

**TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA**



TIME: 6:30 PM,
DATE: Tuesday, July 2, 2019
PLACE: Council Chambers.

1. Call to Order
 - a) Resolution
2. Declaration of pecuniary interest and the general nature thereof
3. Approval of Agenda
4. Scheduled Closed Session
 - a) Section 239.2 (c) of the Municipal Act
 - a proposed or pending acquisition or disposition of land by the municipality or local board;
 - and to approve minutes of previous closed session meetings
 - b) Potential Sale of unopened Road Allowance
 - c) Preliminary discussion on Land Acquisition
 - d) Closed Session Minutes - March 19, April 16, May 7 and June 18, 2019
5. ***Recess - reconvene at 7:00 p.m. for Open Session
6. Rise and Report from Closed Session
 - a) Vesting of Tax Sale Property - from June 18, 2019 Closed Session (resolution only)
7. Delegations - n/a
8. Public Meeting
 - a) 2019 Development Charges Background Study and Proposed By-law 4 - 210
9. Approval of Minutes
 - a) Council Meeting of June 18, 2019 211 - 219
10. Business Arising from the Minutes - n/a
11. Reports Requiring Action
 - a) Community Well Being & Safety Plan 220 - 222
 - b) Road and Property Exchange - Normal Lane at Perth Road (Spicer/Postma) - See By-laws 2019-42 and 2019-43 223 - 227

c)	Site Plan Control Application - SP-03-19 - S. Clark Homes Ltd - See By-law 2019-44	228 - 248
d)	Rezoning Z-19-08 - Concession 8, Part Lot 11, Loughborough - S. Clark Homes Ltd - See By-law 2019-45	249 - 250
e)	Rezoning Z-19/06 - Concession 10, Lot 25, Storrington, Jeff Curtis & Marie Josee Landry - See By-law 2019-46	251 - 252
12.	<u>Committee Meeting Minutes</u>	
a)	Police Services Board meeting held April 11, 2019	253 - 257
b)	Bellrock Community Hall Committee meeting held May 16, 2019	258 - 259
c)	Bedford District Recreation Committee meeting held June 13, 2019	260 - 261
13.	<u>By-laws</u>	
a)	By-law 2019-42 - Purchase Property at Concession 14, Part Lot 25, Loughborough	262
b)	By-law 2019-43 - Close and Sell a portion of Normal Rd, RP-1451 (Spicer)	263
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d)	By-law 2019-45 - Rezone Concession 8, Part Lot 11, Loughborough (S. Clark Homes Ltd)	265 - 267
e)	By-law 2019-46 - Rezone Concession 10, Part Lot 25, Storrington District	268 - 270
14.	<u>Reports for Information</u>	
a)	Accounts Payable and Payroll Listing	271 - 282
b)	2nd Quarter - 2019 Planning Activity Report	283 - 285
15.	<u>Information Items</u>	
a)	Jon Pegg, Chief of Emergency Management, re: 2018 Compliance with the Emergency Management and Civic Protection Act.	286
b)	Meela Melnik-Proud, Evonne Potts and Matt Rennie, re: Frontenac County Decision to extend the Johnston Point Plan of Condominium	287 - 296
16.	<u>Notice of Motions</u>	
17.	<u>Announcements/Statements by Councillors</u>	

18. Question of Clarity (from the public on outcome of agenda items)
19. Closed Session (if requested)
20. Confirmatory By-law
 - a) By-law 2019-47 297
21. Adjournment



Township of South Frontenac

2019 D.C. Public Meeting
July 2, 2019

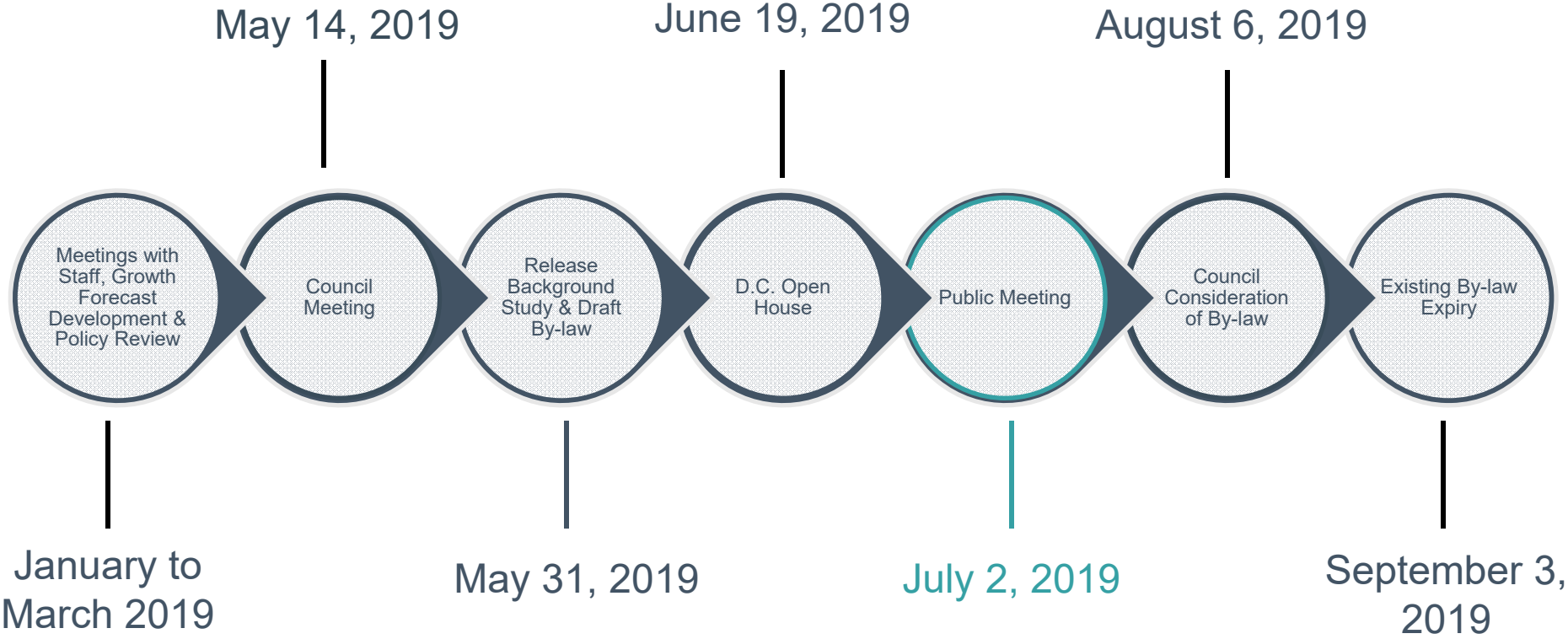


Format for Public Meeting

- D.C.A. Public Meeting
 - Opening remarks
 - Presentation of the proposed policies and charges
 - Presentations by the Public
 - Questions from Council
 - Conclude Public Meeting



Study Process & Timelines





Public Meeting Purpose

- The public meeting is to provide for a review of the D.C. proposal and to receive public input on the proposed policies and charges
- The meeting is a mandatory requirement under the Development Charges Act (D.C.A.)
- Prior to Council's consideration of a by-law, a background study must be prepared and available to the public a minimum 60 days prior to the D.C. by-law passage



Development Charges

Purpose:

- To recover the capital costs associated with residential and non-residential growth within a municipality
- The capital costs are in addition to what costs would normally be constructed as part of a subdivision (i.e. internal roads, roads, sidewalks, streetlights, etc.)
- Municipalities are empowered to impose these charges via the Development Charges Act (D.C.A.)



Update on Bill 73 (Smart Growth for our Communities Act, 2015)

Effective January 1, 2016

- New Definitions & Ineligible Services
- Area-Specific DCs
- Waste Diversion
- Asset Management
- Transit
- No Additional Levies
- Public Process Extended
- Annual Report of the Treasurer

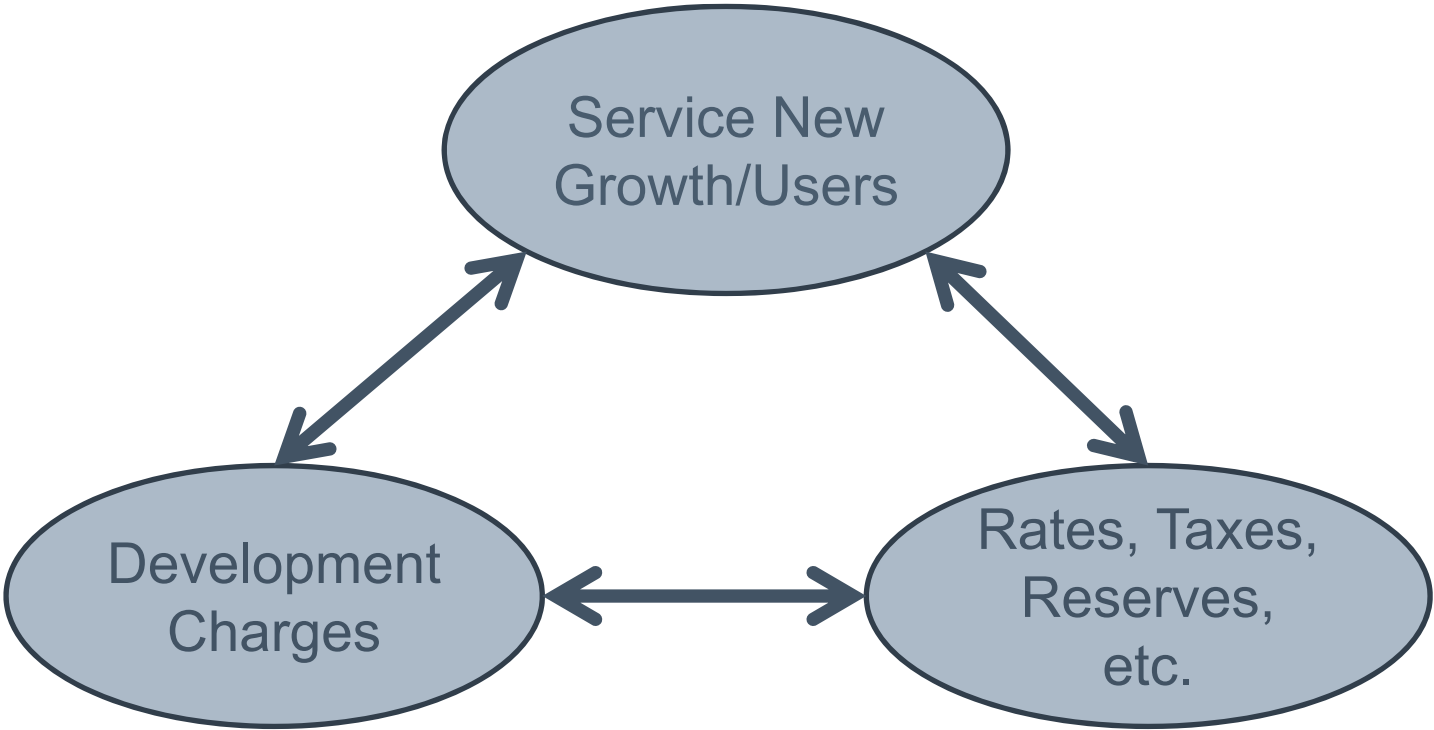


Methodology

1. Identify amount, type and location of growth
2. Identify servicing needs to accommodate growth
3. Identify capital costs to provide services to meet the needs
4. Deduct:
 - i. Grants, subsidies and other contributions
 - ii. Benefit to existing development
 - iii. Statutory 10% deduction (soft services)
 - iv. Amounts in excess of 10 year historical service calculation
 - v. D.C. Reserve funds (where applicable)
5. Net costs then allocated between residential and non-residential benefit
6. Net costs divided by growth to calculate the D.C.



Relationship Between Needs to Service Growth vs. Funding



Growth Forecast Summary

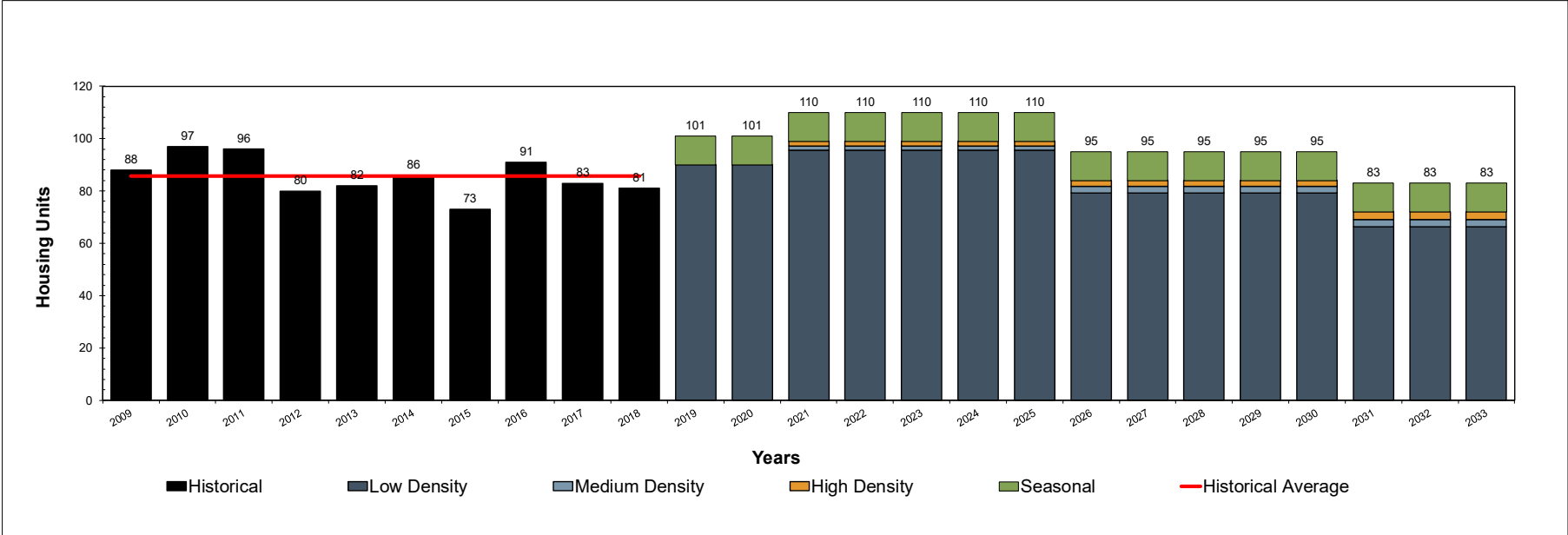


Measure	10 Year 2019-2028	15 Year 2019-2033
(Net) Population Increase	1,926	2,767
Residential Unit Increase	928	1,311
Non-Residential Gross Floor Area Increase (ft ²)	169,800	222,200

Source: Watson & Associates Economists Ltd. Forecast 2019



Annual Housing Forecast



Source: Historical housing activity from Township of South Frontenac building permit data, 2009-2018, by Watson & Associates Economists Ltd., 2019.

1. Growth forecast represents calendar year.



Services Included in D.C. Calculation

- Services Related to a Highway;
- Fire Protection Services;
- Police and Other Facilities;
- Parks and Recreation;
- Library Services;
- Community Based Studies; and
- Engineering Services – Studies.

Proposed Rates



Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide "Hard" Services:						
Services Related to a Highway	6,856	4,481	3,132	5,495	2,747	4.62
Fire Protection Services	1,022	668	467	819	410	0.69
Police and Other Facilities	140	91	64	112	56	0.09
Engineering Services - Studies	84	55	38	67	34	0.05
Total Municipal Wide "Hard" Services	8,102	5,295	3,701	6,493	3,247	5.45
Municipal Wide "Soft" Services:						
Parks and Recreation	991	648	453	794	397	0.33
Library Services	71	46	32	57	28	0.02
Community Based Studies	219	143	100	176	88	0.14
Total Municipal Wide "Soft" Services	1,281	837	585	1,027	513	0.50
Total Municipal Wide Services	9,383	6,132	4,286	7,520	3,760	5.94

Rate Comparison – Residential (Single Detached Dwelling)



Residential (Single Detached) Comparison

Service	Current	Current (indexed)	Calculated
Municipal Wide "Hard" Services:			
Services Related to a Highway	5,543	6,356	6,856
Fire Protection Services	548	628	1,022
Police and Other Facilities	374	429	140
Engineering Services - Studies*	-	-	84
Total Municipal Wide "Hard" Services	6,465	7,413	8,102
Municipal Wide "Soft" Services:			
Parks and Recreation	94	108	991
Library Services	53	61	71
Community Based Studies*	146	167	219
Total Municipal Wide "Soft" Services	293	336	1,281
Total Municipal Wide Services	6,758	7,749	9,383

*Studies were previously combined into one category. Percentage change in "current vs. calculated" column for "soft" services accounts for both categories.

