TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA

TIME: 7:00 PM,
DATE: Tuesday, March 20, 2018
PLACE: Council Chambers.

1. *Call to Order*

a) Resolution

2. *Declaration of pecuniary interest and the general nature thereof*

3. *Approval of Agenda*

4. *Scheduled Closed Session - n/a*

5. *Recess - n/a*

6. *Public Meeting - n/a*

7. *Delegations*

a) Catherine Warren and Andy Baxter, Ministry of Natural Resources and Forestry, re: Benefit Permits — 4 - 22

b) Scott Gordon, re: South Frontenac Rides — 23 - 41

c) Meela Melnik-Proud, Matt Rennie and Sarah Harmer, re: Benefit Permits — 42 - 64

8. *Approval of Minutes*

a) March 6, 2018 Council Meeting — 65 - 69

b) March 13, 2018 Committee of the Whole Meeting — 70 - 72

9. *Business Arising from the Minutes*

a) Zoning for Secondary Suite - Concession VII, Part of Lot 36, Storrington - See By-law 2018-17 — 73 - 76

b) Zoning for Commercial Development - Concession V, Part of Lot 6, Portland - See By-law 2018-18 — 77 - 81

10. *Reports Requiring Action*

a) Shared Services Agreement - Planning Services — 82 - 94

b) Contract Extension of RFP-P01-2015 - Household Hazardous Waste Depot Operations — 95

c) Implications of Ontario Municipal Board Ruling on Legal Non- — 96 - 98

Complying Structures

11.	*Committee Meeting Minutes*	
a)	Portland District Recreation meeting held October 23, 2017	99
b)	Portland District Recreation meeting held November 27, 2017	100 - 101
c)	Portland District Recreation meeting held February 26, 2018	102
12.	*By-laws*	
a)	By-law 2018-17 - Rezone Con VII, Part of Lot 36, Storrington - Holland	103 - 104
b)	By-law 2018-18 - Rezone Concession V, Part of Lot 6, Portland - Kerr	105 - 107
13.	*Reports for Information*	
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14.	*Information Items*	
a)	South Frontenac Tourist Profiles (from Richard Allen's presentation on March 6)	123 - 130
b)	South Frontenac's Comments on Fire Regulations - 18-CSCS002 and 18-CSCS004	131 - 132
c)	Beth Puddicome, Vice President, Community Investments Ontario Trillium Foundation - Fermoy Hall	133
15.	*Notice of Motions*	
16.	*Announcements/Statements by Councillors*	
17.	*Question of Clarity (from the public on outcome of agenda items)*	
18.	*Closed Session (if requested)*	
19.	*Confirmatory By-law*	
a)	By-law 2018-19	134

20. *Adjournment*

Endangered Species Act
17(2)(c) Permitting Process

March 20, 2018

Andy Baxter and Catherine Warren

Outline

- Legal Context
- Overall Benefit Principles
- 17(2)(c) permitting process
- Consultation
- Enforcement

Ontario

Prohibitions – Species (s. 9)

No person shall:

kill, harm, harass, capture or take a living member

Possess, transport, collect, [offer to] buy, sell, lease, or trade a living or dead member, any part of a living or dead member, or anything derived from a living or dead member

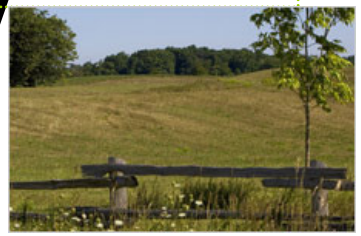
Sell, lease, trade or offer to sell, lease or trade anything represented to be a thing described above

Applies to extirpated, endangered, and threatened species

Regulation may prescribe exemptions (s. 54(1)(b))

Prohibitions – Habitat (s. 10)

No person shall damage or destroy habitat of:



endangered or threatened species

extirpated if species prescribed by regulation

Habitat may be defined by:

1. Area prescribed by O. Reg. 242/08
2. General habitat definition: An area on which the species depends, directly or indirectly, to carry on its life processes…

Flexibility Tools

- Authorizations
  - **Permits**: s.17 – 4 types
  - **Agreements:** s. 16
  - **Aboriginal Authorizations:** s. 19
  - **Regulatory Provision** – O.Reg 242/08 (Exemptions)

- Allow for activities to occur (with conditions) that would otherwise be prohibited

- Allow for balance of species' protection with human activities

- If avoidance is not possible an authorization must be sought.



Ontario

Legal Context

Legal context ("tests"):

17(2)(c) the Minister is of the opinion that the main purpose of the activity authorized by the permit is not to assist in the protection or recovery of the species specified in the permit, but,

(i) the Minister is of the opinion that an ***overall benefit*** *to the species will be achieved within a* ***reasonable time*** *through requirements imposed by conditions of the permit,*

(ii) the Minister is of the opinion that ***reasonable alternatives*** *have been considered, including alternatives that would not adversely affect the species, and the* ***best alternative has been adopted****, and*

(iii) the Minister is of the opinion ***that reasonable steps to minimize*** *adverse effects on individual members of the species are required by conditions of the permit.*

Legal Context

Legal context:

17(3) Before issuing a permit under this section, the Minister shall consider any statement that has been published under subsection 11 (8) with respect to a recovery strategy for the species specified in the permit. 2007, c. 6, s. 17 (3).

Minister must consider any statement published in a Government Response Statement

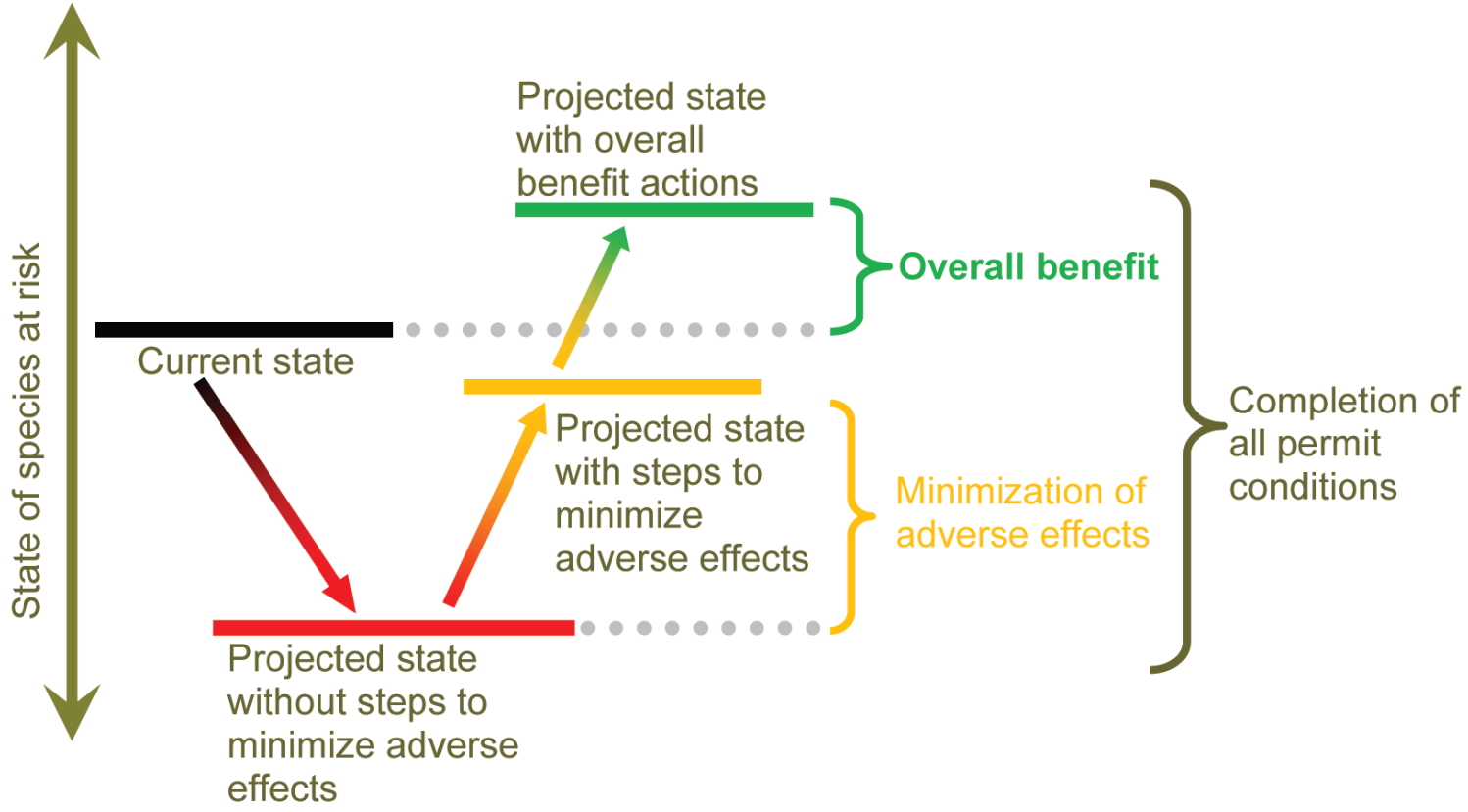
Ontario

Overall Benefit Principles

- Actions that contribute to improving circumstances for the species in Ontario
- More than ‘no net loss’ or an exchange of ‘like for like’
- Protection and recovery of the species at risk and includes more than mitigation measures for potential adverse effects
- The completion of all permit conditions achieves a net positive benefit for the species at risk

Ontario

Overall Benefit



Ontario

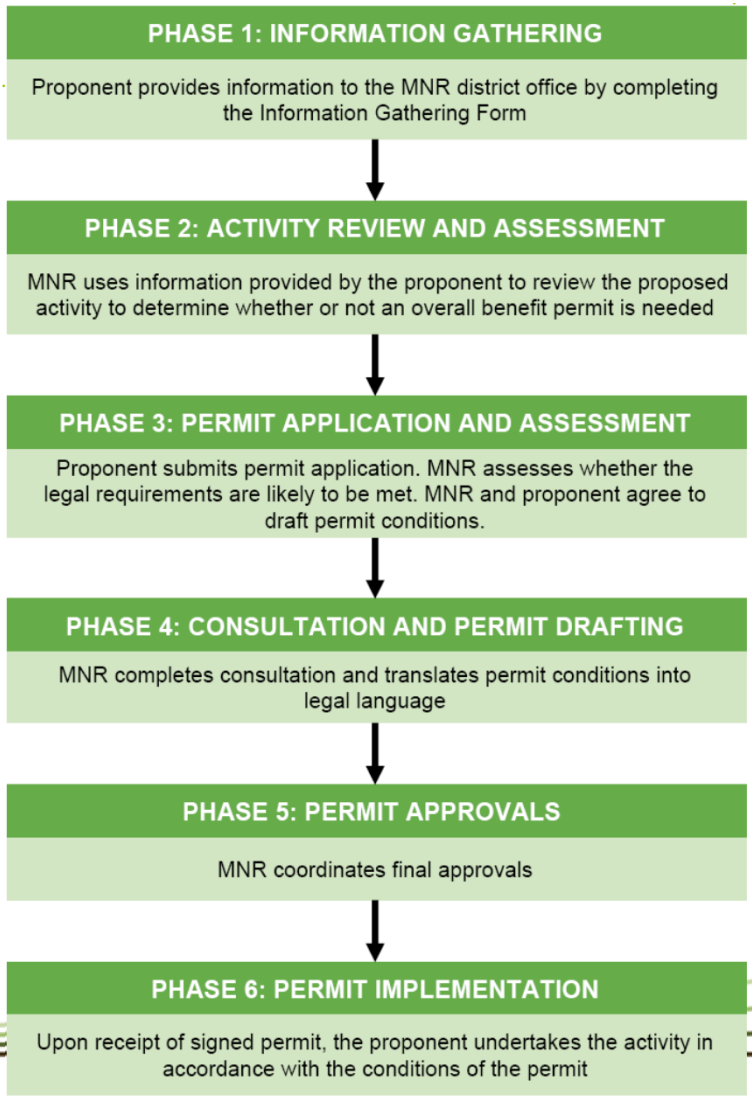
Desired Outcomes

Outcomes can include but are not limited to:

- An increase in the number of individuals of the species
- An increase in extent of the species
- Improved condition of existing populations
- Abatement or reversal of a declining population
- An increase in the protection, quality and extent of a species' habitat
- Beneficial activities (such as reducing threats, monitoring, research, education and outreach) that alone do not result in any of the above benefits may contribute to an overall benefit plan for the species

Phases of Submission Standards

0- Preliminary Screening
1- Information gathering
2- Activity review & assessment (IGF & AAF)
3- Permit application & assessment (CPAF)
4- Consultation & Permit Drafting
5- Permit Approvals
6- Permit Implementation



Ontario

C-Permit Application

- Determined that proposed activity is likely to contravene subsection 9(1) or 10(1)
- Formal application for an OB permit under clause 17(2)(c) of the ESA
- Informs and provides rationale for meeting 3 legal tests
- Information from IGF and AAF will assist with the requirements of the application
- Guide available to help proponents demonstrate that alternatives have been considered and/or can contact local MNRF office for assistance

Indigenous Consultation

Section 35 of the Constitution Act, 1982, the Crown must consult with Aboriginal communities if an existing or asserted Aboriginal or treaty right may be impacted as a result of the proposed activities

Providing information to the indigenous community(ies) on proposed activities, obtain information on affected rights, listen and respond to concerns, consider how to address adverse effects

Environmental Bill of Rights (EBR)

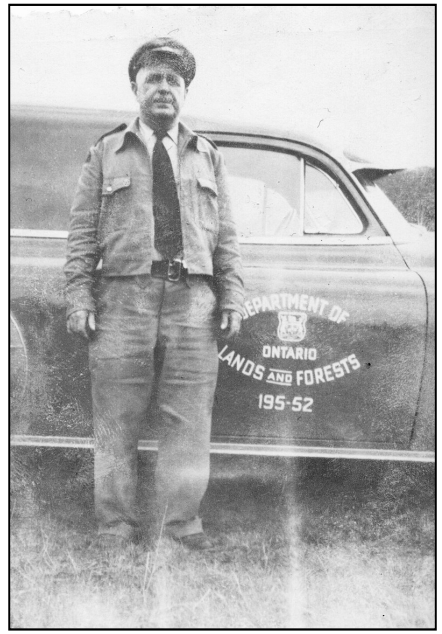
- EBR gives public the right to participate in environmentally significant decisions through Environmental Registry (ER)
- MNRF is required under the EBR to use the ER to engage public in environmentally significant decision
- ER postings endorsed by Minister's Office thus briefing materials required
- Need time for EBR Operator review, approvals and French translation before desired posting date

Enforcement Officers (s. 21)

The following persons are enforcement officers for the purposes of this Act:

1. **Conservation officer**
2. Park wardens
3. Any persons or classes of persons

   appointed by the Minister



the description of conservation officers includes all the officers identified in 87(2) of the FWCA

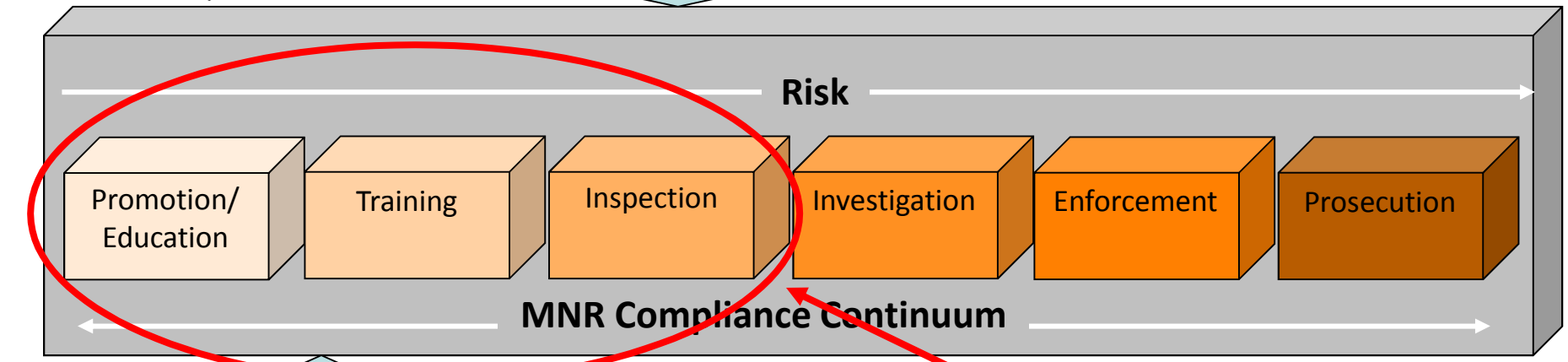
- **A park warden designated under the National Parks Act if he or she is acting under the direction of a CO**

Ontario

Compliance Continuum

Education
Recognition
Verification
Self-regulation

Inspections
Audits



Majority of MNR's compliance work

Compliance assistance
Provide incentives
Joint inspections

Warning letters
Orders
Investigation support

Ontario

Penalties

Penalty

(a) on conviction on indictment,

- **(i)** in the case of a corporation, other than a non-profit corporation, to a fine of not more than **$1,000,000**,
- **(ii)** in the case of a non-profit corporation, to a fine of not more than **$250,000**, and
- **(iii)** in the case of any other person, to a fine of not more than $250,000 or to imprisonment for a term of not more than five years, or to both; or

(b) on summary conviction,

- **(i)** in the case of a corporation, other than a non-profit corporation, to a fine of not more than **$300,000**,
- **(ii)** in the case of a non-profit corporation, to a fine of not more than **$50,000**, and
- **(iii)** in the case of any other person, to a fine of not more than $50,000 or to imprisonment for a term of not more than one year, or to both.

Many court order options available as well as alternative measures

Ontario

Limitation Period (s. 43)

A prosecution for an offence under this Act shall not be commenced more than **five years** after the offence was committed.



Ontario

Questions??

Ontario

South Frontenac Rides

What have we been up to…?


South Frontenac
Rides
Building cycle-friendly communities.
QUEENS
South Frontenac
Rides
Building cycle-friendly communities.


Tour de South Frontenac
Cycle Fest


Cycle Skills
Sunday, June 19, 2016
Perth Road Public School, Perth Road
Bicycle Skills Course
Helmet Fitting
Bike Repairs
What you should bring:


Cycle Fest
Cycle Fest


Public Health
adidas
KIDS RACE

SLOW



South Frontenac Rides - | South Frontenac Rides - | lakes_trails-festival-arou | South Frontenac Cycling

frontenacmaps.ca/sfcycling/

Apps | Homepage - Limesto | YouTube | exponents calculator | KeepVid: Download Y | GIPHY | Search All the | e-Learning tutorials | SSeS | SNC1L Science - Mr. | mrkleiman - SNC1D -

South Frontenac Cycling Routes

More Information

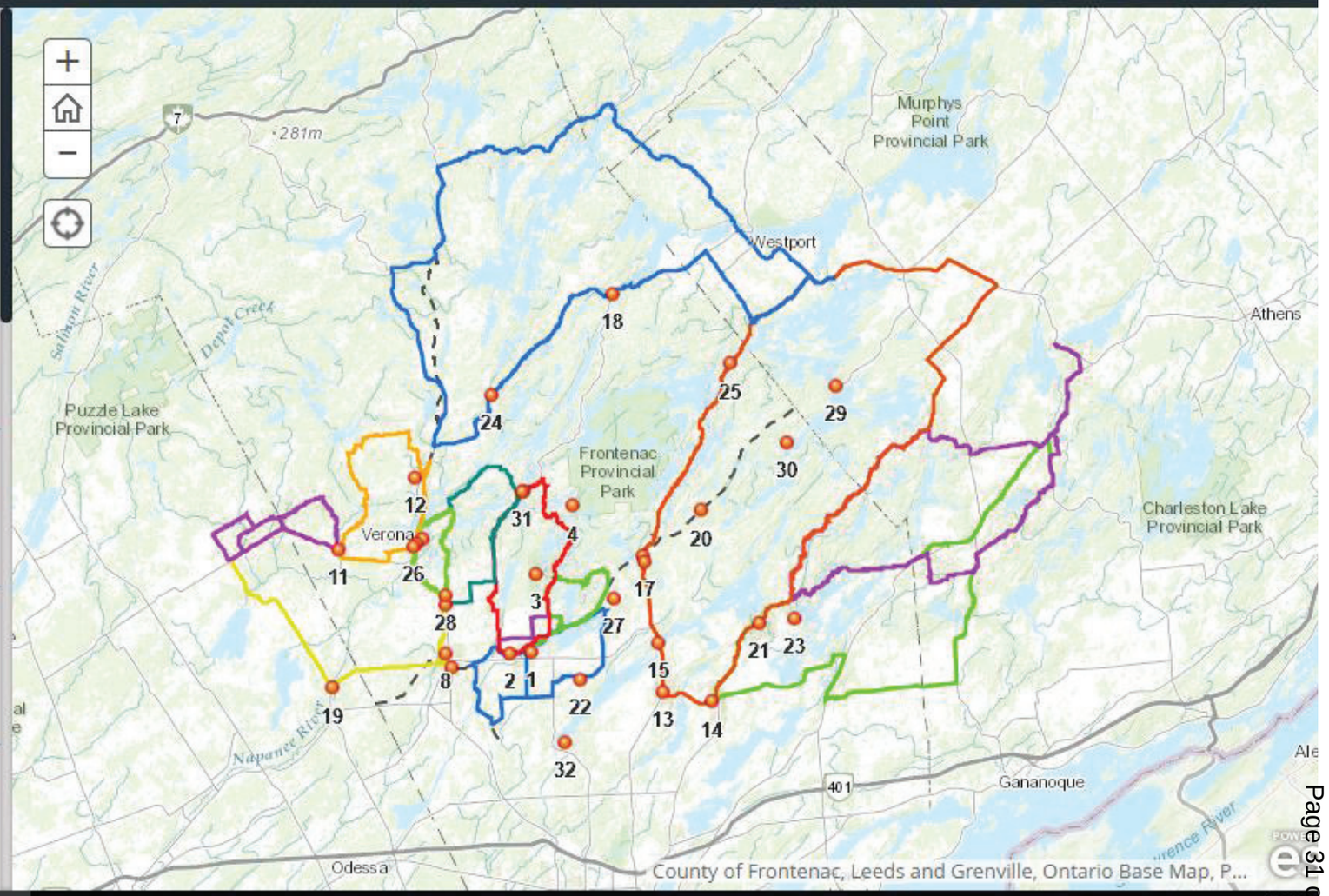
South Frontenac Cycling Routes

As part of the World Heritage Frontenac Arch Biosphere, South Frontenac provides a unique cycling experience from both a geographic and cultural heritage perspective. The character of the landscape is best discovered by cycling along its network of paved roads that connect with two major multi-use trails, the Cataraqui Trail and the Kingston & Pembroke (K&P) Trail. On- and of-road cycling provides a variety of terrain for all ages and abilities, through forests and alongside many clean freshwater lakes. Come and explore our beautiful cycling routes!

Sydenham Village

Millhaven Creek

Little Long Lake







BICYCLE FRIENDLY COMMUNITIES WORKSHOPS

Chart a path to a more bicycle friendly future.
For communities just starting out or those ready to take it to the next level.

