** Schedule 'G' to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Urban Residential-First Density Zone (UR-1) to Urban Commercial Zone (UC) 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, either on the date of passage or as otherwise provided by section 34.

Dated at the Township of South Frontenac this nineteenth day of June, 2018.

Read a first and second time this nineteenth day of June, 2018.

Read a third time and finally passed this nineteenth day of June, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

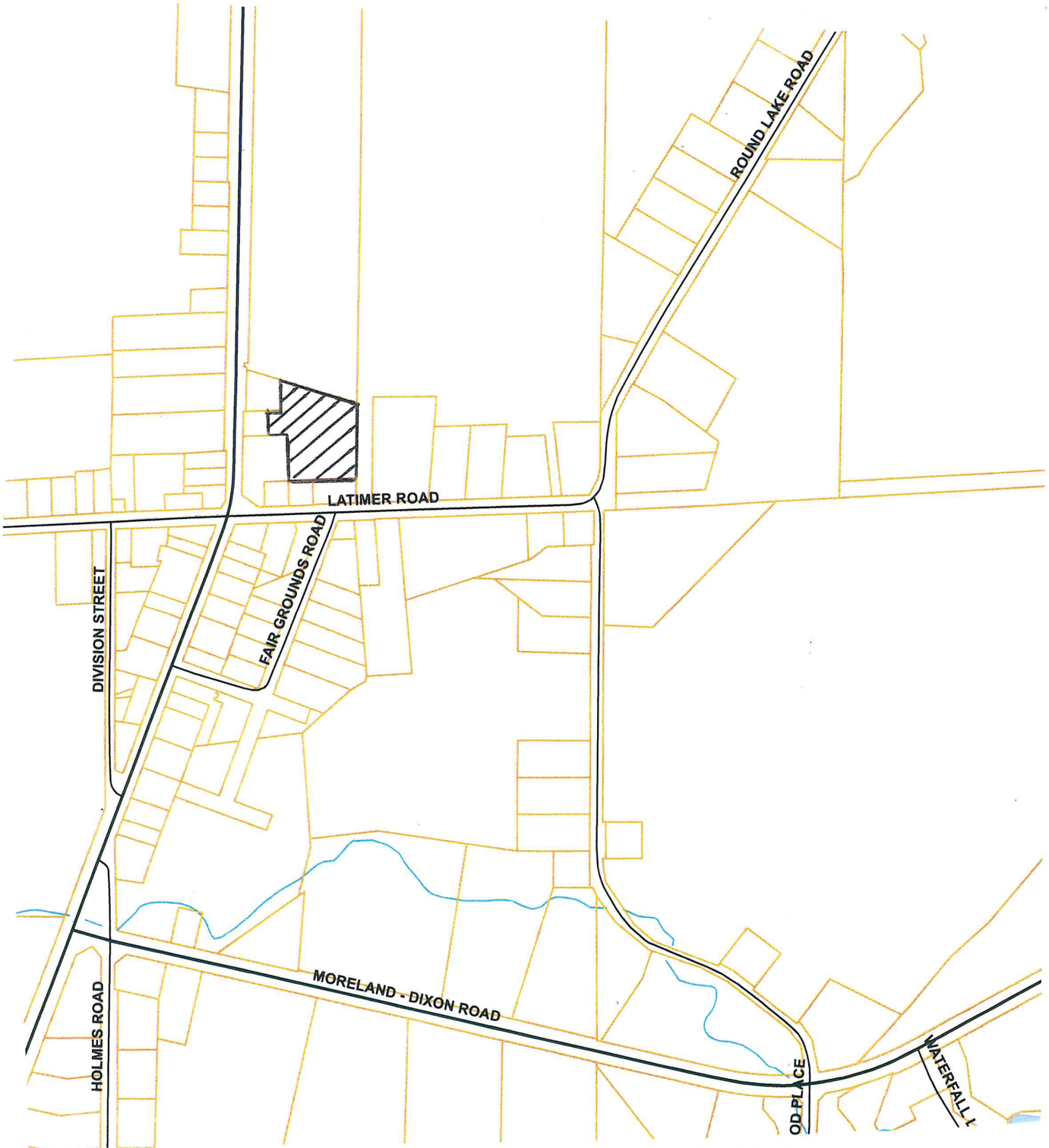
_____
Ron Vandewal, Mayor

_____
Wayne Orr, Clerk-Administrator

TOWNSHIP OF SOUTH FRONTENAC

SCHEDULE '1'
BY-LAW NO. 2018-

AREA REZONED FROM 'UR-1' TO 'UC'



THIS IS SCHEDULE "1" TO BY-LAW NO. 2018-
PASSED THIS 19th DAY OF JUNE, 2018.

MAYOR_____

CLERK_____

REPORT TO COUNCIL
PLANNING DEPARTMENT

AGENDA DATE: June 5, 2018 REPORT DATE: May 29, 2018

SUBJECT: Public Meeting: Proposed Zoning Amendment for Expanded Residential Lots at Dog Lake: 548883 Ontario Ltd. (Briscoe)

RECOMMENDATION:
It is recommended that the Council receive the Planning Report dated May 29, 2018 for information and hear comments from the public on a by-law to rezone three portions of land in Part of Lot 15, Concession VIII, District of Storrington resulting from lot addition applications.

BACKGROUND:
An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning By-law to permit three portions of land that were the subject of lot additions to be used as part of the residential uses on the land they are being added to. The rezoning is a condition of consent applications S-14-18-S, S-15-18-S, S-16-18-S and S-17-18-S for the lot additions and to create a new lot. Attachment #1 shows the location of the subject property at Dog Lake. Attachment #2 indicates where the lot additions are to occur.

As seen on Attachment #2, the lot additions are labelled as Addition 1, Addition 2 and Addition 3. The additions have the effect of enlarging two undersized waterfront lots and creating a fully conforming new waterfront lot.

Referring to Attachment #2

- **Addition 1** would add 0.4 acres and approximately 85 feet of waterfrontage onto an existing lot that is only 0.4 acre with 46 feet of waterfrontage - the result would be doubling its size to 0.8 acre with 131 feet of waterfrontage.

- **Addition 2** would add 1.6 acres and 200 feet of waterfrontage from an existing residential lot onto the large resort lot and this would then be severed off (application S-17-18-S) to create a new waterfront lot with 300 feet of waterfrontage 2.5 acres in size and with 250 feet of frontage on Hewett Lane.

- **Addition 3** would add 3.17 acres onto and existing waterfront lot that is 2.4 acres in size. Note that the waterfront lot only has 118 feet of waterfrontage. This will remain the same.

Additions 1 and 3 take land from the large parent parcel that is used as a resort. It is zoned Special Recreational Resort Commercial RRC-4 permitting three 2-bedroom rental cottages and two 3-bedroom rental cottages.

Addition 2 removes land from a large waterfront residential lot and the resort lot to make up a new residential parcel.

Each lot addition is illustrated on Attachment #3.

ANALYSIS:
The Official Plan designates the land ‘Rural’ where waterfront residential lots are permitted with the intention that they conform to the Plan’s minimum standards of 2.5 acres in size, 300 feet of waterfrontage and 250 feet of frontage on a lane. In all cases, lots should be of an appropriate size for the use and to contain a

dwelling, accessory buildings, parking, private water supply and sanitary sewage disposal. A new lot is to be created that meets these standards and the other two undersized parcels are to be improved in terms of their compliance and viability to function. Thus, the Planning Department supports these applications and the rezoning

A draft of the zoning by-law amendment is attached as Attachment #4 that would change the zoning on the added portions from Special Recreational Resort Commercial (RRC-4) to Limited Service Residential-Waterfront (RLSW) so that the new lot and enlarged lots are in one zoning category. The retained land would remain zoned RRC-4.

All agencies commented favourably at the consent application stage. At the time of preparation of this report no comments had been received from the public in response to the notification of the public meeting.

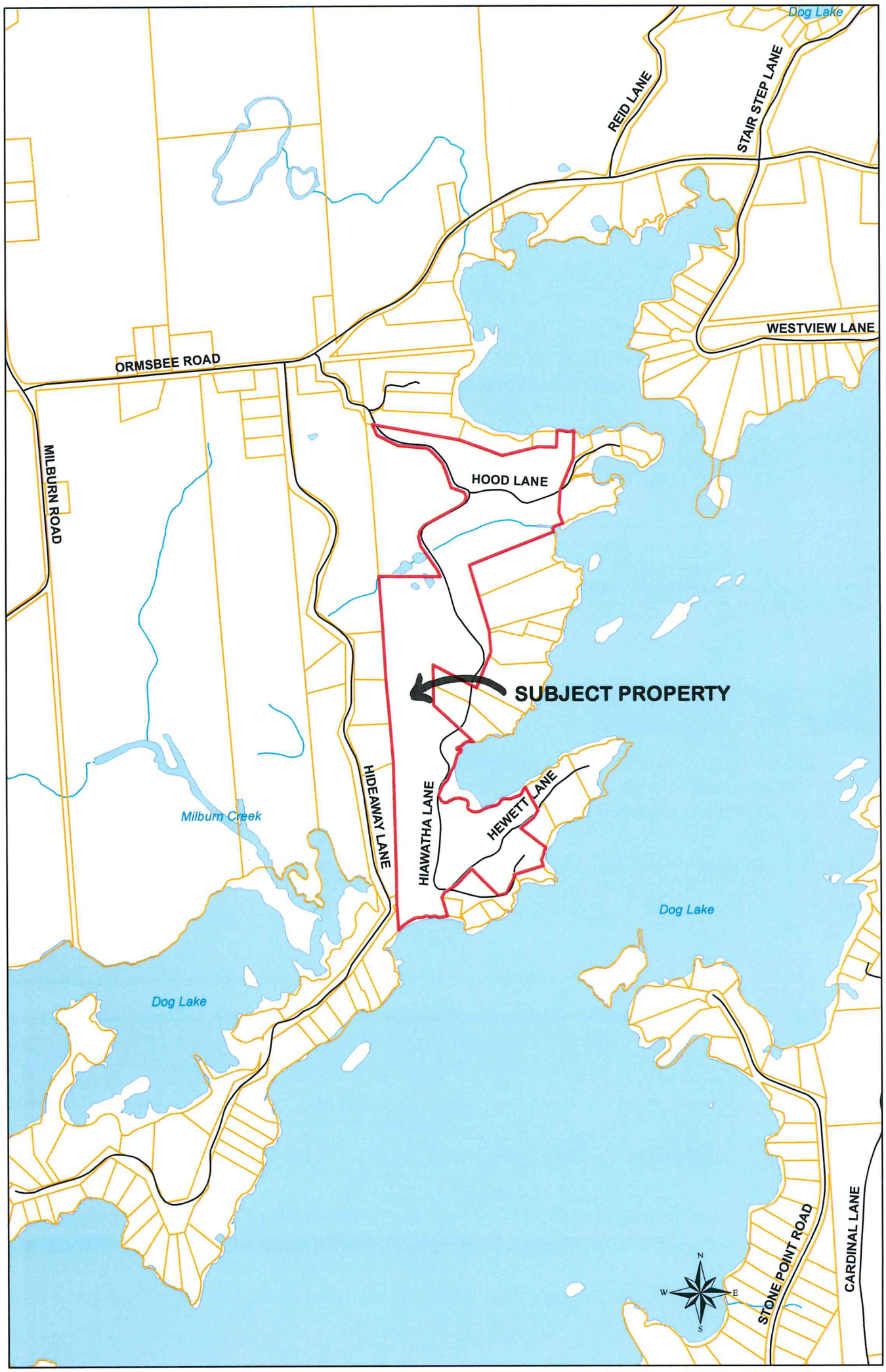
FINANCIAL/STAFFING IMPLICATIONS
n/a

ATTACHMENTS
Attachment #1 – is a map showing the location of the subject land.
Attachment #2 - is a map showing where each lot addition would occur.
Attachment #3 - shows each lot addition.
Attachment #4 - is a draft of the zoning by-law amendment.

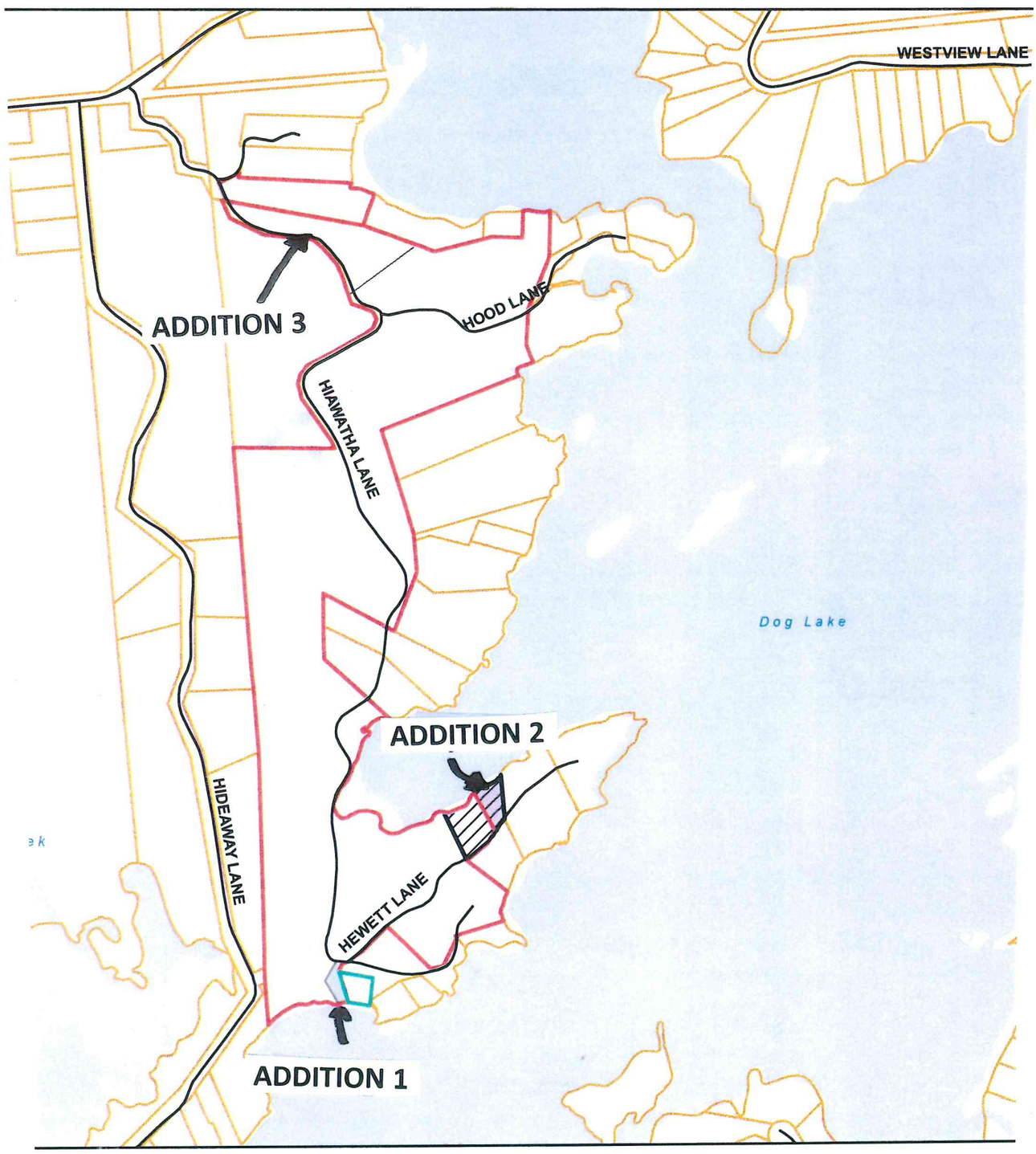
Approved by: Lindsay Mills Prepared/Submitted by: Lindsay Mills

Briscoe3PortionsRezoningReport

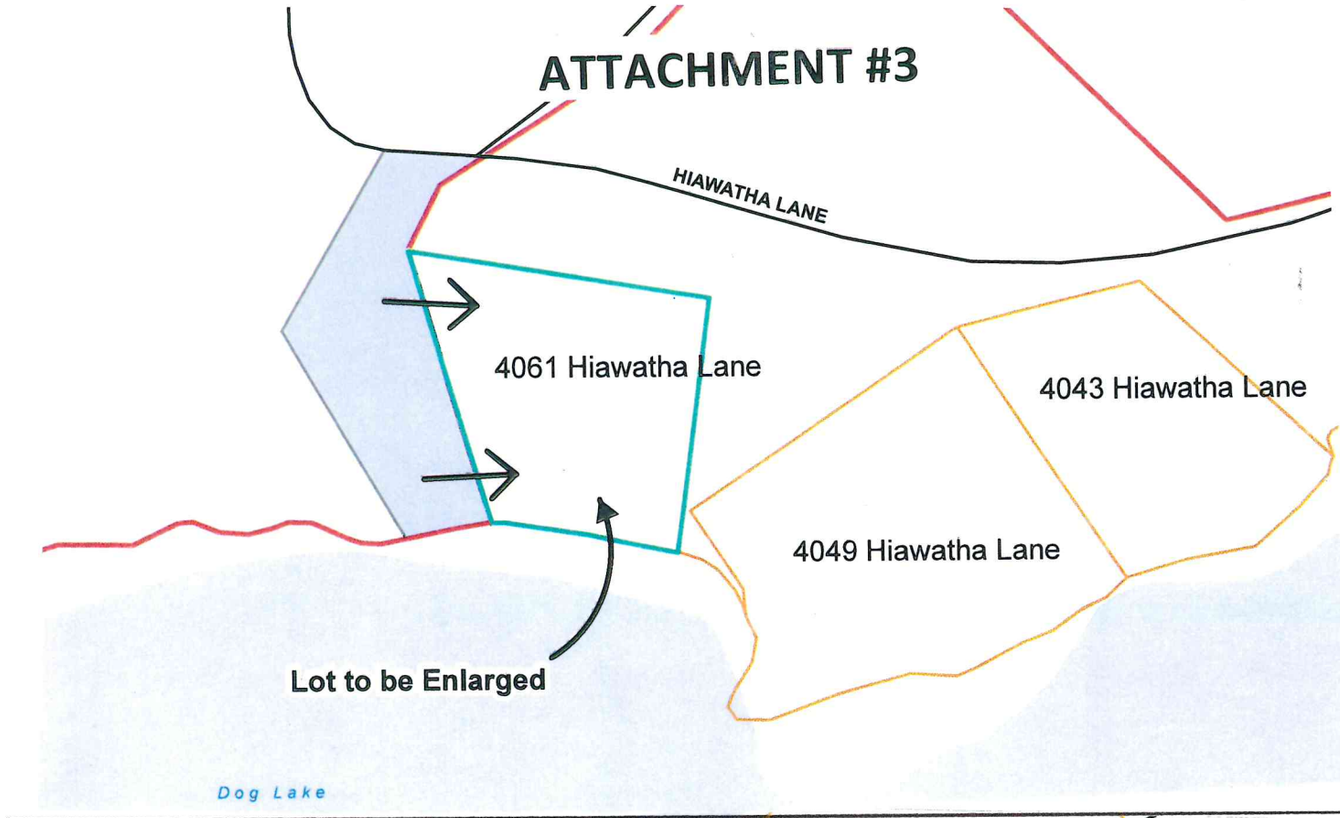
ATTACHMENT #1

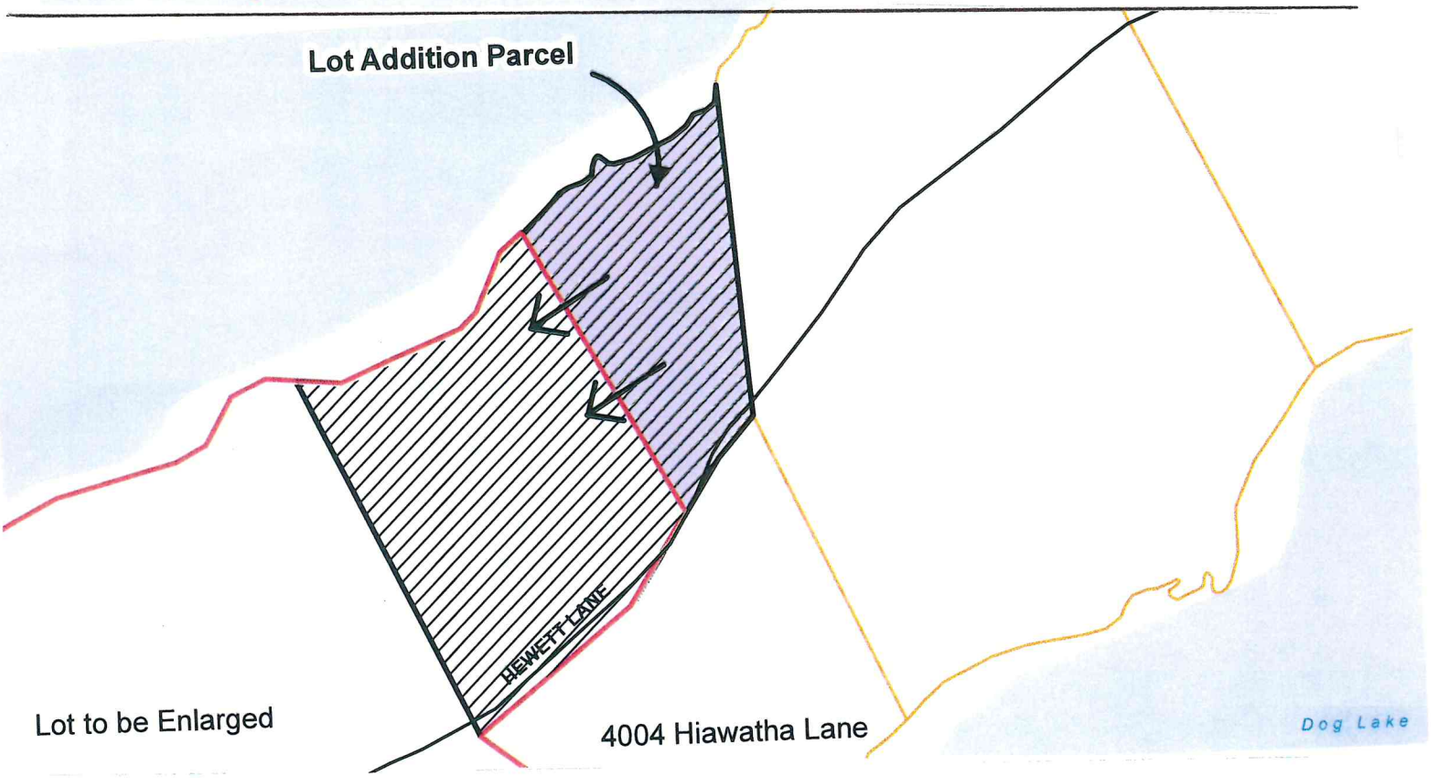


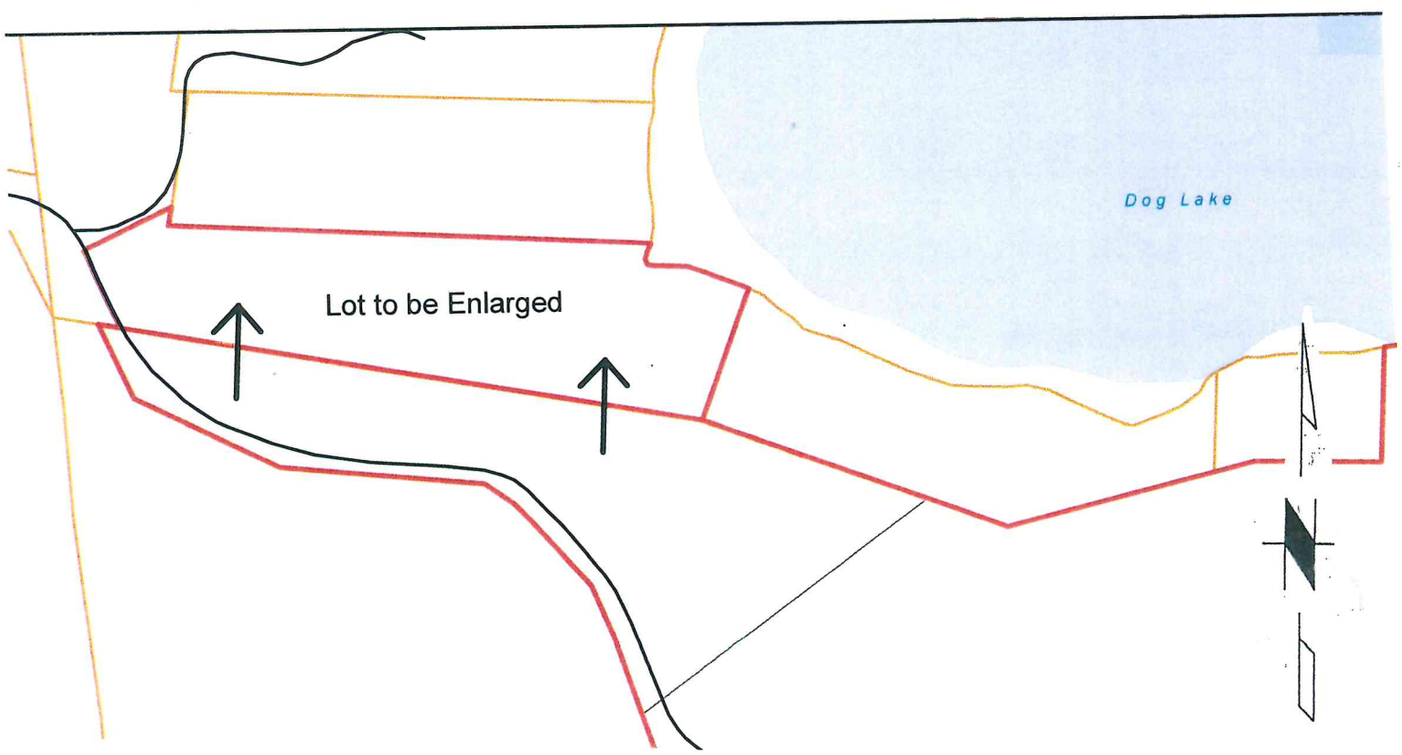
ATTACHMENT #2



ATTACHMENT #3







ATTACHMENT #4

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NUMBER 2018-

BEING A BY-LAW TO AMEND BY-LAW NUMBER 2003-75, AS AMENDED, TO REZONE LANDS FROM SPECIAL RECREATIONAL RESORT COMMERCIAL ZONE (RRC-4) TO LIMITED SERVICE RESIDENTIAL-WATERFRONT ZONE (RLSW); PART LOT 15, CONCESSION VIII, DISTRICT OF STORRINGTON: 548883 ONTARIO LTD. (BRISCOE)

WHEREAS, the Municipal Council of the Township of South Frontenac deems it expedient to amend By-law Number 2003-75 as amended, as it relates to a parcel of land located in Part of Lot 15, Concession VIII, District of Storrington,

NOW THEREFORE 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 Special Recreational Resort Commercial Zone (RRC-4) to Limited Service Residential-Waterfront Zone (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, either on the date of passage or as otherwise provided by section 34.

Dated at the Township of South Frontenac this nineteenth day of June, 2018.

Read a first and second time this nineteenth day of June, 2018.

Read a third time and finally passed this nineteenth day of June, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

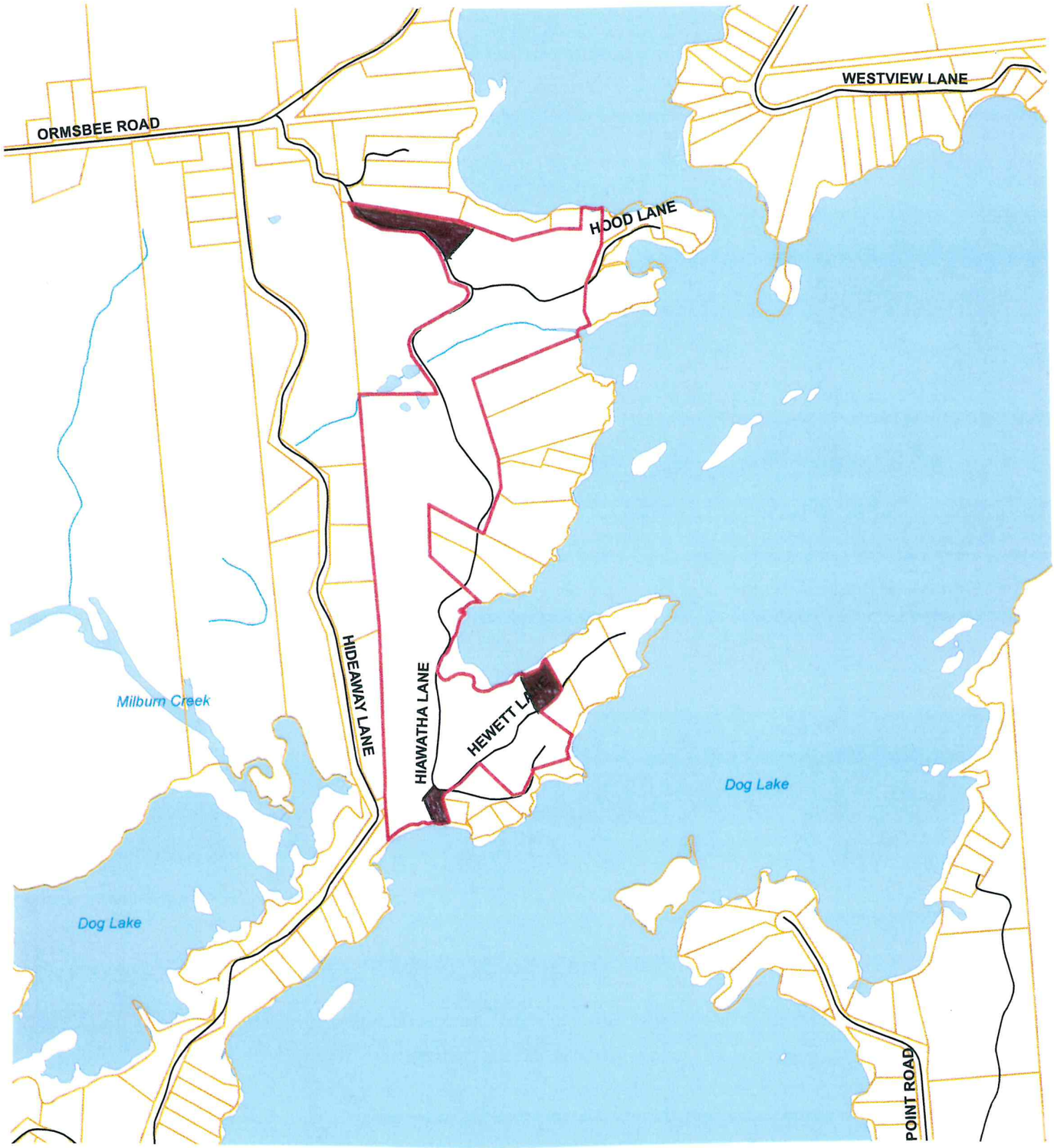
_____
Ron Vandewal, Mayor

_____
Wayne Orr, Clerk-Administrator

TOWNSHIP OF SOUTH FRONTENAC

SCHEDULE '1'
BY-LAW NO. 2018-

AREAS REZONED FROM 'RRC-4' TO 'RLSW'



THIS IS SCHEDULE "1" TO BY-LAW NO. 2018-
PASSED THIS 19th DAY OF JUNE, 2018.

MAYOR_____

CLERK_____

Minutes of Council
May, 15, 2018

Time: 7:00 PM
Location: Council Chambers

Meeting # 13

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

Staff: Wayne Orr, Chief Administrative Officer, Lindsay Mills, Planner, Mark Segsworth, Public Works Manager, Louise Fragnito, Treasurer, Angela Maddocks, Deputy Clerk.

1. Call to Order

a) Resolution

Resolution No. 2018-13-01
Moved by Councillor McDougall Seconded by Councillor Schjerning
THAT the Council meeting of May 15, 2018 be called to order at 7:00 p.m.

Carried

2. Declaration of pecuniary interest and the general nature thereof

a) There were no declarations.

3. Approval of Agenda

a) Resolution

Resolution No. 2018-13-02
Moved by Councillor Schjerning Seconded by Councillor McDougall
THAT Council approves the agenda and allow the addition of Agenda Item 10 (g) a verbal report from the Public Works Manager.

Carried

4. Scheduled Closed Session - n/a

5. Recess - n/a

6. Public Meeting - n/a

7. Delegations

a) Tony Fleming, Cunningham Swan, re: Johnston Point Condominium: Registration Process

Mr. Fleming reviewed the letter and summary chart relating to the registration process for the Johnston Point Condominium. His letter provided an outline of the process by which the conditions may be satisfied and the Township's role in the approval process noting that generally the township is responsible for confirming that the developer has satisfied the conditions and then the township advises the County of compliance so that the County can issue final approval. He reviewed the Ontario Municipal Board order as it relates to the final approval of the plan of condominium.

Council members expressed concerns about possible cutting of trees along the shoreline and the enforcement process to ensure this does not continue. Mr. Fleming explained that presently there is no agreement in place and without

the benefit of a tree cutting by-law or site control by-law, there is nothing to stop this practice, however once the condominium agreement is executed, tree cutting as an example would become an enforceable issue and be dealt with through non-compliance. He also noted that it was his understanding that there is no evidence of healthy trees being cut, only old and dead trees have been cut and stacked on the site. He provided clarification of the environmental protection policy outlined in the draft plan conditions that will require that the area within 30 metres of the highwater mark of a waterbody or wetland shall be maintained in a natural state for soil and vegetation and a clause about only allowing a path to the water or removing invasive species, all living trees greater than 4 inches in diameter at breast height within 40 metres of any water body shall not be removed.

Other concerns about the benefit permit process with the MNRF were discussed. Mr. Fleming confirmed that there is no relationship between the township and the Ministry of Natural Resources and Forestry, this is a regulatory process between the developer and the ministry. If there was work done contrary to the benefit permit, the ministry would deal with the violation in another manner in the development.

b) Christine Cannon, Director, Land Conservancy for KFLA, re: Access to property - Concession 9, Part Lots 7 & 8 Portland District

Christine Cannon requested that Council consider granting a permanent right-of-way across a 66 foot by 66 foot section of the unopened road allowance in Concession 9, Part Lots 7 and 8 as the current owners are willing to donate the 13 acres to the Land Conservancy, however their existing deed only allows legal access to Hinchinbrooke Road via Moore Drive and Moore Farm Lane but the unopened road allowance between Concessions 9 and 10 blocks the legal access to the subject property.

Council was supportive of granting a legal right of way and directed staff to move forward with the process.

8. Approval of Minutes

a) Minutes of the May 1, 2018 Council Meeting

Resolution No. 2018-13-03
Moved by Councillor McDougall Seconded by Councillor Schjerning
THAT Council approves the minutes of the May 1, 2018 Council meeting.

Carried

9. Business Arising from the Minutes - n/a

10. Reports Requiring Action

a) Johnston Point - Draft Plan of Condominium

Resolution No. 2018-13-04
Moved by Councillor Schjerning Seconded by Councillor McDougall
THAT Council receive the Planning Report dated May 11, 2018 for information regarding a draft Condominium Agreement for the Johnston Point Plan of Condominium Development in Part of Lots 23 & 24, Concession VI, District of Loughborough and provide any direction or comment prior to staff bringing it forward for approval.

Carried

b) Site Plan Agreement for Dwelling on Sydenham Lake - Concession V, Part of Lot 8

See By-law 2018-32

Council took a ten minute break at 8:15 pm.

c) Investment Services

Resolution No. 2018-13-05
Moved by Deputy Mayor Barr Seconded by Councillor Roberts
That Council support the recommendation of the Corporate Services Committee to award the Investment Services contract to Johnson, Johnston and McRae and;

That the investment policy be reviewed with recommended changes being brought back to Corporate Services for discussion,

Further, that Council support the staff recommendation to move all funds currently under Bond funds in the One Fund program to the High Interest Savings account until the recommendations from the consultants have been approved by Council.

Carried

d) Reduction, Cancellation and Refund of Taxes

Resolution No. 2018-13-06
Moved by Councillor Roberts Seconded by Deputy Mayor Barr
THAT Council support the recommendation of the Corporate Services Committee to authorize the Treasurer to extend the current period under section 357/358 tax adjustment under the Municipal Act to a period of current year and up to five prior years in cases where the property owners did not contribute to the delays in the timing of the adjustment request.

Carried

e) Tender No. PW-2018-07 - Pavement Rehabilitation Program for Harrowsmith/Rutledge & Arena Boundary Roads

Resolution No. 2018-13-07
Moved by Deputy Mayor Barr Seconded by Councillor Roberts
THAT Council approves the bid of Coco Group Inc. for Tender No. PW-2018-07, 2018 Pavement Rehabilitation Program, in the amount of $1,051,180.80, including the Non-Refundable HST.

AND THAT an amount of $100,000.00 be reallocated from the Sydenham Dam Bridge to the Harrowsmith/Rutledge Rd Capital Budget.

Carried

f) Fermoy Hall

Resolution No. 2018-13-08
Moved by Councillor Sleeth Seconded by Councillor Barbeau
THAT Council adopt the recommendation of the Heritage Committee that Fermoy Hall be considered for future listing as a place of cultural significance to the United Townships of Bedford and Palmerston dating back to 1866 and that any interior work be done in such a manner as to be sympathetic to the interior design and construction materials.
AND THAT funds be allocated to have a restoration expert prepare a report for Council's consideration .

Carried

g) Bedford Road Project - Verbal Report from Public Works Manager

Mark Segsworth reported that while the road was built as designed, adjustments are required on the north side of George Street to widen the curb as the current design has created a very tight turn and makes it difficult for school buses and large trucks to turn. This modification will result in the project exceeding the budget.

11. Committee Meeting Minutes

a) Corporate Services Committee meeting held April 10, 2018

b) Public Services Committee meeting held April 12, 2018

Resolution No. 2018-13-09
Moved by Councillor Sleeth Seconded by Councillor Barbeau
THAT Council receives for information the minutes of the following Committee meetings:

- Corporate Services Committee meeting held April 10, 2018
- Public Services Committee meeting held April 12, 2018

Carried

12. By-laws

a) By-law 2018-32

Resolution No. 2018-13-10
Moved by Councillor Sleeth Seconded by Councillor Barbeau
THAT By-law 2018-32 be given first and second reading.

Carried

Resolution No. 2018-13-11
Moved by Councillor Sleeth Seconded by Councillor Barbeau
THAT By-law 2018-32, being a by-law to authorize the Mayor and the Clerk to execute a Site Plan Agreement between the Corporation of the Township of South Frontenac and Kendra Swain and Richard Bean, be given third reading, signed and sealed.

Carried

13. Reports for Information

a) Accounts Payable and Payroll Listing

14. Information Items

a) Memo from Joe Gallivan, Director of Planning & Economic Development, County of Frontenac, re: Johnston Point - Possible violations of conditions

b) Meela Melnik-Proud, re: Follow up from delegation/ Possible Violations of Conditions - Johnston Point

c) Honourable Inidira Naidoo-Harris, Minister of Education, re: Update on Pupil Accommodation Review Guideline

d) Honourable Bob Chiarelli, Minister of Infrastructure, re: Ontario Regulation 588/17 Asset Management Planning for Municipal Infrastructure

15. Notice of Motions

a) Councillor Sutherland served a notice of motion to provide a key to those persons who undertake custodial work in South Frontenac facilities.

16. Announcements/Statements by Councillors

a) Mayor Vandewal reminded Council of the burial of the Time Capsule, a Canada 150th Project to be held at 1:00 pm on May 18, 2018 in Centennial Park, Harrowsmith.

b) Mayor Vandewal noted that North Frontenac Township will be having an open house for their new administration building in Plevna on May 26, 2018 at 9:00 am.

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

a) Evonne Potts asked if Council understood the overall benefit permit process. She clarified that species can be affected at Johnston Point if there is somewhere else in Ontario where there is an opportunity or environmental benefit to species.

18. Closed Session - n/a

19. Confirmatory By-law

a) By-law 2018-33

Resolution No. 2018-13-12
Moved by Councillor Revill Seconded by Councillor Sutherland
THAT By-law 2018-33 being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac, be given first and second reading this 15 day of May, 2018.

Carried

Resolution No. 2018-13-13
Moved by Councillor Sutherland Seconded by Councillor Revill
THAT By-law 2018-33, being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac, be given third reading, signed and sealed this 15 day of May, 2018.

Carried

20. Adjournment

a) Resolution

Resolution No. 2018-13-14
Moved by Councillor Sutherland Seconded by Councillor Revill
THAT the Council meeting of May 15, 2018 be adjourned at 9:07 p.m.

Carried

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer

REPORT TO COUNCIL
PLANNING DEPARTMENT

AGENDA DATE: June 5, 2018 REPORT DATE: May 31, 2018

SUBJECT: Condominium Agreement for Johnston Point Development

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RECOMMENDATION:
It is recommended that By-law # 2018-34, to authorize the Mayor and Clerk to enter into a Condominium Agreement with Magenta Waterfront Development Corporation and 1324789 Ontario Inc. to create 15 residential units on Johnston Point Plan in Part of Lots 23 & 24, Concessions VI & VII, District of Loughborough, **be passed**.

BACKGROUND:
On August 25, 2016 the Ontario Municipal Board approved a draft plan of condominium for the proposed Johnston Point residential development that would create 15 residential units, a common access road and a common waterfront passive recreational area. Attachment #1 is a map showing the proposed development layout on Johnston Point.

In approving the draft plan of condominium, the Board imposed draft plan conditions for its final approval. One of these conditions is that the owner enter into a condominium agreement with the municipality.

ANALYSIS:
Accordingly, the Township's solicitor has now prepared a final condominium agreement to address this condition. A draft of the agreement was brought before Council on May 15, 2018 and the Townships solicitor explained the agreement and addressed questions from Councillors. Council provided no direction or comment that would suggest changes to the draft agreement. The plan and agreement have been reviewed by the Planning, Public Works and Building Departments.

The agreement is now in its final form and conforms to the Ontario Municipal Board's approved draft plan of condominium

FINANCIAL/STAFFING IMPLICATIONS
n/a

ATTACHMENTS
Attachment #1 – is a map illustration the condominium layout.

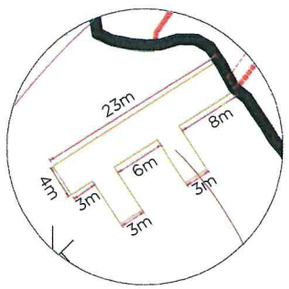
Approved by: Lindsay Mills Prepared/Submitted by: Lindsay Mills

JohnstonPointReportReCondominiumAgreement

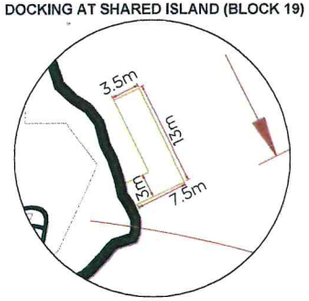
DRAFT PLAN OF VACANT LAND CONDOMINIUM
Part of LOTS 23 and 24
CONCESSIONS 6 and 7
Geographic Township of Loughborough
TOWNSHIP OF SOUTH FRONTENAC
County of Frontenac

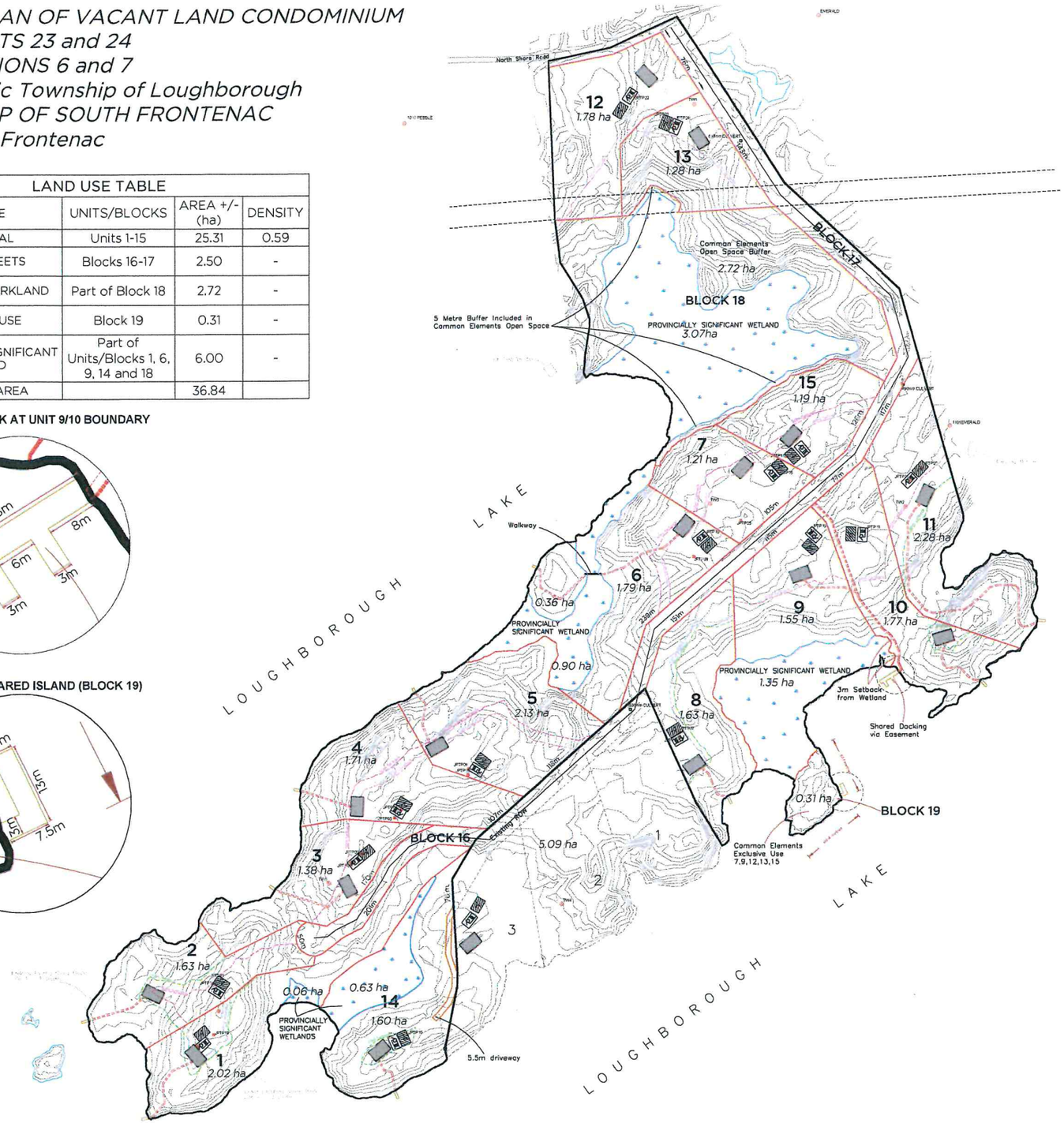
LAND USE TABLE			
LAND USE	UNITS/BLOCKS	AREA +/- (ha)	DENSITY
RESIDENTIAL	Units 1-15	25.31	0.59
ROADS/STREETS	Blocks 16-17	2.50	-
OPEN SPACE/PARKLAND	Part of Block 18	2.72	-
EXCLUSIVE USE	Block 19	0.31	-
PROVINCIALLY SIGNIFICANT WETLAND	Part of Units/Blocks 1, 6, 9, 14 and 18	6.00	-
TOTAL SITE AREA		36.84	

COMMUNAL DOCK AT UNIT 9/10 BOUNDARY



DOCKING AT SHARED ISLAND (BLOCK 19)







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

a) Shown on Draft Plan
b) Shown on Draft Plan
c) All adjacent lands owned, or in which the applicants have an interest are shown on the Key Plan
d) Residential: Single Dwelling Units
e) Residential: Rural / Single Dwelling Units
f) Shown on Draft Plan
g) Shown on Existing Conditions and Proposed Condominium Plan
h) Private Wells
i) Loam - shallow phase, loam, rock outcrop, shallow monteagle sandy loam, muck and peat
j) Shown on Draft Plan
k) Garbage collection, Telephone, Cable, Electricity
l) Restrictive Covenants, Utility Easements

OWNER'S CERTIFICATE

I, _____ HERBY AUTHORIZE _____ TO PREPARE AND SUBMIT THIS PLAN TO THE COUNTY OF FR FOR REVIEW AND APPROVAL.

SIGNED:_____ DATE: _____

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
PROPERTY PERIMETER IS BASED ON THE FOLLOWING UNDE SURVEY: 13R-13844

DATE: JUNE 12, 2014 _____

ATTACHMENT #1

No.	REVISION	DATE	BY
3	5m buffer, land use table	Mar 31 2016	
2	Paths	Mar 23 2016	
1	Docks	Mar 21 2016	

CLIENT
MAGENTA WATERFRONT DEVELOPMENT LIMITED

PROJECT
JOHNSTON POINT PLAN OF CONDOMINIUM

DRAWING
CONCEPTUAL SITE PLAN

FOTENN PLANNING + DESIGN
108-6 Cataraqui Street Kingston ON K7K 1Z7
Tel: 613 542 5454 Fax: 613 730 1136
www.fotenn.com

DRAWN BY	YL
REVIEWED BY	MK
DATE	2016.02.29
SCALE	1:1400

N

0 25 50 75 100 125m

REPORT TO COUNCIL

CLERKS DEPARTMENT

AGENDA DATE: June 5, 2018

SUBJECT: Notice of Motion – Keys for Cleaners of Township Halls

RECOMMENDATION

Whereas, most Township Halls are maintained under contract to the Township and those cleaners have keys to those Halls,

And whereas, some groups that use some Halls still have keys to access those halls,

And whereas, the routine cleaning of Harris Hall is paid for by the Perth Road Crafters and their key to the Hall has been taken away,

Therefore, be it resolved that the Perth Road Crafters be given a key to Harris Hall for their routine cleaning of the Hall until the Township has adopted a policy for the scheduling and maintenance of Township recreational facilities and it is applied Township wide.

BACKGROUND

Council's Procedural By-law 2017-76 establishes the process for Notice of Motion.

At the Council Meeting of May 15, 2018, Councillor Sutherland served a notice of motion to direct staff to provide a key to the Perth Road Crafters for Harris Hall for the routine cleaning of the hall.

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

ATTACHMENTS

n/a

Submitted/approved by:

Angela Maddocks
Deputy Clerk

REPORT TO COUNCIL

FIRE SERVICES

AGENDA DATE: **June 5, 2018**

SUBJECT: **Fire Chief's Vehicle**

RECOMMENDATION:

That Council approves the recommended changes to the type of vehicle required by the Fire Chief.

BACKGROUND:

The Township, provides a vehicle to the Fire Chief for the purpose of responding to emergencies, travel to various meetings, and to support the day-to-day operation of the department as well as travel back and forth from home with taxable benefits appropriately applied.

The Fire Chief is recommending changing the current type of vehicle from a Full Sized pick-up truck to a Mid-Sized SUV. The reason for the change is based on the needs of the current Fire Chief.

The role of Fire Chief has significantly shifted towards more of an administrative function to meet the expectations of the Township. The focus is now on the coordination, management, and strategic planning of the operations of the department. As a result the vehicle requirements of the Fire Chief are less focused on operational response, but rather travel to various meetings and stations to support and provide leadership to the many operational functions of the Fire Service. On occasion, the Fire Chief still must have the capability to respond to emergencies when required for major incidents.

Currently, the Fire Chief's vehicle is a 2014 F150 XLT XTR Crew Cab purchased in July 2014. It has a 5.0L V8 Engine and fuel efficiency averages at 16L/100km. The current mileage on the vehicle is 275,000 km.

The vehicle is mechanically starting to breakdown due to the high number of kilometers and the resulting wear and tear. As part of the 25 year vehicle replacement program it is scheduled and approved for replacement with a budget of $45,000, in the 2018 Capital Budget. The current replacement cycle is every 4 years.

The Fire Chief no longer requires a large pick up, rather a Mid-Sized SUV with 4x4 capability will meet the current and future needs. The vehicle must have an Off Road Package to mitigate some of the challenging laneways in the community, particularly during the winter months.

Staff recommend the following specifications be incorporated into the tender for a new vehicle:

- Small – Mid-Sized SUV
- 4 Cylinder 2.0L Engine
- 4x4 Off Road Capability and Suspension
- Fuel Efficient – Approx. 9L/100km Highway, 13L/100km City
- Winter Package
- Colour - Red
- Priced within the current allocated capital funds allocated for the replacement

REPORT TO COUNCIL

FIRE SERVICES

The change in vehicle is multi purposed. The expectation is that a smaller vehicle will be more fuel efficient and last longer given the anticipated mileage for the new Fire Chief. Staff are confident that the expected 4 year replacement schedule for the vehicle can be extended to a 6 year replacement, therefore reducing costs in the long term. The 6 year replacement estimate would be evaluated annually and could potentially be extended based on condition of the vehicle.

The new vehicle will be decaled and lettered to reflect the Township of South Frontenac and South Frontenac Fire and Rescue in a professional manner.

It is expected and estimated that the change in vehicle type will both reduce the overall cost of the vehicle purchase price and its carbon footprint. The vehicle will go through the approved procurement process.

FINANCIAL/STAFFING IMPLICATIONS:

Funds exist within the approved 2018 capital budget.

ATTACHMENTS:

None

Submitted/approved by:

Wayne Orr, CAO

Prepared by:

Darcy Knott, Fire Chief

REPORT TO COUNCIL

PUBLIC WORKS DEPARTMENT

AGENDA DATE: June 5, 2018

SUBJECT: Temporary Speed Hump Criteria

RECOMMENDATION:

That Council approve the criteria listed in the Report dated June 5, 2018 for the installation of temporary speed humps.

BACKGROUND:

Staff have attempted to address residents concerns about the speeding traffic on their roads with the use of temporary speed humps in the non-winter months.

This has been generally received positively. However, in some cases other residents find these speed humps an unnecessary inconvenience while those that want them believe that they should have them every year. As well, there are those who believe they are more justified in having a speed hump on their road as opposed to the road where we have placed them on.

As a result, a more formal approach has been suggested as a way to address these issues.

This issue was discussed at the Public Service Committee Meeting of May 10, 2018.

As a result the following criteria are proposed for the installation of temporary speed humps:

- no arterial roads
- no gravel roads
- no dead end roads
- 50% of vehicles exceed 10 km/hr over the posted speed limit
- minimum 200 m from intersection
- subject to availability and budget

FINANCIAL/CONSIDERATIONS:

A Temporary Speed Hump Costs approximately $2,000.00 although we purchased ours on sale for $1,500.00 apiece. The Township currently has 3 temporary speed humps that could be deployed.

Submitted/approved by:

Mark Segsworth, P. Eng.

Public Works Manager

REPORT TO COUNCIL

PUBLIC WORKS DEPARTMENT

AGENDA DATE: June 5, 2018

SUBJECT: Updated Financials on Storrington Centre Renovations & Glendower Accessible Entrance and Steps

RECOMMENDATION:

That Council reallocate $25,000 from the Storrington Centre Renovations project budget to the Glendower Accessible Entrance budget, bringing the total budget for the Glendower project to $91,742.

And That Council acknowledge the revised cost for the Storrington Center project at $266,547.

BACKGROUND:

The Renovation project at the Storrington Centre was awarded to the Anglin Group at a cost of $201,069.00 which was considerably less than the Council approved budget amount of $333,000.00.

The Glendower Accessible Entrance and Steps project was awarded to Ubcon Construction Ltd. at a cost of $65,100.00. The original approved budget was $40,000.00.

Shown below is the estimated Change Order Summaries to complete both projects.