Rate Comparison – Non-Residential (per sq.ft.)



Non-Residential (per sq.ft.) Comparison

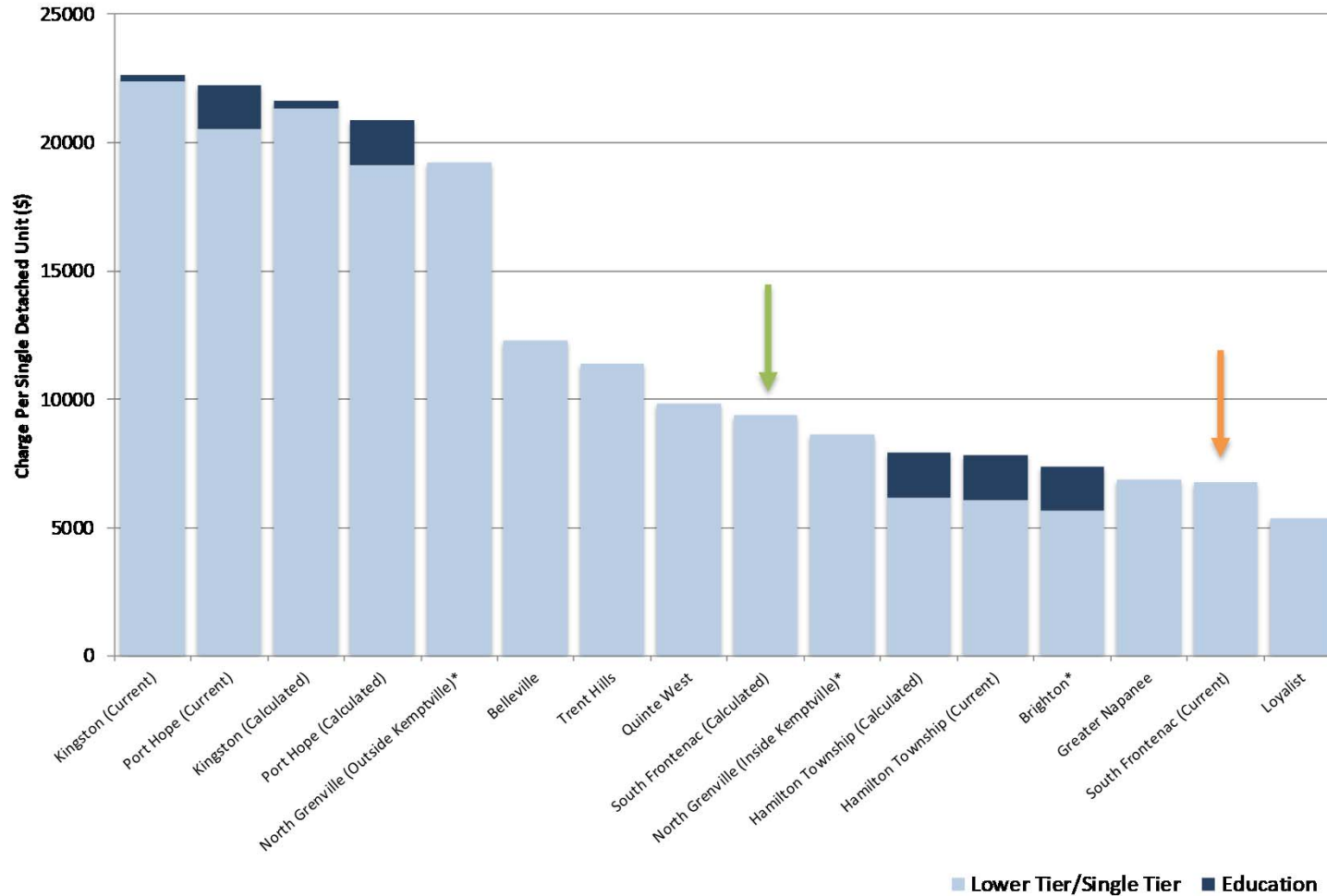
Service	Current	Current (indexed)	Calculated
Municipal Wide "Hard" Services:			
Services Related to a Highway	4.36	5.00	4.62
Fire Protection Services	0.46	0.53	0.69
Police and Other Facilities	0.28	0.32	0.09
Engineering Services - Studies*			0.05
Total Municipal Wide "Hard" Services	5.10	5.85	5.45
Municipal Wide "Soft" Services:			
Parks and Recreation	-	-	0.33
Library Services	-	-	0.02
Community Based Studies*	0.12	0.14	0.14
Total Municipal Wide "Soft" Services	0.12	0.14	0.50
Total Municipal Wide Services	5.22	5.99	5.94

*Studies were previously combined into one category. Percentage change in "current vs. calculated" column for "soft" services accounts for both categories.

D.C. Survey - Residential



**Development Charge Rates for South Frontenac and Comparator Municipalities
Residential Per Single Detached Unit
(As of June 25, 2019)**

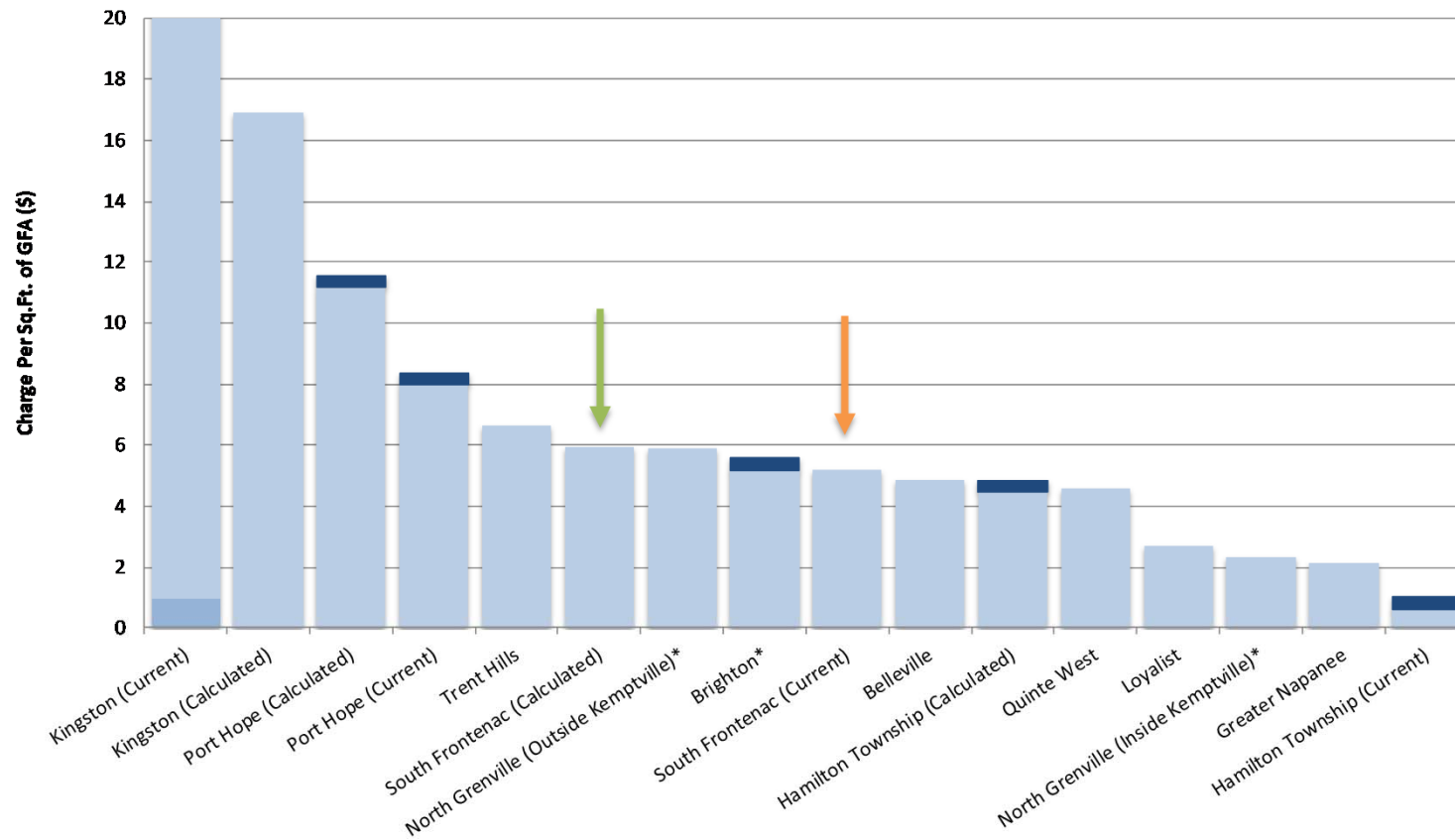


*By-law to expire within one year

D.C. Survey – Non-Residential (Commercial)



**Development Charge Rates for South Frontenac and Comparator Municipalities
Commercial Per Square Foot of GFA
(As of June 25, 2019)**



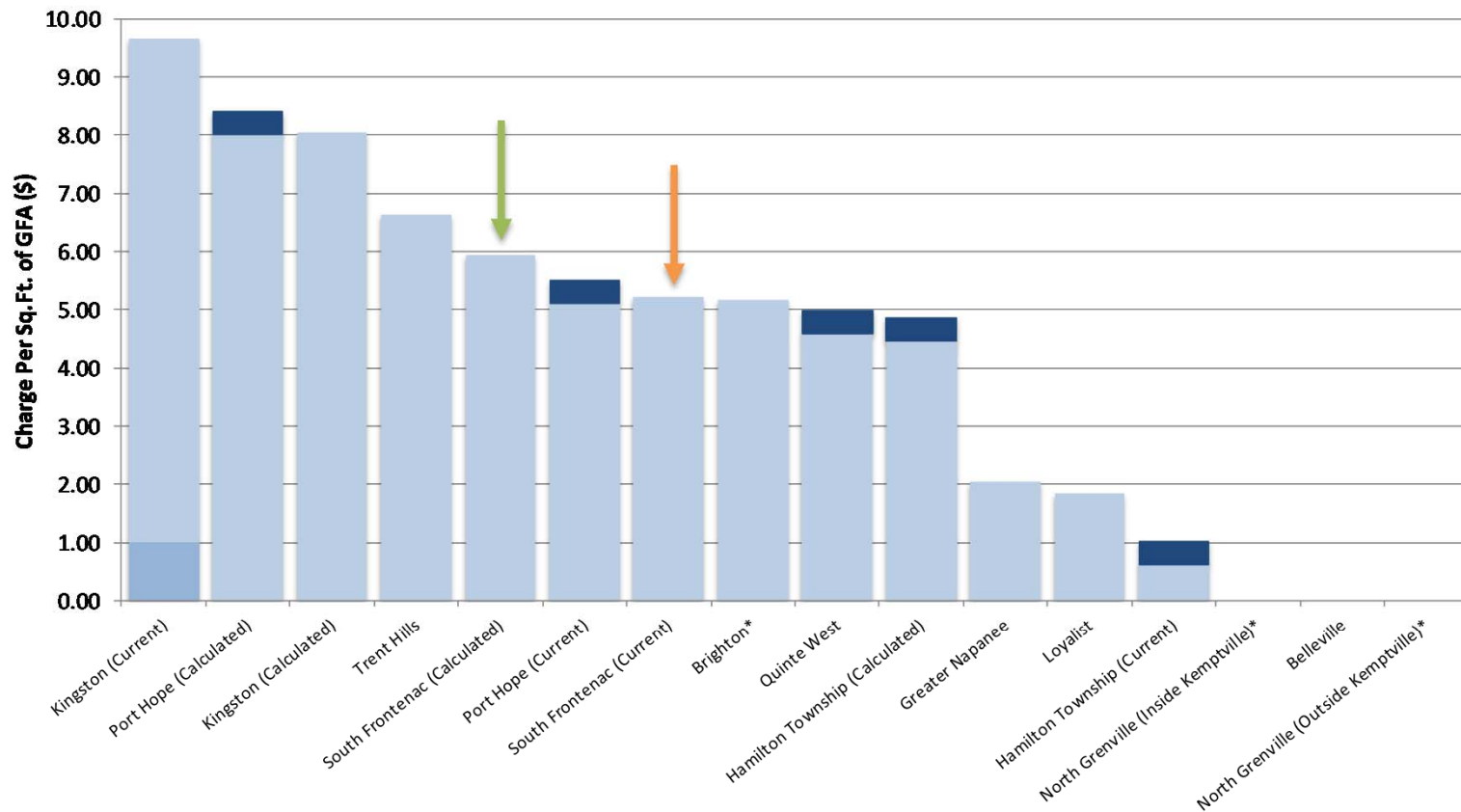
*By-law to expire within one year

■ Lower Tier/Single Tier ■ Education

D.C. Survey – Non-Residential (Industrial)



**Development Charge Rates for South Frontenac and Comparator Municipalities
Industrial Per Square Foot of GFA
(As of June 25, 2019)**



*By-law to expire within one year

■ Lower Tier/Single Tier ■ Education



Proposed Exemptions and D.C. Policy

Non-Statutory Exemptions:

- Place of Worship
- Bonafide Agricultural Use/Farm Building (excludes growing/processing of cannabis); and
- Secondary residential units within the primary dwelling as well as in separate detached accessory structures.

Policy:

- 5-year sunset clause on redevelopment credits.