SHARE THE ROAD CYCLING COALITION

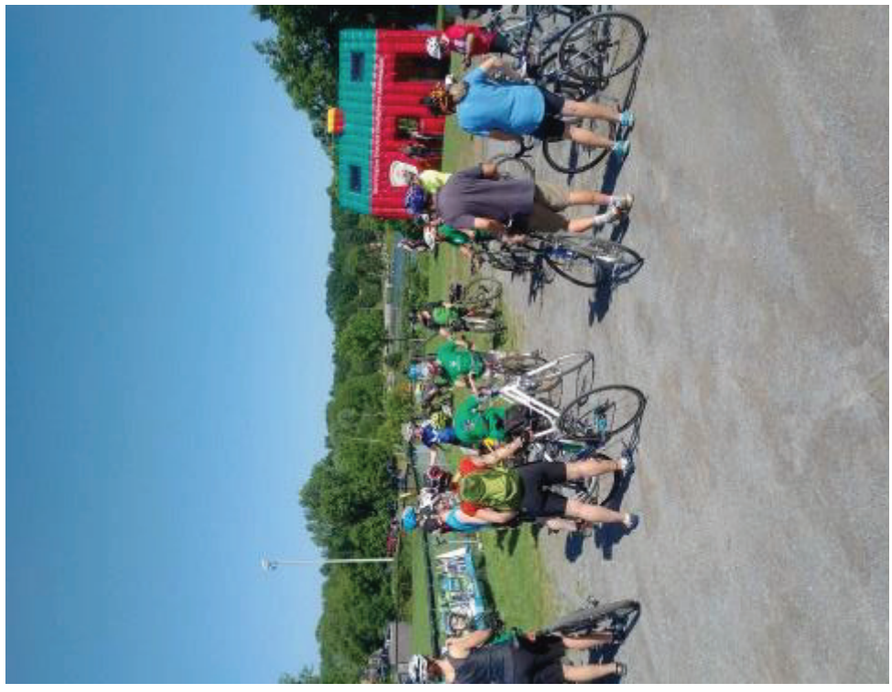
Ontario Municipal Commuter Cycling Program (OMCC) Recipients For 2018

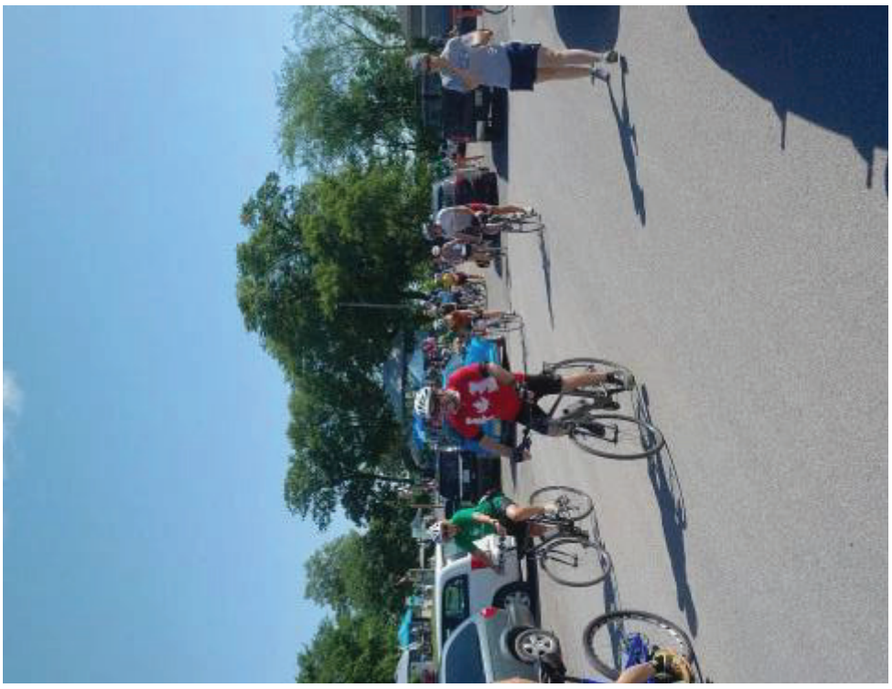
South Frontenac

$80,882

Swim At
Own Risk
South
Frontenac



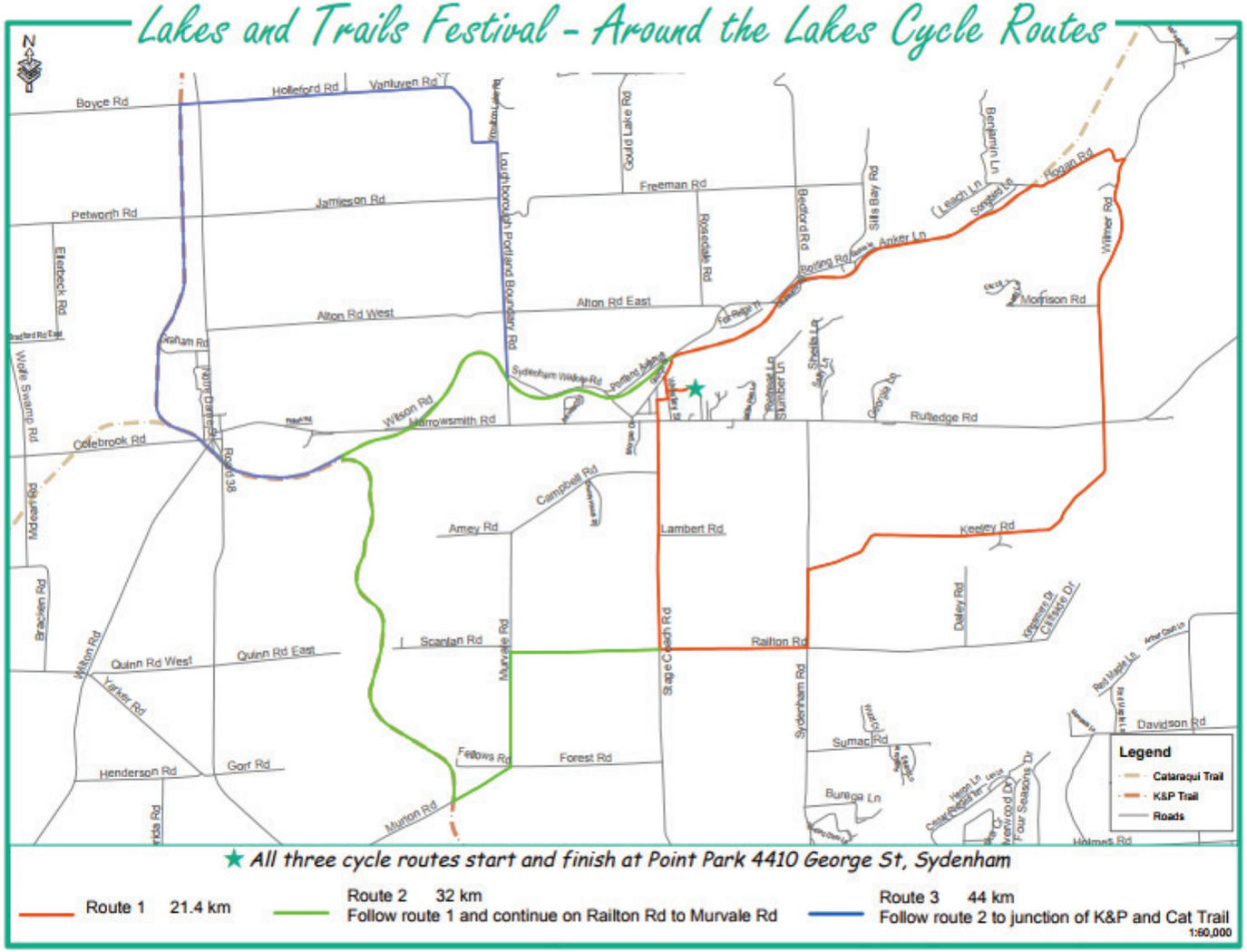





EDD Maps Ontario
Sydenham
Lakes and Trails Festival
July 15th, 2017
10 AM to 2 PM
Sydenham Point Park
All events and BBQ
FREE!
Registration from 10:00 to 1:00
Walk
Historic Village Tour.
On the Lake (Bring your own Kayak/
Canoe, or use ours)

file:///C:/Users/gordons/Documents/lakes_trails-festival-around-the-lake-2.pdf
pps Homepage - Limesto YouTube exponents calculator KeepVid: Download Y GIPHY | Search All the e-Learning tutorials SSeS SNC1L Science - Mr. mrkleiman - SNC1D -

Lakes and Trails Festival - Around the Lakes Cycle Routes



AIR

CANADA 150
CELEBRATION &
ROAD RALLY

Saturday
AUGUST 26th

ROAD RALLY REGISTRATION:
10:00 AM-
Centennial Park
TOWNSHIP WIDE ROAD RALLY
PROVINCIALLY THEMED SITES
BONUS SITES / COMPLETE
ACTVITIES / PHOTO OP'S / EARN
STAMPS / WIN PRIZES

CELEBRATION ACTIVITIES:
1:00 PM-
Centennial Park
LIVE MUSIC / INFLATABLES
VENDOR VILLAGE / GAMES
DEMONSTRATIONS / CULTURAL
ACTIVITIES / FOOD / BEER TENT
FIREWORKS!

CAR & BIKE ROUTES

EARLY BIRD PRIZES FOR FIRST 20 RALLY CARS

FREE FAMILY FUN!

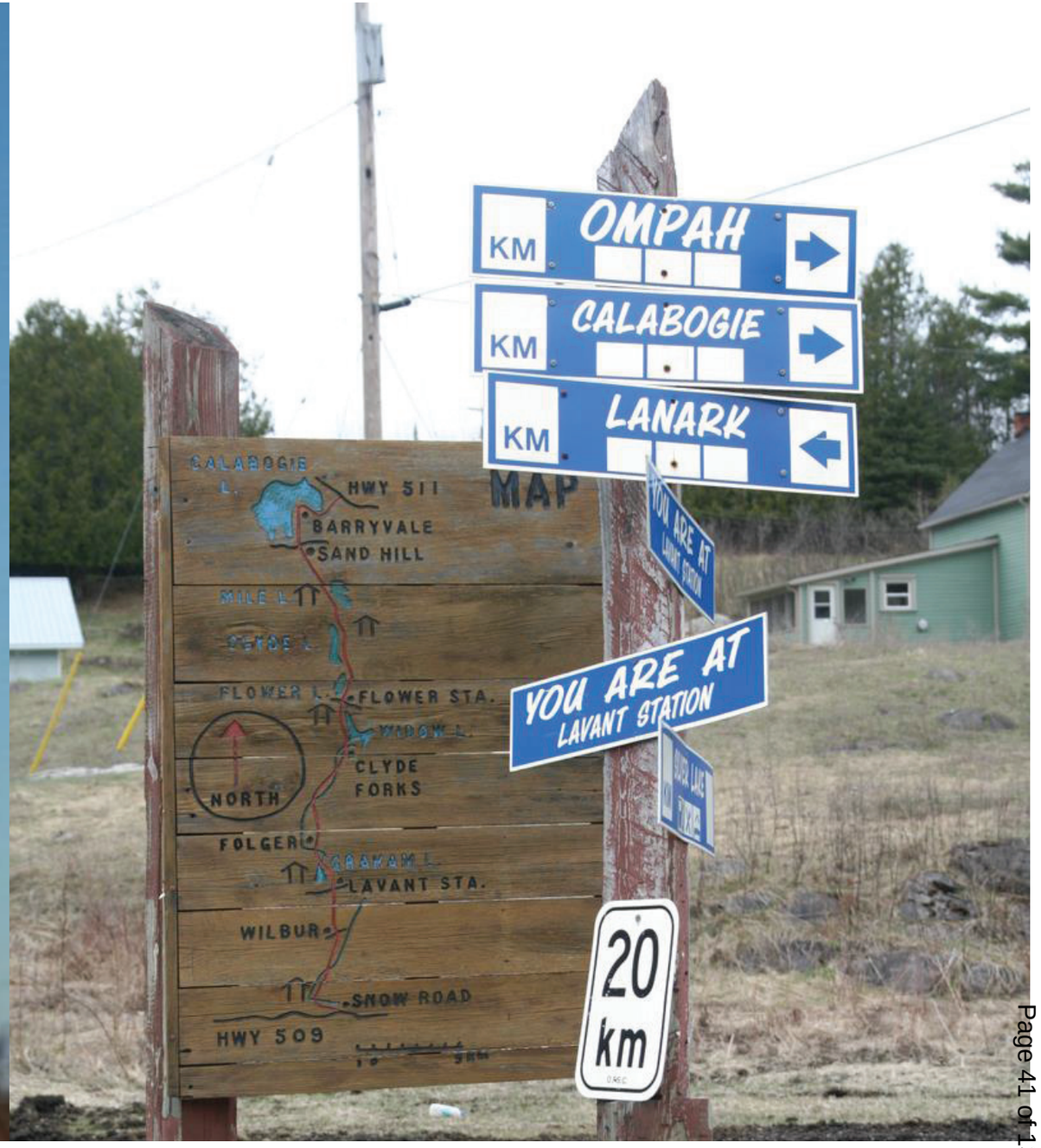
OVER $2,500 IN PRIZES

For more information or to volunteer email Pam: moreyp@kos.net
or call 613-929-7003

ONTARIO 150




Cataraqui
Trail


KM OMPAH
KM CALABOGIE
KM LANARK
MAP
CALABOGIE L.
HWY 511
BARRYVALE
SAND HILL
MILE L.
CLYDE L.
FLOWER L.
FLOWER STA.
WIDOW L.
CLYDE FORKS
NORTH
FOLGER
GRAHAM L.
LAVANT STA.
WILBUR
SNOW ROAD
HWY 509
YOU ARE AT LAVANT STATION
20 km



Johnston Point Site Alterations



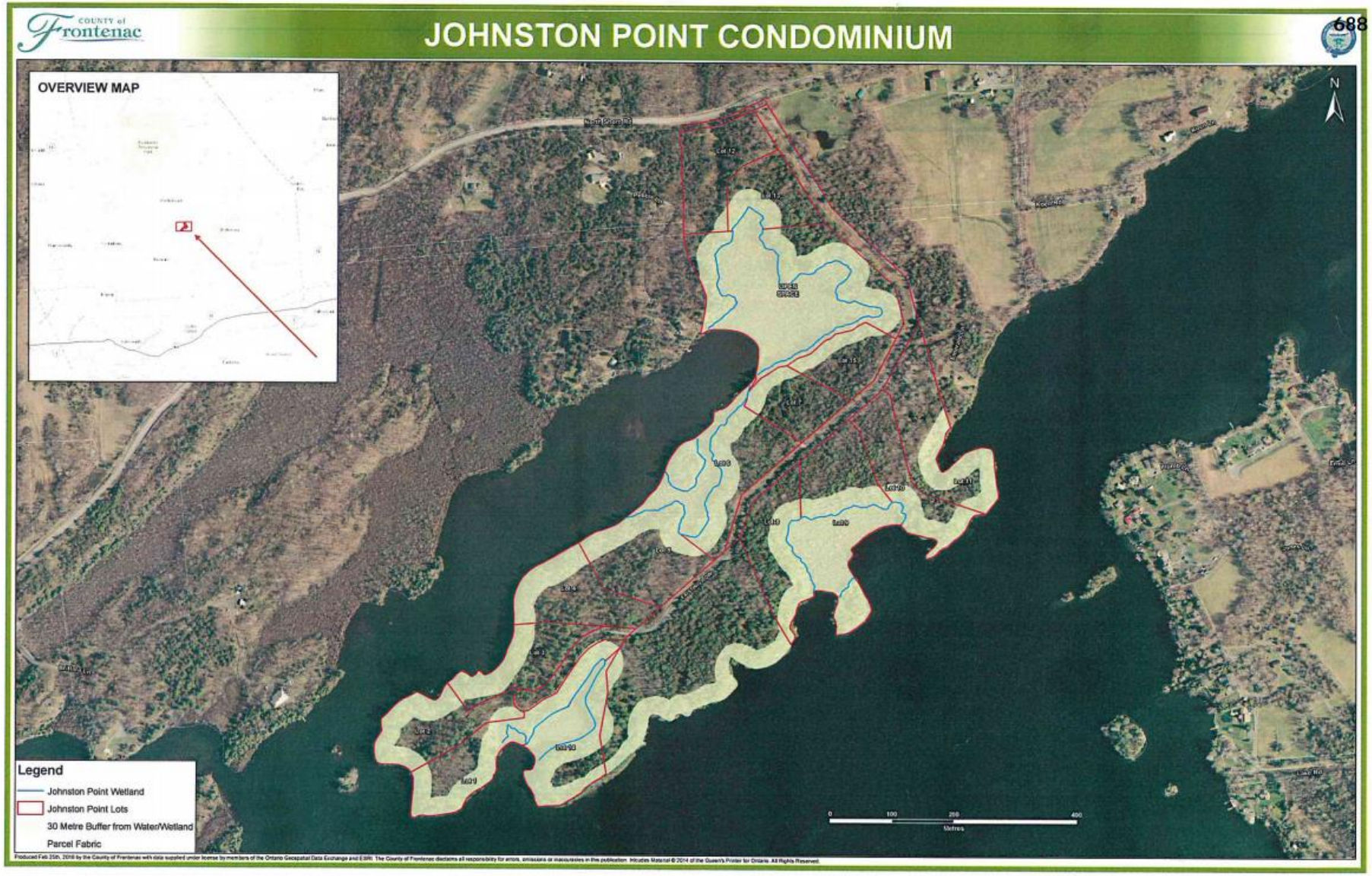


‘Vegetation Maintained in a Natural State’

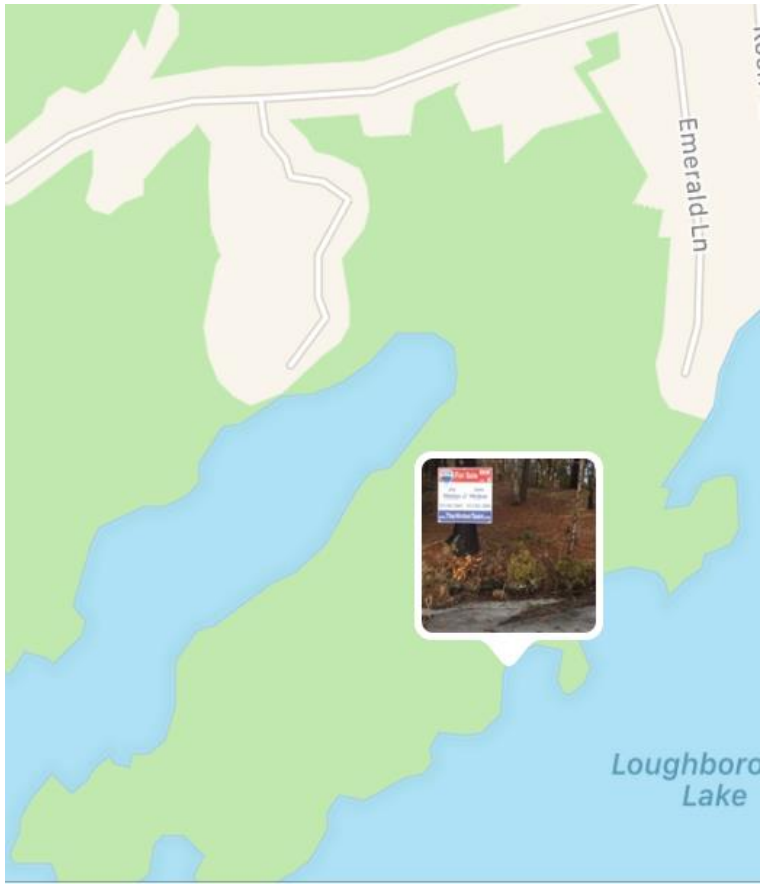
Quote from OMB Decision PL150246 *“Conditions of Approval” Page 2 states….*

5A. “*… the vacant land condominium agreement applying to all the waterfront units shall set out the municipalities environmental protection policies requiring 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. This 30 metre environmental protection area is identified in Attachment ‘B’”*.

Attachment B



Unit 8 – Shoreline Clearing

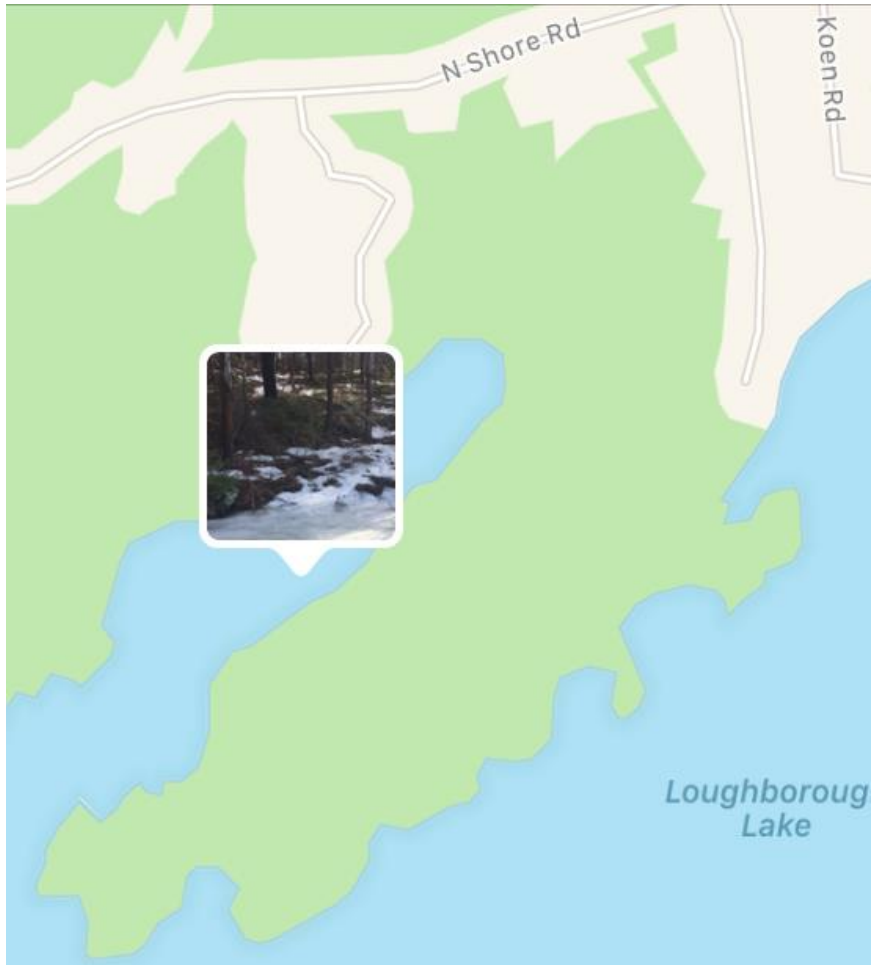






https://youtu.be/nGZsTKbUEQM
– Video of Shoreline Clearing

Unit 5 – Shoreline Clearing



https://youtu.be/dCKa8zVYEBs – Video of Shoreline Clearing

Unit 4 – Shoreline Clearing

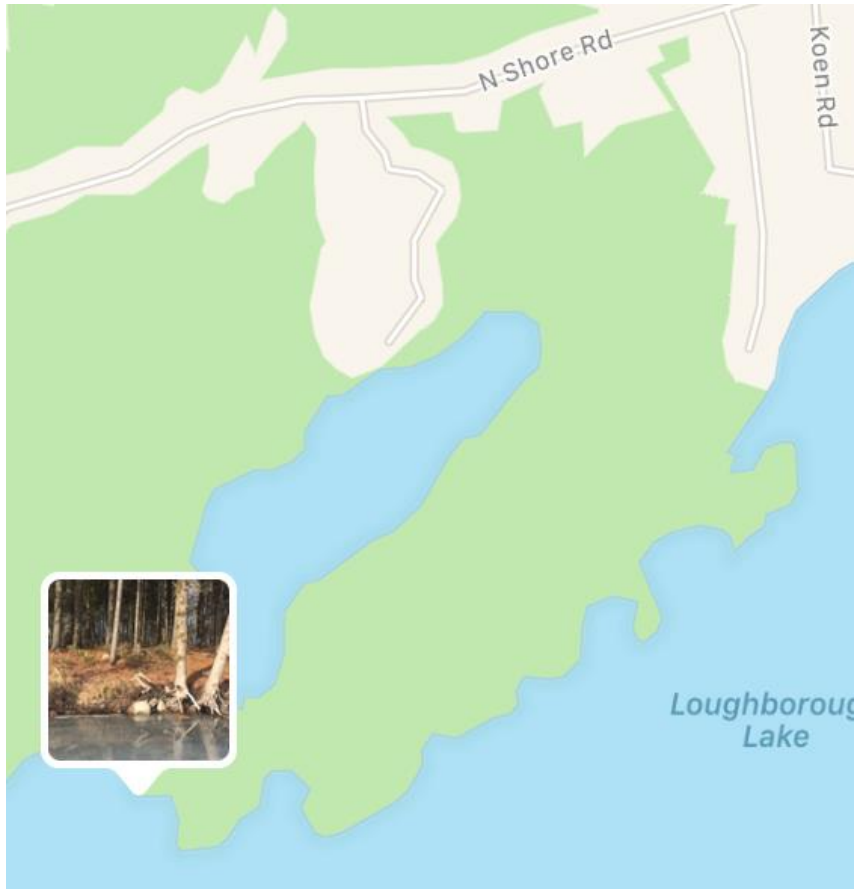






https://youtu.be/EqoazqqUloY- Video of Shoreline Clearing

Unit 2 – Shoreline Clearing



https://youtu.be/vXkJo9MPD_w – Video of Shoreline Clearing

https://youtu.be/Wsu073sUmHA - Video 2 of Shoreline Clearing

David R. Donnelly, MES LLB
david@donnellylaw.ca

December 11, 2017

Peterborough District
Ministry of Natural Resources and Forestry
Regional Operations Division – Southern Region
200 Water Street, Floor 1
Robinson Place South Tower
Peterborough ON K9J 8M5

Re: **Magenta Waterfront Development Corp Permit**
Response to EBR Registry Number: 013-1130
Loughborough Lake, Frontenac County

To whom it may concern,

We represent Ms Evonne Potts and Ms Meela Melnik-Proud (the "Respondents") regarding the proposed Magenta Waterfront Development Corp. ("MWDC") Permit for activities with conditions to achieve overall benefit to the species – *Endangered Species Act* ("ESA") s. 17(2)(c) (the "Permit").

Please see attached the submissions of the respondent pursuant to the EBR Registry Notice Number 013-1130.

MWDC has conditional zoning for a 15-unit condominium development and 1,100 metre roadway on Johnston Point on Loughborough Lake, in South Frontenac Township. Development is conditional on MWDC obtaining a Permit for habitat loss.

Specifically, the Respondents submit that the MWDC consultants have failed to adequately demonstrate that there will be no negative impacts to the natural features or their ecological functions on site, including the habitat of numerous species at risk such as the Blanding's Turtle, Gray Ratsnake, Eastern Whip-poor-will, Cerulean Warbler, Little Brown Myotis, etc.

Regarding the Permit and your review, critically the MWDC has failed to demonstrate that: avoidance and reasonable alternative to habitat destruction have been considered for the Blanding's Turtle, Gray Ratsnake and other species at risk; adverse effects have been adequately studied and considered; adverse effects have been minimized; and the development will result in an overall benefit to the species in Ontario.

According to an expert retained by the Respondents, Mr. Gord Miller, B.Sc., M.Sc., "MNRF should not issue the proposed overall benefit to species permit".

This opinion confirms the finding by the District Planner for the MNRF Peterborough District Office that the overall benefit measures to be taken by MWDC are not apparent. Reducing road speeds, amphibian crossing signage and a prediction that the roadway will be only occasionally used by amphibians and reptiles is not sufficient to satisfy the condition of ESA clause 17(2)(c).

Sections 9 and 10 of the ESA prohibits the killing of Species at Risk Ontario List threatened or endangered species, and the destruction of their habitat.

The Ontario Municipal Board decision *Magenta Waterfront Development Corp. v. South Frontenac (Township)*, 2016 Carswell 10613, dealt with a Zoning By-law Amendment ("ZBA") and Draft Plan approval, specifically a change to rezone the lands from 'Rural' to site specific Residential Zones. The Board left it to the County of Frontenac to clear the conditions of draft plan approval. In particular, the rezoning is conditional on Condition 5.E.D., that "all recommendations from the MNRF included in any Benefit Permit, if issued, related to Gray Rat Snakes and Blandings Turtle or any other species at risk identified". [emphasis added]

In other words, the Board having heard evidence from ecological or biology experts, left the decision regarding the protection of species at risk and habitat to MNRF. In so doing, the Board also made clear that the development is entirely contingent on MNRF doing its job of carefully ensuring habitat is protected.

Most importantly, as one of the stewards of the planning process and protection of the public interest, the Minister must be satisfied the development is beneficial to the species.

Of greatest concern to the Respondents is the fact many of the species recorded on the site, including threatened and endangered species, are not the subject of the Permit application. This is a significant omission.

The Respondents retained several qualified experts to conduct wildlife surveys regarding the property. In addition, they retained Mr. Bob Bowles, a renowned field naturalist to review the MWDC Environmental Impact Assessments, McIntosh

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Perry Peer Review, additional field surveys for Whip-poor-will and bats, and the MNRF Registry Information Notice.

According to Mr. Bowles:

> *I am confident there exists great potential for a good population of Blanding's Turtle on site. A new reptile and amphibian habitat survey must be undertaken because I am confident this is a good place for five-lined skink, musk turtles, snapping turtles and map turtles.*
>
> *The bat and Eastern Whip-poor-will studies were very professionally done. They certainly document and map a healthy population of Whip-poor-will. The site should be re-surveyed for Little Brown Myotis (Endangered).*

This conclusion places a strong onus on MNRF to consider the adequacy of the application it has before it, particularly in light of the comments shared with the developer previously about the lack of apparent overall benefit actions prescribed for the project.