GLENDOWER HALL ASSESSIBLE ENTRANCE CHANGE ORDER SUMMARY	
Description	**Amount**
Tender Bid Price (excluding HST)	**66,245.00**
Additional Required Costs to complete Project	
Tactile Indicators on Ramp Landings	1,741.64
Additional Wall Forming & Enlarged Landings	2,210.20
Additional Pinning of Front Steps	750.00
Consultant Fees (est.)	5,000.00
Additional Ramp & Railing (required to preserve disabled parking space)	14,209.40
Total	**23,911.24**
Estimated Total Construction Budget (excluding HST)	**90,156.24**
Total including non-rebatable HST	**91,742.99**

REPORT TO COUNCIL

PUBLIC WORKS DEPARTMENT

STORRINGTON CENTRE RENOVATIONS CHANGE ORDER SUMMARY	
Description	Amount
Tender Bid Price (excluding HST)	**201,069.00**
Additional Required Costs to complete Project	
Larger Balancing Tank (Health Unit Req'd)	935.00
Increase Septic Bed Size (Health Unit Req'd)	5,362.00
Revised Septic Tank (Health Unit Req'd)	22,833.74
Add Two Door Panic Sets	1,430.00
Revised Toilets	308.00
Consultant Fees (est.)	24,000.00
Rock Removal to install Larger Septic Tanks (est.)	6,000.00
Total	**60,868.74**
Estimated Total Construction Budget (excluding HST)	**261,937.74**
Total including non-rebatable HST	**266,547.84**

FINANCIAL IMPLICATIONS:

Council previously approved the initial shortfall for the Glendower Steps Tender of approximately $27,000.00 to be funded from the Parkland Reserve. An additional amount of approximately $25,000.00 is required to complete this project. As can been seen from the Summary above, there is approximately $66,000.00 available from the Storrington Renovations Capital Budget.

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared by:

Jamie Brash, Supervisor
Solid Waste/Facilities

REPORT TO COUNCIL

PUBLIC WORKS DEPARTMENT

AGENDA DATE: June 5, 2018

SUBJECT: Winter Control Plan

RECOMMENDATION:

That Council approve and endorse the attached Winter Control Plan dated May, 2018 as the basis for the Township of South Frontenac's winter maintenance activities,

And that this plan be recognized as a living document with an updated plan presented to Council every 4 years.

BACKGROUND:

The Public Works Department manages a winter maintenance program to ensure public safety on Township Roads during the winter months from approximately November 1 to April 30th. . The Winter Control Plan describes the Minimum Maintenance Standards and related legislation that govern winter control operations. Additionally, the guidelines and procedures for the winter maintenance of Township roads and sidewalks are described in this Plan.

This Winter Control Plan includes maps and detailed information on the various types of winter maintenance activities and the equipment used of both in-house and Contractor services. The following table summarizes the plow routes involved in delivering this service:

Snowplowing, Sanding & Salting	Total # of Routes	Routes In House	Routes by Contractor
Arterial	6	4 Day	2 Day 6 Night
Local Roads	29	17	12
Sidewalk Plowing	8	0	8
# of Facilities	4	4	0

FINANCIAL/STAFFING IMPLICATIONS:

The Winter Control budget is based on the average of the previous 5 winter control years. Winter Control operations will be conducted as conditions demand. The approved 2018 Operating Budget for Winter Control is $1,993,375. Note that weather is a significant factor in the expenditure level variations.

ATTACHMENTS:

2018 Winter Control Plan

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared by:

Brian Kirk, CRS-I
Operations Supervisor

WINTER CONTROL PLAN

The Corporation of the Township of South Frontenac

PUBLIC WORKS DEPARTMENT

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1.0 Overview

Winter operations are normally carried out within the Township of South Frontenac from approximately November 15th of the current year through April 15th of the following year. Winter events occurring before or after this time period will follow the procedures and guidelines outlined in this document.

Service Delivery Responsibilities

The Public Works Department is responsible for providing and delivering winter maintenance service for the municipal road operations within the boundaries of the Township of South Frontenac and neighboring municipalities through cross boundary agreements.

This involves:

- Design of the Winter Maintenance Plan
- Annual review, production and distribution of the Winter Maintenance Plan
- Establishing treatment priorities for roadways
- Establish application rates for the different routes
- Ensuring availability of equipment, staff, and materials
- Maintenance of operation equipment
- Ensuring availability of weather forecast service and condition monitoring systems
- Monitoring of roadway condition
- Day to day direction of operations
- Monitoring performance
- Providing accurate and timely information to relevant parties as required
- Maintaining comprehensive records for winter maintenance operations and activities
- Where necessary liaise with other Highway Authorities, Emergency Services and Police
- Implementing annual reviews of the service

To facilitate planning, winter operations activities encompass two categories:

Scheduled	• Guided by the Winter Operations Plan and the Minimum Maintenance Standards • Includes weather monitoring, winter road Patrol And winter preparation
Event Response	• Guided by activation triggers defined in the Minimum Maintenance Standards or by practical considerations • Includes snow plowing, de-icing and snow removal

2.0 Resources

Facilities:

The Township of South Frontenac maintains 4 facilities to carry out winter operations during the winter control period. These facilities are as follows and house the following staff and contracted operators:

Keeley Road Patrol Yard – 2490 Keeley Road, Sydenham

Public Works Headquarters
Employees include Public Works Manager, Operations Supervisor, Technical Supervisor, Facilities/Solid Waste Supervisor,1 Lead Hand,
1 Mechanic, 8 Driver Laborers, 6 Contracted Operators

Hartington Patrol Yard – 5286 Hinchinbrooke Road, Hartington

Employees include 1 Lead Hand, 4 Driver Laborers, 4 Contracted Operators, 1 Garbage/Light Equipment Operator

Bedford Patrol Yard – 1389 Westport Road, Godfrey

Employees include 1 Lead Hand, 3 Driver Laborers, 3 Contracted Operators

Sunbury Patrol Yard – 3910 Battersea Road, Sunbury

Employees include 1 Lead Hand, 2 Driver Laborers, 4 Contracted Operators

Fleet Inventory Listing:

The following vehicles are owned, operated and maintained by the Public Works Department which are typically harnessed, equipped and used in winter maintenance operations (does not include patrol vehicles).

Equipment ID	Description	Class	Year	Location
F-3	Chevrolet 2500	4X4 Plow Truck	2016	Sunbury
F-41	Chevrolet 2500	4X4 Plow Truck	2016	Keeley Rd
F-2	Chevrolet 2500	4X4 Plow Truck	2017	Westport Road
F-8	Ford 250	4X4 Plow Truck	2013	Hartington
FT-14	Sterling LT9513	Tandem Plow Truck	2001	Westport Road
FT-16	Western Star	Tandem Plow Truck	2017	Keeley Road
FT-26	Sterling LT9513	Tandem Plow Truck	2003	Keeley Road
FT-27	Sterling LT9513	Tandem Plow Truck	2002	Hartington
FT-29	International 7600	Tandem Plow Truck	2005	Keeley Road
FT-30	Sterling LT9513	Tandem Plow Truck	2004	Hartington
FT-36	Sterling LT9513	Tandem Plow Truck	2006	Hartington
FT-38	International 7600	Tandem Plow Truck	2007	Westport Road
FT-42	Ford F550 4X4	1 ½ ton Plow Truck	2008	Keeley Road
FT-43	Sterling LT9513	Tandem Plow Truck	2008	Keeley Road
FT-44	Sterling LT9513	Tandem Plow Truck	2009	Hartington
FT-45	Sterling LT9513	Tandem Plow Truck	2009	Sunbury
FT-46	International 7600	Tandem Plow Truck	2010	Keeley Road
FT-47	International 7600	Tandem Plow Truck	2010	Westport Road
FT-53	International 7600	Tandem Plow Truck	2012	Sunbury
FT-57	International 7600	Tandem Plow Truck	2014	Hartington
FT-60	Mack Gu7 Tri-Axle	Tri-Axle Plow Truck	2013	Keeley Road
FT-69	International 7600	Tandem Plow Truck	2016	Keeley Road
BT-90	John Deere 544K	Loader	2011	Westport Road
FT-94	Caterpillar 930G	Loader	2006	Keeley Road
14-24	Hyundai HL-740 9A	Loader	2014	Hartington
Rented	Loader 3yd Bucket	Loader	New	Sunbury
In case of extreme winter events:				
FG-22	Champion 740	Grader	2000	Westport Road
FG-23	John Deere 870G	Grader	2009	Hartington
FG-24	John Deere 772 GP	Grader	2012	Keeley Road
14-25	Trackless	Blower/Blade/Sander	2014	TWP Wide
420	Caterpillar Backhoe	Loader	2015	Keeley Road
580	Case Backhoe	Loader	2016	Westport Road

Location of Vehicles and Other Equipment

Vehicles as listed in the table above are housed at their stated Patrol Yards. However, in the case of an emergency, these vehicles may be deployed to one of the other patrol sites but will be returned to their normal operational site once the emergency has ceased.

Calibration Procedures

Calibration of the sanding/salting equipment (Dickey-John, application rates for sanding and salting equipment) will be carried out annually before the start of the winter maintenance season and re-checked as deemed necessary. The calibration will normally be completed by a qualified technician or in house by a licensed mechanic.

Staffing:

The Township of South Frontenac's Public Works department uses the tiered organization structure shown in the following figure.

Public Works Manager	Responsible for management of the department and ultimately, the results of all winter operations
Operations Supervisor	Operations and Staffing Responsible for front line management and directing winter operations and staff include Lead Hands
Lead Hands	Roads & Streets, Parking Lots, certain Fire Halls, Cemeteries and Sidewalks Responsible for directing winter operations and staff including both the contracted operators & driver laborers
Patrolman	Roads & Streets, Sidewalks, Night Shift Responsible for monitoring the day-to-day winter operations night and weekend shifts, including the contracted operators & driver laborers
Truck Drivers & Light Equipment Operators	Responsible for performing winter operations as directed by the Lead Hands and patrolmen.

List of Township Public Works Employees, Contract & Casual Contacts:

The Township Public Works Department keeps a copy of all Township Public Works Employees, Full time and Part time driver's license and performs, at its discretion, a license verification and license abstract on each employee operating a township vehicle.

This list will be held by the Township Public Works Department's administration for verification of employee name, location and signature.

Training:

The Township Public Works Department will endeavor to provide the following training to its staff:

(a) Operators and staff will be trained in First Aid Training and CPR **every Three (3) years**
(b) Operators and staff will be given WHMIS training Annually
(c) Operators and staff will be provided with access and knowledge on Occupational Health and Safety, including the Township's Health & Safety Policies and Procedures
(d) Operators will attend a Snow Plow Driver Course Annually
(e) Operators will be given training on Traffic Control Safety (Book 7) Every Two (2) Years
(f) Hours of work

Material Availability:

Salt is tendered as a part of the City of Kingston's tender early in the year once the previous winter maintenance season has ended. The successful suppliers must supply the Township on an as needed basis over the course of the winter season (November thru April). Storage Facilities are located at each of the Patrol Facilities and filled prior to the winter period. Environmentally sound Storage Facilities are monitored closely and usage is documented so that the facilities may be refilled prior to depletion.

List of Storage Facilities/ # Routes per Yard/ Capacity:

Facility	Sunbury	Keeley Road	Hartington	Westport
Pre-mixed Capacity	7,000 tonnes	11,000 tonnes	6,000 tonnes	7,000 tonnes
Local Roads	5 Routes	10 Routes	8 Routes	6 Routes
Arterial Roads	1 Route (a)	3 Routes (b)	1 Route (a)	1 Route (a)

South Frontenac applies three different material mixes on the road system.

Road Type	Salt	Sand	MgCl	Number of Routes
Local Roads (Former Township Roads)	5%	95%	0%	17 In house routes & 12 Contracted Routes
Arterial Roads (Former County Rds. & Hwy 38)	30%	70%	0%	(a)3 of 6 Arterial Rds.
Arterial Roads (Former County Rds. & Hwy 38)	15%	70%	15%	(b)3 of 6 Arterial Rds.

****Note- When freezing rain events occur, all routes are "sweetened" to help the clearing process*

Fuel Stock and Locations:

Each of the 4 Patrol Yards has re-fueling facilities for diesel fuel. Gasoline is only available at Keeley Rd and Westport Rd yards. Fuel usage is monitored electronically.

3.0 Operational Procedures

Activity List

Key activities are needed to provide a full winter maintenance service. The following is a brief summary of these activities:

3.1 Route Planning and Treatment Priorities

3.2 Weather Monitoring

3.3 Road Patrol

3.4 Snow and Ice Clearing

3.5 Snow and Ice Treatment

3.6 Contracted Routes

3.7 Sidewalk Plowing and Sanding

3.8 Village Snow Removal

3.9 Record Keeping

3.10 Winter Maintenance Procedural Plan Distribution

3.11 Hours of Service Documentation

Route Planning and Treatment Priorities:

General: Treatment priorities for the roadways within the Township of South Frontenac have been devised to ensure effective, efficient coverage within the timescales defined in the Minimum Maintenance Standards. This system of coverage is readily adaptable to prevailing conditions.

For the purposes of this policy, the *highways* under the jurisdiction (for the purposes of winter maintenance) of the Township of South Frontenac are classified according to the Table in Section 1(2) of O. Reg. 239/02, as follows:

Classification of Roadways

Posted Speed Average Annual Daily Traffic (AADT)	100km	90km	80km	70km	60km	50km	40km
15000 or more	1	1	1	2	2	2	2
12000 – 14999	1	1	1	2	2	3	3
10000 – 11999	1	1	2	2	3	3	3
8000 – 9999	1	1	2	3	3	3	3
6000 – 7999	1	2	2	3	3	3	3
5000 – 5999	1	2	2	3	3	3	3
4000 – 4999	1	2	3	3	3	3	4
3000 – 3999	1	2	3	3	3	4	4
2000 – 2999	1	2	3	3	4	4	4
1000 – 1999	1	3	3	3	4	4	5
500 – 999	1	3	4	4	4	4	5
200 – 499	1	3	4	4	5	5	5
50 – 199	1	3	4	5	5	5	5
0 – 49	1	3	6	6	6	6	6

Please see Appendix "B" for Map of Road Classifications as Determined by Posted Speed and AADT (actual and/or estimated) (page 25). **South Frontenac Township only has class 2 to 6 roads in their road system.**

Weather Monitoring:

The information used in decision making will be a combination of a road weather forecast and manual road condition checks (monitored 3 times per calendar day).

Information Provided/Available

24 Hour Weather Forecast – Environment Canada- Electronically Documented
Hourly Weather Network forecast

Weekend – Weather watch by Patrolmen
Manual Road Check by Patrolman or designate using infra-red pavement temperature thermometers and visual inspection.

The Operations Supervisor will discuss possible actions with the equipment operators and Lead Hands. Further discussions may ensue should the forecast suggest extreme weather conditions.

The Operations Supervisor assesses the conditions on a continuing basis with the aid of the forecast and upon the completion of each route will consider the potential need for additional resources and deploy action accordingly.

Road Patrol:

Routine Road Patrol shall be carried out by driving on and visually inspected for events by the patrolman or lead hand. Employees electronically monitor the road and air by a Road Watch System that is mounted in the trucks which gives accurate information to air and road temperature. Each lead hand patrols and monitors his own area during his hours of work. Night and weekend patrol, Patrol According to the patrol route map.

Please see Appendix "C" for Winter Control Patrol Route Map (page 26)
Night Patrol will commence approximately November 15th, and end on April 15th or as decided by the Operations Supervisor. Night patrol hours will be from 6 pm and 6 am, 7 days a week. The Night Patrol personnel will monitor the weather forecasts, current weather conditions, and make winter call outs to the respective contractors for arterial roads from approximately 5 pm to 5 am. Lead Hands will be called in early morning hours, by the night patrolman, for local roads in their respective area to alert them of a change in a winter weather pattern or event and then make call outs to day time operators as required. Call out timing is determined as per the Minimum Maintenance Standards.

Road Patrol Schedule and Calendar see **Appendix H.**

Snow and Ice Clearing:

Snow Clearing

When the snow accumulation on a roadway is greater than the depth set out in Table 3, the Public Works Department will deploy winter maintenance forces to clear the snow as soon as practicable.
Arterial roads are plowed by both contractors and in house operators to the severity of the event. Local roads are plowed once the drivers are called in by the patrolman or lead hand. Ideally, the plow routes would be completed prior to school bus traffic in the morning and later in the day to ease evening traffic.

The municipality has adopted the minimum maintenance standards, http://www.ontariocanada.com/registry/view.do?postingId=4146 for snow and ice clearing practices. The municipality strives to maintain surface levels to a higher degree with dispatch often sooner than is called for in The Plan. After the snow has ended the Public Works Departments desire is to clear the snow until the depth is equal to or less than that set out in Table 1.

Table 1 Snow Clearing

	Response to Snow Accumulation		Surface Condition		
Class	***Depth***	***Time***	***Lag time***	***Desired Condition***	***Minimum Condition***
2	5 cm	6 hours	12 hours	Bare	Centre/Track Bare
3	8 cm	12 hours	18 hours	Bare	Centre/Track Bare
4*	8 cm	16 hours	24 hours	Centre/Track Bare	Centre/Track Bare
5	10 cm	24 hours	24 hours	Snow packed	Snow packed
6	10 cm	24 hours	24 hours	Snow packed	Snow packed

(*) Notwithstanding the desired and minimum conditions stated above for Class 4 Roads, in the case of loose top (gravel) roads, the desired and minimum conditions shall be "Snow packed" due to the nature of this type of road surface.

The Township has the following number of centerline kilometers for the three different road surfaces. (Table 2)

Table 2 - Centerline Distance

Arterial Road Centerline	
Surface	**Length (Km)**
Asphalt	129.80
Surface Treatment	64.70
Local Road Centerline	
Asphalt	35.64
Surface Treatment	366.63
Gravel	207.30

Total Centerline Kilometers	
Surface Type	**Length (Km)**
Asphalt	165.44
Surface Treatment	431.33
Gravel	207.30
Total Road Length	**804.07**

Total Hard Top Length	**596.77**

Ice Clearing

The Public Works Department shall, deploy winter maintenance forces to treat an icy roadway as soon as practicable after becoming aware that the roadway is icy; and treat the icy roadway within the time set out in Table 3.

Table 3 Ice Clearing

CLASS	RESPONSE TIME
2	4 hours
3	8 hours
4	12 hours
5	14 hours
6	16 hours

Snow and Ice Treatment Procedures:

Central to the success of any plan are the personnel involved. The Public Works Department Winter Maintenance Operators, including contractors, will be responsible for the Winter Maintenance Operation 24 hours per day throughout the winter period for both arterial and local roads. Local roads are typically maintained from 4 am to 6 pm unless the event is in the form of freezing rain in which dispatch of forces are called promptly. Arterial roads are plowed 24 hours per day as required. Contractors typically plow from 5 pm to 5am with township forces plowing from 5 am to 5 pm with the exception of routes 503 and 504 being done by the contractor 24/7.

Code of Practice: Road Salts Environmental Management

https://www.canada.ca/en/environment-climate-change/services/pollutants/road-salts/code-practice-environmental-management.html

Conventional Sander

- one way sanding/salting shall be the township standard unless it is freezing rain or considered to be an emergency circumstance.
- not more than 400 kg/Km of material is to be applied on local roads when travelling one way, extra application must be pre-approved by Lead Hand. Normal use is 5% salt.

- not more than 200 kg/Km of material is to be applied on Arterial roads when travelling both ways, extra application must be pre-approved by Lead Hand.

- the above application rates are considered to be the top limits and lower settings are to be used in appropriate conditions (i.e.: warm temperature, light snow conditions).

- ice treatments are typically stronger mixes with the salt percentage being at the discretion of the patrolman or lead hand with mix reflecting the severity of the ice.

- some events require different application rates, i.e. temperature, severity, wind etc. these application rates will be at the discretion of the lead hand or patrol man

Procedures for Specific Weather Conditions:

- when freezing rain conditions coincide with rain then sanding/salting operations will commence as soon as possible or upon becoming knowledgeable of the conditions.

- during high wind conditions material may be held. The mix application becomes a sticky substance that traps snow blowing across the roadway, increasing the size of snowdrifts.

- in the event of a storm it is a township practice to distribute material on the roadway as soon as it becomes practical to allow the snow/ice accumulation to “melt up”. It is essential to continue to plow the roadway without administering more material.

Procedures for Once a Storm Event has ended or the Roadway Meets Minimum Maintenance Standards:

- once the storm has ended and roadways are cleared including shoulders. Routes will be patrolled and inspected by the lead hand and/or patrolman. The snow plow units will then be parked at their respective patrol yards. The operators will perform a visual inspection to be sure the unit is ready to go for the next event.

- each storm has individual characteristics and must be dealt with accordingly. Therefore, exceptions to this procedural plan may occasionally be necessary.
  While the township may implement winter maintenance procedures and follow Provincial Minimum Maintenance Standards it is also the responsibility of the traveling public to acknowledge adverse weather conditions and drive accordingly. (Highway Traffic Act)

Contracted Routes:

- The contracted routes are awarded by tender process. The Township currently has six (6) Arterial Road contracts and twelve (12) Local Road Contracts for the designated routes. Contract trucks will be called out by the Patrolman or Lead Hand or his/her designate and supervision will be by the Patrolman or Lead Hand or his/her designate.

- Contract trucks when called out shall complete one trip and return to the Patrol site. The Patrolman, lead Hand or his/her designate shall check the roadway prior to the contractor going out again to see if another trip is called for, if another trip is not called for the contractor will be sent home

- A list of Contractor Arterial and Local Routes can be found in **Appendix F.**

Sidewalk Plowing and Sanding:

The Public Works Department is responsible for plowing and sanding snow from sidewalks. The priority for winter maintenance of sidewalks is to keep them safe and clear of hazards caused by snow and ice accumulation. The following table describes the maintenance quality standards for snow and ice control on sidewalks within the Township.

Sidewalk	Depth of Snow Accumulation for Service Standard	Time to Clear Snow from the end of Snow event or Time to Treat Icy Conditions	Treatment standard	
			Bare Surface	Snow Packed
All	0-2.5 cm	No maintenance scheduled, sand applied as necessary		
All	2.5-5 cm	10 hours		All locations
All	5-10 cm	12 hours		All locations
All	10+ cm	24 hours		All locations

Typically during a winter storm event, roadways are maintained first and sidewalks, although priority are dependent on staff availability due to the severity of the weather event. Sidewalk maintenance generally involves clearing of the snow by plow or snow blower followed with an application of sand or other material for traction. Public Works strives to clear sidewalks in the areas around schools first before proceeding with the remainder of sidewalks.

Sidewalk clearing is done by tendered contractors on 4 sidewalk plow routes. There is a designated snow removal unit for each of the 4 routes.

In addition to the Minimum Maintenance Standards as set out by the Township the following procedures are provided as a guideline for winter maintenance operations for sidewalk plowing and sanding.

Appendix "G" List of Winter Maintained Sidewalks (page 77).

Village Snow Removal:

Removal of snow will take place on streets taking into consideration public safety, snow storage capability, emergency detour routes, street parking requirements, vehicle and pedestrian traffic volumes and parking lot capacity. Snow is removed in accordance with the Snow Removal listing below:

1) Sydenham Arterial (Evening)
2) Verona Arterial (Evening)
3) Harrowsmith Arterial (Daytime)
4) Battersea Complete (Daytime)
5) Sydenham Local (Daytime)
6) Verona Local (Daytime)
7) Bellrock Complete (Daytime)
8) Hartington Complete (Daytime)
9) Harrowsmith Local (Daytime)
10) Perth Road Complete (Daytime)
11) Inverary Complete (Daytime)
12) Sunbury Complete (Daytime)

Village snow removal usually commences as soon as is practicable after a storm. Normal practice for removal is when snow windrows reach a height of 45cm and width at the base of 60cm. Deviation from windrow removal may occur due to parked vehicles on streets within the Villages. As equipment is required to windrow snow for removal purposes, this operation may require the removal of vehicles parked in contravention of the "No Parking By-Law".

The most efficient snow removal operation requires the use of road snow blowers, road graders, ¾ ton trucks. This work is carried out in the time frames noted in the Snow Removal Listing above. Typically the municipality does not remove any snow after 1 am in any Village. Salt or winter sand is applied to the street after snow removal to fully restore safe conditions.

Snow is hauled to a designated snow storage site (Snow Dump), located in the village of Harrowsmith, on the West Side of Centennial Park Drive behind tennis courts. This storage site has been approved by the Ministry of Environment as an acceptable snow disposal location.
This snow disposal platform is constructed of limestone base that is sloped to the rear, with a berm around the two sides and rear, 2m high by 2.5m in depth.

Record Keeping:

Supervisor Responsibilities:

The Operations Supervisor will ensure that all Lead Hands, Patrolman, and Operators, including contractors, receive the appropriate Winter Control training prior to the Winter Maintenance Period and keep a record of this training.

The Operations Supervisor will make certain that Operators are knowledgeable in how to complete a circle check of their vehicle(s).

The Operations Supervisor also will maintain a record of the following:

- *Hours of Work Record* – the Lead Hand/Supervisor or his/her designate will be responsible for scheduling his Operators in such a manner that the Operators' hours of work will comply with the maximum hours of service as per the Highway Traffic Act, Amendment of Regulation under Order of Council O.Reg 555/06, dated December 13, 2006.

- *Material Usage Records* – the Supervisor will review any adjustments to the records with the lead hand. The Supervisor will use the Dickey-John & GPS information when reviewing the material usage which will be used when a discrepancy exists with a manual entry.

Lead Hand Responsibilities:

The Lead Hand or his/her designate will maintain a Daily Log and Patrol Record which will contain details of phone calls, decisions made and associated times. This log will be held on file by the Operations Supervisor.

As an example, the Lead hands or his/her designate is responsible for at a minimum the following documentation:

- *Lead Hand's Diary and Patrolmen's Diary* – will be kept up to-date on a daily basis and once the diary is completed it will be retained by the Lead Hand for a retention period of ten (10) years. The Lead Hand's diary will be made accessible for documentation in the event of a damage claim. Entries in the diary will be clear, concise and legible.

- *Winter Patrol Record* – the Lead Hand or his/her designate will complete this record for roads patrolled. This document will provide the date patrolled, roads completed, time, weather and road conditions, any accidents that are observed, who it was patrolled by and when the patrol was completed.

- Material *Usage Records* – the Lead Hand or his/her designate must ensure that usage of material is recorded for each call out and reviewed for accuracy. Adjustments to these records must be completed and agreed upon by the Supervisor.

- *Winter Operation Record* – the Lead Hand must complete a Winter Operation Record for each call out event. This record will provide date, operator identification, call out person, the quantity of sand and/or salt used, time in and time out. The Lead Hand and/or Patrolman will record weather conditions. GPS will identify route taken, type of application used, kilometers from start to finish, which Patrol operated from, application amount of material applied and road & air temperature.

Operator Responsibilities:

Operators must inspect their vehicle and sanding/salting equipment prior to every individual call out operation.

The Operator will ensure that their vehicle and sanding/salting equipment is cleaned sufficiently after each individual call out operation.

The Operators at a minimum must complete the following records:
- Vehicle Inspection Report (Circle Check)
- Hours of Work Record
- Sand and Salt Use

Vehicle Inspection Report (Circle Check) - The Operator must perform a circle check prior to leaving the yard for each call out and complete a Vehicle Inspection Report. The Supervisor will keep this report on file for potential audit purposes. No Operator will knowingly leave the yard if their vehicle or equipment has an identified mechanical/operational failure resulting from the completion of the circle check. Failure to complete the circle check and/or the Vehicle Inspection Report may result in a fine issued to the Operator as well as the Township. Failure to comply with the Vehicle Inspection Report and the vehicle is found to be mechanically faulty on the roadway may result in a fine issued to the Operator as well as the Township.

If the vehicle develops a minor mechanical failure while in operation but is determined to not be a safety hazard, the Operator is allowed to return the vehicle to the Patrol Yard for repair.

If the vehicle develops a major mechanical failure (as outlined in the Vehicle Inspection Report) while in operation, the Operator must find a safe place to pull over and contact immediate supervisor for further instruction.

Hours of Work Record - must show driving time, down time, time off, etc.

Requirements for the Completion of Documents:

Please note that the above noted records which are to be completed by the Lead Hands and Operator(s) are not to be considered discretionary but mandatory.

Full and accurate completion of these documents, according to the applicable procedures, ensures that staff is protected from personal liability by providing solid documentation that Township procedure has been followed.

However, it is duly noted that the Lead Hands/Operator will **not** sustain "personal liability" for recording Township information. In a case of a legal proceeding the Lead Hands/Operator information will be covered by the Township and the Township Solicitor.

Always retain the original copy of documents regardless of their appearance. If a document requires correction then a line is to be placed through the incorrect information without making it illegible and continue writing on the original document. Initial corrections or change in the color of ink in the case where you change writing pens. Please assure that your writing is legible for others to read.

Winter Maintenance Procedural Plan Distribution:

The Winter Maintenance Procedure Plan is a key document and will be issued to those shown in the distribution list in **Appendix "H" Distribution List** (page 79).

The Winter Maintenance Procedural Plan is a living document. Amendments and updates will be issued by the Area Supervisor or his/her designate.

Hours of Service Documentation

Position	Week	Arrival	Departure
Lead Hand	Mon to Fri	7:oo am	3:30 pm
Driver	Mon to Fri	7:00 am	3:30 pm
Light Equipment Operator	Mon to Fri	7:00 am	3:30 pm
Night patrolman (2 staff rotating shift)	Mon to Sun	6:00 pm	6:00 am
Daytime Weekend Patrol Shift (staff#1)	Saturday	6:00 am	12:00 pm (noon)
Daytime Weekend Patrol Shift (staff#2)	Saturday	12:00 pm (noon)	6:00 pm
Daytime Weekend Patrol Shift (staff#3)	Sunday	6:00 am	12:00 pm (noon)
Daytime Weekend Patrol Shift (staff#4)	Sunday	12:00 pm (noon)	6:00 pm

Hours of service are documented daily as per the Ontario Highway Traffic Act.
South Frontenac Township uses the 7 day/70 hrs cycle

Hours of Service
Ontario Regulation 555/06

Application – Highway Traffic Act

190 (2) No person shall drive a commercial motor vehicle on a highway except in accordance with this section and the regulations made under this section.
190 (6) No operator shall permit a person to drive a commercial motor vehicle on a highway except in accordance with this section or the regulations made under this section.

- For any driver, means a 24-hour period that starts at midnight or at such other hour designated by the operator for the driver

On-duty time

2) A driver is on duty when he or she drives a commercial motor vehicle for an operator or performs any other work for an operator, including time spent,

a) inspecting, servicing, repairing, cleaning and warming up a commercial motor vehicle;
b) travelling in a commercial motor vehicle as a co-driver, when the time is not spent in the sleeper berth;
c) participating in the loading and unloading of a commercial motor vehicle;
d) inspecting and checking the load of a commercial motor vehicle;
e) waiting for a commercial motor vehicle to be serviced, loaded, unloaded and dispatched
f) waiting for a commercial motor vehicle or its load to be inspected; and
g) waiting at an en-route point because of an accident or other unplanned occurrence or situation

2. (1) There are four categories of duty status time for the purpose of this regulation;

1. Off-duty time, other than time spent in a sleeper berth.

2. Off-duty time spent in a sleeper berth.
3. On-duty time spent driving.
4. On-duty time, other than time spent driving.

A declared state of emergency by head of Municipality;
"emergency" means a situation or an impending situation that constitutes a danger of major proportions to life or property, whether caused by forces of nature, an accident, an intentional act or otherwise;
In a declared emergency the regulation is not in effect during the emergency but comes back into effect the minute the emergency is over.

Daily Driving Time

5. (1) After a driver has accumulated 13 hours of driving time in a day, the driver shall not drive again on the same day.
(2) After a driver has accumulated 14 hours of on-duty time in a day, the driver shall not drive again on the same day.

Daily Off-Duty Time

6. (1) A driver shall take at least 10 hours of off-duty time in a day.
(2) Off-duty time under subsection (1) that is in addition to the mandatory eight consecutive hours of off-duty time required by Section 9 may be distributed throughout the day in blocks on no less than 30 minutes each.
(3) The off-duty time referred to in subsection (2) shall be at least two hours and may be added to the mandatory eight consecutive hours of off-duty time but cannot form part of it.

Mandatory Off-Duty Time

9. (1) After a driver has accumulated 13 hours of driving time from the end of the most recent period of eight or more consecutive hours of off-duty time, the driver shall not drive again unless he or she takes at least eight consecutive hours of off-duty time.

Cycle Requirements

7 or 14-day cycle; (you are following the 7 day cycle which is the best for your operation)

12. (1) An operator shall require that all drivers follow either a 7-day or 14-day cycle, as designated by the operator for each driver.
(2) A driver shall follow the cycle designated for him or her by the operator.
(3) An operator shall not change a driver's cycle except as provided by section 14.

A driver who is following a 7-day cycle shall not drive again in that cycle after accumulating 70 hours of on-duty time during any period of seven days or during the period beginning on the day of which the cycle was reset under section 14, whichever is less

Mandatory 24 Hours Off-Duty

13. (1) SuPatrol Bect to section 14, a driver shall not drive unless the driver has taken at least 24 consecutive hours of off-duty time in the preceding 14 days. (in other words if a driver is driving continuously day after day, they must take 24 hours off every 14 days)

Recap:

1. A driver must stop driving after accumulating 13 hours of driving in a 24 hour day
2. A driver cannot drive after accumulating 14 hours of on duty time in a day
3. A driver cannot drive after accumulating 70 hours in a 7 day cycle
4. A driver cannot drive continuously without being off duty 24 hours once in the preceding 14 days

Ref:
Http://www.mto.gov.on.ca/english/trucks/handbook/secion1-7-4.shtml

4.0 Road Closures

Road Closures and Liaison with the OPP:

When visibility declines to a point that it is hazardous to the driving public or snowplow operators to be on the roadway, snowplowing or ice control operations may be suspended. Suspended operations shall be resumed when visibility improves.

When weather conditions have rendered a route or roadway unsafe for use and the Public Works Manager or his/her designate determines the road must be closed to all traffic then this decision shall be provided to the Ontario Provincial Police and Emergency Services. The closure of a road in these circumstances must be carried out in conjunction with the Ontario Provincial Police. Accordingly, close liaison must be maintained with the Police to confirm a decision to close a route. Routes closed by Township instruction must be re-opened on Township instruction.

The Public Works Manager, Supervisor, Lead Hand, Patrolmen, Emergency Services (Fire and Ambulance), Ontario Provincial Police, Elected Officials and CAO, must be informed as soon as possible of roads closed by weather conditions. The Township will provide "Road Closure" signs and/or barricades to alert the public of the closed road. If at all possible, detours or diversion routes will be decided upon as a result of such a closure. In the event that a detour or diversion is not possible or will further endanger the travelling public by re-routing the traffic to a lesser travelled road, the Township will be held harmless from any motorist continuing forward on the "closed road" once so notified. The Township Public Works Department will be responsible for contacting the local media to notify the travelling public of the closed road(s).

Winter Parking Restrictions

The parking of vehicles on Township roads and village streets from 1:00 a.m. to 7:00 a.m. is not permitted from December 1, 2017 to March 31, 2018.

5.0 Conclusion

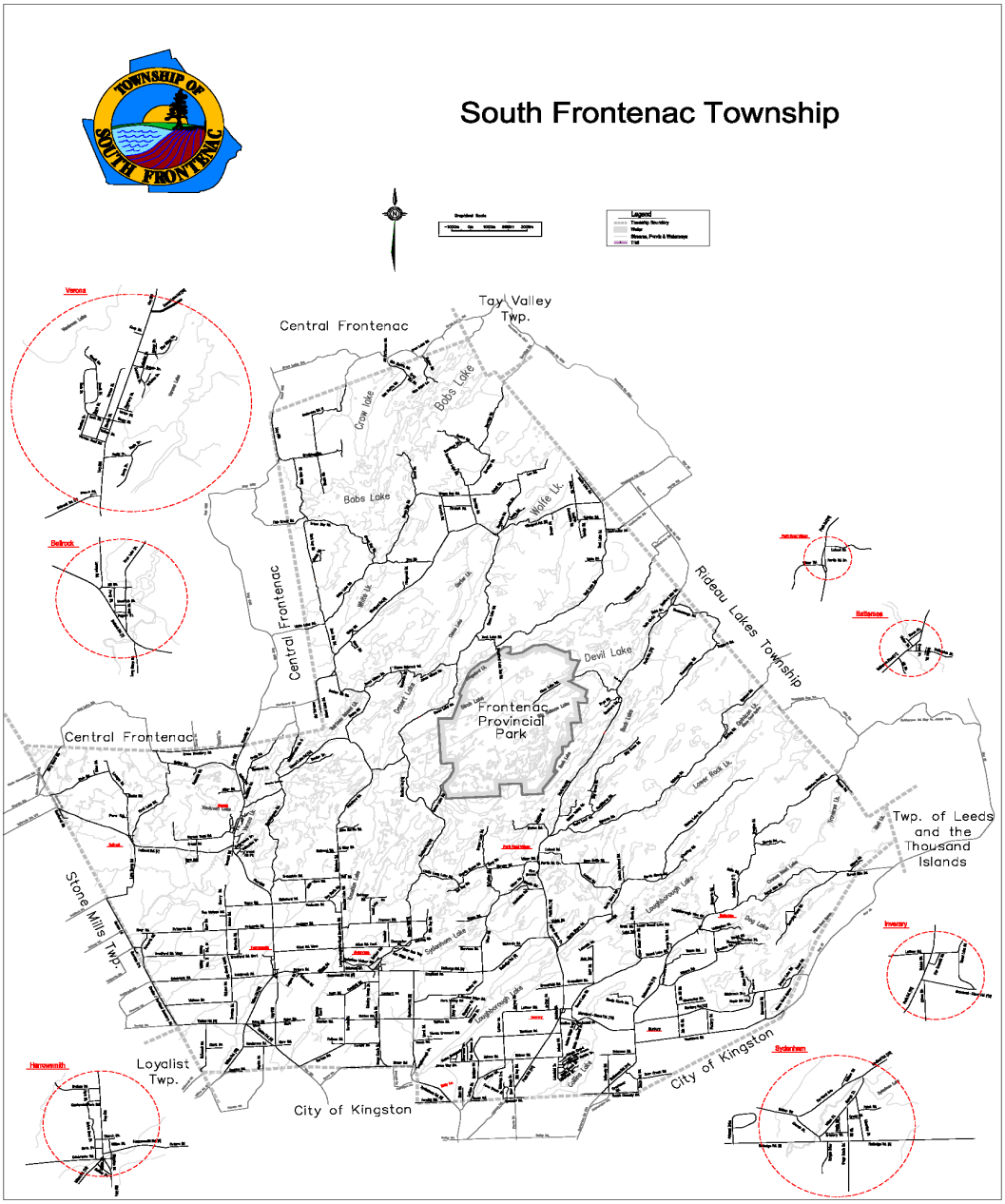
Final Statement:

The Winter Maintenance Procedural Plan laid out above is to establish goals and procedural guidelines for the Township of South Frontenac Public Works Department employees regarding winter maintenance of snow and ice control. It is not to be construed to create any duty to a specific individual or employee but is to act as a guideline for winter maintenance operations for the Township of South Frontenac. This plan is also designed for the public as well as township staff` to better understand the winter control operations being done by the municipality.

6.0 Appendices

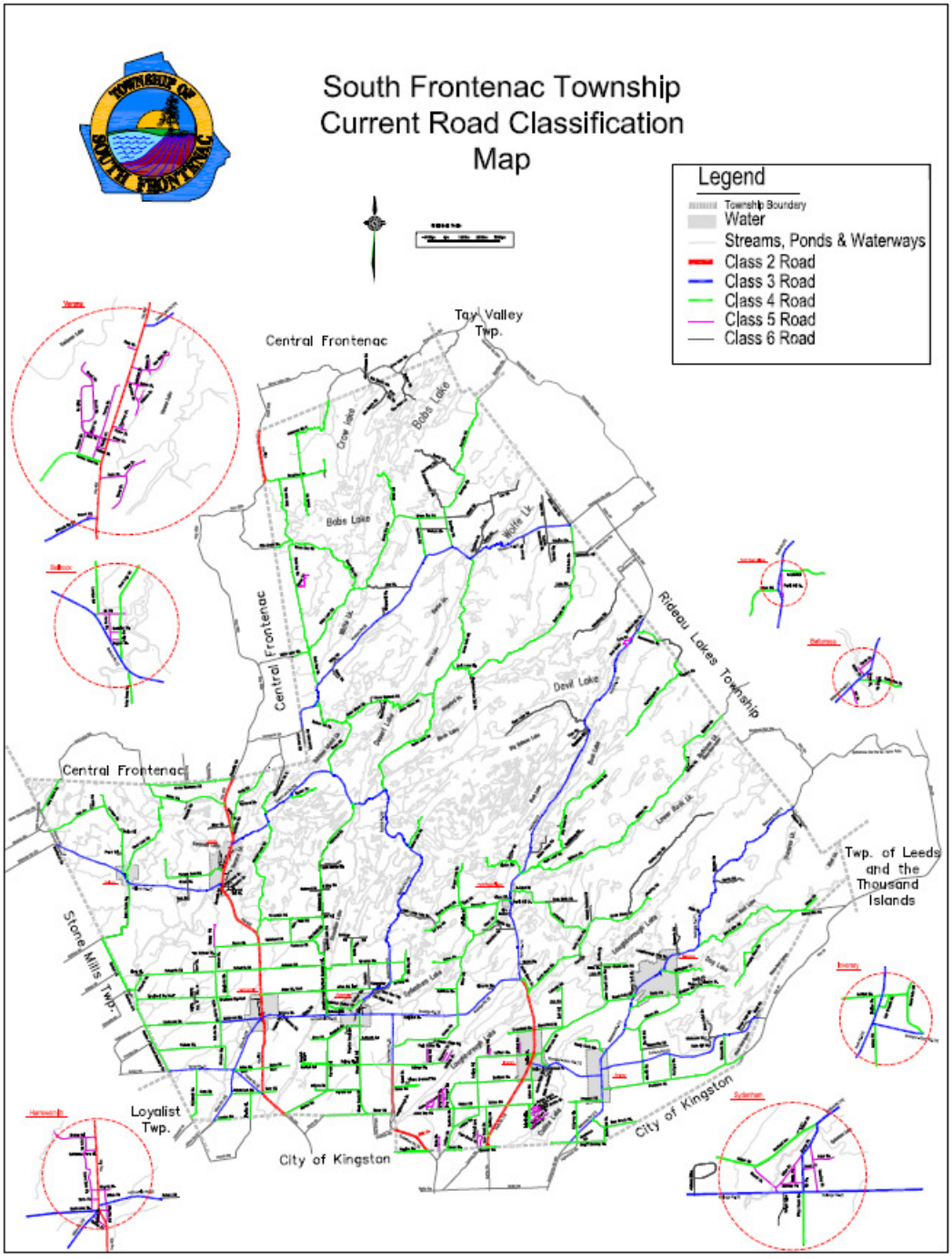
6.1 Appendix "A"

Map of South Frontenac



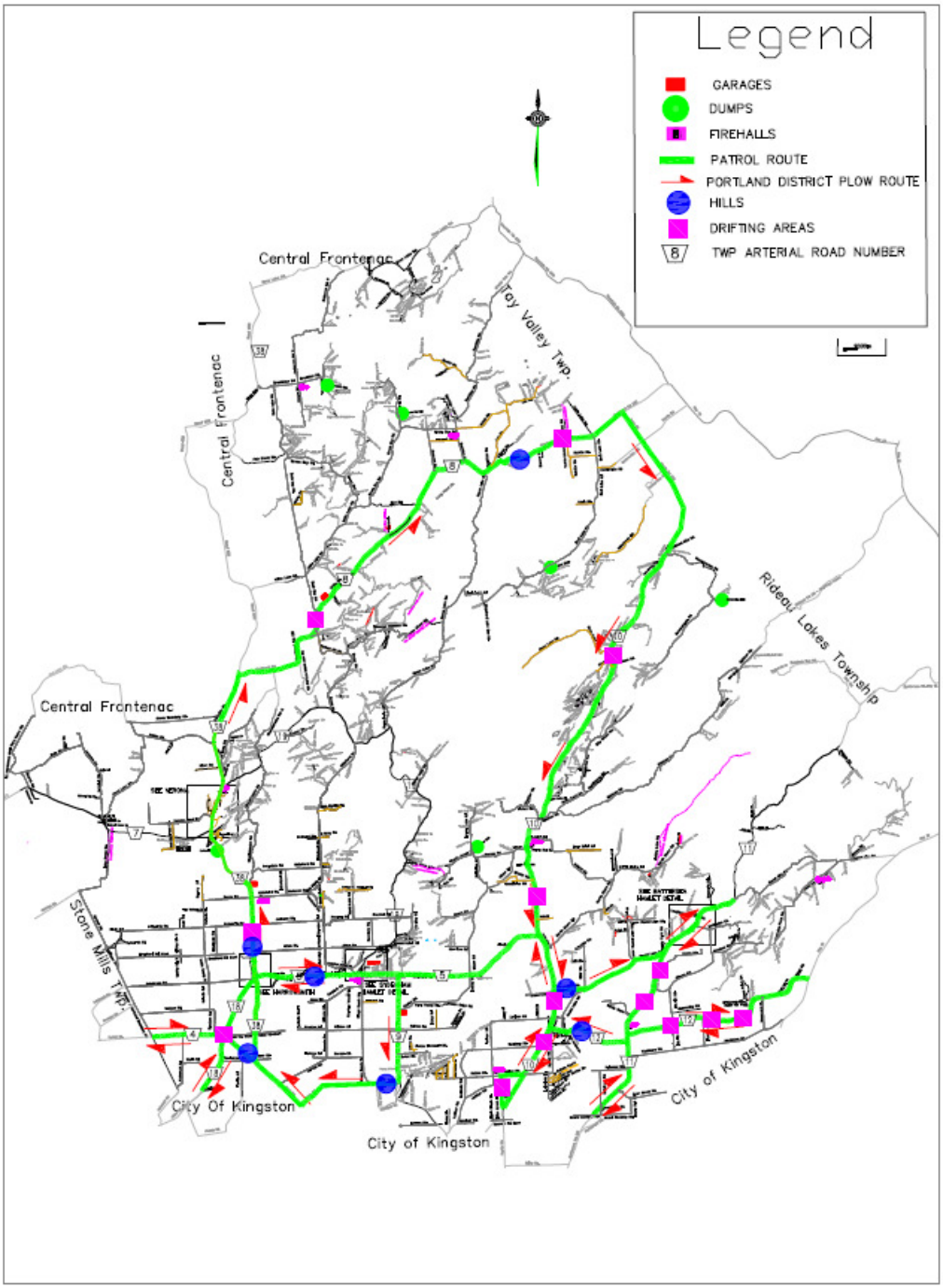
6.2 Appendix "B"

Road Classification Map



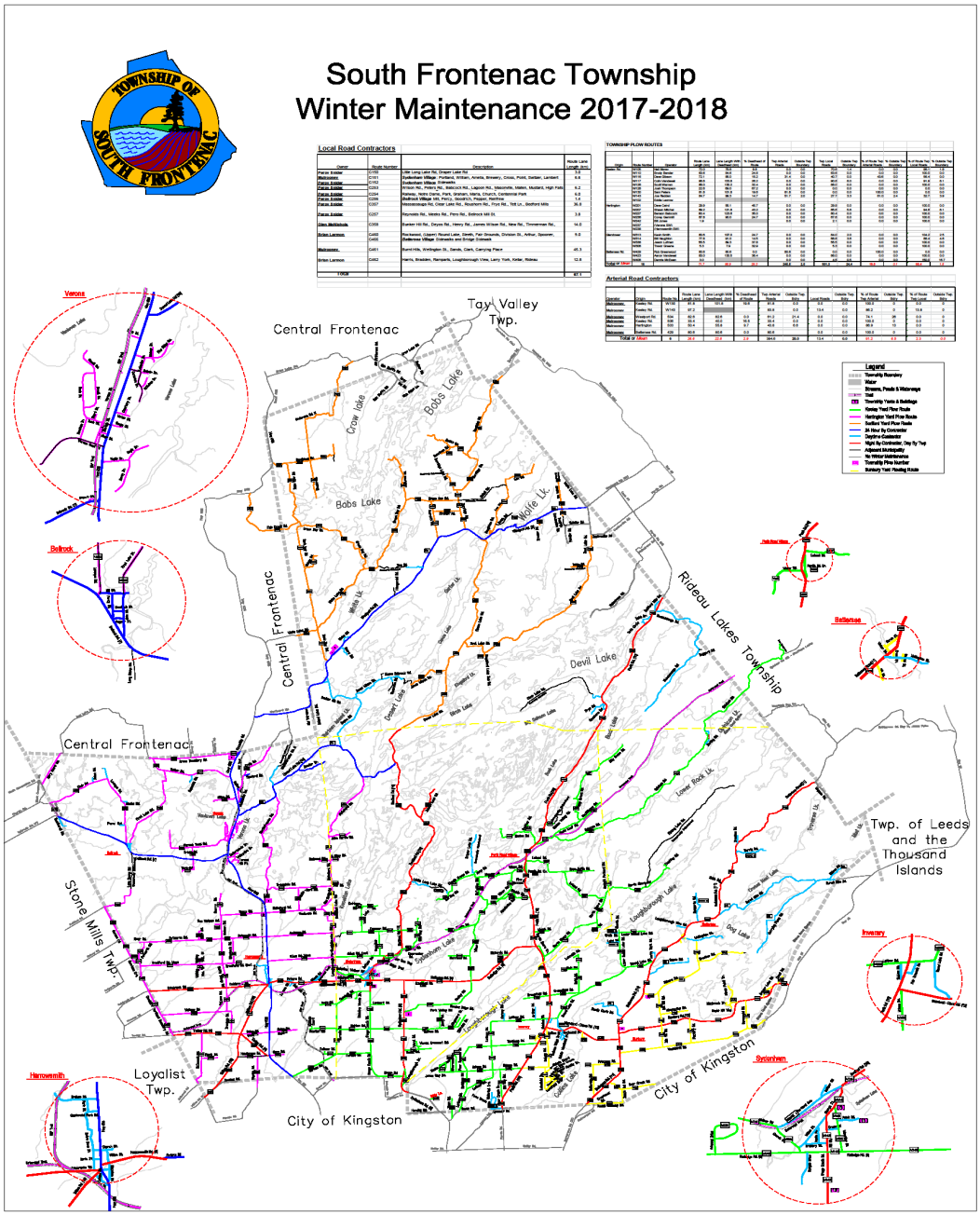
6.3 Appendix "C"