Bill 108: “More Homes, More Choice: Ontario's Housing Supply Action Plan”



The following provides a brief overview of the proposed changes to the **Development Charges Act (known as of June 6, 2019)**:

- Changes to eligible services
 - Soft Services will be removed from the DCA and will be considered as part of a new Community Benefits Charge imposed under the *Planning Act* (i.e. parking, outdoor recreation, indoor recreation, library services, etc.)
- Payment in Installments:
 - Over six years for rental housing, as well as non-residential developments will pay their DC in six equal annual installments
 - Over 20 years for non-profit housing, will pay their DC in equal annual installments
- When DC Amount is Determined
 - Currently DCs are calculated at the building permit stage. The proposed change would have DCs calculated on the date of the application for Site Plan or zoning amendment



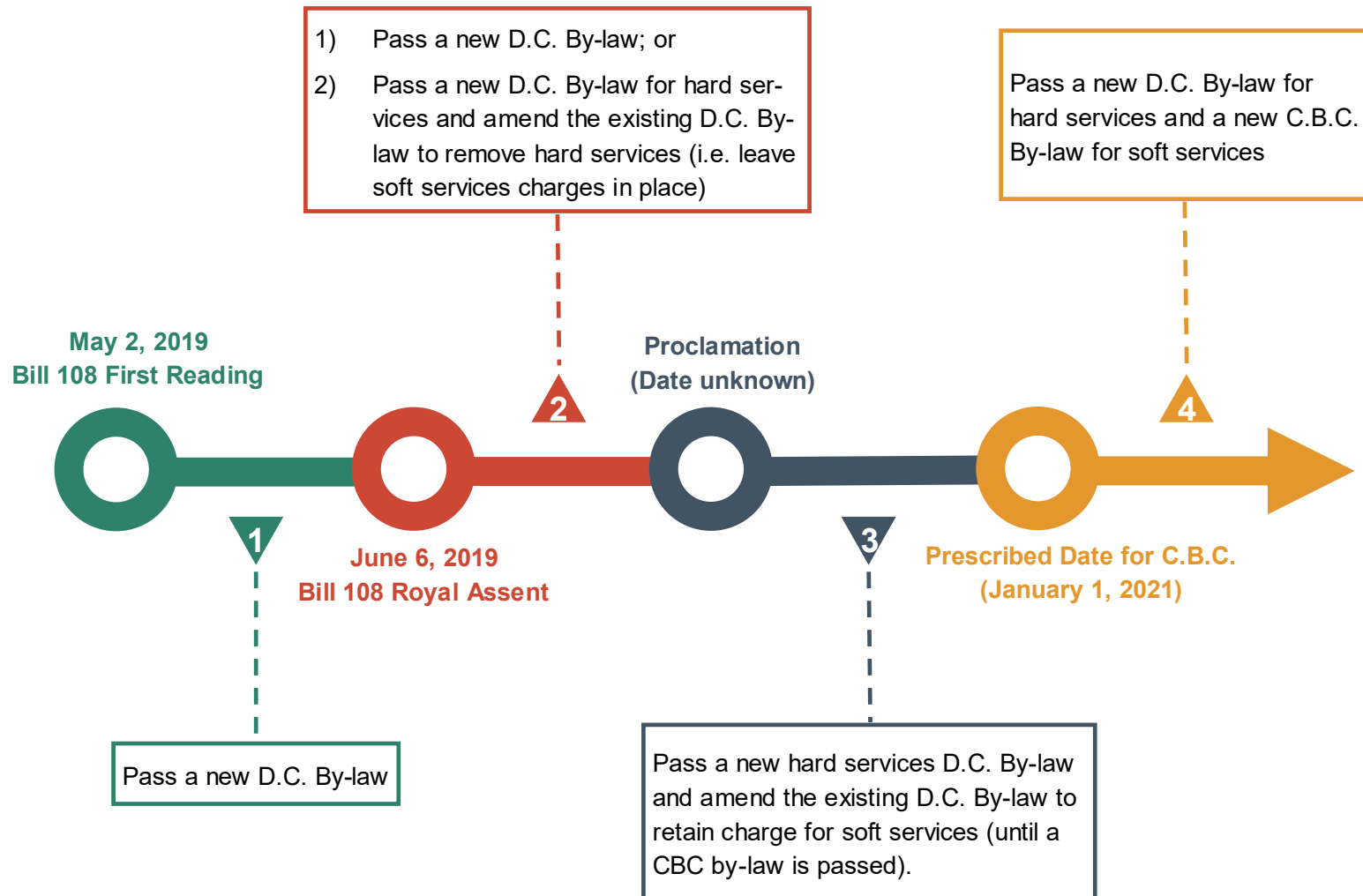
Bill 108: “More Homes, More Choice: Ontario's Housing Supply Action Plan”

- **Community Benefit Charge (for soft services – outdoor recreation, indoor recreation, library and soft service admin studies)**
 - Municipality may, by by-law, impose community benefits charges against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies
 - These services may not include services authorized by the DCA
 - The amount of a community benefits charge payable shall not exceed an amount equal to the prescribed percentage of the value of the land as of the valuation date
 - The valuation date is the day before building permit issuance
 - All money received by the municipality under a community benefits charge by-law shall be paid into a special account
 - Transitional provisions are set out regarding the DC reserve funds and DC credits



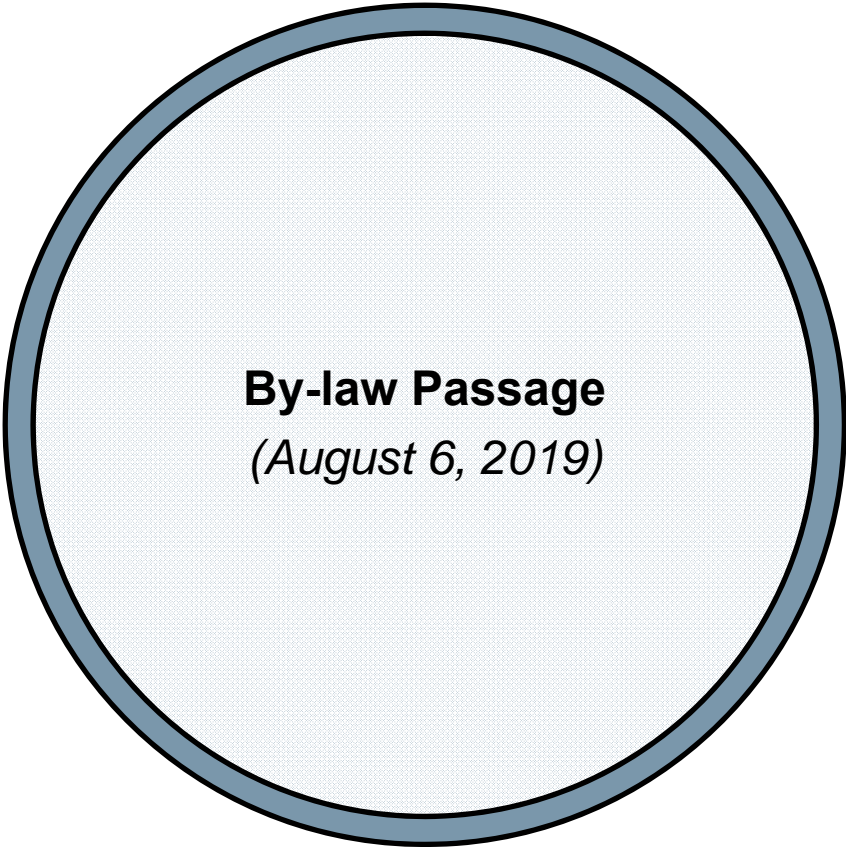
Bill 108: “More Homes, More Choice: Ontario's Housing Supply Action Plan”

Transitional Policies





Next Steps





Questions?



REPORT TO COUNCIL DEVELOPMENT SERVICES DEPARTMENT



AGENDA DATE: July 2, 2019

REPORT DATE: June 25, 2019

SUBJECT: Public Meeting for 2019 Development Charges
Background Study and Proposed By-law

RECOMMENDATION

That Council receive this report for information, and pending any recommended updates, consider the Development Charges (DC) By-law at its meeting of August 6, 2019.

PURPOSE

The purpose of this Public Meeting of Council is to provide a review of the Development Charges study and to receive public input in the proposed by-law and charges as per the *Development Charges Act, 1997 as amended*.

BACKGROUND / DISCUSSION

At the April 16, 2019 Council meeting, Council set July 2, 2019 as the date to hold a statutory Public Meeting of Council under Section 12 of the *Development Charges Act, 1997 as amended*.

Notice of the July 2, 2019 Public Meeting was advertised in the Frontenac News on Thursday, June 6, 2019. In order that sufficient information was made available to the public, the DC Background Study was made available online at the Township's website on May 31, 2019 and copies were made available at the Clerk's Office and the Development Services Department as of May 30, 2019. The release of the background study was promoted using the Township's social media accounts.

An Open House was held on June 19, 2019. Watson and Associate staff, the Director of Development Services, Director of Public Services and the Director of Corporate Services were available to answer questions from the public. The Open House was advertised for 2 weeks in the Frontenac News, advertised on the website, advertised on the Township electronic sign and promoted using the Township's social media sites, including Twitter and Facebook. One member of the public attended the Open House. The individual attended to learn more about Development Charges and to understand more about how growth pays for growth related to infrastructure expenses.

A copy of the 2019 Development Charges Background Study is attached for Council's information (Attachment 1). The draft Development Charge By-law is also attached for ease of reference as Attachment 2.

The purpose of the July 2nd meeting is to give the public an opportunity to ask questions, provide comments, and make representations on the 2019 Development Charges Background Study and the proposed By-law. The public was also invited to provide comments in writing. To date Township staff have not received any public comments on the Development Charges Background Study or By-law or the proposed charge itself. No written responses have been received to date.

Prior to receiving the public comments, Watson & Associates Economists Ltd. will provide a brief presentation (attached) of the findings of the study.



REPORT TO COUNCIL DEVELOPMENT SERVICES DEPARTMENT



Council shall not take any action at this meeting. The Development Charge By-law will be brought back to Council for adoption at the August 6, Council Meeting, following a minimum of 60 days after the release of the DC Background Study.

Impact of Bill 108

Bill 108 proposes several changes to how Development Charges are calculated and collected in Ontario.

Bill 108 was given Royal Assent on June 6, 2019, however certain sections of this Bill related to the Development Charges Act and the Planning Act that will only take effect on Proclamation. As of the date of this report, proclamation has not yet occurred. Our Development Charge consultants, Watson and Associates are carefully monitoring the changes with Bill 108 and will advise us if any changes need to occur to the wording of the proposed Development Charges By-law as Council proceeds to adoption on August 6, 2019.

FINANCIAL/STAFFING IMPLICATIONS:

None

ATTACHMENTS:

Attachment 1: 2019 Development Charges Background Study, May 31, 2019

Attachment 2: Draft Development Charges By-law

Attachment 3: Public Meeting Presentation, prepared by Watson & Associates

Submitted/approved by: Wayne Orr, Chief Administrative Officer

Prepared by: Claire Dodds, MCIP, RPP Director of Development Services



Development Charges Background Study

Township of South Frontenac

May 31, 2019

Watson & Associates Economists Ltd.
905-272-3600
info@watsonecon.ca

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
A.M.P.	Asset management plan
CANSIM	Canadian Socio-Economic Information Management System (Statistics Canada)
D.C.	Development charge
D.C.A.	Development Charges Act, 1997, as amended
E.I.A.	Environmental Impact Assessment
E.I.S.	Environmental Impact Study
F.I.R.	Financial Information Return
G.F.A.	Gross floor area
L.P.A.T.	Local Planning Appeal Tribunal
N.F.P.O.W.	No Fixed Place of Work
N.H.S.	Natural Heritage System
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O.Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
R.O.W.	Right of way
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
sq.ft.	square foot
sq.m	square metre

Executive Summary



Executive Summary

1. The report provided herein represents the Development Charges (D.C.) Background Study for the Township of South Frontenac required by the Development Charges Act, 1997 (D.C.A.). This report has been prepared in accordance with the methodology required under the D.C.A. The contents include the following:
 - Chapter 1 – Overview of the legislative requirements of the Act;
 - Chapter 2 – Review of present D.C. policies of the Township;
 - Chapter 3 – Summary of the residential and non-residential growth forecasts for the Township;
 - Chapter 4 – Approach to calculating the D.C.;
 - Chapter 5 – Review of historical service standards and identification of future capital requirements to service growth and related deductions and allocations;
 - Chapter 6 – Calculation of the D.C.s;
 - Chapter 7 – D.C. policy recommendations and rules; and
 - Chapter 8 – By-law implementation.

2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. The methodology is detailed in Chapter 4; a simplified summary is provided below:
 - 1) Identify amount, type and location of growth;
 - 2) Identify servicing needs to accommodate growth;
 - 3) Identify capital costs to provide services to meet the needs;
 - 4) Deduct:
 - Grants, subsidies and other contributions;
 - Benefit to existing development;
 - Statutory 10% deduction (soft services);
 - Amounts in excess of 10-year historical service calculation;
 - D.C. reserve funds (where applicable);



- 5) Net costs are then allocated between residential and non-residential benefit; and
 - 6) Net costs divided by growth to provide the D.C. charge.
3. A number of changes to the D.C. process need to be addressed as a result of the Smart Growth for our Communities Act, 2015 (Bill 73). These changes have been incorporated throughout the report and in the updated draft by-law, as necessary. These items include:
 - a. Area-rating: Council must consider the use of area-specific charges.
 - b. Asset Management Plan for New Infrastructure: The D.C. background study must include an asset management plan that deals with all assets proposed to be funded, in whole or in part, by D.C.s. The asset management plan must show that the assets are financially sustainable over their full lifecycle.
 - c. 60-day Circulation Period: The D.C. background study must be released to the public at least 60-days prior to passage of the D.C. by-law.
 - d. Timing of Collection of Development Charges: The D.C.A. now requires D.C.s to be collected at the time of the first building permit.
 4. The growth forecast (Chapter 3) on which the Township-wide D.C. is based, projects the following population, housing and non-residential floor area for the 10-year (2019 to 2028) and 15-year (2019 to 2033) periods.

Measure	10 Year 2019-2028	15 Year 2019-2033
(Net) Population Increase	1,926	2,767
Residential Unit Increase	928	1,311
Non-Residential Gross Floor Area Increase (ft ²)	169,800	222,200

Source: Watson & Associates Economists Ltd. Forecast 2019

5. On September 2, 2014, the Township of South Frontenac passed By-law 2014-54 under the D.C.A. The by-law imposes D.C.s on residential and non-residential uses. This by-law will expire on September 3, 2019. The Township is



undertaking a D.C. public process and anticipates passing a new by-law in advance of the expiry date. The mandatory public meeting has been set for July 2, 2019 with adoption of the by-law on August 6, 2019.

6. The Township's D.C.s currently in effect are \$6,758 for single detached dwelling units for full services. Non-residential charges are \$5.22 per square foot for full services. This report has undertaken a recalculation of the charge based on future identified needs (presented in Schedule ES-1 for residential and non-residential). Charges have been provided on a Township-wide basis for all services. The corresponding single detached unit charge is \$9,383. The non-residential charge is \$5.94 per square foot of building area. These rates are submitted to Council for its consideration.
7. The D.C.A. requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided by service and is presented in Table 6-4. A summary of these costs is provided below:

Total gross expenditures planned over the next five years	\$ 7,418,333
Less:	
Benefit to existing development	\$ 547,330
Post planning period benefit	\$ -
Ineligible re: Level of Service	\$ -
Mandatory 10% deduction for certain services	\$ 122,375
Grants, subsidies and other contributions	\$ -
Net Costs to be recovered from development charges	\$ 6,748,628

This suggests that for the non-D.C. cost over the five-year D.C. by-law (benefit to existing development, mandatory 10% deduction, and the grants, subsidies and other contributions), \$669,705 (or an annual amount of \$133,941) will need to be contributed from taxes and rates, or other sources.

Based on the above table, the Township plans to spend \$7.42 million over the next five years, of which \$6.75 million (91%) is recoverable from D.C.s. Of this net amount, \$6.17 million is recoverable from residential development and \$0.58 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.



8. Considerations by Council – The background study represents the service needs arising from residential and non-residential growth over the forecast periods.

The following services are calculated based on a 15-year forecast:

- Services Related to a Highway;
- Public Works Facilities, Fleet & Equipment; and
- Fire Protection Services.

All other services are calculated based on a 10-year forecast. These include:

- Police and Other Facilities;
- Parkland Development;
- Recreation Facilities;
- Library Services; and
- Administration.

Council will consider the findings and recommendations provided in the report and, in conjunction with public input, approve such policies and rates it deems appropriate. These directions will refine the draft D.C. by-law which is appended in Appendix G. These decisions may include:

- adopting the charges and policies recommended herein;
- considering additional exemptions to the by-law; and
- considering reductions in the charge by class of development (obtained by removing certain services on which the charge is based and/or by a general reduction in the charge).



Table ES-1
Schedule of Development Charges

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide "Hard" Services:						
Services Related to a Highway	6,856	4,481	3,132	5,495	2,747	4.62
Fire Protection Services	1,022	668	467	819	410	0.69
Police and Other Facilities	140	91	64	112	56	0.09
Engineering Services - Studies	84	55	38	67	34	0.05
Total Municipal Wide "Hard" Services	8,102	5,295	3,701	6,493	3,247	5.45
Municipal Wide "Soft" Services:						
Parks and Recreation	991	648	453	794	397	0.33
Library Services	71	46	32	57	28	0.02
Community Based Studies	219	143	100	176	88	0.14
Total Municipal Wide "Soft" Services	1,281	837	585	1,027	513	0.50
Total Municipal Wide Services	9,383	6,132	4,286	7,520	3,760	5.94

Report



Chapter 1

Introduction



1. Introduction

1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the D.C.A. (section 10) and, accordingly, recommends new D.C.s and policies for the Township of South Frontenac.

The Township retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C.s (D.C.) study process during 2019. Watson worked with Township staff preparing the D.C. analysis and policy recommendations.

This D.C. background study, containing the proposed D.C. by-law, will be distributed to members of the public in order to provide interested parties with sufficient background information on the legislation, the study's recommendations and an outline of the basis for these recommendations.

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the Township's D.C. background study, as summarized in Chapter 4. It also addresses the requirement for "rules" (contained in Chapter 7) and the proposed by-law to be made available as part of the approval process (included as Appendix G).