It is respectfully submitted "education and monitoring actions" are not sufficient to meet the strict onus on the Minister under the ESA to be satisfied the recovery and protection of the all species at risk is achieved.

In *Burleigh Bay Corporation v North Kawartha (Township)* 2015 CarswellOnt 15154 (OMB), the Board was acutely aware of the need to treat the subject property as a "whole", without falling into the trap of treating each species and wet area as discrete units of biological values. The decision states:

> *"The evidence in this hearing relating to the intensity and ecologically enriched character of the BBC Lands, and the surrounding area, very much "syncs" with the policies of the PPS in that it becomes self-evident as to why the Fraser PSW Complex and the Fairy Lake PSW Complex have been assessed and designated as natural heritage lands that are the most valuable and subject to the special protection afforded by the policies of the PPS. It is clear that s. 2.1.2 should not be considered lightly as the PPS emphasizes "the linkages between and among natural heritage features and areas, surface water features and ground water features". In the Board's view, based on the evidence provided by the experts, this recognition of the "whole" and the areas in, around, and between as part of the complex, linked to the PSWs and Stony Lake is required."* [para. 129]

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The evidence from the Provincially Significant Wetland and ANSI of Johnston Point points in a similar direction, towards a comprehensive and cumulative impact assessment of the landscape.

In other words, the Board in *Magenta* established a principle that does not support the MWDC rezoning without confirmation from MNRF that the ecological features and functions of the site are being protected, specifically with respect to species at risk habitat.

We trust that given the extraordinary effort by the Respondents and others around the lake to retain multiple experts to provide you with solid, peer reviewed information, this will assist you in reaching a conclusion about whether an overall benefit permit should be issued.

We respectfully submit the evidence clearly indicates this Permit should not be issued, and the property should remain zoned as it is.

Please do not hesitate to contact me at 416-572-0464, or by email to david@donnellylaw.ca, cc'ing sara@donnellylaw.ca, should you have any questions or comments.

Yours truly,



David R. Donnelly

cc: Respondents

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STATEMENT OF GORDON MILLER

Regarding Magenta Waterfront Development Corporation's Permit for Activities with Conditions to Achieve Overall Benefit to the Species – ESA s. 17(2)(c) - *Environmental Bill of Rights, 1993* Environmental Registry No. 013-1130:

1) Contact Peterborough District Ministry of Natural Resources and Forests; and
2) Submissions dated December 11, 2017.

I. Summary

1. Ms Evonne Potts and Ms Meela Melnik-Proud (the "Respondents") retained me as an ecologist and biologist with expertise in environmental and species at risk policy and legislation to provide my opinion on the Information Notice issued November 9, 2017 by the Ministry of Natural Resources and Forestry ("MNRF") of Magenta Waterfront Development Corporation's ("MWDC") proposal in relation to an overall benefit permit (the "Permit") under clause 17(2)(c) of the Endangered Species Act, 2007 ("ESA").

2. The permit is with respect to Gray Ratsnake (Frontenac Axis Population) and Blanding's Turtle for the purpose of developing 15 condominium lots on a peninsula known as Johnston Point, in parts of Lots 23 and 24 Concessions 6 and 7 in the Township of South Frontenac, County of Frontenac.

3. In my opinion, the MNRF should not issue the proposed overall benefit to species permit.

4. There is no benefit demonstrated or even suggested in the Information Notice regarding the Gray Ratsnake and Blanding's Turtle, both Threatened species under the ESA.

5. Johnston Point is a peninsula with no capacity to accommodate displaced species. The proposed 1,100 metre roadway, plus driveways, 15 residential dwellings, septic systems, lighting, noise, traffic, waste, humans, pets, etc. will expose these species and others to fatal interactions for which mitigation cannot be successful. Finally, the development will destroy a substantial amount of habitat that cannot be replicated nearby.

II. Qualifications

6. I am an ecologist and biologist. I have a B.Sc. (Hon.) Biology and M.Sc. in Plant Ecology. From 2000 to 2015, I served as Environmental Commissioner of Ontario. Prior to my appointment, I worked for the Ontario Ministry of the Environment for 14 years as a scientist, manager of training and development and as a district manager. I have direct and extensive experience with reviewing environmental impact reports.

7. During my tenure as Commissioner, I became very familiar with the MNRF's overall benefit permit process. Since this tool was created, MNRF has issued numerous permits and advice letters permitting the destruction of species at risk habitat. It was my job to review a number of these permits in the context of complaints from the public that the permits were not protective enough of habitat and did not allow for proper public input and appeals.

8. Please find attached my CV (Attachment "A").

9. I have been previously qualified as an expert witness in tribunal proceedings (Joint Board, Ontario Municipal Board, and the Environmental Review Tribunal) and in court to give opinion evidence in the disciplines referenced above.

III. Retainer

10. The Respondents retained me as an ecologist and biologist with expertise in environmental and species at risk policy and legislation to provide my opinion on its proposed MWD Permit for activities with conditions to achieve overall benefit to the species, EBR Registry No. 013-1130.

11. This statement expresses my professional opinion regarding the Information Notice issued November 9, 2017 and supporting materials provided by the Respondents listed in Appendix "B".

IV. Brief Description of Subject Lands

12. The MDWC subject property is approximately 37 ha (91 acres) located exclusively on Johnston Point on the north shore Loughborough Lake in Frontenac County.

13. The MDWC property is densely wooded, with a healthy diversity of mature trees, brush and marshlands. Bare rock outcrops dot the landscape, including several low lying wet areas and marshes. There is a ridge that runs along the peninsula.

14. Generally, the property contains numerous natural heritage constraints, including significant woodland, significant wildlife habitat and fish habitat. Immediately adjacent to the property is the Loughborough Lake Wetland Complex (Long Bay), a Provincially Significant Wetland.

15. The MNRF Natural Heritage Information Centre mapping indicates the Loughborough Lake Swamp is a Provincial Life Science Area of Natural and Scientific Interest ("ANSI") (EO ID 1381) that is located within Long Bay. The ANSI extends onto the MDWC property.

16. According to MNRF, the proposed development property contains Gray Ratsnake, Blanding's Turtle habitat and Butternut.

17. In addition, the MWDC property appears to contain habitat suitable for other Species at Risk in Ontario, including:

- Eastern Whip-poor-will (Threatened)
- Cerulean Warbler (Threatened)
- Least Bittern (Threatened)
- Eastern Wood-Pewee (Special Concern)
- Wood Thrush (Special Concern)
- Golden-winged Warbler (Special Concern)
- Milksnake (Special Concern)
- Eastern Ribbonsake (Special Concern)
- Northern Map Turtle (Special Concern)
- Broad Beech Fern (Special Concern)

V. Analysis of Site Constraints

18. The critical limiting factor for consideration of the requested MNRF overall benefit permit is that we are dealing with a peninsula. This is a very defined and discrete area for a number of species of concern that are not highly mobile.

19. For the Gray Ratsnake and Blanding's Turtle, this is a particularly acute limitation. There is no capacity to displace these species on the peninsula.

20. Driveways, wells, a long roadway, houses, etc. will destroy many of the species and their habitats present. In my opinion, the development will certainly destroy a substantial amount of habitat.

21. Johnston Point can be considered a peninsula with a substantial range of species at risk. Putting a condominium development along nearly its entire length is an extreme case of conflicting values – between species at risk conservation and residential development.

22. MNRF is obligated to look at the development impacts collectively before deciding upon the Permit. In the material provided, I have not seen a comprehensive evaluation of cumulative impacts.

23. There is no consideration or discussion of overall benefits to the species impacted. There is no benefit to the species discussion included in the Information Notice in the EBR Registry posting.

24. Furthermore the overall benefit actions to be taken are not apparent.

25. Issuing this Permit would be a violation of both sections 9 and 10 of the ESA. In this development context i.e. a peninsula, there can be no benefit to the species.

26. Absent from the overall benefit consideration is the critical matter of capacity for displacement.

27. As a result, the issuance of the Permit represents the possible writing off substantial habitat for at least six species at risk. In ecological terms, there is no possible justification for this decision.

28. The Ontario Municipal Board ("OMB") decision *Magenta Waterfront Development Corp v. South Frontenac (Township),* 2016 CarswellOnt 10613 (OMB) dated June 28, 2016 (the "OMB Decision") is explicit that the Conditions of Draft Plan Approval "will ensure that matters of Provincial Interest as well as the public interest is appropriately addressed and duly safeguarded."

29. In the Conditions to Approval, MWDC must incorporate all recommendations from the MNRF, and including any recommendations in a "Benefit Permit" to protect species at risk.

30. It is my opinion that issuing such a Permit represents the sacrificing of some or all of those species as there is no suitable adjacent habitat they can take refuge in.

31. Johnston Point is a by definition a unique habitat in this landscape.

32. These populations have limited ranges; MWDC cannot go replace this habitat, even if they were proposing to do so, which they are not.

33. MNRF must in making its decision make the Johnston Point peninsula the focus of conservation effort.

34. This includes the other species detected, which elevate the necessity for protecting habitat.

35. In my opinion, the interaction aspects with adjacent PSW has not been properly considered.

36. It cannot be argued there is an overall benefit in this case as required under section 17(2) of the *Endangered Species Act*. There is no evidence there is an overall benefit in this case.

37. On Johnston Point, the species and habitat loss will be absolute. These species will not be moving off to adjacent lands. The population will surely, eventually be lost.

38. One has to generate a benefit elsewhere to encourage and stimulate the species. You have to show there is another population stimulated as complete total replacement, plus augmentation.

39. MNRF should not be satisfied by incomplete measures – it's not the same to show "a benefit".

40. I would say this is the case, on a forested peninsula adjacent PSW: this is the case in which MNRF should disallow the Permit. The OMB and County of Frontenac cannot then clear the conditions of the draft plan approval, the public interest is not protected, and the development should not proceed.

41. Aside from the two species at risk at issue in this notice, the presence of such a large number of species at risk in this small peninsula makes it a unique piece of natural heritage land that should be protected from development. This was clearly the intention of the OMB Decision which makes planning approval contingent on acceptable protection for species at risk. Since it is not possible to protect the habitat of so many species at risk in such a small area converted to residential development, the OMB requirement cannot be satisfied.

Conclusion

42. An overall benefit Permit is inappropriate in this case. To be legitimate, the benefit has to be greater than the loss, which has not been demonstrated in this case and seems unlikely to be possible.

43. Because there is no viable argument presented of overall benefit in this case, a Permit under section 17(2) of the ESA should be denied.

44. The OMB Decision clearly indicates that the planning approval they have issued requires permits and conditions that meet the requirements of the ESA. Since this cannot be achieved, it is the OMB Decision that will disallow the development.



11 Dec 2017

Date

Appendix "A" – Curriculum Vitae

CURRICULUM VITAE - GORDON EDWARD MILLER

EDUCATION

B.Sc. (Hon.) Biology 1976 University of Guelph, Ontario
M.Sc. Plant Ecology 1978 University of Guelph, Ontario

CAREER HISTORY

1977-1978 Manager, Biosystems Inc., Guelph

1978-1979 Manager, Pot-Cal Limited, Parry Sound

1979-1980 Supervisor, Mid-West Manufacturing, Thunder Bay

1980-1982 Scientist, Ontario Ministry of the Environment, Toronto

- seminal research into constructed wetlands for wastewater treatment
- management and control of invasive aquatic weeds
- the impact of acid precipitation on fresh water ecosystems

1982-1986 Senior Environmental Officer (1982) then District Officer (1984),
Ontario Ministry of the Environment, Timmins
- delivery of the pollution abatement program to a large portion of northeastern Ontario
- enforcement of Provincial Legislation and Regulations
- management and training of 10 field and office staff
- Director under Part VII of EPA

1986-1989 Professor, Sir Sandford Fleming College, Frost Campus, Lindsay

- co-founding faculty for a new environmental program called
- instructional areas included ecology, soil science, hydrogeology, environmental law, limnology, watershed management

Senior Manager, Training & Development. Ontario Ministry of the Environment, Toronto

- managing a comprehensive training and development program for staff of the Ministry of Environment, municipal water and wastewater operators and others
- formation of the Ontario Environmental Training Consortium of community colleges and continued liaison with that group
- development of legislation for the Certification of Environmental Personnel and advancement of that draft legislation through the approval process

1993-1997 District Manager, North Bay District Office
Ontario Ministry of Environment and Energy, North Bay

- delivery of the pollution abatement program to Parry Sound District, Nipissing District, and a portion of Timiskaming District
- enforcement of Provincial Legislation and Regulations
- comment and advise on Environmental Assessment and planning procedures
- delivery of other M.O.E.E. programs to municipal and industrial clients
- Director under Part VIII of EPA

1997-2000 President, Miller Environmental Services Inc., North Bay, Ontario

- environmental conflict resolution and problem solving
- environmental planning and approvals
- environmental training environmental site assessments

2000-2015 Environmental Commissioner of Ontario

- review the implementation of and compliance of ministries with the Environmental Bill of Rights (EBR)
- provide education programs about the EBR to the public
- review the use of the EBR registry
- provide requested guidance to ministries
- report annually to the Legislative Assembly
- make special reports as required

PUBLICATIONS

- Miller, G. 1977. A Classification of Ontario lakes based on their submersed and floating macrophyte flora. M.Sc. Thesis University of Guelph, Guelph, Ontario
- Dale, H.M. and G.E. Miller. 1978. Changes in the Aquatic macrophyte flora of White Water Lake near Sudbury, Ontario from 1947-1977. Canadian Field Naturalist 92(3): 264-270.
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- Wile, I., G. Palmateer, and G.E. Miller. 1981. Use of artificial wetlands for wastewater treatment. In selected proceedings of the mid-west conference on wetland values in management. June 17-19, 1981. Saint Paul, Minnesota, U.S.A.
- Black, S.A., I. Wile and G.E. Miller. 1981. Sewage effluent treatment in an artificial marshland. 1981 Conference of the Water Pollution Control Federation October 4, 1981, Detroit, Michigan, U.S.A.
- Yan, N.D. and G.E. Miller. 1981. Characterization of lakes near Sudbury, Ontario. Chapter 1. Studies of lakes and watersheds near Sudbury, Ontario: Final Technical Report of the Sudbury Environmental Study: Volume 1, Ontario Ministry of the Environment.
- Miller, G.E., I. Wile and G.G. Hitchin. 1983. Patterns of accumulation of selected metals in members of the soft water macrophyte flora of central Ontario lakes. Aquatic Botany 15:53-64
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the Environment, Report 35pp.
- Hitchin, G.G., I. Wile, G.E. Miller and N.D. Yan. 1984. Macrophyte data from 46 southern Ontario soft water lakes of varying pH. Ontario Ministry of the Environment Data Report, DR84/1
- Yan, N.D. and G.E. Miller. 1984. Effects of deposition of acids and metals on the chemistry and biology of lakes near Sudbury, Ontario. pp 243-282 In: Environmental Impacts of Smelters. J. Nriagu, Ed. Advances in Environmental Sciences Series, J. Wiley and Sons Incorporated, N.Y.
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- N.D. Yan, G.E. Miller, I. Wile and G.G. Hitchin. 1985. Richness of aquatic macrophyte floras of soft water lakes of differing pH and trace metal content in Ontario, Canada. Aquatic Botany, 23:27-40
- Wile, I., G.E. Miller, and S.A. Black. 1985. Design and use of artificial wetlands. pp 26- 37 In: Ecological Considerations in Wetland Treatment in Municipal Wastewaters. Ed. by Paul J. Godfrey, Edward Kaynor, Shelia Pelczalski and J. Bensorado. Van Nostrand Reinhold Co. N.Y. 47 pp.
- Miller, G.E. 1989. Use of artificial cattail marshes to treat sewage in northern Ontario, Canada p. 636-642 In: Constructed Wetlands for Wastewater Treatment: Municipal, Industrial and Agricultural. Ed. by Donald A. Hammer. Louis Publishers Inc. Mich., U.S.A. 831 pp.
- Schwartzel, E. and G. Miller. 2001. Human Dimensions of Ecosystem Based Planning Using the Environmental Bill of Rights (EBR) to Change Perspectives on Ecosystem Planning. Proceedings of the Parks Research Forum of Ontario 2001 Annual Meeting. pp. 47-52
- Miller, G. 2005. Choosing Our Legacy: Overcoming Value Conflicts that Frustrate Society's Efforts to Deal With Environmental Challenges. Value and Ethics in Educational Administration, 3(3):1-7
- Miller, G. 2007. New Directions for Planning in Ontario. Ontario Planning Journal, 22(6):42-43
- Miller, G. 2008. New Directions for Planning in Ontario. Part II, Southern Ontario. Ontario Planning Journal 23(1) 28-29

MAJOR CONFERENCE PRESENTATIONS – SCIENTIFIC AND TECHNICAL

- Miller, G.E. 1978. A method of establishing native vegetation on disturbed sites consistent with the theory of nucleation. Presented at 3rd Annual Meeting, Canadian
- Land Reclamation Association Conference, Sudbury, Ontario
- Hanna, J.E. and G.E. Miller. 1987. Reclamation legislation in Ontario and its effectiveness. Presented at 12th Annual Meeting, Canadian Land Reclamation Association, Sudbury, Ontario
- Miller, G.E., J.E. Hanna and D. Comrie. 1988. The application of constructed wetlands and geopolymer technologies to reclaim the abandoned Kam Kotia Mine Site, Timmins, Ontario. Presented at the 13th Annual Meeting, Canadian Land Reclamation Association, Ottawa, Ontario
- Miller, G.E. 1990. The design of undergraduate curricula for the environmental protection industry. Presented at the Conference on Undergraduate Curricula in
- Environmental Science, University of Guelph, Guelph, Ontario

Appendix "B" Material Reviewed

45. To provide this opinion, I reviewed and referenced the following:

A. *Environmental Impact Assessment, Johnson Point, prepared by Ecological Services*, March 1, 1012.
B. *Environmental Impact Assessment, Magenta Waterfront Development.*
C. *Johnson Point, Prepared by Ecological Services*, June 12, 2014
D. *Responding Letter re: Johnson Point Access Road, Prepared by Ecological Services,* February 9, 2015.
E. *Peer Review of the Environmental Impact Assessments for Magenta Waterfront Development, Loughborough Lake, Prepared by McIntosh Perry*, July 28, 2015.
F. *Magenta Waterfront Development Corp v. South Frontenac (Township),* 2016 CarswellOnt 10613.
G. *Letter to the Proponent re: Proposed Project and the Endangered Species Act, 2007, Prepared by Ministery of Natural Resources and Forestry,* November 4, 2016.
H. *Magenta Waterfront Development Corp. Permit for activities with condition to achieve overall befit to the species - ESA s.17(2)(c),* EBR Registry No. 013-1130, November 9, 2017.
I. *Draft Submissions and Attachments of Ms Evonne Potts and Ms Meela Rudnik-Proud in response to EBR Information Notice No. 013-1130*, December 10, 2017.

Minutes of Council
March, 6, 2018

Time: 7:00 PM
Location: Council Chambers

Meeting # 6

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, Mark Segsworth, Public Works Manager, Louise Fragnito, Treasurer, Angela Maddocks, Deputy Clerk, Terry Gervais, Acting Fire Chief

1. Call to Order

a) Resolution

Resolution No. 2018-06-01
Moved by Councillor McDougall
Seconded by Councillor Schjerning
THAT the Council meeting of March 6, 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. 2018-06-02
Moved by Councillor Schjerning
Seconded by Councillor McDougall
THAT Council approves the March 6, 2018 agenda and approve the addition of a resolution to determine the Chair for the March 13, 2018 Committee of the Whole meeting.

Carried

4. Scheduled Closed Session - n/a

5. ***Recess - reconvene at 7:00 p.m. for Open Session- n/a

6. Public Meeting - n/a

7. Delegations

a) Kevin Riley, Utilities Kingston, re: 2017 Annual Report for Sydenham Drinking Water System

Kevin Riley reported that there have been no "adverse" reports, all testing remains within safe parameters. There was only one compliance issue that was administrative in nature; sampling was done too frequently as per the Ministry of the Environment guidelines. Mr. Riley noted that there will be some maintenance issues to be addressed as the plant is now ten years old.

Resolution No. 2018-06-03

Moved by Councillor McDougall
Seconded by Councillor Schjerning
THAT the Council of the Township of South Frontenac receives the Utilities Kingston 2017 Annual Report for the Sydenham Water Treatment System as presented on March 6, 2018.

Carried

b) Richard Allen, Manager of Economic Development, County of Frontenac, re: Update on Economic Development

Richard Allen reviewed his presentation with Council that provided an update on the progress of economic development with a focus on the County Ambassador program and the initiatives for 2018.

Mayor Vandewal thanked Mr. Allen for his presentation and the positive work that has been done in fostering a good working relationship with CFDC. He also noted that South Frontenac needs to define their goals for economic development and utilize the County resources to assist in the process.

c) Terry Gervais, Acting Fire Chief, re: Interim Report on Status of Fire Services

Mr. Gervais reviewed his interim report with Council noting that the driver training program and the Ontario Fire Marshal reporting are both up to date, however his review of legislative requirements is still ongoing. He noted concerns with the lack of clear defined chain of command and lines of authority and that some members or associations act on their own initiatives. He is working with township staff to put in a place a records management system to consolidate the various files, both electronic and hard copy.

8. Approval of Minutes

a) February 20, 2018 Council Meeting

Resolution No. 2018-06-04
Moved by Councillor Schjerning
Seconded by Councillor McDougall
THAT Council approves the minutes of the February 20, 2018 Council meeting.

Carried

9. Business Arising from the Minutes

a) OMB Costs

10. Reports Requiring Action

a) Mark Segsworth, Public Works Manager, re: Tender # PW-2018-01 - Tandem Dump Truck

Resolution No. 2018-06-05
Moved by Deputy Mayor Barr
Seconded by Councillor Roberts
THAT Council approve the submission from Tallman Truck Centre, for Tender PW-2018-01, tandem dump truck complete with Snowplow Equipment, in the amount of $264,575.42 including HST. This price includes the base submission of $257,474.50 and the alternative snowplow controller for an additional $7,100.92.

Carried

b) Mark Segsworth, Public Works Manager, re: Tender # PW-2018-12 - Accessible Entrance & Upgrade to Steps at Glendower Hall

Resolution No. 2018-06-06
Moved by Councillor Roberts
Seconded by Deputy Mayor Barr
THAT Council accept the bid from Ubcon Construction in the amount of $73,563.00, including HST, for the accessibility upgrades to the entrance and steps at Glendower Hall and that the budget shortfall be funded from the Parkland Reserve Fund.

Carried

c) Wayne Orr, Chief Administrative Officer, re: 2017 Draft Financials

Resolution No. 2018-06-07
Moved by Deputy Mayor Barr
Seconded by Councillor Roberts
THAT $92,536 resulting from capital overages in roads construction be charged to the unallocated 2017 capacity line,
AND THAT the remaining balance of $106,633 of the 2017 unallocated capacity line be reallocated to the roadway maintenance operating line, which will result in an overall Township operating surplus of $5,965.

Carried

d) Wayne Orr, Chief Administrative Officer, re: Comments on Proposed Fire Regulations

Resolution No. 2018-06-08
Moved by Councillor Sleeth
Seconded by Councillor Barbeau
THAT Council direct staff to comment on the three DRAFT regulations under the Fire Protection and Prevention Act:
AND THAT such comment reflect the comments and concerns raised by Acting Fire Chief Gervais as outlined in his response to the following:

1. Mandatory Certification and Training for Firefighters
2. Community Risk Assessments by Municipalities and
3. Public Reporting Fire Regulation

Carried

e) Angela Maddocks, Deputy Clerk, re: Prince Charles Public School - Playground Equipment

Resolution No. 2018-06-09
Moved by Councillor Sleeth
Seconded by Councillor Barbeau
THAT Council donate $1000.00 to Prince Charles Public School for their fundraising campaign to enhance their outdoor playground equipment fund.

Carried

f) Appointment of Chair for March 13, 2018 Committee of the Whole meeting

Resolution No. 2018-06-10
Moved by Councillor Sleeth
Seconded by Councillor Barbeau
THAT Council appoint Alan Revill to Chair the Committee of the Whole meeting on March 13, 2018.

Carried

11. Committee Meeting Minutes - n/a

12. By-laws - n/a

13. Reports for Information

a) Tender # PW-2018-08 - Storrington Centre Renovations

b) Tender # PW-2018-10 for Fire Hall Site Works

c) Status of Fire Services - Interim Report

d) Council Remuneration

Council requested that staff provide a report on the impact of the 1/3 taxable portion as they were concerned about the overall remuneration decreasing. They felt that candidates for the next term of Council should have clarity on the implications.

e) Accounts Payable and Payroll Listing

f) Annual Repayment Limited in respect to Long-Term Debt & Financial Obligations

g) 2017 Development Charges Reporting

14. Information Items

a) Joel Locklin Manager, Infrastructure Renewal Programs, re: OCIF Top Up Application Component - 2017 Intake

b) Ministry of Community Safety & Correctional Services, re: Provincial Appointee to South Frontenac Police Services Board

c) Jannette Amini, Manager of Legislative Services/Clerk, re: McFadden Subdivision - Approval of Revised Draft Conditions

d) Court Decision - Township of South Frontenac and 360778 Ontario Inc (Loughborough Lake Holiday Park)

15. Notice of Motions - n/a

16. Announcements/Statements by Councillors

a) Councillor Sutherland commended local residents and farmers on their part in bringing back the prison farms.

b) Mayor Vandewal noted that "Gino's Pizza" has opened up in Harrowsmith and reminded Council of the new drug store that has opened up in Inverary.

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

18. Closed Session - n/a

19. Confirmatory By-law

a) By-law 2018-16

Resolution No. 2018-06-11
Moved by Councillor Revill
Seconded by Councillor Sutherland
THAT By-law 2018-16, 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 6 day of March 2018.

Carried

Resolution No. 2018-06-12
Moved by Councillor Sutherland
Seconded by Councillor Revill
THAT By-law 2018-16, 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 6 day of March 2018.

Carried

20. Adjournment

a) Resolution

Resolution No. 2018-06-13
Moved by Councillor Revill
Seconded by Councillor Sutherland
THAT the Council meeting of March 6, 2018 be adjourned at 8:45 p.m.