Winter Operations Patrol Route Map



6.4 Appendix "D" Final Winter Control Plan,

Winter Control Plow Route Map

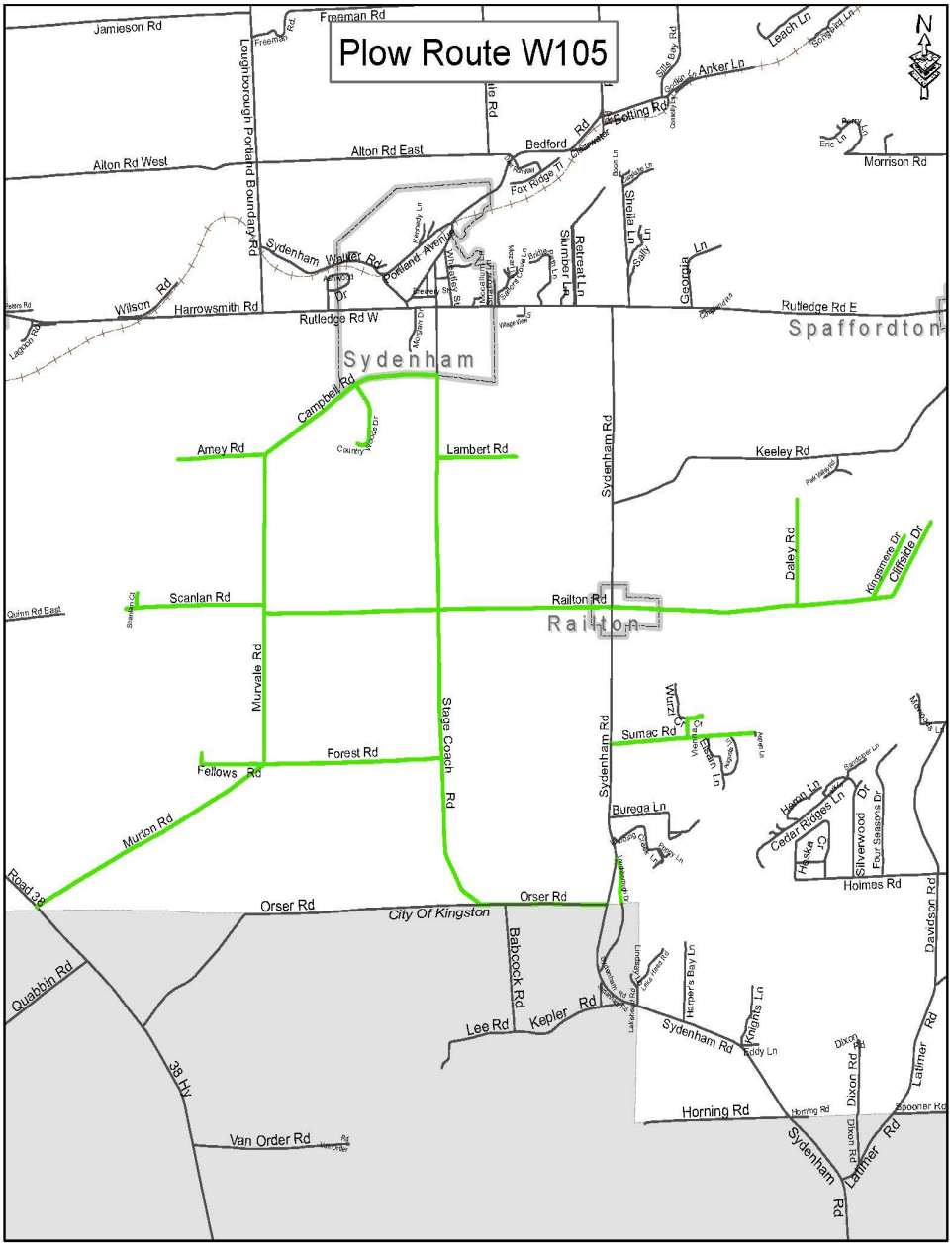


6.5 Appendix "E"

South Frontenac Township

Winter Maintenance Operations

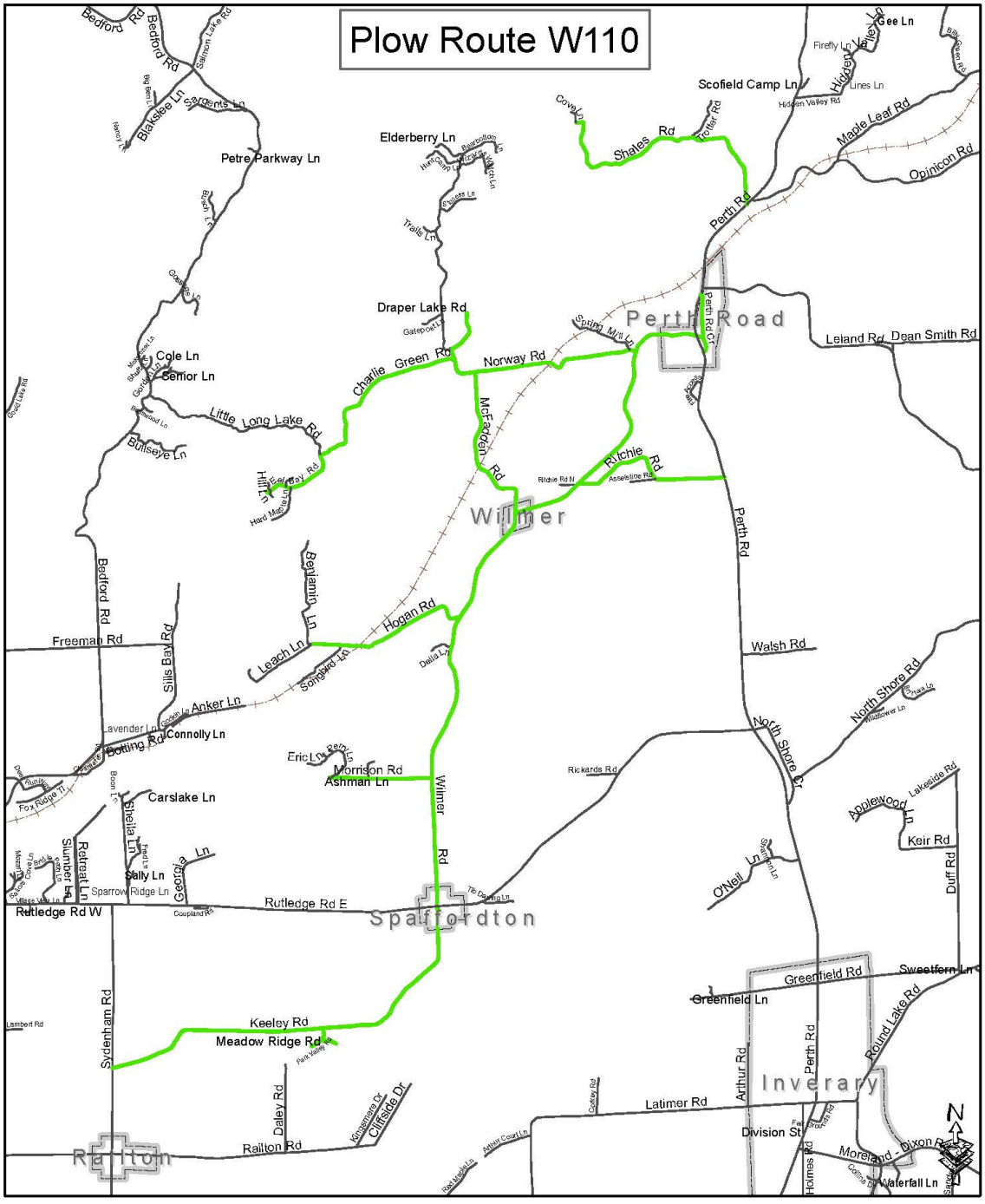
Keeley Yard



South Frontenac Township

Winter Maintenance Operations

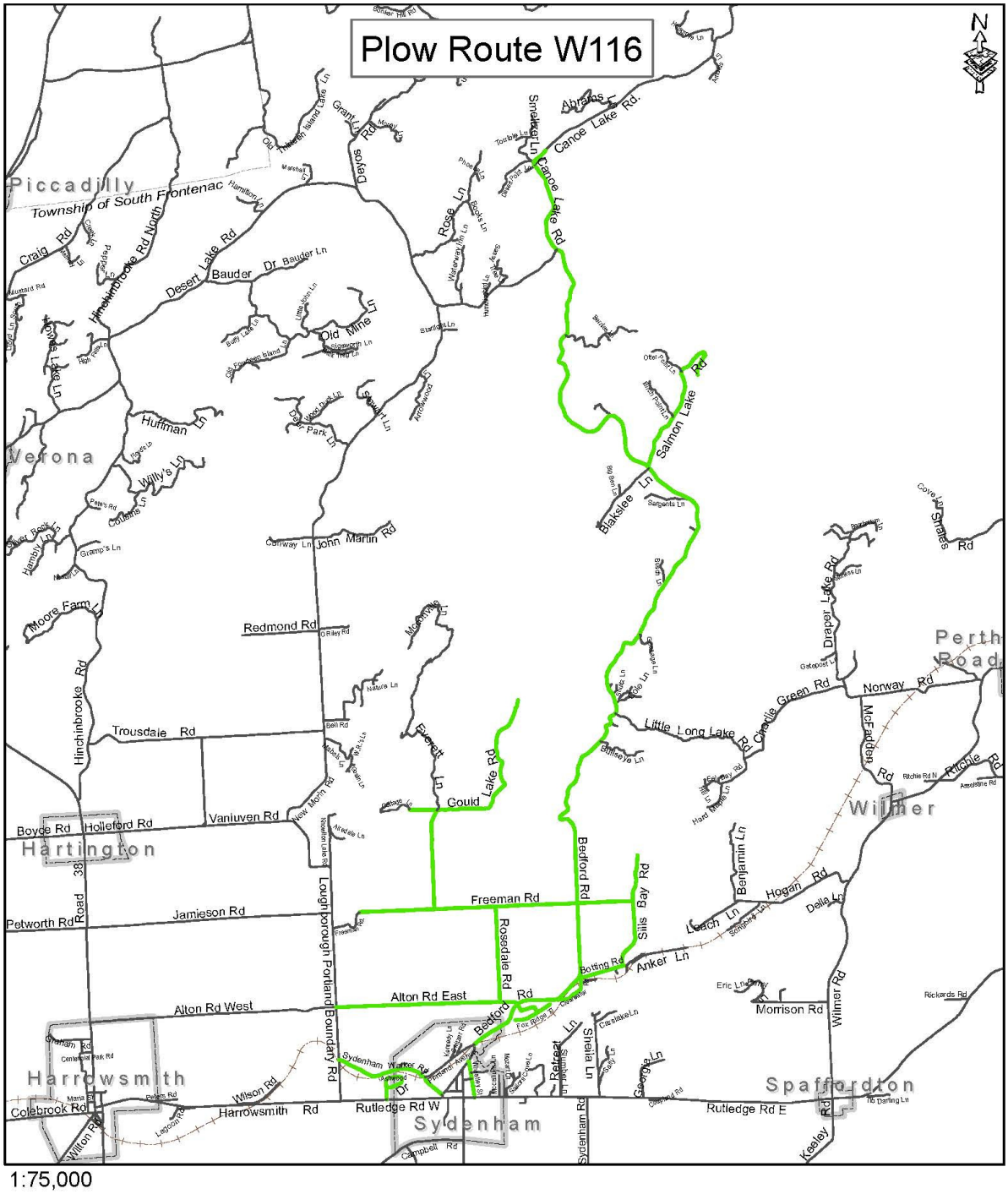
Keeley Yard



South Frontenac Township

Winter Maintenance Operations

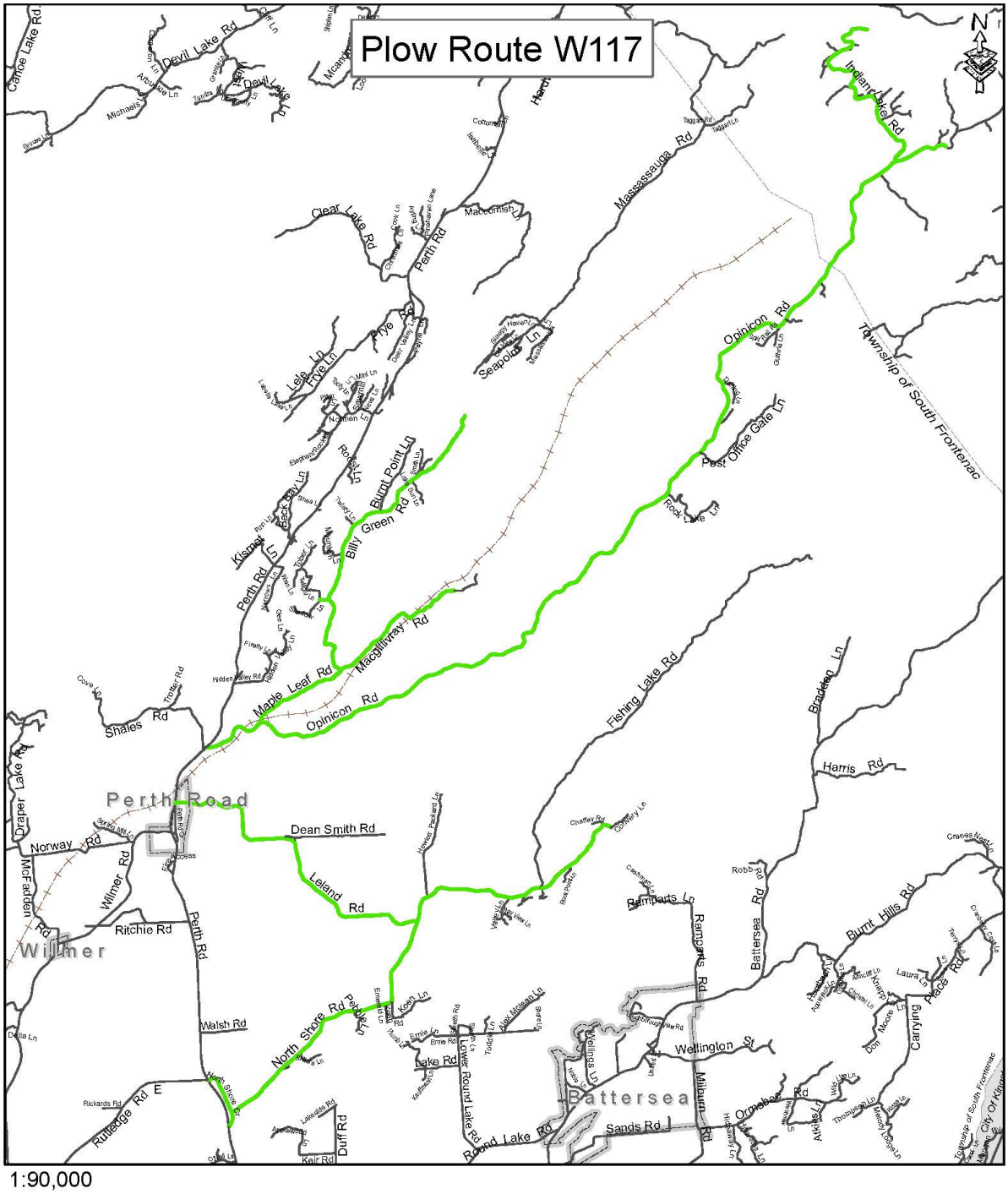
Keeley Yard



South Frontenac Township

Winter Maintenance Operations

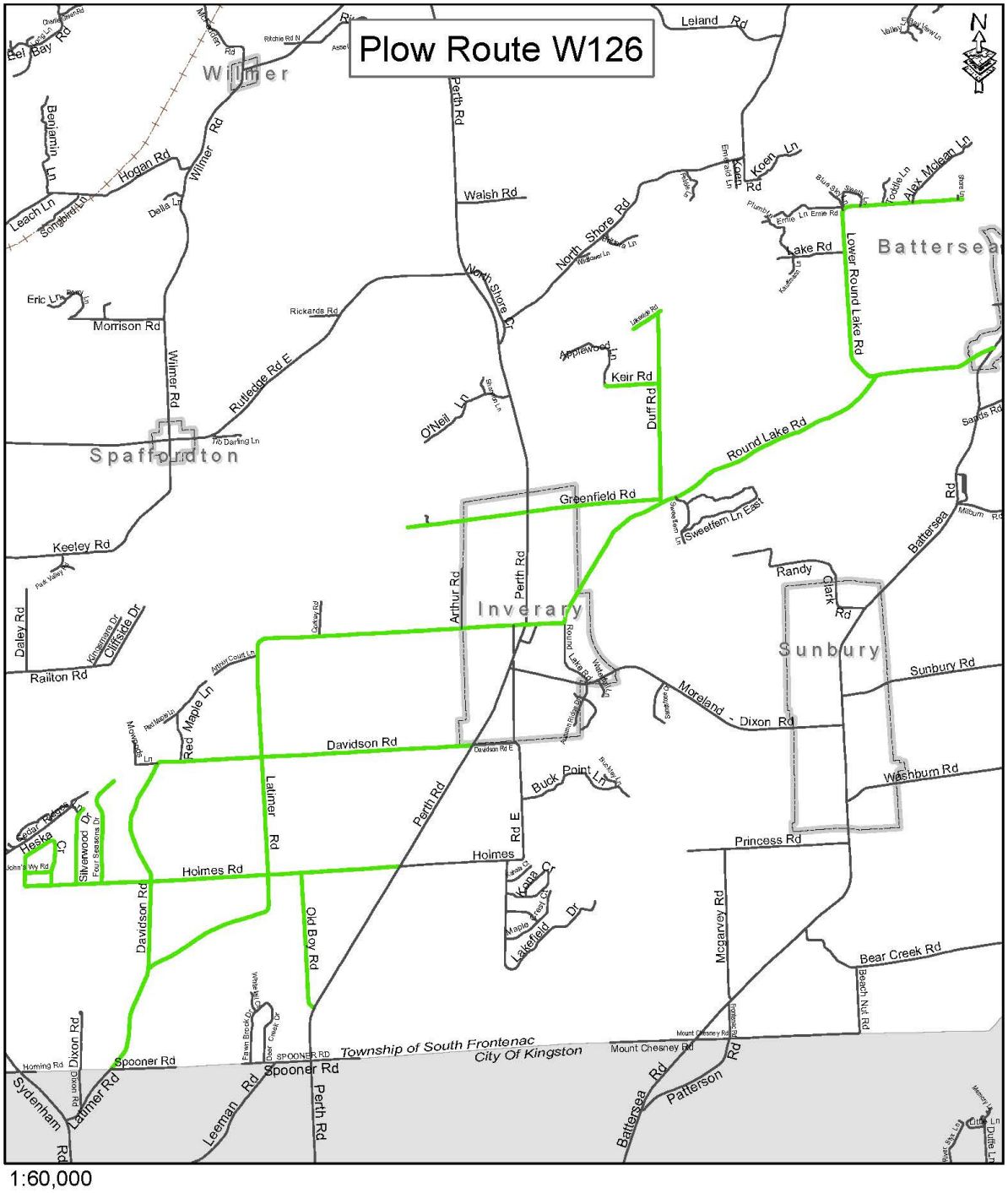
Keeley Yard



South Frontenac Township

Winter Maintenance Operations

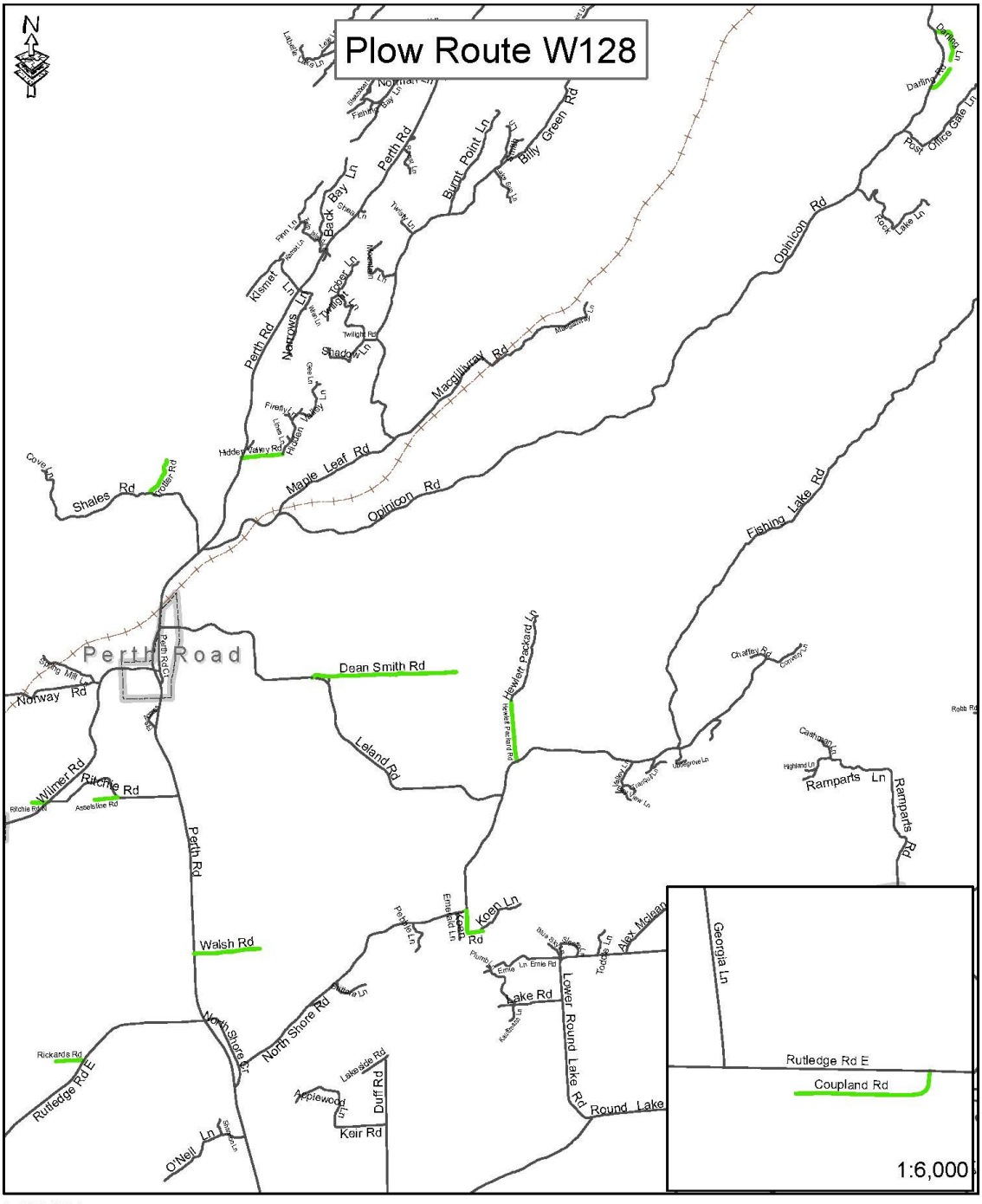
Keeley Yard



South Frontenac Township

Winter Maintenance Operations

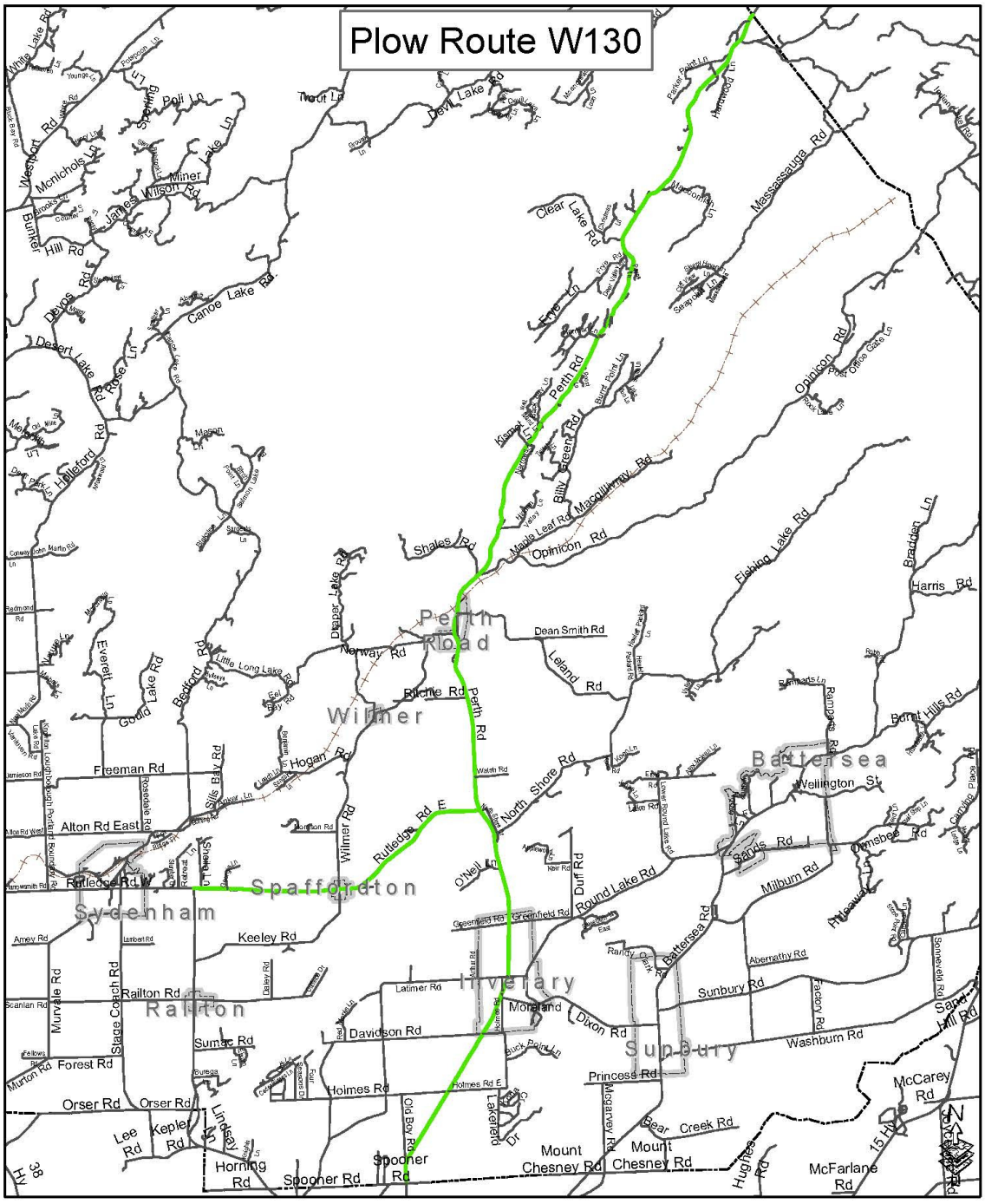
Keeley Yard



South Frontenac Township

Winter Maintenance Operations

Keeley Yard

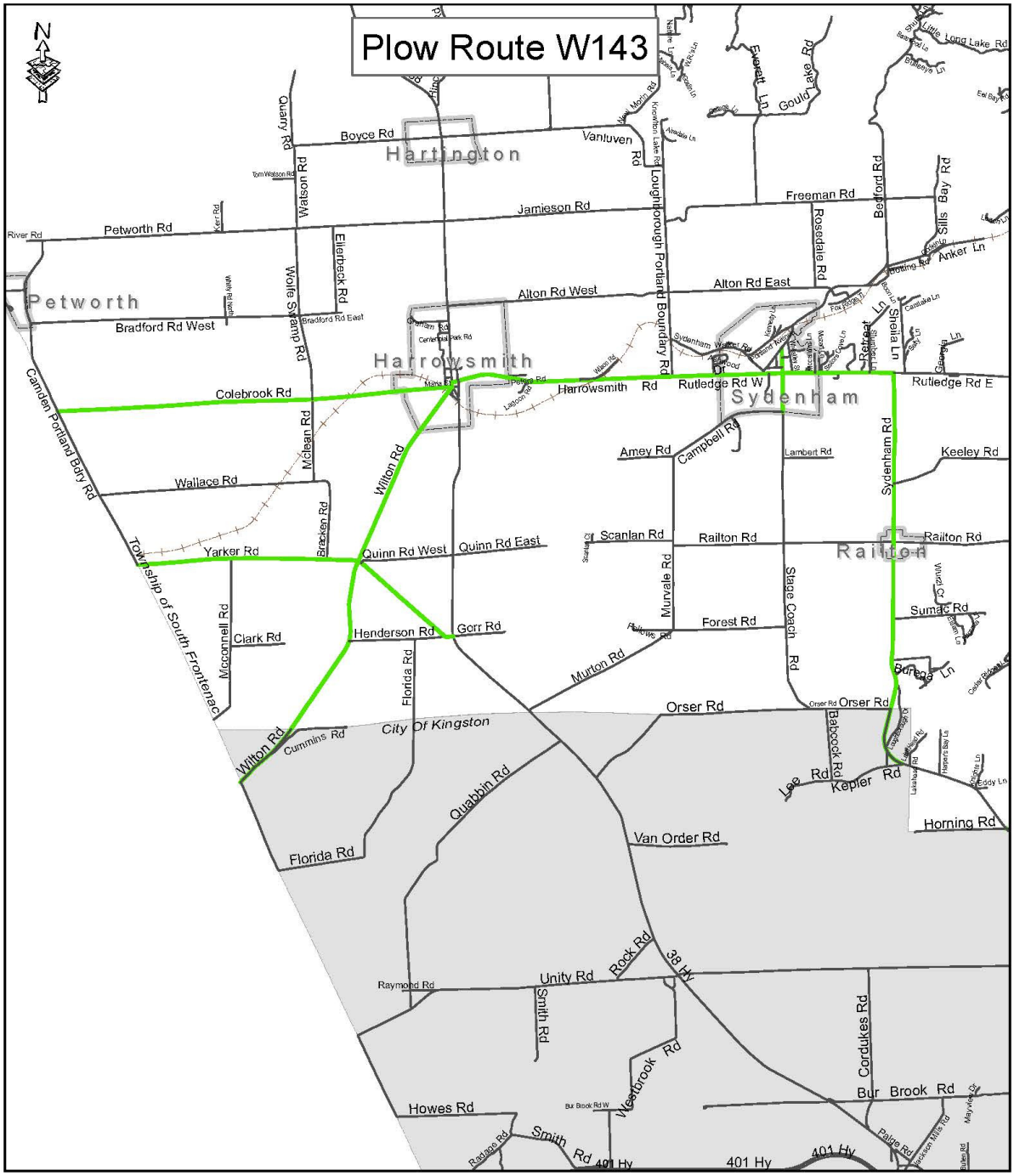


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South Frontenac Township

Winter Maintenance Operations

Keeley Yard

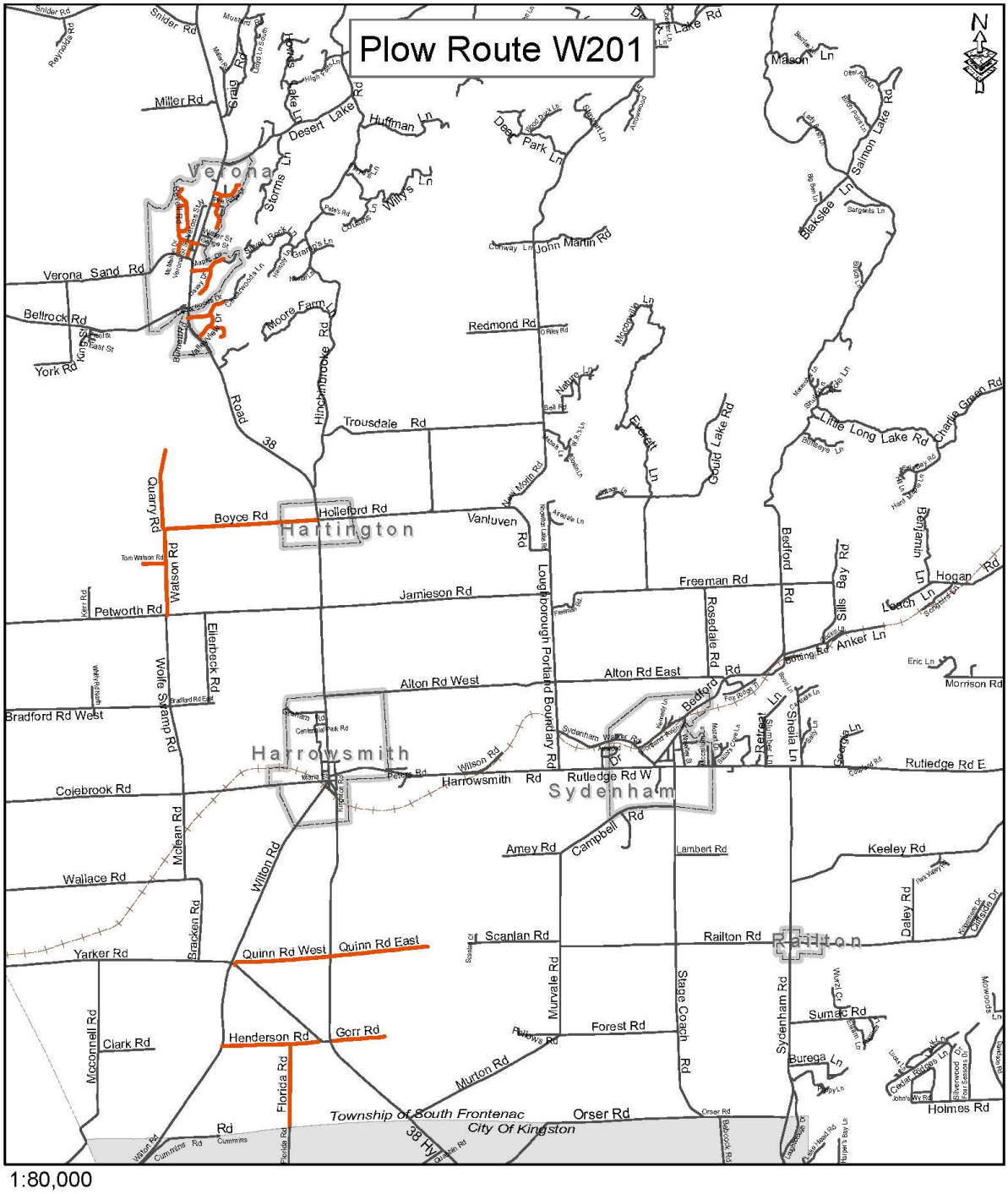


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South Frontenac Township

Winter Maintenance Operations

Hartington Yard

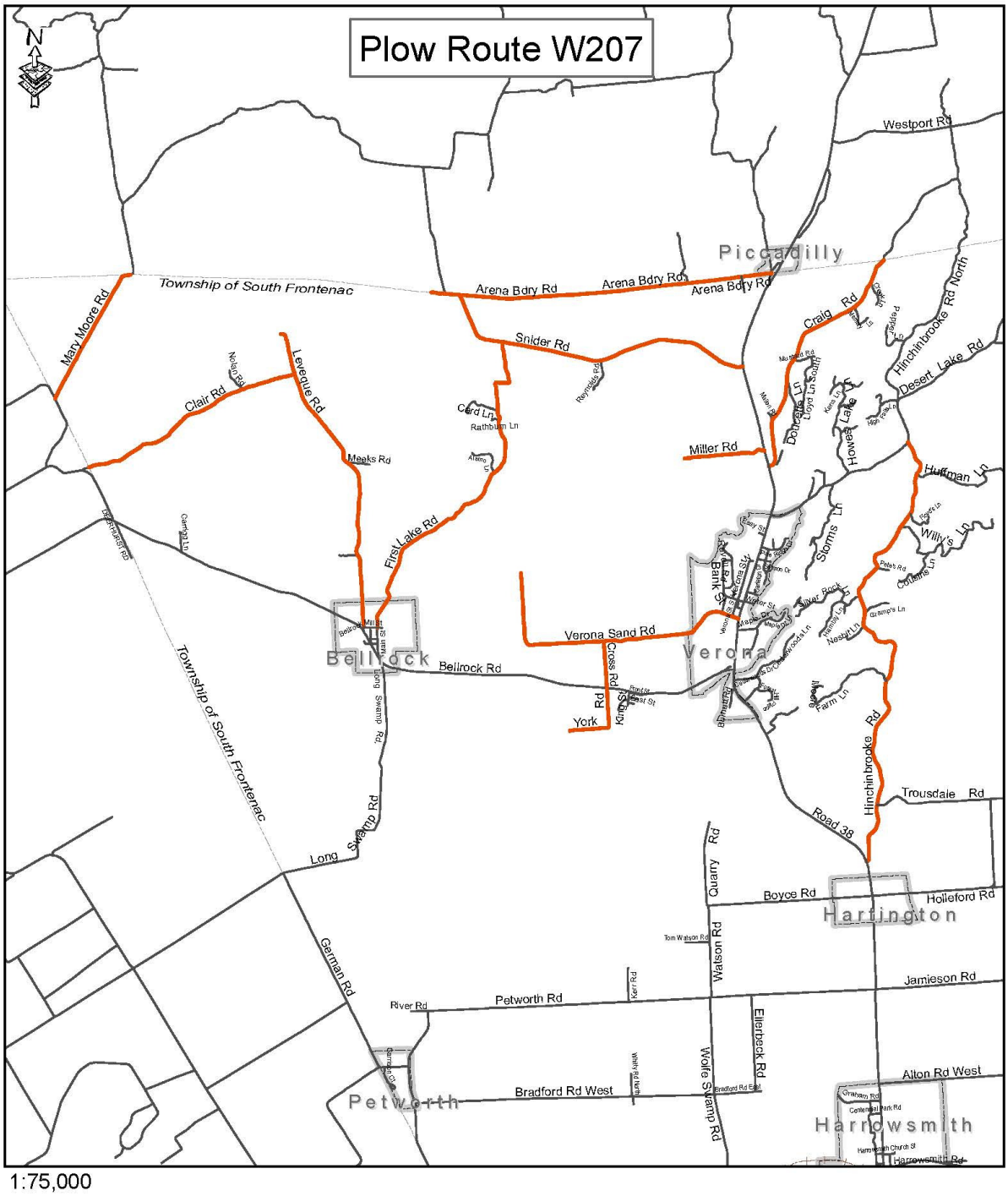


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South Frontenac Township

Winter Maintenance Operations

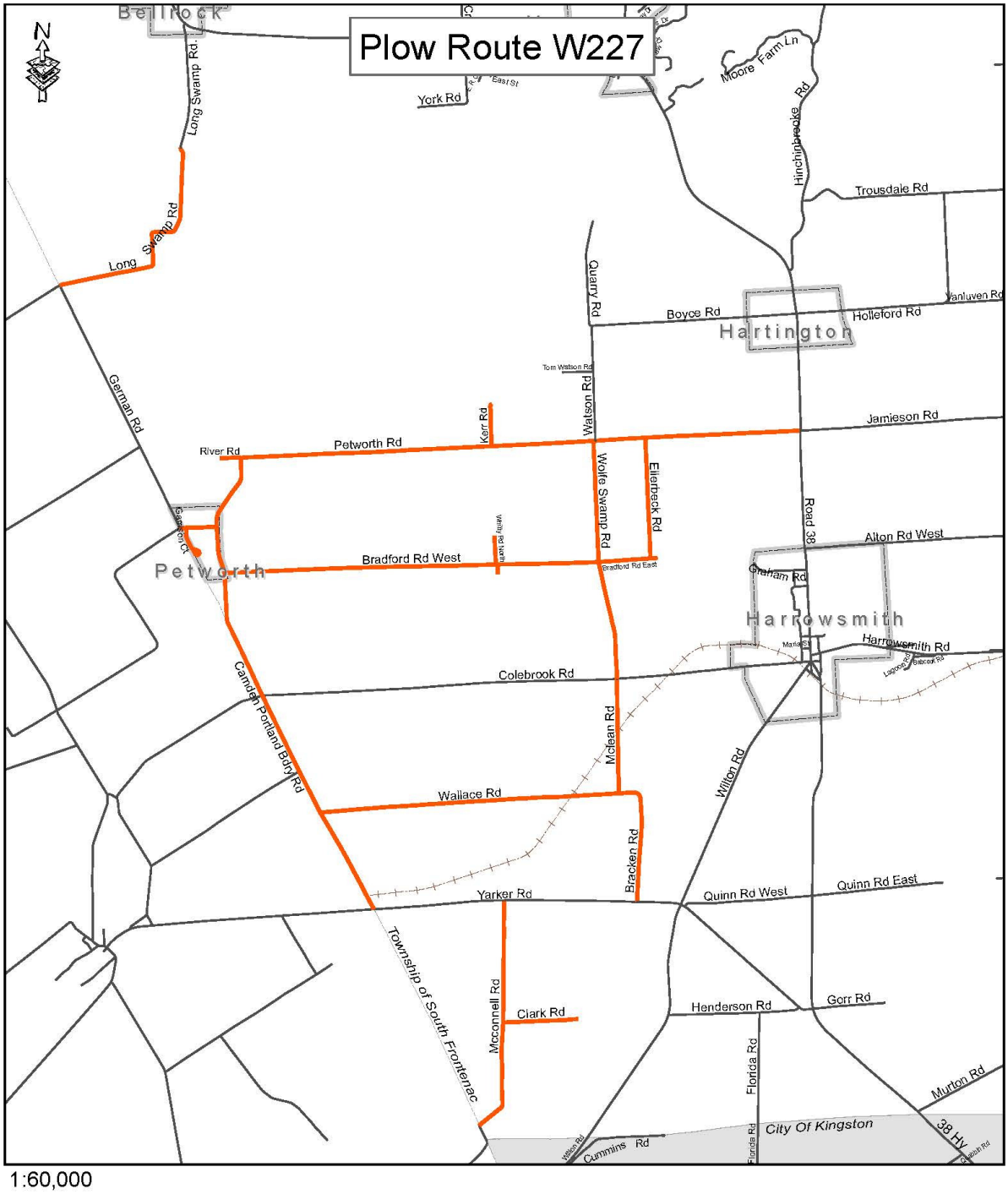
Hartington Yard



South Frontenac Township

Winter Maintenance Operations

Hartington Yard

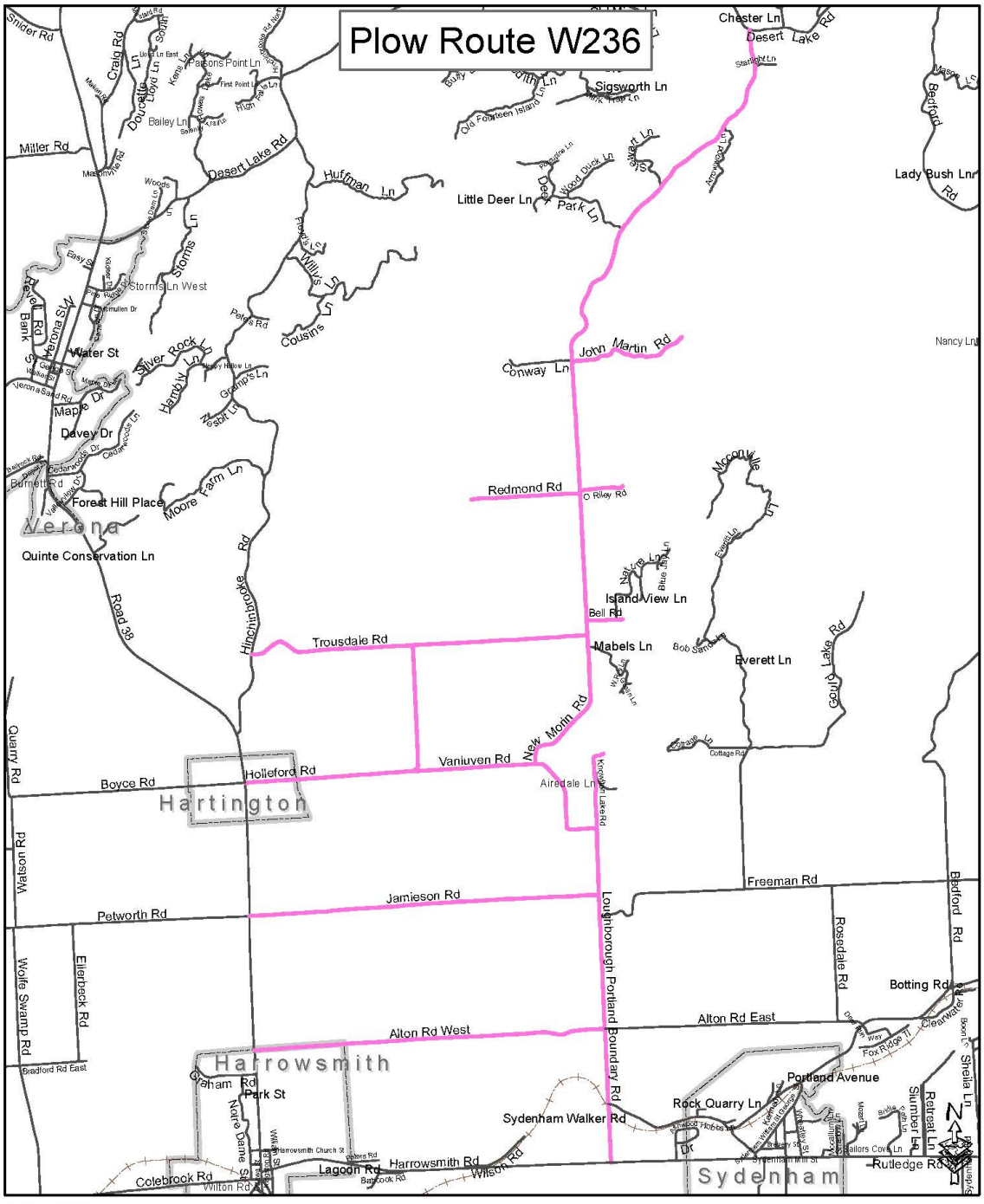


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South Frontenac Township

Winter Maintenance Operations

Hartington Yard

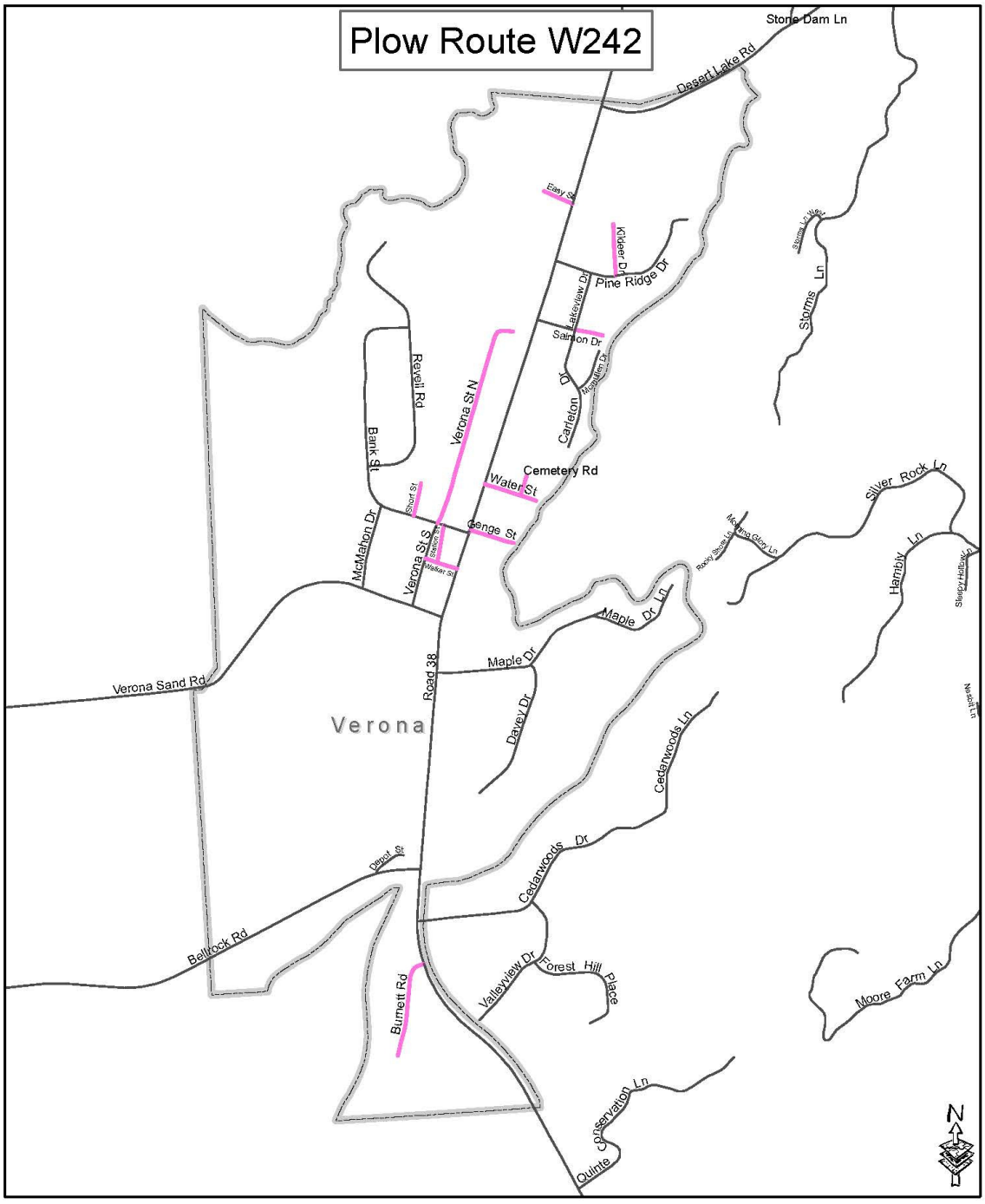


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South Frontenac Township

Winter Maintenance Operations

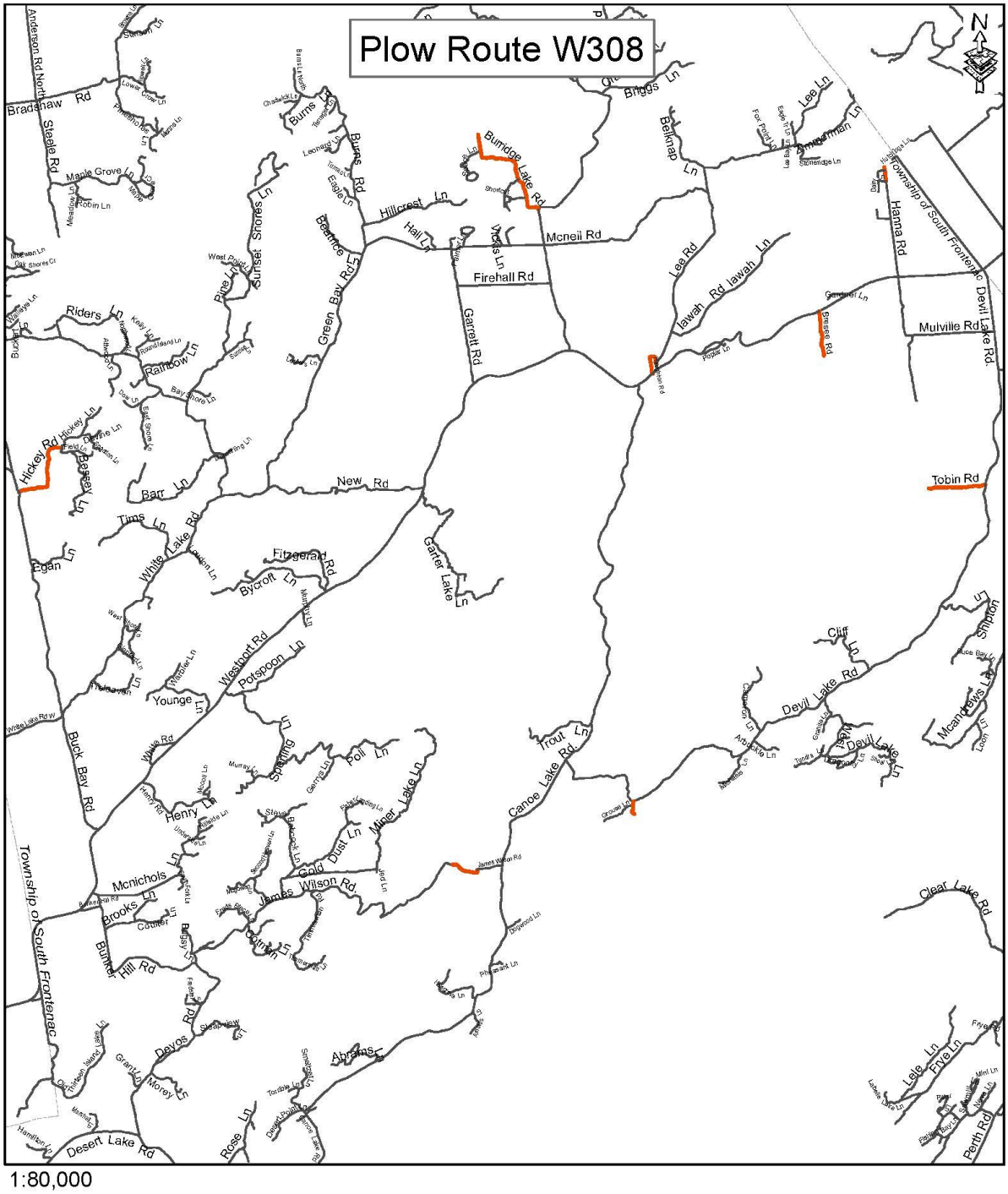
Hartington Yard



South Frontenac Township

Winter Maintenance Operations

Westport Yard

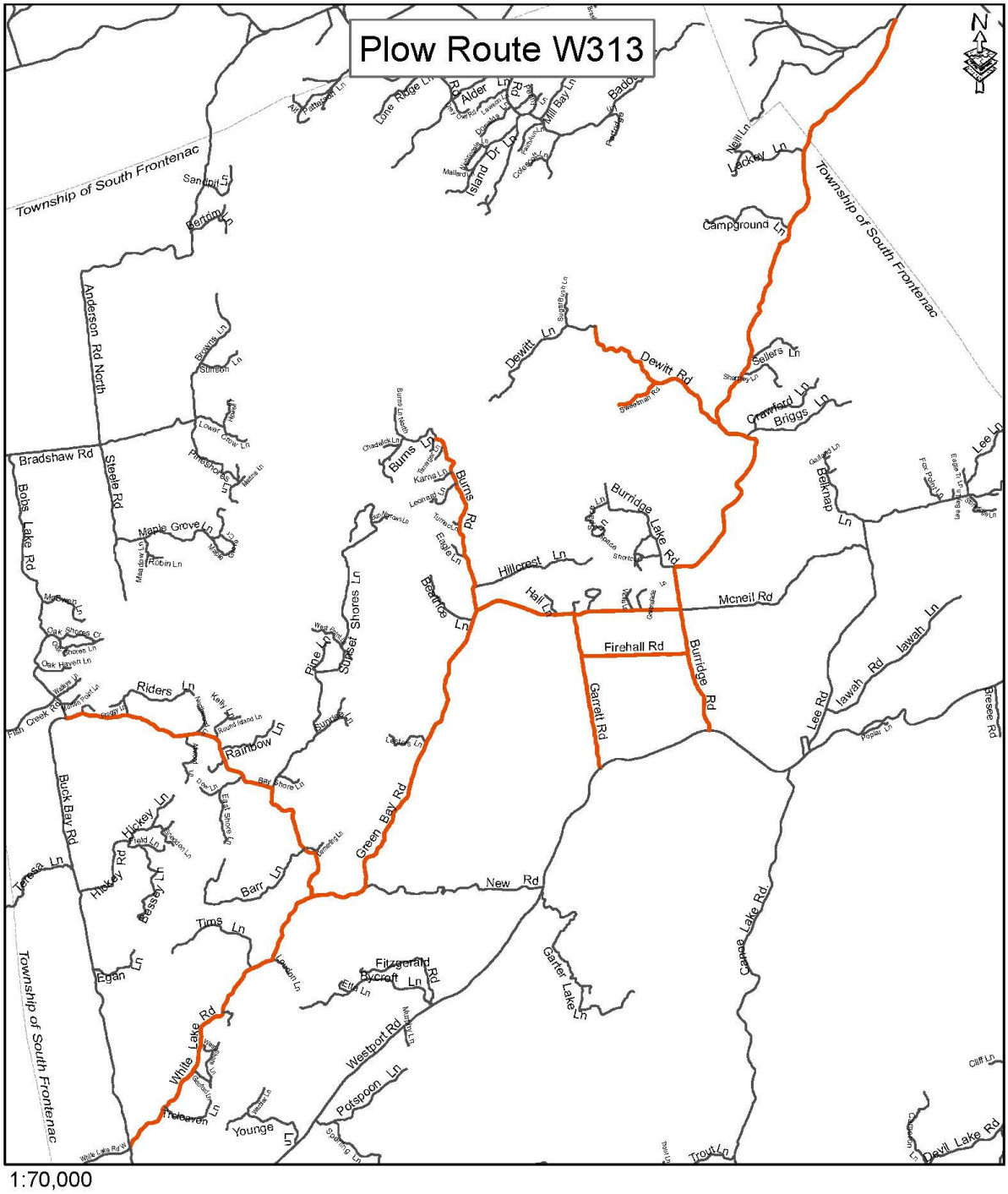


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South Frontenac Township

Winter Maintenance Operations

Westport Yard

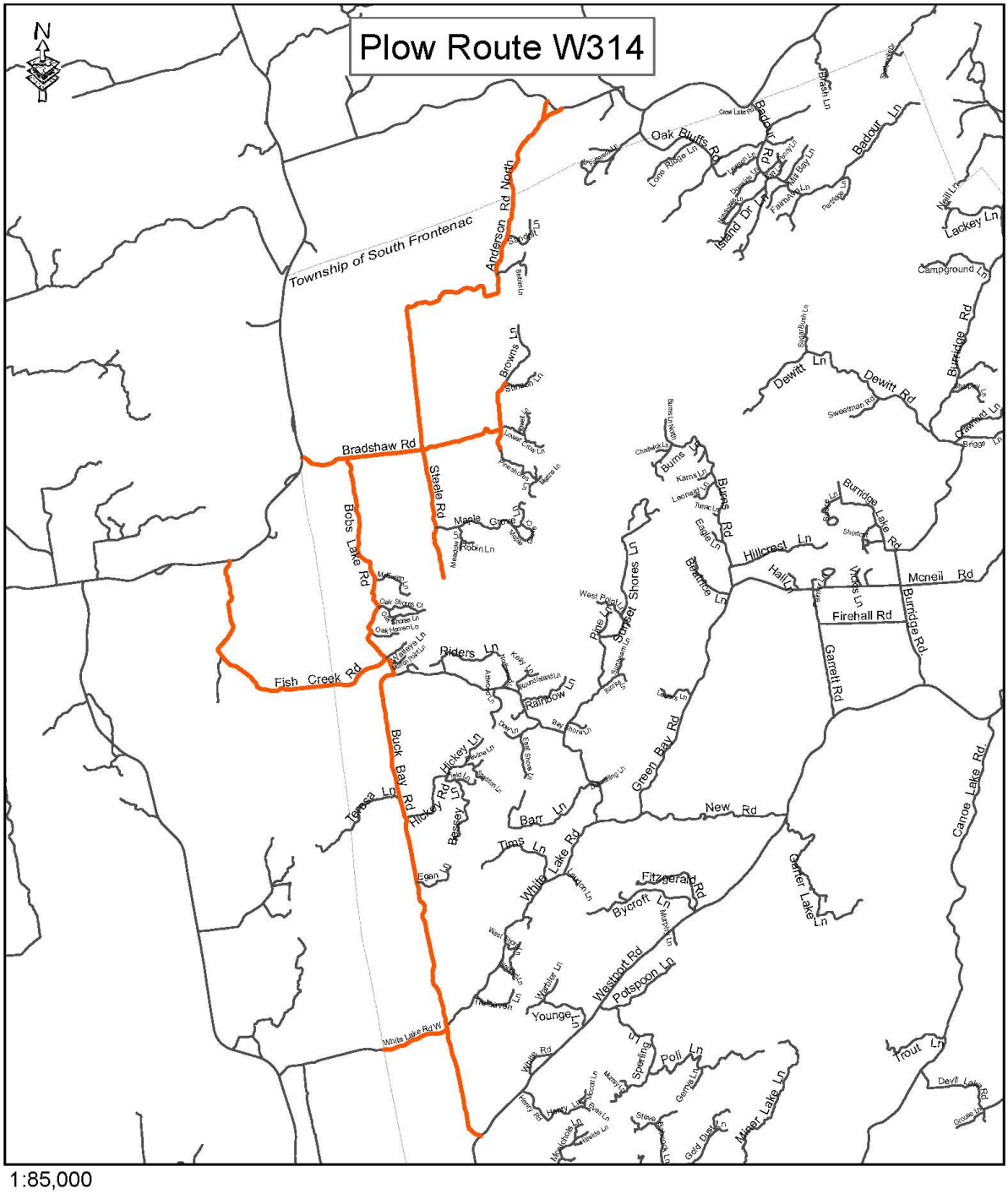


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South Frontenac Township

Winter Maintenance Operations

Westport Yard

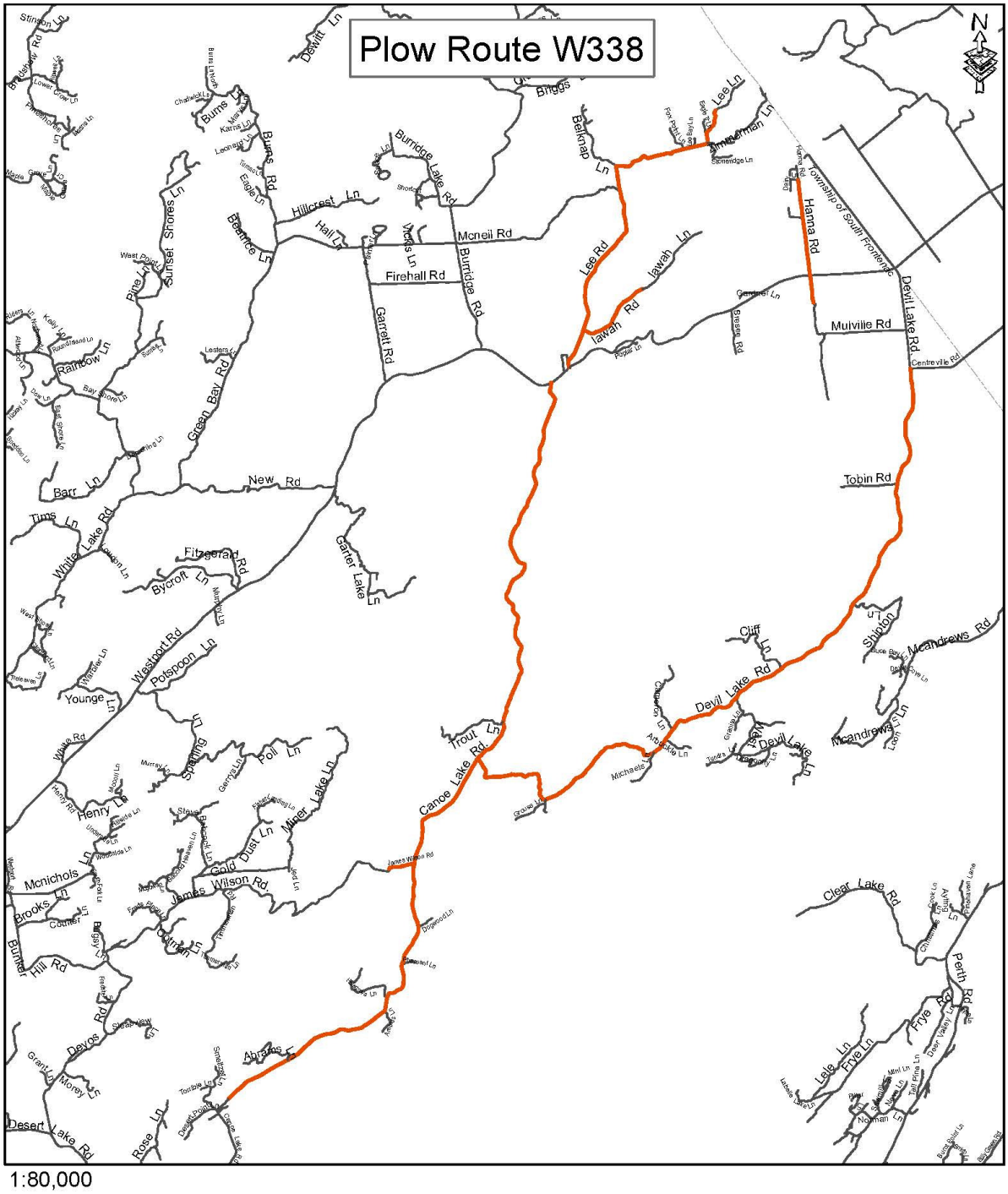


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South Frontenac Township

Winter Maintenance Operations

Westport Yard

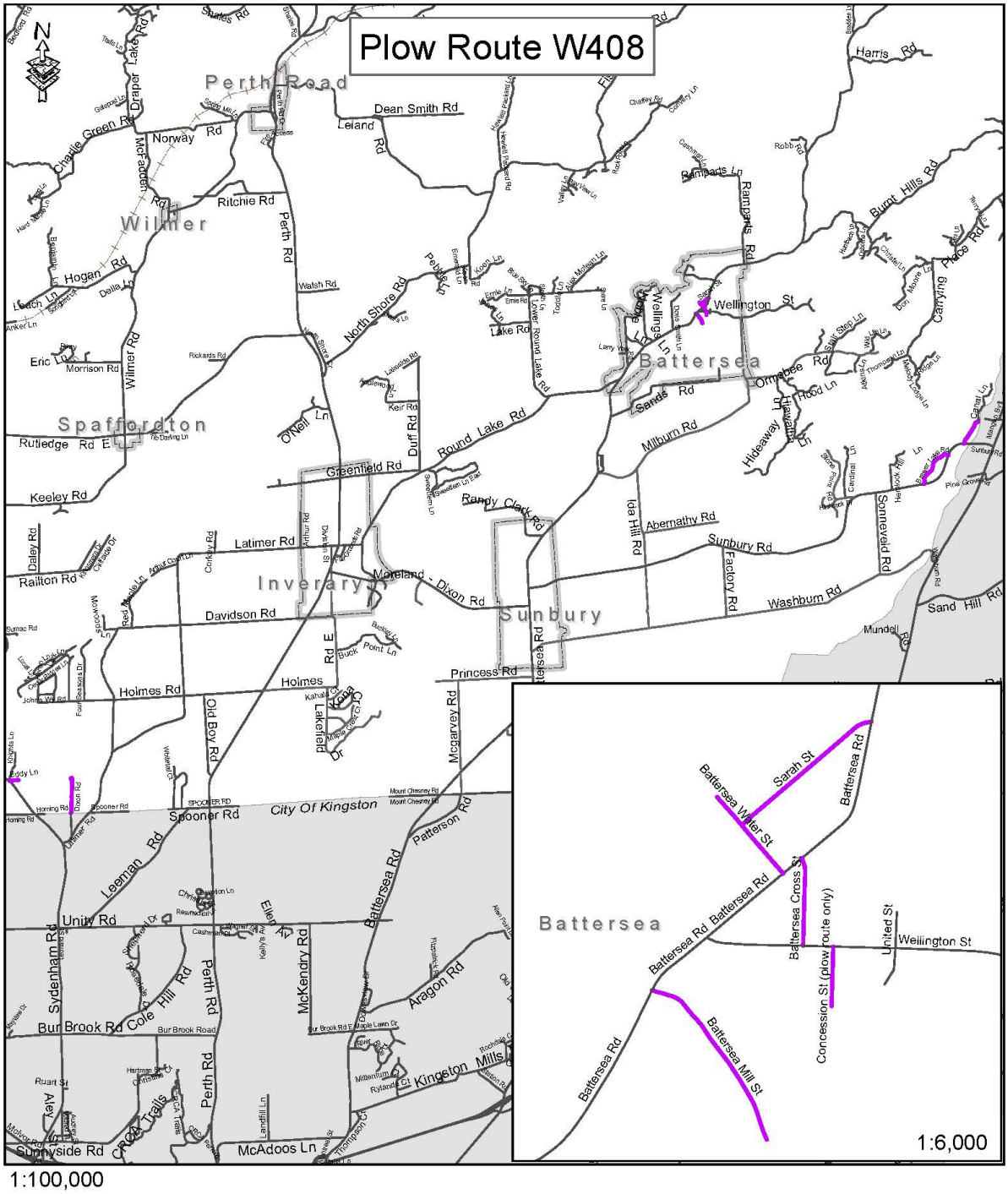


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South Frontenac Township

Winter Maintenance Operations

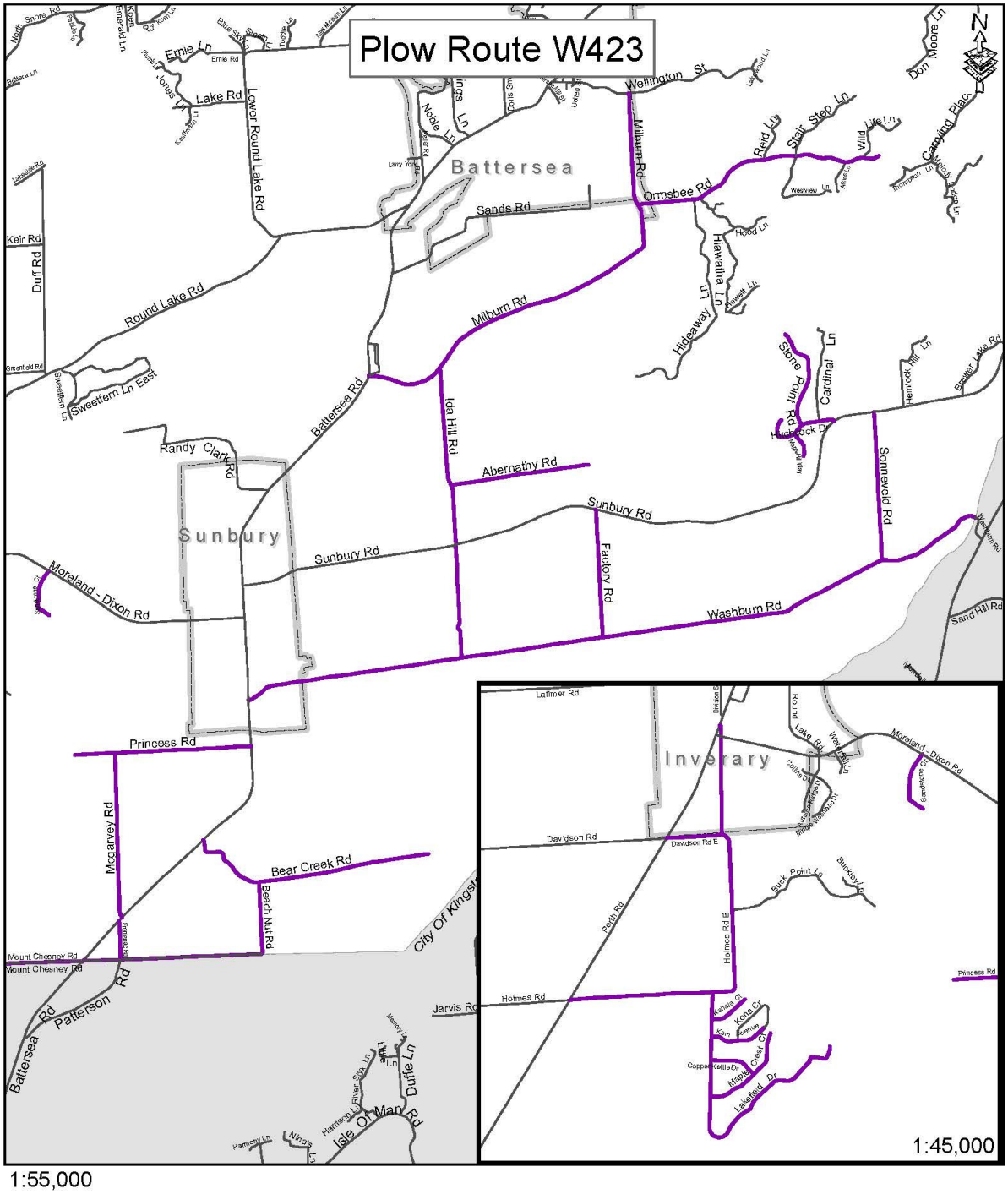
Sunbury Yard



South Frontenac Township

Winter Maintenance Operations

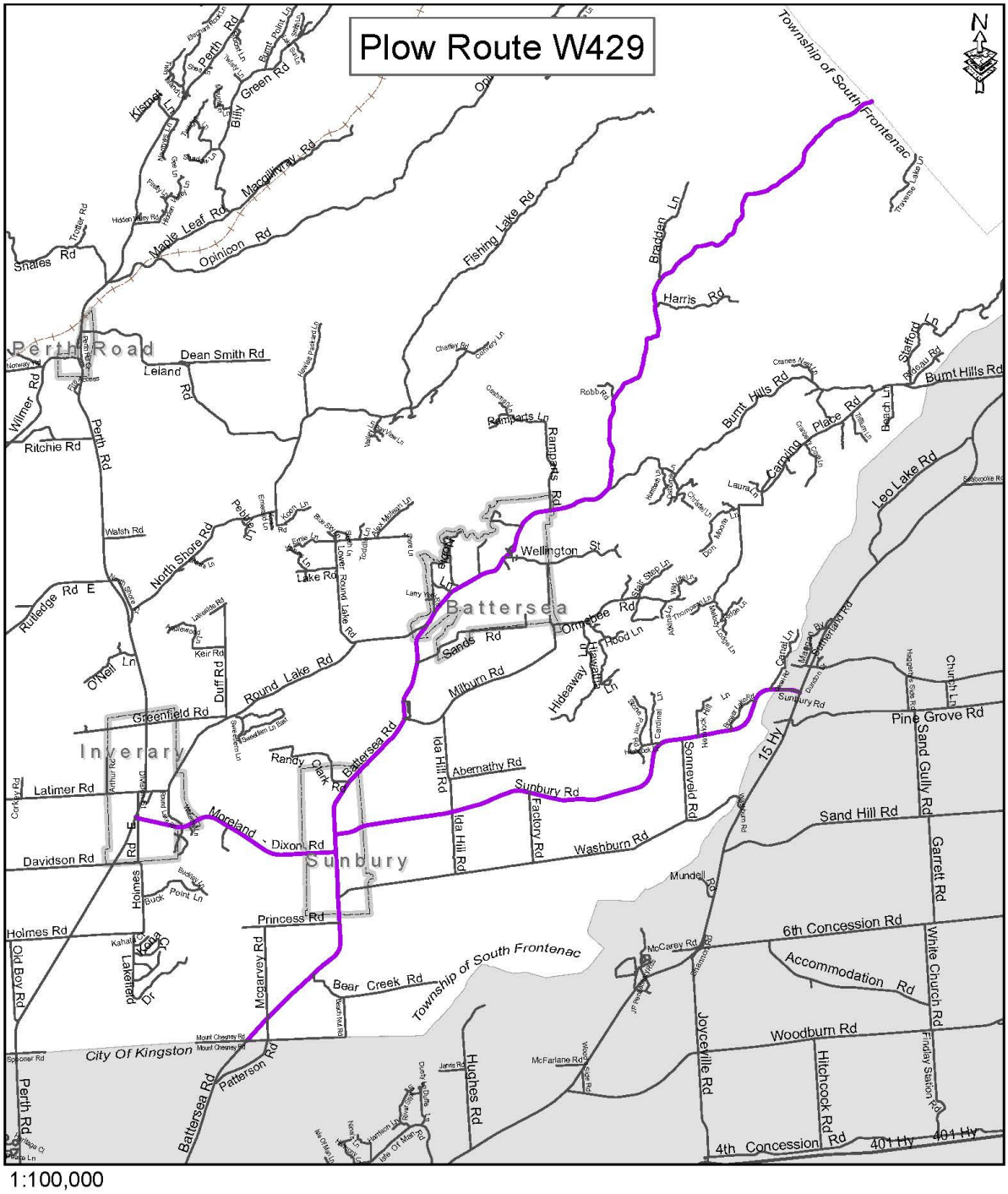
Sunbury Yard



South Frontenac Township

Winter Maintenance Operations

Sunbury Yard

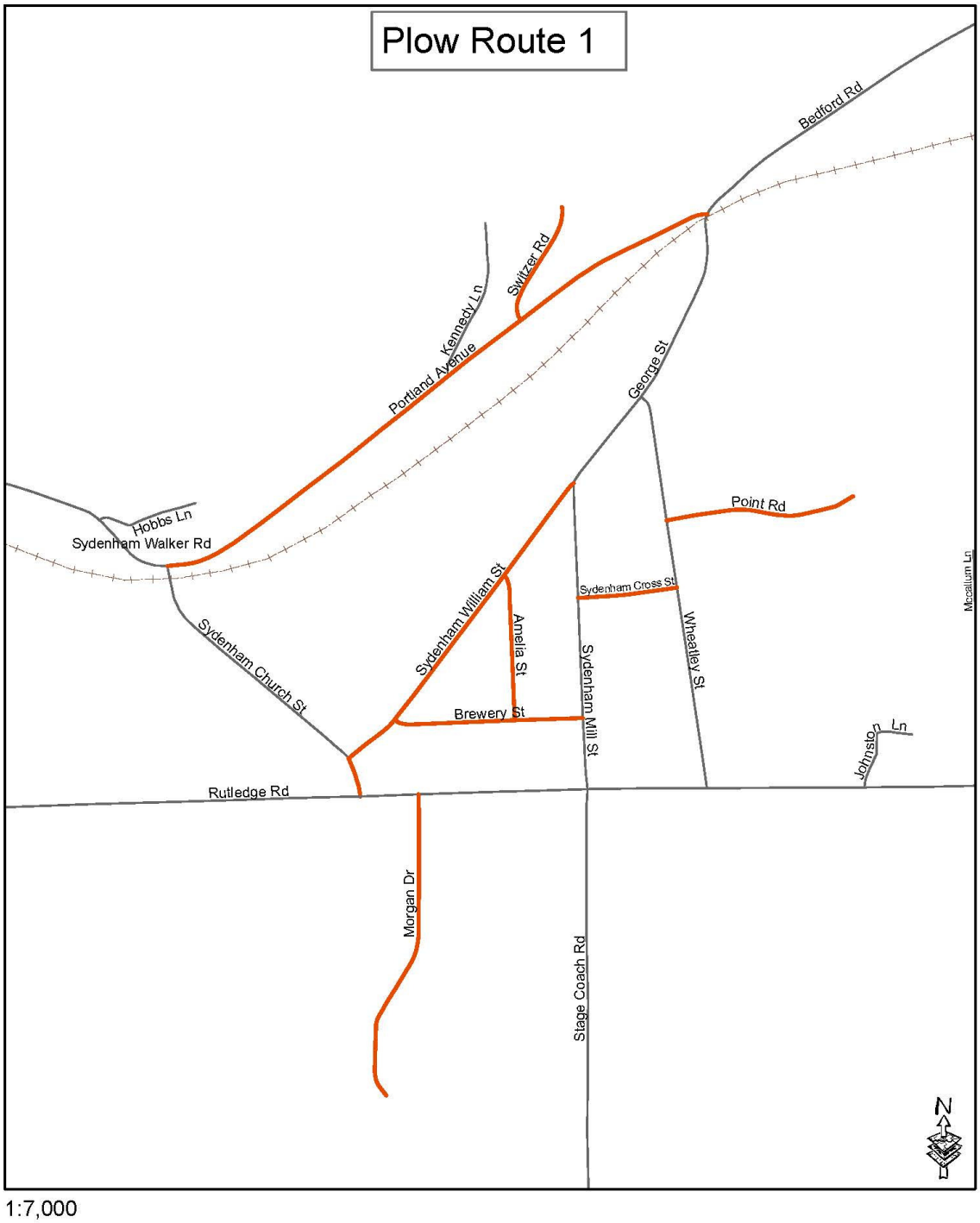


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South Frontenac Township

Winter Maintenance Operations

Keeley Yard

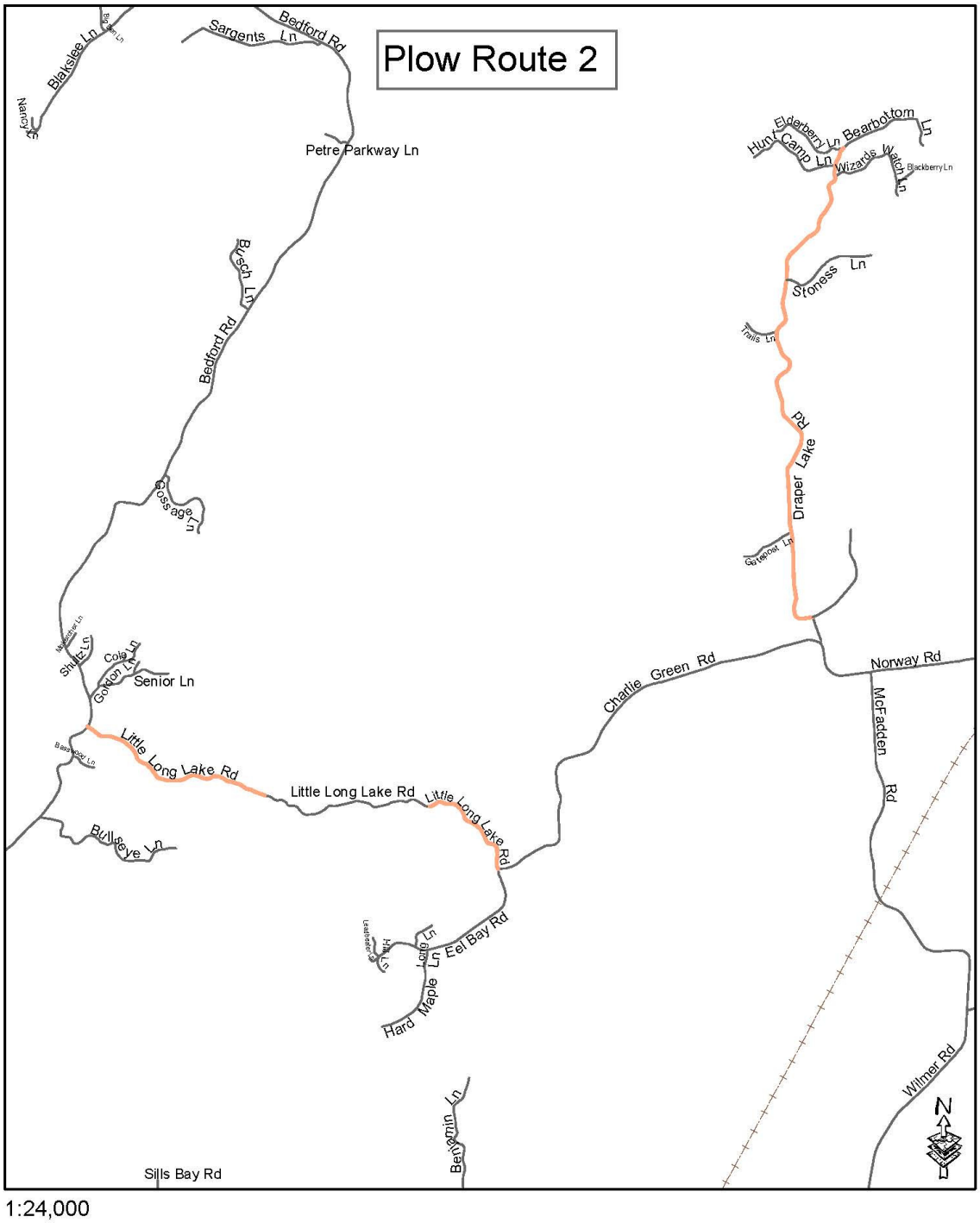


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South Frontenac Township

Winter Maintenance Operations

Loughborough District

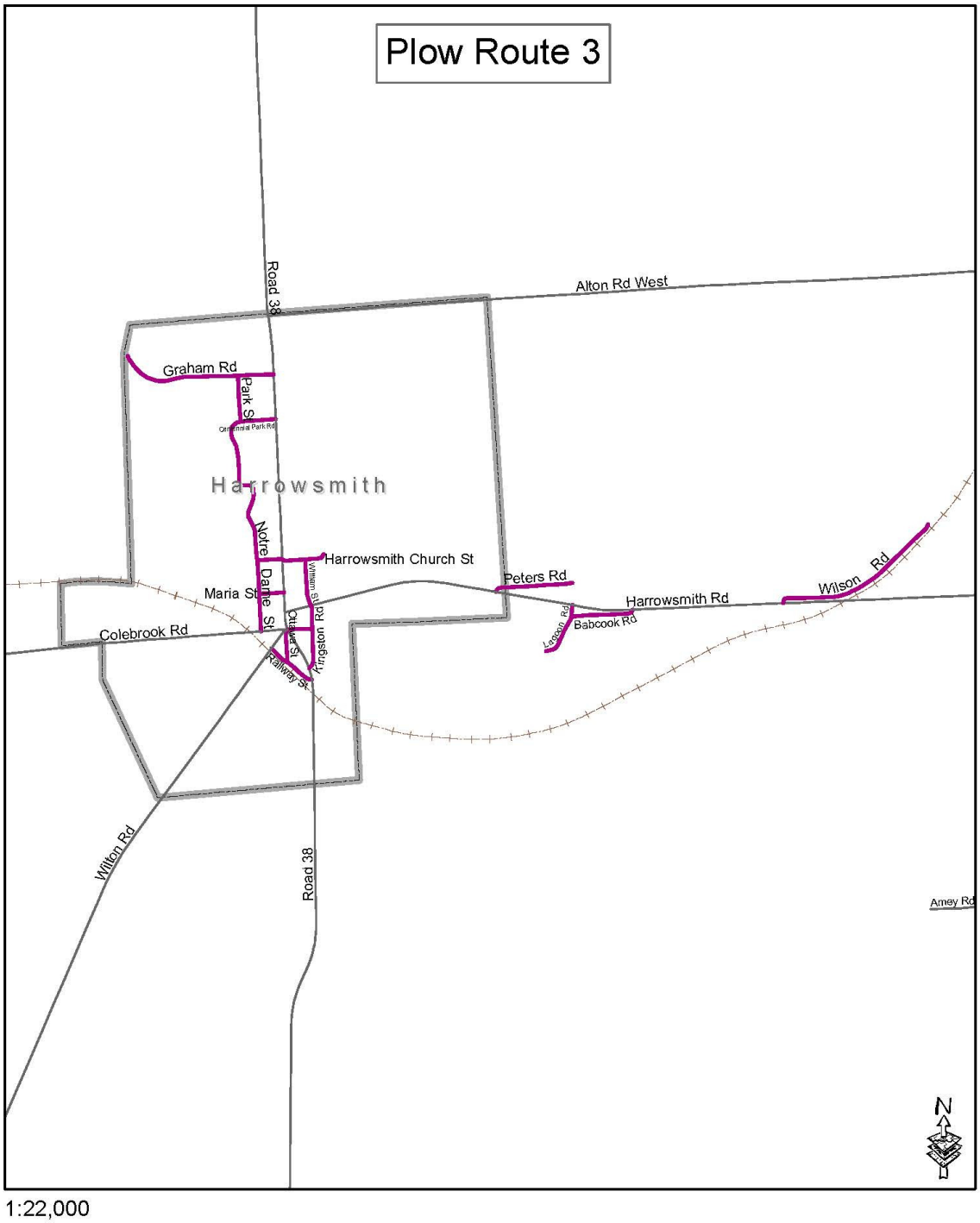


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South Frontenac Township

Winter Maintenance Operations

Portland District

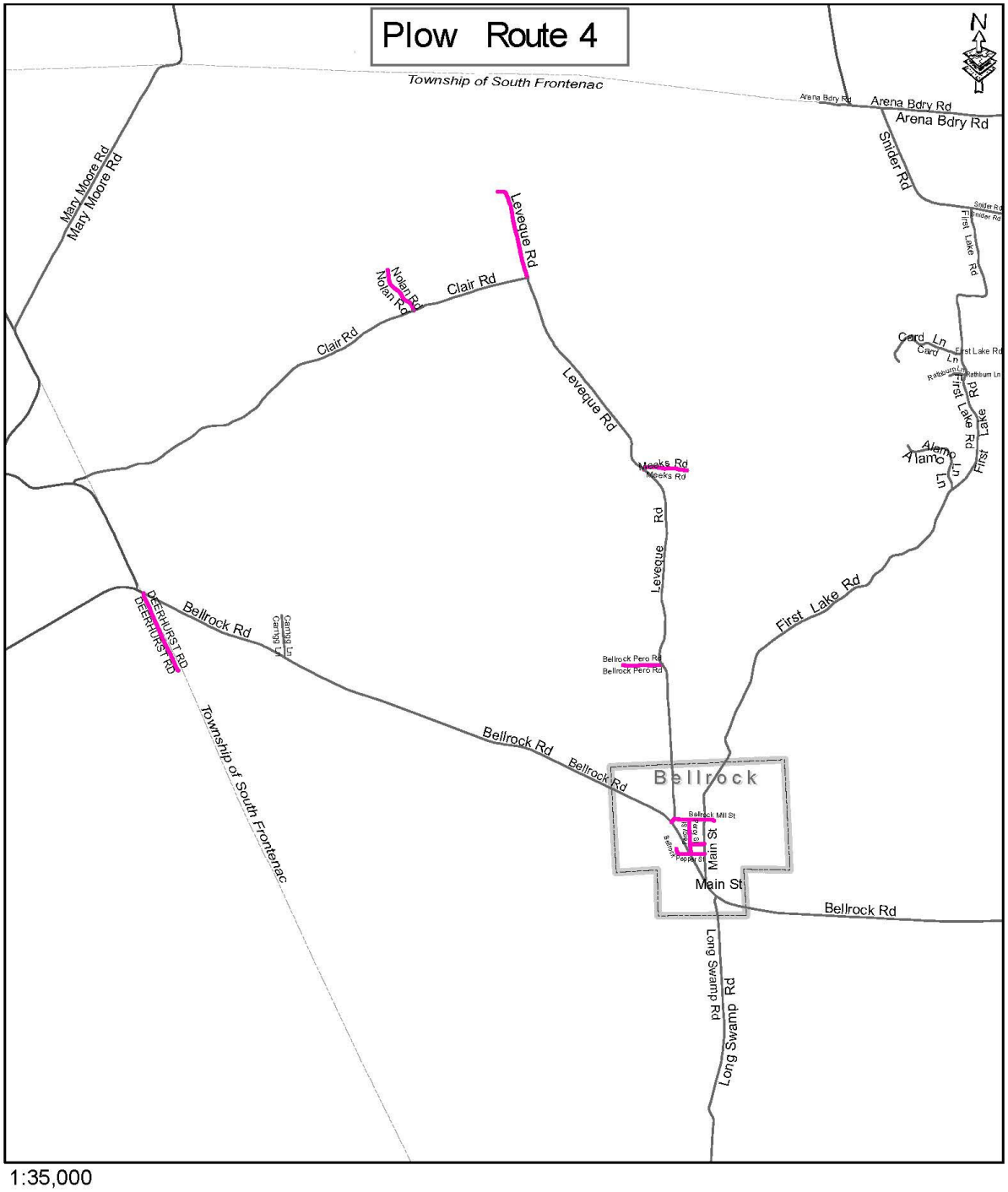


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South Frontenac Township

Winter Maintenance Operations

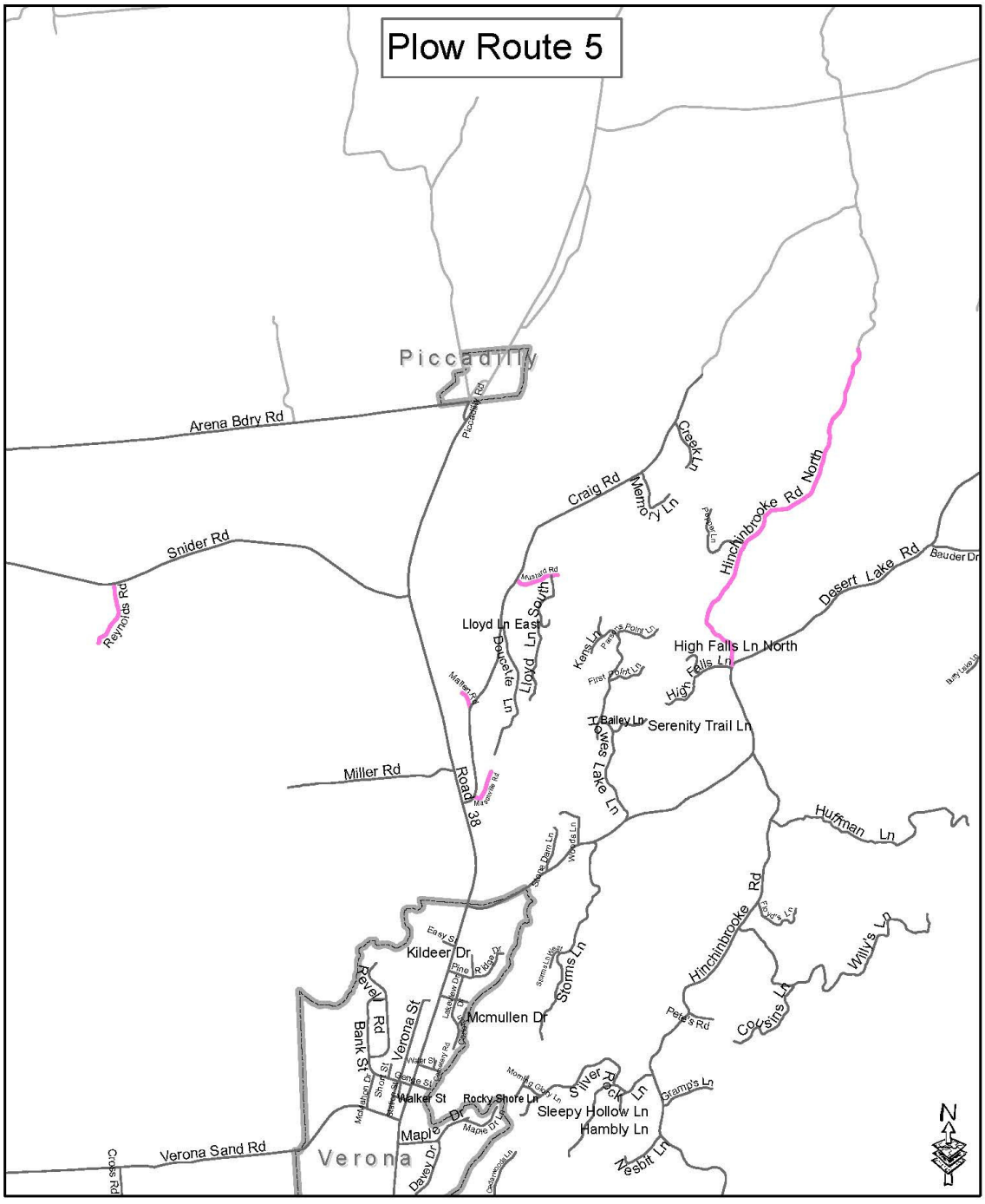
Portland District



South Frontenac Township

Winter Maintenance Operations

Portland District

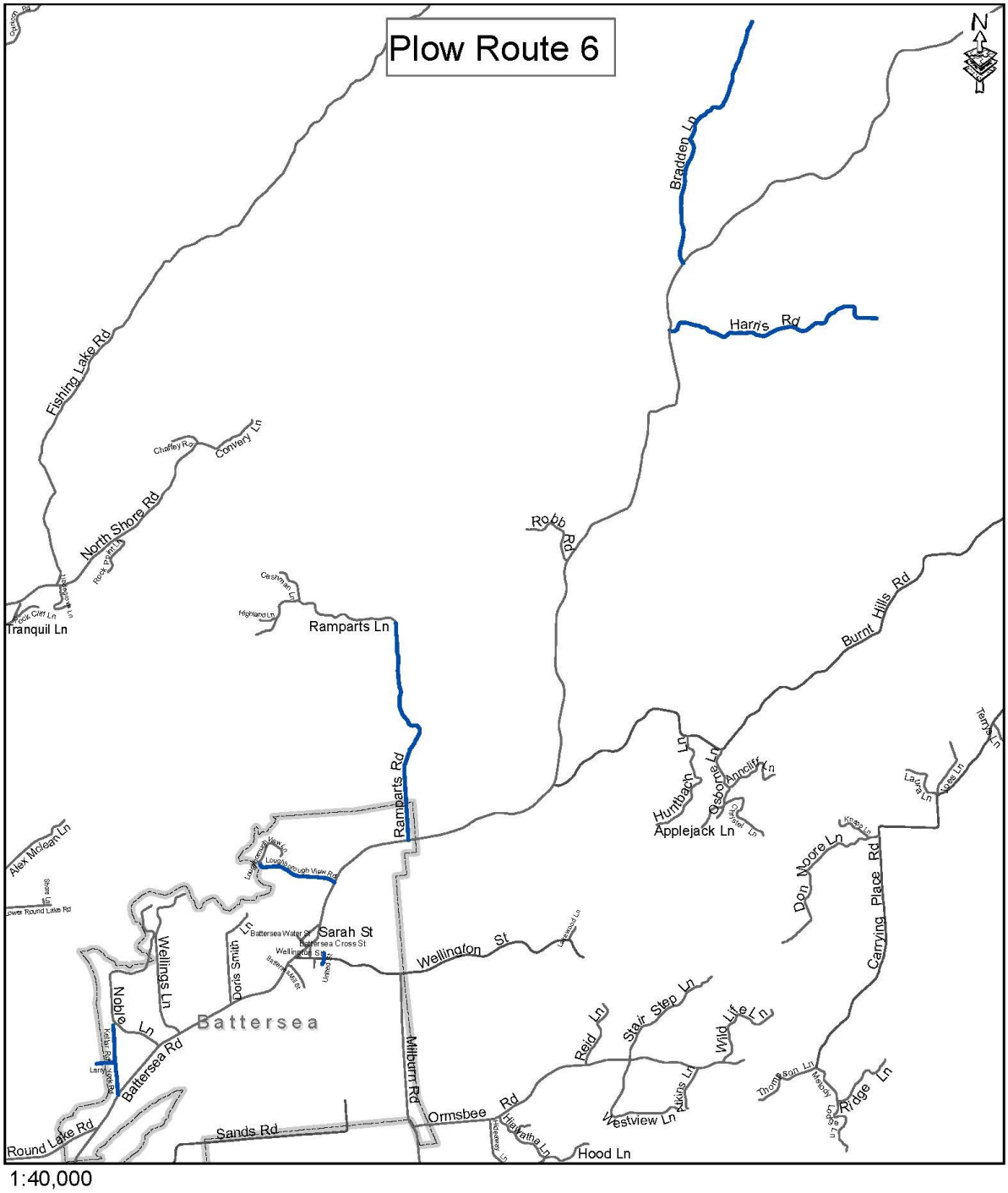


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South Frontenac Township

Winter Maintenance Operations

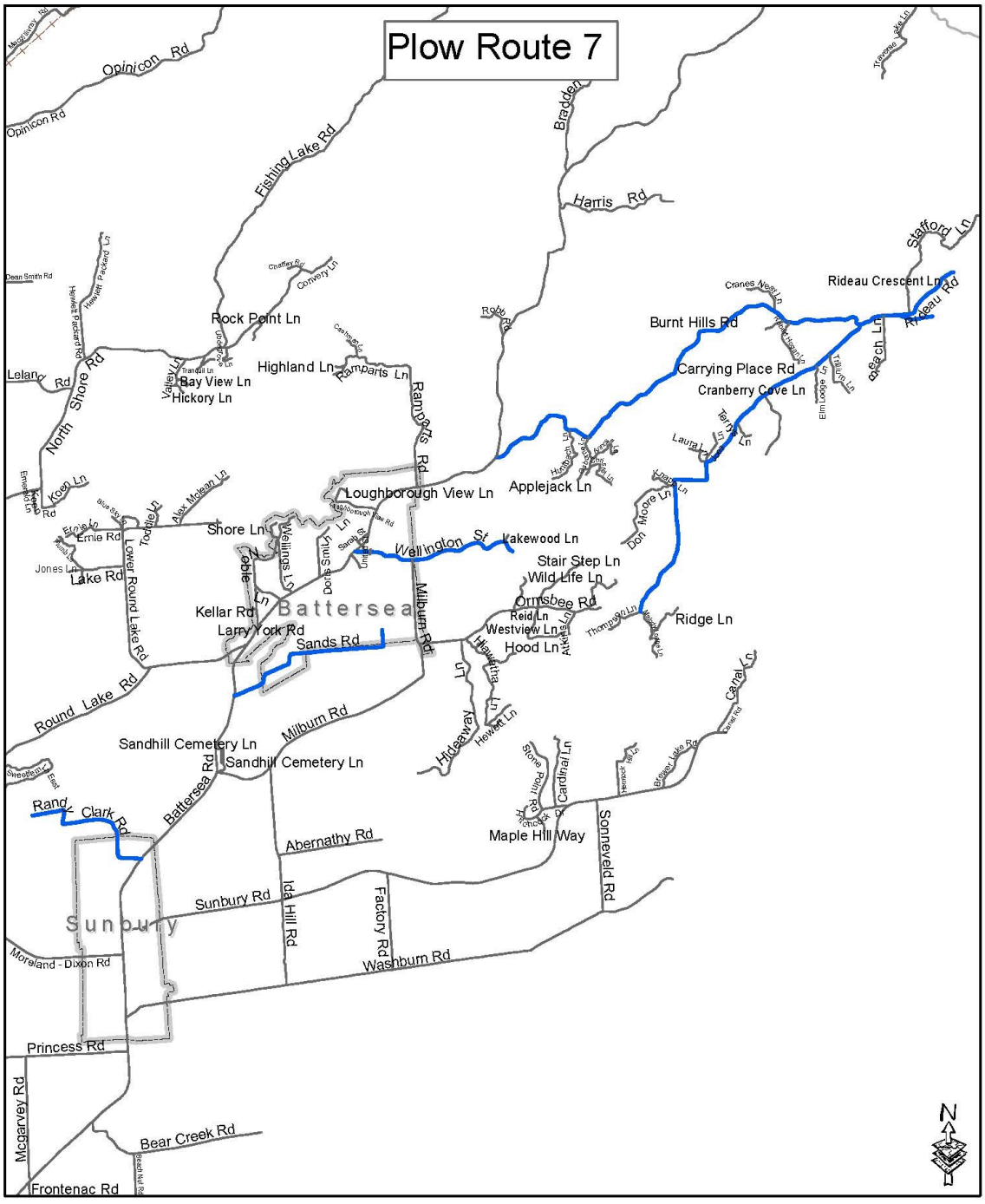
Storrington District



South Frontenac Township

Winter Maintenance Operations

Storrington District

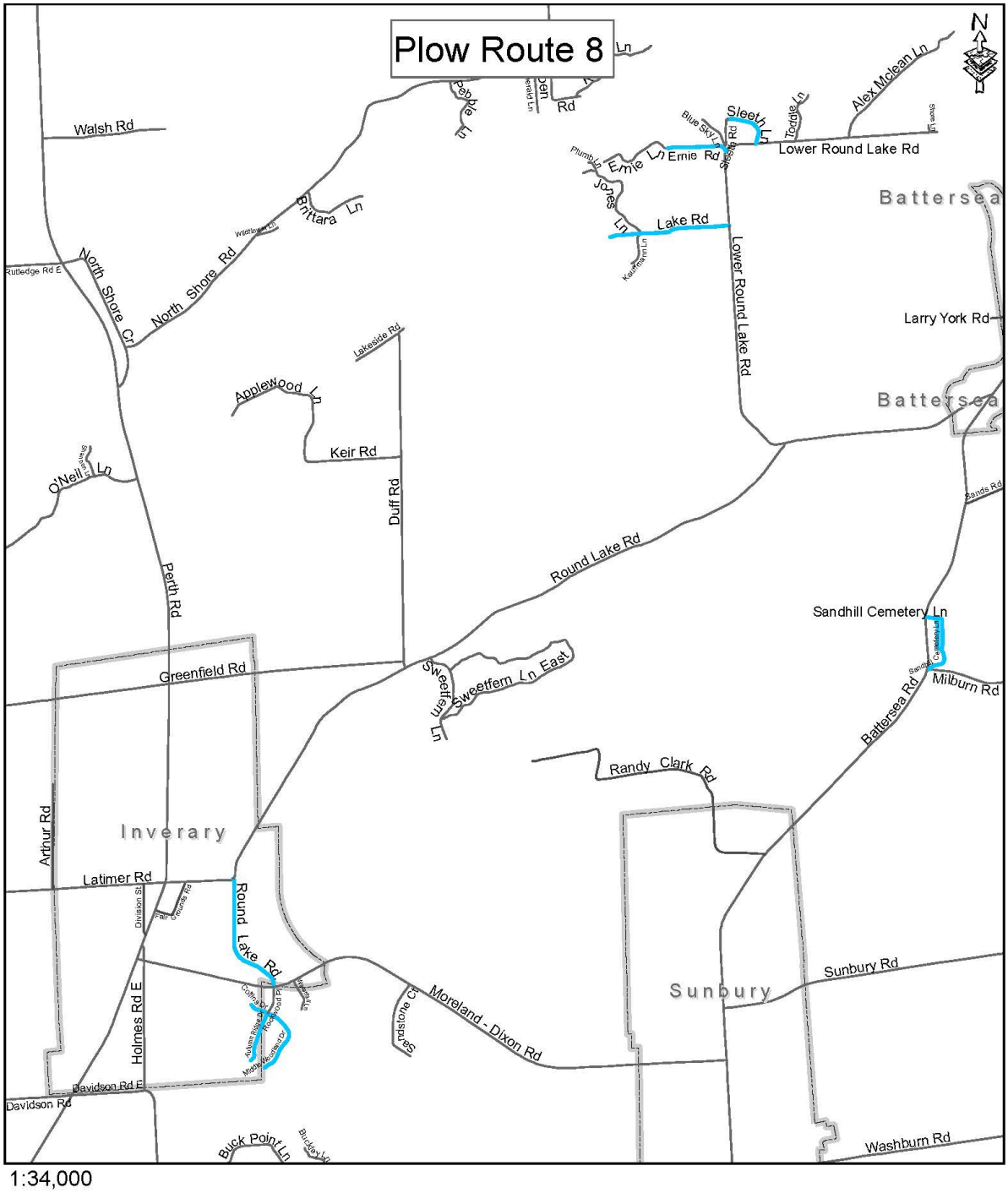


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South Frontenac Township

Winter Maintenance Operations

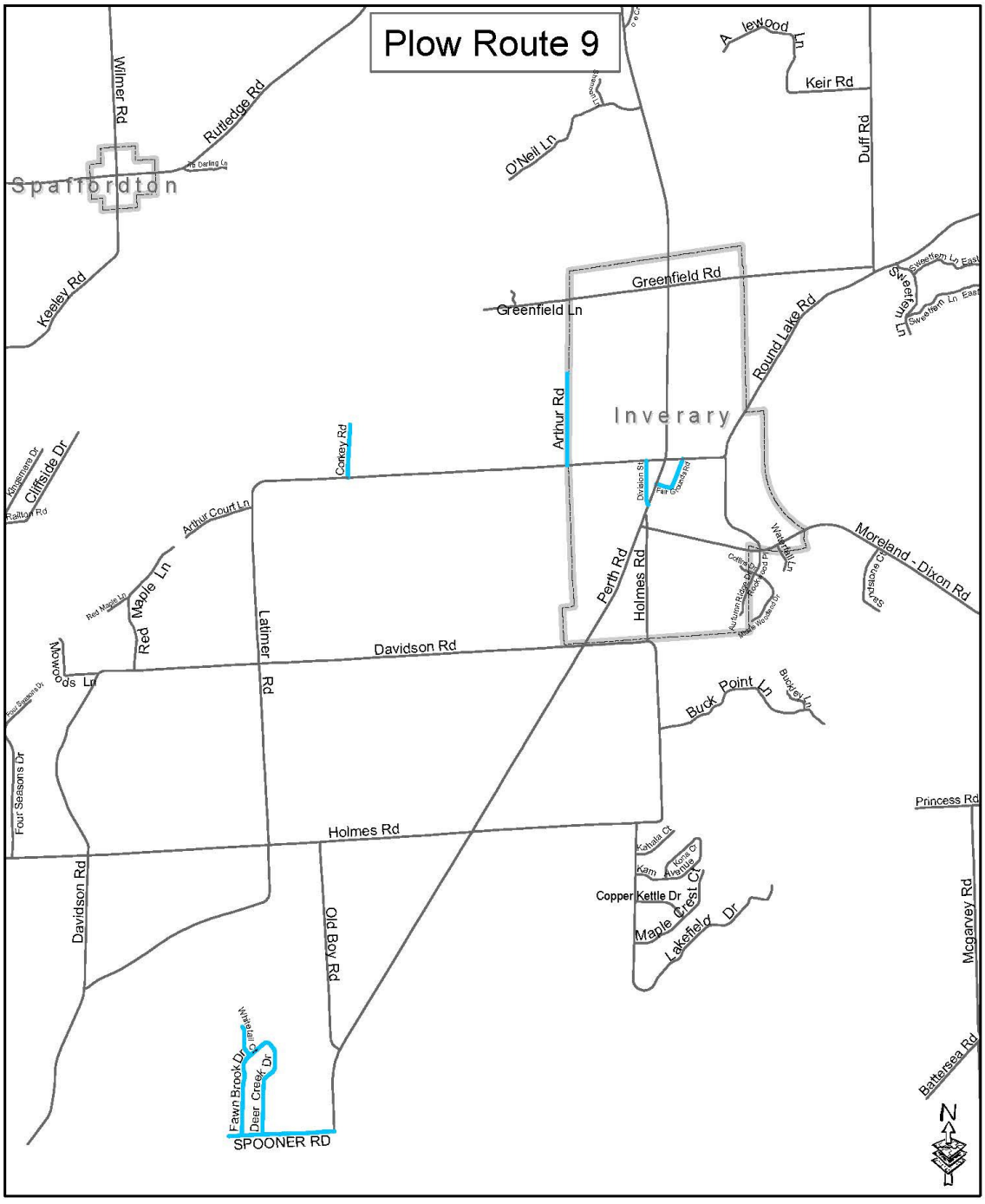
Storrington District



South Frontenac Township

Winter Maintenance Operations

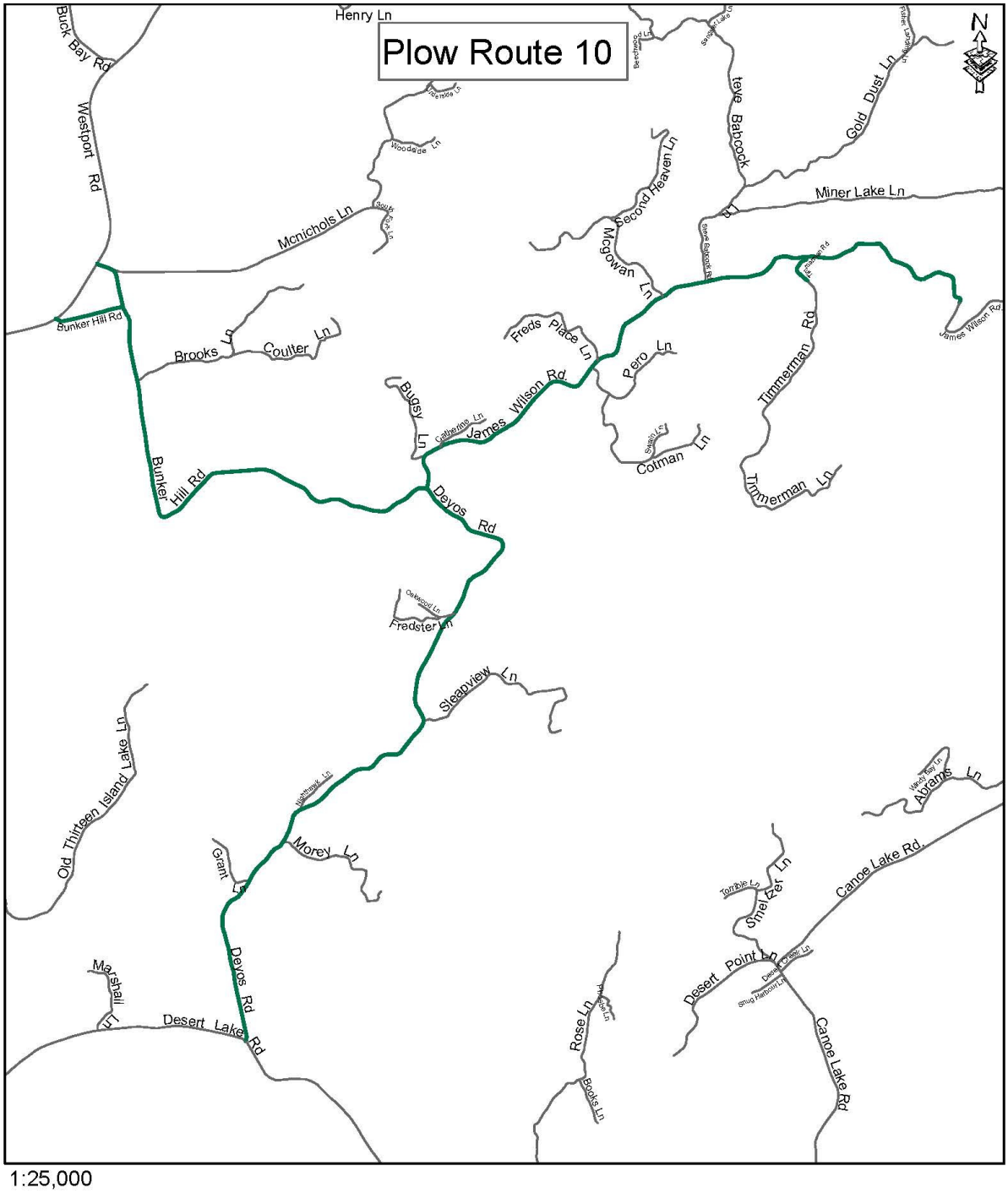
Storrington District



South Frontenac Township

Winter Maintenance Operations

Bedford District

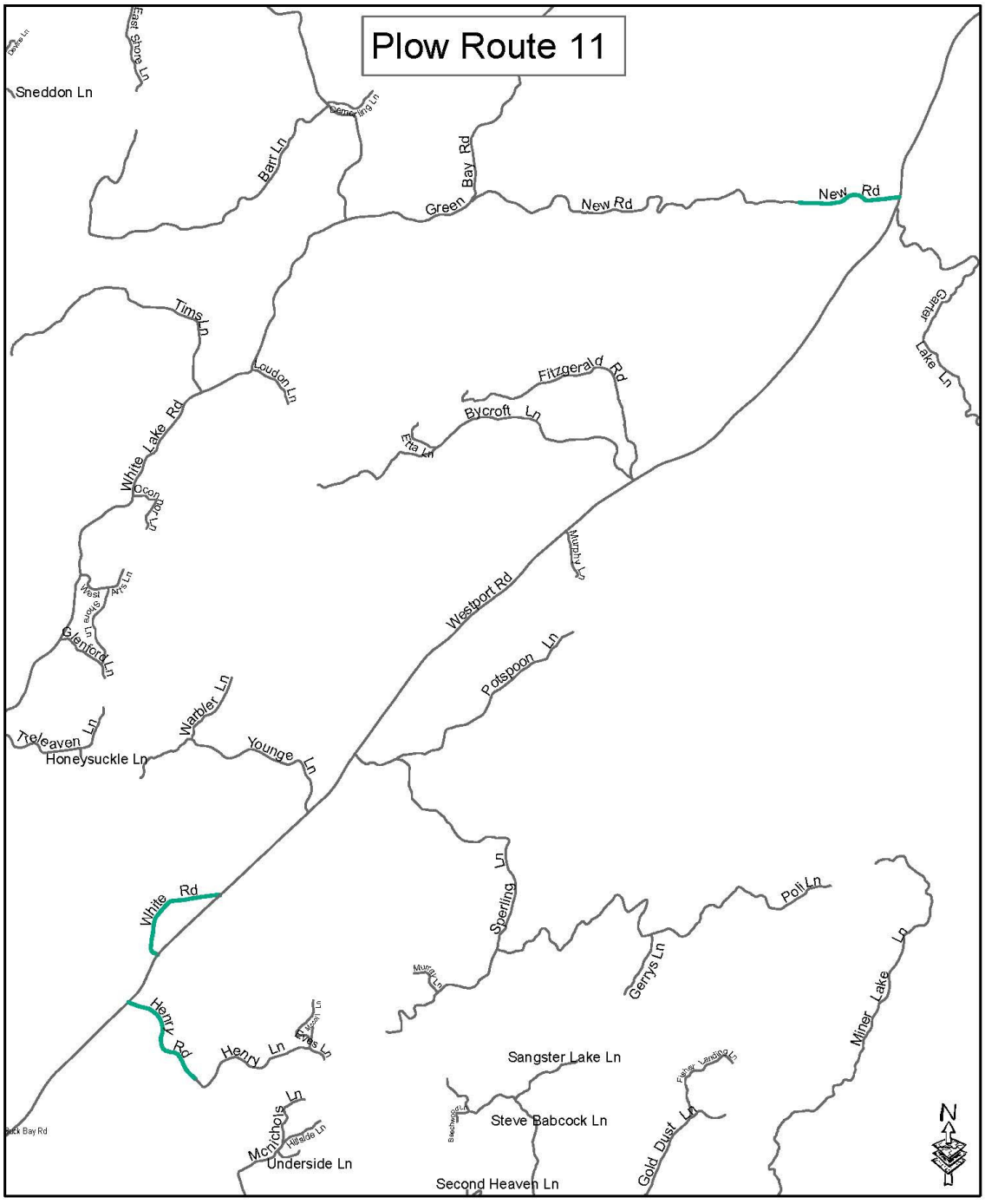


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South Frontenac Township

Winter Maintenance Operations

Bedford District

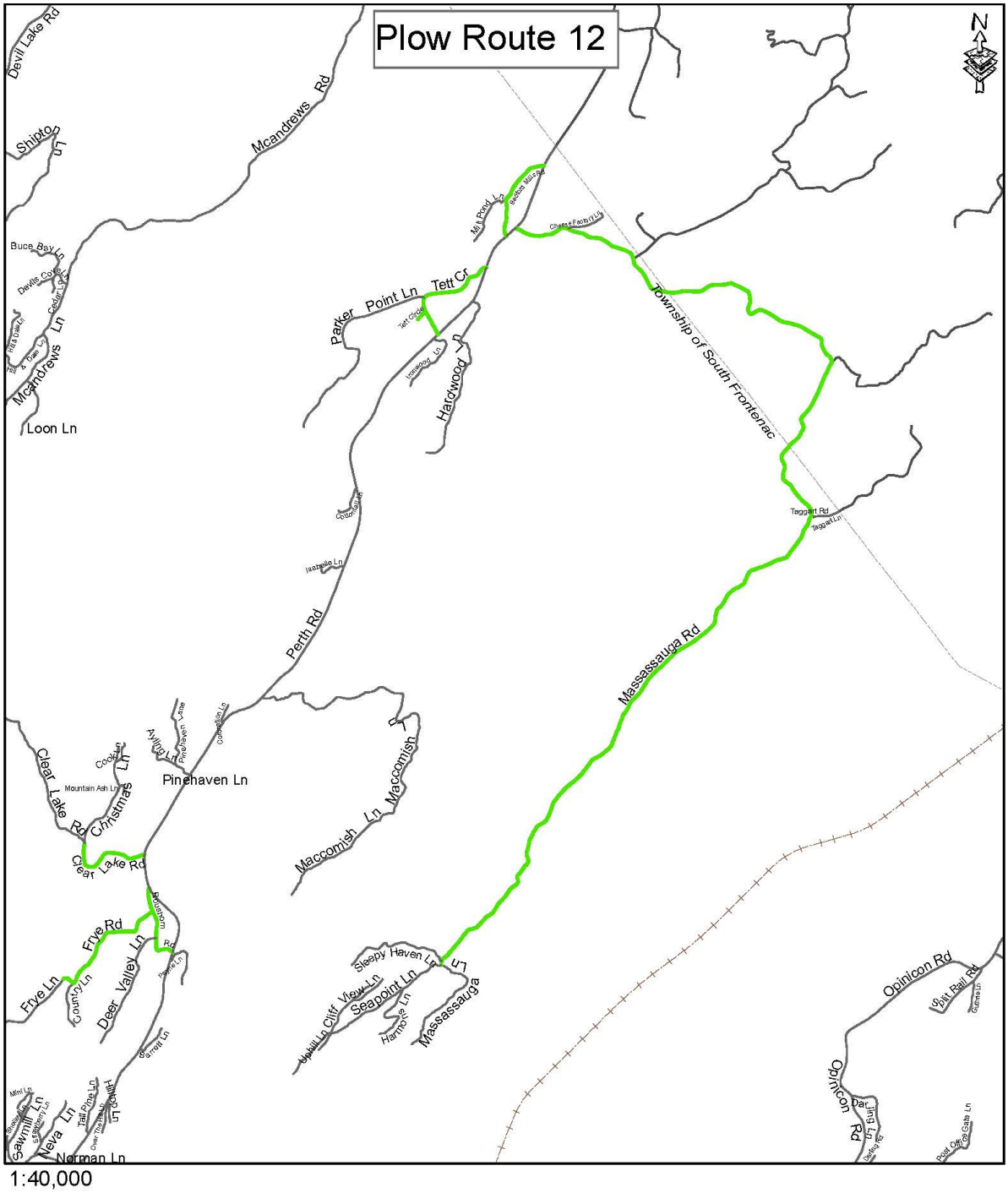


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South Frontenac Township

Winter Maintenance Operations

Bedford District

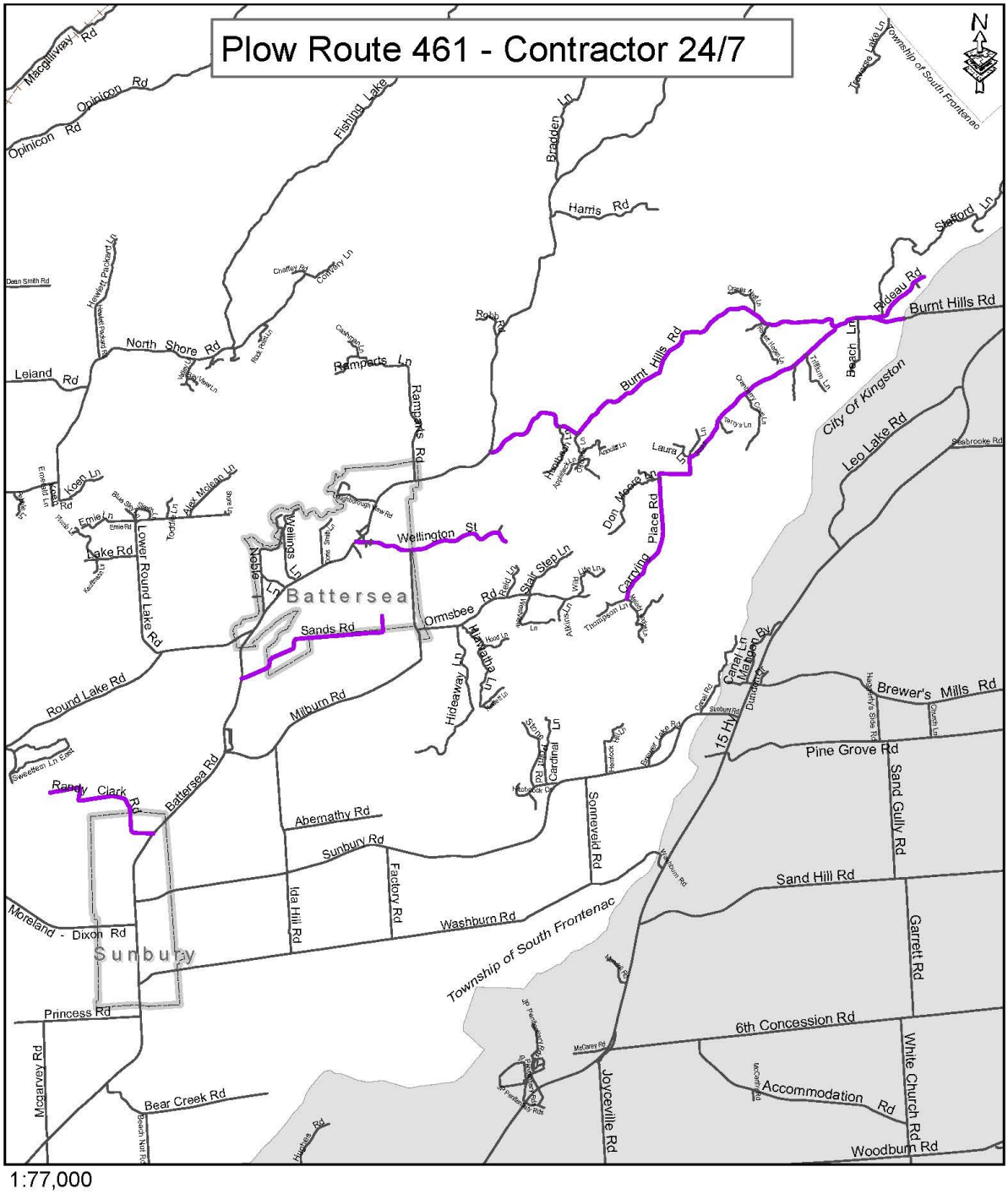


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South Frontenac Township

Winter Maintenance Operations

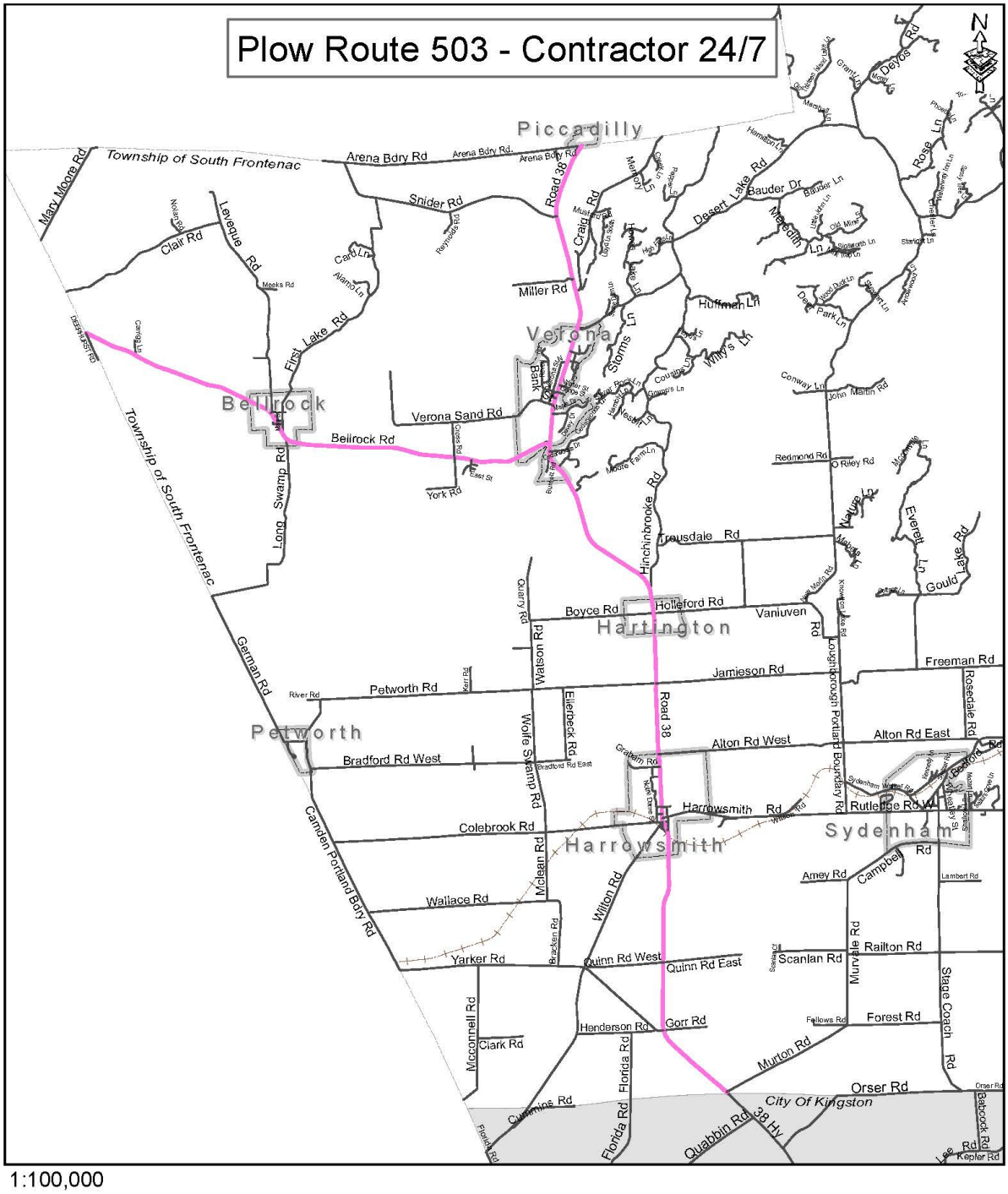
Sunbury Yard



South Frontenac Township

Winter Maintenance Operations

Hartington Yard

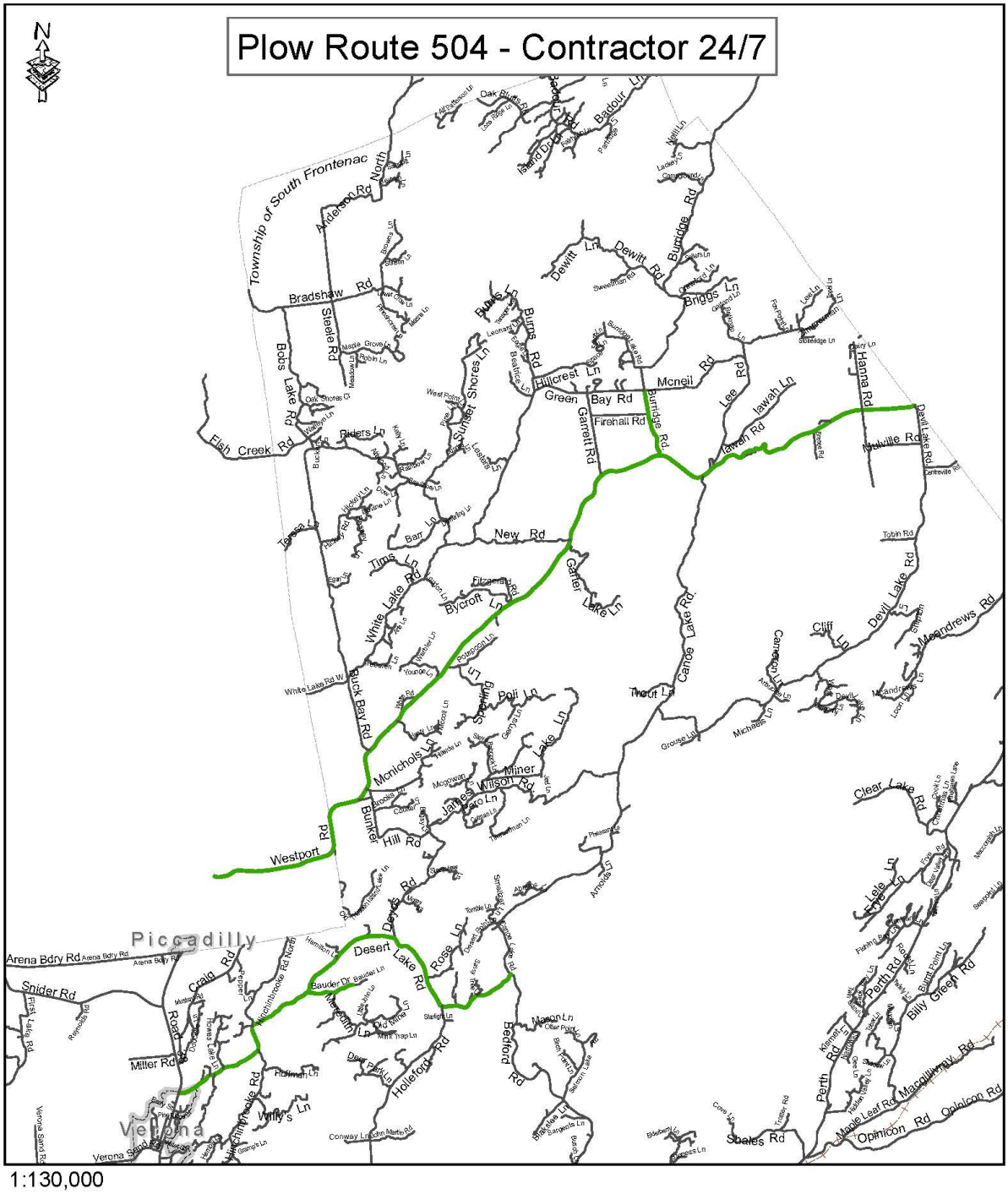


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South Frontenac Township

Winter Maintenance Operations

Westport Yard

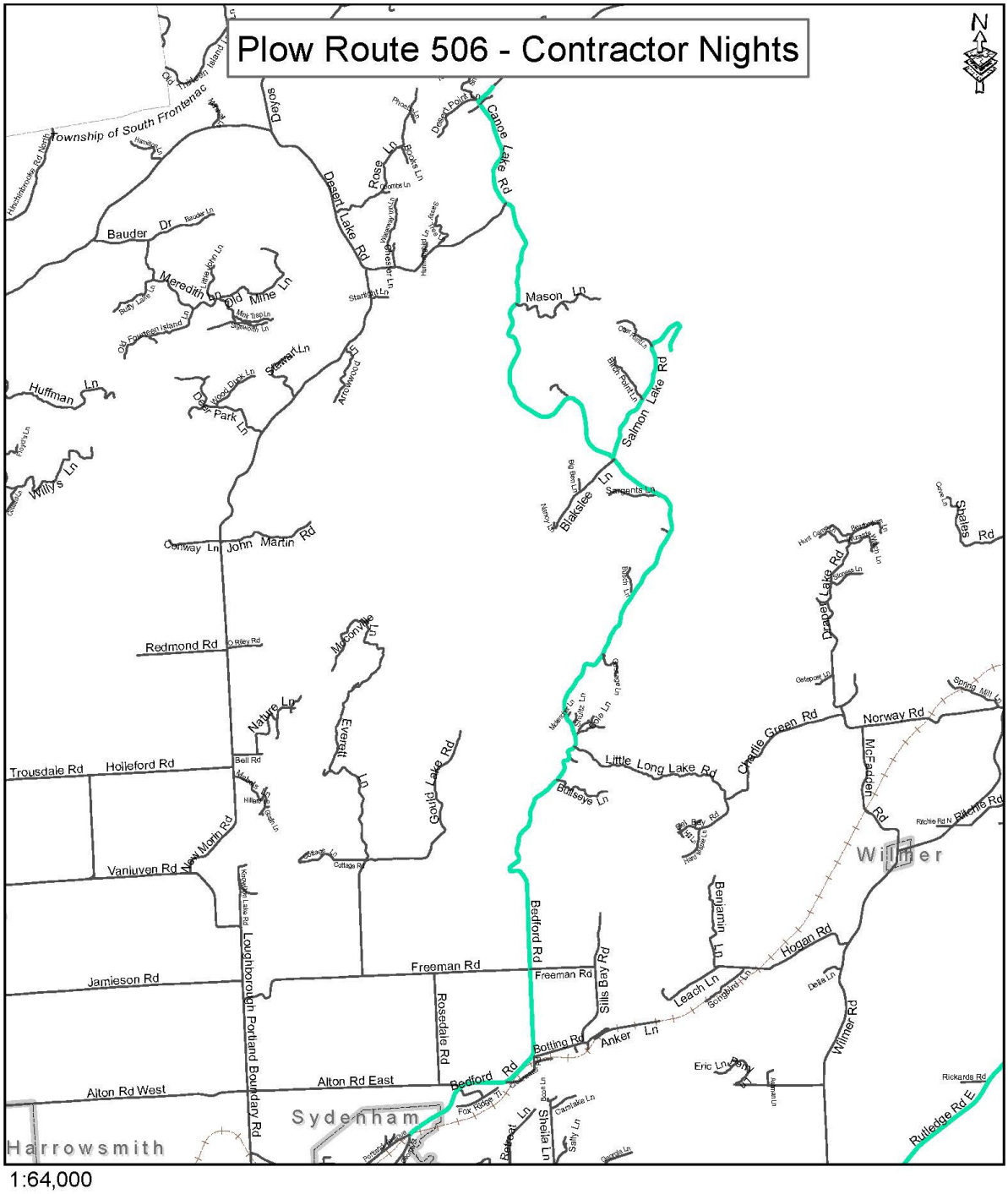


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South Frontenac Township

Winter Maintenance Operations

Keeley Yard

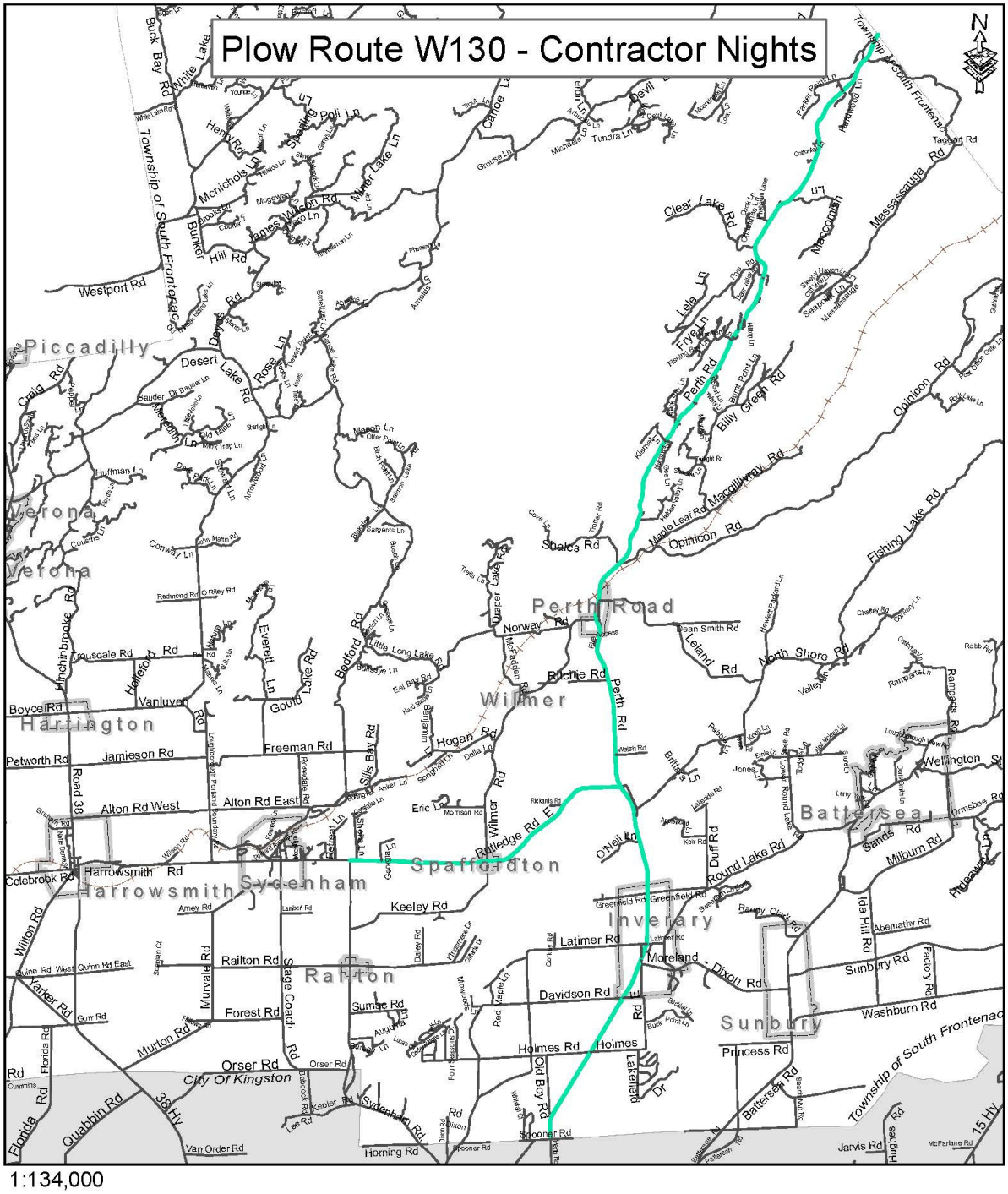


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South Frontenac Township

Winter Maintenance Operations

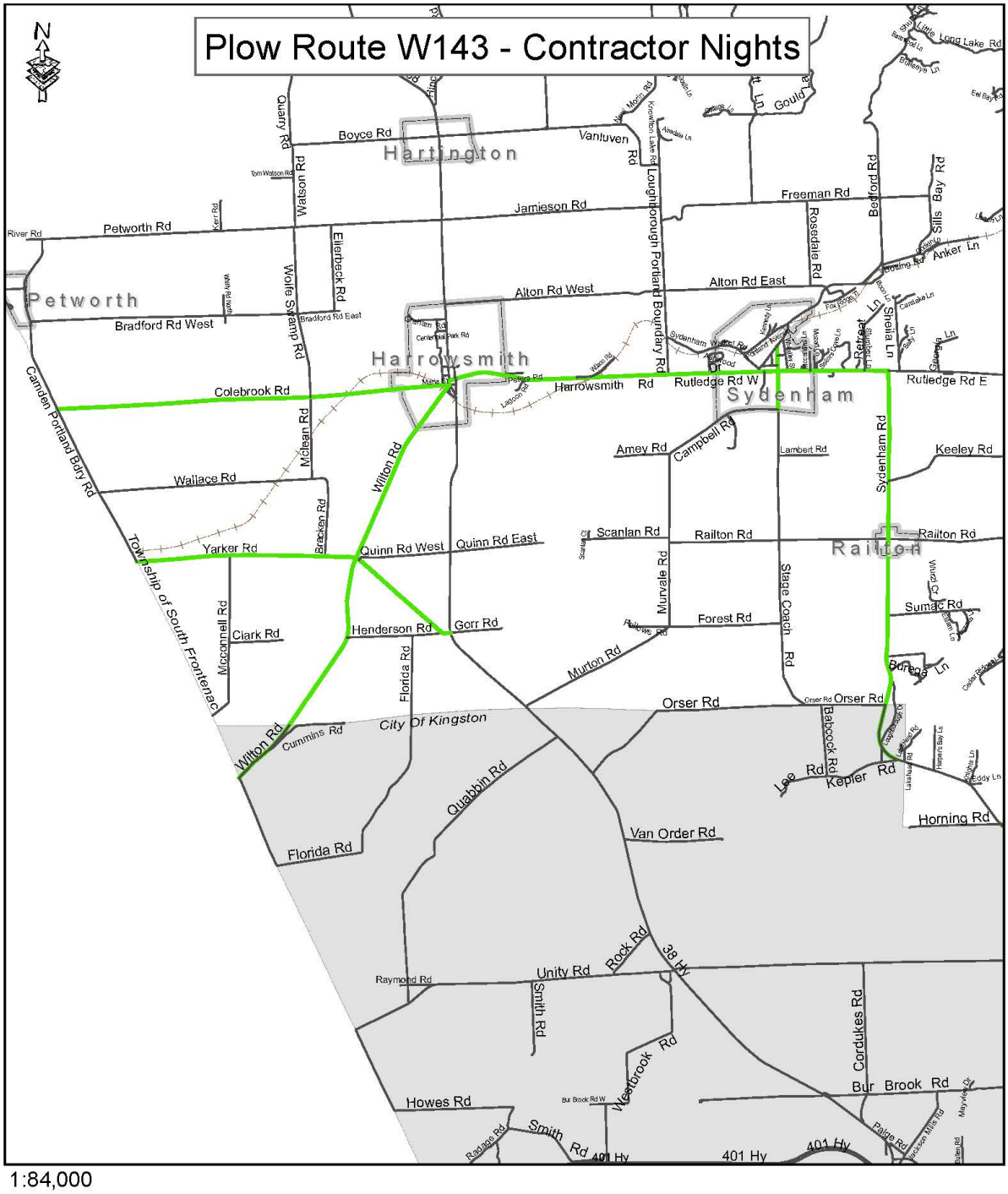
Keeley Yard


Plow Route W130 - Contractor Nights
N
Township of South Frontenac
Piccadilly
Verona
Harrington
Perth Road
Wilmer
Battersea
Sparrowdale
Harrowsmith
Inverary
Railton
Sunbury
City Of Kingston
Township of South Frontenac
Westport Rd
Desert Lake Rd
Bunker Hill Rd
Clear Lake Rd
Opinicon Rd
Maple Leaf Rd
Perth Rd
Norway Rd
Bedford Rd
Gould Lake Rd
Everett Ln
Hogan Rd
Freeman Rd
Jamieson Rd
Alton Rd East
Alton Rd West
Harrowsmith Rd
Keeley Rd
Railton Rd
Forest Rd
Murvale Rd
Murton Rd
Orser Rd
Sumac Rd
Davidson Rd
Latimer Rd
Greenfield Rd
Round Lake Rd
Duff Rd
Wilmer Rd
Rutledge Rd E
Ritchie Rd
Leland Rd
North Shore Rd
Fishing Lake Rd
Opinicon Rd
Milburn Rd
Sands Rd
Ida Hill Rd
Sunbury Rd
Washburn Rd
Princess Rd
Battersea Rd
Old Boy Rd
Holmes Rd
Lakeland Dr
Moreland - Dixon Rd
Spooner Rd
Jarvis Rd
Hughes Rd
Horning Rd
Van Order Rd
Quabbin Rd
Florida Rd
Wilton Rd
Yarker Rd
Colebrook Rd
Petworth Rd
Boyce Rd
Vanluven Rd
Halleford Rd
Trousdale Rd
Linchinbrooke Rd
Road 38
Stage Coach Rd
Sills Bay Rd
Eric Ln
O'Neil Ln
Wellington St
Tagaard Rd
Messasauga Rd
Billy Green Rd
Maccomish
Lake Ln
Frye Ln
Shales Rd
Bean Smith Rd
Leland Rd
Ramsons Rd
Robb Rd
Abernathy Rd
Factory Rd
Hideaway Ln
Lakeland Dr
Old Boy Rd
Battersea Rd
Princess Rd
Washburn Rd
Sunbury Rd
Ida Hill Rd
Milburn Rd
Sands Rd
Ormsbee Rd
Wellington St
Round Lake Rd
Duff Rd
Wilmer Rd
Rutledge Rd E
Ritchie Rd
Perth Rd
Leland Rd
North Shore Rd
Fishing Lake Rd
Opinicon Rd
Maple Leaf Rd
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Clear Lake Rd
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South Frontenac Township

Winter Maintenance Operations

Keeley Yard

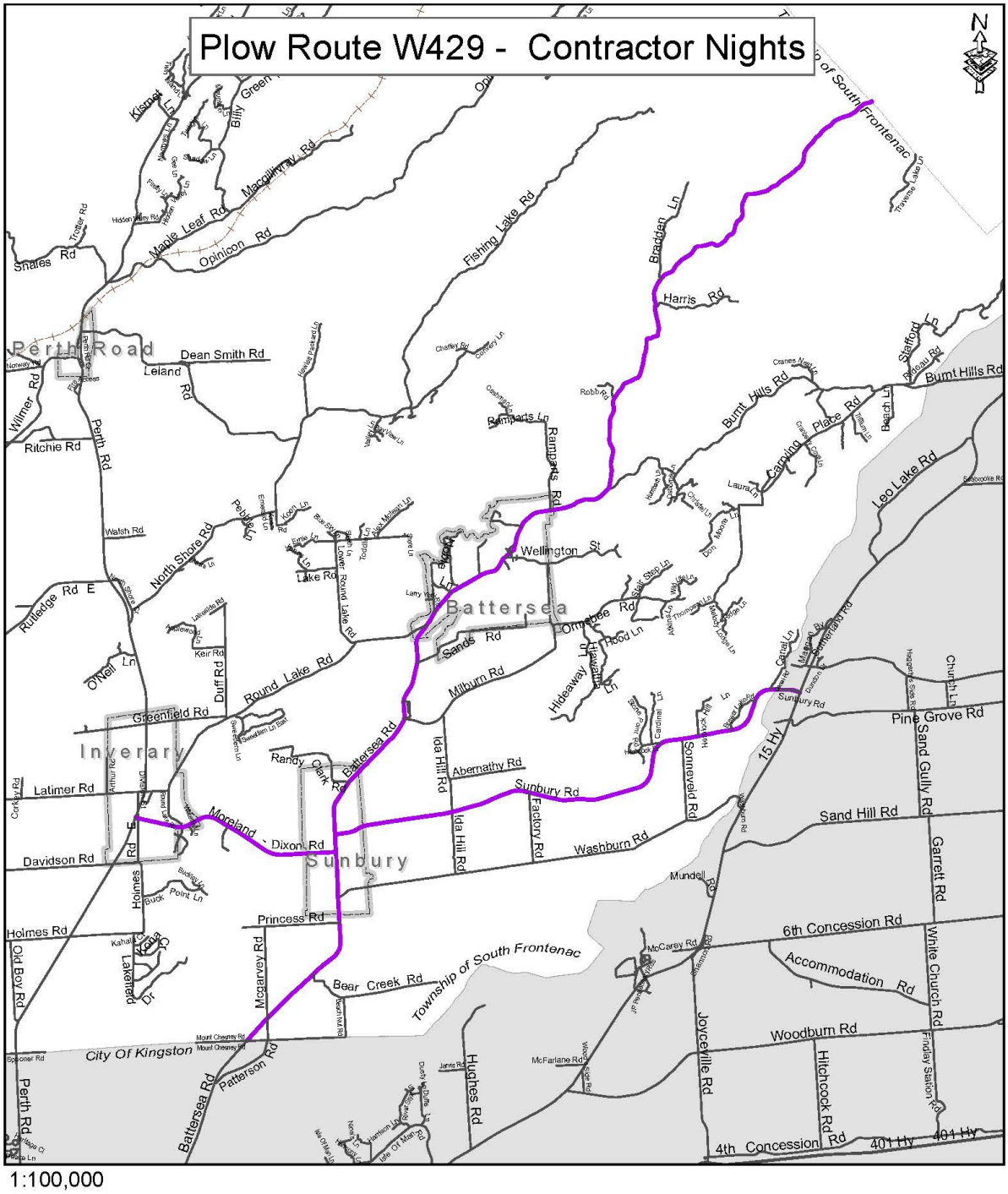


1:84,000

South Frontenac Township

Winter Maintenance Operations

Sunbury Yard



Insert Snow plow Route W combined

Appendix "F"

Snow Plow Routes and Road Names in House and Contractor

SNOW PLOW ROUTES

KEELEY YARD

W105 Unit #26

W110 Unit #29

W116 Unit #69

W117 Unit #16

W101 SIDE WALKS (SYDENHAM)

W126 Unit #46

W128 Unit #42

W130 Unit #60

W143 Unit #43

W102 Unit #41

PORTLAND YARD