In addition, the report is designed to set out sufficient background on the legislation (Chapter 4), South Frontenac's current D.C. policies (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to those who are involved.

Finally, it addresses post-adoption implementation requirements (Chapter 8) which are critical to the successful application of the new policy.

The Chapters in the report are supported by Appendices containing the data required to explain and substantiate the calculation of the charge. A full discussion of the statutory requirements for the preparation of a background study and calculation of a D.C. is provided herein.



1.2 Summary of the Process

The public meeting required under section 12 of the D.C.A., has been scheduled for July 2, 2019. Its purpose is to present the study to the public and to solicit public input. The meeting is also being held to answer any questions regarding the study's purpose, methodology and the proposed modifications to the Township's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on May 31, 2019.

The process to be followed in finalizing the report and recommendations includes:

- consideration of responses received prior to, at, or immediately following the Public Meeting; and
- finalization of the report and Council consideration of the by-law subsequent to the public meeting.

Figure 1-1 outlines the proposed schedule to be followed with respect to the D.C. by-law adoption process.

Figure 1-1
Schedule of Key D.C. Process Dates for the Township of South Frontenac

1. Data collection, staff review, engineering work, D.C. calculations and policy work	February to April 2019
2. Public meeting advertisement placed in newspaper(s)	No later than June 11, 2019
3. Background study and proposed by-law available to public	May 31, 2019
4. Public meeting of Council	July 2, 2019
5. Council considers adoption of background study and passage of by-law	August 6, 2019
6. Newspaper notice given of by-law passage	By 20 days after passage
7. Last day for by-law appeal	40 days after passage
8. Township makes pamphlet available (where by-law not appealed)	By 60 days after in force date



1.3 Changes to the D.C.A.: Bill 73 – Smart Growth for our Communities Act, 2015

With the amendment of the D.C.A. (as a result of Bill 73 and O.Reg. 428/15), there are a number of areas that must be addressed to ensure that the Township is in compliance with the D.C.A., as amended. The following provides an explanation of the changes to the Act that affect the Township's background study and how they have been dealt with to ensure compliance with the amended legislation.

1.3.1 Area Rating

Bill 73 has introduced two new sections where Council must consider the use of area-specific charges:

- 1) Section 2 (9) of the Act now requires a municipality to implement area-specific D.C.s for either specific services which are prescribed and/or for specific municipalities which are to be regulated. (Note that at this time, no municipalities or services are prescribed by the Regulations.)
- 2) Section 10 (2) c. 1 of the D.C.A. requires that, "the development charges background study shall include consideration of the use of more than one development charge by-law to reflect different needs for services in different areas."

In regard to the first item, there are no services or specific municipalities identified in the regulations which must be area-rated. The second item requires Council to consider the use of area rating.

1.3.2 Asset Management Plan for New Infrastructure

The new legislation now requires that a D.C. background study must include an Asset Management Plan (subsection 10 (2) (c.2)). The asset management plan must deal with all assets that are proposed to be funded, in whole or in part, by D.C.s. The current regulations provide very extensive and specific requirements for the asset management plan related to transit services; however, they are silent with respect to how the asset management plan is to be provided for all other services. As part of any asset management plan, the examination should be consistent with the municipality's existing assumptions, approaches and policies on asset management planning. This



examination may include both qualitative and quantitative measures such as examining the annual future lifecycle contributions needs (discussed further in Appendix F of this report).

1.3.3 60-Day Circulation of D.C. Background Study

Previously the legislation required that a D.C. background study be made available to the public at least two weeks prior to the public meeting. The amended legislation now provides that the D.C. background study must be made available to the public (including posting on the municipal website) at least 60 days prior to passage of the D.C. by-law. No other changes were made to timing requirements for such things as notice of the public meeting and notice of by-law passage.

This D.C. study is being provided to the public on May 31, 2019 to ensure the new requirements for release of the study is met.

1.3.4 Timing of Collection of D.C.s

The D.C.A. has been refined by Bill 73 to require that D.C.s are collected at the time of the first building permit. For the majority of development, this will not impact the Township's present process. There may be instances, however, where several building permits are to be issued and either the size of the development or the uses will not be definable at the time of the first building permit. In these instances, the Township may enter into a delayed payment agreement in order to capture the full development.

1.3.5 Other Changes

It is also noted that a number of other changes were made through Bill 73 and O.Reg. 428/15 including changes to the way in which Transit D.C. service standards are calculated, the inclusion of Waste Diversion and the ability for collection of additional levies; however, these sections do not impact the Township's D.C.



1.4 Proposed Changes to the D.C.A.: Bill 108 – An Act to Amend Various Statutes with Respect to Housing, Other Development and Various Other Matters

On May 2, 2019, the Province introduced Bill 108 which proposes changes to the Development Charges Act. The Bill has been introduced as part of the Province's "More Homes, More Choice: Ontario's Housing Supply Action Plan". The Bill was given first reading and is expected to be debated over the coming months.

The Act proposes that any Development Charge (D.C.) by-laws passed after May 2, 2019 will be affected by these proposed changes. Any by-laws which were passed prior to this date will remain in effect until it is either repealed or expires. A summary of the proposed changes to the Development Charges Act (D.C.A.) is provided below:

Changes to Eligible Services – the Bill will remove "Soft Services" from the D.C.A. These services will be considered as part of a new Community Benefit Charge (discussed below) imposed under the Planning Act. Eligible services which will remain under the D.C.A. are as follows:

- Water supply services, including distribution and treatment services;
- Waste water services, including sewers and treatment services;
- Storm water drainage and control services;
- Services related to a highway as defined in subsection 1 (1) of the Municipal Act, 2001 or subsection 3 (1) of the City of Toronto Act, 2006, as the case may be;
- Electrical power services;
- Policing services;
- Fire protection services;
- Toronto-York subway extension, as defined in subsection 5.1 (1);
- Transit services other than the Toronto-York subway extension;
- Waste diversion services; and
- Other services as prescribed.

Waste Diversion – the Bill will remove the mandatory 10% deduction for this service.

Payment in Installments over Six Years – the Bill proposes that Rental Housing, Non-Profit Housing and Commercial/Industrial/Institutional developments pay their



development charges in six equal annual payments commencing the earlier of the date of issuance of a building permit or occupancy. If payments are not made, interest may be charged (at a prescribed rate) and may be added to the property and collected as taxes.

When D.C. Amount is Determined – the Bill proposes that the D.C. amount for all developments proceeding by Site Plan or requiring a zoning amendment, shall be determined based on the D.C. charge in effect on the day of the application for Site Plan or zoning amendment. If the development is not proceeding via these planning approvals then the amount is determined the earlier of the date of issuance of a building permit or occupancy.

Soft Services to be Included in a new Community Benefit Charge under the Planning Act – it is proposed that a municipality may by by-law impose community benefits charges against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. These services may not include services authorized by the D.C.A. Various provisions are provided as follows:

- Before passing a community benefits charge by-law, the municipality shall prepare a community benefits charge strategy that, (a) identifies the facilities, services and matters that will be funded with community benefits charges and (b) complies with any prescribed requirements;
- The amount of a community benefits charge payable shall not exceed an amount equal to the prescribed percentage of the value of the land as of the valuation date;
- The valuation date is the day before building permit issuance;
- Valuations will be based on appraised value of land. Various requirements are set out in this regard;
- All money received by the municipality under a community benefits charge by-law shall be paid into a special account;
- In each calendar year, a municipality shall spend or allocate at least 60 percent of the monies that are in the special account at the beginning of the year;
- Requirements for annual reporting shall be prescribed; and
- Transitional provisions are set out regarding the D.C. reserve funds and D.C. credits.



Chapter 2

Current Township of South Frontenac Policy



2. Current Township of South Frontenac Policy

2.1 Schedule of Charges

On September 2, 2014, the Township of South Frontenac passed By-law 2014-54 under the D.C.A.

This by-law imposes D.C.s for residential and non-residential uses. The table below provides the rates currently in effect, as at January 1, 2019

Table 2-1
Township of South Frontenac
Current D.C. Rates

Service	Residential	Non-Residential
	Per Dwelling Unit	per sq.ft.
Public Works (Roads, Bridges & Equipment)	5,543	4.36
Fire Protection Services	548	0.46
Police	374	0.28
Recreation	94	-
Library Services	53	-
General Government	146	0.12
Total	6,758	5.22

2.2 Services Covered

The following services are covered under By-law 2014-54:

By-law 09-143, as amended:

- Public Works (Roads, Bridges & Equipment)
- Fire Protection;
- Police;
- Recreation;
- Library; and
- General Government.



2.3 Timing of D.C. Calculation and Payment

D.C.s are calculated and payable in full at the time the first building permit is issued in relation to a building or structure on land to which a D.C. applied.

2.4 Indexing

Rates may be indexed on the anniversary date of the D.C. by-law (every September 3rd) in accordance with the Statistics Canada Quarterly, Construction Price Statistics 62-007.

2.5 Redevelopment Allowance

An owner who has secured the necessary approvals may demolish and replace existing dwelling units or non-residential floor area and not be subject to the D.C.s applicable with respect to the development being replaced. Any additional floor area or dwelling units created in excess of those demolished shall be subject to D.C.s.

2.6 Exemptions

The following non-statutory exemption is provided under By-law 2014-54:

- A place of worship and land used in connection therewith, and a churchyard, cemetery and burial ground exempt from taxation.



Chapter 3

Anticipated Development in the Township of South Frontenac



3. Anticipated Development in the Township of South Frontenac

3.1 Requirement of the Act

Chapter 4 provides the methodology for calculating a D.C. as per the D.C.A. Figure 4-1 presents this methodology graphically. It is noted in the first box of the schematic that in order to determine the D.C. that may be imposed, it is a requirement of Section 5 (1) of the D.C.A. that “the anticipated amount, type and location of development, for which development charges can be imposed, must be estimated.”

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Township of South Frontenac will be required to provide services, over a 10-year (mid-2019 to mid-2029) and 15-year term (mid-2019 to mid-2034) time horizon.

3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast

The D.C. growth forecast has been derived from the Population, Housing and Employment Projections for the Frontenacs Final Report, June 13, 2014, prepared by Watson & Associates Economists Ltd. In compiling the growth forecast, the following additional information sources were consulted to further assess the residential and non-residential development potential for the Township of South Frontenac over the forecast period, including:

- The Township of South Frontenac Development Charge Background Study, July 2014;
- The Township of South Frontenac Official Plan, November 2014, Adopted by South Frontenac Township Council September 5th, 2000, Approved by Minister of Municipal Affairs & Housing April 30, 2002, Approved by the Ontario Municipal Board, November 25, 2003. Update Adopted by South Frontenac Township Council, 2010;
- The Township of South Frontenac Growth Study, February 26, 2013, MHBC Planning Urban Design & Landscape Architecture;



- Historical residential and non-residential building permit data over the 2016 to 2018 and 2014 to 2018 periods, respectively;
- Population, housing and employment data from 2006, 2011 and 2016 Census;
- Residential supply data (in the development process) as provided by the Township of South Frontenac;
- Non-residential supply opportunities as provided by the Township of South Frontenac; and
- Discussions with Township of South Frontenac staff regarding historic and expected seasonal development activity.

3.3 Summary of Growth Forecast

A detailed analysis of the residential and non-residential growth forecasts is provided in Appendix A and the methodology employed is illustrated in Figure 3-1. The discussion provided herein summarizes the anticipated growth for the Township and describes the basis for the forecast. The results of the residential growth forecast analysis are summarized in Table 3-1 below, and *Schedule 1* in Appendix A.

As identified in Table 3-1 and Appendix A, *Schedule 1*, the Township's permanent population is anticipated to reach approximately 20,970 by mid-2029 and 21,760 by mid-2034, resulting in an increase of approximately 1,820 and 2,600 persons, respectively, over the 10-year and 15-year forecast periods. The Township's seasonal population is forecast to increase to 11,090 persons in 2029, and approximately 11,150 persons in 2034. The Township's total population (permanent and seasonal population) is forecast to reach approximately 32,060 by 2029, and 32,900 by 2034.¹

¹ The population figures used in the calculation of the 2019 D.C. exclude the net Census undercount, which is estimated at approximately 2.5%.



Figure 3-1
Household Formation-based Population and Household Projection Model

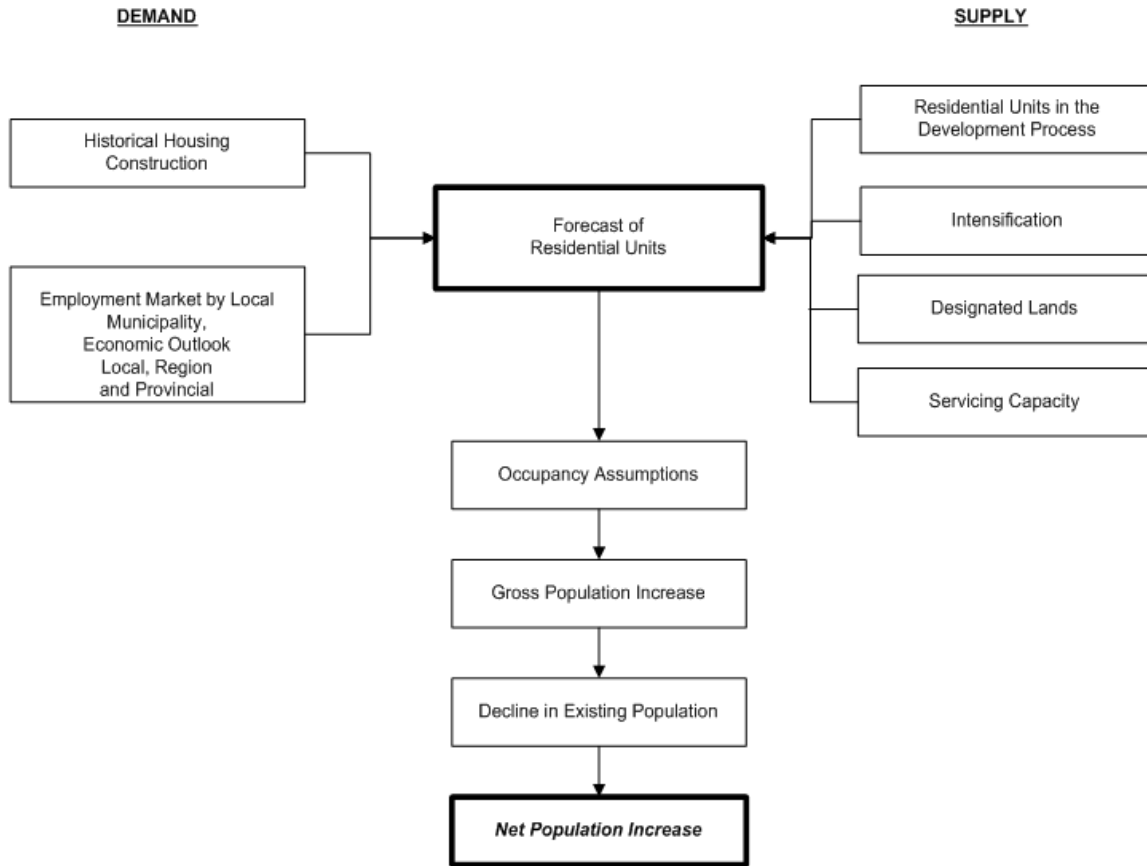




Table 3-1
Township of South Frontenac
Residential Growth Forecast Summary

	Year	Permanent Population (Including Census Undercount) ¹	Excluding Census Undercount				Housing Units										Permanent Person Per Unit (P.P.U.)	Permanent + Seasonal Person Per Unit (P.P.U.)
			Permanent Population	Institutional Population	Permanent Population Excluding Institutional	Seasonal Population	Total Permanent and Seasonal Population	Singles & Semi-Detached	Conversions ²	Multiples ³	Apartments ⁴	Other	Total Permanent Households	Seasonal Households	Total Households Including Seasonal	Equivalent Institutional Households		
Historical	Mid 2006	18,690	18,227	52	18,175	11,960	30,187	6,420		70	170	120	6,780	3,268	10,048	47	2.688	3.004
	Mid 2016	19,120	18,646	61	18,585	10,945	29,591	6,920		40	140	90	7,190	2,991	10,181	55	2.593	2.906
Forecast	Mid 2019	19,640	19,155	63	19,092	10,980	30,135	7,175	24	40	140	90	7,469	3,000	10,469	57	2.565	2.878
	Mid 2029	21,500	20,971	69	20,902	11,090	32,061	8,071	104	56	156	90	8,476	3,030	11,506	63	2.474	2.786
	Mid 2034	22,305	21,757	71	21,357	11,145	32,902	8,428	144	69	169	90	8,900	3,045	11,945	65	2.445	2.754
Incremental	Mid 2006 - Mid 2016	430	419	9	410	-1,015	-596	500	0	-30	-30	-30	410	-277	133	8		
	Mid 2016 - Mid 2019	520	509	2	507	35	544	255	24	0	0	0	279	9	288	2		
	Mid 2019 - Mid 2029	1,860	1,816	6	1,810	110	1,926	896	80	16	16	0	1,007	30	1,037	6		
	Mid 2019 - Mid 2034	2,665	2,602	8	2,265	165	2,767	1,253	120	29	29	0	1,431	45	1,476	8		

Source: Derived from the Population, Housing and Employment Projections for the Frontenacs Final Report, June 2014, Watson & Associates Economists Ltd., by Watson & Associates Economists Ltd., 2019.