Carried

Ron Vandewal, Mayor

Wayne Orr, Chief Administrative Officer

Minutes of Committee of the Whole
March 13, 2018

Time: 7:00 pm
Location: Council Chambers

Present: Alan Revill, Acting Chair, Barb Barbeau, John McDougall, Norm Roberts, Mark Schjerning, Ron Sleeth, Ross Sutherland

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

1. Call to Order

a) Chairman Revill called the meeting to order at 7:00 pm.

2. Declaration of pecuniary interest and the general nature thereof

a) There were no declarations.

3. Approval of Agenda

a) The agenda was approved as presented.

4. Scheduled Closed Session - n/a

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

6. Public Meeting

a) Proposed Zoning By-law Amendment for a Commercial Development - Concession V, Part of Lot 6, Portland District: Kerr

Lindsay Mills explained that the purpose of the application is to rezone lands in Part of Lot 6, Concession V in the village of Harrowsmith. The rezoning would permit a commercial meat shop and other commercial uses to be established on a proposed 2.0 acre parcel of land. The Public Works Department requires that the commercial entrance to this lot be directly aligned with Centennial Park Road on the opposite side of Road 38 and that improvements to Road 38 will be required so that traffic flow is not adversely affected. A site plan will be required to establish the location of the new building, septic area, well location and all required parking and loading spaces, access aisles and buffer areas.

Councillor Sutherland questioned the provision for a well. Mr. Mills indicated that the well is a requirement under the consent approval process.

There were no comments from the public.

b) Proposed Zoning By-law Amendment for a Secondary Suite - Concession VII, Part of Lot 36, Storrington District: Holland

Lindsay Mills explained that the purpose of this rezoning application is to permit a secondary dwelling with its own separate entrance on the subject property. He noted that the Provincial Policy Statement of 2014 encourages the provision of secondary dwellings in existing residences as a form of affordable housing and the Official Plan includes policies for secondary accommodation.

KFL&A Public Health has no objection to the rezoning on the condition that a new septic system is applied for and installed.

Councillor Sutherland was familiar with the property and supportive of the rezoning.

Councillor McDougall agreed that this was an excellent opportunity as an alternative to seniors housing.

Councillor Schjerning requested clarification on the requirements for the septic system.

There were no comments from the public.

7. Delegations - n/a

8. Reports Requiring Direction

a) Proposed Road Closure & Transfer - Concession I, Lots 10 and 11, Bedford District

Lindsay Mills reviewed the request to close and transfer ownership of a portion of unopened road allowance between Lots 10 and 11, Concession I and asked for Council's direction on the request.

While Councillor Sutherland supported a licensing agreement instead of the closure of the road allowance, the general consensus of Council was to move forward with the request as they felt this road allowance would not be used as a public road at any time in the future.

9. Reports for Information - n/a

10. Rise & Report from Committees of Council

a) County Council

Councillor McDougall provided an update on County activities that included:

- the proposed purchase of the Parham Ambulance base,
- expropriation of three remaining properties for the K & P trail,
- the planning services agreement is now in place
- increase in land use planning fees
- application for additional beds at Fairmount Home
- Fairmount Home Strategic Plan for 2018-2022
- County Council Orientation - January 17, 2019.

b) Arena Board

Councillor Roberts reported that there are three Frontenac Flyer teams who have advanced to the OMHA finals to take place March 17 and 18. The 2018 budget has been set for the Frontenac Community Arena.

c) Police Services Board

Wayne Orr reported that David Herrington is the new provincial appointee. The next meeting will be March 22, 2018 at 8:30 am.

d) Portland Heritage

Councillor McDougall reported that there is a new and active executive who are looking at ways to generate more interest in the museum and are working on cataloging items.

11. Information Items - n/a

12. Notice of Motions

a) Councillor Barbeau suggested that a dishwasher be purchased for the upstairs kitchen. The existing design is able to accommodate the appliance. Council was supportive of moving forward with this.

13. Announcements/Statements by Councillors

a) Councillor Barbeau noted an upcoming concert at St. George's cathedral in Kingston on March 18 at 2:00 p.m.

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

15. Closed Session - n/a

16. Adjournment

a) The meeting was adjourned at 7:31 p.m.

REPORT TO COUNCIL
PLANNING DEPARTMENT

AGENDA DATE: March 20, 2018 **REPORT DATE: March 14, 2018**

SUBJECT: Zoning For Secondary Suite: Holland

RECOMMENDATION:
It is recommended that By-law No. 2018-17 to rezone land in Part of Lot 36, Concession VII, Storrington District to permit a secondary dwelling, be passed.

BACKGROUND:
An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning By-law to rezone a residential property in the District of Storrington to permit a secondary dwelling. Attachment #1 shows the location of the subject property.

The land is 3.01 acres in size and fronts on Mt. Chesney Road. It is developed with a residence and detached garage. The proposal is to add 952 feet^2 onto the rear of the existing residence to accommodate the secondary suite. This would constitute a separate dwelling unit with its own separate entrance. Attachment #2 is a copy of a site plan submitted by the applicant showing the existing and proposed development.

A public meeting was held on the application at a Committee of the Whole meeting on March 13, 2018. No comments or concerns were voiced by any member of the public and Committee members were favourable to the proposal.

ANALYSIS:
The subject property is designated Rural in the Official Plan and is zoned Rural (RU) in the Comprehensive Zoning By-law. The Provincial Policy Statement of 2014 encourages the provision of secondary dwellings in existing residences as a form of affordable housing. Following from this, the revised Township Official Plan includes policies for secondary accommodation. The Plan was adopted by Council in September 2015 and is awaiting final approval from the County.

From the Township's perspective, secondary dwellings may be viewed as both a form of affordable housing and as a method of permanently accommodating relatives who require special care and who would otherwise be forced to be institutionalized. In the past, the Township has dealt with these types of accommodations through use of a temporary use by-law which must be renewed periodically and which requires a special agreement to be entered into which also requires the secondary dwelling to be removed when it is no longer needed – a somewhat cumbersome and onerous method to address the need. However, based on the fact that the new Plan has been adopted by Council with secondary dwellings encouraged in the document, the subject application may now be considered for approval subject to also meeting minimum septic capacity and building code requirements.

Thus, the proposal for the secondary suite on the subject property is supported by provincial legislation and by the Township's revised Official Plan - now adopted by Council. KFL&A Public Health requires an upgraded septic system but the property appears large enough to accommodate any additional required septic area. The Building Department will require the upgraded septic at the building permit stage of development.

Specifically, the zoning by-law would be changed from Rural Zone (RU) to Special Rural Zone (RU-52) to permit the secondary dwelling.

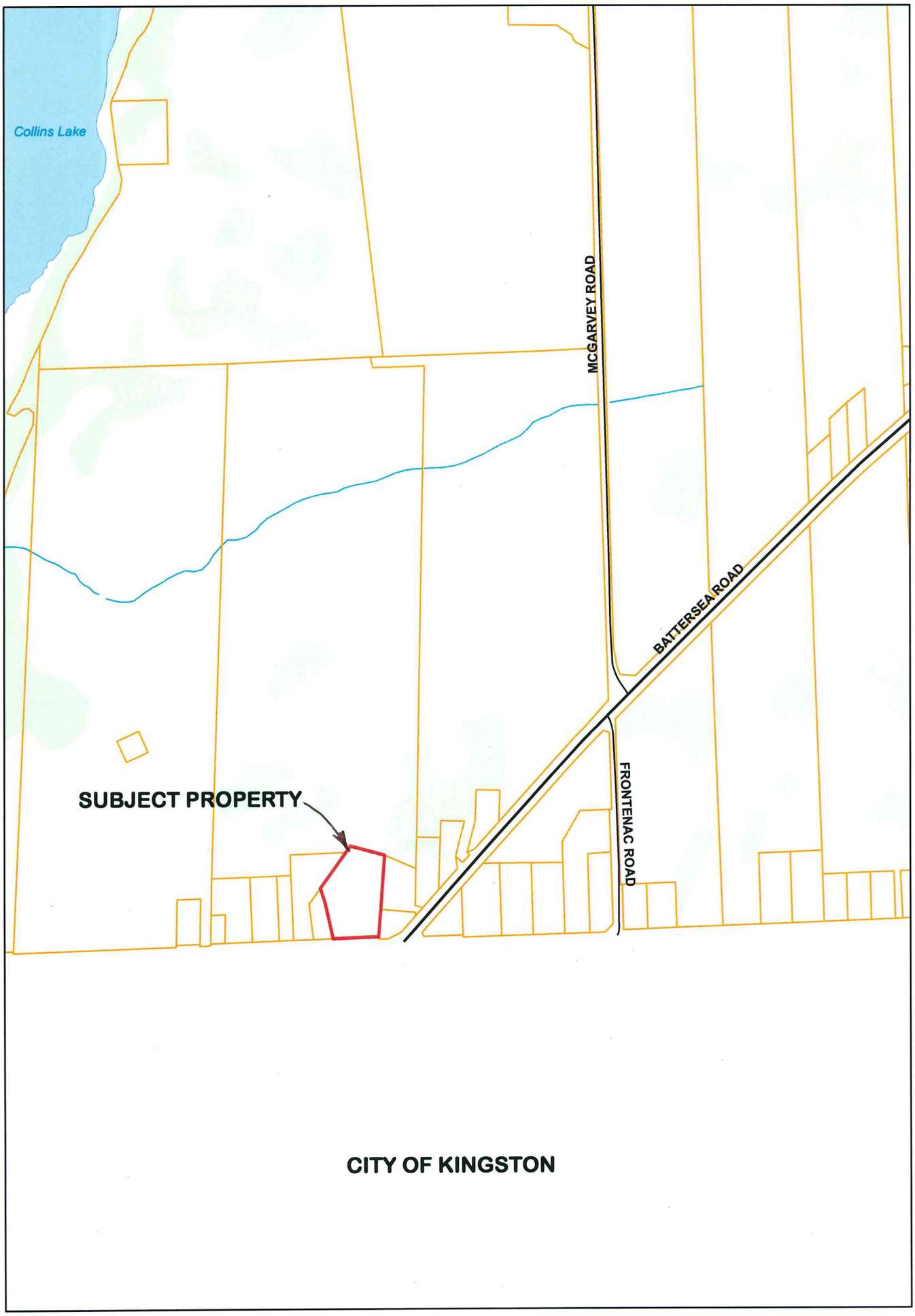
FINANCIAL and STAFFING CONSIDERATIONS:
n/a

ATTACHMENTS:
Attachment #1 - is a location map.
Attachment #2 – is a site plan submitted by the applicant.

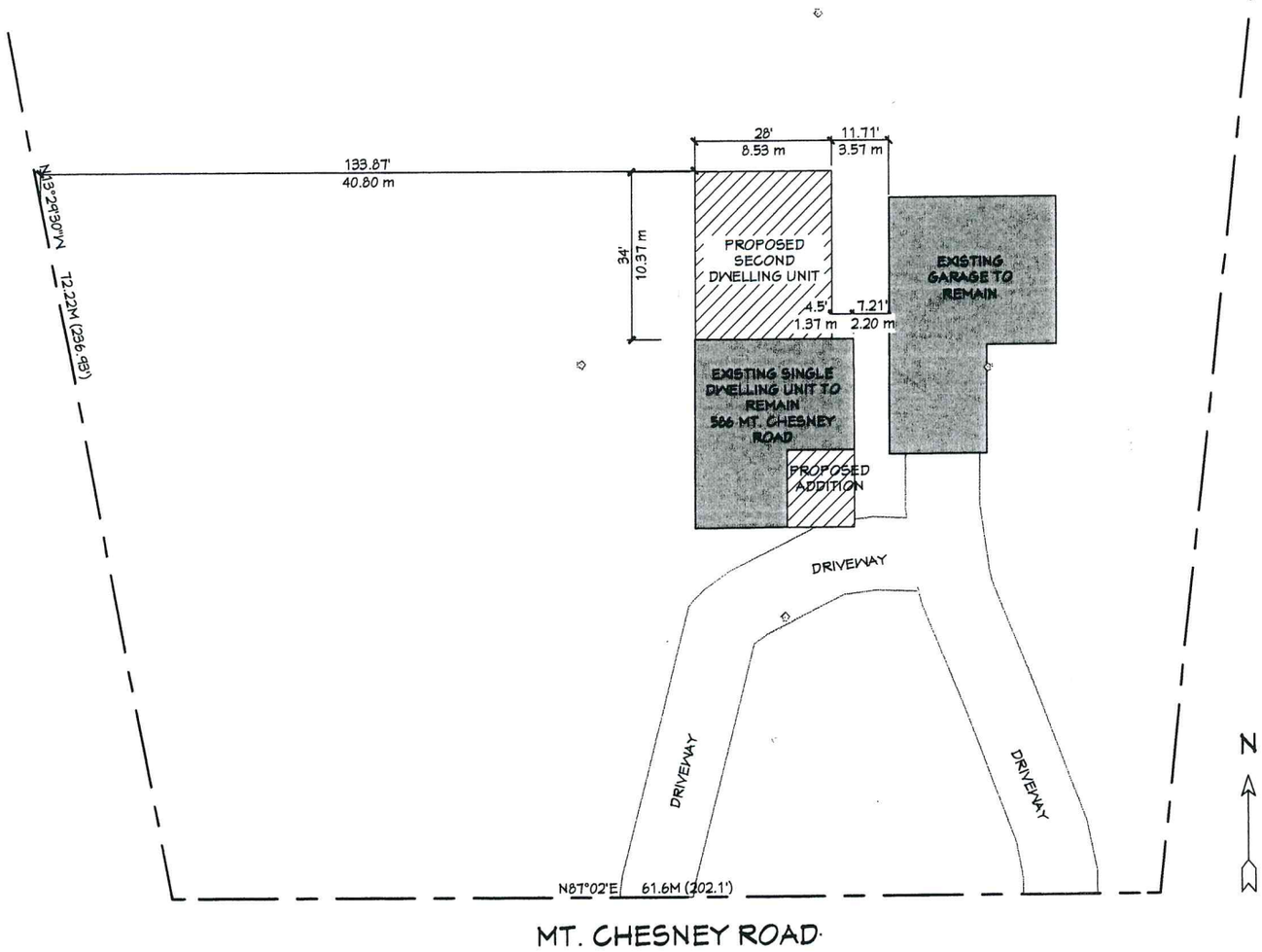
Approved by: Lindsay Mills Prepared/Submitted by: Lindsay Mills

HollandZoningReport2

ATTACHMENT #1



ATTACHMENT #2



SITE PLAN

1" = 40'-0"

REPORT TO COUNCIL
PLANNING DEPARTMENT

AGENDA DATE: March 20, 2018 **REPORT DATE: March 15, 2018**

SUBJECT: Proposed Zoning Amendment for Commercial Development in Harrowsmith: Kerr/Gilmour

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RECOMMENDATION:

It is recommended that By-law No. 2018-18 to rezone lands located in Part of Lot 6, Concession V, Portland District to permit a commercial development on the property, be passed.

BACKGROUND:

Jim Gilmour has submitted an application on behalf of the Estate of David Kerr, to amend the Township of South Frontenac Comprehensive Zoning By-law to permit a commercial meat shop and other commercial uses to establish on a proposed 2.0 acre parcel of land located in the Village of Harrowsmith. The rezoning is a condition of consent application S-55-17-P to create the lot which would have 107 metres (351 ft.) of frontage on Road #38. Attachment #1 shows the location of the proposed new lot and Attachment #2 is a copy of a draft survey plan showing the configuration of the proposed lot.

A public meeting was held on the application at a Committee of the Whole meeting on March 13, 2018. No comments or concerns were voiced by any member of the public and Committee members were favourable to the proposal.

ANALYSIS:

The land is vacant and flat. It is without any tree growth except along its southern boundary where mature trees and a hedgerow exist. A residence abuts the subject land to the south and other residential uses exist to the west across Road #38. The abutting retained land to the north and east is vacant. Other commercial uses exist to the south on Road #38.

The Official Plan designates the 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.

Regarding the above, the proposed lot fronts on Road #38 which is a major road providing access and good sight lines in accordance with the intent of the Plan. Also, the lot, at approximately two acres, would be of sufficient size to accommodate the uses. The new owner intends to relocate his existing meat shop that is presently in a commercial plaza approximately 200 metres to the south (Gilmour’s meats) on a similar sized lot (see Attachment #1).

The Official Plan notes that Council should be satisfied that the nature and scale of the new uses are appropriate and, in this regard, it is the opinion of Planning

that the meat shop and other similar commercial retail uses by their nature and scale are appropriate uses for the subject land. They are relatively non-offensive uses in terms of generating noise, dust or odour and require no outside storage of material. Also, as noted, a row of mature trees and other vegetation exists along the property boundary between the subject lot and the residential lot to act as a buffer and screen to protect privacy. The screening can be augmented as the development concept proceeds. No other incompatibility issues appear to be present.

Although no specific plans for the uses in the new building have been worked out, the prospective new owner agrees that the new zoning should include a range of uses as noted above. The amending by-law is, thus, tailored to permit commercial uses that are compatible with the surrounding land uses and would be similar to the uses permitted in the nearby commercial plaza. The permitted uses would be:

Permitted Uses
- a bake shop,
- a meat shop,
- a retail store
- a convenience retail store
- a restaurant, take-out,
- a gift shop,
- a nursery school,
- a medical clinic,
- a post office,
- a business and/or professional office,
- a bank and/or trust company,
- 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.

It should be noted that, prior to any construction, the owner would be required to enter into a site plan agreement with the municipality 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 and all required parking and loading space, access aisles and buffer areas would be indicated showing how they would ‘fit’ on the lot. As per the requirements of the Public Works Department, the entrance to the property is to be located to directly align with Centennial Park Road on the opposite side of Road #38 and improvements are needed to Road #38 so that traffic flow is not adversely affected.

Thus, from a Planning perspective, the proposal appears to meet the intent of the Official Plan in terms of the types of uses and compatibility with surrounding uses. The amending zoning by-law would require the site plan approval noted above specifying the locations of the uses to give adjacent land owners further assurance that their privacy would not be adversely affected.

It is also important to know that 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 and in this way Council will ultimately have the opportunity to review and comment on the site plan.

Specifically, the zoning by-law would be changed from Rural Zone (RU) to Special Urban Commercial (UC-29-H) to permit the uses listed above. A holding “H” symbol is included in the zoning to prevent any development until a site plan has been entered into and registered and contributions to improve Road #38 are received to the Township’s satisfaction. The “H” would then be lifted to allow development to proceed.

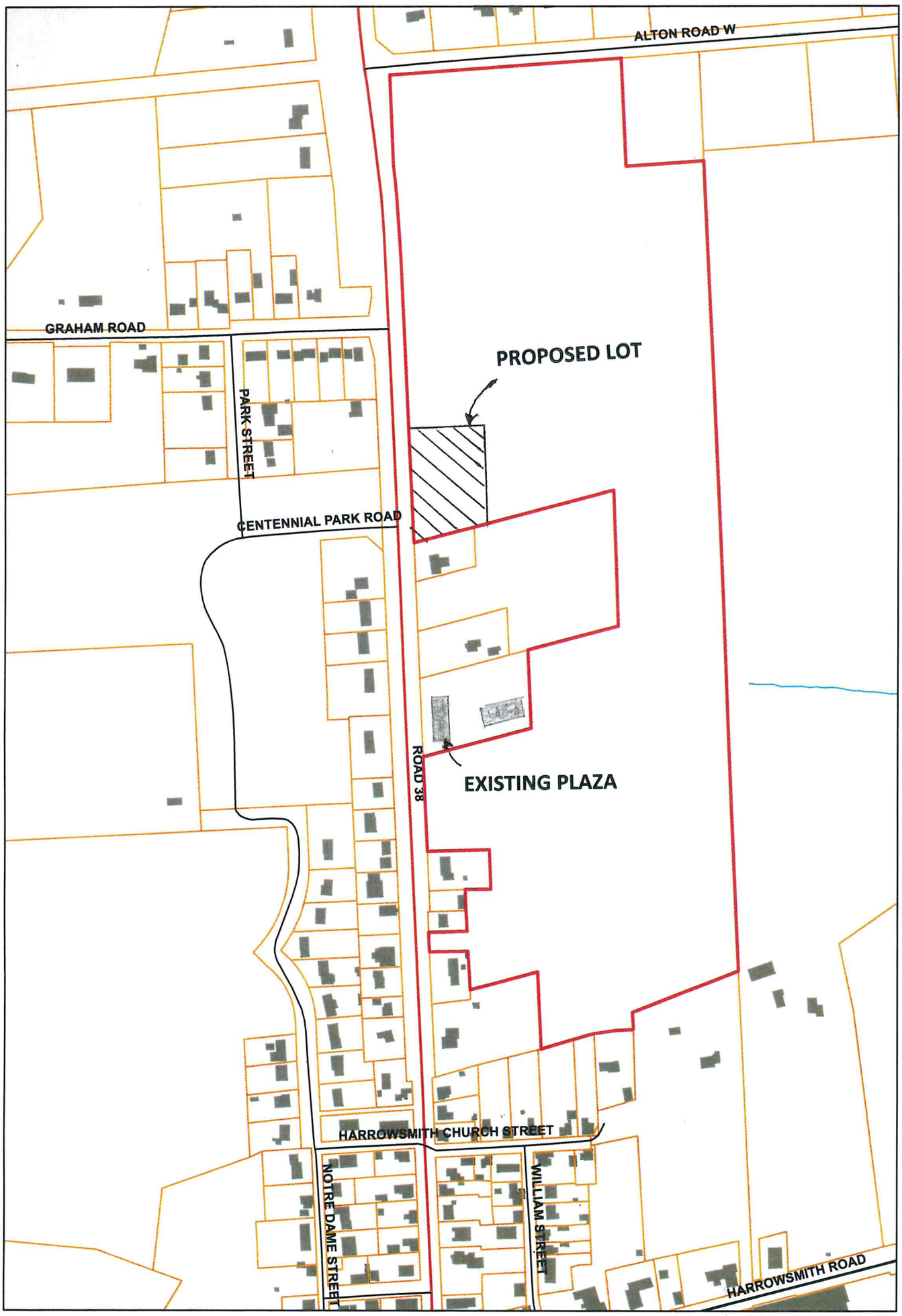
FINANCIAL and STAFFING CONSIDERATIONS:
n/a

ATTACHMENTS:
Attachment #1 - is a location map.
Attachment #2 – is a copy of a draft survey plan.
.

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

KerrGilmourRezoningReport2

ATTACHMENT #1



ATTACHMENT #2

PLAN of SURVEY of
PART of LOT 6, CONCESSION 5
Geographic Township of Portland
TOWNSHIP of SOUTH FRONTENAC
COUNTY of FRONTENAC

SCALE = 1:1000

25metres 0 25 50 75 100metres

HOPKINS CHITTY LAND SURVEYORS INC
-2017-

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT.

DATE: _____

PHIL W. CHITTY
ONTARIO LAND SURVEYOR

PLAN 13R-_____

RECEIVED AND DEPOSITED

DATE: _____

_____
SIGNATURE

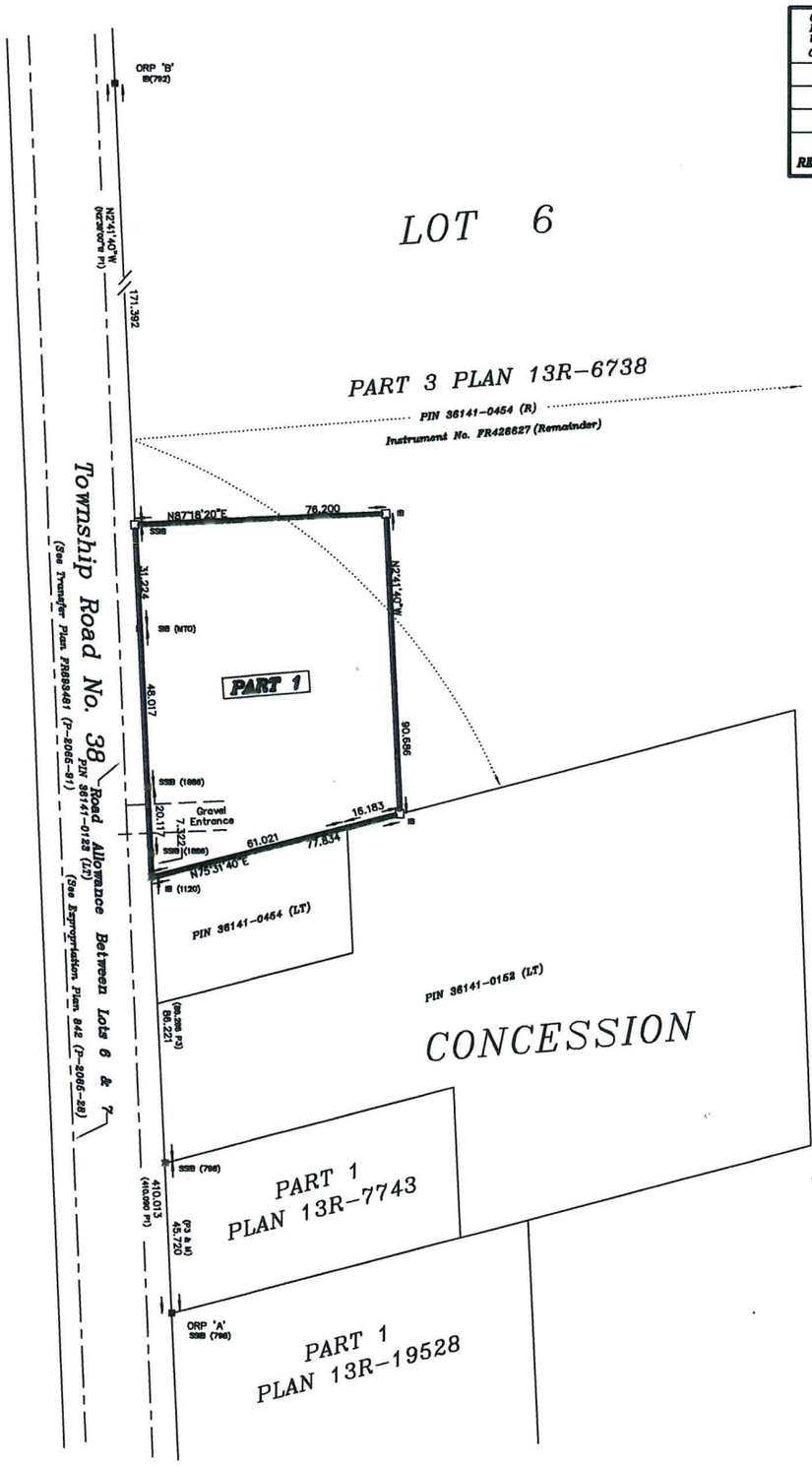
REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF FRONTENAC (No. 13)

PART	LOT	CON.	Part of PIN No.	Instrument No.
1	Part of 6	5	36141-0454 (R)	FR426627

OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM 13R-20681 BY CONVENTIONAL TOTAL STATION OBSERVATIONS BEING UTM ZONE 18, NAD83 (CSRS) (1997.0)
COORDINATES TO RURAL ACCURACY PER SEC. 14(2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
ORP A		
ORP B		

COORDINATES CANNOT, IN THEMSELVES BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.