W201 Unit #36

W207 Unit #44

W236 Unit #57

W242 Unit #8

W227 Unit #27

W237 SIDEWALKS (VERONA)

W238 SIDEWALKS (H'SMITH)

BEDFORD YARD

W313 Unit #14

W314 Unit #47

W338 Unit #38

W308 Unit #2

SUNBURY YARD

W429 Unit #45

W423 Unit #53

W401 SIDEWALKS (SUNBURY/BATTERSEA)

W408 Unit #41

W402 SIDEWALKS (INVERARY)

SNOW PLOW ROUTES
KEELEY YARD

IN HOUSE

W105 #26 - Orser Rd (Rd 9 to Stagecoach Rd). Stagecoach Rd, Railton Rd, Lambert Rd, Campbell Rd, Amey Rd, Scanlan Rd, Fellows Rd, Murvale Rd, Murton Rd, Forest Rd, Country Woods Drive, Loughborough Drive, Sumac Rd, Vienna Cresent, Dailey Rd, Cliffside Drive, Kingsmere Drive

W110 #29 - Keeley Rd, Park Valley Rd, Meadow Ridge Drive, Wilmer Rd, Ritchie Rd, McFadden Rd, Norway Rd, Charlie Green Rd, Eel Bay Rd, Shales Rd, Perth Rd Cresent, Hogan Rd, Morrison rd.

W116 #69 - Wheatley Street, Bedford Rd, Salmon Lk Rd, Canoe Lk Rd (from rd. 19 to Snug Harbour Church), Cemetary Rd, Walker Rd, Alton Rd East, Fox Ridge Drive, Deer Runway Drive, Clearwater Rd, Botting Rd, Sills Bay Rd, Freeman Rd, Gould Lk Rd, Cottage Lane, Rosedale rd.

W117 #16 - North Shore Cresent, North Shore Rd, Leland Rd, Opinicon Rd, Indian Lk Rd, Maple Leaf Rd, MacGillivery Rd, Billy Green Rd

W126 #46 - Latimer Rd, Holmes Rd West, Old Boy Rd, Davidson Rd West, Round Lk Rd, Lower Round Lk Rd, Duff Rd, Lakeside Rd, Greenfield Rd, Four Season Drive, Silverwood Estate Drive, Johns Way Rd, Heska Cresent

W128 #42 - Coupland Rd, Rickards Rd, Walsh Rd, Asselstine Rd, Ritchie Rd North, Trotter Rd, Hidden Valley Rd, Dean Smith Rd, Hewlett Packard Rd, Keon Rd

W130 #60 - Rutledge Rd (Rd 9 East), Perth Rd

W143 #43 - Sydenham Rd, Rutledge Rd (Rd 9 West), Mill St (to Beer Store), Stagecoach Rd (from Rd 5 to Firehall), Harrowsmith Rd, Wilton Rd, Yarker Rd**,** Colebrooke Rd West

W102 #41- Sydenham Cemetery, Darling Rd, Cat Trail Parking, Buck & Loughborough Lk Boat Ramp & Dry Hydrant

SNOW PLOW ROUTES
HARTINGTON YARD
IN HOUSE

W201 #36 - Quinn Rd West, Henderson Rd, Florida Rd, Gorr Rd, Quinn Rd East Boyce rd., Quarry rd. & Fire Hydrant, Watson Rd, Tom Watson, Cedarwood Drive, Valleyview Drive, Forest Hill Place, Maple Drive, Davey Drive, Carleton Drive, Lakeview Drive, Pine Ridge Drive, Bank Street, Revell Rd, McMahon Drive, Verona St South

W207 #44 - Hinchinbrooke Rd, Craig Rd, Arena Boundary, Snider Rd, Miller Rd, Verona Sands Rd, Cross Rd, First Lk Rd, Leveque Rd, Clair Rd, Mary Moore Rd, York Rd

W236 #57 - Trousdale Rd, Holleford Rd, New Morin Rd, Vanluven Rd, Jamieson Rd, Alton Rd, Loughborough/Portland Boundary Rd, Redmond Rd, John Martin Rd, O'reilly Rd, Bell Rd

W227 #27 - Petworth Rd, Kerr Rd, River Rd, Long Swamp Rd, Garrison Court, Camden/Portland Boundary Rd, McConnell Rd, Clarke Rd, Wallace Rd, Bracken Rd, Mclean Rd, Bradford Rd, Whittey Rd, Wolfe Swamp Rd, Ellerbeck Rd

W242 #8 - Burnett Rd, Genge Street, Water Street, Cemetery Rd, Salmon Drive, Killdeer Drive, Easy Street, Verona Street North, Short Street, Station Street, Walker Street, Robinson Rd, Harrowsmith Cemetery, Hartington Parking Lot, Parking Lot Verona, Verona Dry Hydrant, Verona Cemetery

SNOW PLOW ROUTES
WESTPORT ROAD YARD
IN HOUSE

W313 #14 - White Lk Rd, Green Bay Rd, Burns Rd, Garrett Rd, Firehall Rd, Burridge Rd, Dewitt Rd, Sweetman Rd

W314 #47 - Buck Bay Rd, Bobs Lk Rd, Bradshaw Rd, Steele Rd, Pine Shores Lane, Anderson Rd, Fish Creek Rd, White Lk Rd West

W338 #38 - Canoe Lk Rd, James Wilson Rd East, Devil Lk Rd, Hanna Rd, 12 Concession Rd, Lee Rd, Iawah Rd

W308 #2 - Burridge Lk Rd, Haughton Rd, Breese Rd, Hanna Rd (last 300 m), Tobin Rd, James Wilson Rd (last 600m), Hickey Rd, Bradshaw Firehall, Burridge Firehall, Fermoy Hall, Glendower Hall

SNOW PLOW ROUTES

SUNBURY YARD

IN HOUSE

W429 # 45 - Battersea Rd, Moreland Dixon Rd, Sunbury Rd

W423 #53 - Holmes Rd East, Davidson Rd East, Lakefield Drive, Copper Kettle Drive, Maple Crest Drive, Kam Ave, Kahala Court, Sandstone Court, Milburn Rd, Ormsbee Rd, Ida Hill North, Abernathy Rd, Washburn Rd, Sonneveld Rd, Factory Rd, Ida Hill Rd South, Princess Rd, McGarvey Rd, Frontenac Rd, Mount Chesney Rd, Bear Creek Rd, Hitchcock Rd, Stone Point Rd, Maple Hill Way Rd

W408 #3 - Eddie Lane, Dixon Rd, Willowbrooke Dr, Summerside Dr, Water St, Sarah St, Cross St, Concession St, Canal Rd, Brewer Lk Rd

SNOW PLOW ROUTES CONTRACTOR LOCAL ROADS 24/7

Plow Route 1- Portland Avenue, William Street, Amelia Street, Brewery Street, Cross Street, Point Rd, Morgan Rd, Switzer Rd

Plow Route 2- Draper Lake Rd, Little Long Lake Rd (East&West)

Plow Route 3- Wilson Rd, Babcock Rd, Lagoon Rd, Peters Rd, Kingston Rd, Maria Street, Park Street, William Street, Railway Street, Notre Dame Street, Ottawa Street, Harrowsmith Church Street, Colebrooke Rd East, Centennial Park Rd, Graham Rd

Plow Route 4- Depot Street, Percy Street, Goodrich Street, Bellrock Mill Street (East&West), Bellrock Pepper Street(East&West), Nolan Rd, Meeks Rd, Bellrock Pero Rd, Deerhurst Rd, Leveque Rd North

Plow Route 5- Hinchinbrooke Rd North, Masonville Rd, Mallen Rd, Mustard Rd, Reynolds Rd

Plow Route 6- Ramparts Rd, Loughborough View Dr, United St, Bradden Rd, Harris Rd, Larry York Rd, Kellar Rd, Sandhill Cemetery Rd

Plow Route 7- Wellington Street, Burnt Hills Rd, Carrying Place Rd, Rideau Rd, Sands Rd, Randy Clarke Rd

Plow Route 8- Round Lk Rd (from rd. 12 to Latimer), Middle Woodland Drive, Autumn Ridge Drive, Collins Drive, Sleeth Lane (In 50 M from Lower Round Lk Rd), Lake Rd, Ernie Rd

Plow Route 9- Fair Grounds Rd, Division Street, Arthur Rd, Corkey Rd (In 100m from Latimer Rd), Spooner Rd West, Deer Creek Drive, Fawn Brooke Drive, White Tail Court,

Plow Route 10- Bunker Hill Rd, Deyos Rd, James Wilson Rd (to civic #697 from Deyo, Rd), Timmerman Rd (in 200m from James Wilson Rd)

Plow Route 11- Henry Rd, White Rd, New Rd (in 800m from Rd8)

Plow Route 12- Massassauga Rd, Roushorn Rd, Frye Rd, Clear Lk Rd, Bedford Mils Rd

MULROONEY TRUCKING - CONTRACTOR ROUTES

Route #	Patrol Yard
W130	Keeley Yard
W143	Keeley Yard
503A	Hartington Yard
503B	Hartington Yard
504A	Bedford Yard
504B	Bedford Yard
506	Keeley Yard
429	Storrington Yard
461	Storrington Yard
151	Keeley Yard
Spares	Keeley Yard

SNOW PLOW ROUTES
KEELEY RD YARD
CONTRACTOR ARTERIAL ROADS
MULROONEY NIGHTS

5:00PM TO 5AM

ROUTE W130 Rutledge Rd (from RD 9 East), Perth Rd

ROUTE W143 Sydenham Rd, Rutledge Rd West, Mill Street (to Beer Store), Stagecoach Rd (from Rd 5 to Firehall), Harrowsmith Rd, Wilton Rd, Yarker Rd, Colebrooke Rd West

ROUTE 506 Wheatley Street, Bedford Rd, Salmon Lk Rd. Canoe Lk Rd (from Rd19 to Snug Harbour Church)

SNOW PLOW ROUTES
HARTINGTON YARD
ARTERIAL RD CONTRACTOR
MULROONEY NIGHTS

24/7

ROUTE 503 Rd 38, Bellrock Rd

SNOW PLOW ROUTE
WESTPORT RD YARD
ATERIAL RD CONTRACTORS
MULROONEY

24/7

ROUTE 504 Westport Rd, Burridge Rd (in to Green Bay Rd) Desert Lk Rd**,** Bauer Drive,

SNOW PLOW ROUTES
SUNBURY YARD

ARTERIAL RD CONTRACTOR

MULROONEY NIGHTS
5:00PM TO 5:00AM

ROUTE 429 Battersea Rd, Moreland Dixon Rd, Sunbury Rd

6.7 Appendix "G" Winter Maintained Sidewalks

Village	Street	Side of Road	Length (m)	From	To
Battersea	Battersea Road	East	124	Battersea Cross	Sarah Street
	Battersea Road	West	138	Wellington St	Battersea Water St
	Battersea Road	West	207	Battersea Water St	Sarah Street
	Wellington St	South	169	Battersea Road	Battersea Cross
	Battersea Cross St	East	76	Battersea Road	Wellington St
	Battersea Water St	West	114	Battersea Road	Sarah Street
Bellrock	Main Street	West	335	Bellrock Road	First Lake Road
	Mill Street	North	203	Bellrock Road	Mill Street
	Leveque Street	East	88	Mill Street	Leveque Street