¹ Census undercount estimated at approximately 2.5%. Note: Population including the undercount has been rounded.

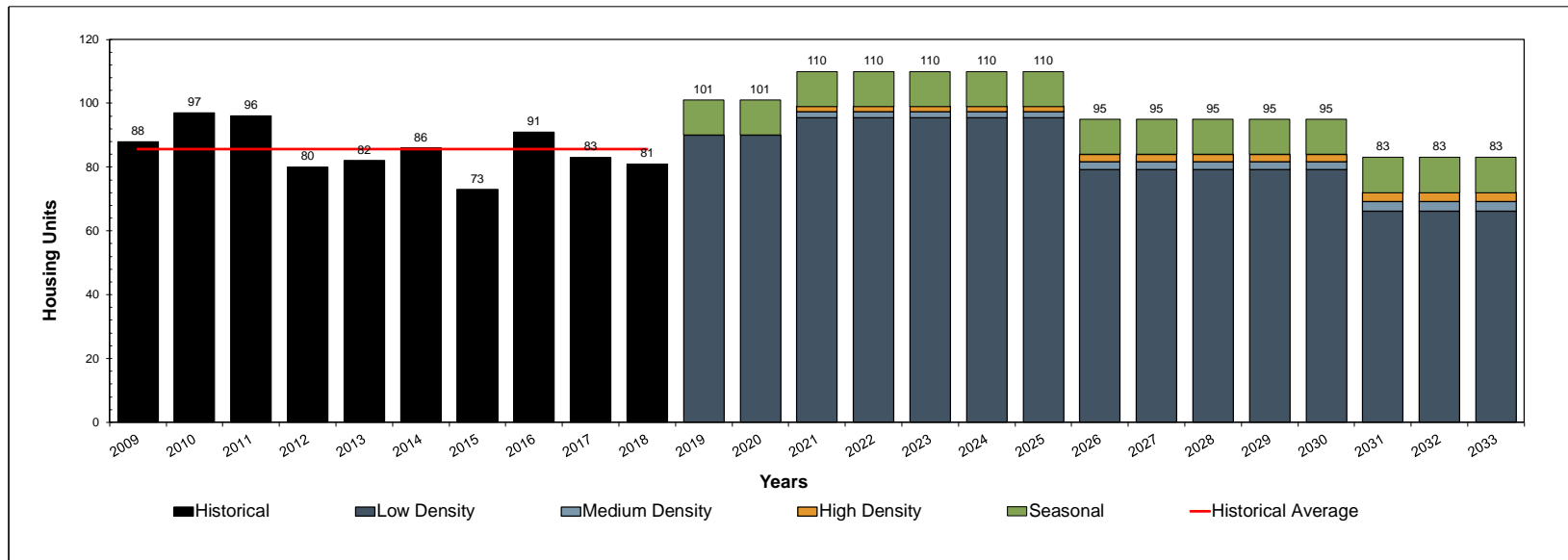
² Conversion of existing seasonal housing units to year-round permanent housing units.

³ Includes townhouses and apartments in duplexes.

⁴ Includes bachelor, 1-bedroom and 2-bedroom+ apartments.



Figure 3-2
Township of South Frontenac
Annual Housing Forecast



Source: Historical housing activity from Township of South Frontenac building permit data, 2009-2018, by Watson & Associates Economists Ltd., 2019.
1. Growth forecast represents calendar year.



Provided below is a summary of the key assumptions and findings regarding the Township of South Frontenac D.C. growth forecast.

1. Housing Unit Mix (Appendix A – Schedules 1 and 6)

- The unit mix for the Township was derived from a detailed review of historical development activity (as per Schedule 6), as well as active residential development applications, and discussions with Township staff regarding anticipated development trends for the Township. Map A-1 geographically illustrates the location of currently active subdivisions and condominiums in South Frontenac as of March, 2019.
- Based on the above indicators, the 2019 to 2034 household growth forecast is comprised of a unit mix of 96% low density (single detached and semi-detached), 2% medium density (multiples) and 2% high density (apartments).

2. Planning Period

- Short and longer-term time horizons are required for the D.C. process. The D.C.A. limits the planning horizon for certain services, such as parks, recreation and libraries, to a 10-year planning horizon. Services related to a highway, public works, fire, police, stormwater, water and wastewater services can utilize a longer planning period.

3. Population in New Housing Units (Appendix A - Schedules 3, 4 and 5)

- The number of housing units to be constructed in the Township of South Frontenac during the short- and long-term periods is presented on Figure 3-2. Over the 2019 to 2034 forecast period, the Township is anticipated to average 104 new permanent and seasonal housing units per year.
- Institutional population¹ is anticipated to grow modestly by 8 persons between 2019 to 2034.

¹ Institutional includes special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.100 depicts 1-bedroom and 2 or more bedroom units in these special care facilities.



- Population in new units is derived from Schedules 3, 4, and 5, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.
- Schedules 7a and 7b summarize the P.P.U. for the new housing units by age and type of dwelling based on a 2016 custom Census data. The total calculated P.P.U. for all density types has been downwardly adjusted to account for the P.P.U. trends which has been recently experienced in both new and older units. Forecasted 20-year average P.P.U.s by dwelling type are as follows:
 - Low density: 2.745
 - Medium density: 2.200
 - High density¹: 1.599

4. Existing Units and Population Change (Appendix A - Schedules 3, 4 and 5)

- Existing households for mid-2019 are based on the 2016 Census households, plus estimated residential units constructed between mid-2016 and 2019 assuming a 6-month lag between construction and occupancy (see Schedule 3).
- The decline in average occupancy levels for existing housing units is calculated in Schedules 3 through 5, by aging the existing population over the forecast period. The forecast population decline in existing households over the 2019 to 2034 forecast period is approximately 1,290.

5. Employment (Appendix A, Schedules 9a, 9b, 9c, 10 and 11)

- Employment projections are largely based on the activity rate method, which is defined as the number of jobs in a municipality divided by the number of residents. Key employment sectors include primary, industrial, commercial/ population-related, institutional, and work at home, which are considered individually below.

¹ Includes bachelor, 1-bedroom and 2 or more bedroom apartments



- 2016 employment data¹ (place of work) for the Township of South Frontenac is outlined in Schedule 9a. The 2016 employment base is comprised of the following sectors:
 - 40 primary (2%);
 - 775 work at home employment (37%);
 - 218 industrial (11%);
 - 523 commercial/population related (25%); and
 - 520 institutional (25%).

- The 2016 employment by usual place of work, including work at home, is estimated at 2,075. An additional 1,200 employees have been identified for the Township in 2016 that have no fixed place of work (N.F.P.O.W.).² The 2016 employment base, including N.F.P.O.W., totals approximately 3,275.
- Total employment, including work at home and N.F.P.O.W., for the Township of South Frontenac is anticipated to reach approximately 3,840 by mid-2029 and 4,040 by mid-2034. This represents an employment increase of 450 for the 10-year forecast period and 650 for the 15-year forecast period.
- Schedule 9b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e. employment and gross floor area generated from N.F.P.O.W. construction employment). Furthermore,

¹ 2016 employment is based on Statistics Canada 2016 Place of Work Employment dataset.

² Statistics Canada defines "No Fixed Place of Work" (N.F.P.O.W.) employees as, "persons who do not go from home to the same work place location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."



since these employees have no fixed work address, they cannot be captured in the non-residential gross floor area (G.F.A.) calculation.

- Total employment for the Township of South Frontenac (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 1,560 by mid-2029 and 1,620 by mid-2034. This represents an employment increase of 200 and 260 over the 10-year and 15-year forecast periods, respectively.

7. Non-Residential Sq.ft. Estimates (Gross Floor Area (G.F.A.), Appendix A, Schedule 9b)

- Square footage estimates were calculated in Schedule 9b based on the following employee density assumptions:
 - 1,500 sq.ft. per employee for industrial;
 - 550 sq.ft. per employee for commercial/population-related; and
 - 659 sq.ft. per employee for institutional employment.
- The Township-wide incremental Gross Floor Area (G.F.A.) increase is anticipated to be approximately 170,000 sq.ft. over the 10-year forecast period and 222,200 sq.ft. over the 2019 to 2034 forecast period, downwardly adjusted to account for institutional development associated with special care facilities.
- In terms of percentage growth, the 2019 to 2034 incremental G.F.A. forecast by sector is broken down as follows:
 1. industrial – 56%;
 2. commercial/population-related – 29%; and
 3. institutional – 15%.



Chapter 4

The Approach to the Calculation of the Charge



4. The Approach to the Calculation of the Charge

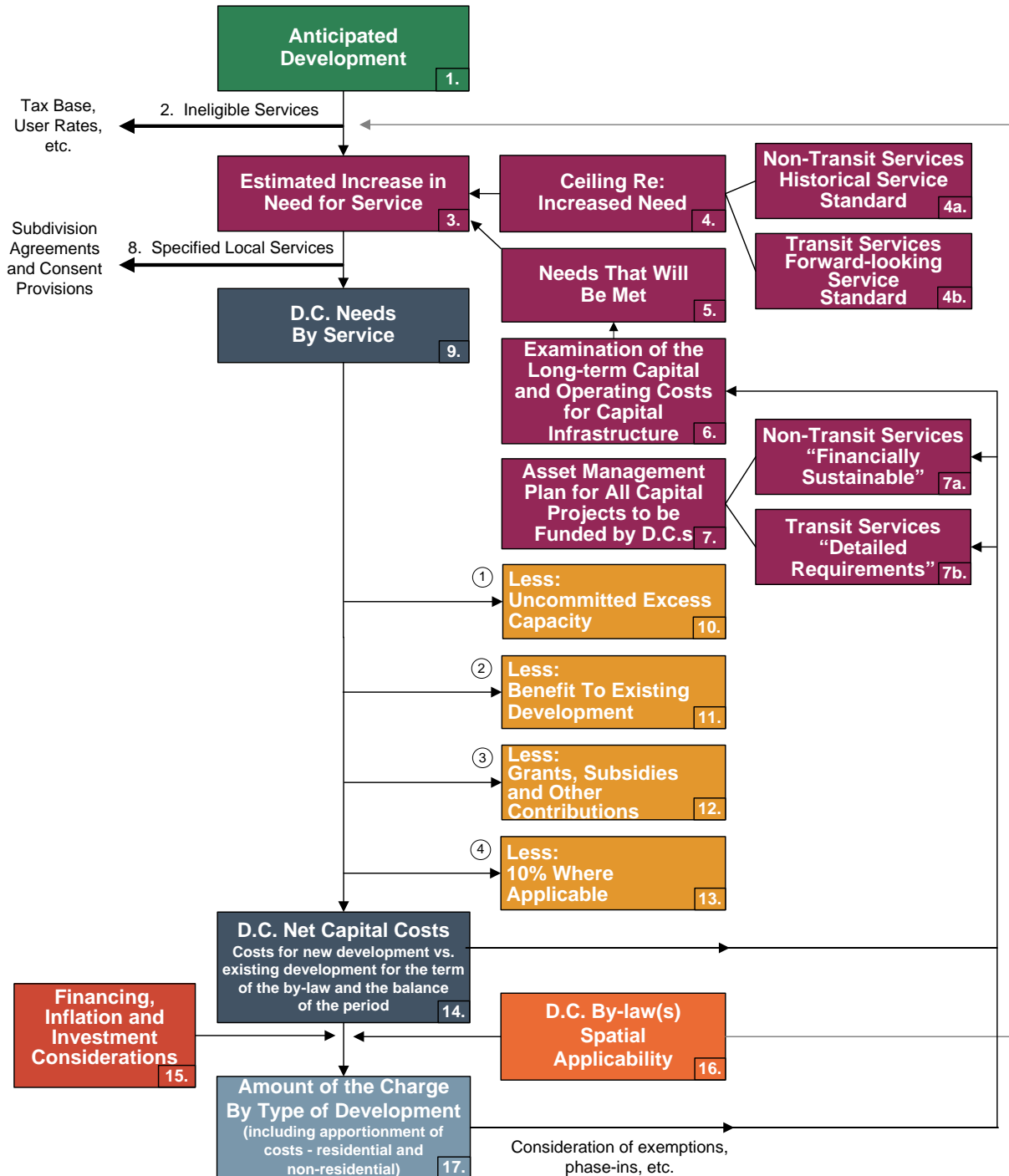
4.1 Introduction

This chapter addresses the requirements of subsection 5 (1) of the D.C.A. with respect to the establishment of the need for service which underpins the D.C. calculation. These requirements are illustrated schematically in Figure 4-1.

4.2 Increase in the Need for Service

The D.C. calculation commences with an estimate of “the increase in the need for service attributable to the anticipated development,” for each service to be covered by the by-law. There must be some form of link or attribution between the anticipated development and the estimated increase in the need for service. While the need could conceivably be expressed generally in terms of units of capacity, subsection 5 (1) 3, which requires that Township Council indicate that it intends to ensure that such an increase in need will be met, suggests that a project-specific expression of need would be most appropriate.

Figure 4-1
The Process of Calculating a Development Charge under the Act
that must be followed





4.3 Services Potentially Involved

Table 4-1 lists the full range of municipal service categories which are provided within the Township.

A number of these services are defined in subsection 2 (4) of the D.C.A. as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. Two ineligible costs defined in subsection 5 (3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of (less than) seven years...” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services which are potentially eligible for inclusion in the Township’s D.C. are indicated with a “Yes.”

Table 4-1
Categories of Municipal Services to be Addressed as Part of the Calculation

Eligibility for Inclusion in the D.C. Calculation	Description
Yes	Municipality provides the service – service has been included in the D.C. calculation.
No	Municipality provides the service – service has not been included in the D.C. calculation.
n/a	Municipality does not provide the service.
Ineligible	Service is ineligible for inclusion in the D.C. calculation.