BEARINGS ARE UTM GRID, DERIVED FROM THE WESTERLY LIMIT OF REFERENCE PLAN 13R-21321 HAVING A GRID BEARING OF N2°36'40"W UTM ZONE 18 (75° WEST LONGITUDE) NAD83 (CSRS) (1997.0) AND BEING DESIGNATED HEREON AS "REFERENCE BEARING".

FOR BEARING COMPARISONS, A ROTATION OF 1°13'00" CLOCKWISE WAS APPLIED TO BEARINGS ON PLAN 13R-6738

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99979461

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

LEGEND:

SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN

-□-	denotes	Planted Survey Monument
-■-	"	Found Survey Monument
SIB	"	Standard Iron Bar
SSIB	"	Short Standard Iron Bar
IB	"	Iron Bar
IBs	"	Iron Bar (round)
RB	"	Rock Bar
RP	"	Rock Post
(WIT)	"	Witness
(M)	"	Measured
(R.P.)	"	Registered Plan
(HP)	"	Hydro Pole
(MTO)	"	Ministry of Transportation
(1120)	"	James A. Wannas-O.L.S.
(798)	"	Ray Hunter-O.L.S.
(1886)	"	Hopkins Chitty Land Surveyors Inc. - O.L.S.
(P1)	"	Reference Plan 13R-6738
(P2)	"	Reference Plan 13R-21321
(P3)	"	Reference Plan 13R-7743

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

1. This Survey and Plan are correct and in accordance with the SURVEYS ACT, the SURVEYORS ACT and the REGISTRY ACT and the REGULATIONS made under them.
2. The SURVEY was completed on the day of

HOPKINS CHITTY LAND SURVEYORS INC

DATE: OCTOBER 11, 2017

_____
PHIL W. CHITTY-O.L.S.

Party Chief: BP	Instrument: AP	Checked By: PWC	Plan By: TP

HCLS

HOPKINS CHITTY LAND SURVEYORS INC
Ontario Land Surveyors
www.hopkinschitty.com
634-636 NORRIS COURT
KINGSTON, ONTARIO K7P-2R9
Tel (613) 384-9266
Fax (613) 384-3613

PROJECT No. 2017-366
LOT 6, CONCESSION 5
TOWNSHIP OF PORTLAND

REPORT TO COUNCIL

CLERK'S DEPARTMENT

AGENDA DATE: **March 20, 2018**

SUBJECT: **Shared Services Agreement – Planning Services**

RECOMMENDATION:

That Council authorize the Mayor and CAO to execute the Shared Services Agreement for Planning Services.

BACKGROUND:

On February 6, 2018 Council passed a motion to endorse a County of Frontenac Motion supporting the hiring of additional planning staff and establishing the funding of the service through a Shared Services Agreement for Planning Services. The CAO's group has drafted and recommended the attached agreement.

Currently, Frontenac Islands, Central and North Frontenac obtain local planning services from the County under inconsistent arrangements that result in South Frontenac residents disproportionately funding services for which they receive no benefit. At the same time demands for these services from the other three municipalities exceed the County's capacity to deliver.

From a South Frontenac perspective the proposed model, after the three year phase in, significantly shifts the cost of local planning services delivered by the County to the municipality using and benefiting from the service. This addresses South Frontenac's long standing concern with the current agreements. Furthermore the proposed solution also establishes the same opportunity for South Frontenac should there be a need or decision made to access services.

The intent is that during the three year phase in, the cost of delivering the service that is not offset by the charges for services delivered in the three other municipalities would be covered from County reserves. While South Frontenac residents contributed to these reserves, the final solution is still a better position than the status quo.

FINANCIAL/STAFFING IMPLICATIONS:

No new net costs for South Frontenac.

ATTACHMENTS:

- Shared Services Agreement – Planning Services

Submitted/approved by:

Wayne Orr

Prepared by:

Wayne Orr

SHARED SERVICES AGREEMENT

PLANNING SERVICES

This agreement made as of this _____ day of _____ 2018.

BETWEEN

The Corporation of the Township of Frontenac Islands
(Hereinafter called “Frontenac Islands” or “FI”)

AND

The Corporation of the Township of South Frontenac
(Hereinafter called “South Frontenac” or “SF”)

AND

The Corporation of the Township of Central Frontenac
(Hereinafter called “Central Frontenac” or “CF”)

AND

The Corporation of the Township of North Frontenac
(Hereinafter called “North Frontenac” or “NF”)

~ COLLECTIVELY HEREINAFTER CALLED THE “TOWNSHIP(S)” ~

AND

The Corporation of the County of Frontenac
(Hereinafter called the “County” or “CofF”)

WHEREAS: Section 20 of the Municipal Act, S.O. 2001, c.25 provides that a municipality may enter into agreements with one or more municipalities for their joint benefit to provide a service or thing for their mutual benefit and the benefit of their respective inhabitants subject to the consent of the municipality in which the service or thing is provided;

AND WHEREAS: Planning Services (PS) are an important and necessary service for the operation of a municipality;

AND WHEREAS: the townships have agreed to enter into an agreement to set out the cost sharing formula in the event that they choose to utilize the shared P.S. model outlined in this agreement;

AND WHEREAS; the County is prepared to be the host municipality for the purpose of delivering the services contemplated by this agreement and as requested by the member municipality;
AND WHEREAS; the parties agree that the signing of this agreement does not obligate South Frontenac to utilize the service;
NOW THEREFORE, in consideration of the mutual covenants, conditions, considerations and payments herein contained, the parties mutually agree as follows:

1. INTRODUCTION

a. This agreement is intended to set out the funding formula for purchased planning services, recognizing the parties' obligations under the *Planning Act*.

2. **DEFINITIONS**

a. ***Council*** – means the elected members of council for each of the parties to this agreement.
b. ***Chief Administrative Officer*** (C.A.O.) – is the senior staff member for each of the parties to this agreement.
c. ***Director of Planning and Economic Development*** (Director) – is the person appointed by the County to lead the planning and economic development department.
d. ***Service Level Agreement*** (S.L.A.) – an agreement that defines the service - scope, quality, and responsibilities – agreed between the parties, including performance standards.

3. **GENERAL**

a. The day-to-day management of the agreement will be provided by the Director (or designate) as appointed from time-to-time by the County, including:
    i. Providing strategic advice
    ii. Project management
    iii. Management (hiring, oversight, performance, discipline and termination)
    iv. Allocation of staff resources based upon an approved work plan.
b. For the purpose of the administration of this agreement, the Director will report to the five Frontenac Chief Administrative Officers who will provide guidance, advice and direction on the level of service provided within the budget allocation and work plan for the Planning function as approved by the County.
    i. The C.A.O.s and the Director will meet at a minimum of semi-annually to review operations and receive suggestions for service level adjustments.
    ii. The Director will present an annual draft budget for consideration by the C.A.O.s by September 15th of each year for the following year.

iii. Quarterly financial reporting will be provided by the Director in a timely manner to the C.A.O.s.

c. The Director will provide recommendations to the C.A.O.s based upon best practice, the principles of good planning and cost efficiency.
d. The work plan for the P.S. will be reviewed and approved annually by the CofF Planning Advisory Committee (currently composed of the four Mayors and three non-political residents).
    i. The Director will review progress related to the work plan on a regular basis with the Planning Advisory Committee.
    ii. In the event of a dispute regarding work plan priorities, the decision of the Planning Advisory Committee will be final.
e. It is understood that efficiencies and cost savings will be achieved by harmonizing policies and where practitle and feasible, and that the Director will work towards commonality where possible. The final decision with respect to such policies shall rest with each individual party.
f. Information segregation and security between the parties will be maintained, except where disclosure is required by the *Municipal Freedom of Information and Protection of Privacy Act* and the *Planning Act*.
g. In order to meet the objectives of this agreement, planning staff will be employees of the County and where required will be members of CUPE 2290.
h. Planning staff will be assigned as required by the Director to ensure the fulfilment of this agreement, approved work plans and work load, taking into account training, vacation and overall system needs.
i. For the purposes of the efficient operations of the P.S. the Director will have the ability to move staff as required. In general, the Staffing complement will include the Director (1), Senior Planner (1), and such number of Community Planner(s) required to administer the program.
    i. Community Planners will be added/removed from employment based upon a reasonable work load balance of active applications at any given time. Consideration to add/remove Community Planner(s) will be based upon a minimum sustained period six (6) months.
    ii. Short term assistance of a contract/consulting planner may be required from time to time as recommended by the Director and supported by the Planning Advisory Committee. Where this option is chosen, the costs will be allocated directly to the benefiting municipality and paid for in the year where the expense was incurred.
j. Training for planning staff is vital in order to ensure that policies, practices and implementation are of the highest quality. Training plans will be developed by the Director and where such training plans require an adjustment to budget estimates will review the plan with the C.A.O.s.

k. A service level agreement (S.L.A.) will be developed by the Director with the input of the C.A.O.s that will include the nature of the services provided and the performance level standards to be targeted. The S.L.A. is intended to be a living document that is adapted as technology and service demands change. The S.L.A. will be completed within one year of the signing of this agreement.

4. **TOWNSHIP RESPONSIBILITY**

a. Each Townships will be responsible for:
   i. The cost of hardware and software solutions to support their operations.
   ii. Provision of office/desk space for P.S. staff.
   iii. Health, safety and orientation training as it relates to Township operations.
   iv. Working with the Director regarding their efficient operations and integration into their operations.
   v. Providing/nominating staff to sit on committees/working groups related to planning, including all costs related to their participation.
   vi. Policy enforcement, insurance and legal obligations related to their employees and Councils use of the P.S.
   vii. Providing input regarding the performance of P.S. staff.

5. **FINANCIAL OBLIGATIONS**

a. The calculation of payment for the P.S. is based upon: (the cost of the planning service including salary, payroll costs, travel and I.T.) x (the percentage of hours utilized by each party during the previous three calendar years).
b. The parties agree that the commencement of this agreement will be in two phases:
   i. the signing of this agreement by all parties will initiate a hiring process by the CofF. During this period, County planning activities will take place as per current practice and applicable fees; and
   ii. the hiring of one additional professional planner will initiate the full agreement, including fees and charges as contemplated by the agreement.
c. Cost will be phased in as illustrated below:
   i. From commencement to December 31, 2019 – 33.33%;
   ii. From January 1, 2020 to December 31, 2020 – 66.67%
   iii. From January 1, 2021 forward, 100%.
d. For illustration purposes only, attached **Schedule 'A'** is a summary of cost calculations intended to illustrate the application of the phase in described above.

e. Salaries for P.S. staff will be calculated based upon the actual amount paid to the employee + mandatory costs and benefits associated with the employee.
    i. For the Director, the cost will be net of time spent administering the County's Economic Development program – currently estimated at 15%.
f. The parties recognize that the P.S. funding formula may have the effect of shifting costs based upon local planning activity and approved work plans that benefit the entire group (e.g., broad planning policy work). In order to mitigate this situation a "rolling average" calculation will be utilized as follows based upon the previous three calendar years.
g. For the purposes of calculating the rolling three year average, the following work will be applied to the percentage for each party:

County	Member Municipality
- County Official Plan - Plans of Subdivision - Plans of Condominium - Township Official Plan and/or Amendment Approvals - County Wide Policy/Planning Docs - e.g., population projections, private roads study, communal services	Where requested by the member municipality - Official Plan reviews - Zoning By-law reviews Development/Application Review, including: - Official Plan Amendments - Zoning By-law Amendments - Minor Variances - Consents - Site Plan - Part Lot Control - General Inquiries - Deeming By-law - Subdivision Agreements - Municipality Specific Policy - e.g., severance policy, secondary plan, hamlet boundary review

h. For work related to an Local Planning Appeal Tribunal (LPAT) hearing (or such related hearings as described by the *Planning Act*) the parties agree that:
    i. For appeals related to CofF level applications as noted above, the County will be responsible and all hours related to the application;
    ii. Where an appeal relates to a municipal level application the respective municipality will be responsible for all hours related to the application;

iii. Where an appeal relates to both a County and municipal level application, the parties may agree (by motion of both Councils) to use P.S. staff to jointly represent their interests. In such cases the hours related to the application(s) will be shared equally between the parties.
    1. Should interests diverge at any point during the process, the parties agree to be responsible for sharing of cost up to the point of divergence and for their own costs moving forward.
iv. In general, the legal costs related to an application will be the responsibility of each party. Notwithstanding, the parties may agree, by a motion of both Councils to assume an equal share of legal costs for shared representation.

i. For the portion of the calendar year 2018 to which this agreement applies, the funding formula will be as follows:
    i. County of Frontenac 54.7%
    ii. Township of Frontenac Islands 8.3%
    iii. Township of South Frontenac 0%
    iv. Township of Central Frontenac 19.7%
    v. Township of North Frontenac 17.3%

j. The County will invoice each municipality as follows:
    i. March 31st – 25% of the budget amount
    ii. June 30th – 25% of the budget amount
    iii. Sept 30th – 25% of the budget amount (plus a mid-year reconciliation)
    iv. December 31st – 25% of the budget amount
    v. January 31st of the following year, a year end reconciliation of budget to actual

6. **LIABILITY AND INSURANCE**

a. Each party to this agreement shall assume full responsibility and cost for any actions or lack of actions brought against the municipality for incidents or events that happen within their municipal borders and are directly related to them as a result of their own negligent acts or omissions and no liability shall attach or accrue to the other parties.
b. Despite Section 6 paragraph a), in the event that liability or action is brought against the parties collectively, then any cost or awards shall be split on a percent basis as per the percentage split funding formula in place on the day of the event or incident.
c. Subject to paragraphs a) and b) above, each of the municipalities agrees to indemnify and hold the other municipality harmless from and against all actions, suits, claims and demands which may be brought against or made

upon another party including all loss, costs, charges and expenses as well as legal costs which may be incurred as a result of having entered into this agreement to the extent that such actions, suits, claims and demands arise from the negligence of that municipality in the carrying out of its obligations pursuant to this agreement.

d. The County shall maintain, for the duration of the agreement, liability insurance of not less than $5,000,000 for coverage of its staff while on Township(s) property or on private property while completing site visits. The Township(s) shall be named as an additional insured on the County's insurance policy, and a copy of shall be provided to each Township.

Comment [KP1]: From NF By-law as per Cheryl

7. **TERMINATION AND AMENDMENTS**
   a. This agreement shall remain in force until any party provides written notice of termination prior to July 1st of any calendar year, effective January 1st of the following year. The party giving notice shall be responsible for the other parties' costs associated with agreement termination, including any cost associated with employee severances or terminations.
      i. In such an event, the remaining parties will meet to review the ongoing viability and/or restructuring of this agreement.
   b. If all the parties agree to a termination of this Agreement, then the costs associated with termination will be split based upon the percentage split in the year of the termination.
   c. This Agreement may be amended at any time by the mutual consent of the parties in writing, after the party desiring the amendment(s) gives the other party a minimum of ninety (90) days written notice of the proposed amendment(s).

8. **TOWNSHIP OF SOUTH FRONTENAC – SPECIAL PROVISIONS**
   a. The parties recognize that as of the date of commencement, SF will not be obligated to pay any costs related to this agreement.
   b. Moving forward SF recognizes that they will benefit by being a signatory to this agreement given that costs currently being apportioned to SF through the County levy will be transferred to benefiting parties over the phase in period.
   c. While it is explicitly understood that this agreement does not commit SF to participation, the parties agree to the following:
      i. Subject to the Director's determination of capacity, that the C.A.O. for SF (or designate) may request temporary P.S. assistance on a file by file basis. Where this option is exercised, SF will agree to pay the CofF an hourly as provided in the CofF's fees and charges by-law for all hours required to complete the work under this provision.
      ii. Become a full participant in this agreement by passing a By-law to move forward as a full participant. Should this option be exercised

by SF, they will commence under the formula based upon the hiring date(s) of the employee(s) required to satisfy their need. It is recognized that should SF select this option, by virtue of the three year rolling average, they will see their costs phased in over a three year period. For the purposes of this option, SF and the CofF, with the support and guidance of the C.A.O.s and the Director, agree to negotiate specific timelines and resource requirements.

9. **PREVIOUS AGREEMENTS/BY-LAWS**
   a. All previous agreement related to planning will remain in effect up to the commencement date of this agreement, including applicable fees.
   b. Upon the commencement date, all previous planning related agreements shall become null and void and all parties agree to take such steps as are necessary to invoke this provision.

10. **DISPUTES AND DISAGREEMENTS**
   a. If, during the term of this agreement, a dispute or disagreement arises between the parties that cannot be resolved by the Director, the five C.A.O.s will be charged with making a determination. Where the C.A.O.s cannot collectively come to a satisfactory resolution within thirty (30) days, the following dispute resolution procedure will be followed:
      i. Within ninety (90) days or such timing as may be mutually agreeable, the parties will submit the dispute or disagreement to arbitration in accordance with the provision of the Municipal Arbitrations Act.
      ii. The party wishing to commence arbitration shall give the other party a written notice describing the dispute or disagreement to be arbitrated. Any arbitration will be carried out by a single arbitrator, who has been chosen jointly by the parties. The costs and expenses of arbitration will be allocated by the arbitrator between the parties, as the arbitrator determines in accordance with applicable law.
      iii. The parties agree to fully cooperate in any dispute or disagreement process, including the release of information and/or access to individuals.
   b. Except where clearly prevented by a dispute or disagreement that arises under this agreement, the parties shall continue performing their respective responsibilities under this agreement while the dispute or disagreement is being resolved in accordance with this Section, unless or until such responsibilities are lawfully terminated or expire in accordance with terms of this agreement.

11. **CONFIDENTIALITY**

Comment [KP2]: From NF By-law as per Cheryl

a. Planning staff shall not at any time before, during or after the expiration or earlier termination of the Agreement, without prior written approval of the Township(s), divulge to any person (including its employees, officers, agents or representatives) or use for any other purpose any confidential information.

12. **NOTICE**

Any notice that is required to be given pursuant to this agreement shall be deemed to have been validly given if delivered the Attention of the Clerk to the following:

Township of Frontenac Islands
Box 130, Road 96
Wolfe Island, ON K0H 2Y0

Township of South Frontenac
P.O. Box 100,
Sydenham, Ontario K0H 2T0

Township of Central Frontenac
1084 Elizabeth St, PO Box 89
Sharbot Lake, ON K0H 2P0

Township of North Frontenac
6648 Road 506
Plevna, Ontario K0H 2M0

County of Frontenac
2069 Battersea Road
Glenburnie, Ontario, K0H 1S0

13. SEVERABILITY

a. In the event that any covenant, provision or term of this agreement should at any time be held by any competent tribunal to be void or unenforceable, then this agreement shall not fail but the covenant, provision or term shall be deemed to be severable from the remainder of this agreement which shall remain in full force and effect mutatis mutandis.

14. GOVERNING LAW

a. This agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

IN WITNESS WHEREOF the said Corporations have hereto affixed their corporate seals as attested by the hands of their proper officer duty authorized in that regard.

THE CORPORATION OF THE TOWNSHIP OF FRONTENAC ISLANDS

Per:

_____

Denis Doyle, Mayor

Per:

_____

Darlene Plumley, Clerk

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

Per:

_____

Ron Vandewal, Mayor

Per:

_____

Wayne Orr, Clerk

THE CORPORATION OF THE TOWNSHIP OF CENTRAL FRONTENAC

Per:

_____

Frances Smith, Mayor

Per:

_____

Cathy MacMunn, Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH FRONTENAC

Per:

_____

Ron Higgins, Mayor

Per:

_____

Tara Mieske, Clerk

THE CORPORATION OF THE COUNTY OF FRONTENAC

Per:

_____

Ron Higgins, Warden

Per:

_____

Jannette Amini, Clerk

Schedule 'A' – Illustration of Phase In

SCHEDULE 'A'

Three Year Rolling Average (2015-17)
FIXED PERCENTAGES FOR 2018

Municipality	Pct
County Levy	54.7%
FI Contribution	8.3%
SF Contribution	0.0%
CF Contribution	19.7%
NF Contribution	17.3%
Total	**100.0%**

Phase in Calcuation
FOR ILLUSTRATION PURPOSES - SUBJECT TO CHANGES IN THREE YEAR ROLLING AVERAGE AND COSTS

	2018	2019	2020	2021	2022	2023
PCT Phase In County	100%	100%	100%	100%	100%	100%
County Levy	$ 162,263	$ 193,661	$ 197,534	$ 201,485	$ 205,515	$ 209,625
PCT Phase In (For New Planner)	33.3%	33.3%	66.7%	100.0%	100.0%	100.0%
FI Contribution	$ 8,207.09	$ 9,795	$ 19,982	$ 30,573	$ 31,184	$ 31,808
SF Contribution	$ -	$ -	$ -	$ -	$ -	$ -
CF Contribution	$ 19,479	$ 23,249	$ 47,427	$ 72,564	$ 74,015	$ 75,496
NF Contribution	$ 17,106	$ 20,416	$ 41,650	$ 63,724	$ 64,998	$ 66,298
Total	**$ 207,056**	**$ 247,121**	**$ 306,593**	**$ 368,345**	**$ 375,712**	**$ 383,226**
Shortfall	**$ 89,586**	**$ 106,921**	**$ 54,530**	**$ -**	**$ -**	**$ -**
Shortfall Total	**$ 251,036**					

REPORT TO COUNCIL

PUBLIC WORKS DEPARTMENT

AGENDA DATE: March 20, 2018

SUBJECT: Contract Extension of RFP-PO1-2015, Operations and Transportation of Hazardous Materials, Household Hazardous Waste Depot

RECOMMENDATION:

That Council approve a further one year contract extension with Brendar Environmental for the operations of the Household Hazardous Waste Facility to March 31, 2019, as per the terms and conditions as specified in RFP-PW-P01-2015.

BACKGROUND:

With the unknown changes coming to the industry with the *Waste Free Ontario Act*, we remain confident that Brendar will be an asset to the implementation of any industry changes involving transportation, processing and disposal of hazardous materials. Brendar has provided exceptional customer service to both South Frontenac residents and staff over the past 3 years.

ANALYSIS:

The accepted proposal of RFP PW-PO1-2015 from Brendar Environmental in 2015 was $44,748.85. Contract prices will be increased for each year by the Average Annual, All Items, Ontario, Consumer Price Index for the previous years12 month period as published by Statistics Canada.

FINANCIAL/STAFFING IMPLICATIONS:

In the 12 month period ending March 31st, 2017, the Consumer Price Index increase was 1.7% which equated to an increase of $760.73 for the period of April 1 2016 to March 31 2017.

The increase projected CPI increase for the 12 month period from April 1st, 2017 to March 31, 2018 should not exceed 2%.

There are sufficient funds in the 2018 Operating Budget to cover the increase.

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared by:

Jamie Brash
Supervisor, Facilities/SWM

REPORT TO COUNCIL
PLANNING AND BUILDING DEPARTMENTS

AGENDA DATE: March 20, 2018 **REPORT DATE: March 12, 2018**

SUBJECT: Implications of Ontario Municipal Board Ruling on Legal Non-Complying Structures

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RECOMMENDATION:
It is recommended that Council receive the Planning Report dated March 12, 2018 and the attached draft Fact Sheet for information regarding the recent ruling of the Ontario Municipal Board regarding Legal Non-Complying Structures located within 30 metres of any waterbody.

BACKGROUND:
The Ontario Municipal Board on February 8, 2018 Case No PL100674, has ruled on how legal non-complying structures shall be considered in terms of their redevelopment. Following from this, there are implications for Planning and Building in the Township of South Frontenac.

ANALYSIS:
Based on the above OMB ruling, any building or structure that is located within the 30 metre setback area from any waterbody would now be permitted to be rebuilt at the same location. This would be true for any structure whether it be a residential building, storage shed or garage and it would apply to any attached deck or porch. Proposals to expand a legal non-complying structure would require a minor variance. The attached draft of a Fact Sheet, prepared and endorsed by the Planning Department and Building Department, is intended to serve as a guide to proponents of these types of development.

FINANCIAL and STAFFING CONSIDERATIONS:
n/a

ATTACHMENTS:
Attachment #1 - is a development fact sheet.

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

March, 2018

Draft Fact Sheet

Processing Development Applications Proposed Within 30 metres of Waterbodies

Proposals to Reconstruct with no Enlargement

Development proposals to reconstruct a legal non-complying building or structure that is within 30 metres of the waterbody will require a building permit. The Building Department needs to ensure that:

- The owner obtains a demolition permit.
- The owner obtains a building permit.
- There is adequate septic and water supply
- The new building is located in the same location, on the same footprint and is of the same volume and height as the original building: *a survey sketch may be required from an Ontario Land Surveyor (O.L.S.) to verify the location of the original structure before it is demolished. Where any new foundation or footings are proposed their location must be confirmed by an O.L.S.*

Note: The onus rests with the owner to prove that the entire structure was built prior to the by-law that established the water setback. Any deviation from the original footprint location will require zoning relief.

Proposals to Reconstruct with an Increase to the Footprint, Volume and/or Height

Development proposals to reconstruct a building or structure that is within 30 metres of the waterbody and increase its footprint, volume and/or height **will need zoning relief** (either a minor variance or zoning amendment) before any building permit can be issued. If such an application is submitted, a planning analysis will consider the following:

- the site conditions: *every lot is different in terms of degree of vegetation, steepness of slopes, composition of the soil, proximity to other inland waterbodies etc,*
- the closeness of the building to the waterbody:
- the capacity of the property to accommodate construction further back:
- the location and functioning of the septic system: *the existing septic system may need to be upgraded to newer standards and to accommodate the increased usage.*
- whether the proposed enlargement is minor compared to the size of the existing structure: *for example*, *a doubling of the size of a building may be deemed to be too much development whereas a lesser increase may be considered.*
- whether there would be a lot-coverage issue: *on most waterfront lots there is a maximum 5% lot coverage restriction.*

The above analysis would also apply to any proposal to add to an existing building within the water setback. In any case, Planning staff would evaluate such proposals and make a recommendation to the Committee of Adjustment (or Council in some cases). The Committee of Adjustment (or Council) makes the final decision to approve or deny.