Harrowsmith	Road 38	East	85	Colebrook Road E	Harrowsmith Rd
	Road 38	East	71	Harrowsmith Rd	Church St (Harrow)
	Road 38	East	50	Church St (Harrow)	50m N of Church St
	Road 38	West	50	Church St (Harrow)	50m N of Church St
	Road 38	West	150	Colebrook Road	Maria Street
	Road 38	West	137	Maria Street	Church St (Harrow)
	Colebrook Road	North	92	Road 38	Notre Dame St
	Colebrook Road	North	49	Notre Dame St	Notre Dame St
	Colebrook Road	South	640	Road 38	Notre Dame St
	Harrowsmith Rd	North	228	William Street	William Street
	Harrowsmith Rd	North	94	William Street	Road 38
	Harrowsmith Rd	South	226	William Street	William Street
	Harrowsmith Rd	South	105	William Street	Road 38
	Church St (Harrow)	North	152	Road 38	William Street
	Church St (Harrow)	North	83	Notre Dame St	Road 38
	Church St (Harrow)	South	83	Notre Dame St	Road 38
	William Street	East	190	Church Street	William Street
	Maria Street	South	95	Road 38	Notre Dame St
	Notre Dame St	West	151	Maria Street	Colebrooke
	Kingston Rd	East	128	Colebrook Rd E	Road 38
	Robinson Rd	East	85	Colebrook Rd W	Wilton Rd
	Wilton Rd	West	299	Hwy 38	Catholic School
Hartington	Road 38	West	99	Boyce Road	Boyce Road
	Boyce Road	South	184	Road 38	Boyce Road
	Holleford Road	North	149	Road 38	Road 38

Inverary	Perth Road 10	East	325	Holmes Road	Fairgrounds Rd
	Perth Road 10	East	241	Fairgrounds Rd	Latimer Road
	Perth Road 10	West	187	Division Street	Latimer Road
	Latimer Road	South	119	Perth Road 10	Fairgrounds Rd
	Latimer Road	South	125	Perth Road 10	Division Street
Perth Rd Village	Perth Road Cres	West	150	Perth Road 10	Wilmer Road
	Perth Road Cres	East	450	Wilmer Road	Perth Road 10
	Wilmer Road	South	50	Perth Road 10	Perth Road 10
Sunbury	Battersea Road	East	505	Moreland Dixon	Sunbury Road
	Battersea Road	West	213	Moreland Dixon	Moreland Dixon
	Battersea Road	West	283	Moreland Dixon	Sunbury Road
Sydenham	Amelia Street	East	196	Brewery Street	Syd William
	Amelia Street	West	185	Brewery Street	Syd William St
	Brewery Street	South	256	Syd William St	Sydenham Mill
	Wheatley Street	West	260	Rutledge Road	Sydenham Cross
	Wheatley Street	West	249	Sydenham Cross	George Street
	Syd William St	North	415	Brewery Street	Sydenham Mill
	Syd William St	South	45	Syd Church St	Rutledge Road
	Sydenham Cross	North	125	Wheatley	Sydenham Mill
	George Street	North	377	Portland	Sydenham Mill
	George Street	South	296	Bedford Road	Wheatley
	Sydenham Mill	East	85	Rutledge Road	Sydenham Cross
	Sydenham Mill	East	247	Sydenham Cross	Syd William St
	Sydenham Mill	West	154	Rutledge Road	Brewery Street
	Sydenham Mill	West	293	Brewery Street	Syd William St
	Rutledge Road	South	300	Syd William St	Stage Coach Rd
	Rutledge Road	North	298	Syd William St	Stage Coach Rd
	Morgan Dr	West	300	Rutledge Rd	End
	Rutledge Road	North	148	Stage Coach Rd	Wheatley St
	Stage Coach Rd	West	242	Rutledge Road	Syd Church St
	Syd William St	North	63	Syd Church St	Brewery Street
	Syd William St	South	68	Syd Church St	Brewery Street
Verona	Road 38	East	147	Sand Road	George Street
	Road 38	East	293	George Street	Water Street
	Road 38	East	139	Water Street	Carleton Drive
	Road 38	East	508	Carleton Drive	Pine Ridge Rd
	Road 38	West	174	Sand Road	Walker Street
	Road 38	West	111	Walker Street	Bank Street
	Road 38	West	783	Bank Street	Pine Ridge Rd
	Road 38	West	103	Pine Ridge Rd	Pine Ridge Rd
	Water Street	North	101	Road 38	Cemetery Road
	Water Street	North	21	Cemetery Road	Cemetery Road

	Genge Street	South	92	Road 38	Road 38

6.8 Appendix "H" Road Patrol Schedule and Calendar

◄ October 2017 **November 2017** December 2017 ►

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
	6	7	8	9	10	11
	13	14	15	16	17	18
19 Night- Patrol A	20 Nights- Patrol A	21 Nights- Patrol A	22 Nights- Patrol B	23 Nights- Patrol B	24 Nights- Patrol B	25 Morn- Patrol C Afternoon- Patrol D Night- Patrol A
26 Morn- Patrol E Afternoon-Patrol F Night- Patrol A	27 Nights- Patrol A	28 Nights- Patrol A	29 Nights- Patrol B	30 Nights- Patrol B	Notes: Daily 6pm to 6 am – Patrol A/B Saturday Morning 6am – 12 pm Patrol C Saturday Afternoon 12 pm – 6 pm – Patrol D Sunday Morning 6am – 12 pm Patrol E Sunday Afternoon 12 pm – 6 pm – Patrol F	

◄ November 2017			**December 2017**			January 2018 ►
Sun	**Mon**	**Tue**	**Wed**	**Thu**	**Fri**	**Sat**
					1 Nights- Patrol B	2 Morn- Patrol C Aft- Patrol D Night- Patrol B
3 Morn- Patrol E Aft- Patrol F Night- Patrol A	4 Nights- Patrol A	5 Nights- Patrol A	6 Nights- Patrol B	7 Nights- Patrol B	8 Nights- Patrol B	9 Morn- Patrol C Aft- Patrol D Night- Patrol A
10 Morn- Patrol E Aft- Patrol F Night- Patrol A	11 Nights- Patrol A	12 Nights- Patrol A	13 Nights- Patrol B	14 Nights- Patrol B	15 Nights- Patrol B	16 Morn- Patrol C Aft- Patrol D Night- Patrol B
17 Morn- Patrol E Aft- Patrol F Night- Patrol A	18 Nights- Patrol A	19 Nights- Patrol A	20 Nights- Patrol B	21 Nights- Patrol B	22 Nights- Patrol B	23 Morn- Patrol C Aft- Patrol D Night- PATROL A
24 Morn- Patrol E Aft- Patrol F Night- Patrol A	25 Morn-Patrol Draw Aft – Patrol Draw Nights- Patrol A	26 Morn- Patrol Draw Aft- Patrol Draw Nights- Patrol A	27 Nights- Patrol B	28 Nights- Patrol B	29 Nights- Patrol B	30 Morn- Patrol C Aft- Patrol D Night- Patrol B
31 Morn- Patrol E Aft- Patrol F Night- Patrol A	Notes: Daily 6pm – 6am – Patrol A/B Saturday Morning 6am – 12 pm Patrol C Saturday Afternoon 12 pm – 6 pm – Patrol D Sunday Morning 6am – 12 pm Patrol E Sunday Afternoon 12 pm – 6 pm – Patrol F					

◄ Dec 2017

January 2018

Feb 2018 ►

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Morn- Patrol Draw After- Patrol Draw Nights- Patrol A	2 Nights- Patrol A	3 Nights- Patrol B	4 Nights- Patrol B	5 Nights- Patrol B	6 Morn- Patrol C Aft- Patrol D Night- Patrol A
7 Morn- Patrol E Aft- Patrol F Night- Patrol A	8 Nights- Patrol A	9 Nights- Patrol A	10 Nights- Patrol B	11 Nights- Patrol B	12 Nights- Patrol B	13 Morn- Patrol C Aft- Patrol D Night- Patrol B
14 Morn- Patrol E Aft- Patrol F Night- Patrol A	15 Nights- Patrol A	16 Nights- Patrol A	17 Nights- Patrol B	18 Nights- Patrol B	19 Nights- Patrol B	20 Morn- Patrol C Aft- Patrol D Night- Patrol A
21 Morn- Patrol E Aft- Patrol F Night- Patrol A	22 Nights- Patrol A	23 Nights- Patrol A	24 Nights- Patrol B	25 Nights- Patrol B	26 Nights- Patrol B	27 Morn- Patrol C Aft- Patrol D Night- Patrol B
28 Morn- Patrol E Aft- Patrol F Night- Patrol A	29 Nights- Patrol A	30 Nights- Patrol A	31 Nights- Patrol A	**Notes:** Daily 6pm – 6am – Patrol A/B Saturday Morning 6am – 12 pm Patrol C Saturday Afternoon 12 pm – 6 pm – Patrol D Sunday Morning 6am – 12 pm Patrol E Sunday Afternoon 12 pm – 6 pm – Patrol F		

◄ Jan 2018

February 2018

Mrz 2018 ►

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Nights- Patrol B	2 Nights- Patrol B	3 Morn- Patrol C Aft- Patrol D Night- Patrol A
4 Morn- Patrol E Aft- Patrol F Night- Patrol A	5 Nights- Patrol A	6 Nights- Patrol A	7 Nights- Patrol B	8 Nights- Patrol B	9 Nights- Patrol B	10 Morn- Patrol C Aft- Patrol D Night- Patrol B
11 Morn- Patrol E Aft- Patrol F Night- Patrol A	12 Nights- Patrol A	13 Nights- Patrol A	14 Nights- Patrol B	15 Nights- Patrol B	16 Nights- Patrol B	17 Morn- Patrol C Aft- Patrol D Night- Patrol A
18 Morn- Patrol E Aft- Patrol F Night- Patrol A	19 Morn- Patrol Draw Aft- Patrol Draw Nights-Patrol A	20 Nights- Patrol A	21 Nights- Patrol B	22 Nights- Patrol B	23 Nights- Patrol B	24 Morn- Patrol C Aft- Patrol D Night- Patrol B
25 Morn- Patrol E Aft- Patrol F Night- Patrol A	26 Nights- Patrol A	27 Nights- Patrol A	28 Nights- Patrol A	Notes: Daily 6pm – 6 am – Patrol A/B Saturday Morning 6am – 12 pm Patrol C Saturday Afternoon 12 pm – 6 pm – Patrol D Sunday Morning 6am – 12 pm Patrol E Sunday Afternoon 12 pm – 6 pm – Patrol F		