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
1. Services Related to a Highway	Yes	1.1 Arterial roads	100
	Yes	1.2 Collector roads	100
	Yes	1.3 Bridges, Culverts and Roundabouts	100
	No	1.4 Local municipal roads	0
	Yes	1.5 Traffic signals	100
	Yes	1.6 Sidewalks and streetlights	100
	Yes	1.7 Active Transportation	100



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
2. Other Transportation Services	n/a	2.1 Transit vehicles ¹ & facilities	100
	n/a	2.2 Other transit infrastructure	100
	n/a	2.3 Municipal parking spaces - indoor	90
	n/a	2.4 Municipal parking spaces - outdoor	90
	Yes	2.5 Works Yards	100
	Yes	2.6 Rolling stock ¹	100
	n/a	2.7 Ferries	90
	n/a	2.8 Airport	90
3. Stormwater Drainage and Control Services	n/a	3.1 Main channels and drainage trunks	100
	n/a	3.2 Channel connections	100
	n/a	3.3 Retention/detention ponds	100
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles ¹	100
	Yes	4.3 Small equipment and gear	100
5. Outdoor Recreation Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	90
	Yes	5.3 Development of district parks	90
	Yes	5.4 Development of municipal-wide parks	90
	Yes	5.5 Development of special purpose parks	90
	Yes	5.6 Parks rolling stock ¹ and yards	90
6. Indoor Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	90
	Yes	6.2 Recreation vehicles and equipment ²	90

¹with 7+ year life time

*same percentage as service component to which it pertains
computer equipment excluded throughout

²with 7+ year life time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	90
	n/a	7.2 Library vehicles ¹	90
	n/a	7.3 Library materials	90
8. Electrical Power Services	Ineligible	8.1 Electrical substations	0
	Ineligible	8.2 Electrical distribution system	0
	Ineligible	8.3 Electrical system rolling stock	0
9. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	9.1 Cultural space (e.g. art galleries, museums and theatres)	0
	Ineligible	9.2 Tourism facilities and convention centres	0
10. Wastewater Services	n/a	10.1 Treatment plants	100
	n/a	10.2 Sewage trunks	100
	n/a	10.3 Local systems	0
	n/a	10.4 Vehicles and equipment ¹	100
11. Water Supply Services	No	11.1 Treatment plants	100
	No	11.2 Distribution systems	100
	n/a	11.3 Local systems	0
	No	11.4 Vehicles and equipment ¹	100
12. Waste Management Services	Ineligible	12.1 Landfill collection, transfer vehicles and equipment	0
	Ineligible	12.2 Landfills and other disposal facilities	0
	No	12.3 Waste diversion facilities	90
	No	12.4 Waste diversion vehicles and equipment ¹	90
13. Police Services	Yes	13.1 Police detachments	100
	n/a	13.2 Police rolling stock ¹	100
	n/a	13.3 Small equipment and gear	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
	n/a	14.2 Vehicles ¹	90
15. Child Care	n/a	15.1 Child care space	90
	n/a	15.2 Vehicles ¹	90

¹with 7+ year life time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
16. Health	n/a	16.1 Health department space	90
	n/a	16.2 Health department vehicles ¹	90
17. Social Housing	n/a	17.1 Social Housing space	90
18. Provincial Offences Act (P.O.A.)	n/a	18.1 P.O.A. space	90
19. Social Services	n/a	19.1 Social service space	90
20. Ambulance	n/a	20.1 Ambulance station space	90
	n/a	20.2 Vehicles ¹	90
21. Hospital Provision	Ineligible	21.1 Hospital capital contributions	0
22. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible	22.1 Office space	0
	Ineligible	22.2 Office furniture	0
	Ineligible	22.3 Computer equipment	0
23. Other Services	Yes	23.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land ² and facilities, including the D.C. background study cost	0-100
	No	23.2 Interest on money borrowed to pay for growth-related capital	0-100

¹with a 7+ year life time

²same percentage as service component to which it pertains



4.4 Local Service Policy

Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions.

4.5 Capital Forecast

Paragraph 7 of subsection 5 (1) of the D.C.A. requires that “the capital costs necessary to provide the increased services must be estimated.” The Act goes on to require two potential cost reductions and the Regulation sets out the way in which such costs are to be presented. These requirements are outlined below.

These estimates involve capital costing of the increased services discussed above. This entails costing actual projects or the provision of service units, depending on how each service has been addressed.

The capital costs include:

- a) costs to acquire land or an interest therein (including a leasehold interest);
- b) costs to improve land;
- c) costs to acquire, lease, construct or improve buildings and structures;
- d) costs to acquire, lease or improve facilities, including rolling stock (with a useful life of 7 or more years), furniture and equipment (other than computer equipment), materials acquired for library circulation, reference or information purposes;
- e) interest on money borrowed to pay for the above-referenced costs;
- f) costs to undertake studies in connection with the above-referenced matters; and
- g) costs of the D.C. background study.

In order for an increase in need for service to be included in the D.C. calculation, Township Council must indicate “...that it intends to ensure that such an increase in need will be met” (subsection 5 (1) 3). This can be done if the increase in service forms part of a Council-approved Official Plan, capital forecast or similar expression of the intention of Council (O.Reg. 82/98 section 3). The capital program contained herein reflects the Township’s approved and proposed capital budgets and master servicing/needs studies.



4.6 Treatment of Credits

Section 8, paragraph 5, of O.Reg. 82/98 indicates that a D.C. background study must set out “the estimated value of credits that are being carried forward relating to the service.” Subsection 17, paragraph 4, of the same Regulation indicates that “...the value of the credit cannot be recovered from future D.C.s,” if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future D.C.s. As a result, this provision should be made in the calculation, in order to avoid a funding shortfall with respect to future service needs. There are no outstanding credit obligations for inclusion in the D.C. calculations.

4.7 Existing Reserve Funds

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5 (1).”

There is no explicit requirement under the D.C.A. calculation method set out in subsection 5 (1) to net the outstanding reserve fund balance as part of making the D.C. calculation; however, section 35 does restrict the way in which the funds are used in future.

For services which are subject to a per capita based, service level “cap,” the reserve fund balance should be applied against the development-related costs for which the charge was imposed once the project is constructed (i.e. the needs of recent growth). This cost component is distinct from the development-related costs for the next 10-year period, which underlie the D.C. calculation herein.

The alternative would involve the Township spending all reserve fund monies prior to renewing each by-law, which would not be a sound basis for capital budgeting. Thus, the Township will use these reserve funds for the Township’s cost share of applicable development-related projects, which are required but have not yet been undertaken, as a way of directing the funds to the benefit of the development which contributed them (rather than to future development, which will generate the need for additional facilities directly proportionate to future growth).



The Township's D.C. Reserve Fund Balance by service at December 31, 2018 is shown below:

Service	Balance as at Dec 31/18
Services Related to a Highway	\$1,934,664
Fire Protection Services	\$5,400
Police and Other Facilities	\$146,067
Parks and Recreation	\$216,287
Library Services	\$64,332
Administration	\$39,402
Total	\$2,406,152

4.8 Deductions

The D.C.A. potentially requires that five deductions be made to the increase in the need for service. These relate to:

- the level of service ceiling;
- uncommitted excess capacity;
- benefit to existing development;
- anticipated grants, subsidies and other contributions; and
- 10% reduction for certain services.

The requirements behind each of these reductions are addressed as follows:

4.8.1 *Reduction Required by Level of Service Ceiling*

This is designed to ensure that the increase in need included in section 4.3 does "...not include an increase that would result in the level of service (for the additional development increment) exceeding the average level of the service provided in the Municipality over the 10-year period immediately preceding the preparation of the background study..." O.Reg. 82.98 (section 4) goes further to indicate that "...both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service."

¹ Reserve balance to be combined with Administration Studies.



In many cases, this can be done by establishing a quantity measure in terms of units as floor area, land area or road length per capita and a quality measure, in terms of the average cost of providing such units based on replacement costs, engineering standards or recognized performance measurement systems, depending on circumstances. When the quantity and quality factor are multiplied together, they produce a measure of the level of service, which meets the requirements of the Act, i.e. cost per unit.

With respect to transit services, the changes to the Act as a result of Bill 73 have provided for an alternative method for calculating the services standard ceiling. Transit services must now utilize a forward-looking service standard analysis. The Township does not currently, and in the near future does not intend to, provide transit services. Therefore, this change to the Act is not applicable to the Township.

The average service level calculation sheets for each service component in the D.C. calculation are set out in Appendix B.

4.8.2 Reduction for Uncommitted Excess Capacity

Paragraph 5 of subsection 5 (1) requires a deduction from the increase in the need for service attributable to the anticipated development that can be met using the Township's "excess capacity," other than excess capacity which is "committed."

"Excess capacity" is undefined, but in this case must be able to meet some or all of the increase in need for service, in order to potentially represent a deduction. The deduction of uncommitted excess capacity from the future increase in the need for service would normally occur as part of the conceptual planning and feasibility work associated with justifying and sizing new facilities, e.g. if a road widening to accommodate increased traffic is not required because sufficient excess capacity is already available, then widening would not be included as an increase in need, in the first instance.

4.8.3 Reduction for Benefit to Existing Development

Section 5 (1) 6 of the D.C.A. provides that, "The increase in the need for service must be reduced by the extent to which an increase in service to meet the increased need would benefit existing development." The general guidelines used to consider benefit to existing development included:



- the repair or unexpanded replacement of existing assets that are in need of repair;
- an increase in average service level of quantity or quality (compare water as an example);
- the elimination of a chronic servicing problem not created by growth; and
- providing services where none previously existed (generally considered for water or wastewater services).

This step involves a further reduction in the need, by the extent to which such an increase in service would benefit existing development. The level of services cap in section 4.4 is related but is not the identical requirement. Sanitary, storm and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as services related to a highway, which do not have a fixed service area.

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing library facilities simply replicates what existing residents are receiving, they receive very limited (or no) benefit as a result. On the other hand, where a clear existing service problem is to be remedied, a deduction should be made accordingly.

In the case of services such as recreation facilities, community parks, libraries, etc., the service is typically provided on a Township-wide system basis. For example, facilities of the same type may provide different services (i.e. leisure pool vs. competitive pool), different programs (i.e. hockey vs. figure skating) and different time availability for the same service (i.e. leisure skating available on Wednesday in one arena and Thursday in another). As a result, residents will travel to different facilities to access the services they want at the times they wish to use them, and facility location generally does not correlate directly with residence location. Even where it does, displacing users from an existing facility to a new facility frees up capacity for use by others and generally results in only a very limited benefit to existing development. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.



4.8.4 Reduction for Anticipated Grants, Subsidies and Other Contributions

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies and other contributions (including direct developer contributions required due to the local service policy) made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development. That is, some grants and contributions may not specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes (O.Reg. 82/98 section 6).

4.8.5 The 10% Reduction

Paragraph 8 of subsection 5 (1) of the D.C.A. requires that, “the capital costs must be reduced by 10 per cent.” This paragraph does not apply to water supply services, waste water services, storm water drainage and control services, services related to a highway, police and fire protection services. The primary services to which the 10% reduction does apply include services such as parks, recreation, libraries, childcare/ social services, the Provincial Offences Act, ambulance, homes for the aged, and health.

The 10% is to be netted from the capital costs necessary to provide the increased services, once the other deductions have been made, as per the infrastructure costs sheets in Chapter 5.

4.9 Municipal-wide vs. Area Rating

This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the amended D.C.A., it is now mandatory to “consider” area-rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area-rating. Further discussion is provided in section 7.4.4.

4.10 Allocation of Development

This step involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential



development and between one type of development and another, to arrive at a schedule of charges.

4.11 Asset Management

The new legislation now requires that a D.C. background study must include an asset management plan (subsection 10 (2) c. 2). The asset management plan (A.M.P.) must deal with all assets that are proposed to be funded, in whole or in part, by D.C.s. The current regulations provide very extensive and specific requirements for the A.M.P. related to transit services (as noted in the subsequent subsection); however, they are silent with respect to how the A.M.P. is to be provided for all other services. As part of any A.M.P., the examination should be consistent with the municipality's existing assumptions, approaches and policies on the asset management planning. This examination has been included in Appendix F.

4.12 Transit

The most significant changes to the Act relate to the transit service. The Township does not currently, and in the near future does not intend to, provide transit services. Therefore, calculations and reporting requirements relating to transit are not required.



Chapter 5

D.C.-Eligible Cost Analysis by Service



5. D.C.-Eligible Cost Analysis by Service

5.1 Introduction

This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in subsection 5 (1) paragraphs 2 to 8 in the D.C.A. and described in Chapter 4, was followed in determining D.C.-eligible costs.

The nature of the capital projects and timing identified in the Chapter reflects Council's current intention. Over time, however, Township projects and Council priorities change and accordingly, Council's intentions may alter and different capital projects (and timing) may be required to meet the need for services required by new growth.

5.2 Service Levels and 10-Year Capital Costs for D.C. Calculation

This section evaluates the development-related capital requirements for all of the “softer” services over a 10-year planning period. Each service component is evaluated on two format sheets: the average historical 10-year level of service calculation (see Appendix B), which “caps” the D.C. amounts; and, the infrastructure cost calculation, which determines the potential D.C. recoverable cost.

5.2.1 Parks and Recreation

The Township currently has 122.86 acres of parkland within its jurisdiction consisting of various sized parks. The Township has sustained the current level of service over the historical 10-year period (2009 to 2018), with an average of 4.2 acres of parkland and 2 parkland amenities items per 1,000 population. Including parkland and parkland amenities (e.g. ball diamonds, playground equipment, soccer fields, etc.), the level of service provided is approximately \$417 per capita. When applied over the forecast period, this average level of service translates into a D.C.-eligible amount of \$803,585.

With respect to recreation facilities, there are currently five facilities provided by the Township, in addition to the Frontenac Community Arena which is shared with Central



Frontenac. These six facilities provide a total of 26,685 sq.ft. of space. The average historical level of service for the previous ten years has been approximately 0.91 sq.ft. of space per capita or an investment of \$233 per capita. The Township also provides for a Zamboni at the Frontenac Community Arena (of which South Frontenac is responsible for 59% of the cost). This provides a service standard of \$4/per capita. Based on these service standards, the Township would be eligible to collect \$456,000 from D.C.s.

The total D.C. eligible amount for parks and recreation over the forecast period is \$1,259,585.

The Township has provided for the need for additional parkland development and recreation facility space. The needs include items such as a new splash pad, skateboard park, as well as additional indoor recreation space. The growth-related cost of these projects is \$1,475,000. A deduction has been made in the amount of \$216,287 to account for the reserve fund balance, resulting in a net D.C. amount of \$1,111,213, after the mandatory 10% deduction.

As the predominant users of parks and recreation tend to be residents of the Township, the forecast growth-related costs have been allocated 95% to residential and 5% to non-residential.



Infrastructure Costs Included in the Development Charges Calculation

Township of South Frontenac
Service: Parks and Recreation

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable		Other (e.g. 10% Statutory Deduction)	Total	Residential Share 95%	Non-Residential Share 5%
	2019-2028												
1	Provision for Additional Parkland Development & Recreation Facility Space	2019-2028	1,475,000	-		1,475,000	-		1,475,000	147,500	1,327,500	1,261,125	66,375
2	Reserve Fund Adjustment					-	216,287		(216,287)		(216,287)	(205,472)	(10,814)
	Total		1,475,000	-	-	1,475,000	216,287	-	1,258,713	147,500	1,111,213	1,055,653	55,561



5.2.2 Police and Other Facilities

The Township of South Frontenac has one O.P.P. Station at 9,396 sq.ft. within its jurisdiction. Other facilities include the Town Hall, Princess Anne Sharing Centre and the Verona Medical Centre. These facilities provide for an average historical level of service of 0.62 sq.ft. per capita or an investment of \$166 per capita. Based on this service standard, the Township would be eligible to collect \$319,485 from D.C.s for facility space.

The Township has provided for the need for upgrades/enhancements to police facility space as well as a Town Hall expansion. The growth-related cost of these projects is \$325,000 which has been included in the D.C. calculation. A deduction of \$146,067 has been made to account for the existing reserve fund balance. The Police facility represents approximately 50% of the service standard and as this is a service that does not require the 10% mandatory deduction, a 5% deduction has been taken to account for the facility space that is not attributable to police. Therefore, the net growth capital cost after the 5% deduction is \$162,683 and has been included in the D.C.

These costs have been allocated 91% residential and 9% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Township of South Frontenac
 Service: Police and Other Facilities

Prj .No	Increased Service Needs Attributable to Anticipated Development 2019-2028	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New		Other (e.g. 5% Statutory Deduction)*	Total	Residential Share 91%	Non-Residential Share 9%
1	Provision for Additional Facility Space	2019-2028	325,000	-		325,000	-		325,000	16,250	308,750	280,963	27,788
2	Reserve Fund Adjustment			-			146,067		(146,067)		(146,067)	(132,921)	(13,146)
	Total		325,000	-	-	325,000	146,067	-	178,933	16,250	162,683	148,042	14,641

*Statutory deduction is allocated towards facility space other than police



5.2.3 Library Services

The Township provides three library facilities which total 5,950 sq.ft. in library space. Over the past ten years, the average level of service was 0.18 sq.ft. of space per capita or an investment of \$51 per capita. Based on the service standard over the past ten years, the Township would be eligible to collect a total of \$97,879 from D.C.s for library services.