Notes:

- The addition of a full basement to an existing structure which did not previously have a full basement would constitute an addition to the living space which is not permitted in the zoning by-law.
- Attached decks, landings and porches are counted as part of the footprint of the building, however, this does not mean that such structures can be replaced with habitable living space without planning approvals.

- All appropriate agencies may need to comment including conservation authorities and KFL&A Public Health.
- Any increase in plumbing fixtures, additional bedrooms, or increase in living area greater than 15% of the existing, shall be subject to approval from KFL&A Public Health.

Disclaimer:
The above information is intended as a helpful guide to development and it should be noted that other agencies may be required to provide comments on development proposals. In this regard, every effort has been made to provide guidelines consistent with applicable regulations and by-laws, however, if a discrepancy arises, the provisions of the formal regulatory document shall prevail. This information should not be regarded as a complete description of the analysis that is required and it does not constitute legal advice. This guide is not a substitute for land use planning advice provided by a qualified land use planner.

PORTLAND REC COMMITTEE
Meeting Minutes –October 23rd 2017

Attendees: Pam Morey, Doug Morey, Cheryl Preston
Regrets: Christine Leblanc, Mary-Jo Dowker, John McDougall, Linda Bates

1) The minutes of the September 25th, 2017 meeting were reviewed. Motion to accept by Cheryl Preston and seconded by Doug Morey.
2) The Agenda for October 23rd, 2017 meeting was reviewed. Motion to accept by Cheryl Preston and seconded by Doug Morey.

3) There was discussion on the business arising from the minutes:

Business Arising from Minutes:

- A Central recreation update was given :
  - Drone for 150th pictures will be at all schools.
  - Time capsule project.

New Business:

- Committee discussed the current process of how a group or individual could successfully bring forth an idea to the township for consideration regarding recreation. Is there a more effective and efficient process for the groups and for the committees. The necessity of a two tiered recreation committee was also brought into question. Further discussing was differed to the next meeting.
- It was mentioned that the role of our committee should be reviewed. It was thought that there needs to be more clarity and direction regarding what our committee should provide to the interested party. Should we be offering tools, knowledge, insight and support to guide them through the process? Should we be engaging community groups with plans for petitions, fundraising, and pamphlets containing these tools? Or should this be provided at the central level? This topic was deferred to the next meeting.
- Are the roles of each district committee the same? Are there sub committees for events and can these groups exist outside the realm of recreation?
- There were also suggestions on the regularity of recreation surveys and how the results give an accurate picture of the wants of the township's population.
- The need for a mobile friendly recreation guide was discussed. The possibility of making the SF website search tool to bring up the most recent item on that topic instead of having to scroll though everything. More user friendly, and faster.

Meeting was adjourned at 7:30. Our next will be held at the Princess Anne building in Hartington on Monday November 27th, 2017.

PORTLAND REC COMMITTEE
Meeting Minutes –November 27th, 2017

Attendees: Pam Morey, Doug Morey, Cheryl Preston, Mary-Jo Dowker
Regrets: John McDougall, Linda Bates

1) The minutes of the October 23 were not available.
2) The Agenda for October 23rd, 2017 meeting was reviewed. Motion to accept by Cheryl Preston and seconded by Doug Morey.

3) There was discussion on the business arising from the minutes:

Business Arising from Minutes:

- A Central recreation update was given :
  - Drone for 150th pictures waiting approval from the school board.
  - Time capsule project.

- The process of bringing an item to the attention of the township was again discussed, As well as the roll of the recreation committees. Should interested parties bring their concerns and ideas directly to council? Is that more effective and does it paint a clearer picture for council to base their decisions on? Doug Morey had a suggestion that maybe there should be no central recreation. Maybe our local district committees should go straight to council with recreation ideas. He suggested that this would be a good question to ask in order to understand the idea or reasoning for amalgamation and why central is there in the first place. Could the recreation committees meet to discuss the local committee ideas in an effort to see the commonality between districts and to bring the relevant points to council so they are not overwhelmed with requests from several different committees? We think the point is that recreation is changing and we need to be able to
- What are the clear responsibilities of the township staff regarding recreation? Now that we have staff taking care of several recreation responsibilities what is our roll? Is our roll just that of communication? Should there be a dedicated recreation presence on Social Media with information and directions on the process and how to proceed with recreation ideas? Could we communicate available opportunities and programs as well as facilities to the public in this medium? Relay to the community how decisions regarding recreation are made? Should the township have a dedicated recreation coordinator and communications officer to help facilitate this communication?
- The 5 year plan was briefly reviewed as well as the terms of reference. Should both tiers be meeting every month? Do we need councilors involved in both tiers? Should there be 4 councilors attending the central meetings? Since all committees now only make recommendations to the budget it

New Business:

- Canada Day - Should we be thinking of the township holding one large Canada Day Celebration? The main concerns for this event would be safety and space for the day's events and parking. It was mentioned that people will drive to events or to see fireworks. Some of our residents may go to Kingston for events, which is a drive. This will be differed until a later date.

Meeting was adjourned at 7:30. Our next will be held at the Princess Anne building in Hartington on Monday January 29th, 2018. No meeting in December.

PORTLAND REC COMMITTEE MINUTES FEB. 26, 2018

Attendees: Linda Bates, Mary-Jo Dowker, John McDougall, Pam Morey (Chair)
Regrets: Doug Morey

1. The minutes of the October 23, 2017 and the November 27, 2017 meeting were approved with corrections. Mary-Jo Dowker / Pam Morey Carried

2. Business Arising

Role of the South Frontenac Recreation Committee Discussion

a. What is our role now that we have a Recreation Supervisor and Public Works staff working on our behalf?
Should we be cutting back to one member from each District and one area Councillor rotating yearly?
Do we need to meet every month?
Is it time for the formation of Sub-Committees from the area Recreation Committees that would meet three times a year prior to planning and budget discussions- e.g.Buildings/Events/Green Space/Seniors/Youth?
Is it efficient or good democracy to have 4 Councillors?
b. Should Committee members be paid?
c. Are we using social media appropriately for communication in addition to the Recreation Guide and the Survey?
d. A Swimming Pool should still be our first priority according to the Survey.

3. New Business

a. Family Day was a great success with a constant attendance all day. We sold out of hamburgers and hotdogs. The new 'kick sleds' were a hit and will be available for rental in the future. Thanks to all the volunteers who helped to make this a fine event.

b. Supervisor, Tim Laprade, has informed us that each area will receive $ 500.00 from the Healthy Kids Campaign of the KFL&A Health Unit to spend as they see fit.

Motion: That Portland Recreation distribute the grant equally between the two Baseball Associations, the Soccer Association and the Hockey Association. Linda Bates / Mary-Jo Dowker Carried

c. We will request a Facilities Tour with Jamie Brash and Tim Laprade to view the buildings for repair priorities such as Health and Safety, need and usage. Perhaps this could be a part of next year's survey?

d. March 19, 2018 is the next South Frontenac Recreation Committee Meeting, if necessary.

e. The Portland Canada Day organizing team is re-structuring. Details to follow.

f. Our next Portland Rec meeting is TBA.

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NUMBER 2018-17

BEING A BY-LAW TO AMEND BY-LAW NUMBER 2003-75, AS AMENDED, TO REZONE LAND FROM RURAL (RU) TO SPECIAL RURAL (RU-52) IN PART OF LOT 36, CONCESSION VII, DISTRICT OF STORRINGTON: HOLLAND

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 land located in Part of Lot 36, Concession VII, of the 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 Rural (RU) to Special Rural (RU-52) for those lands shown on the attached map designated as Schedule"1".

2. THAT Zoning By-law Number 2003-75 as amended, is hereby further amended by adding a new section RU-52 (Part Lot 36, Concession VII, District of Storrington) immediately after section RU-51 (Part Lot 6, Concession VIII, Storrington District – Jespersen), to read as follows:

   RU-52 (Part Lot 36, Concession VII, Storrington District – Holland)

   Notwithstanding any provision of this by-law to the contrary, on the lands zoned Special Rural (RU-52), the following provision shall apply:

   - A secondary dwelling is permitted as part of the principal building.

   All other provisions of this by-law shall apply.

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

   Dated at the Township of South Frontenac this twentieth day of March, 2018.

   Read a first and second time this twentieth day of March, 2018.

   Read a third time and finally passed this twentieth day of March, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

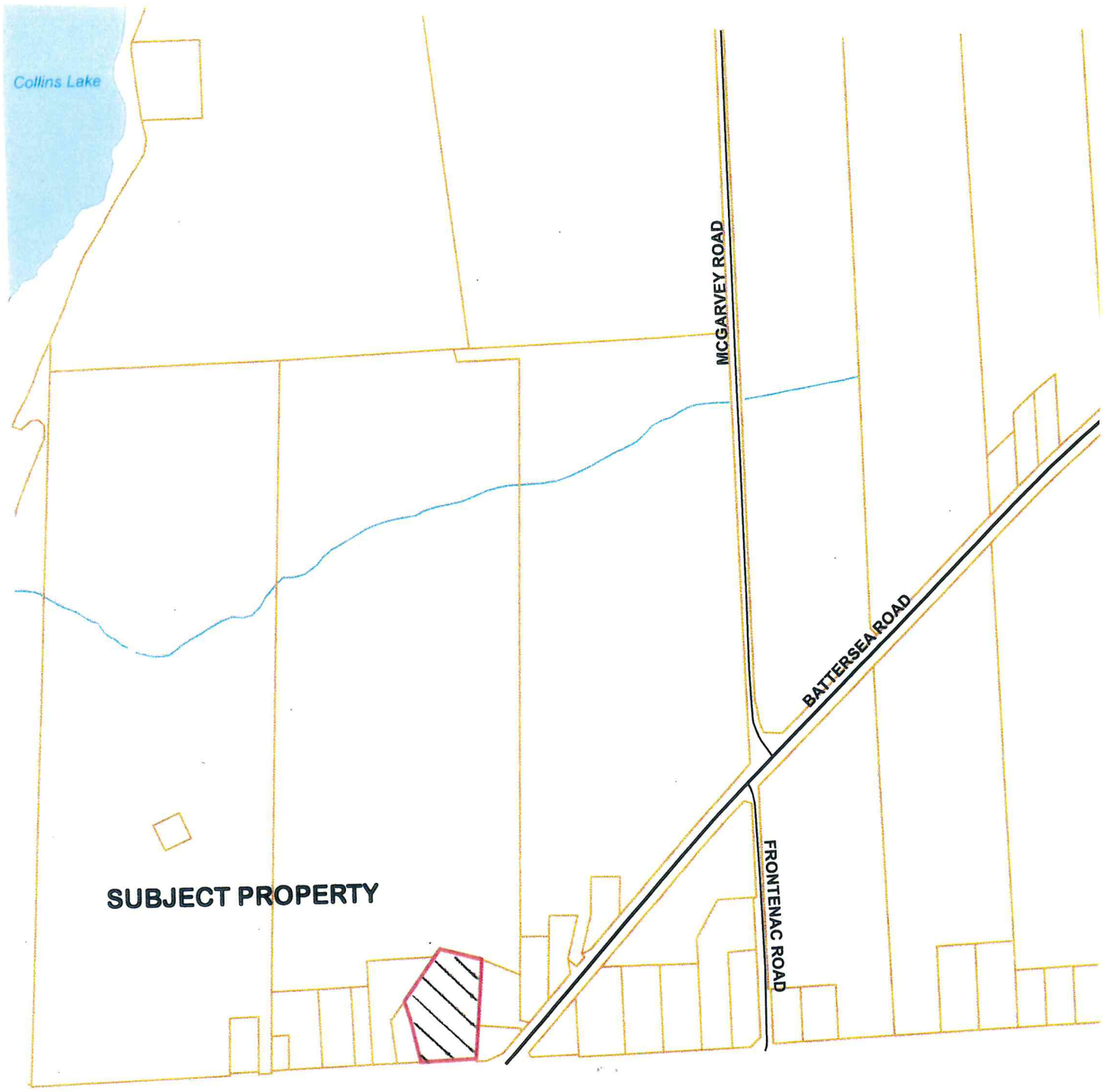
_____
Ron Vandewal, Mayor

_____
Wayne Orr, Clerk-Administrator

TOWNSHIP OF SOUTH FRONTENAC

SCHEDULE '1'
BY-LAW NO. 2018-17

AREA REZONED FROM 'RU' TO 'RU-52'



THIS IS SCHEDULE "1" TO BY-LAW NO.2018-17
PASSED THIS 20th DAY OF MARCH, 2018.

MAYOR_____

CLERK_____

N
W E
S

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NUMBER 2018-18

BEING A BY-LAW TO AMEND BY-LAW NUMBER 2003-75, AS AMENDED, TO REZONE LANDS FROM RURAL (RU) ZONE TO SPECIAL URBAN COMMERCIAL (UC-29-H) ZONE; PART LOT 6, CONCESSION V, DISTRICT OF PORTLAND: KERR/GILMOUR

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, Harrowsmith of the 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 (UC-29-H) Zone for those lands shown on the attached map designated as Schedule "1".

2. **THAT** a new section UC-29-H (Part Lot 6 Concession V, Portland District- Kerr/Gilmour) be added immediately following section UC-28 (Part Lots 18 & 19, Concession I, Storrington District- Bovey), to read as follows:

   UC-29-H (Part Lot 6, Concession V, Portland District – Kerr/Gilmour)
   Notwithstanding the uses permitted in section 19.2 or any other provision of this By-law to the contrary, on the lands zoned Special Urban Commercial (UC-29-H) Zone, the following uses only are permitted:

   Permitted Uses
   - a bake shop,
   - a meat shop,
   - a retail store
   - a convenience retail store
   - a restaurant, take-out,
   - a gift shop,
   - a nursery school,
   - a medical clinic,
   - a post office,
   - a business and/or professional office,
   - a bank and/or trust company,
   - 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.

   All other provisions of this By-law shall apply.

3. **THAT** the uses permitted in the UC-29-H zone be subject to a site plan agreement to be entered into between the owner and the municipality and registered on the title of the property, specifying locations of all buildings and structures; well; septic system, parking, stormwater runoff, manoeuvring areas, access point, access aisles and entrances and landscaping/buffering; and specifying that a traffic impact analysis be undertaken to the Township's satisfaction and acknowledging that contributions acceptable to the Township must be made towards required improvements to Road #38 identified in the study prior to the holding (h) symbol being removed by by-law.

4. **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 twentieth day of March, 2018.

Read a first and second time this twentieth day of March, 2018.

Read a third time and finally passed this twentieth day of March, 2018.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

_

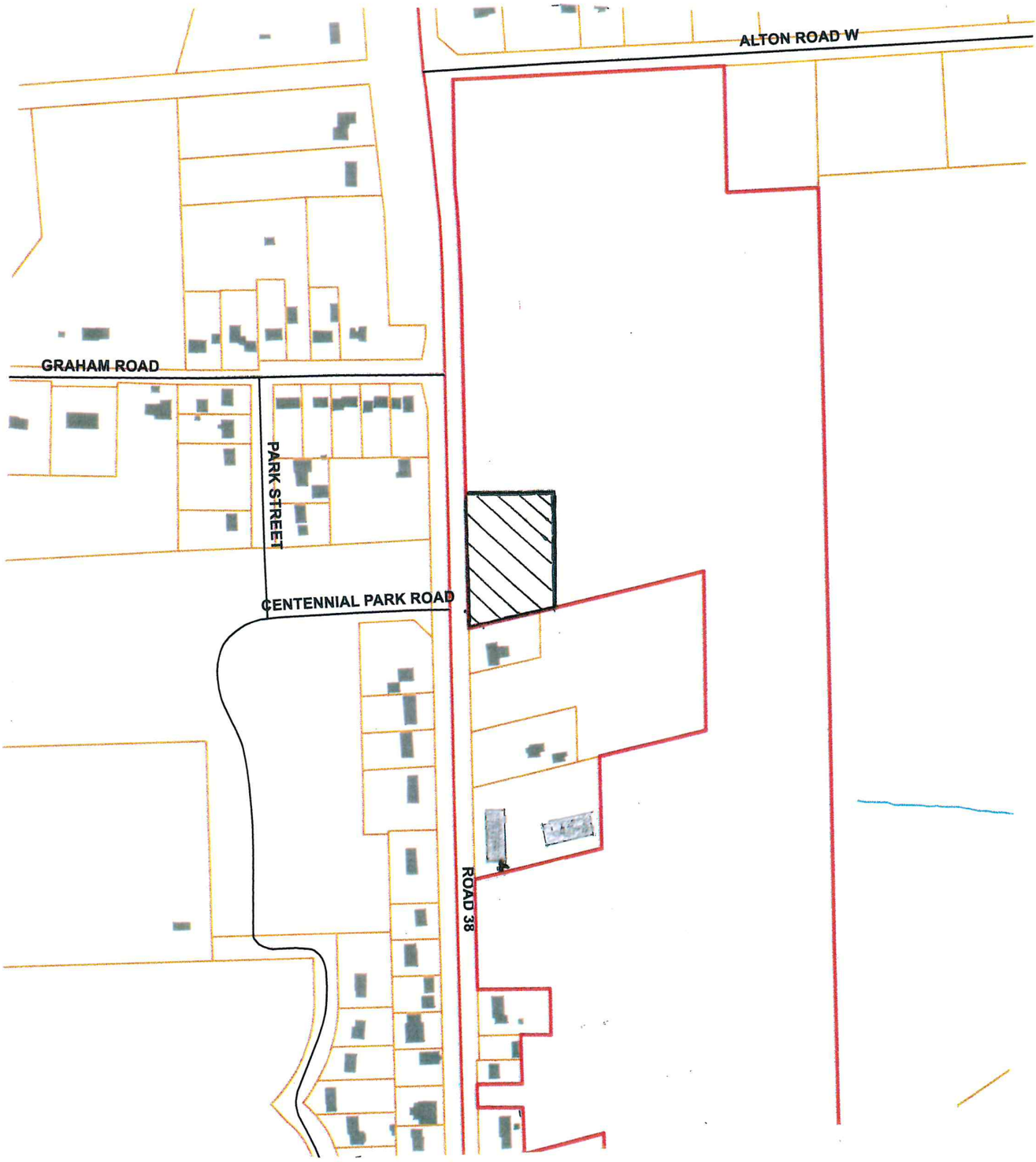
_____

Wayne Orr, Clerk-Administrator

TOWNSHIP OF SOUTH FRONTENAC

SCHEDULE '1'
BY-LAW NO. 2018-18

AREA REZONED FROM 'RU' TO 'UC-29-H'



THIS IS SCHEDULE "1" TO BY-LAW NO. 2018-18
PASSED THIS 20th DAY OF MARCH, 2018.

MAYOR_____

CLERK_____

INFORMATION REPORT TO COUNCIL

PUBLIC WORKS DEPARTMENT

AGENDA DATE: **March 20, 2018**

SUBJECT: **Tender No. PW-2018-02, 2018 Micro-Surfacing Program**

RECOMMENDATION:

For Information only.

BACKGROUND:

This year's Micro-Surfacing Tender was prepared and advertised on the Municipal website, on Biddingo, and in the local newspaper. This tender closed on March 7th, 2018.

The results, in ascending order, were as follows:

Supplier	Price (Incl. HST)
Miller Paving Ltd.	$173,950.39
Duncor Enterprises Inc.	$201,382.27

The submission of the low bidder has been evaluated and was found to be accurate and complete. Miller Paving Ltd. is a reputable contractor and has provided micro-surfacing services in and around South Frontenac for many years.

For these reasons, and also because their price was $27,431.88 lower than the bid from Duncor Enterprises Inc., the Public Works Department, under delegated authority, has awarded the tender to Miller Paving Ltd., for $173,950.39, including HST.

For comparative purposes, below are the historical and current lowest unit prices.

Item	2015	2016	2017	2018 Low Bid
Average Unit Price- $/ per m²	$4.68	$5.49	$5.83	$5.39

FINANCIAL/STAFFING IMPLICATIONS:

An amount of $875,000 was approved in the 2018 Capital Budget for both single surface treatment and micro-surfacing.

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared By:

David Holliday, CET
Area Supervisor

INFORMATION REPORT TO COUNCIL

PUBLIC WORKS DEPARTMENT

AGENDA DATE: **March 20, 2018**

SUBJECT: **Tender No. PW-2018-05, 2018 Crack Sealing Program**

RECOMMENDATION:

For Information only.

BACKGROUND:

This year's Crack Sealing Tender was prepared and advertised on the Municipal website, on Biddingo, and in the local newspaper. This tender closed on March 7th, 2018.

The results, in ascending order, were as follows:

Supplier	Price (Incl. HST)
Roadlast Asphalt and Sealing Maintenance	$93,112.00
Cornell Construction Ltd.	$124,752.00
Ivy Property Services Inc.	$176,280.00
Upper Canada Road Services Inc.	$194,360.00
RanN Maintenance	$298,320.00

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

For these reasons, and also because their price was $31,640.00 lower than the bid from Cornell Construction Ltd., the Public Works Department, under delegated authority, has awarded the tender to Roadlast Asphalt and Sealing Maintenance, for $93,112.00, including HST.

For comparison purposes, listed below are the approved lowest bid unit prices from the past 4 years and the current lowest bid unit price.

Item	2014	2015	2016	2017	2018 Low Bid
Unit Price- $/ per metre	$0.82	$0.90	$1.05	$1.24	$1.03

FINANCIAL and STAFFING CONSIDERATIONS

Sufficient funds have been budgeted in the 2018 Capital and Operating budget for this purpose.

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared By:

David Holliday, CET
Area Supervisor

REPORT TO COUNCIL

CLERKS DEPARTMENT

AGENDA DATE: March 20, 2018

SUBJECT: Building Department – New Inspector hired

RECOMMENDATION

For information only

BACKGROUND

Recruitment for a Building Inspector commenced in January with advertising in our weekly banner and on our website and the OBOA website. The deadline for applications was Friday, January 26, 2018 and interviews were conducted.

Mr. Brent Hewlett has accepted the position and will officially start in his new position on March 26, 2018. An appointment by-law will be forthcoming once Mr. Hewlett completes is ministry credentials.

ATTACHMENTS

n/a

Submitted/approved by:

Angela Maddocks
Deputy Clerk

Payment Listing
For the period of March 7, 2018 to March 20, 2018

Accounts Payable Payment Listing:

	For the period of March 7, 2018 to March 20, 2018	2,054,290.09

Payroll Payment Listing:

Pay Period #6	Pay date March 14, 2018 For the period of February 25, 2018 to March 10, 2018	84,160.57
Special Pay	Pay date March 14, 2018 For the period of February 25, 2018 to March 10, 2018	223.96
		$ 2,138,674.62

Total Payments

RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending March 20, 2018 in the amount of $ 2,138,674.62

Submitted/approved by:
Stephanie Kuca - Deputy Treasurer

Ranges: **From:** **To:** Distribution Types Included:
Cheque Date: **2018-03-07** **2018-03-20** **PURCH, MISC**

10 GG

0000 Gen

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009009	2018-03-20		ZYCOM TECHNOLOGY INC.		
		IN-60147-01		Server Update+Replace+Cloud	$6,430.21
Total EFT000000009009					**$6,430.21**
Total Gen					**$6,430.21**

0035 TaxSB-EP

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008973	2018-03-20		LIMESTONE DISTRICT SCHOOL		
		MARCH 2018 LEVY		March 2018 Levy	$1,326,259.25
Total EFT000000008973					**$1,326,259.25**
Total TaxSB-EP					**$1,326,259.25**

0036 TaxSB-ES

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008938	2018-03-20		ALGONQUIN AND LAKESHORE		
		MARCH 2018 LEVY		March 2018 Levy	$117,783.38
Total EFT000000008938					**$117,783.38**
Total TaxSB-ES					**$117,783.38**

0037 TaxSB-FP

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008948	2018-03-20		CONSEIL DES ECOLES PUBLIQUES		
		MARCH 2018 LEVY		March 2018 Levy	$5,436.43
Total EFT000000008948					**$5,436.43**
Total TaxSB-FP					**$5,436.43**

0038 TaxSB-FS

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008949	2018-03-20		CONSEIL SCOLAIRE CATHOLIQUE DU		
		MARCH 2018 LEVY		March 2018 Levy	$8,353.78
Total EFT000000008949					**$8,353.78**
Total TaxSB-FS					**$8,353.78**

1000

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008989	2018-03-20		R&D NELSON GENERAL MAINTENANCE		
		18/02-V.MED		18/01+18/02 Cleaning	$1,003.35
		18/02-V.MED		18/01+18/02 Cleaning Supplies	$59.75
		18/02-OFFICE		18/01+18/02 Cleaning	$2,014.85
		18/02-OFFICE		18/01+18/02 Cleaning	$339.98
Total EFT000000008989					**$3,417.93**
Total					**$3,417.93**

1100 Counc

Cheque	Date	Inv #	Vendor	Description	Amount
069304	2018-03-20		PRINCE CHARLES PUBLIC SCHOOL		
		18/03 PLAYGROUND		Outdoor Playground Equip.	$1,000.00
Total 069304					**$1,000.00**
069310	2018-03-20		DONALLY, ROBERT		
		2017 PRIVATE LANE -2		2017 Private Lane -2	$550.00
Total 069310					**$550.00**
Total Counc					**$1,550.00**

1250 Clk

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008951	2018-03-20		CUNNINGHAM SWAN CARTY		
		149899		General Advice- OMB	$814.08
		149784		General Advice- Shooting Range	$127.20
		149786		Attendance at Council	$839.52
Total EFT000000008951					**$1,780.80**
EFT000000008976	2018-03-20		MARCHANT MARKING DEVICES LTD.		
		35997		CTC+ Commissioners Stamps	$67.44
Total EFT000000008976					**$67.44**
EFT000000009000	2018-03-20		TROUSDALE'S FOODLAND		
		2614		Coffee+Sugar+Milk+Cream	$31.11
		125		Water	$4.29
		2564		Coffee + Cream	$19.06
		4456		Coffee+Cream	$22.67
		5552		Cream	$2.79
		6507		Coffee+Sugar+Cream	$27.76
Total EFT000000009000					**$107.68**