◄ Feb 2018

March 2018

Apr 2018 ►

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: Daily 6pm – 6 am – Patrol A/B Saturday Morning 6am – 12 pm Patrol C Saturday Afternoon 12 pm – 6 pm – Patrol D Sunday Morning 6am – 12 pm Patrol E Sunday Afternoon 12 pm – 6 pm – Patrol F				1 Nights- Patrol B	2 Nights- Patrol B	3 Morn- Patrol C Aft- Patrol D Night- Patrol A
4 Morn- Patrol E Aft- Patrol F Night- Patrol A	5 Nights- Patrol A	6 Nights- Patrol A	7 Nights- Patrol B	8 Nights- Patrol B	9 Nights- Patrol B	10 Morn- Patrol C Aft- Patrol D Night Patrol B
11 Morn- Patrol E Aft- Patrol F Night- Patrol A	12 Nights- Patrol A	13 Nights- Patrol A	14 Nights- Patrol B	15 Nights- Patrol B	16 Nights- Patrol B	17 Morn- Patrol C Aft- Patrol D Night- PATROL A
18 Morn- Patrol E Aft- Patrol F Night- Patrol A	19 Nights- Patrol A	20 Nights- Patrol A	21 Nights- Patrol B	22 Nights- Patrol B	23 Nights- Patrol B	24 Morn- Patrol C Aft- Patrol D Night- PATROL B
25 Morn- Patrol E Aft- Patrol F Night- Patrol A	26 Nights- Patrol A	27 Nights- Patrol A	28 Nights- Patrol B	29 Nights- Patrol B	30 Morn- Patrol Draw Aft- Patrol Draw Nights- Patrol B	31 Morn- Patrol C Aft- Patrol D Night- Patrol A

Winter Maintenance Procedural Plan – May 2018

◄ Mrz 2018 | **April 2018** | Mai 2018 ►

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Morn- Patrol E Aft- Patrol F Night- Patrol A	2 Morn- Patrol Draw Aft- Patrol Draw Nights- Patrol A	3 Nights- Patrol A	4 Nights- Patrol B	5 Nights- Patrol B	6 Nights- Patrol B	7 Morn- Patrol C Aft- Patrol D Night- Patrol B
8 Morn- Patrol E Aft- Patrol F Night- Patrol A	9 Nights- Patrol A	10 Nights- Patrol A	11 Nights- Patrol B	12 Nights- Patrol B	13 Nights- Patrol B	14 Morn- Patrol C Aft- Patrol D Night- Patrol A
15	16	17	18	19	20	21
22	23 -	24	25	26	27 -	28
29	30	Notes: Daily 6pm – 6 am – Patrol A/B Saturday Morning 6am – 12 pm Patrol C Saturday Afternoon 12 pm – 6 pm – Patrol D Sunday Morning 6am – 12 pm Patrol E Sunday Afternoon 12 pm – 6 pm – Patrol F				

***Note: Patrol Subject to Change

6.9 Appendix "I"

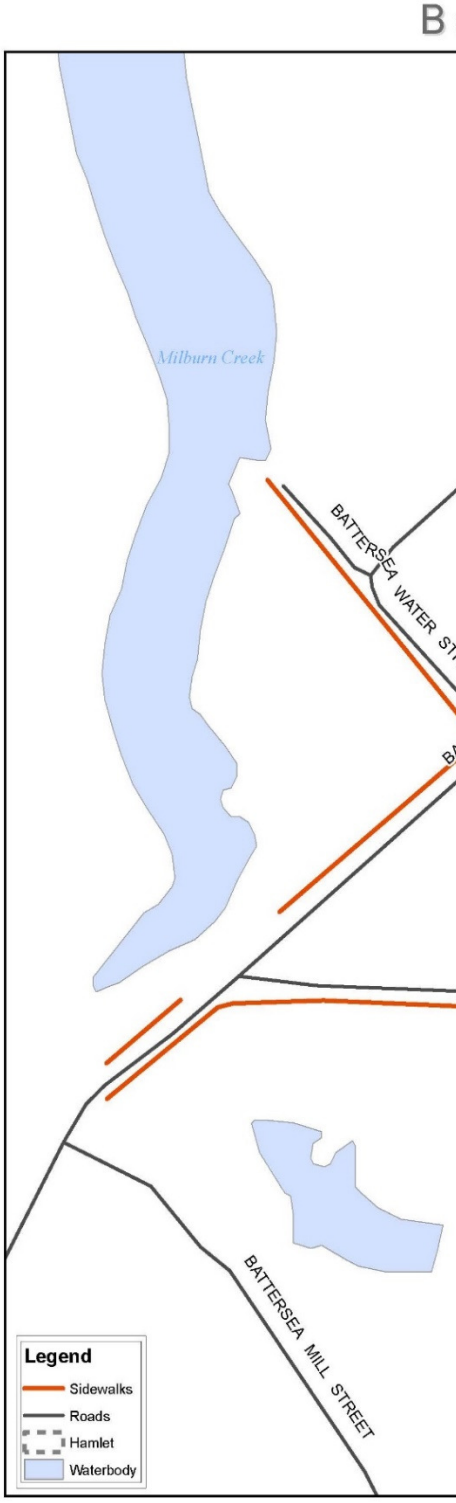
Distribution / Contact List

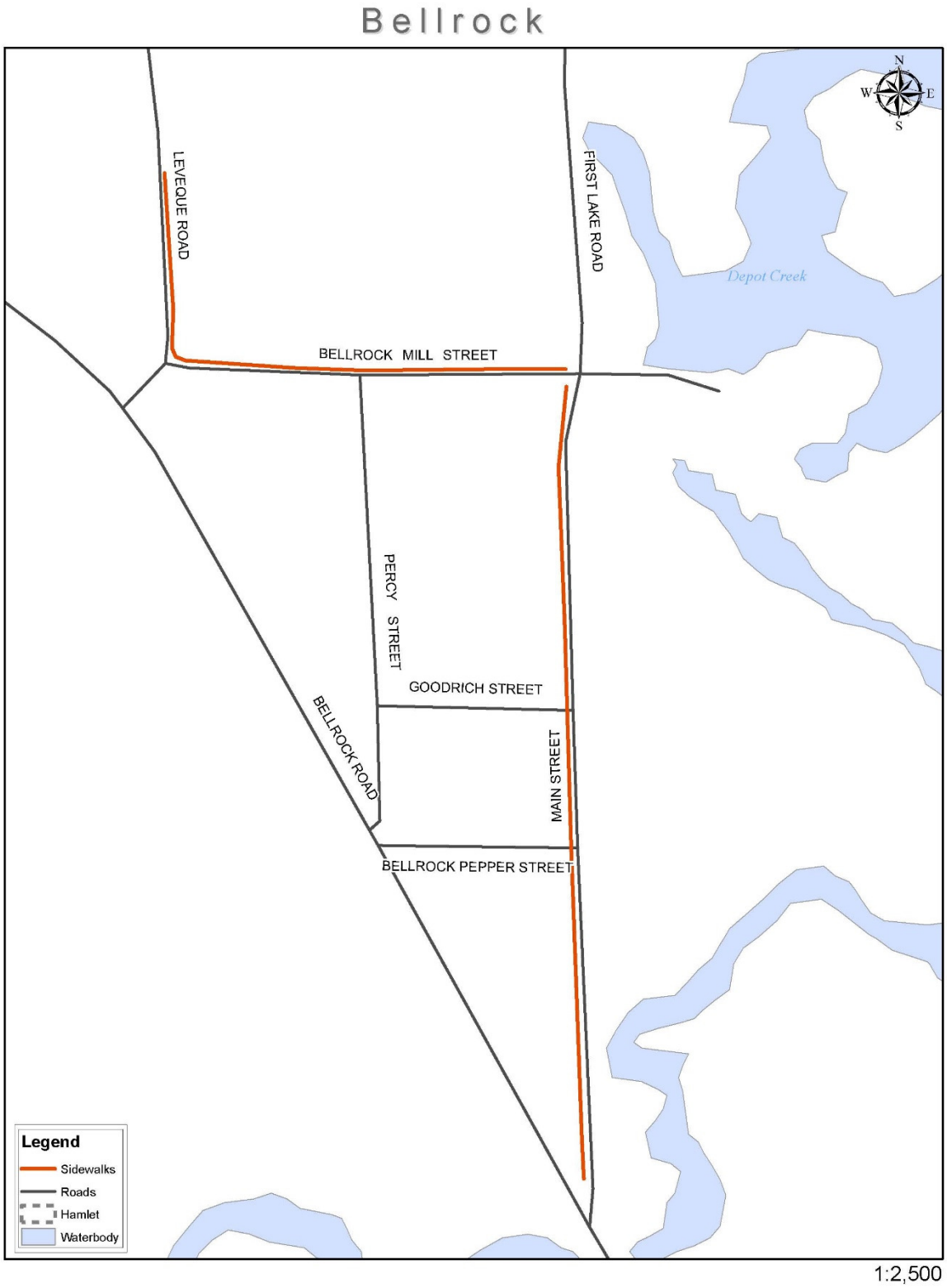
Name	Position	Phone/Email
Mark Segsworth	Public Works Manager	Phone: 613-376-3027 X 3322 msegsworth@southfrontenac.net
Brian Kirk	Public Works Operations Supervisor	Phone: 613-376-3027 X 4347 bkirk@southfrontenac.net
David Holliday	Public Works Technical Supervisor	Phone: 613-376-3027 X 3333 dholliday@southfrontenac.net
Jamie Brash	Public Works Facilities/Solid Waste Supervisor	Phone: 613-376-3027 X 3350 jbrash@southfrontenac.net
Ed Legrow	Public Works Lead Hand	Phone: 613-376-3027 X4329 elegrow@southfrontenac.net
Dennis McEwen	Public Works Lead Hand	Phone: 613-376-3027 X 4348 dmcewen@southfrontenac.net
Bill Jones	Public Works Lead Hand	Phone: 613-376-3027 X 4363 bjones@southfrontenac.net
Trevor Greene	Public Works Lead Hand	Phone: 613-376-3027 X 4360 tgreene@southfrontenac.net

7.0 Appendix "J" Surrounding Municipality Contact List

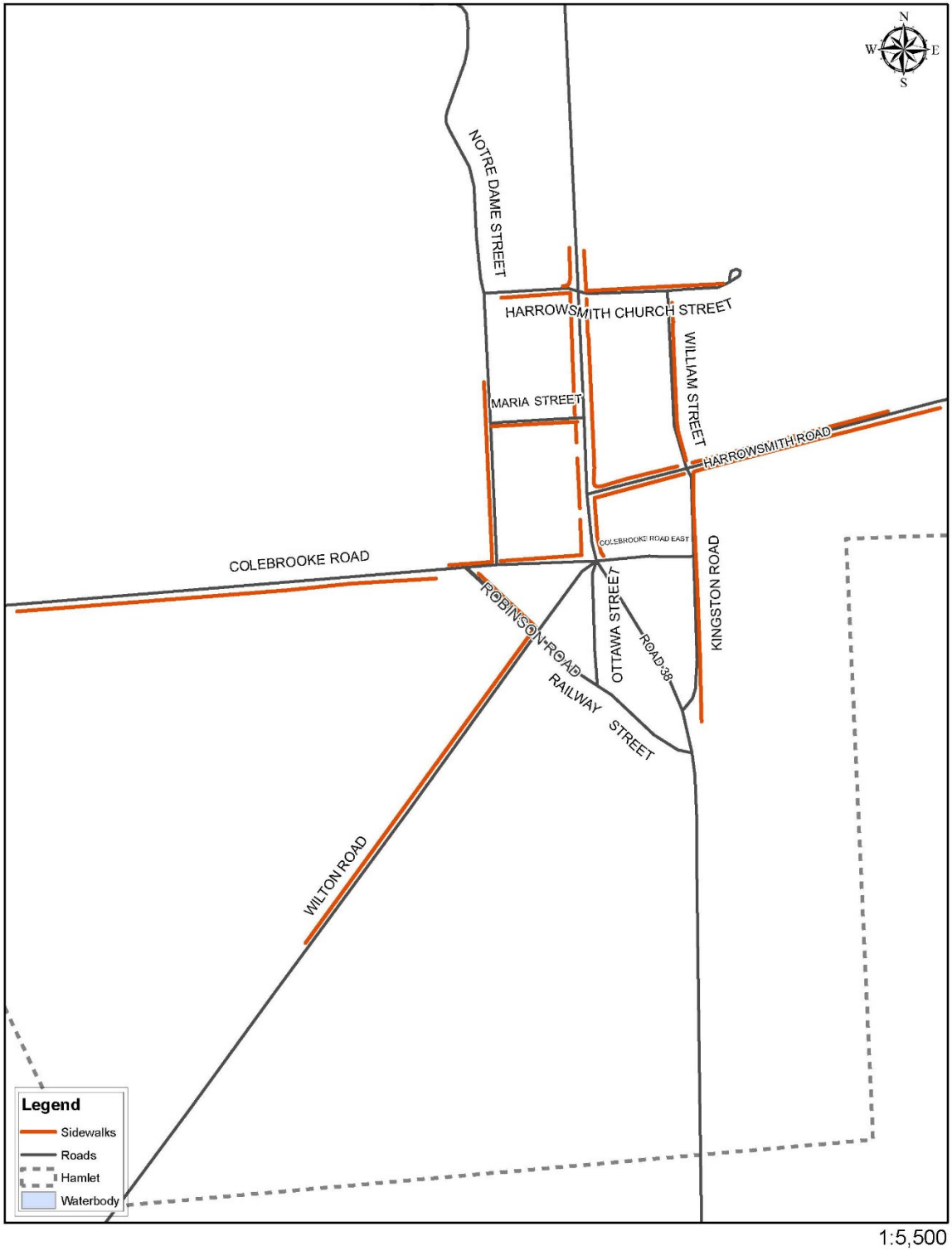
Municipality	Name	Phone
City of Kingston	Darrell Townsend	Phone: 613-546-4291
	Kyle Bolton	Phone: 613-546-4291
	Bill Linnen	Phone: 613-546-4291
Stone Mills Township	Jeff Thompson	Phone: 613-378-1435
	Jason Ashley	Phone: 613-378-1435
Central Frontenac Township	Brad Thake	Phone: 613-279-2935
	Steve Gould	Phone: 613-279-2935
	Rick Commodore	Phone: 613-279-2935
Rideau Lakes Township	Dan Chant	Phone: 613-928-2251
	Clarence Donnelly	Phone: 613-928-2251
	After Hours	Phone: 613-802-2104
	Bruce Steacy	Phone: 613-928-2251
	Harry Merkley	Phone: 613-928-2251
Tay Valley Township	Steve Keeley	Phone: 613-267-5353
	Bob Ritchie	Phone: 613-267-5353
	Carl Wright	Phone: 613-267-5353
Loyalist Township	Scott Lawler	Phone: 613-386-7351
	Dave McPherson	Phone: 613-386-7351
	Bill Craig	Phone: 613-386-7351

7.1 Appendix "K" Village Sidewalks

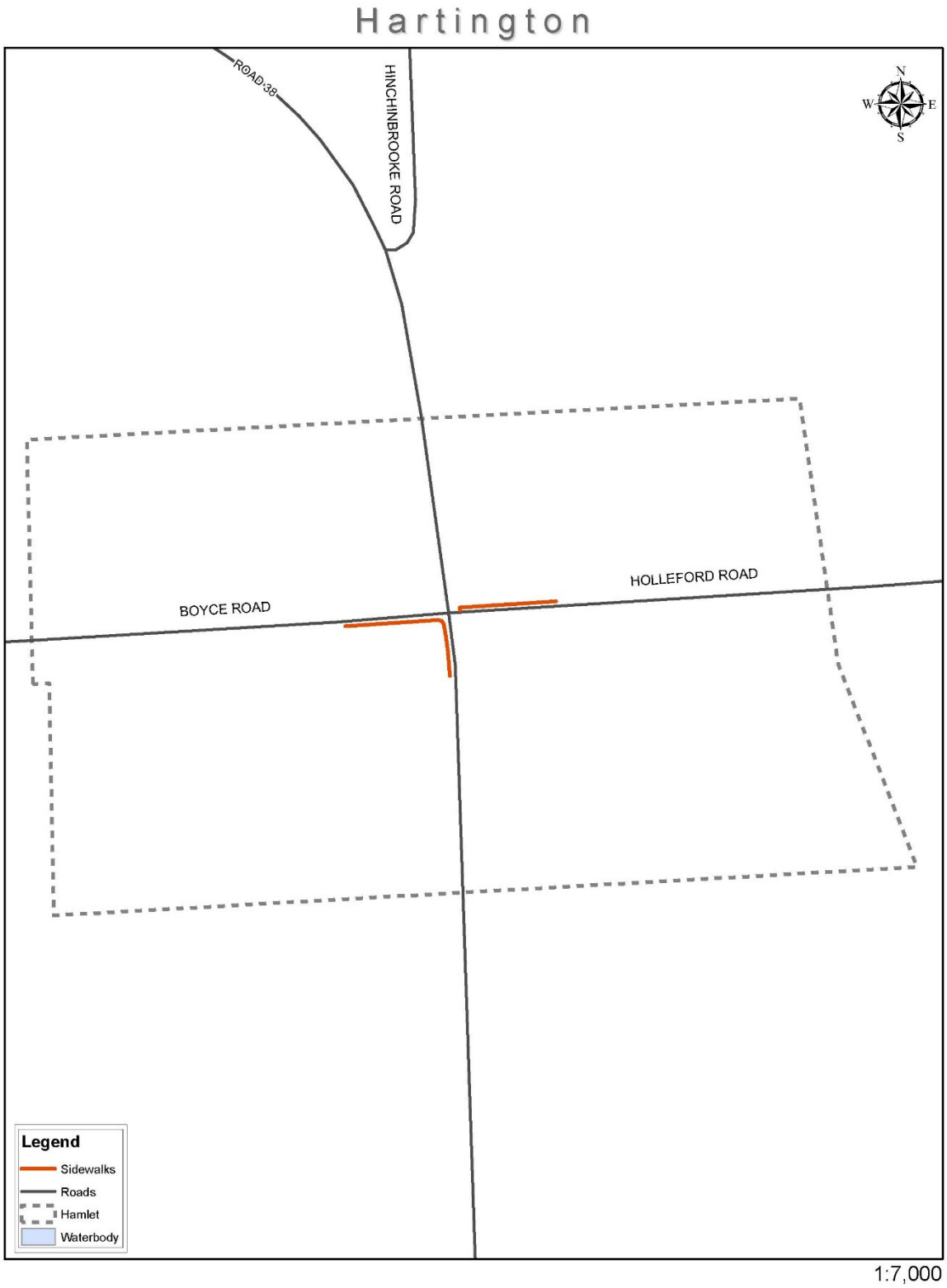


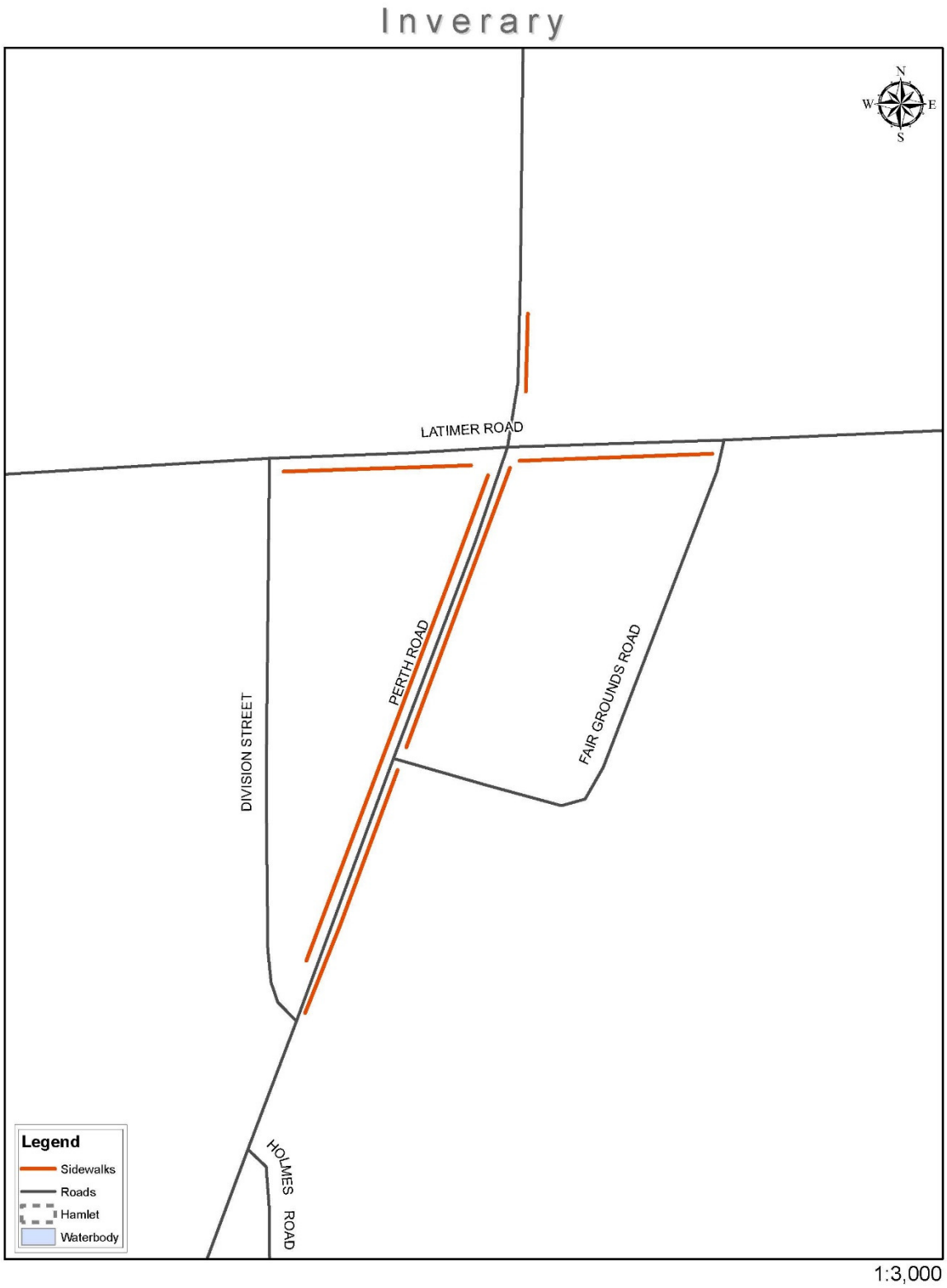

Bellrock
N
W
E
S
LEVEQUE ROAD
FIRST LAKE ROAD
Depot Creek
BELLROCK MILL STREET
PERCY STREET
GOODRICH STREET
BELLROCK ROAD
MAIN STREET
BELLROCK PEPPER STREET
Legend
Sidewalks
Roads
Hamlet
Waterbody
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Harrowsmith

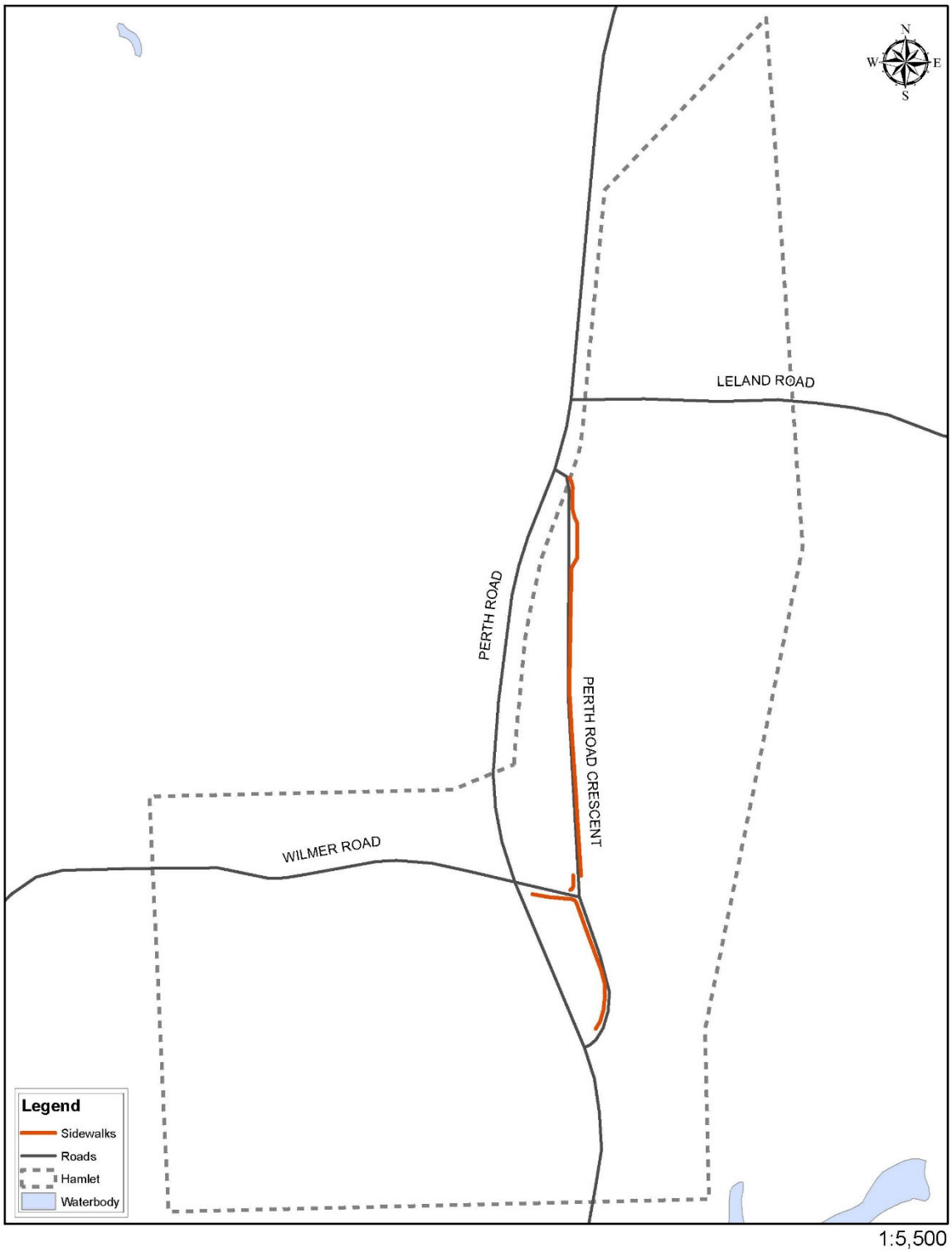


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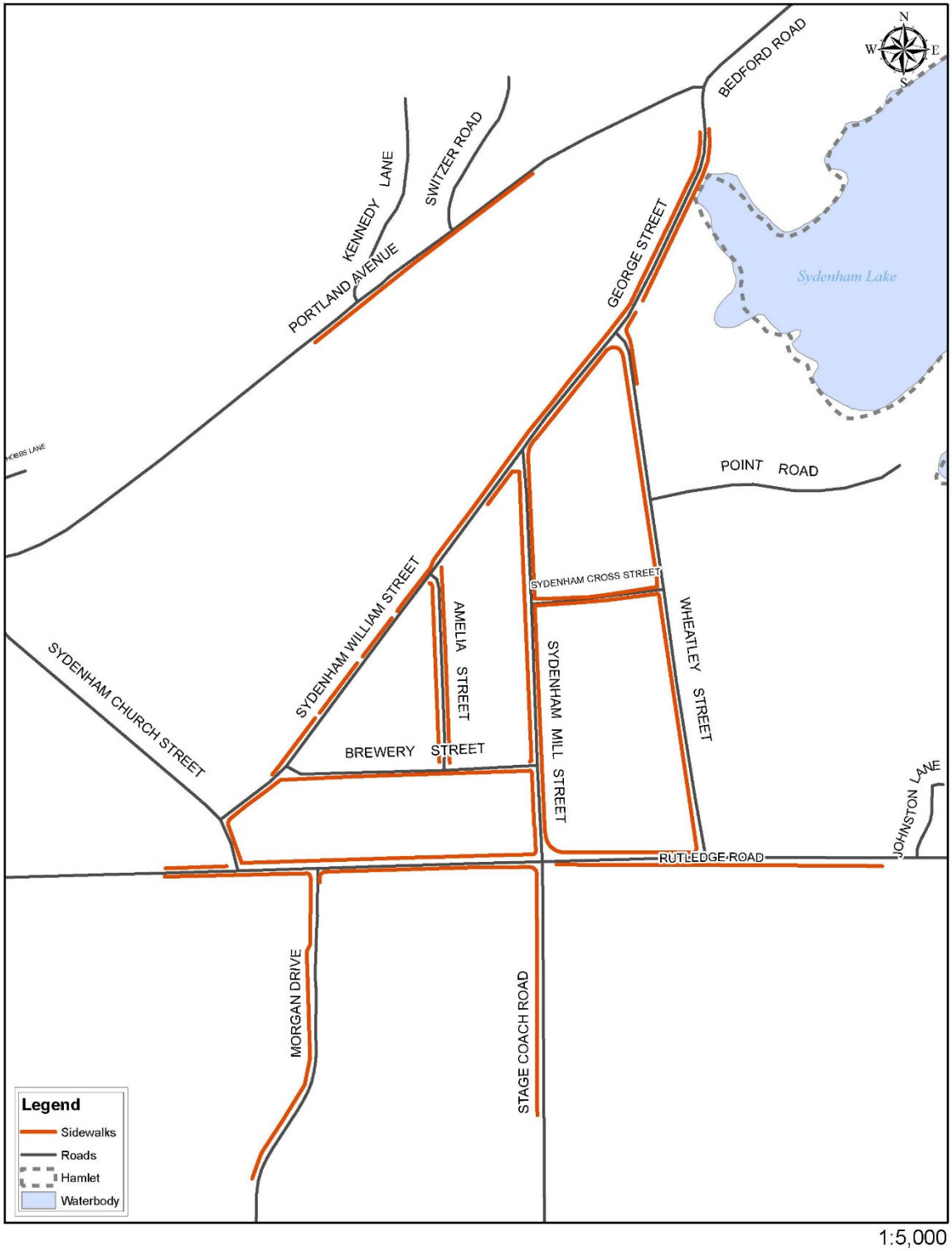

Hartington
ROAD 38
HINCHINBROOKE ROAD
BOYCE ROAD
HOLLEFORD ROAD
N
W
E
S
Legend
Sidewalks
Roads
Hamlet
Waterbody
1:7,000


Inverary
N
W
E
S
LATIMER ROAD
PERTH ROAD
FAIR GROUNDS ROAD
DIVISION STREET
HOLMES ROAD
Legend
Sidewalks
Roads
Hamlet
Waterbody
1:3,000

Perth Road


N
W
E
S
LELAND ROAD
PERTH ROAD
PERTH ROAD CRESCENT
WILMER ROAD
Legend
Sidewalks
Roads
Hamlet
Waterbody
1:5,500

Sydenham


BEDFORD ROAD
KENNEDY LANE
SWITZER ROAD
PORTLAND AVENUE
GEORGE STREET
Sydenham Lake
POINT ROAD
SYDENHAM WILLIAM STREET
SYDENHAM CROSS STREET
AMELIA STREET
SYDENHAM MILL STREET
WHEATLEY STREET
SYDENHAM CHURCH STREET
BREWERY STREET
JOHNSTON LANE
RUTLEDGE ROAD
MORGAN DRIVE
STAGE COACH ROAD
Legend
Sidewalks
Roads
Hamlet
Waterbody
1:5,000


Verona
Vanluven Lake
PINE RIDGE DRIVE
LAKEVIEW DRIVE
SALMON DRIVE
CARLETON DRIVE
MCMULLEN DRIVE
REVELL ROAD
VERONA STREET
BANK STREET
ROAD 38
WATER STREET
SHORT STREET
GENGE STREET
STATION STREET
WALKER STREET
MCMAHON DRIVE
Verona Lake
VERONA SAND ROAD
MAPLE DRIVE LANE
Hardwood Creek
MAPLE DRIVE
DAVEY DRIVE
CEDARWOODS LANE
CEDARWOODS DRIVE
Hambly Lake
BELLROCK ROAD
DEPOT STREET
N
W
E
S
Legend
Sidewalks
Roads
Hamlet
Waterbody
1:8,000

End of Document

REPORT TO COUNCIL

CLERK'S DEPARTMENT

AGENDA DATE: **June 5, 2018**

SUBJECT: **Interim Planning Services**

RECOMMENDATION:

THAT Council direct the COA to engage the County of Frontenac for Interim Planning Services in accordance with the provision of the adopted Shared Services Model

And direct staff to further utilize the Recruitment Agency for the Planner position.

BACKGROUND:

On May 1, in response to the decision of Lindsay Mills to retire at the end of June, Council considered a number of options and focused on Model 3.

> MODEL 3 – Recruit a Planner
>
> Council could choose to separate the role of Planner /Deputy Clerk and direct staff to recruit a Planner. This would meet the needs for professional planning services. The clerk component of the role could be assigned to the Deputy Clerk, who would then be named Clerk. The role of Executive Assistant would be filled and this role would assume the non-clerk duties that Ms. Maddocks is still performing as well as offering support to the CAO and Fire Chief.
>
> This model would marginally expand the time available for the Planner to focus on planning opinions, meet the statutory role of the Clerk, and fully support the CAO and Fire Chief.
>
> With a Planner and a Clerk on board there is the opportunity for improvements in the service provided. Provided the Township can recruit a Director, plans for assuming delegated authority from the County can proceed. Alternatively Council could ask that the recruitment for a Director be put off pending an assessment of the situation, following a period for the new Planner to become established in their role.

Council passed the following resolutions:

> *That Council adopt Model 3 as outlined in the report dated May 1, 2018, Options for Planning Services*
>
> *And that Staff be directed to take the necessary steps to recruit and implement the identified model.*
>
> *Than Council continue to pursue the recruitment for a Director of Development Services and hire a recruitment agency for this role.*

Postings were issued for the Planner role, closing on May 28. A total of 6 applications were received. Only one candidate approached our requirements and he withdrew his application when contacted for an interview.

Quotes have been obtained from three different recruitment firms for the Director role and include the option of including the Planner role. Combined fees will fall within our staffing savings to date.

REPORT TO COUNCIL

CLERK'S DEPARTMENT

Interim solutions are available to obtain professional planning opinions. These include the use of independent consulting firms or the County of Frontenac planning services.

The County has provided the following billing rates for the various levels of planning services needed.

County of Frontenac Planning Services - 2018 salary + benefit rates:

- Director: $75.88/hour – report review/sign off
- Manager: $60.94/hour – Twp portion of plans of subdivision/related by-laws/Twp conditions + complex zoning and Official Plan amendments
- Planner: $43.37/hour – minor variances, consents, zoning bylaws

Services from a private consulting firm will be well in excess of the County rates and the firm will likely have less of an understanding of our current official plan and zoning bylaw.

FINANCIAL/STAFFING IMPLICATIONS:

Recruitment agency fees will be offset by the year to date savings from the Director position.

County of Frontenac services can be funded from both the ongoing gapping of the Director and Planner roles.

ATTACHMENTS:

None

Submitted/approved by:

Wayne Orr

Prepared by:

Wayne Orr

REPORT TO COUNCIL

CLERK'S DEPARTMENT

AGENDA DATE: **June 5, 2018**

SUBJECT: **Main Street Revitalization Funding Agreement**

RECOMMENDATION:

That Council approve Bylaw 2018-35 to authorize the Mayor and CAO to enter an agreement with the Association of Municipalities of Ontario for the Main Street Revitalization Funding.

BACKGROUND:

Council received a report about the new Main Street Revitalization Funding in April and the topic has been discussed by the Public Services Committee and the direction from Council was to enter the agreement and defer any projects to 2019. Loughborough Councillors have prepared a listing of ideas based on a community meeting they convened.

Council's general direction was to focus the funds in the Hamlets with active business sections across the Township. Further discussion will be included as part of the 20189 budget process.

We have now received details on the requirements for entering the agreement. A bylaw is required as prepared, as well as insurance certificate and a description of our action plan for 2018. The agreement once authorized by Council will be entered into electronically.

The funding guide indicates that the funds are to be used for:

- Implementation of priority financial incentives in existing Community Improvement Plans
- Funding for Strategic municipal infrastructure such as:
  a) Signage – wayfinding/directional and gateway;
  b) Streetscaping and landscape improvements – lighting, banners, murals, street furniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails; and
  c) Marketing plan implementation – business attraction and promotion activities, special events.

Staff have reached out to the Frontenac CFDC to see what opportunities exist to leverage these funds in terms of economic development resources.

FINANCIAL/STAFFING IMPLICATIONS:

The South Frontenac allocation is $54,140.77 to be spent by March 31, 2020.

ATTACHMENTS:

- See Bylaw 2018-35

Submitted/approved by:

Wayne Orr

Prepared by:

Wayne Orr

Loughborough District Parks and Recreation
Canada Day Sub-Committee

April 18, 2018 – 7 p.m.

Attendance: Chair Mike Howe, Councillor Ross Sutherland, Laura Hackett, John Trousdale, Joanne Barr, Pam Deline, Sandra Sigsworth, Darlene LaBarre, Sam Kempe

Regrets: Jason Silver, Carol Sparling, Bill Arthur, Kerry Arthur

Report from the Committee

Fireworks Report

- No news to report.

Flyers/Advertisements/Website

- SHS will update the posters once again. Sam Kempe to check with the teacher as to when is a good time to bring in the USB drive.
- Content for the website can be emailed to Jason Silver to upload.
- There will be a list of donators to thank in the paper and on the website.
- Joanne will organize the brochure again this year and the ads in the paper.

Volunteers

- New student council representatives have been elected and will be additional contacts at SHS.
- Carol Sparling will meet with student council in the near future to discuss volunteer duties.
- 3 two-hour blocks will need to be assigned to volunteers to be responsible for during the event.
- Joanne Barr will arrange for the printing of t-shirts for the volunteers again. A new colour will need to be selected.

Fundraising/Finances

- A $5000 grant was received from Heritage Canada due to the application Chair Mike Howe submitted.
- Lyle will begin to canvas the community for donations in early May.
- The Canada Day account has been accumulating a small amount of money over the years which can help if there are any additional costs that arise.

Vendors

- There will be a $25 mandatory donation towards the Scouts for vendors as they are potentially taking business from the canteen.
- The Ladies Auxiliary will have a bake table but will not be required to pay the $25 fee.

Parade

- John Trousdale confirmed the OPP will attend the parade.
- Road closures need to be arranged through Mark Segsworth and Public Works.
- John Trousdale will invite Scott Reid again this year.
- Pam Deline has confirmed the wagon and will inquire about a Colour Guard for the parade.
- Sandra Sigsworth will invite Dan Aykroyd to take part in the parade/event.

Activities

- The pony rides and petting zoo have been confirmed.
- All the face painting volunteers want to return this year. Laura Hackett has a few students that are also interested.
- A volunteer is needed to take over the fishing derby as Jamie Deline has moved away. It was a huge success and the committee would like to see it continue.
- The same 2 air castles have been booked. Chair Mike Howe will speak to Mark Segsworth to see if he can arrange for a power source at the large ball diamond.
- The OPP canine is unfortunately unavailable this year.
- Chair Mike Howe will contact the Fire Department regarding the water slide.
- The Women's Institute will arrange for a historical display in the library again this year.

Food

- No news to report.

Music

- Sam Kempe will check with Loughborough Public School to see if they have a choir or band that could play during the opening ceremonies.
- Chair Mike Howe will ask Jason Silver if he has any suggestions for an anthem singer or singers.
- Jessica Wedden is a fiddler and step dancer and will put on a 45 min – 1 hour show.
- Dark Horse has been confirmed and will play last.
- The Lions Club is not doing the portable stage rentals any longer. The committee briefly discussed whether to pursue a permanent stage.

Miscellaneous

- N/A

Next Meeting: Thursday, May 17, 2018 – Sydenham Library
Adjournment: 7:45 p.m.
Recording Secretary: Sarah Vandewal

Loughborough District Recreation Committee Minutes

Monday, April 30, 2018

Attendance: Vice-Chair Mike Howe, Councillor Mark Schjerning, Councillor Ross Sutherland, Paul Wash Helen Parfitt, Terra Gower

Regrets: Chair Tracy Holland, Karl Hammer

1. **Approval of the Agenda**
   - Motion to approve the agenda.
     Moved by: Vice-Chair Mike Howe
     Seconded by: Terra Gower
     Carried

2. **Approval of Minutes – Monday, January 29, 2018**
   - Motion to approve the minutes from Monday, January 29, 2018
     Moved by: Vice-Chair Mike Howe
     Seconded by: Terra Gower
     Carried

3. **Business Arising**

   a. **Canada Day Update**
      - The Heritage Grant was received in the amount of $5000 towards Canada Day festivities.
      - There will be familiar bands and new bands/acts this year as well.
      - May 17 is the next meeting and all are welcome.
      - John Trousdale will be coordinating the road closure with Mark Segsworth.
      - Many of the volunteers are returning this year and we also have new additions to the committee.
      - The committee briefly discussed whether to pursue a permanent stage at The Point.

   b. **South Frontenac Recreation Committee**
      - Most of the last meeting was spent on updating the Terms of Reference.
      - Vice-Chair Mike Howe and Chair Tracy Holland had a long discussion after the meeting regarding what the function of the local committees are and how to maintain local influence.
      - The composition of the committee was discussed as well and the funding model changes.
      - All facilities will be professionally photographed this year by Paul Wash.

   c. **Harris Park**
      - No news to report.

d. **Bowes Park**
   - No news to report.

e. **Wilmer Park**
   - Jamie Brash told Terra Gower that the infield fill will be brought in in the next week or two. Tim Laprade stated that May 7th will be opening day and Terra would like to know if the fill will be delivered by then as the diamonds are unsafe as they are now.

f. **The Point Park**
   - No additional news to report.

g. **Central Soccer**
   - Chair Tracy Holland met with Mark Segsworth and Jamie Brash to discuss the township taking over the maintenance and lining of the fields and what user fees should include.
   - Public school fields are often used over township fields because there are no user fees, washrooms are usually provided and there is typically room to store equipment.

h. **Triathlon**
   - No news to report.

i. **Minor Football**
   - No news to report.

j. **Sydenham Canoe Club**
   - The Canoe Club is currently looking for a summer camp employee.

4. **New Business**

a. **Report on Family Day Events**
   - The event ran very smoothly and was thoroughly enjoyed by the community.

b. **Terms of Reference**
   - The committee briefly reviewed and made changes to the SFRC Terms of Reference to be applicable at the local district level. A draft copy will be available at the next meeting.

Next Meeting: Monday, May 28, 2018 @ 6:30 p.m. Parks Tour – Begins at Harris Park
Adjournment: 8:00 p.m.
Recording Secretary: Sarah Vandewal

Township of South Frontenac
Heritage Committee
March 26, 2018 at 7:00 pm
Council Chambers – 4432 George St

Present: Wilma Kenny, Chair, Brad Barbeau, Linda Caird, Michael Gemmell, David Jefferies, Mark Millar

Staff: Wayne Orr, Chief Administrative Officer, Angela Maddocks, Deputy Clerk

Regrets: Pat Barr, Darryl Silver

1) Call to Order

The Chair called the meeting to order at 6:35 p.m.

2) Approval of Agenda

It was agreed to add “Open Doors” under “Other Business” as requested by David Jefferies.

The method of agenda and minute distribution was added to the agenda. This will come up under the “Terms of Reference” discussion.

Moved by Brad Barbeau Seconded by Michael Gemmell
That the agenda be approved as amended. Carried

3) Approval of Minutes

Mark Millar’s name had inadvertently been left off of the attendance for the January 30, 2018 meeting.

Moved by Brad Barbeau Seconded by Michael Gemmell
That the minutes of the January 30, 2018 meeting be approved as amended.
Carried.

4) Business arising from the Minutes

a) Fermoy Hall – Update on assessment from February 10 tour

The committee reviewed the observations that Wilma Kenny provided in a brief outline of their February 10 tour of Fermoy Hall. Discussions included what would be considered architectural, cultural and/or historical significant.

Moved by Brad Barbeau Seconded by Linda Caird
That the Heritage Committee recommends that Fermoy Hall be considered for future listing as a place of cultural significance to the United Townships of Bedford and Palmerston dating back to 1866 and that any interior work be done in such a manner as to be sympathetic to the interior design and construction materials.
Carried.

b) Terms of Reference Review

Items that were discussed include:

- Where the term “cultural heritage” is indicated, add architectural and/or cultural heritage” throughout the document
- Recruitment process for committee members – this is defined in the procedural by-law, the term of office for committee members shall be the same as the term of Council.

- Agendas and minutes will be published on CivicWeb in the same manner as other committees of Council. There will be an additional agenda item for declaration of pecuniary interest and general nature thereof.
- Under “Decision Making/Authority” the last two bullets should be switched in their order and include “or as requested by Council” under the bullet about consideration of applications.

Moved by Michael Gemmell Seconded by Brad Barbeau
That the “Terms of Reference” be adopted as amended and the recommended changes be forwarded to Council. Carried.

5) New Business

a) Heritage and Museum – Next Steps

The committee reviewed the email from John McDougall and his suggested collaborative approach to heritage groups and the promotion of the museum going forward and working together to celebrate our rich rural history while still retaining each groups own mandate.

The committee was supportive of the community grant application on behalf of the Portland District and Area Heritage Society for collection management software but felt it did not need to be a party to the application.

6) Information Items/Reference Material:

a) Designated Properties - Portland Township

Copies were distributed to members as an information item.

7) Other Business

a) David Jefferies noted the “Doors Open” Kingston event being held on June16, 2018 with the application for registration deadline being March 23, 2018. It was recognized that there was probably still an opportunity to get South Frontenac sites included and Mr. Jefferies agreed to provide further information to the committee via email the next day.

8) Next Meeting

The next meeting is scheduled for Monday, May 28, 2018 at 6:30 p.m.

9) Adjournment

The meeting was adjourned at 8:43 p.m.

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW NUMBER 2018-34

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO EXECUTE A CONDOMINIUM AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC AND MAGENTA WATERFRONT DEVELOPMENT CORPORATION & 1324789 ONTARIO INC. FOR DEVELOPMENT AT JOHNSTON POINT

WHEREAS the owners of Johnston Point, the Township of South Frontenac and the County of Frontenac reached a settlement with respect to a draft plan of condominium;

AND WHEREAS the Ontario Municipal Board approved the draft plan of condominium for the owner's lands and imposed draft plan conditions for final approval pursuant to the Planning Act of Ontario as amended;

AND WHEREAS it is a condition of draft plan approval that the owners enter into a condominium agreement with the Township of South Frontenac and register the agreement on title to the owners' lands;

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

1. **THAT** the Mayor and the Clerk are hereby authorized to execute a Condominium Agreement between the Corporation of the Township of South Frontenac and Magenta Waterfront Development Corporation and 1324789 Ontario Inc., a copy of which is attached hereto forming part of this by-law.

2. **THAT** this By-law and Agreement shall be registered on title of the property described as Part of lots 23 & 24, Concessions VI & VII, District of Loughborough, Township of South Frontenac, County of Frontenac, more particularly described as Units 1-15 and Blocks 16-19 inclusive all as shown on a draft Plan of Condominium dated February 26, 2016, last revised March 31, 2016, prepared by FoTenn Consultants Inc. and certified by Ronald Clancy, Ontario Land Surveyor.

3. **THIS BY-LAW** shall come into force and effect in accordance with section 51(26) of the Planning Act, either upon the date of passage or as otherwise provided by the said section 51(26).

Dated at the Township of South Frontenac this fifth day of June, 2018.

Read a first and second time this fifth day of June, 2018.

Read a third time and finally passed this fifth day of June, 2018.

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

_____

Wayne Orr, Clerk-Administrator

CONDOMINIUM AGREEMENT
Johnston Point

THIS AGREEMENT made in triplicate this __ day of _____, 2018.

BETWEEN:

MAGENTA WATERFRONT DEVELOPMENT CORPORATION
And 1324789 ONTARIO INC.
hereinafter collectively referred to as the "OWNER"

OF THE FIRST PART

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

hereinafter referred to as the "Municipality"

OF THE SECOND PART

WHEREAS the Owner appealed to the Ontario Municipal Board resulting from a lack of decision within the requisite 180 day period regarding approval of a Draft Plan of Condominium for lands more particularly described on Schedule "A" attached hereto (the "Owner's Lands");

AND WHEREAS the Owner, the Municipality, and the County of Frontenac reached a settlement with respect to the Draft Plan of Condominium;

AND WHEREAS the Ontario Municipal Board approved the Draft Plan of Condominium for the Owner's Lands and imposed draft plan conditions, pursuant to the *Planning Act*, as amended;

AND WHEREAS the Plan of Condominium creates 15 Residential Units, a common access road, and a common waterfront passive recreational area, with the common elements owned by the Condominium Corporation (as such term is defined below) and governed by the *Condominium Act*, 1998 (the "Act") the Declaration and the By-laws of the Condominium Corporation, each Unit owner being an owner of the Condominium Corporation;

AND WHEREAS it is a condition to draft plan approval that the Owner enter into a Condominium Agreement with the Municipality and register this Agreement on title to the Owner's Lands in accordance with section 51(26) of the *Planning Act*;

AND WHEREAS the Owner shall register a Declaration and Description under the Act in order to create a Vacant Land Condominium Corporation upon the Lands described in Schedule "A" attached hereto, and upon creation of the Vacant Land Condominium Corporation (the "Condominium Corporation"), the Condominium Corporation shall assume all of the obligations of the Owner pursuant to this Agreement;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the approval of the Plan of Condominium and other good and valuable consideration, the Owner hereby agrees with the Municipality as follows:

1. The Owner shall, at its sole risk and expense and to the satisfaction of the Municipality, construct, use, operate and maintain those facilities and works set out in the Plan of Condominium Drawings in accordance with the terms of this Agreement. The Plan of

Condominium Drawings listed in Schedule "C" are hereby incorporated by reference into this Agreement. Without limiting the generality of the foregoing, the Owner agrees that it shall build all private lanes to the Municipal standard for private lanes. The originals of the Plan of Condominium Drawings are on file in the offices of the Municipality and shall govern in the event of any dispute.

2. As a condition of this agreement and without which this agreement shall have no effect, the Owner shall:

   a. execute and deliver this Agreement to the Municipality;

   b. obtain a consent to registration of this Agreement in a form satisfactory to the Municipality from the holder of any mortgage or other encumbrance of the Owner's Lands that will be outstanding on the date of registration of the Plan;

   c. pay in full all outstanding taxes, drainage and unamortized local improvement charges on the Owner's Lands;

   d. pay in full all outstanding invoices issued by the Municipality with respect to the Plan;

   e. deliver to the Municipality an original copy and an 8½" X 14" reduced copy of the final Plan forwarded to the County for registration;

   f. deliver:

      i. to the County of Frontenac, eight (8) mylars and four (4) paper prints of the completed Plan;

      ii. to the Township of South Frontenac, four (4) copies of all reference plans and four (4) copies of all conveyance documents for all easements and lands being conveyed to the Municipality, if any;

      iii. to the Township of South Frontenac, a surveyor's Certificate to confirm that the lots and blocks on the Plan conform to the permitted minimum area requirements for each lot and the maximum density requirements in the Zoning By-law of the Municipality; and

      iv. to the Township of South Frontenac and the County of Frontenac, a digital file in AutoCAD format of all required drawings;

   g. provide certification from the Owner's Professional Engineer that the facilities and services have been installed and are sufficient to ensure the independent operation of the Condominium Corporation. Alternatively, if any facilities or services have not been installed such that the Condominium Corporation can operate independently, then the Owner will be required to engage the services of a qualified quantity surveyor or professional engineer to provide a calculated amount of the required security for one hundred percent (100%) of the required works. The security shall be provided in a form satisfactory to the Municipality in its sole discretion and shall be in compliance with the Act.

3. The following Schedules are attached to and form part of this Agreement:

Schedule "A" -	Description of Lands
Schedule "B" -	Security
Schedule "C" -	Plan of Condominium Drawings
Schedule "D" -	Grants of Easement and Other Public Lands

Schedule "E" - Municipal Conditions

4. The Owner shall comply with any amendments, additions or deletions to the Plan of Condominium Drawings that the Municipality may reasonably require after the date of this Agreement in order to better ensure the proper and orderly development of the Owner's Lands.

5. Without limiting the generality of the Owner's obligations set out in clause 1 of this Agreement, the Owner covenants and agrees that it shall comply with those municipal conditions set out in Schedule "E" to this Agreement.

6. The Owner shall deliver to the Municipality those deeds or grants of easement or rights-of-way set out on Schedule "D".

7. If required by the Municipality, the Owner shall employ an engineer licensed and in good standing with the Association of Professional Engineers of Ontario to supervise all engineering functions including but not limited to:

    a. the preparation of calculations, contours, designs, plans and specifications;

    b. the preparation and furnishing of all required drawings;

    c. the preparation of the necessary contracts;

    d. the obtaining of all required federal, provincial and municipal approvals;

    e. the provision of the field layout, contract administration and construction supervision;

    f. the maintenance of all records of construction and upon completion to advise the Municipality of all construction changes and to prepare all final and "as constructed" plans and drawings as may be required by the Municipality; and

    g. acting as the Owner's representative in all matters pertaining to the construction.

8. The Owner shall furnish all plans, specifications, designs, calculations, contours, or other information pertaining to the Owner's Lands as the Municipality may require. No contract shall be awarded and no work shall commence or be continued without the prior written approval of the design and inspection of the work by the Municipality.

9. All required inspections shall be performed by the Municipality whose determination of whether any work has been constructed to its satisfaction shall be final.

10. The Owner shall not transfer title to any Unit within the Plan until after this agreement, all deeds, grants of easement and 0.3 metre reserves in favour of the Municipality and related reference plans of survey have been registered, as required.

11. All civic addresses and 911 numbers for use within the Plan shall be allocated by the Municipality. The Owner shall advise each purchaser of a Unit of its correct number.

12. The Owner shall submit proposed lane names to the Municipality for approval. The naming and installation of civic addresses and lane signs shall be in accordance with the Municipal Standards for 911 and Emergency Preparedness and at the Owner's expense. The location of all entrances to all Units, including the location of culverts and 911 civic address signage shall be shown on a plan approved by the Municipality prior to issuing a building permit for development within the Lands.

13. The Owner covenants and agrees that nothing in this Agreement releases the Owner

from the obligation to comply with the provisions of all other by-laws of the Municipality that may now or in future be in effect.

14. All construction within the Owner's Lands shall be carried out in accordance with any noise by-law of the Municipality which may be in effect from time to time.

15. Time shall be of the essence of this Agreement and of any extension of time that may be agreed upon by the parties.

16. The Owner hereby grants to the Municipality, its servants and contractors, a licence to enter the Owner's Lands during normal operating hours for the purpose of inspecting the real property within the Plan of Condominium and to perform any work arising from or the result of any default by the Owner under this Agreement.

17. It is the intent of this Agreement that the Municipality shall not incur any expense for the development of the Owner's Lands and every obligation of the Owner under this Agreement shall be deemed to include the words "at the expense of the Owner", unless specifically stated otherwise.

18. In the event the Owner is in default in the performance of any obligation under this Agreement and such default continues more than fifteen (15) days after the Municipality delivers written notice to the Owner requiring the Owner to remedy the default, the Municipality may, without further notice to the Owner, do such thing at the Municipality's expense as it may reasonably require necessary to remedy the default, and the Municipality may recover the expense incurred in doing such thing by action or the same may be recovered in like manner as municipal taxes in accordance with the provisions of Section 446 of the *Municipal Act*, 2001, S.O., 2001, C. 25, as amended.