Based on the projected growth over the 10-year forecast period, the Township has identified the need for additional library space to service growth. As the exact locations and nature of this facility space has not yet been identified a provision of \$160,000 has been included in the D.C. A deduction of \$64,332 has been made to account for the existing reserve fund balance leading to an amount of \$79,668, after the 10% mandatory deduction, which has been included in the D.C. calculation.

While library usage is predominately residential based, there is some use of the facilities by non-residential users, for the purpose of research. To acknowledge this use, the growth-related capital costs have been allocated 95% residential and 5% non-residential.



Infrastructure Costs Included in the Development Charges Calculation

Township of South Frontenac
Service Library Facilities

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
2019-2028											95%	5%	
1	Provision for additional library space	2019-2028	160,000	-		160,000	-		160,000	16,000	144,000	136,800	7,200
2	Reserve Fund Adjustment						64,332		(64,332)		(64,332)	(61,116)	(3,217)
	Total		160,000	-	-	160,000	64,332	-	95,668	16,000	79,668	75,684	3,983



5.2.4 Community Based Studies

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Township's capital works program. The Township has made provision for the inclusion of new studies undertaken to facilitate this D.C. process, as well as other studies which benefit growth (in whole or in part). The list of studies related to recreation, culture and planning includes such studies as the following:

- Growth Management Study;
- Official Plan; and
- Recreation Master Plan.

The cost of these studies is \$330,000, of which \$45,000 is attributable to existing benefit. The net growth-related capital cost, after the mandatory 10% deduction, is \$256,500 and has been included in the D.C.

These costs have been allocated 91% residential and 9% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Township of South Frontenac
 Service: Community Based Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
	2019-2028											91%	9%
1	Growth Management Study	2019	150,000	-		150,000	-		150,000	15,000	135,000	122,850	12,150
2	Official Plan	2019-2021	150,000	-		150,000	37,500		112,500	11,250	101,250	92,138	9,113
3	Recreation Master Plan	2020	30,000	-		30,000	7,500		22,500	2,250	20,250	18,428	1,823
	Total		330,000	-	-	330,000	45,000	-	285,000	28,500	256,500	233,415	23,085



5.2.5 Engineering Services – Studies

In addition to the studies identified in Section 5.2.4, studies related to “hard” services as well as the D.C. study have been included in the calculation. The list of studies related to these items includes the following:

- Transportation Master Plan;
- Firehall Study; and
- Development Charges Studies.

The cost of these studies is \$160,000, of which \$12,500 is attributable to existing benefit. A further deduction of \$39,402 has been made to account for the existing reserve fund balance. The net growth-related capital cost, after the mandatory 10% deduction, is \$98,598 and has been included in the D.C.

These costs have been allocated 91% residential and 9% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Township of South Frontenac
 Service: Engineering Services - Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share 91%	Non-Residential Share 9%
	2019-2028												
1	Transportation Master Plan	2020	50,000	-		50,000	12,500		37,500		37,500	34,125	3,375
2	Firehall Study	2019	15,000	-		15,000	-		15,000		15,000	13,650	1,350
3	Development Charges Study	2019	40,000	-		40,000	-		40,000	4,000	36,000	32,760	3,240
4	Development Charges Study	2024	55,000	-		55,000	-		55,000	5,500	49,500	45,045	4,455
5	Reserve Fund Adjustment						39,402		(39,402)		(39,402)	(35,856)	(3,546)
	Total		160,000	-	-	160,000	51,902	-	108,098	9,500	98,598	89,724	8,874



5.3 Service Levels and 15-Year Capital Costs for South Frontenac's D.C. Calculation

This section evaluates the development-related capital requirements for those services with 15-year capital costs.

5.3.1 Services Related to a Highway – Roads, Bridges, Structures, Streetlighting and Traffic Signals

South Frontenac owns and maintains 787 km of local and arterial roads. This provides an average level of investment of \$12,179 per capita, resulting in a D.C.-eligible recovery amount of approximately \$33.7 million over the 15-year forecast period. The Township also has 61 culverts, arches, beams and related infrastructure to support roads throughout the Township which equates to \$1,003 per capita and a D.C.-recoverable amount of approximately \$2.78 million over the 15-year forecast period. Further, the Township provides 494 streetlights and traffic signals, which equate to an average level of investment of \$82 per capita, and a D.C.-recoverable amount of \$227,171 over the 15-year forecast period. In total the D.C.-recoverable amount for Services Related to a Highway – Roads, equal \$36,700,382.

The Township has identified \$12,000,000 of future growth-related capital related to roads, bridges and structures. The capital projects forecasted include various works related to enhancing capacity, buildings sidewalks, improving shoulders and adding cycling facilities. A deduction for the existing reserve fund balance of \$1,934,664 has been made resulting in a D.C.-eligible amount of \$10,065,336 to be recovered over the current forecast period (2019 to 2033).

The capital costs are shared 91%/9% between residential and non-residential based on the population to employment ratio over the 15-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Township of South Frontenac

Service: Services Related to a Highway - Roads, Bridges, Structures, Streetlights and Traffic Signals

Prj .No	Increased Service Needs Attributable to Anticipated Development 2019-2033	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 91%	Non-Residential Share 9%
1	Provision for Additional Roads, Bridges & Structures	2019-2033	12,000,000	-		12,000,000	-		12,000,000	10,920,000	1,080,000
2	Reserve Fund Adjustment			-		-	1,934,664		(1,934,664)	(1,760,545)	(174,120)
	Total		12,000,000	-	-	12,000,000	1,934,664	-	10,065,336	9,159,455	905,880



5.3.2 Services Related to a Highway - Public Works Facilities, Fleet & Equipment

The Township operates their Public Works service out of a number of facilities. The facilities provide 111,899 sq.ft. of building area, providing for an average level of service of 3.22 sq.ft. per capita or \$423 per capita. This level of service provides the Township with a maximum D.C.-eligible amount for recovery over the 15-year forecast period of \$1,169,279.

A renovation and expansion to the Keely Road Administrative Building has been identified at a gross cost of \$925,000. A deduction of \$489,830 has been made to account for the benefit to existing development resulting in a net amount of \$435,170 included in the D.C.

The Public Works Department has a variety of vehicles and major equipment totalling approximately \$9.67 million. The inventory provides for a per capita standard of \$338. Over the forecast period, the D.C.-eligible amount for vehicles and equipment is \$935,882.

Additional vehicle and equipment items have been identified for the forecast period, amounting to \$900,000 of growth-related capital which has been included in the D.C. calculation.

The residential/non-residential capital cost allocation for facilities and fleet is based on a 91%/9% split which is based on the incremental growth in population to employment for the 15-year forecast period.



5.3.3 Fire Protection Services

South Frontenac currently operates its fire services from 28,786 sq.ft. of facility space, providing for a per capita average level of service of 0.91 sq.ft. per capita or \$208 per capita. This level of service provides the Township with a maximum D.C.-eligible amount for recovery over the forecast period of \$576,587.

The fire department has a current inventory of 32 vehicles. The total D.C.-eligible amount calculated for fire vehicles over the forecast period is \$993,962, based on a standard of \$359 per capita.

The fire department provides 282 items of equipment and gear for the use in fire services. This results in a calculated average level of service for the historical 10-year period of \$47 per capita, providing for a D.C.-eligible amount over the forecast period of \$130,519 for small equipment and gear.

The total maximum D.C.-eligible amount over the forecast period for fire services is \$1,701,068.

The Township has identified the need for additional facility space. This includes renovating and expanding existing stations as well as the development of a fire headquarters. This facility has been identified to include a large training room, office space and a boardroom. A provision for the cost of these facilities has been included in the D.C. at an amount of \$1,615,000. The need for two additional SUV's has also been identified at a gross cost of \$90,000. A deduction of \$5,400 has been made to account for the existing reserve fund balance resulting in an amount of \$1,699,600 to be included in the D.C. calculations.

These costs are shared between residential and non-residential based on the population to employment ratio over the forecast period, resulting in 91% being allocated to residential development and 9% being allocated to non-residential development.



Infrastructure Costs Included in the Development Charges Calculation

Township of South Frontenac
 Service: Fire Services

Prj .No	Increased Service Needs Attributable to Anticipated Development 2019-2033	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 91%	Non- Residential Share 9%
1	Provision for Additional Space	2019-2033	1,615,000	-		1,615,000	-		1,615,000	1,469,650	145,350
2	SUV (2)	2020-2022	90,000	-		90,000	-		90,000	81,900	8,100
3	Reserve Fund Adjustment						5,400		(5,400)	(4,914)	(486)
	Total		1,705,000	0	0	1,705,000	5,400	0	1,699,600	1,546,636	152,964



Chapter 6

D.C. Calculation



6. D.C. Calculation

Table 6-1 calculates the proposed uniform D.C. to be imposed on anticipated development in the Township for Township-wide services over a 15-year planning horizon. Table 6-2 calculates the proposed uniform D.C. to be imposed on anticipated development in the Township for Township-wide services over a 10-year planning horizon

The calculation for residential development is generated on a per capita basis and is based upon five forms of housing types (singles and semi-detached, apartments 2+ bedrooms, apartments bachelor and 1 bedroom, all other multiples and special care/special dwelling units). The non-residential D.C. has been calculated on a per sq.ft. of gross floor area basis for all types of non-residential development (industrial, commercial and institutional).

The D.C.-eligible costs for each service component were developed in Chapter 5 for all Township services, based on their proposed capital programs.

For the residential calculations, the total cost is divided by the “gross” (new resident) population to determine the per capita amount. The eligible D.C. cost calculations set out in Chapter 5 are based on the net anticipated population increase (the forecast new unit population less the anticipated decline in existing units). The cost per capita is then multiplied by the average occupancy of the new units (Appendix A, Schedule 5) to calculate the charge in Tables 6-1 and 6-2.

With respect to non-residential development, the total costs in the uniform charge allocated to non-residential development (based on need for service) have been divided by the anticipated development over the planning period to calculate a cost per sq.ft. of gross floor area.

Table 6-3 summarizes the total D.C. that is applicable for municipal-wide services and Table 6-4 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the 5-year life of the by-law.



Table 6-1
Township of South Frontenac
Development Charge Calculation
Municipal-wide Services
2019-2033

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
1. <u>Services Related to a Highway</u>				
1.1 Roads, bridges, culverts, structures, streetlights & traffic signals	9,159,455	905,880	6,053	4.08
1.2 Public Works facilities	396,005	39,165	262	0.18
1.3 Public Works fleet & equipment	819,000	81,000	541	0.36
	10,374,460	1,026,045	6,856	4.62
2. <u>Fire Protection Services</u>				
2.1 Fire facilities, vehicles & equipment	1,546,636	152,964	1,022	0.69
TOTAL	11,921,096	1,179,010	7,878	5.31
D.C.-Eligible Capital Cost	11,921,096	1,179,010		
15-Year Gross Population/GFA Growth (sq.ft.)	4,154	222,200		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,869.79	\$5.31		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.745	\$7,878		
Apartments - 2 Bedrooms +	1.794	\$5,148		
Apartments - Bachelor and 1 Bedroom	1.254	\$3,599		
Other Multiples	2.200	\$6,314		
Special Care/Special Dwelling Units	1.100	\$3,157		



Table 6-2
Township of South Frontenac
Development Charge Calculation
Municipal-wide Services
2019-2028

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
3. <u>Police and Other Facilities</u>				
3.1 Police and other facilities	148,042	14,641	140	0.09
4. <u>Parks and Recreation</u>				
4.1 Parkland development, amenities, recreation facilities and vehicles	1,055,653	55,561	991	0.33
5. <u>Library Services</u>				
5.1 Library facilities	75,684	3,983	71	0.02
6. <u>Engineering Services - Studies</u>				
6.1 Studies	89,724	8,874	84	0.05
7. <u>Community Based Studies</u>				
7.1 Studies	233,415	23,085	219	0.14
TOTAL	1,602,517	106,144	1,505	0.63
D.C.-Eligible Capital Cost	\$1,602,517	\$106,144		
10-Year Gross Population/GFA Growth (sq.ft.)	2,922	169,800		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$548.43	\$0.63		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.745	\$1,505		
Apartments - 2 Bedrooms +	1.794	\$984		
Apartments - Bachelor and 1 Bedroom	1.254	\$688		
Other Multiples	2.200	\$1,207		
Special Care/Special Dwelling Units	1.100	\$603		

Table 6-3
Township of South Frontenac
Development Charge Calculation
Total All Services

	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
Municipal-wide Services 15 Year	11,921,096	1,179,010	7,878	5.31
Municipal-wide Services 10 Year	1,602,517	106,144	1,505	0.63
TOTAL	13,523,614	1,285,154	9,383	5.94



Table 6-4
Township of South Frontenac
Gross Expenditure and Sources of Revenue Summary for Costs to be Incurred over the Life of the By-law

Service	Total Gross Cost	Sources of Financing						
		Tax Base or Other Non-D.C. Source				Post D.C. Period Benefit	D.C. Reserve Fund	
		Other Deductions	Benefit to Existing	Other Funding	Legislated Reduction		Residential	Non-Residential
1. Services Related to a Highway								
1.1 Roads, bridges, culverts, structures, streetlights & traffic signals	4,000,000	0	0	0	0	0	3,640,000	360,000
1.2 Public Works facilities	925,000	0	489,830	0	0	0	396,005	39,165
1.3 Public Works fleet & equipment	450,000	0	0	0	0	0	409,500	40,500
2. Fire Protection Services								
2.1 Fire facilities, vehicles & equipment	628,333	0	0	0	0	0	571,783	56,550
3. Police and Other Facilities								
3.1 Police and other facilities	162,500	0	0	0	8,125	0	140,481	13,894
4. Parks and Recreation								
4.1 Parkland development, amenities, recreation facilities and vehicles	737,500	0	0	0	73,750	0	630,563	33,188
5. Library Services								
5.1 Library facilities	80,000	0	0	0	8,000	0	68,400	3,600
6. Engineering Services - Studies								
6.1 Studies	105,000	0	12,500	0	4,000	0	80,535	7,965
7. Community Based Studies								
7.1 Studies	330,000	0	45,000	0	28,500	0	233,415	23,085
Total Expenditures & Revenues	\$7,418,333	\$0	\$547,330	\$0	\$122,375	\$0	\$6,170,682	\$577,947



Chapter 7

D.C. Policy Recommendations and D.C. By-law Rules



7. D.C. Policy Recommendations and D.C. By-law Rules

7.1 Introduction

Subsection 5 (1) 9 states that rules must be developed:

“...to determine if a development charge is payable in any particular case and to determine the amount of the charge, subject to the limitations set out in subsection 6.”

Paragraph 10 of the section goes on to state that the rules may provide for exemptions, phasing in and/or indexing of D.C.s.

Subsection 5 (6) establishes the following restrictions on the rules:

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under 5(1) 2-8 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development; and
- if the rules provide for a type of development to have a lower D.C. than is allowed, the rules for determining D.C.s may not provide for any resulting shortfall to be made up via other development.

With respect to “the rules,” section 6 states that a D.C. by-law must expressly address the matters referred to above re subsection 5 (1) paragraphs 9 and 10, as well as how the rules apply to the redevelopment of land.

The rules provided are based on the Township’s existing policies; however, there are items under consideration at this time and these may be refined prior to adoption of the by-law.



7.2 D.C. By-law Structure

It is recommended that:

- the Township uses a uniform Township-wide D.C. calculation for all municipal services; and
- one municipal D.C. by-law be used for all services.

7.3 D.C. By-law Rules

The following subsections set out the recommended rules governing the calculation, payment and collection of D.C.s in accordance with section 6 of the D.C.A.

It is recommended that the following sections provide the basis for the D.C.s.:

7.3.1 *Payment in any Particular Case*

In accordance with the D.C.A., subsection 2 (2), a D.C. be calculated, payable and collected where the development requires one or more of the following:

- “(a) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the Planning Act;
- (b) the approval of a minor variance under section 45 of the Planning Act;
- (c) a conveyance of land to which a by-law passed under subsection 50 (7) of the Planning Act applies;
- (d) the approval of a plan of subdivision under section 51 of the Planning Act;
- (e) a consent under section 53 of the Planning Act;
- (f) the approval of a description under section 9 of the Condominium Act, 1998; or
- (g) the issuing of a permit under the Building Code Act, 1992 in relation to a building or structure.”