Total Clk **$1,955.92**

1275 Fin

Cheque	Date	Inv #	Vendor	Description	Amount
069306	2018-03-20		SHRED-IT INTERNATIONAL ULC		
		8100384926		Shredding Services	$72.27
Total 069306					**$72.27**
EFT000000008943	2018-03-20		BUSINESS INTERIORS(ONTARIO)INC		
		1718-923		Office Chairs	$1,787.08
Total EFT000000008943					**$1,787.08**
EFT000000008944	2018-03-20		CALLIGARIS ELECTRONIC TECHNOLOGIES		
		57872		TV- conference room	$1,358.96
Total EFT000000008944					**$1,358.96**
EFT000000008953	2018-03-20		DIAMOND SOFTWARE INC		
		PS-337635		VCH + eSend Implementation	$1,174.56
Total EFT000000008953					**$1,174.56**
EFT000000008963	2018-03-20		GRAND & TOY LIMITED		
		M148629		3X Pencil Case	$8.98
Total EFT000000008963					**$8.98**
EFT000000008976	2018-03-20		MARCHANT MARKING DEVICES LTD.		
		35997		CTC+ Commissioners Stamps	$134.86
Total EFT000000008976					**$134.86**
Total Fin					**$4,536.71**
Total GG					**$1,475,723.61**

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
069288	2018-03-20		BELL MOBILITY (RADIO DIVISION)		
		1-244137		18/03- Site Rental	$328.00
Total 069288					**$328.00**
069292	2018-03-20		FLUENT INFORMATION MANAGEMENT SYSTEMS INC.		
		INV-2874		Who's Responding App	$1,933.44
Total 069292					**$1,933.44**
069293	2018-03-20		FORT GARRY FIRE TRUCKS LTD		
		27743		2018 Ford Cab+Chassis	$61,355.17
Total 069293					**$61,355.17**
069294	2018-03-20		FRASSO AUTOMOTIVE SERVICE		
		142638		Radiator+Battery	$2,117.66
Total 069294					**$2,117.66**
069297	2018-03-20		KINGSTON FIRE AND RESCUE		
		3376		2018 1st Quarter Dispatching	$8,900.00
Total 069297					**$8,900.00**
EFT000000008933	2018-03-20		BOULTON SEPTIC/LARMON'S		
		26764		Holding Tank Pumped	$244.22
		26743		Snow Plowing	$457.92
		26740		Snow Plowing	$549.50
		26741		Snow Plowing	$783.55
		26657		Holding Tank Pumped	$244.22
Total EFT000000008933					**$2,279.41**
EFT000000008935	2018-03-20		ABELL PEST CONTROL INC.		
		A0677626		18/02 Pest Control	$46.50
		A0678756		18/02 Pest Control	$37.72
		A0896027		18/02 Pest Control	$44.46
Total EFT000000008935					**$128.68**
EFT000000008937	2018-03-20		AJ STONE COMPANY LIMITED		
		137958		12x Hard SCBA carrying cases	$2,518.50
		138074		Barrel+Floating Strainer, hose	$1,206.14
		138139		Pump	$5,749.44
		138075		Bag, Rit, Orange, Empty	$559.68
Total EFT000000008937					**$10,033.76**
EFT000000008939	2018-03-20		ANGLIN GROUP LTD		
		1822		Progess Draw #7	$108,625.13
Total EFT000000008939					**$108,625.13**
EFT000000008941	2018-03-20		BLACK DOG TIRE & LUBRICANTS		
		17962		Wheel Balance Passenger	$48.84
Total EFT000000008941					**$48.84**
EFT000000008950	2018-03-20		CULLIGAN		
		997139		Water	$23.77
		89591TH		Water	$36.52
Total EFT000000008950					**$60.29**
EFT000000008956	2018-03-20		DRAPER DOORS		
		12198		Service Call: Cables	$569.86
Total EFT000000008956					**$569.86**
EFT000000008957	2018-03-20		FIRE SERVICE MANAGEMENT		
		438187		Wash+Repair	$290.09
Total EFT000000008957					**$290.09**
EFT000000008961	2018-03-20		GERVAIS CONSULTING		
		SF#18-02		18/02 Acting Fire Chief	$577.02
		SF#18-02		18/02 Acting Fire Chief	$4,710.00
Total EFT000000008961					**$5,287.02**
EFT000000008967	2018-03-20		JODY CAMPBELL'S SEPTIC SERVICE		
		11045		Portable Toilet	$101.76
Total EFT000000008967					**$101.76**
EFT000000008969	2018-03-20		KENWORTH ONTARIO - KINGSTON		
		KS22096		Service Call: Brakes	$853.86

Total EFT000000008969					**$853.86**
EFT000000008971	2018-03-20		LEONARD FUELS		
		2706-858599		579.5L @.942	$555.51
		2706-864416		398L @.943	$381.91
		2706-59024C		Furnace Annual Service	$145.76
		2706-59015C		Clean+Service	$109.90
		4896-60967C		Clean+Service	$211.91
		4896-856573		308L @.947	$296.82
		4896-858350		845.3L @.948	$815.43
		4896-863271		845.3L @.948	$416.28
		0647-855650		1455.4L @.948	$1,403.99
		0647-60963C		Clean+Service Unit 3	$211.91
		0647-60964C		Clean+Service Unit4	$211.91
		1060-856438		469.8L @.939	$448.90
		1687-856574		334.2L @.947	$322.06
		1687-858351		500L @.948	$482.34
		1687-59046C		Service Call-No Heat	$193.81
		1687-863270		434.1L @.963	$425.41
		3935-869288		400.0L @.913	$371.63
		3935-865322		349.6L @.941	$334.76
		3935-60972C		Clean+Service	$211.91
		0647-861146		1279.9 L @.944	$1,229.49
		0647-869265		1162.0L @.930	$1,099.69
		1057-871186		75.68L @1.0876	$82.22
		1057-871187		52.05L @1.1673	$60.76
		1057-872488		66.00L @1.1673	$77.04
		1057-867281		747.9L @.907	$690.29
		1057-871777		476.2L @.910	$440.96
		1057-874113		101.00L @1.0522	$106.08
		1057-874580		102.40L @1.0522	$107.55
		1057-875059		71.27L @1.1673	$83.20
		1687-866825		620L @.886	$558.98
		1687-60977C		Clean+Service+Inspection	$211.91
		2706-867660		661.3 L @.922	$620.44
		4896-866826		599.6L @.886	$540.60
Total EFT000000008971					**$13,461.36**
EFT000000008974	2018-03-20		LINDE CANADA LIMITED 15687		
		58040143		Oxygen	$381.60
Total EFT000000008974					**$381.60**
EFT000000008975	2018-03-20		M&L SUPPLY, FIRE & SAFETY		
		148952		2X "Phoenix" Gloves	$254.06
Total EFT000000008975					**$254.06**
EFT000000008982	2018-03-20		NORTHWAY HARDWARE		
		16521		Glue	$28.48
		16524		Assorted plumbing Items	$76.54
Total EFT000000008982					**$105.02**
EFT000000008988	2018-03-20		PUROLATOR INC.		
		437341359		Ship to A.J. Stone	$65.96
Total EFT000000008988					**$65.96**
EFT000000008990	2018-03-20		ROSEN ENERGY GROUP		
		619419		SYD 242.0L GAS@1.0725	$264.12
		620491		SYD 454.4L GAS @1.0850	$501.70
Total EFT000000008990					**$765.82**
EFT000000008991	2018-03-20		R. THURSTON TECHNOLOGIES		
		11062		16X Radio+Charger+Mic+Cable	$8,954.07
Total EFT000000008991					**$8,954.07**
EFT000000008993	2018-03-20		SNIDER, LISA		
		18/02-CLEANING		Cleaning	$70.00
Total EFT000000008993					**$70.00**
EFT000000008994	2018-03-20		SUPERIOR PROPANE INC.		
		19150737		Tank Rental	$1.02
Total EFT000000008994					**$1.02**
EFT000000008997	2018-03-20		SWISH MAINTENANCE LIMITED		
		K583704		Cleaning Supplies	$325.57
		K583716		Cleaning Supplies	$178.09
Total EFT000000008997					**$503.66**
EFT000000009002	2018-03-20		TW PATCHING		
		390705		Snow Plowing	$2,472.77
		390706		Snow Plowing	$1,099.01
Total EFT000000009002					**$3,571.78**
EFT000000009008	2018-03-20		WILLIAMS, KATHY		
		18/03/02		17/11-18/12 Cleaning	$700.00
Total EFT000000009008					**$700.00**
Total Fire					**$231,747.32**

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008934	2018-03-20		4 OFFICE AUTOMATION LTD		
		981133		18/03-18-05 Lease Payment	$381.60
Total EFT000000008934					**$381.60**
EFT000000008999	2018-03-20		TOWN AND COUNTRY AUTO SUPPLY		
		6083-479539		Oil Filter	$2.79
Total EFT000000008999					**$2.79**
Total Build					**$384.39**

2625 Lvstck

Cheque	Date	Inv #	Vendor	Description	Amount
069284	2018-03-20		SNIDER, PERCY		
		18/01/01-LIVESTOCK		18/01/01-Livestock	$1,310.00

Total 069284					**$1,310.00**
Total Lvstck					**$1,310.00**
Total PP&P					**$233,441.71**

30 Trans

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
069300	2018-03-20		MUNICIPAL ENGINEERS ASSOCIATION		
		31768		2018 Membership	$147.55
Total 069300					**$147.55**
EFT000000009005	2018-03-20		UPPER CANADA OFFICE SYSTEMS		
		326585		Copier Usage	$109.79
Total EFT000000009005					**$109.79**
Total PW OH					**$257.34**

3005 RdAdmOH

Cheque	Date	Inv #	Vendor	Description	Amount
069288	2018-03-20		BELL MOBILITY (RADIO DIVISION)		
		1-244137		18/03- Site Rental	$295.38
Total 069288					**$295.38**
069307	2018-03-20		SKILLPATH SEMINARS		
		2154551		Handbook-First Time Managers	$41.56
Total 069307					**$41.56**
EFT000000008987	2018-03-20		PRO-TECH TRAINING SERVICES INC.		
		98		17X Traffic Control Training	$1,383.94
		94		Hours of Service-Research	$305.28
Total EFT000000008987					**$1,689.22**
Total RdAdmOH					**$2,026.16**

3010

Cheque	Date	Inv #	Vendor	Description	Amount
069285	2018-03-20		ATKINSON HOME BUILDING CENTRE		
		139517		9V Batteries	$21.47
Total 069285					**$21.47**
069287	2018-03-20		BELL CANADA C/O SPECIAL BILLING		
		94979787		Moreland Dixon Bell work	$1,082.22
Total 069287					**$1,082.22**
069289	2018-03-20		CAR DREAMS SUPPLIES INC.		
		10697		4X Fire hose ends	$81.41
Total 069289					**$81.41**
069291	2018-03-20		CROSSIRON TRUCK & EQUIPMENT		
		W209		Service Call- No Power in Cab.	$436.02
		W210		Service Call-Fan belt	$545.03
Total 069291					**$981.05**
069298	2018-03-20		MCCULLOUGH METALS LTD.		
		25903		Galvanized Safety grate	$97.69
Total 069298					**$97.69**
069302	2018-03-20		PREMIER TRUCK GROUP		
		864118480		Act Serv Kit + Line	$496.37
Total 069302					**$496.37**
069308	2018-03-20		SNC-LAVALIN GEM ONTARIO INC.		
		24839		Marshall Compliance Test	$305.28
Total 069308					**$305.28**
EFT000000008936	2018-03-20		AECOM CANADA LTD		
		38284190		Buck Lake Study-Final Invoice	$1,694.30
Total EFT000000008936					**$1,694.30**
EFT000000008941	2018-03-20		BLACK DOG TIRE & LUBRICANTS		
		17810		2X 10 hole Hub Pilot	$693.90
Total EFT000000008941					**$693.90**
EFT000000008942	2018-03-20		BRICAZA CORPORATION		
		1716-001		Progress Payment #1	$43,044.48
		1716-002		Progress Payment #2	$35,707.64
Total EFT000000008942					**$78,752.12**
EFT000000008945	2018-03-20		CINTAS		
		884135169		Uniform	$13.21
		884135169		Cleaning Supplies	$22.80
		884135179		Uniform	$27.07
		884135179		Cleaning Supplies	$90.45
Total EFT000000008945					**$153.53**
EFT000000008946	2018-03-20		CLEAN ONTARIO		
		56864		5' Hook-up hose	$30.53
		56741		Double Lance, Nozzle + Coupler	$190.13
Total EFT000000008946					**$220.66**
EFT000000008954	2018-03-20		D.MARTIN WELDING & FABRICATING		
		8288		Repair Whipple Tree	$264.58
Total EFT000000008954					**$264.58**
EFT000000008959	2018-03-20		GANANOQUE CHEVROLET BUICK GMC		
		302587		Tube+Indicator	$60.35
Total EFT000000008959					**$60.35**
EFT000000008960	2018-03-20		G.D. JEWELL ENGINEERING INC.		
		109103		Consulting Engineering Service	$5,871.76
Total EFT000000008960					**$5,871.76**
EFT000000008962	2018-03-20		GIN-COR INDUSTRIES INC		
		47282		Chainwheel Assy+Helmet	$437.31

		47158	Cross Conveyor-Main Chain	$3,290.42
Total EFT000000008962				**$3,727.73**
EFT000000008964	2018-03-20	GREEN TRACTORS INC		
		P49359	2X 5 Gal Hy-Gard Oil	$166.25
		P49333	2X 5 Gal Hy-Gard Oil	$166.25
Total EFT000000008964				**$332.50**
EFT000000008966	2018-03-20	HD SUPPLY CANADA, INC		
		INV107861394	Carr Bolt	$33.15
Total EFT000000008966				**$33.15**
EFT000000008968	2018-03-20	KENT AUTOMOTIVE		
		9305570717	43 series fittings	$102.83
		9305574005	Bolts, Washers, Cable ties	$401.42
		9305553030	43 Series Fittings	$503.86
Total EFT000000008968				**$1,008.11**
EFT000000008971	2018-03-20	LEONARD FUELS		
		3160-856639	450.2L @.934	$498.91
		3160-860321	394.2L @.947	$379.88
		1058-871650	1403.2L @.930	$1,327.95
		1058-867933	95.80L @1.1142	$106.67
		1058-868110	58.35L @1.1142	$64.96
		1058-867899	59.41L @1.1142	$66.15
		1058-868450	50.01L @1.1142	$55.67
		1058-868766	50.01L @1.1142	$96.31
		1058-869356	50.78L @1.1142	$56.54
		1058-869524	61.00L @1.1142	$67.92
		1058-870422	77.60L @1.0876	$84.31
		1058-871033	88.00L @1.0876	$95.59
		1058-871221	65.00L @1.0876	$70.61
		1058-871588	77.11L @1.0876	$83.76
		1058-872269	97.00L @1.0876	$105.38
		1058-866530	938.3L @.935	$892.75
		1058-872806	66.01L @1.0522	$69.33
		1058-873281	61.90L @1.0522	$65.02
		1058-873788	80.01L @1.0522	$84.04
		1058-874648	33.0 L @1.0522	$34.67
		1058-875333	93.01L @1.0522	$97.69
		1058-875846	97.00L @1.0522	$101.89
		0363-869982	Lubes	$252.85
Total EFT000000008971				**$4,758.85**
EFT000000008979	2018-03-20	MICHELIN NORTH AMERICA CANADA INC		
		DA0006427777	4X Tires	$2,492.02
Total EFT000000008979				**$2,492.02**
EFT000000008984	2018-03-20	ONTARIO HOSE SPECIALTIES LIMITED		
		5165733	Hose+Parts	$76.04
		5167025	Hose+Parts	$60.38
		5166781	Hose+ Parts	$54.77
Total EFT000000008984				**$191.19**
EFT000000008985	2018-03-20	PAT'S RADIATOR SERVICE LTD.		
		137450	Chain Parts	$60.67
Total EFT000000008985				**$60.67**
EFT000000008986	2018-03-20	PETRIE FORD		
		247405	15w40 sd	$64.83
		247236	am/fm radio	$460.69
		248089	Brake-Hose Asy	$16.87
		248068	Engine Oil	$50.31
		247825	Engine Oil	$25.15
		247825	Engine Oil	$25.15
		247825	Engine Oil	$50.31
		248494	Engine Oil	$25.15
		248494	Engine Oil	$25.16
		247990	Wipers	$26.21
		247990	Wiper	$13.12
		247990	Air Filter	$93.25
Total EFT000000008986				**$876.20**
EFT000000008989	2018-03-20	R&D NELSON GENERAL MAINTENANCE		
		18/02-G,B,P	18/01+18/02 Cleaning	$128.22
		18/02-G,B,P	18/01+18/02 Cleaning	$146.53
		18/02-G,B,P	18/01+18/02 Cleaning Supplies	$28.76
		18/02-G,B,P	18/01+18/02 Cleaning Supplies	$28.76
Total EFT000000008989				**$332.27**
EFT000000008995	2018-03-20	SURGENOR TRUCK CENTRE		
		166906KP	Wiper Blades	$48.48
		166985KP	Nozzle Assy	$44.23
Total EFT000000008995				**$92.71**
EFT000000008998	2018-03-20	TALLMAN TRUCK CENTRE LIMITED		
		435755	Flex Pipe+Heat Sheild	$1,842.42
		340772T	Element Filter	$85.34
		340646T	Element Filter	$85.34
		340392T	Rod Clutch	$159.88
		340527T	Rear view mirror	$785.27
Total EFT000000008998				**$2,958.25**
EFT000000008999	2018-03-20	TOWN AND COUNTRY AUTO SUPPLY		
		6083-480072	Oil	$37.43
		6083-480072	Oil	$38.72
		6083-479497	U-Joint	$24.40
		6083-479032	Brake Rotors+Pads+Calipers	$649.56
		6083-479531	4X Large Raven Gloves	$73.22
		6083-479702	U Joint	$18.58
		6083-479883	Rotors+ Pad	$626.03
		6083-479713	20 Gal Vert Compressor	$1,038.68
Total EFT000000008999				**$2,506.62**
EFT000000009000	2018-03-20	TROUSDALE'S FOODLAND		

		3010		Water	$19.47
		3010		Water	$19.46
Total EFT000000009000					**$38.93**
EFT000000009001	2018-03-20		TROUSDALE'S HOME HARDWARE		
		78986		6X Corner Braces	$27.81
		78947		2X Shovels	$32.54
		79132		Tape Measure+Battery	$40.17
Total EFT000000009001					**$100.52**
EFT000000009004	2018-03-20		UNIVERSAL SUPPLY GROUP		
		896-857719		Drawer Cabinet	$651.25
		896-858077		Micro V Belt	$50.86
		173-181896		Air Spring	$385.65
		173-181896		Cable Tie	$52.40
		173-181172		Wiper Blades	$28.26
		173-181172		Wiper Blades	$28.27
		896-856817		1X Halogen Capsule	$16.82
		896-856817		2X Halogen Capsule	$33.65
Total EFT000000009004					**$1,247.16**
Total					**$111,533.57**

3210 Brushing

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008940	2018-03-20		BATTLEFIELD EQUIPMENT RENTALS		
		24214482		Air Filter+ Carb. Box Cover	$48.33
		24214591		Pruner	$993.19
		24214522		Chain Oil, bar, Loops,	$288.90
Total EFT000000008940					**$1,330.42**
Total Brushing					**$1,330.42**

3310 Hardtop Patching

Cheque	Date	Inv #	Vendor	Description	Amount
069285	2018-03-20		ATKINSON HOME BUILDING CENTRE		
		139757		CD- Sfty Hasp	$20.80
		139361		Lumber, Plywood+Hinges	$929.70
Total 069285					**$950.50**
069298	2018-03-20		MCCULLOUGH METALS LTD.		
		25913		Asphalt Boxes	$44.77
Total 069298					**$44.77**
EFT000000008947	2018-03-20		COMPTON PROPANE SOLUTIONS		
		5059		100lbs Propane Cylinder	$405.26
Total EFT000000008947					**$405.26**
EFT000000009001	2018-03-20		TROUSDALE'S HOME HARDWARE		
		78912		Eye nut+Bolt	$14.61
Total EFT000000009001					**$14.61**
Total Hardtop Patching					**$1,415.14**

3405 Washout

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008996	2018-03-20		SWEET'S SAND & GRAVEL		
		S-0053270		Gravel	$1,613.52
Total EFT000000008996					**$1,613.52**
Total Washout					**$1,613.52**

3505 Snw Plwng

Cheque	Date	Inv #	Vendor	Description	Amount
069309	2018-03-20		SNIDER, PERCY		
		18/02/25-47		Snow Plowing	$318.51
		18/02/25-49		Snow Plowing	$146.53
		18/02/25-48		Snow Plowing	$195.38
Total 069309					**$660.42**
EFT000000008933	2018-03-20		BOULTON SEPTIC/LARMON'S		
		26686		Snow Plowing	$4,630.08
		26684		Snow Plowing	$3,663.36
		26688		Snow Plowing	$407.04
		26683		Snow Plowing	$3,663.36
Total EFT000000008933					**$12,363.84**
EFT000000008970	2018-03-20		K MULROONEY TRUCKING LIMITED		
		2018-21914		Snow Plowing	$523.55
Total EFT000000008970					**$523.55**
EFT000000008978	2018-03-20		MCNICHOLS CONSTRUCTION LTD		
		18/02-ROUTE 11		Snow Plowing	$6,716.16
		18/02-ROUTE 12		Snow Plowing	$2,910.34
Total EFT000000008978					**$9,626.50**
Total Snw Plwng					**$23,174.31**

3506 Snow Clearing Sidewalks

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008933	2018-03-20		BOULTON SEPTIC/LARMON'S		
		26687		Snow Plowing	$1,602.72
		26687		Snow Plowing	$1,602.72
Total EFT000000008933					**$3,205.44**
Total Snow Clearing Sidewalks					**$3,205.44**

3515 Stock Snd&Slt

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008965	2018-03-20		HARTINGTON EQUIPMENT LIMITED		
		7788		Loader Rental 18/02-18/03	$4,477.44
Total EFT000000008965					**$4,477.44**
Total Stock Snd&Slt					**$4,477.44**

3615 Street signs

Cheque	Date	Inv #	Vendor	Description	Amount
069285	2018-03-20		ATKINSON HOME BUILDING CENTRE		
		139561		Lumber	$67.10
Total 069285					**$67.10**
Total Street signs					**$67.10**

3638 Locates

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008983	2018-03-20		ONTARIO ONE CALL		
		201885974		18/01 Notifications	$102.24
Total EFT000000008983					**$102.24**
EFT000000008992	2018-03-20		R.W. ELECTRIC		
		34592		18/01 Locates	$407.04
Total EFT000000008992					**$407.04**
Total Locates					**$509.28**
Total Trans					**$149,609.72**

40 Env

4110 Water Treat

Cheque	Date	Inv #	Vendor	Description	Amount
069286	2018-03-20		BELL CANADA-WATER TOWER PHONE LINE		
		7631-18/02		18/02-Telephone	$77.11
Total 069286					**$77.11**
069295	2018-03-20		GREATER KINGSTON AREA REPORTING GROUP		
		GKA0005646		Legal Recording	$549.50
Total 069295					**$549.50**
EFT000000009006	2018-03-20		UTILITIES KINGSTON		
		IN-0001003		17/11 Operating Costs	$11,269.03
		IN-0001419		2017 General Engineering Serv.	$3,358.08
		IN-0001418		Water Project Final Inv. 2017	$43,080.52
Total EFT000000009006					**$57,707.63**
Total Water Treat					**$58,334.24**

5005 SW & Fac OH

Cheque	Date	Inv #	Vendor	Description	Amount
069301	2018-03-20		ONTARIO WASTE MANAGEMENT ASSOC		
		10574		2018 OWMA AGM. M.S.	$300.19
Total 069301					**$300.19**
EFT000000008997	2018-03-20		SWISH MAINTENANCE LIMITED		
		K584234		Hand Sanitizer	$41.47
Total EFT000000008997					**$41.47**
Total SW & Fac OH					**$341.66**

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000009004	2018-03-20		UNIVERSAL SUPPLY GROUP		
		896-857391		Oil+ Filter	$92.44
Total EFT000000009004					**$92.44**
Total Garb coll					**$92.44**

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008977	2018-03-20		MCKENNA'S LOCK & KEY		
		7854		Locks+Keys	$558.66
Total EFT000000008977					**$558.66**
Total Gab disp					**$558.66**
Total Env					**$59,327.00**

70 Cem

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008952	2018-03-20		D G YOUNGE CONCRETE BURIAL VAULTS		
		1849		18/02 Cemetary Services	$529.15
		1849		18/02 Cemetary Services	$529.15
		1849		18/02 Cemetary Services	$529.15
Total EFT000000008952					**$1,587.45**
Total Health					**$1,587.45**
Total Cem					**$1,587.45**

80 Rec

8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
069299	2018-03-20		MOREY, DOUG		
		17/11/27-PORT REC		17/11/27-PORT REC	$31.21
Total 069299					**$31.21**
069303	2018-03-20		PRESTON, CHERYL		
		17/11/27-PORT REC		17/11/27-PORT REC	$31.21
Total 069303					**$31.21**
069305	2018-03-20		SHAW'S LANDSCAPING		
		4410		Aerating+Fertilizing	$508.80
Total 069305					**$508.80**
EFT000000008955	2018-03-20		DOWKER, MARY JO		
		17/11/27-PORT REC		17/11/27-PORT REC	$31.21
		18/02/26-PORT REC		18/02/26-PORT REC	$31.84
Total EFT000000008955					**$63.05**
EFT000000008958	2018-03-20		THE FRONTENAC NEWS		
		66324		Rec&Activity Guide	$6,716.16
Total EFT000000008958					**$6,716.16**
EFT000000008971	2018-03-20		LEONARD FUELS		
		1361-845051		639.9 L @.955	$621.86
		0838-858352		290.L @.948	$279.76
		0838-855665		454.5L @.947	$437.98
		0838-861925		374.0L @.939	$357.37
		0838-59014C		Clean + Service	$231.98
Total EFT000000008971					**$1,928.95**
EFT000000008980	2018-03-20		MOREY, PAM		
		17/11/27-PORT REC		17/11/27-PORT REC	$65.00
		18/02/26-PORT REC		18/02/26-PORT REC	$65.00
Total EFT000000008980					**$130.00**
EFT000000008989	2018-03-20		R&D NELSON GENERAL MAINTENANCE		
		18/02-LIB		18/01+18/02 Cleaning	$1,740.10
		18/02-LIB		18/01+18/02 Cleaning	$207.62
		18/02-G,B,P		18/01+18/02 Cleaning	$311.39
		18/02-G,B,P		18/01+18/02 Cleaning Supplies	$28.76
Total EFT000000008989					**$2,287.87**
EFT000000008997	2018-03-20		SWISH MAINTENANCE LIMITED		
		K584231		Cleaning Supplies	$317.78
Total EFT000000008997					**$317.78**
Total Rec					**$12,015.03**