19. The Owner agrees to reimburse the Township of South Frontenac and County of Frontenac for all legal, engineering, planning, administrative expenses and permit fees including the cost of any peer review that the Township of South Frontenac or County of Frontenac may require in relation to the condominium.

20. All invoices, costs and expenses received or incurred by the Municipality and payable by the Owner shall be paid within thirty (30) days of the Municipality's invoice or demand for payment to the Owner, failing which the Owner shall be in default under this Agreement and shall continue in default until payment plus all accrued interest is made in full.

21. Interest shall be paid by the Owner on all overdue amounts at the same rate per annum and calculated in the same manner as the Municipality charges on overdue municipal taxes and any payments received shall be applied first on account of accumulated interest and then on the outstanding amount.

22. The Municipality shall undertake the registration, at the Owner's expense, of this Agreement against the title to the Owner's Lands and, in accordance with s. 51(26) of the *Planning Act*, all of the terms and conditions of this Agreement may be enforced against the Owner and any and all subsequent owners of the Owner's Lands.

23. The Owner shall ensure that the requirements of this Agreement are brought to the attention of its contractors, employees and workers prior to the start of any construction.

24. All covenants in this Agreement shall be construed as being joint and several and that, when the context so requires or permits, the singular number shall be read as if the plural were expressed, and the masculine gender as if the feminine or neuter gender, as the case may be, were expressed.

25. Pursuant to s. 51(32) of the *Planning Act*, the Draft Plan of Condominium Approval shall lapse on **June 28, 2019** if the final approval has not been given, notwithstanding the

entering into of this Agreement, unless an extension is requested by the Owner and, subject to review, granted by the approval authority. Pursuant to s. 51(33) of the *Planning Act*, the owner may submit a request to the approval authority for an extension of the Draft Plan of Condominium Approval. The extension period shall be for a maximum period of three (3) years and must be submitted prior to the lapsing of Draft Plan Condominium Approval. Further extensions may be considered at the discretion of the Municipality and the County of Frontenac.

26. Any dispute between the parties with respect to this Agreement shall, at the request of a party, be submitted to arbitration pursuant to the Arbitrations Act 1991 and the decision of the arbitrator or, if more than one, the decision of a majority shall be final and binding on the parties.

27. Each party shall pay its own costs of the arbitration and shall share equally the costs of the arbitrator(s).

28. Any notice required to be given by the parties to this Agreement shall be given by registered mail at the last known address for service of the parties, or at such other addresses as the parties may specify from time to time, (provided that in the event of a postal disruption, notice shall only be given by hand) and shall be deemed to have been delivered on the third day after the date of deposit in the post office.

29. The Owner agrees that if any section, clause or provision of this Agreement is for any reason declared by a Court of competent jurisdiction to be invalid the same shall not affect the validity of the Agreement as a whole or any part thereof, other than the section, clause, or provision so declared to be invalid and it is hereby declared to be the intention that all the remaining sections, clauses or provisions of this Agreement shall remain in full force and effect, notwithstanding that one or more provisions thereof shall be declared to be invalid.

30. The parties shall, upon reasonable request of the other, execute any further documents as may be required for the more perfect and absolute performance of the terms and conditions.

31. In addition, the Owner and each and every subsequent owner of the Lands or a part thereof acknowledges notice of and agrees to be bound by all of the provisions of this agreement and, in particular, those provisions set out in Schedule "E".

32. This Agreement shall enure to and be binding upon the parties hereto, and their respective successors and assigns.

IN WITNESS WHEREOF the parties hereto have by the hands and seals executed this agreement as of the first date set out above.

SIGNED, SEALED AND DELIVERED:

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

_____

Ronald Vandewal - Mayor

_____

Wayne Orr – CAO

MAGENTA WATERFORNT DEVELOPMENT CORPORATION

Name:
Office:

_____

Name:
Office:
I/We have authority to bind the corporation

SCHEDULE "A"

LEGAL DESCRIPTION

Part of Lots 23 & 24, Concessions 6 & 7, Geographic Township of Loughborough, Township of South Frontenac, County of Frontenac, more particularly described as Units 1-15 and Blocks 16-19 inclusive, all as shown on a draft Plan of Condominium dated February 26, 2016, last revised March 31, 2016, prepared by FOTENN Consultants Inc. and certified by Ronald Clancy, Ontario Land Surveyor.

SCHEDULE "B"

SECURITY

Where, at the date of registration of this Agreement, not all facilities and services have been constructed in accordance with the approved drawings the Owner agrees to post security in an amount equal to 100% of the certified estimate of the cost to construct all required facilities and services, such estimate to be to the satisfaction of the Municipality.

Upon completion to the satisfaction of the Municipality of the works and facilities to be constructed in accordance with this agreement, if any, and upon receipt of the certificate of the consulting engineer required by clause 2(g) of this Agreement, the security or any balance thereof remaining shall be returned to the Owner.

SCHEDULE "C"
PLAN OF CONDOMINIUM DRAWINGS

1. Draft Plan of Vacant Land Condominium, dated February 26, 2016, last revised March 31, 2016, prepared by FOTENN Consultants Inc. and certified by Ronald Clancy, Ontario Land Surveyor comprising a total of 15 Residential Units and 4 blocks.
2.

THE ORIGINAL PLANS ARE NOW ON FILE IN THE MUNICIPAL OFFICES AND SHALL BE REFERRED TO IN THE EVENT OF ANY DISPUTE.

SCHEDULE "D"

GRANTS OF EASEMENT AND OTHER PUBLIC LANDS

The Owner shall convey to the Municipality in fee simple, free of any encumbrances, those lands described as _____on Plan _____ for purposes of a 0.3m reserve. Such 0.3 metre reserve shall be held in trust by the municipality for the purpose of denying additional access to North Shore Road.

SCHEDULE "E"

MUNICIPAL CONDITIONS

The Owner further covenants and agrees as follows:

1. In this Schedule "Plan" shall mean the Plan of Condominium, as finally approved.

2. The drainage of surface water within the Plan is the sole responsibility of the Owner and all subsequent purchasers of Units, who shall provide and maintain adequate drainage of surface water in accordance with the Approved Plan of Condominium Drawings.

3. The Owner shall include in each agreement for the purchase and sale of any Unit, notice that the Purchaser will be bound by the following provisions which shall, without limiting the generality of the foregoing, also form part of this Agreement, binding on the Owner:

(a) That every owner of a Unit shall be responsible for ensuring that all wastes are disposed of in compliance with the Municipality's waste management by-laws and all other applicable laws.

(b) The purchasers acknowledge receiving the following reports/letters and hereby agree to comply with the recommendations contained therein:

(i) Environmental Impact Statement, dated March 1, 2014 prepared by Ecological Services;

(ii)Environmental Impact Statement, dated June 12, 2014 prepared by Ecological Services;

(iii) 'Hydrogeological Assessment at Johnston Point', dated June 2014 prepared by WESA;

(iv) 'Stormwater Management Brief for the Johnston Point Condominium', undated, prepared by Asterisk Engineering Corporation and associated drawings

(v)Letter from the Cataraqui Region Conservation Authority to the County of Frontenac dated November 12, 2014;

(vi) Archaeological Assessment (Stage 1-4) Report by Abacus Archaeological Services.

(c) Purchasers are advised that the owner of each Unit is responsible for the maintenance and repair of all services contained within the individual Unit, which are owned by the individual Unit owner.

(d) Purchasers acknowledge and agree that all vegetation with the exception of invasive species shall be retained and maintained in their natural state within 30 metres of the shoreline. Within this 30 metre buffer area, no structures shall be built and the area shall remain in its natural state with respect to soil and vegetation, with the exception of a permitted pathway to the water.

(e) Purchasers acknowledge and agree that no development (including without limitation wells, structures, buildings or sewage disposal systems) or site alteration shall be permitted within 50 m of the shoreline of Loughborough Lake and within 120 metres of the edge of the Provincially Significant Wetlands without first obtaining written permission from the Conservation Authority.

(f)Purchasers acknowledge and agree that within the Provincially Significant Wetlands

there shall be no construction of any structures, including without limitation, docks, marine facilities and pathways and the shoreline shall not be altered in any way, subject only to removal of invasive species. Within Long Bay docks may be approved in accordance with this Agreement.

(g)All purchasers acknowledge and agree that all wells and septic systems shall be operated and maintained in accordance with all applicable laws, or decommissioned in accordance with all applicable laws.

(h)All purchasers acknowledge and agree that all development on the Lands within 120 metres of the Provincially Significant Wetlands and within 50 metres of the shoreline of Loughborough Lake is subject to the "Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation" (Ontario Regulation 148/06). The regulation requires that the purchaser obtain the written approval of the Conservation Authority prior to any altering, straightening, changing, diverting or interfering in any way with the channel of such watercourses.

(i)All purchasers acknowledge and agree that should deeply buried archaeological remains be found on the property during its development, that the Ministry of Tourism and Culture shall be notified immediately. The purchasers further agree that any discovery of an aboriginal or archaeological artefact or resource is subject to controls under the Ontario Heritage Act and those archaeological resources shall not be removed without the approval of the Ministry of Tourism and Culture. In the event that any human remains are discovered, the purchasers agree to immediately contact the Ontario Provincial Police, the Ministry of Tourism and Culture, the Registrar or Deputy Registrar of the Cemeteries Regulation Unit of the Ministry of Consumer and Commercial Relations ((416) 326-8404) and the Municipality.

(j) All purchasers agree that if during the process of development any archaeological resources or human remains of aboriginal origins are encountered, the Algonquins of Ontario Consultation Office will be contacted immediately at:

Algonquins of Ontario Consultation Office
31 Riverside Drive, Suite 101
Pembroke, Ontario K8A 8R6
Tel. 613-735-3759
fax 613-735-6307
e-mail: algonquins@nrtco.net

4. The Owner shall provide to every purchaser of any Unit a site servicing plan showing the location of the building envelope, including the house, well, primary and alternate sewage locations for the Unit.

5. The identified primary and alternate sewage system locations shall be reserved and maintained solely for that purpose. No construction of wells, homes, driveways, pools, garages or any other structure is to take place in the primary or alternate sewage system location.

6. The primary and alternate sewage disposal locations were selected due to the suitability of those areas to provide an ideal area to treat sewage. No deviation will be permitted in the sewage disposal system locations unless, if it becomes necessary to deviate from the approved location, an engineering report and system design as well as a terrain analysis is provided to the satisfaction of the approval authority. The alternative location must also include an impact assessment on adjoining properties.

7. Proposal for sewage disposal systems which produce a higher quality of effluent will be considered and encouraged by the approval authority in situations where protection of human health or the quality of surface water or groundwater is an issue.

8. The Owner acknowledges and agrees that the Municipality will not be assuming or maintaining the roads within the Plan and will have no obligation to undertake any works to improve, widen or upgrade the aforesaid roads at public expense at any time. The operation and maintenance of all roads and driveways within the Plan are the sole cost and responsibility of the Owner.

9. The Owner acknowledges and agrees that the Municipality shall not be responsible for providing fire, ambulance and other emergency services to any unit if the operator of the emergency vehicle, having made reasonable efforts in the circumstances, determines that the condition of the roads or driveways as constructed or maintained at the time, prevents the vehicle from being operated properly or safely in order to access or exit any given unit.

10. The Owner acknowledges and agrees that the Municipality shall not provide curbside waste disposal services to any unit within the Plan. Waste pickup will be available at the Township Road.

11. The Owner acknowledges and agrees that any development or redevelopment is subject to land use planning controls and Ontario Building Code permits and approvals, intended to, among other things, conserve shorelines and woodland areas in their natural state.

12. The Owner acknowledges and agrees that every owner of a Unit shall be responsible for operation and maintenance of their water system in accordance with all applicable laws.

13. It is the responsibility of the Owner and each subsequent owner of a Unit within the Plan of Condominium to make whatever arrangements with Hydro One and such other utility provider as are necessary for the installation of hydro-electric, telephone and other utility services for the Unit.

14. The Owner shall confirm that sufficient wire-line communication/ telecommunication service to the proposed development exists. In the event that such infrastructure is not available, the Owner is hereby advised that the Owner may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure. If the Owner is required to demonstrate to the Municipality that sufficient alternative communication/ telecommunication facilities are available within the proposed development, such facilities must be sufficient to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e. 911 Emergency Services).

15. The Owner shall endeavour to maintain all existing grades along the edge of the boundary of the Plan.

16. The Owner hereby agrees to indemnify and save harmless the Municipality against all actions, causes of action, suits, claims, demands and costs whatsoever arising by reason of any matter under this Agreement, including without limitation any actions, causes of action, suits, claims, demands or costs directly or indirectly related to the construction, use, operation or maintenance of the roads within the Plan, including the inability to operate an emergency vehicle properly or safely in order to access or exit any given unit due in whole or in part to the condition of the roads or driveways within the Plan at the time.

17. The Owner shall agree in writing to satisfy all requirements, financial and otherwise of the Municipality concerning the provision of private lanes and upgrading of roads, installation of services and drainage, in accordance with the Municipality's standards and procedures.

18. The locations of proposed dwellings and septic locations on Units 7 and 15 shall be

evaluated by a qualified environmental consultant and an addendum to the Environmental Impact Statement and terrain analysis reports shall be prepared to confirm the locations and any conditions necessary for construction.

19. The boundaries of the common element open space shall ensure that a 5m buffer between any Units and the wetland boundary within the common element open space is established, to the satisfaction of the Municipality.

20. Private roads included in the Plan identified as Blocks 16 and 17 shall be constructed to the Municipality's standards for new private lanes and final approval of the constructed roads shall be obtained by the Owner from the Municipality's Public Works Manager. Private roads must be completed prior to registration of the condominium agreement.

21. Private roads included in the Plan identified as Blocks 16 and 17 shall be located a minimum of 30 metres from the nearest point of any wetland or waterbody.

22. All driveway construction for each Unit shall require Site Plan Approval. All driveways shall be located a minimum of 30m from any waterbody and shall be designed by a qualified Engineer to ensure mitigative measures are applied to direct stormwater runoff and reduce erosion. The Driveway shall be constructed to the satisfaction of the Municipality.

23. The Owner agrees to undertake traffic counts at North Shore Road and to construct the entrance location at the road to a standard acceptable to the Municipality, particularly in regards to safe sight lines and any requirement of the Municipality related to traffic counts.

24. Private roads identified as Blocks 16 and 17 to be created as "Common Elements", including the "Existing Roadway Easement over Private Lands", shall be named to the satisfaction of the Municipality.

25. The Owner agrees to survey the wetland boundary of Unit 14 prior to construction of any driveway within the Unit. The driveway shall be located a minimum of 30 metres from the boundary of the surveyed wetland and said location shall be confirmed by an Ontario Land Surveyor. The driveway shall be constructed by the Owner as a condition of sale of the Unit. This condition shall be included in the agreement of purchase and sale for Unit 14.

26. The Owner acknowledges the letter dated September 3, 2014 from KFL&A Public Health to the County of Frontenac and agrees that the recommendations contained therein shall be implemented.

27. Subject to Condition 37(xi) the Owner agrees that any dock that is placed at Unit 2 shall be located on the western shore of Unit 2 so that the dock is not located along Long Bay, but is on the open water of Loughborough Lake. Only one (1) dock shall be permitted to service Unit 2, and all other existing docks shall be removed as a condition of Site Plan Approval for Unit 2.

28. Subject to Condition 37(xi), the Owner agrees that only one (1) dock shall be permitted to service Unit 1, and all other existing docks shall be removed as a condition of Site Plan approval for Unit 1.

29. In recognition that access to the open water of Long Bay from proposed Unit 6 is by way of an island within a wetland, the Owner agrees that a walking bridge will be installed under the supervision of the Cataraqui Region Conservation Authority to provide this access to Long Bay. Such walking bridge must be installed to the satisfaction of the Cataraqui Region Conservation Authority and the Municipality prior to registration of the Description and this Agreement.

30. The Owner agrees that Block 18, Common Element Open Space, shall be governed by Condominium Rules to, at a minimum and without limitation, prohibit the removal of any vegetation within this area and to prohibit the creation of walkways and structures. Use of the Common Element Open Space shall be restricted to passive recreational uses and all motorized vehicles shall be prohibited. For the purposes of this section, "passive recreational uses" shall not include trails, hunting, motor boating, or use of any motorized vehicle. An overlook/viewing area shall be permitted in this Block; such overlook to be located adjacent to the private road and to be subject to Site Plan Approval.

31. The Owner shall convey up to five percent of the land included in the Plan to the Municipality for public park purposes. Alternatively, the Municipality may require cash-in-lieu for all or a portion of the conveyance. The conveyance of land or the payment of cash in lieu shall be completed to the satisfaction of the Municipality prior to registration of this Agreement.

32. The Owner agrees to implement the following mitigation measures with respect to utilities and on-site works:

    i. The private road shall be posted with a 30 km/h speed limit sign placed to the satisfaction of the Municipality;

    ii. A turtle crossing and education sign developed to the satisfaction of the Municipality shall be installed on the private road near the southern end of Unit 13;

    iii. The private road shall be maintained as a gravel surface only; for clarity, no future hard surface paving shall be permitted without additional environmental impact analysis;

    iv. A land owner education program and environmental sensitivity information package shall be developed and provided to every owner of a Unit and the clause shall be included in all agreements of purchase and sale for any unit enclosing the education information package; and

    v. A permanent exclusion fence shall be constructed on both sides of the private road along the frontage of Units 6 and 8, to the satisfaction of the Municipality, and subject to any necessary approvals from the Cataraqui region Conservation Authority.

33. Speed limit signs shall be erected at the water at the entrance to Long Bay advising that all watercraft shall adhere to a maximum 10 km/h speed limit

34. The Owner acknowledges that the development of all Units shall be subject to Site Plan Control Approval. Site Plan Control applications shall be circulated to the Cataraqui Region Conservation Authority for review and comment prior to Municipality approval. Prior to applying for any building permit the owner of any Unit shall obtain Site Plan Control Approval and enter into a Site Plan Control agreement with the Municipality, which agreement shall include, but not be limited to, the following.

i) An approved Site Plan showing the location of all structures, including the septic disposal system and well, consistent with the recommendations of the Environmental Impact Statement;

ii) A location for the alternate septic disposal system location, which location shall not be developed;

iii) The location of any walkway to the water, where such walkway is permitted

iv) The location of any dock, where a dock is permitted;

v) The location of any driveway; and

vi) Notwithstanding Condition 37 (iv), all living trees on each Unit greater than 4 inches in diameter at breast height shall be maintained unless approved for removal as part of Site Plan review.

35. The Owner shall implement all conditions contained in any MNR&F Benefit Permit, if issued, related to Grey Rat Snakes and Blandings Turtles or any other species at risk identified. The Owner also agrees to incorporate such conditions into the Declaration.

36. The Owner agrees that access to Units 1,2,3,4,5 and 14 shall be obtained over the abutting portion of the existing lane that is located on adjacent private lands. This access shall be formalized by easement and contained within a joint use and maintenance agreement between the Owner and the owners of the adjacent lots acknowledging that the existing residential lots' access over the lane will be maintained back to North Shore Road. The joint use and maintenance agreement for access shall be registered on title between the Condominium Corporation and the owners of the adjacent properties. The joint use and maintenance agreement shall be to the satisfaction of the Municipality and shall be established prior to the registration of the Plan.

37. The Owner shall include in the Declaration the following provisions which shall, without limiting the generality of the foregoing, also form part of this Agreement, binding on the Owner:

i. all access roads and driveways shall be set back a minimum of 30 m from all wetlands and water bodies;

ii. silt barriers between all construction areas and wetlands or other water bodies shall be installed and maintained throughout the construction process until all disturbed areas have been revegetated;

iii. all building envelopes and septic beds shall be located at the top of slope, complying with the setback distances established in Attachment C to the Conditions of Draft Approval;

iv. subject only to condition 37 (v), (vii), all living trees greater than 4 inches diameter at breast height within 40 m of any water body shall not be removed, with the exception of trees knocked over naturally;

v. subject only to condition 37 (vii), all vegetation, with the exception of invasive species, shall be retained and maintained in their natural state within 30 m of all water bodies;

vi. An Ecological Committee shall be set up as part of the Condominium Board whose mandate shall be to promote environmental stewardship initiatives on Johnston Point;

vii. Notwithstanding sub-paragraphs 37(iv) and (v) above, the owner of a Unit, with the exception of Units 7, 9, 12, 13 and 15, may construct a walkway to the water provided that the walkway is no wider than 1.5m and provided that the walkway is constructed in the locations set out in the drawing attached to the Conditions of Draft Approval as Attachment A. Any deviation from these prescribed locations may only be considered if in consultation with a qualified environmental professional to the satisfaction of the Municipality;

viii. The Owner shall construct the walkways to the water as a condition of sale of the Units where a walkway is permitted. This condition shall be included in the agreement of purchase and sale for all Units where a walkway is permitted;

ix. The existing Butternut tree at Unit 8 shall be retained and no development shall be permitted within 25 m of the tree;

x. Signage shall be installed at the PSW boundary to ensure residents do not alter, fill or negatively impact the PSW, which signage shall be worded to the satisfaction of the Municipality and the CRCA;

xi. Docks may only be constructed on units 1, 2, 3, 4, 5, 6 (Unit 6 is subject to obtaining access in accordance with these conditions), 8, 10, 11 and 14 provided that the following restrictions are complied with:

1. docks may only be constructed at the general locations identified on Attachment A to the Conditions of Draft Approval;

2. The joint use docks may only be constructed in accordance with all applicable approvals issued by the Cataraqui Region Conservation Authority and/or the Ministry of Natural Resources and Forestry;

3. docks must be floating or pole docks;

4. no aquatic vegetation shall be removed during construction, use or maintenance of any dock;

5. the surface area of any dock located in Long Bay shall not exceed 15 m^2 and its length shall not exceed 8 m;

6. subject to 37 (xii), the surface area of any dock not located in Long Bay may not exceed 20 m^2 and its length shall not exceed 8 m;

7. the Owner shall work with any purchaser of any Unit to determine their preference and docking needs and shall facilitate the installation and permitting of all docks as a condition of sale of the Units where a dock is permitted. As per condition 37 (xi) 2, dock location and construction shall only occur following CRCA and/or MNRF permit issuance. This condition shall be included in the agreement of purchase and sale for all Units where a dock is permitted.

xii. Joint use docks may be constructed on Unit 10 to provide shared docking for the owners of Units 7, 9, 12, 13 and 15, subject to the following restrictions:

1. The Owner's qualified environmental professional, in cooperation with the Cataraqui Region Conservation Authority, will identify a low/no impact 1.5 metre walkway to the joint use docking facility through the vegetated buffer on lot 10 generally in the location identified on Attachment A to the Conditions of Draft Approval to the water's edge. The walkway shall be constructed a minimum of 3m from the adjacent wetland boundary and be delineated by a page wire fence. The Owner shall construct the joint use docks as a condition of sale of the first Unit that is permitted to use the joint use docks. This condition shall be included in the agreement of purchase and sale for all Units that are permitted to use the joint use dock;

2. The joint use docks may only be constructed in accordance with conditions of approval issued by the applicable approval provider;

3. The joint use docks must be floating, cantilever, or pole docks;

4. No aquatic vegetation shall be removed during construction, use or maintenance of any dock;

5. The owners of Units 7, 9, 12, 13 and 15 will have exclusive use of the 0.31 ha small island located south of and between units 8 & 9 , and held in ownership by the Condominium Corporation;

6. Development on this small island will comply with Condition 37(v). The old corduroy road/path to the island shall be removed in accordance with the recommendations of a qualified environmental professional. The location of the dock shall be limited to the east side of the island. Permanent exclusionary fencing and signage shall be installed limiting access to the west side of the island. Signage will explain why no access to the west side of the island is permitted. Any deviation from these prescribed locations on Attachment A to the Conditions of Draft Approval may only be considered if in consultation with a qualified environmental professional to the satisfaction of the Township;

7. The owners of Units 7, 9, 12, 13 and 15 will be permitted additional shared docking on this small island. All joint use docking on the island shall conform to the requirements of this condition (xii);

8. The joint use docks shall be constructed so that they do not interfere with navigation and shall conform with the applicable zoning for docks.

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2018-35

A BY-LAW TO AUTHORIZE THE EXECUTION OF THE MUNICIPAL FUNDING AGREEMENT FOR ONTARIO'S MAIN STREET INITIATIVE

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

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

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

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

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

WHEREAS the Ministry has requested a specific by-law authorizing an agreement between the Township of South Frontenac and the Association of Municipalities of Ontario representing the Minister of Agriculture, Food and Rural Affairs;

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

1. **THAT** the Council of the Township of South Frontenac shall be and is hereby authorized to enter into an agreement with the Association of Municipalities of Ontario, the terms of which shall be in accordance to Schedule "A" hereto.

2. **THAT** Schedule "A" is declared to form part of this By-law.

3. **THAT** the Mayor and CAO shall be and are hereby authorized, directed and empowered to execute the said agreement on behalf of the Township of South Frontenac.

4. **THIS BY-LAW** shall come into force and take effect on date of its final passing.

Dated at the Township of South Frontenac this 5th day of June, 2018.

Read a first and second time this 5th day of June, 2018..

Read a third time and finally passed this 5th day of June, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Wayne Orr, Clerk-Administrator

AMO Association of Municipalities Ontario

MUNICIPAL FUNDING AGREEMENT

ONTARIO'S MAIN STREET REVITALIZATION INITIATIVE

This Agreement made as of 1st day of April, 2018.

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as "AMO")

AND:

THE TOWNSHIP OF SOUTH FRONTENAC

(a municipal corporation pursuant to the Municipal Act, 2001, referred to herein as the "Recipient")

WHEREAS the Province of Ontario is making $26 million available for allocation for the purposes of supporting municipal Main Street Revitalization Initiatives in Ontario;

WHEREAS the Province of Ontario, Ontario municipalities as represented by AMO are signatories to Ontario's Main Street Revitalization Initiative Transfer Payment Agreement on March 12, 2018 (the "OMAFRA-AMO Agreement"), whereby AMO agreed to administer Main Street Revitalization funds made available to all Ontario municipalities, excluding Toronto;

WHEREAS the OMAFRA-AMO Transfer Payment Agreement contains a framework for the transfer of provincial funds to Ontario lower-tier and single-tier municipalities represented by AMO;

WHEREAS the Recipient wishes to enter into this Agreement in order to participate in Ontario's Main Street Revitalization Initiative;

WHEREAS AMO is carrying out the fund administration in accordance with its obligations set out in the OMAFRA-AMO Agreement and it will accordingly undertake certain activities and require Recipients to undertake activities as set out in this Agreement.

THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATION

1.1 **Definitions.** When used in this Agreement (including the cover and execution pages and all of the schedules), the following terms shall have the meanings ascribed to them below unless the subject matter or context is inconsistent therewith:

"Agreement" means this Agreement, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.

"Annual Report" means the duly completed report to be prepared and delivered to AMO as described in Section 7.2 and Section 2 of Schedule D.

"Association of Municipalities of Ontario (AMO)" means a legally incorporated entity under the Corporations Act, 1990 R.S.O. 1990, Chapter c.38.

"Communication Report" means the duly completed report to be prepared and delivered to AMO as described in Section 7.1 and Section 1 of Schedule D.

"Community Improvement Plan" has the meaning as defined under section 28(1) of the Planning Act, R.S.O. 1990, c. P.13.

"Contract" means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

"Effective Date" is April 1, 2018.

"Eligible Costs" means those expenditures described as eligible in Schedule C.

"Eligible Projects" means projects as described in Schedule B.

"Eligible Recipient" means a

a. Municipality or its agent (including its wholly owned corporation); and

b. Non-municipal entity, including for profit, non-governmental and not-for profit organizations, on the condition that the Municipality(ies) has (have) indicated support for the Eligible Project through a formal grant agreement between the Municipality and the non-municipal entity.

"Event of Default" has the meaning given to it in Section 11.1 of this Agreement.

"Funds" mean the Funds made available to the Recipient through the Main Street Revitalization Initiative, a program established by the Government of Ontario. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. For greater certainty: (i) Funds transferred to another Municipality in accordance with Section 6.2 of this Agreement, other than as set out in Sections 7.1(a), (c) and (f), are to be treated as Funds by the Municipality to which the Funds are transferred and are not to be treated as Funds by the Recipient; and (ii) any Funds transferred to a non-municipal entity in accordance with Section 6.3 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

"Ineligible Costs" means those expenditures described as ineligible in Schedule C.

"Lower-tier Municipality" means a Municipality that forms part of an Upper-tier Municipality for municipal purposes, as defined under the Municipal Act, 2001 S.O. 2001, c.25.

"Municipal Fiscal Year" means the period beginning January 1st of a year and ending December 31st of the same year.

"Municipality" and "Municipalities" means every municipality as defined under the Municipal Act, 2001 S.O. 2001 c.25.

"Municipal Physical Infrastructure" means municipal or regional, publicly or privately owned, tangible capital assets primarily for public use or benefit in Ontario.

"Ontario" means Her Majesty in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs.

"Parties" means AMO and the Recipient.

"Project Completion Date" means the Recipient must complete its Project under this Agreement by March 31, 2020.

"Recipient" has the meaning given to it on the first page of this Agreement.

"Results Report" means the report prepared and delivered to AMO by the Recipient by which reports on how Funds are supporting progress towards achieving the program objective, more specifically described in Section 3 of Schedule D.

"Single-tier Municipality" means a municipality, other than an upper-tier municipality, that does not form part of an upper-tier municipality for municipal purposes as defined under the Municipal Act, 2001, S.O. 2001 c. 25.

"Third Party" means any person or legal entity, other than the Parties to this Agreement who participates in the implementation of an Eligible Project by means of a Contract.

"Transfer By-law" means a by-law passed by Council of the Recipient pursuant to Section 6.2 and delivered to AMO in accordance with that section.

"Unspent Funds" means the amount reported as unspent by the Recipient as of December 31, as submitted in the Recipient's Annual Report.

1.2 **Interpretations:**

Herein, etc. The words "herein", "hereof" and "hereunder" and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.

Currency. Any reference to currency is to Canadian currency and any amount advanced, paid or calculated is to be advanced, paid or calculated in Canadian currency.

Statutes. Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

Gender, singular, etc. Words importing the masculine gender include the feminine or neuter gender and words in the singular include the plural, and vice versa.

2. TERM OF AGREEMENT

2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall be in effect from the date set out on the first page of this Agreement, up to and including March 31, 2020.

2.2 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.

2.3 **Notice.** Any of the Parties may terminate this Agreement on written notice.

3. RECIPIENT REQUIREMENTS

3.1 **Communications.** The Recipient will comply with all requirements outlined, including providing upfront project information on an annual basis, or until all Funds are expended for communications purposes in the form described in Section 7.1 and Section 1 of Schedule D.

a) Unless otherwise directed by Ontario, the Recipient will acknowledge the support of Ontario for Eligible Projects in the following manner: "The Project is funded [if it is partly funded the Recipient should use "in part"] by the Ontario Ministry of Agriculture, Food and Rural Affairs."

b) The Recipient shall notify Ontario within five (5) business days of planned media events or announcements related to the Project, organized by the Recipient to facilitate the attendance of Ontario. Media events and announcements include, but are not limited to, news conferences, public announcements, official events or ceremonies, and news releases.

3.2 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with the Canadian Free Trade Agreement and applicable international trade agreements, and all other applicable laws.

a) The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be

awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

4. ELIGIBLE PROJECTS

4.1 **Eligible Projects.** Costs directly and reasonably incurred by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs or activities funded under the Municipal Physical Infrastructure category, including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the role of small businesses in main street areas as more specifically described in Schedule B and Schedule C

4.2 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule B and Schedule C.

5. ELIGIBLE COSTS

5.1 **Eligible Costs.** Schedule C sets out specific requirements for Eligible and Ineligible Costs.

5.2 **Discretion of Ontario.** Subject to Section 5.1, the eligibility of any items not listed in Schedule B and/or Schedule C to this Agreement is solely at the discretion of Ontario.

5.3 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement.

5.4 **Reasonable Access.** The Recipient shall allow AMO and Ontario reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Ontario or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.

5.5 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures in accordance with the Recipient's municipal records retention by-law and, upon reasonable notice, make them available to AMO and Ontario.

6. FUNDS

6.1 **Allocation of Funds.** AMO will allocate and transfer Funds on the basis of the formula determined by Ontario.

6.2 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the "Transferee Municipality"):

a) The allocation and transfer shall be authorized by by-law (a "Transfer By-law"). The Transfer By-law shall be passed by the Recipient's council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year specified in the Transfer By-law.

b) The Recipient is still required to submit an Annual Report in accordance with Sections 7.1 (a), (c) and (f) hereof with respect to the Funds transferred.

c) No transfer of Funds pursuant to this Section 6.2 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient's obligations under this Agreement with respect to the Funds transferred; in a form satisfactory to AMO.

6.3 **Transfer of Funds to a non-municipal entity.** Where a Recipient decides to support an Eligible Project undertaken by an Eligible Recipient that is not a Municipality:

a) The provision of such support shall be authorized by a grant agreement between the Municipality and the Eligible Recipient in support of a Community Improvement Plan. The grant agreement shall identify the Eligible Recipient, and the amount of Funds the Eligible Recipient is to receive for that Eligible Project.

b) The Recipient shall continue to be bound by all of the provisions of this Agreement notwithstanding any such transfer including the submission of an Annual Report in accordance with Section 7.2.

c) No transfer of Funds pursuant to this Section 6.3 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to the Municipality the grant agreement.

6.4 **Use of Funds.** The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

6.5 **Payout of Funds.** The Recipient agrees that all Funds will be transferred by AMO to the Recipient upon full execution of this Agreement.

6.6 **Use of Funds.** The Recipient will deposit the Funds in a dedicated reserve fund or other separate distinct interest bearing account and shall retain the Funds in such reserve fund, or account until the Funds are expended or transferred in accordance with this Agreement. The Recipient shall ensure that:

a) any investment of unexpended Funds will be in accordance with Ontario law and the Recipient's investment policy; and,

b) any interest earned on Funds will only be applied to Eligible Costs for Eligible Projects, more specifically on the basis set out in Schedule B and Schedule C.

6.7 **Funds advanced.** Funds transferred by AMO to the Recipient shall be expended by the Recipient in respect of Eligible Costs. AMO reserves the right to declare that Unspent Funds after March 31, 2020 become a debt to Ontario which the Recipient will reimburse forthwith on demand to AMO for transmission to Ontario.

6.8 **Expenditure of Funds.** The Recipient shall expend all Funds by March 31, 2020.

6.9 **GST & HST.** The use of Funds is based on the net amount of goods and services tax or harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.

6.10 **Limit on Ontario's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.

6.11 **Stacking.** If the Recipient is receiving funds under other programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum contribution limitation set out in any other program agreement made in respect of that Eligible Project shall continue to apply.

6.12 **Insufficient funds provided by Ontario.** If Ontario does not provide sufficient funds to AMO for this Agreement, AMO may terminate this Agreement.

7. REPORTING REQUIREMENTS

7.1 **Communication Report.** Immediately upon execution of this Agreement the Recipient shall report to AMO any Eligible Project being undertaken in the current Municipal Fiscal Year in the form described in Schedule D.

7.2 **Annual Report.** The Recipient shall report in the form in Schedule D due by May 15th following the Municipal Fiscal Year on:

a) the amounts received from AMO under this Agreement;

b) the amounts received from another Eligible Recipient;

c) the amounts transferred to another Eligible Recipient;

d) amounts paid by the Recipient in aggregate for Eligible Projects;

e) amounts held at year end by the Recipient in aggregate, including interest, to pay for Eligible Projects;

f) indicate in a narrative the progress that the Recipient has made in meeting its commitments and contributions; and,

g) a listing of all Eligible Projects that have been funded, indicating the Eligible Project category, project description, amount of Funds, total project cost, start date, end date and completion status.

7.3 **Results Report.** The Recipient shall account in writing for results achieved by the Funds through a Results Report to be submitted to AMO. Specifically the Results Report shall document performance measures achieved through the investments in Eligible Projects in the form described in Section 3 of Schedule D.

8. RECORDS AND AUDIT

8.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles (GAAP) in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Canadian Institute of Chartered Accountants or any successor institute, applied on a consistent basis.

8.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice, the Recipient shall submit all records and documentation relating to the Funds to AMO and Ontario for inspection or audit.

8.3 **External Auditor.** AMO and/or Ontario may request, upon written notification, an audit of Eligible Project or an Annual Report. AMO shall retain an external auditor to carry out an audit of the material referred to in Sections 5.4 and 5.5 of this Agreement. AMO shall ensure that any auditor who conducts an audit pursuant to this Section of this Agreement or otherwise, provides a copy of the audit report to the Recipient and Ontario at the same time that the audit report is given to AMO.

9. INSURANCE AND INDEMNITY

9.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 6 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking Eligible Projects, including, where appropriate and without limitation, property, construction and liability insurance, which insurance coverage shall identify Ontario and AMO as additional insureds for the purposes of the Eligible Projects.

9.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall provide AMO with a valid certificate of insurance that confirms compliance with the requirements of Section 9.1. No Funds shall be expended

or transferred pursuant to this Agreement until such certificate has been delivered to AMO.

9.3 **AMO not liable**. In no event shall Ontario or AMO be liable for:

(a) any bodily injury, death or property damages to the Recipient, its employees, agents or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents or consultants, arising out of or in any way related to this Agreement; or

(b) any incidental, indirect, special or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents or consultants arising out of any or in any way related to this Agreement.

9.4 **Recipient to Compensate Ontario**. The Recipient will ensure that it will not, at any time, hold Ontario, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Ontario, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to the Funds or an Eligible Project. The Recipient's obligation to compensate as set out in this section does not apply to the extent to which such claims or losses relate to the negligence of an officer, servant, employee, or agent of Ontario in the performance of his or her duties.

9.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an "Indemnitee"), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnitee incurred by any Indemnitee or asserted against any Indemnitee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

(a) the Funds;

(b) the Recipient's Eligible Projects, including the design, construction, operation, maintenance and repair of any part or all of the Eligible Projects;

(c) the performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees and agents, or by a Third Party, its officers, servants, employees, or agents; and

(d) any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees or agents.

10. DISPOSAL

10.1 **Disposal.** The Recipient will not, without Ontario's prior written consent, sell, lease or otherwise dispose of any asset purchased or created with the Funds or

for which Funds were provided, the cost of which exceed $50,000 at the time of sale, lease or disposal prior to March 31, 2021.

11. DEFAULT AND TERMINATION

11.1 **Event of Default.** AMO may declare in writing that an event of default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an event of default has occurred unless it has first consulted with the Recipient. Each and every one of the following events is an "Event of Default":

(a) failure by the Recipient to deliver in a timely manner an Annual Report or Results Report.

(b) delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement.

(c) failure by the Recipient to co-operate in an external audit undertaken by AMO or its agents.

(d) delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement.

(e) failure by the Recipient to expend Funds in accordance with Sections 4.1 and 6.8.

11.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.

11.3 **Remedies on default.** If AMO declares that an Event of Default has occurred under Section 11.1, after thirty (30) calendar days from the Recipient's receipt of the notice of an Event of Default, it may immediately terminate this Agreement.

11.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Ontario which the Recipient will reimburse forthwith on demand to AMO for transmission to Ontario.

12. CONFLICT OF INTEREST

12.1 **No conflict of interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Ontario applies will derive direct benefit from the Funds, the Unspent Funds, and interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

13. NOTICE

13.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by facsimile or email to the addresses, the facsimile numbers or email addresses set out in Section 13.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by facsimile shall be deemed to have been given when sent; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by facsimile or email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.

13.2 **Representatives.** The individuals identified in Section 13.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.

13.3 **Addresses for Notice.** Further to Section 13.1 of this Agreement, notice can be given at the following addresses:

a) If to AMO:

Executive Director
Main Streets Agreement
Association of Municipalities of Ontario 200 University Avenue, Suite 801
Toronto, ON M5H 3C6

Telephone: 416-971-9856
Email: mainstreets@amo.on.ca

b) If to the Recipient:

Treasurer
Louise Fragnito
TOWNSHIP OF SOUTH FRONTENAC
4432 George St., Box 100
Sydenham, ON K0H 2T0
(613) 376-3027 x2328
lfragnito@southfrontenac.net

14. MISCELLANEOUS

14.1 **Counterpart Signature.** This Agreement may be signed in counterpart, and the signed copies will, when attached, constitute an original Agreement.

14.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this

Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.

14.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.

14.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

14.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 5, 6.7, 6.8, 7, 9.4, 9.5, 11.4 and 14.8.

14.6 **AMO, Ontario and Recipient independent**. The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-agent relationship or employer-employee relationship in any way or for any purpose whatsoever between Ontario and the Recipient, between AMO and the Recipient, between Ontario and a Third Party or between AMO and a Third Party.

14.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee or agent of Ontario or AMO.

14.8 **Debts Due to AMO**. Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.

14.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.

15. SCHEDULES

15.1 This Agreement, including:

Schedule A	Municipal Allocation
Schedule B	Eligible Projects
Schedule C	Eligible and Ineligible Costs
Schedule D	Reporting

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

16. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, sealed and delivered this Agreement on the date set out on the front page.

RECIPIENT'S NAME: **TOWNSHIP OF SOUTH FRONTENAC**

Mayor Name	Signature
Clerk Name	Signature

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

By Title	Signature

In the presence of:

Witness Title	Signature

SCHEDULE A
MUNICPAL ALLOCATION

RECIPIENT'S NAME: **TOWNSHIP OF SOUTH FRONTENAC**

ALLOCATION: **$54140.7746**

The Recipient acknowledges this is a one time payment for Eligible Projects with Eligible Costs.

SCHEDULE B

ELIGIBLE PROJECTS

Funding is to be directed to Eligible Projects to support revitalization activities within main street areas, as defined through an existing Community Improvement Plan or any other municipal land use planning policy. Funding can be used in one or both of the following categories:

1. **Community Improvement Plan** – construction, renewal, renovation or redevelopment or material enhancement activities that implement priority financial incentives in existing Community Improvement Plans such as:

    a. Commercial building façade improvements

    b. Preservation and adaptive reuse of heritage and industrial buildings

    c. Provision of affordable housing

    d. Space conversion for residential and commercial uses

    e. Structural improvements to buildings (e.g. Building Code upgrades)

    f. Improvement of community energy efficiency

    g. Accessibility enhancements

2. **Other Municipal Land Use Planning Policy** – construction, renewal or material enhancement activities to fund strategic Municipal Physical Infrastructure and promotional projects such as:

    a. Signage – wayfinding/directional, and gateway.

    b. Streetscaping and landscape improvements – lighting, banners, murals, street furniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails.

    c. Marketing plan implementation – business attraction and promotion activities, special events.

ELIGIBLE AND INELIGIBLE COSTS

1. **Eligible Costs include:**

   a. Costs directly and reasonably incurred on or after April 1, 2018 up to and including the Project Completion Date by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs.

   b. Costs directly and reasonably incurred on or after April 1, 2018 up to and including the Project Completion Date by the Recipient for construction, renewal or material enhancement activities funded under the Municipal Physical Infrastructure category including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the success of small businesses in main street areas.

2. **Ineligible Costs include:**

   a. Costs incurred prior to Effective Date or after the Project Completion Date;

   b. Any costs associated with providing the Annual and Results Reports to AMO;

   c. Any costs associated with lobbying Ontario, including other Ministries, agencies and organizations of the Government of Ontario;

   d. Costs associated with construction, renewal, renovation or redevelopment or material enhancement of all things in the following categories: highways, short-sea shipping, short-line rail, regional or local airports, and brownfield redevelopment;

   e. Costs of infrastructure construction, renewal, renovation or redevelopment or material enhancement that do not improve energy efficiency, accessibility, aesthetics of marketability of small businesses within an Recipient's main street areas; or that do not encourage strategic public investments in municipal and other public infrastructure within main street areas that will benefit small businesses; or that otherwise will likely fail to contribute to the success of main street businesses;

   f. Costs of infrastructure construction, renewal, renovation or redevelopment or material enhancement outside of the Recipient's main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy;

   g. The cost of leasing of equipment by the Recipient, any overhead costs, including salaries and other employment benefits of any employees of the Recipient, its direct or indirect operating or administrative costs of Recipients, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with Eligible Costs above;

   h. Taxes, to which the Recipient is eligible for a tax rebate;

   i. Purchase of land or any interest therein, and related costs; and,

   j. Routine repair and maintenance Municipal Physical Infrastructure.

b. Project List: The Recipient will provide to AMO a project list submitted in accordance with the following template:

Recipient	Project Title	Project Description	Eligible Project Category	Total Project Cost	Main Street Funds Used	Start & End Date	Completed?
							Yes/No/ Ongoing

3. Project Results.

The Results Report shall outline, in a manner to be provided by AMO, the degree to which investments in each project are supporting progress towards achieving revitalization within main street areas:

a. Community Improvement Plan Eligible Projects
- Number of small businesses supported;
- Total value of physical improvements;
- Total Main Street Funds provided;
- Total Municipal investment; and,
- Total private investment.

b. Municipal Physical Infrastructure Eligible Projects
- Total value of physical improvements;
- Total Main Street Funds provided; and
- Total municipal investment.

REPORTING

1. Communication Report

Immediately following the Municipality executing this Agreement the Recipient will provide AMO a Communication Report in an electronic format deemed acceptable to AMO, consisting of the following:

Project Title	Project Description	Eligible Project Category (CIP/ Municipal Physical Infrastructure	Total Project Cost	Estimate of Funds (Main Street) Spent

2. Annual Report

The Recipient will provide to AMO an Annual Report in an electronic format deemed acceptable to AMO, consisting of the following:

a. Financial Reporting Table: The financial report table will be submitted in accordance with the following template:

Annual Report Financial Table	Annual	Cumulative
	20xx	2018 - 2020
Opening Balance	$xxx	
Received from AMO	$xxx	$xxx
Interest Earned	$xxx	$xxx
Received from An Eligible Recipient	$xxx	$xxx
Transferred to an Eligible Recipient	($xxx)	($xxx)
Spent on Eligible Projects (for each Eligible Project category)	($xxx)	($xxx)
Closing Balance of Unspent Funds	$xxx	

Payment Listing
For the period of May 16th to June 5th, 2018

Accounts Payable Payment Listing:

	For the period of May 16th to June 5th, 2018	2,605,160.69

Payroll Payment Listing:

Pay Period #18-11	Pay date May 23, 2018 For the period of May 6th 2018 to May 19th, 2018	88,114.47
Council Honorarium	Pay date May 31st, 2018	11,918.97
Total Payments		**$ 2,705,194.13**

RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending June 5th, 2018 in the amount of
$ 2,705,194.13

Submitted by:
Mark Foster - Accounting Clerk

Approved by:
Stephanie Kuca - Deputy-Treasurer

Ranges: **From:** **To:** Distribution Types Included:
Cheque Date: **2018-05-16** **2018-06-05** **PURCH, MISC**

10 GG

0000 Gen

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009345	2018-06-05		THE FRONTENAC NEWS		
		66826		Ad-18/05/10	$661.44
		66915		Ad-18/05/24	$661.44
Total EFT000000009345					**$1,322.88**
Total Gen					**$1,322.88**

0035 TaxSB-EP

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009362	2018-06-05		LIMESTONE DISTRICT SCHOOL		
		JUNE 2018 LEVY		JUNE 2018 LEVY	$1,291,864.02
Total EFT000000009362					**$1,291,864.02**
Total TaxSB-EP					**$1,291,864.02**

0036 TaxSB-ES

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009311	2018-06-05		ALGONQUIN AND LAKESHORE		
		JUNE 2018 LEVY		JUNE 2018 LEVY	$117,477.46
Total EFT000000009311					**$117,477.46**
Total TaxSB-ES					**$117,477.46**

0037 TaxSB-FP

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009329	2018-06-05		CONSEIL DES ECOLES PUBLIQUES		
		JUNE 2018 LEVY		JUNE 2018 LEVY	$6,044.01
Total EFT000000009329					**$6,044.01**
Total TaxSB-FP					**$6,044.01**

0038 TaxSB-FS

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009330	2018-06-05		CONSEIL SCOLAIRE CATHOLIQUE DU		
		JUNE 2018 LEVY		JUNE 2018 LEVY	$9,618.71
Total EFT000000009330					**$9,618.71**
Total TaxSB-FS					**$9,618.71**

1000

Cheque	Date	Inv #	Vendor	Description	Amount
069431	2018-06-05		SNIDER, PERCY		
		18/05/07-14		Sweeping	$167.90
		18/05/09-19		Sweeper+Little Sweeper	$447.74
Total 069431					**$615.64**
EFT000000009335	2018-06-05		CULLIGAN		
		2025078		Water	$37.14
		2032332		Water	$91.18
		2034863		Delivery Fee	$2.02
Total EFT000000009335					**$130.34**
EFT000000009350	2018-06-05		HAVEN HOME ENTERPRISE INC		
		211247		Filters + Service	$404.50
Total EFT000000009350					**$404.50**
EFT000000009359	2018-06-05		LEONARD FUELS		
		0279-872051		114.7L @.944	$127.11
		0279-60299C		Service Call-No Heat	$54.95
Total EFT000000009359					**$182.06**
EFT000000009364	2018-06-05		LONDRY ALARMS		
		193415		Add users D.K.+W.P.	$40.70
		192659		Add User B.H.	$40.70
Total EFT000000009364					**$81.40**
Total					**$1,413.94**

1250 Clk

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009378	2018-06-05		PRINTFUSION INC.		
		105380		18/06 Tax Bill Newsletters	$1,737.33
Total EFT000000009378					**$1,737.33**
EFT000000009394	2018-06-05		TROUSDALE'S FOODLAND		
		3145		Coffee+Cream	$23.57
		9092		Coffee+Cream	$5.38
		5583		Cream	$5.38
		6989		Coffee+Cream	$9.68
		1226		Coffee+Cream+Milk+Sugar	$40.44
		7328		Coffee+Cream	$23.37
Total EFT000000009394					**$107.82**
Total Clk					**$1,845.15**

1275 Fin

Cheque	Date	Inv #	Vendor	Description	Amount
069463	2018-06-05		TOWNSHIP OF CENTRAL FRONTENAC		
		303		Aptean Training-Mgmt Reporter	$382.87
Total 069463					**$382.87**
EFT000000009312	2018-06-05		ALLAN & PARTNERS LLP		
		IAA-SOUFRO-42385		2017 Year End Audit	$6,105.60
Total EFT000000009312					**$6,105.60**
EFT000000009394	2018-06-05		TROUSDALE'S FOODLAND		
		4098		2X Cakes-W.P. Last Day	$21.98
Total EFT000000009394					**$21.98**
EFT000000009403	2018-06-05		VERSUS BUSINESS FORMS & LABELS		
		44265		Final Tax Bills	$992.46
Total EFT000000009403					**$992.46**
Total Fin					**$7,502.91**
Total GG					**$1,437,089.08**

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
069419	2018-06-05		BOOKSTORE- ANNEX PUBLISHING & PRINTING		
		IN60698		Pumping Apparatus Handbook	$240.57
Total 069419					**$240.57**
069420	2018-06-05		CARLETON UNIFORMS INC.		
		82990		Chief Uniform	$853.26
Total 069420					**$853.26**
069424	2018-06-05		KIDD ELECTRICAL & CONTRACTING		
		18/05/10		Repair Lighting	$284.93
		18/05/10		Cable, Breaker, box + Plug	$366.34
		18/05/10		Wire, Boxes, Plugs+ Covers	$325.63
Total 069424					**$976.90**
069433	2018-06-05		SUNBELT RENTALS INC.		
		70532098-0003		Fence	$676.70
Total 069433					**$676.70**
EFT000000009309	2018-06-05		ABELL PEST CONTROL INC.		
		A1031593		18/04 Pest Control	$44.46
Total EFT000000009309					**$44.46**
EFT000000009310	2018-06-05		AJ STONE COMPANY LIMITED		
		138769		4X Ready Racks + 16X Hangers	$7,846.71
		139183		13X G1 Facepiece+9X Batteries	$7,774.78
Total EFT000000009310					**$15,621.49**
EFT000000009315	2018-06-05		ANGLIN GROUP LTD		
		1742-HB		FIREHALL PROGRESS DRAW#1 HB	$3,256.32
		1752-HB		Progress draw #2 Holdback	$17,512.90
		1765-HB		Progress Draw #3 Holdback	$26,935.97
		1774-HB		Progress Draw #4-HB	$23,988.60
		1791-HB		Progress Draw #005-HB	$27,595.19
		1807-HB		Progress Draw #6-HB	$24,845.62
		1822-HB		Progess Draw #7-HB	$12,069.45
		1842		Progress Draw #009	$13,719.18
		1845		10% of Payment Cert. #8	$9,910.80
Total EFT000000009315					**$159,834.03**
EFT000000009338	2018-06-05		DALTCO ELECTRIC & SUPPLY		
		1065915		Piping	$43.60
		1063522		Piping	$150.75
		1063521		30' Retract. Cord Reel	$131.42
		1063521		30' Retract. Cord Reel	$131.42
		1063745		Panel Light	$134.55
Total EFT000000009338					**$591.74**
EFT000000009340	2018-06-05		D.MARTIN WELDING & FABRICATING		
		8400		Mount Pump+ Boat Storage	$2,288.22
Total EFT000000009340					**$2,288.22**
EFT000000009353	2018-06-05		JODY CAMPBELL'S SEPTIC SERVICE		
		11353		Portable Toilet Rental	$203.52
Total EFT000000009353					**$203.52**
EFT000000009357	2018-06-05		KILEY PAVING		
		18-3636		Payment Cert. 001	$47,033.31
Total EFT000000009357					**$47,033.31**
EFT000000009359	2018-06-05		LEONARD FUELS		
		3935-887174		400.1L @.977	$397.78
Total EFT000000009359					**$397.78**
EFT000000009360	2018-06-05		LEONARD, ELIZABETH		
		18/05/15-09		Cleaning	$60.00
Total EFT000000009360					**$60.00**
EFT000000009363	2018-06-05		LINDE CANADA LIMITED 15687		
		58513690		Oxygen	$325.33
Total EFT000000009363					**$325.33**
EFT000000009364	2018-06-05		LONDRY ALARMS		
		192583		Move Door Contact	$172.99
		192260		Move Sensor-New Wall	$122.11
Total EFT000000009364					**$295.10**
EFT000000009365	2018-06-05		M&L SUPPLY, FIRE & SAFETY		
		150196		5X 28" Pack-a-cone	$210.70
		149888		Footvalve+Strainer+SuctionHose	$271.27
		149530		Saw+ Chain	$9,106.34
Total EFT000000009365					**$9,588.31**

EFT000000009372	2018-06-05		NOONAN, MIKE		
		18/05-07		Grass Cutting	$275.00
Total EFT000000009372					**$275.00**
EFT000000009378	2018-06-05		PRINTFUSION INC.		
		105199		Business Cards D.K.	$46.81
Total EFT000000009378					**$46.81**
EFT000000009381	2018-06-05		ROSEN ENERGY GROUP		
		622526		Bur 728.9L CLR @1.0980	$814.41
		622527		SYD 138.4 L GAS @1.1980	$168.72
Total EFT000000009381					**$983.13**
EFT000000009382	2018-06-05		R. THURSTON TECHNOLOGIES		
		11111		Radio's servicing	$762.75
		11110		Service Radios	$207.18
		11100		Repeater Tests	$302.74
		11120		Install Radio + Power Supply	$568.58
		11112		Service Radios	$43.25
Total EFT000000009382					**$1,884.50**
EFT000000009388	2018-06-05		SNIDER, LISA		
		18/03+18/04-CLEANING		Cleaning	$140.00
Total EFT000000009388					**$140.00**
EFT000000009395	2018-06-05		TROUSDALE'S HOME HARDWARE		
		80649		4X PVC Conduit	$28.44
		80276		Bits+Hardware	$134.73
		80850		Uitlity box cover+screws	$4.46
Total EFT000000009395					**$167.63**
EFT000000009396	2018-06-05		TRUE ELECTRIC		
		6835		Deliver Hydro Pole	$508.80
Total EFT000000009396					**$508.80**
EFT000000009405	2018-06-05		WESTPORT HOME HARDWARE		
		161504		Assort. Materials	$99.81
Total EFT000000009405					**$99.81**
EFT000000009408	2018-06-05		W.R. BRIGHTMAN & SON LIMITED		
		17471		Fix lock on Storage Shed	$176.58
Total EFT000000009408					**$176.58**
Total Fire					**$243,312.98**

2110 Cvc#

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009356	2018-06-05		KENT AUTOMOTIVE		
		9305678750		Screws	$64.26
		9305819806		Nuts+Bolts	$81.61
Total EFT000000009356					**$145.87**
EFT000000009385	2018-06-05		SIGNS PLUS		
		3042		5X Civic signs	$45.79
		3045		Signs	$36.63
		3049		Civic Sign	$9.16
Total EFT000000009385					**$91.58**
Total Cvc#					**$237.45**

2400 Police

Cheque	Date	Inv #	Vendor	Description	Amount
069427	2018-06-05		MINISTER OF FINANCE-POLICE SERVICES		
		121005181401089		18/05 Policing Services	$253,900.00
Total 069427					**$253,900.00**
Total Police					**$253,900.00**

2505 CRCA

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009332	2018-06-05		CATARAQUI REGION CONSERVATION		
		AA-003-18		2018 LEVY- 2nd+Final Install.	$68,671.83
Total EFT000000009332					**$68,671.83**
Total CRCA					**$68,671.83**

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009336	2018-06-05		CUNNINGHAM SWAN CARTY		
		150820		Waterfront Development	$508.80
Total EFT000000009336					**$508.80**
EFT000000009348	2018-06-05		GRAND & TOY LIMITED		
		M436469		4X Boxes of Envelopes	$357.42
Total EFT000000009348					**$357.42**
Total Build					**$866.22**

2620 Anml Ctl

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009305	2018-05-30		FRONTENAC MUNICIPAL LAW		
		SF-AC-2018-MAY		ANIMAL CONTROL 18/05	$3,256.19
Total EFT000000009305					**$3,256.19**
EFT000000009358	2018-06-05		KINGSTON HUMANE SOCIETY		
		SF_KHS POUND_18-4		18/04 Pound Services	-$75.00
		SF_KHS POUND_18-4		18/04 Pound Services	$136.58
		SF_KHS POUND_18-4		18/04 Pound Services	$24.00
Total EFT000000009358					**$85.58**

Total Anml Ctl **$3,341.77**

2625 Lvstck

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009380	2018-06-05		REDDEN, JOSEPH		
		18/05/08-50		Livestock- Xu	$50.00
		18/05/08-50		Livestock- Xu	$15.84
		18/05/08-50		Livestock- Xu	$5.95
Total EFT000000009380					**$71.79**
Total Lvstck					**$71.79**

2640 Bylaw enf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009305	2018-05-30		FRONTENAC MUNICIPAL LAW		
		SF-P-2018-MAY		PARKING BYLAW 18/05	$457.92
		SF-P-2018-MAY		PARKING BYLAW 18/05	$634.98
Total EFT000000009305					**$1,092.90**
Total Bylaw enf					**$1,092.90**

Total PP&P **$571,494.94**

30 Trans

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
069434	2018-06-05		TAYLOR AUTOMALL		
		18/04/30		2011 Ford F150 #11-50	-$5,596.80
Total 069434					**-$5,596.80**
EFT000000009313	2018-06-05		ALLIANCE WIRELESS COMMUNICATIONS		
		C14258-0518		18/05 Answering Service	$278.30
Total EFT000000009313					**$278.30**
EFT000000009331	2018-06-05		COUNTY OF FRONTENAC		
		52950		ESRI- License Agreement	$1,228.96
Total EFT000000009331					**$1,228.96**
EFT000000009361	2018-06-05		LESLIE M. HIGGINSON SURVEYING LTD.		
		2702		Survey Bar-	$1,526.40
Total EFT000000009361					**$1,526.40**
EFT000000009394	2018-06-05		TROUSDALE'S FOODLAND		
		1420		BBQ Toppings	$47.91
Total EFT000000009394					**$47.91**
Total PW OH					**-$2,515.23**

3005 RdAdmOH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009331	2018-06-05		COUNTY OF FRONTENAC		
		52949		Wireless router	$779.48
Total EFT000000009331					**$779.48**
Total RdAdmOH					**$779.48**

3010

Cheque	Date	Inv #	Vendor	Description	Amount
069417	2018-06-05		ATKINSON HOME BUILDING CENTRE		
		151684		Foam Sealant + key	$21.35
		150760		Trimmer Line	$9.46
Total 069417					**$30.81**
069418	2018-06-05		BESTCRETE LIMITED		
		270027		Concrete	$509.82
Total 069418					**$509.82**
069422	2018-06-05		GROENEVELD LUBRICATION SOLUTIONS		
		020/40114176		Greenlube	$746.74
		022/40023088		New Twin Pump	$2,942.58
Total 069422					**$3,689.32**
069430	2018-06-05		PREMIER TRUCK GROUP		
		864121521		Hose Assembly	$147.28
Total 069430					**$147.28**
069431	2018-06-05		SNIDER, PERCY		
		18/05-33		18/05 Garbage	$127.20
		18/05/15-30		Flagging	$488.96
		18/05/14-29		Flagging	$488.96
		18/05/22-36		Flagging	$488.96
		18/05/23-37		Flagging	$488.96
		18/05/24-38		Flagging	$488.96
Total 069431					**$2,572.00**
069434	2018-06-05		TAYLOR AUTOMALL		
		18/04/30		2018 Chev Half Ton #18-50	$35,940.03
Total 069434					**$35,940.03**
069435	2018-06-05		T. DONALDSON CONSTRUCTION		
		416		Eaves Pipe Extension	$213.70
		430		New Fascia+ Missing Triangle	$290.02
Total 069435					**$503.72**
069436	2018-06-05		VANDEWAL, AARON		
		18/05/17-37		Straw	$150.00
		18/05/17-37		Straw	$150.00
Total 069436					**$300.00**
EFT000000009304	2018-05-30		BOULTON SEPTIC/LARMON'S		

		27123	Septic Tank Pumped	$269.66
Total EFT000000009304				**$269.66**
EFT000000009314	2018-06-05		ANCHOR CONCRETE PRODUCTS LTD.	
		35115	2X Risers+Covers+AdapterPlates	$468.10
Total EFT000000009314				**$468.10**
EFT000000009316	2018-06-05		ARMTEC LIMITED PARTNERSHIP	
		90679305	Culvert	$609.95
		90679306	Culverts	$19,148.28
Total EFT000000009316				**$19,758.23**
EFT000000009317	2018-06-05		ASSELSTINE HARDWARE	
		5184	Paint Rollers	$17.46
Total EFT000000009317				**$17.46**
EFT000000009319	2018-06-05		BATTLEFIELD EQUIPMENT RENTALS	
		24216180	Trash Pump	$3,052.74
Total EFT000000009319				**$3,052.74**
EFT000000009320	2018-06-05		BENSON TRUCK & TRAILER	
		16097811	Add leafs to each rear	$1,084.15
		16097664	Replace all 4 bloster blocks	$2,404.41
Total EFT000000009320				**$3,488.56**
EFT000000009321	2018-06-05		BLACK DOG TIRE & LUBRICANTS	
		20485	2X Tires	$687.79
		20489	4X 10 Hole Hub Pilot	$1,347.10
Total EFT000000009321				**$2,034.89**
EFT000000009325	2018-06-05		CANADIAN TIRE	
		132771	3X @ Way Radios	$184.30
		132771	3X @ Way Radios	$184.29
Total EFT000000009325				**$368.59**
EFT000000009326	2018-06-05		CINTAS	
		884152883	Uniform	$14.77
		884152883	Cleaning Supplies	$31.85
		884154797	Uniform	$14.77
		884154797	Cleaning Supplies	$24.08
		884152894	Uniform+Cleaning Supplies	$28.55
		884152894	Uniform+Cleaning Supplies	$100.86
		884154808	Uniform	$28.55
		884154808	Cleaning Supplies	$182.09
		884156740	Uniform	$28.55
		884156740	Cleaning Supplies	$100.93
		884156731	Uniform	$14.77
		884156731	Cleaning Supplies	$24.08
Total EFT000000009326				**$593.85**
EFT000000009333	2018-06-05		CROSSIRON TRUCK & EQUIPMENT	
		W 367	Wajax Service Call	$475.45
Total EFT000000009333				**$475.45**
EFT000000009338	2018-06-05		DALTCO ELECTRIC & SUPPLY	
		1063745	Panel Light	$134.55
Total EFT000000009338				**$134.55**
EFT000000009339	2018-06-05		DIG'N DIRT LTD.	
		701	Float- Bedford to Nortrax	$699.60
Total EFT000000009339				**$699.60**
EFT000000009341	2018-06-05		DPH SERVICE STATION MAINTENANCE	
		425	New Nozzle- CLR	$226.42
Total EFT000000009341				**$226.42**
EFT000000009342	2018-06-05		DRAPER DOORS	
		12452	Service Doors+ New Rollers	$1,285.23
Total EFT000000009342				**$1,285.23**
EFT000000009343	2018-06-05		FISH, DOROTHY	
		5978	Cleaning	$312.00
Total EFT000000009343				**$312.00**
EFT000000009346	2018-06-05		GANANOQUE CHEVROLET BUICK GMC	
		302848	2X Gaskets	$82.41
Total EFT000000009346				**$82.41**
EFT000000009347	2018-06-05		G.D. JEWELL ENGINEERING INC.	
		109329	Engineering Services	$3,320.43
Total EFT000000009347				**$3,320.43**
EFT000000009348	2018-06-05		GRAND & TOY LIMITED	
		M462960	Pens	$11.49
Total EFT000000009348				**$11.49**
EFT000000009349	2018-06-05		GREER GALLOWAY CONSULTING ENGINEERS	
		19167	Consulting Services	$24,232.16
Total EFT000000009349				**$24,232.16**
EFT000000009354	2018-06-05		JOE JOHNSON EQUIPMENT INC.	
		S18031	Check on No Reverse	$437.47
Total EFT000000009354				**$437.47**
EFT000000009356	2018-06-05		KENT AUTOMOTIVE	
		9305819807	Screws+Nuts+Fittings	$191.81
		9305784762	Washers+ Brake Part Cleaner	$176.07
		9305784763	Screws+ Washers	$132.86
Total EFT000000009356				**$500.74**
EFT000000009359	2018-06-05		LEONARD FUELS	
		1058-887235	63.61L @ 1.1053	$70.24
		1058-887660	85.30L @1.1053	$94.19
		1058-889155	89.00L @1.1511	$102.45
		1058-889255	65.51L @1.1511	$75.40
		1058-890065	89.70L @1.1511	$103.25
		1058-890079	85.00L @1.1511	$97.84
		1058-890457	30.02L @1.1850	$35.60
		1058-890834	45.61L @1.1850	$54.06
		1058-890955	50.00L @1.1850	$59.27
		1058-890968	81.01L @1.1850	$96.03

		1058-880240	1027.3L @.947B	$989.97
		1058-891290	100.00L @1.1850	$118.55
		1058-891442	94.00L @1.1850	$111.44
		1058-892399	12.01L @1.1850	$14.24
		1058-893464	10.88L @1.3265	$14.69
		1058-894111	96.90L @1.1850	$114.89
		1058-894785	83.94L @1.1850	$99.51
		0363-887309	96.4L @1.1053	$108.42
		0646-876541	51.3L @.954	$56.85
		3160-887175	244.7L @.977	$243.28
		4185-876539	440.0L @.954	$427.15
Total EFT000000009359				**$3,087.32**
EFT000000009360	2018-06-05	LEONARD, ELIZABETH		
		18/06/18-16	Cleaning Supplies	$26.40
		18/05/25-10	Cleaning	$300.00
Total EFT000000009360				**$326.40**
EFT000000009366	2018-06-05	MAGNACHARGE BATTERY CORP		
		K74513	12V Battery	$52.47
Total EFT000000009366				**$52.47**
EFT000000009371	2018-06-05	MORVEN CONSTRUCTION LTD		
		23367	Harrowsmith Intersection	$133,899.14
Total EFT000000009371				**$133,899.14**
EFT000000009377	2018-06-05	PETRIE FORD		
		252548	Tail Lite+Pig Tail	$58.36
Total EFT000000009377				**$58.36**
EFT000000009379	2018-06-05	PRO-TECH TRAINING SERVICES INC.		
		188	12X Fuel + 5X Traffic Training	$1,165.15
		184	8X Grounds Maint. Safety Train	$814.08
Total EFT000000009379				**$1,979.23**
EFT000000009382	2018-06-05	R. THURSTON TECHNOLOGIES		
		11095	Install New Radio in New Truck	$700.18
		11101	Jamieson Rd Repeater Test	$129.74
		11119	Jamieson Rd Repeater Test	$188.65
		11126	Reprogram+ 2X Batteries+ Coax	$322.58
Total EFT000000009382				**$1,341.15**
EFT000000009383	2018-06-05	SAFETY-KLEEN CANADA, INC.		
		76341574	Tote+Solvent	$428.01
Total EFT000000009383				**$428.01**
EFT000000009389	2018-06-05	SWEET'S SAND & GRAVEL		
		S-0053826	Water Truck Rental	$1,015.06
		S-0053906	Water Truck Rental	$1,111.73
		S-0054062	Water Truck Rental	$1,933.44
		S-0054062	Water Truck Rental	$966.72
		S-0054062	Water Truck Rental	$531.70
		S-0054062	Water Truck Rental	$483.36
Total EFT000000009389				**$6,042.01**
EFT000000009391	2018-06-05	TALLMAN TRUCK CENTRE LIMITED		
		342583T	Pump+Condenser+Kit	$444.43
		342574T	Hose Assy	$311.65
Total EFT000000009391				**$756.08**
EFT000000009392	2018-06-05	TOROMONT INDUSTRIES LTD.		
		WO040650829	Service Throttle+Parking Brake	$351.58
		WO040650859	Wear Pad Binding	$4,092.31
Total EFT000000009392				**$4,443.89**
EFT000000009393	2018-06-05	TOWN AND COUNTRY AUTO SUPPLY		
		6083-490788	4-Way Cond Flat	$120.78
		6083-490713	Fuel Filter	$252.77
		6083-490781	Oil+ Filters	$71.39
		6083-490082	Oil	$5.58
		6083-490082	Oil+ Filters	$34.11
		6083-490082	Oil+ Filters	$34.11
Total EFT000000009393				**$518.74**
EFT000000009394	2018-06-05	TROUSDALE'S FOODLAND		
		3834	Coffee+Water	$35.96
Total EFT000000009394				**$35.96**
EFT000000009395	2018-06-05	TROUSDALE'S HOME HARDWARE		
		80859	Industrial Cleaner	$27.46
		81004	Rubber Tape+Utility Knife	$32.54
		81108	Handles + Latch for Garb. bin	$25.82
		81411	Keys for G.Y.	$4.57
		81153	5X Shovel	$106.79
Total EFT000000009395				**$197.18**
EFT000000009396	2018-06-05	TRUE ELECTRIC		
		6834	Install new lighting	$636.71
Total EFT000000009396				**$636.71**
EFT000000009399	2018-06-05	UNITED RENTALS OF CANADA INC		
		144575905-016	Fence	$276.79
		144575905-017	Fencing	$138.39
		144575905-018	13X Fencing Clamps	$264.58
Total EFT000000009399				**$679.76**
EFT000000009400	2018-06-05	UNIVERSAL SUPPLY GROUP		
		173-192652	Mud Flap	$12.67
		173-192652	Mud Flaps	$25.34
		173-193120	Mini Strobe Amber	$65.12
		896-868734	Def Drum 208L	$162.30
		173-191704	Pocket Pump Original	$24.36
		173-191866	Mini Strobe Amber	$65.12
Total EFT000000009400				**$354.91**
EFT000000009401	2018-06-05	UCF/MCKEOWN & WOOD FUELS		
		752285	158.80L @1.0330	$166.94
		749360	1421.90L @.9880	$1,429.57

Total EFT000000009401					**$1,596.51**
EFT000000009402	2018-06-05		VERONA HARDWARE LIMITED		
		101002818		Paint Rollers	$0.09
Total EFT000000009402					**$0.09**
EFT000000009406	2018-06-05		WHITE'S WEARPARTS LTD		
		127025		4X Carbide Embedd	$696.04
Total EFT000000009406					**$696.04**
EFT000000009409	2018-06-05		WURTH CANADA LIMITED		
		23092318		Screws+Clamps+Wash Heads	$211.80
Total EFT000000009409					**$211.80**
Total					**$262,804.77**

3210 Brushing

Cheque	Date	Inv #	Vendor	Description	Amount
069421	2018-06-05		GIDDY, RYAN		
		18/05/14		Remove Pine- Chip Brush	$1,017.60
Total 069421					**$1,017.60**
Total Brushing					**$1,017.60**

3215 Drainage

Cheque	Date	Inv #	Vendor	Description	Amount
069431	2018-06-05		SNIDER, PERCY		
		18/05/02-02		Flagging	$428.15
		18/05/08-05		Flagging	$453.34
		18/05/07-08		Triaxle Rental	$492.52
		18/05/07-04		Flagging	$453.34
		18/05/09-06		Flagging	$402.97
		18/05/04-03		Flagging	$402.97
Total 069431					**$2,633.29**
EFT000000009389	2018-06-05		SWEET'S SAND & GRAVEL		
		S-0053725		Gravel	$208.83
		S-0053908		Gravel	$794.24
Total EFT000000009389					**$1,003.07**
Total Drainage					**$3,636.36**

3310 Hardtop Patching

Cheque	Date	Inv #	Vendor	Description	Amount
069431	2018-06-05		SNIDER, PERCY		
		18/05/08-49		Patching with Flagger	$875.78
		18/05/09-50		Patching with Flagger	$583.85
		18/05/07-01		Patching with Flagger	$817.39
		18/05/11-20		Patching with Flagger	$700.62
		18/05/14-21		Patching with Flaggers	$1,420.70
		18/05/16-27		Patching with Flagger	$1,064.66
		18/05/17-28		Patching with Flagger	$993.69
		18/05/18-39		Patching with Flagger	$875.78
		18/05/22-40		Patching with Flagger	$934.16
		18/05/23-41		Patching with Flagger	$934.16
		18/05/24-42		Patching with Flagger	$934.16
Total 069431					**$10,134.95**
EFT000000009307	2018-06-05		BOULTON SEPTIC/LARMON'S		
		26976		Cold Patching	$5,738.50
		27154		Hot Patching	$4,053.35
		27259		Hot patching	$7,019.91
Total EFT000000009307					**$16,811.76**
EFT000000009374	2018-06-05		O. BETTSCHEN		
		40647		Cold Patch	$3,428.90
Total EFT000000009374					**$3,428.90**
EFT000000009397	2018-06-05		TW PATCHING		
		332803		Patching	$3,576.86
		332804		Patching	$4,553.76
Total EFT000000009397					**$8,130.62**
Total Hardtop Patching					**$38,506.23**

3315 Sweeping

Cheque	Date	Inv #	Vendor	Description	Amount
069431	2018-06-05		SNIDER, PERCY		
		18/05/09-11		Sweeper+Little Sweeper	$691.97
		18/05/10-10		Sweeper+Little Sweeper	$854.78
		18/05/11-09		Sweeper+Little Sweeper	$854.78
Total 069431					**$2,401.53**
Total Sweeping					**$2,401.53**

3320 should maint

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009334	2018-06-05		CRUICKSHANK CONSTRUCTION		
		90089819		Gravel	$128.03
Total EFT000000009334					**$128.03**
EFT000000009374	2018-06-05		O. BETTSCHEN		
		40684		Gravel	$693.46
Total EFT000000009374					**$693.46**
EFT000000009389	2018-06-05		SWEET'S SAND & GRAVEL		
		S-0053725		Gravel	$227.56
Total EFT000000009389					**$227.56**

Total should maint **$1,049.05**

3405 Washout

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009334	2018-06-05		CRUICKSHANK CONSTRUCTION		
		90089959		Gravel	$1,331.32
		90090323		Gravel	$681.43
		90090159		Gravel	$770.83
		90090246		Gravel	$311.03
		90089884		Gravel	$686.16
Total EFT000000009334					**$3,780.77**
EFT000000009389	2018-06-05		SWEET'S SAND & GRAVEL		
		S-0054063		Gravel	$227.64
Total EFT000000009389					**$227.64**
Total Washout					**$4,008.41**

3415 dust layer

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009370	2018-06-05		MORRIS CHEMICALS INCORPORATED		
		68795		Calcium Chloride	$4,578.16
		68876		Calcium Chloride	$4,581.81
		68881		Calcium Chloride	$4,583.41
		68882		Calcium Chloride	$4,579.99
Total EFT000000009370					**$18,323.37**
Total dust layer					**$18,323.37**

3425 Gradng & Grvl resurf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009334	2018-06-05		CRUICKSHANK CONSTRUCTION		
		90089300		Gravel	$1,879.76
		90089750		Gravel	$665.96
		90089819		Gravel	$336.04
		90089959		Gravel	$115.30
Total EFT000000009334					**$2,997.06**
EFT000000009389	2018-06-05		SWEET'S SAND & GRAVEL		
		S-0053724		Gravel	$8,402.96
		S-0053748		Gravel	$2,173.31
		S-0053725		Gravel	$7,392.58
		S-0053819		Gravel	$4,522.71
		S-0053723		Gravel	$11,912.21
		S-0053908		Gravel	$3,518.63
		S-0054063		Gravel	$338.35
		S-0053905		Gravel	$4,008.81
		S-0054061		Gravel	$1,048.59
		S-0054062		Water Truck Rental	$870.05
Total EFT000000009389					**$44,188.20**
Total Gradng & Grvl resurf					**$47,185.26**

3502 Winter Prop Damage

Cheque	Date	Inv #	Vendor	Description	Amount
069417	2018-06-05		ATKINSON HOME BUILDING CENTRE		
		149166		Grass Seed	$116.00
Total 069417					**$116.00**
Total Winter Prop Damage					**$116.00**

3505 Snw Plwng

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009367	2018-06-05		MCNICHOLS CONSTRUCTION LTD		
		18/04/17-ROUTE 11		Snow plowing	$1,831.68
		18/04/17-ROUTE 12		Snow Plowing	$793.73
Total EFT000000009367					**$2,625.41**
Total Snw Plwng					**$2,625.41**

3506 Snow Clearing Sidewalks

Cheque	Date	Inv #	Vendor	Description	Amount
069431	2018-06-05		SNIDER, PERCY		
		18/04/16-26		Snow Plowing	$142.46
		18/04/16-26		Snow Plowing	$101.76
Total 069431					**$244.22**
Total Snow Clearing Sidewalks					**$244.22**

3601 Barricds & Sfty Matls

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009328	2018-06-05		COLLINS SAFETY INC.		
		220082		Safety Equipment	$554.16
Total EFT000000009328					**$554.16**
Total Barricds & Sfty Matls					**$554.16**

3610 Trfc Sg mnt

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009385	2018-06-05		SIGNS PLUS		

		3047		"Flower Pot" Route Markers	$2,095.29
Total EFT000000009385					**$2,095.29**
Total Trfc Sg mnt					**$2,095.29**

3615 Street signs

Cheque	Date	Inv #	Vendor	Description	Amount
069431	2018-06-05		SNIDER, PERCY		
		18/05/09-07		Mini Ex. with Auger	$198.43
Total 069431					**$198.43**
EFT000000009385	2018-06-05		SIGNS PLUS		
		3042		6X Street Signs	$205.25
		3045		Signs	$439.04
		3049		Street Signs	$70.11
Total EFT000000009385					**$714.40**
Total Street signs					**$912.83**

3620 Reg signs

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009356	2018-06-05		KENT AUTOMOTIVE		
		9305784764		Sign Posts	$80.90
		9305748417		Screws+Nuts	$63.47
Total EFT000000009356					**$144.37**
Total Reg signs					**$144.37**

3650 Street Lights

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009396	2018-06-05		TRUE ELECTRIC		
		6820		Clean Up+ Replace pole	$3,347.90
Total EFT000000009396					**$3,347.90**
Total Street Lights					**$3,347.90**

3800 Crssng Guards

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009306	2018-05-30		WILSON, CHRISTINA		
		18/05		CROSSING GUARD 18/05	$630.00
		18/05		CROSSING GUARD 18/05	$18.14
Total EFT000000009306					**$648.14**
Total Crssng Guards					**$648.14**

Total Trans **$387,885.15**

40 Env

4110 Water Treat

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009327	2018-06-05		CITY OF KINGSTON		
		1752		Q1-Operation+Maintenance Costs	$29,018.75
		1751		Q1- Metering Services	$758.87
		1750		Q1- General Administration	$2,635.58
Total EFT000000009327					**$32,413.20**
Total Water Treat					**$32,413.20**

5005 SW & Fac OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009359	2018-06-05		LEONARD FUELS		
		0363-894040		84.17L @1.1850	$99.79
Total EFT000000009359					**$99.79**
Total SW & Fac OH					**$99.79**

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
069415	2018-05-30		SNIDER, PERCY		
		18/05 DISPOSAL		18/05 DISPOSAL	$11,649.51
		18/05 DISPOSAL		18/05 DISPOSAL	$9,616.14
		DISPOSAL 18/05-FUEL		DISPOSAL 18/05 Fuel Adj	$165.18
		DISPOSAL 18/05-FUEL		DISPOSAL 18/05 Fuel Adj	$136.36
Total 069415					**$21,567.19**
069429	2018-06-05		MORGAN'S DIESEL TRUCK PARTS		
		18276		3 Bolts	$25.44
Total 069429					**$25.44**
069431	2018-06-05		SNIDER, PERCY		
		18/04/30-37		Garbage Truck Rental	$877.68
Total 069431					**$877.68**
EFT000000009304	2018-05-30		BOULTON SEPTIC/LARMON'S		
		COLLECTION 18/05		COLLECTION 18/05	$11,900.29
		COLLECTION18/05-FUEL		COLLECTION 18/05- Fuel Adj.	$168.74
Total EFT000000009304					**$12,069.03**
EFT000000009321	2018-06-05		BLACK DOG TIRE & LUBRICANTS		
		21005		Tire Change	$56.99
Total EFT000000009321					**$56.99**
EFT000000009368	2018-06-05		MICHELIN NORTH AMERICA CANADA INC		
		DA0006555747		2 tires	$790.65

Total EFT000000009368					**$790.65**
EFT000000009376	2018-06-05		PAT ROGERS TOWING SERVICE		
		B03829		Tow from Picidilly	$274.75
Total EFT000000009376					**$274.75**
EFT000000009400	2018-06-05		UNIVERSAL SUPPLY GROUP		
		173-192652		Mud Flap	$12.67
Total EFT000000009400					**$12.67**
Total Garb coll					**$35,674.40**

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
069431	2018-06-05		SNIDER, PERCY		
		18/05-34		18/05 Bin Rental	$152.64
		18/05/04-35		Portland Dump Waste	$890.40
		18/05/03-36		Portland Dump Dozer	$407.04
		18/05/08-48		Portland Dump Waste	$534.24
Total 069431					**$1,984.32**
EFT000000009302	2018-05-30		WHALEY, GEORGE		
		18/05 DISPOSAL		18/05 DISPOSAL	$1,935.80
Total EFT000000009302					**$1,935.80**
EFT000000009309	2018-06-05		ABELL PEST CONTROL INC.		
		A1075921		18/05 Pest Control	$101.83
		04054640		Pest Control	$58.81
		04054640		Pest Control	$58.81
		04054640		Pest Control	$58.81
Total EFT000000009309					**$278.26**
EFT000000009324	2018-06-05		CAMBIUM INC.		
		2018-23428		Spring Sampling	$1,918.18
		2018-23425		Spring Sampling	$2,153.24
		2018-23422		Spring Sampling	$4,503.90
		2018-23427		Spring Sampling	$1,251.65
		2018-23424		Spring Sampling	$2,752.61
		2018-23426		Spring Sampling	$1,327.97
		2018-23429		Spring Sampling	$946.37
		2018-23421		Spring Sampling	$4,423.51
		2018-23423		Spring Sampling	$2,436.13
Total EFT000000009324					**$21,713.56**
EFT000000009334	2018-06-05		CRUICKSHANK CONSTRUCTION		
		90089819		Gravel	$133.01
Total EFT000000009334					**$133.01**
EFT000000009353	2018-06-05		JODY CAMPBELL'S SEPTIC SERVICE		
		11491		Portable Toilet Rental	$117.02
		11491		Portable Toilet Rental	$117.02
		11491		Portable Toilet Rental	$117.02
Total EFT000000009353					**$351.06**
EFT000000009359	2018-06-05		LEONARD FUELS		
		1058-88272		21.25L @1.2911	$27.92
		1058-889960		20.02L @1.1511	$23.04
		1058-891617		20.81L @1.1850	$24.67
		0363-887080		20.73L @1.1053	$23.31
		0363-895042		20.31L @1.1850	$24.49
Total EFT000000009359					**$123.43**
EFT000000009367	2018-06-05		MCNICHOLS CONSTRUCTION LTD		
		18/04/27-BRADSHAW		Excavator+Tandems of Fill	$5,057.47
Total EFT000000009367					**$5,057.47**
EFT000000009393	2018-06-05		TOWN AND COUNTRY AUTO SUPPLY		
		6083-491366		Oil	$7.39
Total EFT000000009393					**$7.39**
EFT000000009404	2018-06-05		WASTE CONNECTIONS OF CANADA		
		647-0000024166		45.63 MT ICI+ Const. Waste	$4,177.13
		647-00000024133		74.60MT ICI Waste	$7,341.28
		7150-0000235257		Dump+ Exchange	$585.77
Total EFT000000009404					**$12,104.18**
Total Gab disp					**$43,688.48**

5205 Recyc Coll

Cheque	Date	Inv #	Vendor	Description	Amount
069415	2018-05-30		SNIDER, PERCY		
		18/05 DISPOSAL		18/05 DISPOSAL	$12,566.92
		18/05 DISPOSAL		18/05 DISPOSAL	$10,958.23
		18/05 DISPOSAL		18/05 DISPOSAL	$11,697.08
		DISPOSAL 18/05-FUEL		DISPOSAL 18/05 Fuel Adj	$178.18
		DISPOSAL 18/05-FUEL		DISPOSAL 18/05 Fuel Adj	$155.39
		DISPOSAL 18/05-FUEL		DISPOSAL 18/05 Fuel Adj	$165.86
Total 069415					**$35,721.66**
EFT000000009304	2018-05-30		BOULTON SEPTIC/LARMON'S		
		COLLECTION 18/05		COLLECTION 18/05	$10,236.80
		COLLECTION18/05-FUEL		COLLECTION 18/05- Fuel Adj.	$145.15
Total EFT000000009304					**$10,381.95**
Total Recyc Coll					**$46,103.61**

5305 HHW

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009322	2018-06-05		BRENDAR ENVIRONMENTAL INC.		
		20180105		18/04 HHW Services	$1,655.84
Total EFT000000009322					**$1,655.84**

Total HHW **$1,655.84**

Total Env **$159,635.32**

70 Cem

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
069425	2018-06-05		LEEDER MONUMENTS		
		2330		Cornerposts	$66.14
		2330		Cornerposts	$198.43
		2330		Cornerposts	$133.31
Total 069425					**$397.88**
EFT000000009303	2018-05-30		D G YOUNGE CONCRETE BURIAL VAULTS		
		SERVICES 18/05		SERVICES 18/05	$875.14
Total EFT000000009303					**$875.14**

Total Health **$1,273.02**

Total Cem **$1,273.02**

80 Rec

8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
069417	2018-06-05		ATKINSON HOME BUILDING CENTRE		
		149976		Canadian Flag+ Cable Ties	$42.69
		151982		Caution Tape	$12.20
Total 069417					**$54.89**
069423	2018-06-05		HOLLAND, TRACY		
		18/04/16-SF REC		18/04/16-SF REC	$31.84
		18/04/16-SF REC		18/04/16-SF REC	$3.41
Total 069423					**$35.25**
069426	2018-06-05		LOYALIST IRRIGATION LIMITED		
		4634		Start up Sprinklers	$789.05
Total 069426					**$789.05**
069431	2018-06-05		SNIDER, PERCY		
		18/05/09-12		Sweeping	$223.87
		18/05/07-14		Sweeping	$167.90
Total 069431					**$391.77**
069435	2018-06-05		T. DONALDSON CONSTRUCTION		
		430		New Fascia+ Missing Triangle	$290.02
Total 069435					**$290.02**
069437	2018-06-05		VANKOUGHNETT, RANDY		
		18/05/18		2018 Shipyard Parking Rental	$425.00
Total 069437					**$425.00**
069438	2018-06-05		VERONA FOODLAND		
		9616		Water	$44.90
		2924		Water	$26.94
Total 069438					**$71.84**
EFT000000009301	2018-05-30		LEONARD, ELIZABETH		
		18/05 MAINTENANCE		18/05 MAINTENANCE	$142.50
Total EFT000000009301					**$142.50**
EFT000000009304	2018-05-30		BOULTON SEPTIC/LARMON'S		
		27100		Holding Tank Pumped	$269.66
Total EFT000000009304					**$269.66**
EFT000000009338	2018-06-05		DALTCO ELECTRIC & SUPPLY		
		1065914		8X Lights	$368.94
Total EFT000000009338					**$368.94**
EFT000000009344	2018-06-05		FOX, KEVIN		
		18/04/16-SF REC		18/04/16-SF REC	$31.84
		18/04/16-SF REC		18/04/16-SF REC	$35.20
Total EFT000000009344					**$67.04**
EFT000000009351	2018-06-05		HD SUPPLY CANADA, INC		
		INV107978590		20X Locks	$330.91
Total EFT000000009351					**$330.91**
EFT000000009352	2018-06-05		IMPACT PROPERTY SOLUTIONS		
		18135		Replace Soffit Pot lights	$503.84
Total EFT000000009352					**$503.84**
EFT000000009353	2018-06-05		JODY CAMPBELL'S SEPTIC SERVICE		
		11392		Portable Toilet Rental	$101.76
		11533		Portable Toilet Rental	$101.76
		11534		Portable Toilet Rental	$101.76
Total EFT000000009353					**$305.28**
EFT000000009359	2018-06-05		LEONARD FUELS		
		1361-879318		542.0L @.936	$516.24
Total EFT000000009359					**$516.24**
EFT000000009360	2018-06-05		LEONARD, ELIZABETH		
		18/06/18-16		Cleaning Supplies	$26.41
Total EFT000000009360					**$26.41**
EFT000000009364	2018-06-05		LONDRY ALARMS		
		191510		18/01 Monthly Monitoring	$28.49
		191510		18/01 Monthly Monitoring	$28.49
		191968		18/02- Monitoring+Rental	$28.49
		191968		18/02- Monitoring+Rental	$28.49
		192354		18/03- Monitoring+Rental	$28.49
		192354		18/03- Monitoring+Rental	$28.49
		193180		18/05- Monitoring+Rental	$28.49
		193180		18/05- Monitoring+Rental	$28.49
Total EFT000000009364					**$227.92**

EFT000000009369	2018-06-05		MOREY, PAM		
		18/04/16-SF REC		18/04/16-SF REC	$31.84
		18/04/16-SF REC		18/04/16-SF REC	$5.83
Total EFT000000009369					**$37.67**
EFT000000009373	2018-06-05		NORTHWAY HARDWARE		
		16527		Tank Lever	$5.03
Total EFT000000009373					**$5.03**
EFT000000009375	2018-06-05		PATHFIVE		
		RI-736683		Stripe Credit Card Processing	$3,561.60
Total EFT000000009375					**$3,561.60**
EFT000000009384	2018-06-05		SELECT DOOR AND FRAME		
		33500		Motor	$1,020.15
Total EFT000000009384					**$1,020.15**
EFT000000009386	2018-06-05		SIMMONS PLUMBING & PUMP SERV.		
		5107		UV Light Alarming	$106.85
		5137		Start up Water+Chlorine	$122.11
		5136		Start up Water	$160.27
		5135		Start up Water+C4 Lamp+Sleeve	$315.96
		5134		Start up Water+C4 Lamp+Filter	$280.35
		5133		Start up Water	$106.85
		5132		Start up Water+C4 Lamp+ Filter	$245.24
		5131		Start up Water+C4 Lamp+ Filter	$280.35
Total EFT000000009386					**$1,617.98**
EFT000000009387	2018-06-05		SLEETH, SARAH		
		18/05/25-34		Cleanings	$700.00
		18/05/25-34		Bookings	$50.00
Total EFT000000009387					**$750.00**
EFT000000009389	2018-06-05		SWEET'S SAND & GRAVEL		
		S-0053825		Washed Stonedust	$1,643.02
Total EFT000000009389					**$1,643.02**
EFT000000009390	2018-06-05		SWISH MAINTENANCE LIMITED		
		K588072		Cleaning Supplies	$171.09
		K587820		Cleaning Supplies	$397.15
		K588955		Cleaning Supplies	$76.93
		K588950		Cleaning Supplies	$95.41
Total EFT000000009390					**$740.58**
EFT000000009395	2018-06-05		TROUSDALE'S HOME HARDWARE		
		504539		Line Marking Powder	$109.83
		504539		Line Marking Powder	$109.83
		80981		Lumber+Hardware	$268.36
		214921		Lumber+Hardware	$10.12
		214996		3X Saw blades	$17.37
		81044		Hardware	$5.17
		81310		Line Marking Powder	$73.22
		81423		Paint Rollers+Lumber	$116.13
		81411		Keys for G.Y.	$4.57
Total EFT000000009395					**$714.60**
EFT000000009396	2018-06-05		TRUE ELECTRIC		
		6840		Osprey Nest	$2,355.74
Total EFT000000009396					**$2,355.74**
EFT000000009407	2018-06-05		WOOD, ALVIN		
		18/04/16-SF REC		18/04/16-SF REC	$31.84
		18/04/16-SF REC		18/04/16-SF REC	$24.20
Total EFT000000009407					**$56.04**
EFT000000009410	2018-06-05		XCG CONSULTANTS LTD.		
		53742		Drinking water Sampling	$101.76
		53742		Drinking water Sampling	$101.76
		53742		Drinking water Sampling	$101.76
		53742		Drinking water Sampling	$101.76
		53742		Drinking water Sampling	$101.76
		53742		Drinking water Sampling	$101.76
		53742		Drinking water Sampling	$101.76
Total EFT000000009410					**$712.32**
Total Rec					**$18,031.29**

8025 Day Cmps

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009362	2018-06-05		LIMESTONE DISTRICT SCHOOL		
		2018-05-24-0006		L.P.S. Rental	$92.76
Total EFT000000009362					**$92.76**
Total Day Cmps					**$92.76**

8037 Her Cmte

Cheque	Date	Inv #	Vendor	Description	Amount
069444	2018-06-05		GEMMELL, MICHAEL		
		18/05/28-HERITAGE		18/05/28-HERITAGE	$31.84
		18/05/28-HERITAGE		18/05/28-HERITAGE	$24.36
Total 069444					**$56.20**
069447	2018-06-05		JEFFERIES, DAVID		
		18/05/28-HERITAGE		18/05/28-HERITAGE	$31.84
		18/05/28-HERITAGE		18/05/28-HERITAGE	$12.88
Total 069447					**$44.72**
069449	2018-06-05		MILLAR, MARK		
		18/05/28-HERITAGE		18/05/28-HERITAGE	$31.84
		18/05/28-HERITAGE		18/05/28-HERITAGE	$1.59
Total 069449					**$33.43**
069453	2018-06-05		SILVER, DARRYL		
		18/05/28-HERITAGE		18/05/28-HERITAGE	$31.84

		18/05/28-HERITAGE	18/05/28-HERITAGE	$1.69
Total 069453				**$33.53**
EFT000000009318	2018-06-05	BARR, PAT		
		18/05/28-HERITAGE	18/05/28-HERITAGE	$31.84
		18/05/28-HERITAGE	18/05/28-HERITAGE	$36.75
Total EFT000000009318				**$68.59**
EFT000000009323	2018-06-05	CAIRD, LINDA		
		18/05/28-HERITAGE	18/05/28-HERITAGE	$31.84
		18/05/28-HERITAGE	18/05/28-HERITAGE	$7.93
Total EFT000000009323				**$39.77**
EFT000000009355	2018-06-05	KENNY, WILMA		
		18/05/28-HERITAGE	18/05/28-HERITAGE	$31.84
Total EFT000000009355				**$31.84**
Total Her Cmte				**$308.08**

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
069438	2018-06-05		VERONA FOODLAND		
		52		Drinks for Car Show Meeting	$19.11
		5216-VCA		Fruit Basket for Ron Bruyns	$22.38
Total 069438					**$41.49**
069439	2018-06-05		VERONA LIONS CLUB		
		18/05/22-VCA		Hall Rental-AGM	$100.00
		18/05/22-CAR SHOW		Hall Rental-Car Show	$472.78
Total 069439					**$572.78**
Total VCA					**$614.27**

8230 SF Rides

Cheque	Date	Inv #	Vendor	Description	Amount
069428	2018-06-05		MINISTRY OF TOURISM, CULTURE AND SPORT		
		2018-SCEF		2018-SCEF- Unspent Funds	$196.12
Total 069428					**$196.12**
Total SF Rides					**$196.12**

8405 Ver&Dis Hist

Cheque	Date	Inv #	Vendor	Description	Amount
069432	2018-06-05		STEWART, BARBARA		
		18/05/08		KAM-Membership	$25.44
		18/05/08		Ont. Historical Society M-ship	$60.00
		18/05/08		Engraved Plate-For Old Wagon	$10.68
		18/05/08		Donation-Thad R.	$25.00
		18/05/08		Donation- Lois G	$22.51
		18/05/08		2X Fly Catcher	$8.12
Total 069432					**$151.75**
Total Ver&Dis Hist					**$151.75**

Total Rec **$19,394.27**

90 Plan

9000 Plan

Cheque	Date	Inv #	Vendor	Description	Amount
069442	2018-06-05		CORCORAN,HELENE		
		Z-18/03 REFUND		Z-18/03 Refund Balance	-$1,826.00
Total 069442					**-$1,826.00**
EFT000000009331	2018-06-05		COUNTY OF FRONTENAC		
		52950		ESRI- License Agreement	$2,459.84
Total EFT000000009331					**$2,459.84**
EFT000000009336	2018-06-05		CUNNINGHAM SWAN CARTY		
		150825		General Advice- OPA Status	$127.20
		150824		Non-Complying structure sheet	$127.20
Total EFT000000009336					**$254.40**
Total Plan					**$888.24**

Total Plan **$888.24**

99

9999

Cheque	Date	Inv #	Vendor	Description	Amount
069445	2018-06-05		HARMSEN CONSTRUCTION INC		
		CRADJ5096-1		Tax Refund From 040 010 02050	$545.29
Total 069445					**$545.29**
069454	2018-06-05		STINSON JORDEN DAVID		
		CRADJ5093-1		Tax refund from 040 010 15500	$669.31
Total 069454					**$669.31**
069455	2018-06-05		WARREN NEVIN LYLE		
		CRADJ5094-1		Tax Refund from 060 020 14002	$70.24
Total 069455					**$70.24**
069456	2018-06-05		DJIAN DIMITRIJE		
		CRADJ5097-1		Tax Refund from 010-010-11100	$1,054.67
Total 069456					**$1,054.67**
069457	2018-06-05		FRONTENAC COUNTY		
		CRADJ5107-1		Tax Refund From 010-020-00901	$30.21
		CRADJ5107-2		Tax Refund From 010-020-01200	$160.56

Total 069457				**$190.77**
069458	2018-06-05		BAYLY DAVID WILLIAM JAMES	
		CRADJ5108-1	Tax refund from 010-030-28500	$375.26
Total 069458				**$375.26**
069459	2018-06-05		CAPES ADRIAN IVOR	
		CRADJ5109-1	Tax Refund From 010-050-30802	$218.94
Total 069459				**$218.94**
069460	2018-06-05		1324789 ONTARIO INC	
		CRADJ5110-1	Tax Refund From 040-030-12615	$1,152.15
Total 069460				**$1,152.15**
069461	2018-06-05		MAGENTA WATERFRONT DEVELOPMENT	
		CRADJ5111-1	040-040-22100	$291.37
Total 069461				**$291.37**
069462	2018-06-05		WASTE MANAGEMENT OF CANADA	
		CRADJ5112-1	060-040-06800	$284.71
Total 069462				**$284.71**
EFT000000009365	2018-06-05		M&L SUPPLY, FIRE & SAFETY	
		149881	Boots-M.W.	$282.50
		149882	Boots-D.C.	$282.50
Total EFT000000009365				**$565.00**
EFT000000009381	2018-06-05		ROSEN ENERGY GROUP	
		622954	B 139.9L MKD @.9950	$141.65
		622953	B 763.7L CLR @1.1290	$877.40
		622957	B 733.1L GAS @1.1360	$847.46
		622952	F 860.2L MKD @.9950	$870.96
		622951	F 1088.2L CLR @1.1290	$1,250.20
		622950	F 802.9L GAS @1.1360	$928.14
		622523	F 1733.4L GAS @1.1080	$1,954.41
		622524	F 1533.9L CLR @1.1080	$1,729.47
		622525	F 725.1 L MKD @.9750	$719.41
		622529	B 849.9L CLR @1.1080	$958.26
		622530	B 958.9 L MKD @.9750	$951.38
		622642	B 843.3 L CLR @1.1200	$961.12
		622643	B 1527.2L MKD @.9870	$1,533.88
		622638	F 1686.3L CLR @1.1200	$1,921.91
		622639	F 558.5L MKD @.9870	$560.94
		622646	SUN 840.4 L CLR @1.1200	$957.82
		622640	P 1339.4L CLR @1.1200	$1,526.53
		622641	P 1202.4L MKD@.9870	$1,207.66
		622637	F 1903.0L GAS@1.1280	$2,184.36
Total EFT000000009381				**$22,082.96**
Total				**$27,500.67**
Total				**$27,500.67**
Total				**$2,605,160.69**

INFORMATION REPORT TO COUNCIL

CLERKS DEPARTMENT

AGENDA DATE: June 5, 2018

SUBJECT: Annual Lake Association Meeting

RECOMMENDATION

For information only.

BACKGROUND

The Township has coordinated annual meetings with representatives from various lake associations in South Frontenac since 2012. This is an opportunity to share information about development services, road construction, by-law enforcement and general municipal updates.

The annual meeting this year is scheduled for Thursday, August 23, 2018 at 7:00 pm in the Council Chambers. Closer to that date, email invitations will be sent to those contacts we have on file for the various associations.

ATTACHMENTS

n/a

Submitted/approved by:

Angela Maddocks
Deputy Clerk

From: Meela Melnik-Proud [mailto:meelamelnik@hotmail.com]
Sent: May-15-18 9:54 AM
To: Ron Vandewal <rvandewal@southfrontenac.net>; councillornroberts@gmail.com; councillorrevill@gmail.com; john.mcdougall@xplornet.ca; patbarr1@aol.com; markschjerning@outlook.com; 7846elbe@gmail.com; sfcron.sleeth@gmail.com; Wayne Orr <worr@southfrontenac.net>; brad.barbeau@bell.net
Cc: Evonne Potts <evonne.potts@gmail.com>; Matthew Rennie <mattrennie27@hotmail.com>
Subject: Draft Condominium Agreement for Johnston Point Development

Dear Mayor and Council,

We respectfully urge Council to decline the Planning Report regarding the draft Condominium Agreement for Johnston Point.

First, the Ontario Municipal Board issued it's formal order on the draft plan of condominium for draft approval on June 28, 2016, not August 25, 2016.

Second, the OMB order granted zoning amendment and draft approval of the condominium plan subject to the fulfilment of the conditions set out in the Board's order that explicitly "**will ensure that matters of Provincial interest as well as the public interest is appropriately addressed and duly safeguarded**."

Species at Risk and their natural heritage environment on Johnston Point are critical provincial and public matters that have not and cannot be fully addressed by the Township, at the very least until after a decision on the benefit permit has been made.

Serious and unresolved environmental concerns are the limiting conditions to the conditions of this draft condominium agreement, as they were heading into the OMB hearing seeking for draft plan approval.

For Council to receive the draft condominium agreement to satisfy that condition before a full assessment of the many environmental conditions is dangerously 'putting the cart before the horse'.

Third, and most glaring, is the timing. Why can this condition be upheld prior to final approval but not Condition 6 (v)?

Condition 6 (v) states that subject only to allowing a path to the water, all vegetation, with the exception of invasive species, shall be retained and maintained in their natural state within 30 m of all water bodies.

The citizen's report of an alleged violation of this Condition has resulted in costly legal opinions, the continuation of "authorities" shifting responsibility, and now a gift to the developer in the form of this proposed Condominium Agreement.

Yet it has not resulted in an actual authorized investigation.

A vote to accept this proposed Condominium Agreement can send only one message to the residents of South Frontenac Township. It is that development supercedes resident's concerns every time. The only question remaining is whether the Township will act in the public interest.

With concern,

Meela Melnik-Proud, Evonne Potts, Matt Rennie and Sarah Harmer.

From: Helen Bartsch [mailto:helenbartsch@gmail.com]
Sent: May-14-18 3:27 PM
To: Wayne Orr <worr@southfrontenac.net>
Subject: letter to Mayor and Councillors

Dear Mayor Vandewal and Councillors,

I have read with interest the Letter from Tony Fleming re Johnston Point listed as 7 (a) on the May 15 Council Agenda and the Johnston Point Agreement listed as 10 (a) on the Agenda. The fact that the lawyer, retained by the Township, needs to assess the meaning of words, such as "maintaining" and "pruning" and "trimming", with relevance to what has currently taken place on Johnston Point, is a sad testament to the manner in which Magenta Development conducts itself. I urge Mr. Fleming to go beyond interpreting the words, and to include the observations and past video submissions from the community and the facts, when forming his conclusions and in advising Council about the Johnston Point Condominium Agreement..

Mr. Fleming refers to the Draft Plan conditions :
s. 5(a)(ii) the vacant land condominium agreement applying to all the waterfront units shall set out the municipality's environmental protection policies requiring that the area within 30 metres of the high water mark of a water body or wetland shall be maintained in a natural state for soil and vegetation; and
s. 6 — the Declaration shall contain clauses: (iv) stating that, subject only to allowing a path to the water or removing invasive species, all living trees greater than 4 inches diameter at breast height within 40 m of any water body shall not be removed, with the exception of trees knocked over naturally; (v) stating that, subject only to allowing a path to the water, all vegetation, with the exception of invasive species, shall be retained and maintained in their natural state within 30 m of all water bodies.

I would like to bring to your attention that the Draft Conditions, noted in Mr. Fleming's letter, do not include any wording about "maintaining" trees over 4 inches in diameter which the Developer has included in "Section 34 (vi) Notwithstanding Condition 37 (iv), all living trees on each Unit greater than 4 inches in diameter at breast height shall be maintained unless approved for removal as part of Site Plan review." It would appear that the Developer has chosen to add a clause that allows for the trees over 4 inches to be "maintained", not that just the dead ones (and those knocked over naturally) can be removed. I would suggest that the wording of the Draft Plan Conditions has been extended in this Johnston Point Condominium Agreement to allow for this "maintenance" , which seems to be interpreted as significant lower branch removal from trees greater than 4 inches in diameter. This, I believe, would represent a contravention of the Draft Plan Conditions, which may be of interest to Township Council, who, I believe, are responsible for the approval of the Draft Plan conditions.

Furthermore, according to the Draft Plan Condition, s. 6 (v), all vegetation, except for a path to the water, shall be retained and maintained in a natural state within 30m of the shoreline. The dictionary definition of the word "vegetation " includes all plants and the word "tree" is defined as a plant. Therefore, all trees within 30m of the shoreline are to be retained and maintained in a natural state, except for those on the path to the water. The developer definitely did not just clear vegetation/ trees in what would be a path; rather, there are many open, clear spaces now near the shoreline. And the question is whether the trees that were removed were knocked over "naturally", as per Draft condition s.6 (iv) ?

Mr. Fleming states "We are aware that residents have expressed concerns that within 30m of the water branches may have been trimmed and dead wood or other debris may have been removed." The word "may" in the previous sentence is a gross understatement. As a resident across from Johnston Point, I can attest to the fact that the Developer has chosen to "maintain" many trees, including those greater than 4 inches, along the shoreline of Johnston Point. There is no doubt that the developer cleared much more than dead wood and debris from the shoreline. Rather, he has removed a significant amount of vegetation and removed a significant amount of limbs from a significant number of trees right to the shoreline. I can not personally state

whether, or how many, trees were cut, as I did not know that I should take before and after photos, but one can definitely see there has been a lot of clearance done.

Mr. Fleming refers to the Township's Official Plan Policy 5.2.7 (b) (i) and states, "In the context of the Official Plan, it would be difficult to interpret the language in the draft plan conditions as prohibiting any trimming of trees, provided that the "trimming"was not excessive and/or contrary to preserving a natural appearance of the shoreline." I would counter that, by saying that the "trimming" was excessive and contrary to preserving the natural appearance of the shoreline, and, therefore, a contravention of the Official Plan. This, I expect, should also be of interest to South Frontenac Township Council.

As mentioned by Mr. Fleming, the Township can not go on Johnston Point until the Condominium Agreement has been approved and can not enforce the site plan control or condominium agreement until after registration. Is the fact that these obligations are not yet enforceable, the reason that the clearing was done by the developer last summer and fall? Were the Draft Plan conditions not supposed to be followed by the developer, at least in good faith? I would suggest to Township Council, that the shoreline can be easily viewed from the water and that, if they choose to do so, they would observe the extreme differences in the shoreline from when some of them observed it a few years ago. You would see that many parts of it are no longer in a natural state and have been significantly cleared.

Further to the contraventions thus far by the developer, Section 37 (vi) of the Condominium Agreement provides for an Ecological Committee from the Condominium board to promote environmental stewardship initiatives on Johnston Point. I do not have a lot of faith in what the standards of this committee might be, if they were to follow the example of Magenta Development.

Thank you to you, the Council, for your many continued efforts on this never ending problem on Johnston Point. I urge you to please continue to monitor this Condominium Agreement both before it is approved and after, if it does, in fact, get registered, and to closely monitor any other current or future Magenta developments.

Sincerely,

Helen Bartsch



NEW LEAF LINK OPEN HOUSE/FUNDRAISER
Celebrating 10 years in Operation!

Please drop in – Thursday, June 7, 11:00 – 2:00

Harrowsmith Free Methodist Church – fully accessible
3876 Harrowsmith Road, Harrowsmith, ON

ADMISSION: Goodwill offering in support of New Leaf Link

THEME – FANCY HATS!



REFRESHMENTS



DJ

GAMES/ACTIVITIES

RAFFLES/ SILENT AUCTION

New Leaf Link (NeLL) is based in South Frontenac Township to serve a disabled adult population that can be ignored by our social support systems. Our program emphasizes two major aspects of living and learning: Arts (e.g. drama, music and information technologies) and Healthy Living (e.g. eating wisely, moving naturally and being socially connected.) Hours of operation are 9:30 – 2:30 p.m. Wednesdays and Thursdays mid-January to June and September to mid-December. Cost to participants is $35/day. New participants and volunteers are always welcome!

For information please call Karin Steiner @ 613-985-6355 or e-mail NewLeafLink@xplornet.com and please visit www.newleaflink.ca to donate or for more information.

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2018-36

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 June 5, 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 5 day of June, 2018.

Read a first and second time this 5 day of June, 2018.

Read a third time and finally passed this 5 day of June, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Wayne Orr, Chief Administrative Officer