8020 Swim

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008972	2018-03-20		LIFESAVING SOCIETY		
		S025814		2018 Affiliation fee	$98.00
Total EFT000000008972					**$98.00**
Total Swim					**$98.00**

8035 NFCA

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000008981	2018-03-20		FRONTENAC COMMUNITY ARENA		
		793		Operating+Cap. Grant.+Fees	$76,514.00
Total EFT000000008981					**$76,514.00**
Total NFCA					**$76,514.00**

8036 Family Day

Cheque	Date	Inv #	Vendor	Description	Amount
069296	2018-03-20		HYLAND, MAUREEN		
		2018-FAMILY DAY		2018 Family Day Poster	$112.57
Total 069296					**$112.57**
Total Family Day					**$112.57**

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
069290	2018-03-20		COLEMAN, DONALD		
		2018004		Refresh (CarShow+Exec meeting)	$31.79
Total 069290					**$31.79**
EFT000000008958	2018-03-20		THE FRONTENAC NEWS		
		2018005-VCA		Donation	$250.00
Total EFT000000008958					**$250.00**
Total VCA					**$281.79**

Total Rec **$89,021.39**

90 Plan

9000 Plan

Cheque	Date	Inv #	Vendor	Description	Amount
069311	2018-03-20		HAMILTON, GEORGE		
		Z-17/18-REFUND		Z-17/18	-$1,850.00
Total 069311					**-$1,850.00**
EFT000000008951	2018-03-20		CUNNINGHAM SWAN CARTY		
		149900		General Advice- Unopened Road	$244.14

		149896		General Advice-Right of way	$127.20
Total EFT000000008951					**$371.34**
EFT000000009007	2018-03-20		VERSUS BUSINESS FORMS & LABELS		
		43900		Regular Envelopes	$103.38
Total EFT000000009007					**$103.38**
Total Plan					**-$1,375.28**
Total Plan					**-$1,375.28**

99

9999

Cheque	Date	Inv #	Vendor	Description	Amount
069283	2018-03-08		SABRA GIBBENS MPC		
		2016 YE REC		2016 VMED Reconcile	$3,112.85
		2017 YE REC		2017 VMED Reconcile	$4,534.10
Total 069283					**$7,646.95**
069312	2018-03-20		KENNY WILMA LOREEN		
		CRADJ4992-1		Tax Refund from 050-010-29100	$1,271.02
Total 069312					**$1,271.02**
EFT000000008975	2018-03-20		M&L SUPPLY, FIRE & SAFETY		
		148887		26X Helmet Mounted Flashlight	$2,872.57
Total EFT000000008975					**$2,872.57**
EFT000000008990	2018-03-20		ROSEN ENERGY GROUP		
		619892		B 700.8 L CLR @1.0370	$739.51
		619893		B 676.2 L MKD @.9040	$622.05
		619891		B 240.2L GAS @1.0080	$246.38
		619888		F 2250.0L GAS @ 1.0080	$2,307.92
		619889		F 724.4L CLR @1.0370	$764.42
		620086		SUN 650.0L CLR @1.0190	$674.01
		619626		B 557.8L CLR @1.024	$581.24
		619625		B 415.3L GAS @.9990	$422.18
		618151		B 754.5L MKD @.8910	$684.09
		619624		P 280.0L CLR @1.024	$291.76
		618893		P 807.2L MKD @.8910	$731.88
		619622		F 1728.4L GAS @.9990	$1,757.07
		619623		F 2709.3 L CLR @1.0240	$2,823.14
		618146		F 1820.0L MKD @.8910	$1,650.16
		619263		F 2592.5L GAS @.9810	$2,588.00
		619264		F 1608.9L CLR @1.0061	$1,647.19
		619435		P 2179.6L CLR @1.0061	$2,231.49
		619268		B 368.4L GAS @.9810	$367.76
		619269		B 1700.8L CLR @1.0061	$1,741.29
		619312		SUN 4115.2L CLR @1.0061	$4,213.17
		620494		B 573.6L MKD@.887	$517.73
		620493		B 830.7L CLR @1.0200	$862.22
		620492		B 411.7L GAS @.997	$417.68
		620490		P 1000.8L MKD @.8870	$903.32
		620489		P 1341.1L CLR @1.02	$1,391.99
		620487		F 1499.6L CLR @1.02	$1,556.51
		620488		F 409.3 L MKD @.8870	$369.45
		620486		F 2030.8L GAS @.997	$2,060.34
Total EFT000000008990					**$35,163.95**
Total					**$46,954.49**
Total					**$46,954.49**
Total					**$2,054,290.09**

REPORT TO COUNCIL
PLANNING DEPARTMENT

AGENDA DATE: March 20, 2018 **REPORT DATE: March13, 2018**

SUBJECT: New South Frontenac Official Plan: Timelines

RECOMMENDATION:
It is recommended that Council receive the Planning Report dated March 13, 2018 for information regarding timelines for final approval of the revised Township of South Frontenac Official Plan.

BACKGROUND:
Staff have been asked to bring to Council an expected timeline for final approval of the Township's revised Official Plan.

ANALYSIS:
In April, 2014, a preliminary draft of a revised Township of South Frontenac Official Plan was submitted to the Ministry of Municipal Affairs and Housing for their review. On September 26, 2014, under the ministry's one window inter-ministry protocol, they provided comments on the draft document.

Following from this, the draft document was amended to incorporate the ministry's comments. Two pubic open houses were then held as well as a statutory public meeting and, on September 15, 2015, the Plan was adopted by Council. On October 23, 2015, the revised Plan was submitted to the ministry for final approval incorporating all of their required changes.

On January 11, 2016 the new Official Plan for the County of Frontenac was approved by the Ministry of Municipal Affairs and Housing. The ministry advised the Township that the approval of the revised Township of South Frontenac Official Plan now rests with the County of Frontenac.

In the fall of 2017 Township Planning staff agreed to revise and fine-tune the Official Plan to conform to a number of new provisions that were included in the County Plan. Staff have been working on these revisions and expect to bring them to the Committee of the Whole in May, 2018. When endorsed by Council, the revisions will be forwarded to the County for their final decision/approval

Once the decision of the County has been made there is a two year moratorium on any amendments to the plan under recent changes to the Planning Act under Bill 73, Smart Growth for Our Communities Act, 2015. Section 22 (2.1) of the Planning Act now reads:

(2.1) No person or public body shall request an amendment to a new official plan before the second anniversary of the first day any part of the plan comes into effect.

However, the changes from Bill 73 also permit a local Council to pass a resolution to allow such an amendment. Section 22 (2.2) of the Planning Act now reads:

(2.2) Subsection (2.1) does not apply in respect of a request if the council has declared, by resolution that such a request is permitted, which resolution may be made in respect of a specific request, a class of requests or in respect of such requests generally.

As outlined above then, the revised Official Plan submitted to the County may still be amended even after its final approval by the County, subject to a resolution by Council.

When the revise Plan is passed by the County, South Frontenac Township can also still consider an entirely new Official Plan – nothing in the Act prevents this.

FINANCIAL and STAFFING CONSIDERATIONS:
n/a

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

TimelinesRevisedOfficialPlan

Township of South Frontenac

The following report is a short overview of the County of Frontenac Accommodation Review and Strategy for Growth. The report has specifically been generated to reflect South Frontenac's tourist profiles, current policy considerations, best bets and recommendations.

Tourist Profiles

Understanding what types of accommodations and activities desired by tourists is important to developing and supporting accommodations and the broader tourism sector in the region. The following figure shows that, overall, hotels and motels are the preferred accommodation choices for the tourists who visit the Frontenac region; only 'Nature Lovers' prefer campgrounds.

Figure 1: Profiles of Tourists who Visit the South Frontenac Region

Segment	Definition	Accommodation Choices
Tourist Profiles for those Visiting the South Frontenac Region		
Nature Lovers	Typically, this group is made up of families with children, with a passion for outdoor experiences. Travel is seen as an opportunity about exporting new places, off the beaten path. Typically they have a lower than average travel budget and are happy with the basics (i.e. camping), spending time with their families, and finding opportunities for family bonding and creating new family memories. Preferred activities include hiking, beaches, canoeing, parks and fishing. 42% rely on family and friends for travel tips. 78% use the internet to plan, including accommodation sites, online travel agencies and destination sites.	▪ 32% serviced campground/ trailer park ▪ 26% hotels ▪ 19% family/friends ▪ 11% unserviced campgrounds
Connected Explorers	Typically, this group is under 40 years old, both with and without children. This group is characterized as a confident and youthful and are an optimistic group with a need to travel and to expose themselves to new experiences as well as expand their horizons. Typically they look for a fully packed schedule of activities, using the internet to research, book, plan and share their travel experiences. Preferred activities include visiting museums, galleries, shopping, parks, landmarks, culinary, spa and beaches. They like to do what the locals are doing (e.g. events, restaurants, attractions). Often prefer accommodations that provide consistent internet connectivity.	▪ 57% hotel/boutique hotel ▪ 21% family/friends ▪ 14% motel ▪ 9% inn/bed and breakfast

Segment	Definition	Accommodation Choices
Additional Tourist Profiles for those visiting South Frontenac and Frontenac Islands		
Up and Coming Explorers	Typically, this group are young families, aged 18-34 with children and have diverse backgrounds, including visible minorities (45%) and immigrants (40%). This group is recently affluent and emerging into a new life phase that includes fresh experiences such as travel. Travel is seen as an opportunity to learn and explore as a nuclear family. Typically this group starts with tourist destinations nearby and visits areas typically considered to have core tourist attractions. Typically rely heavily on the internet to plan trips including accommodation websites and online travel agents. 57% visit attractions such as amusement parks/zoo/aquariums. 70% plan trips around the world's most famous sites. Often prefer accommodations that provide consistent internet connectivity.	▪ 45% hotel/boutique hotel ▪ 23% friends/family ▪ 22% motels ▪ 10% resorts
Sports Lovers	Typically, this groups is middle-aged men, aged 35-54. They are enthusiastic about sports and see themselves as more active than typical travellers, although, in reality, they look for rest and relaxation more than other groups. Typically, they are looking for organized sports and golf. 50% attend sporting events and 37% say it is their main reason to travel. 47% take part in sports while travelling. 16% played golf on their most recent trip. 38% rely on family friends for travel planning, 22% use their own experience, 15% use brochures and 11% use associations.	▪ 55% hotel/boutique hotel ▪ 19% family/friends ▪ 11% motels ▪ 7% resorts
Family Memory Builders	Typically, this group is made up of couples with young children, aged 35-54. They have built their lives around their children and are looking for tourism experiences that allow them to spend time as a family. 45% visited amusements parks, theme parks, zoos, aquariums. 54% went shopping and 42% visited a beach. 77% want to connect with family on vacation and create lasting memories as a family. Often prefer accommodations that provide consistent internet connectivity.	▪ 51% hotel/boutique hotel ▪ 27% family/friends ▪ 13% motels ▪ 8% resorts

Source: TNS, Reference Report- Accommodations in Ontario (2012), TNS, Tourist Segments (n.d.)

Current Policy Considerations

Official Plan Considerations

The following table highlights the key accommodation related policies found in the Township Official Plan.

Figure 2: Official Plan Policy Implications for Accommodation Development

South Frontenac Official Plan
Section 5.6.1 Residential Policies Allow For Bed and Breakfast Related Uses ▪ The uses permitted shall include single detached dwellings; semi-detached or duplex dwellings, multiple unit dwellings, single detached dwellings converted to multiple unit dwellings; group homes established in accordance with the provisions of Section 6.5, bed and breakfasts and home occupations. **Section 5.6.3 Commercial Policies Allow For Roofed Accommodation Uses** ▪ The uses permitted include those commercial establishments offering goods and services which serve the residents of the Settlement Areas or the market area as a whole such as retail commercial establishments, personal service shops, recreational uses, motels and hotels, tourist homes, and other. **Section 5.7 Rural Designated Land Policies Limit Accommodation Development** ▪ The predominant use of land in the Rural designation shall be for agricultural; aquaculture; open space; conservation; limited service residential; recreational; community facility and rurally oriented non-farm residential; group homes established in accordance with the provisions of Section 6.5; commercial and industrial and bed and breakfast and home occupation uses. ▪ Recreational and resort commercial uses shall include tent and trailer parks; resorts, including privately managed lodges; health spas; tourist accommodations such as cabins, motels and hotels; marinas. Bed and breakfast operations are not considered recreational and resort commercial uses but as a home occupation in accordance with the provision of the implementing zoning by-law. ▪ Highway commercial uses shall include; motels; hotels; taverns; restaurants; convenience retail stores and similar uses. Tent and trailer parks shall include seasonally operated parks for tents and recreational vehicles, not including mobile homes together with accessory facilities such as an accessory dwelling, docks, and convenience stores catering to the day-to-day needs of the visitors. The minimum lot area for tent and trailer parks shall be 4 ha (10 acres); the maximum number of campsites should be 50 in order to avoid excessive concentrations of development in waterfront areas. ▪ No campsite, building or structure except a marine facility for launching and/or servicing of boats or a water pumphouse is permitted within 50 metres (164 feet) of the high water mark of any water body. ▪ Motels, hotels, rental cabins or other roofed accommodation, including accessory facilities such as docks, eating establishments, and convenience stores shall have a minimum lot area of 2 ha (5

South Frontenac Official Plan
acres). The maximum density shall be one unit per 2,000 m2 (½ acre) to a maximum of 50 units, provided the appropriate authority will approve of the sewage disposal systems which are used.
Frontenac County Official Plan
Section 2.0 – Support Economic Sustainability Across the Region ▪ This includes, but is not limited to, the development of golf courses, resorts, campgrounds, trailer parks, marinas, tourist accommodation facilities, museums, historical and scenic tours and heritage sites as elements of a successful tourism economy. The maintenance and use of lakes and rivers in Frontenac also play a significant role in providing opportunities for tourism and leisure activities. To succeed, Frontenac County will need to work with its member municipalities, the Province, Frontenac Community Futures Development Corporation, City of Kingston, and various tourism agencies and organizations to promote tourism activity. **Section 3.3 - Rural Lands Provide Tourism Opportunities** ▪ This includes the promotion of the tourism economy across the Frontenac region by ensuring suitable lands are available to satisfy demands for tourism and tourism related development. To encourage economic diversification in rural lands is to include a greater flexibility for on-farm activities, home-based businesses and agri-tourism, and new small scale industrial-type ventures that are connected to the farm economy such as milk processing, cheese factories and craft breweries. **Special Policies – Rural Waterfront Areas** ▪ To permit shore land development that allows for sustainable growth of existing and new tourist developments and innovative and appropriately designed new residential developments. **Section 4.1 Trail Development and Scenic Routes as a Priority** ▪ Frontenac County's location and scenic assets provide ample opportunities for creating scenic or heritage routes. These routes draw both local residents and tourists to the scenic areas of the County. Cycle tourism can benefit the economy of businesses across the Frontenac region.

Community Improvement Plan

The following table highlights the key accommodation related policies found in the Community Improvement Plan.

Figure 3: Community Improvement Plan Policies for North Frontenac

Program	Harrowsmith- CIP
Community Improvement Loan Program: Preferential financing for eligible projects, approved under the Grant Programs but excludes the Municipal Fees Grant Program.	An interest free loan to a maximum of $7,500 amortized over five years is available to assist property owners in addition to the grant programs.

Program	Harrowsmith- CIP
Façade Improvement Program: Intended to improve the appearance of commercial and residential buildings in order to improve the overall aesthetics and character of the community.	A onetime grant of 50% to a maximum of $2,000 for residential or $3,500 for commercial of eligible project costs in order to improve exterior building features. Residential projects must front onto Road 38, Harrowsmith Road or Colebrook Road Commercial projects must be for properties zoned commercial.
Accessibility Enhancement: Encourage commercial property owners to retrofit entranceways and other access points to ensure facilities and commercial outlets are accessible to all members of the community.	A onetime grant of 50% to a maximum of $3,500 of eligible project costs for projects that improve the commercial building stock within the CIP area. The intent of this program is complement the Façade Improvement Program noted above but specifically tailored to businesses.
Municipal Fees Grant Program: Intended to reduce the costs of development and/or rehabilitation of existing buildings that contribute to the quality of the community.	A onetime grant equal to the total application costs or $2000, whichever is the lesser. Application fees must be for improvement projects for commercial or residential properties fronting onto Road 38, Harrowsmith Road or Colebrook Road
Commercial Space Conversion: Support new businesses looking to locate in the village core and also provides some funds to existing residential properties along Highway 96 for conversion into new businesses to increase the overall business activity within the village area.	Not Applicable
Other Community Specific Programs	
▪ **South Frontenac Harrowsmith CIP- Commercial Building Improvement Grant:** seeks to restore the existing building stock and relates to projects that are beyond basic Façade Improvement and are focused inside the commercial unit. A onetime grant of 50% to a maximum of $3,500 of eligible project costs for projects that improve the commercial building stock within the CIP area. The intent of this program is complement the Façade Improvement Program noted above but specifically tailored to businesses.	

Best Bets

Based on the findings from the engagement and research phases, the following five opportunities were identified as 'best bet' areas that can support South Frontenac's tourism industry:

1. Bed and Breakfast Accommodations
2. Redevelopment of Existing Cottage Accommodations
3. Pod-Based Accommodations
4. Upscale Camping and Campground Accommodations
5. Niche Resort Accommodations

Recommendations

The following recommendations identify key goals for investment opportunities with regards to accommodation development. Each recommendation includes specific tactics, activities, and timeframes. However, more importantly, it sets a critical path for Township staff to follow.

#	Action	Timing (Years)			Budget Allocation
		0-1	1-2	3+	
Critical Path 1 – Establish and strengthen relationships required to pursue investment in the tourism and accommodation industry					
1	▪ Connect with the County to set up a steering committee to provide direction on rolling out this strategy and act as the primary connection to accommodation development in the community.				Staff Time
2	▪ Connect with the County how it can support its tourism industry, including accommodation operators.				Staff Time
3	▪ Assist the County in creating a small network of committed local realtors.				Staff Time
Critical Path 2 – Pursue sophisticated marketing and sales tactics that will generate leads, turn them into prospects, and attract investment					
4	▪ Work with the County to distribute toolkits to encourage the development or redevelopment of accommodation properties. ▪ Any future toolkit should identify the value proposition of the accommodation opportunity and the key criteria for success. ▪ Promote and distribute the toolkits to existing operators and new investors, illustrating the investment that has been made towards the growth of these opportunities. ▪ Customize resource contacts for each toolkit (specific to each municipality).				Provided with strategy Staff Time
Critical Path 3 – Establish and invest in infrastructure, land use policies and improvement programs to ensure Frontenac is a competitive investment destination					
5	▪ Connect with the County and work with local and regional planning and development departments to review land-use policies in regards to potential accommodation opportunities.				Staff Time
6	▪ Connect with the County and work with local and regional planning and development departments to develop resource guides that encourage existing accommodation operators and assist future investors in navigating permits, incentive programs and approval processes.				Staff Time

#	Action	Timing (Years)			Budget
7	▪ Connect with the County and work with local and regional planning and development departments to introduce an Accommodation Grant/Loan Program as part of community improvement plans.				Staff Time

Recommendations for Best Bet Opportunities

#	Recommendation
Recommendations for all opportunities	
1	Host workshops (in conjunction with the County and other Townships) to educate existing and potential owners on the opportunities associated with developing short-term accommodations. Include a resource guide on how individuals can get started.
2	Expand, where applicable, the Community Improvement Plan definition and programs to include short-term and seasonal accommodations.
3	Leverage industry newsletters and websites to inform potential investors/entrepreneurs of available accommodation properties across the Frontenac region.
Opportunity One: Bed and Breakfast Accommodations	
4	Work with the Brand Ambassadors to include testimonials on the website and manuals which showcase traditional and unique bed and breakfast accommodation operators. Leverage testimonials to create a list that can be promoted and used in materials.
5	Propose policy amendments to local official plans to encourage (if applicable) (See Appendix A for examples): ▪ The development of bed and breakfasts on a variety of land uses including rural farmland, rural areas, urban cores or downtowns ▪ The recognition of bed and breakfasts as commercial establishments eliminating the need of a property landlord to be living on premise. ▪ The introduction of restrictions on short-term rental units that operate in a secondary dwelling or a residential unit outside of the main dwelling. For example, an individual owning a residential unit or secondary dwelling should not be allowed to promote and rent a bedroom or living quarter for five or less days to a visitor unless they are a registered commercial operation.
Opportunity Two: Redevelopment of Existing Cottage Accommodations	
6	Frontenac CFDC's strategic plan has identified upgrades to tourism accommodations as a focus area for continued investment. Working with the CFDC, promote the services and workshops offered by the CFDC to existing cottage rental owners.
7	Remain firm on maintaining commercial zoning when under pressure from residential developers.
Opportunity Three: Pod-Based Accommodations	
8	Invest and encourage in the development of pod accommodations alongside K&P and Cataraqui trailheads to support a growing market. Investigate if funds for pod development are available from the Province's Tourism Development Fund as an element of its Cycling Tourism Plan.

#	Recommendation
9	Propose policy amendments to local Official Plans to include (if applicable): ▪ Pod-developments as a form of short-term rental ▪ Pod-developments to be an allowed use on properties adjacent to trailheads, existing campgrounds and in rural areas. ▪ Allow the placement of pods on community facility property such as churches, parks, and libraries
Opportunity Four: Upscale Camping and Campground Accommodations	
10	Work with existing campgrounds and the CFDC to encourage the introduction of signature upscale camping products and experiences into the Frontenac region.
Opportunity Five: Niche Resort Accommodations	
11	Develop a short list of farm-based assets that could support the development of farm stay experiences across the region.
12	Host workshops (in conjunction with the County and other Townships) to educate farmers, home owners and seasonal cottage/cabin owners on the opportunities associated with developing niche accommodations on their properties.

TOWNSHIP OF SOUTH FRONTENAC
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worr@southfrontenac.net

20 YEARS STRONG 1998-2018

Sent via e-mail: marie-france.lalonde@ontario.ca
registryfeedback@ontario.ca

March 9, 2018

The Honourable Marie-France Lalonde
Ministry of Community Safety and Correctional
Services George Drew Building, 18th Floor
25 Grosvenor
Street Toronto,
Ontario M7A
1Y6

RE: Comments on Draft Fire Regulations
(Proposal No: 18-CSCS002 & 18-CSCS004)

Dear Minister Lalonde:

The Council of the Township of South Frontenac considered the proposed regulations at their meeting on March 6 and passed a resolution directing staff to respond outlining the collective concerns of Council and the Acting Fire Chief.

As an employer and funder of fire services in Ontario, we would like to provide our comments on three draft regulations to the *Fire Protection and Prevention Act, 1997* (FPPA), that were recently released by the Ministry of Community Safety and Correctional Services (MCSCS):

1. **Firefighter Certification;**

   Council is fundamentally supportive of NFPA standardized certification. As a rural volunteer service we do not have the staffing or resources to coordinate such a massive undertaking within the proposed timeframe. We estimate that we will need a Full time staff member to properly coordinate the work associated with the proposed regulations as well as enhanced training budget for volunteers. Our Volunteers are dedicated however it is unreasonable to push timelines that will have what we believe to be serious repercussions with retention.
   We lack the confidence in the OFMEM to have programs up and running in a timely fashion in order to adequately support the roll out of this regulation across the province. With the 2018 budget already approved and with there being a municipal election this fall; 2018 is not the time to expect municipalities to reopen budgets so that Provincial priorities can be rushed through in order to meet arbitrary Provincial mandate letters.

2. **Community Risk Assessment;**

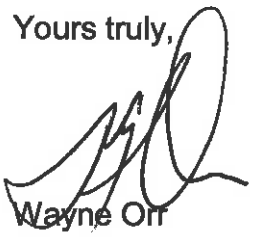
   Council is fundamentally supportive of enhanced community risk assessments however it is again a matter of increased resources and time commitments to fulfill rushed provincial objectives.

3. **Public Reports.**

   Council has serious concerns with the implications of this regulation. Specifically it should be pointed out that it is Council's sole responsibility to set standards for service delivery within its jurisdiction, which reflect the needs of the residents and the ability to pay for such services, given the competing demands. It is very apparent that the driving force for this type of regulation is the Full time Unions. The overwhelming majority of Ontario's Municipalities are not being adequately represented in these discussions.

I trust that these concerns will be given serious consideration prior to finalization of any regulation. The consequence of rush regulations on smaller rural volunteer municipalities is a serious concern.

Yours truly,



Wayne Orr
Chief Administrative Officer and Clerk

From: do-not-reply@otf.ca [mailto:do-not-reply@otf.ca]
Sent: March-09-18 9:56 AM
To: Wayne Orr <worr@southfrontenac.net>
Subject: We are unable to fund the project for Township of South Frontenac

Re: OTF Application ID# CP102194 (Fermoy Hall)

Thank you for submitting an application for funding to the Ontario Trillium Foundation. We appreciate the time and effort that went into the application, and we understand the commitment you have to the success of your mission.

After careful consideration of your application, we regret to advise you that we will not be able to fund your proposal.

All applications were assessed on set criteria, and reviewed by the local Grant Review Team.

Your Capital stream grant application was scored in five assessment areas. Based on our criteria for each of these assessment areas, your application could have more clearly:

- Demonstrated how the proposed project is appropriate for achieving the Grant Result and addressed the idea, challenge or opportunity in the community. (STRATEGY)
- Demonstrated how the cost per output is appropriate to the size or scope of the project and reasonable for achieving the Grant Result. (VALUE FOR MONEY)

For more information about how applications are reviewed and assessed, or for other information about how, why, and when OTF invests, please visit www.otf.ca.

Should you have any questions, we invite you to contact the OTF Support Centre at otf@otf.ca or 1.800.263.2887. Knowledgeable staff will be available to provide you with additional information or connect you with a Program Manager for more in-depth support.

Please note: Do not reply directly to this message, as is routed to an unmonitored mailbox.

Thank you for applying to the Ontario Trillium Foundation.

Sincerely,

Beth Puddicombe
Vice-President, Community Investments

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW 2018-19

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

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

1. The actions of the Council of the Corporation of the Township of South Frontenac at its Council Meeting of March 20, 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 20th day of March, 2018.

Read a first and second time this 20th day of March, 2018.

Read a third time and finally passed this 20th day of March, 2018.

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

_____

Wayne Orr, Chief Administrative Officer