7.3.2 Determination of the Amount of the Charge

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the amount of square feet of gross floor area constructed for eligible uses (i.e. industrial, commercial and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance, e.g.
 - for engineering services – studies, community based studies, and police and other facilities the costs have been based on a population vs. employment growth ratio (91%/9%) for residential and non-residential, respectively) over the 10-year forecast period;
 - for parks and recreation and library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector; and
 - for services related to a highway, public works facilities, fleet and equipment, and fire protection services, a 91% residential/9% non-residential attribution has been made based on a population vs. employment growth ratio over the 15-year forecast period.

7.3.3 Application to Redevelopment of Land (Demolition and Conversion)

If a development involves the demolition of and replacement of a building or structure on the same site, or the conversion from one principal use to another, the developer shall be allowed a credit equivalent to:

- 1) the number of dwelling units demolished/converted multiplied by the applicable residential D.C. in place at the time the D.C. is payable; and/or
- 2) the gross floor area of the building demolished/converted multiplied by the current non-residential D.C. in place at the time the D.C. is payable.



The demolition credit is allowed only if the land was improved by occupied structures and if the demolition permit related to the site was issued less than 5 years prior to the issuance of a building permit. The credit can, in no case, exceed the amount of D.C.s that would otherwise be payable.

7.3.4 Exemptions (full or partial)

a) Statutory exemptions:

- industrial building additions of up to and including 50% of the existing gross floor area (defined in O.Reg. 82/98, section 1) of the building; for industrial building additions which exceed 50% of the existing gross floor area, only the portion of the addition in excess of 50% is subject to D.C.s (subsection 4 (3) of the D.C.A.);
- buildings or structures owned by and used for the purposes of any municipality, local board or Board of Education (section 3);
- residential development that results only in the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (based on prescribed limits set out in section 2 of O.Reg. 82/98).

b) Non-statutory exemptions:

- Land that is owned by and used for the purposes of a place of worship, a churchyard, cemetery, or burial ground exempt from taxation under section 3 of the *Assessment Act*, R.S.O., 1990;
- Bona fide agricultural use/farm building; and
- Second residential units located in separate detached accessory structures.

7.3.5 Phasing in

No provisions for phasing in the D.C. are provided in the D.C. by-law.

7.3.6 Timing of Collection

A D.C. that is applicable under section 5 of the D.C.A. shall be calculated and payable:



- where a permit is required under the Building Code Act in relation to a building or structure, the owner shall pay the D.C. prior to the issuance of a permit of prior to the commencement of development or redevelopment as the case may be; and
- despite the above, Council, from time to time and at any time, may enter into agreements providing for all or any part of a D.C. to be paid before or after it would otherwise be payable.

7.3.7 Indexing

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on the first anniversary date of this by-law and each anniversary date thereafter, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0135-01)¹ for the most recent year-over-year period.

7.3.8 The Applicable Areas

The charges developed herein provide for uniform charges within the Township as follows:

- all municipal-wide services – the full residential and non-residential charge will be imposed on all lands within the Township.

7.4 Other D.C. By-law Provisions

It is recommended that:

7.4.1 Categories of Services for Reserve Fund and Credit Purposes

The Township's D.C. collections are currently reserved in six separate reserve funds: services related to a highway, fire protection services, police and other facilities, parks and recreation, library services and administration. It is recommended that the administration reserve fund be renamed Engineering Services – Studies and that a new

¹ O.Reg. 82/98 referenced "The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007" as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O.Reg. 82/98 to ensure traceability should this index continue to be modified over time.



reserve fund be established for the Community Based Studies. Appendix D outlines the reserve fund policies that the Township is required to follow as per the D.C.A.

7.4.2 By-law In-force Date

A by-law under the D.C.A. comes into force on the day after which the by-law is passed by Council.

7.4.3 Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing

The minimum interest rate is the Bank of Canada rate on the day on which the by-law comes into force (as per section 11 of O.Reg. 82/98).

7.4.4 Area Rating

As noted earlier, Bill 73 has introduced two new sections where Council must consider the use of area specific charges:

1. Section 2 (9) of the Act now requires a municipality to implement area-specific D.C.s for either specific services which are prescribed and/or for specific municipalities which are to be regulated (note that at this time, no municipalities or services are prescribed by the Regulations).
2. Section 10 (2) c.1 of the D.C.A. requires that “the development charges background study shall include consideration of the use of more than one development charge by-law to reflect different needs for services in different areas.”

In regard to the first item, there are no services or specific municipalities identified in the regulations which must be area-rated. The second item requires Council to consider the use of area-rating.

At present, the Township’s by-law does not provide for area-rating. All Township services are recovered based on a uniform, Township-wide basis. There have been several reasons why they have not been imposed including:

1. All Township services, with the exception of water, wastewater and stormwater, require that the average 10-year service standard be calculated. This average



service standard multiplied by growth in the Township, establishes an upper ceiling on the amount of funds which can be collected from all developing landowners. Section 4 (4) of O.Reg. 82/98 provides that "...if a development charge by-law applies to a part of the municipality, the level of service and average level of service cannot exceed that which would be determined if the by-law applied to the whole municipality." Put in layman terms, the average service standard multiplied by the growth within the specific area, would establish an area specific ceiling which would significantly reduce the total revenue recoverable for the Township hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.

2. Extending on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a Township-wide approach to an area specific approach. For example, if all services were now built (and funded) within Area A (which is 75% built out) and this was funded with some revenues from Areas B and C, moving to an area rating approach would see Area A contribute no funds to the costs of services in Areas B and C. The development charges would be lower in Area A (as all services are now funded) and higher in Areas B and C. As well, funding shortfalls may then potentially encourage the municipality to provide less services to Areas B and C due to reduced revenue.
3. Many services which are provided (roads, parks, recreation facilities, library) are not restricted to one specific area and are often used by all residents. For example, arenas located in different parts of the Township will be used by residents from all areas depending on the programming of the facility (i.e. a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).

For the reasons noted above, it is recommended that Council continue the D.C. approach to calculate the charges on a uniform Township-wide basis.



7.5 Other Recommendations

It is recommended that Council:

“Whenever appropriate, request that grants, subsidies and other contributions be clearly designated by the donor as being to the benefit of existing development or new development, as applicable;”

“Adopt the assumptions contained herein as an ‘anticipation’ with respect to capital grants, subsidies and other contributions;”

“Continue the D.C. approach to calculate the charges on a uniform Municipal-wide basis for all services;”

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated May 31, 2019, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated May 31, 2019, as amended (if applicable);”

“Determine that no further public meeting is required;” and

“Approve the D.C. By-law as set out in Appendix G.”



Chapter 8

By-law Implementation



8. By-law Implementation

8.1 Public Consultation Process

8.1.1 Introduction

This chapter addresses the mandatory, formal public consultation process (section 8.1.2), as well as the optional, informal consultation process (section 8.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 8.1.4 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

8.1.2 Public Meeting of Council

Section 12 of the D.C.A. indicates that before passing a D.C. by-law, Council must hold at least one public meeting, giving at least 20 clear days' notice thereof, in accordance with the Regulation. Council must also ensure that the proposed by-law and background report are made available to the public at least two weeks prior to the (first) meeting.

Any person who attends such a meeting may make representations related to the proposed by-law.

If a proposed by-law is changed following such a meeting, Council must determine whether a further meeting (under this section) is necessary (i.e. if the proposed by-law which is proposed for adoption has been changed in any respect, Council should formally consider whether an additional public meeting is required, incorporating this determination as part of the final by-law or associated resolution. It is noted that Council's decision, once made, is final and not subject to review by a Court or the Local Planning Appeal Tribunal (L.P.A.T.) (formerly the Ontario Municipal Board (O.M.B.)).

8.1.3 Other Consultation Activity

There are three broad groupings of the public who are generally the most concerned with Township D.C. policy:

1. The first grouping is the residential development community, consisting of land developers and builders, who are typically responsible for generating the majority



of the D.C. revenues. Others, such as realtors, are directly impacted by D.C. policy. They are, therefore, potentially interested in all aspects of the charge, particularly the quantum by unit type, projects to be funded by the D.C. and the timing thereof, and Township policy with respect to development agreements, D.C. credits and front-ending requirements.

2. The second public grouping embraces the public at large and includes taxpayer coalition groups and others interested in public policy.
3. The third grouping is the industrial/commercial/institutional development sector, consisting of land developers and major owners or organizations with significant construction plans, such as hotels, entertainment complexes, shopping centres, offices, industrial buildings and institutions. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade and the Economic Development Agencies, who are all potentially interested in Township D.C. policy. Their primary concern is frequently with the quantum of the charge, gross floor area exclusions such as basements, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

8.2 Anticipated Impact of the Charge on Development

The establishment of sound D.C. policy often requires the achievement of an acceptable balance between two competing realities. The first is that high non-residential D.C.s can, to some degree, represent a barrier to increased economic activity and sustained industrial/commercial growth, particularly for capital intensive uses. Also, in many cases, increased residential D.C.s can ultimately be expected to be recovered via higher housing prices and can impact project feasibility in some cases (e.g. rental apartments).

On the other hand, D.C.s or other Township capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment and wealth generation.



8.3 Implementation Requirements

8.3.1 Introduction

Once the Township has calculated the charge, prepared the complete background study, carried out the public process and passed a new by-law, the emphasis shifts to implementation matters.

These include notices, potential appeals and complaints, credits, front-ending agreements, subdivision agreement conditions and finally the collection of revenues and funding of projects.

The sections which follow overview the requirements in each case.

8.3.2 Notice of Passage

In accordance with section 13 of the D.C.A., when a D.C. by-law is passed, the Township clerk shall give written notice of the passing and of the last day for appealing the by-law (the day that is 40 days after the day it was passed). Such notice must be given no later than 20 days after the day the by-law is passed (i.e. as of the day of newspaper publication or the mailing of the notice).

Section 10 of O.Reg. 82/98 further defines the notice requirements which are summarized as follows:

- notice may be given by publication in a newspaper which is (in the Clerk's opinion) of sufficient circulation to give the public reasonable notice, or by personal service, fax or mail to every owner of land in the area to which the by-law relates;
- subsection 10 (4) lists the persons/organizations who must be given notice; and
- subsection 10 (5) lists the eight items which the notice must cover.

8.3.3 By-law Pamphlet

In addition to the "notice" information, the Township must prepare a "pamphlet" explaining each D.C. by-law in force, setting out:

- a description of the general purpose of the D.C.s;



- the “rules” for determining if a charge is payable in a particular case and for determining the amount of the charge;
- the services to which the D.C.s relate; and
- a description of the general purpose of the Treasurer’s statement and where it may be received by the public.

Where a by-law is not appealed to the L.P.A.T., the pamphlet must be readied within 60 days after the by-law comes into force. Later dates apply to appealed by-laws.

The Township must give one copy of the most recent pamphlet without charge, to any person who requests one.

8.3.4 Appeals

Sections 13 to 19 of the D.C.A. set out the requirements relative to making and processing a D.C. by-law appeal and L.P.A.T. Hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the L.P.A.T. by filing a notice of appeal with the Township clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The Township is carrying out a public consultation process, in order to address the issues that come forward as part of that process, thereby avoiding or reducing the need for an appeal to be made.

8.3.5 Complaints

A person required to pay a D.C., or his agent, may complain to the Township Council imposing the charge that:

- the amount of the charge was incorrectly determined;
- the reduction to be used against the D.C. was incorrectly determined; or
- there was an error in the application of the D.C.

Sections 20 to 25 of the D.C.A. set out the requirements that exist, including the fact that a complaint may not be made later than 90 days after a D.C. (or any part of it) is payable. A complainant may appeal the decision of Township Council to the L.P.A.T.



8.3.6 Credits

Sections 38 to 41 of the D.C.A. set out a number of credit requirements, which apply where a Township agrees to allow a person to perform work in the future that relates to a service in the D.C. by-law.

These credits would be used to reduce the amount of D.C.s to be paid. The value of the credit is limited to the reasonable cost of the work which does not exceed the average level of service. The credit applies only to the service to which the work relates, unless the Township agrees to expand the credit to other services for which a D.C. is payable.

8.3.7 Front-Ending Agreements

The Township and one or more landowners may enter into a front-ending agreement which provides for the costs of a project which will benefit an area in the Township to which the D.C. by-law applies. Such an agreement can provide for the costs to be borne by one or more parties to the agreement who are, in turn, reimbursed in future by persons who develop land defined in the agreement.

Part III of the D.C.A. (sections 44 to 58) addresses front-ending agreements and removes some of the obstacles to their use which were contained in the D.C.A., 1989. Accordingly, the Township assesses whether this mechanism is appropriate for its use, as part of funding projects prior to Township funds being available.

8.3.8 Severance and Subdivision Agreement Conditions

Section 59 of the D.C.A. prevents a municipality from imposing directly or indirectly, a charge related to development or a requirement to construct a service related to development, by way of a condition or agreement under section 51 or section 53 of the Planning Act, except for:

- “local services, related to a plan of subdivision or within the area to which the plan relates, to be installed or paid for by the owner as a condition of approval under section 51 of the Planning Act;” and
- “local services to be installed or paid for by the owner as a condition of approval under section 53 of the Planning Act.”



It is also noted that subsection 59 (4) of the D.C.A. requires that the municipal approval authority for a draft plan of subdivision under subsection 51 (31) of the Planning Act, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s related to the development, at the time the land is transferred.

In this regard, if the Township in question is a commenting agency, in order to comply with subsection 59 (4) of the D.C.A. it would need to provide to the approval authority, information regarding the applicable Township D.C.s related to the site.

If the Township is an approval authority for the purposes of section 51 of the Planning Act, it would be responsible to ensure that it collects information from all entities which can impose a D.C.

The most effective way to ensure that purchasers are aware of this condition would be to require it as a provision in a registered subdivision agreement, so that any purchaser of the property would be aware of the charges at the time the title was searched prior to closing a transaction conveying the lands.

Appendices



Appendix A

Background Information on Residential and Non- Residential Growth Forecast



**Schedule 1
Township of South Frontenac
Residential Growth Forecast Summary**

	Year	Permanent Population (Including Census Undercount) ¹	Excluding Census Undercount				Housing Units										Permanent Person Per Unit (P.P.U.)	Permanent + Seasonal Person Per Unit (P.P.U.)
			Permanent Population	Institutional Population	Permanent Population Excluding Institutional	Seasonal Population	Total Permanent and Seasonal Population	Singles & Semi-Detached	Conversions ²	Multiples ³	Apartments ⁴	Other	Total Permanent Households	Seasonal Households	Total Households Including Seasonal	Equivalent Institutional Households		
Historical	Mid 2006	18,690	18,227	52	18,175	11,960	30,187	6,420		70	170	120	6,780	3,268	10,048	47	2.688	3.004
	Mid 2016	19,120	18,646	61	18,585	10,945	29,591	6,920		40	140	90	7,190	2,991	10,181	55	2.593	2.906
Forecast	Mid 2019	19,640	19,155	63	19,092	10,980	30,135	7,175	24	40	140	90	7,469	3,000	10,469	57	2.565	2.878
	Mid 2029	21,500	20,971	69	20,902	11,090	32,061	8,071	104	56	156	90	8,476	3,030	11,506	63	2.474	2.786
	Mid 2034	22,305	21,757	71	21,357	11,145	32,902	8,428	144	69	169	90	8,900	3,045	11,945	65	2.445	2.754
Incremental	Mid 2006 - Mid 2016	430	419	9	410	-1,015	-596	500	0	-30	-30	-30	410	-277	133	8		
	Mid 2016 - Mid 2019	520	509	2	507	35	544	255	24	0	0	0	279	9	288	2		
	Mid 2019 - Mid 2029	1,860	1,816	6	1,810	110	1,926	896	80	16	16	0	1,007	30	1,037	6		
	Mid 2019 - Mid 2034	2,665	2,602	8	2,265	165	2,767	1,253	120	29	29	0	1,431	45	1,476	8		

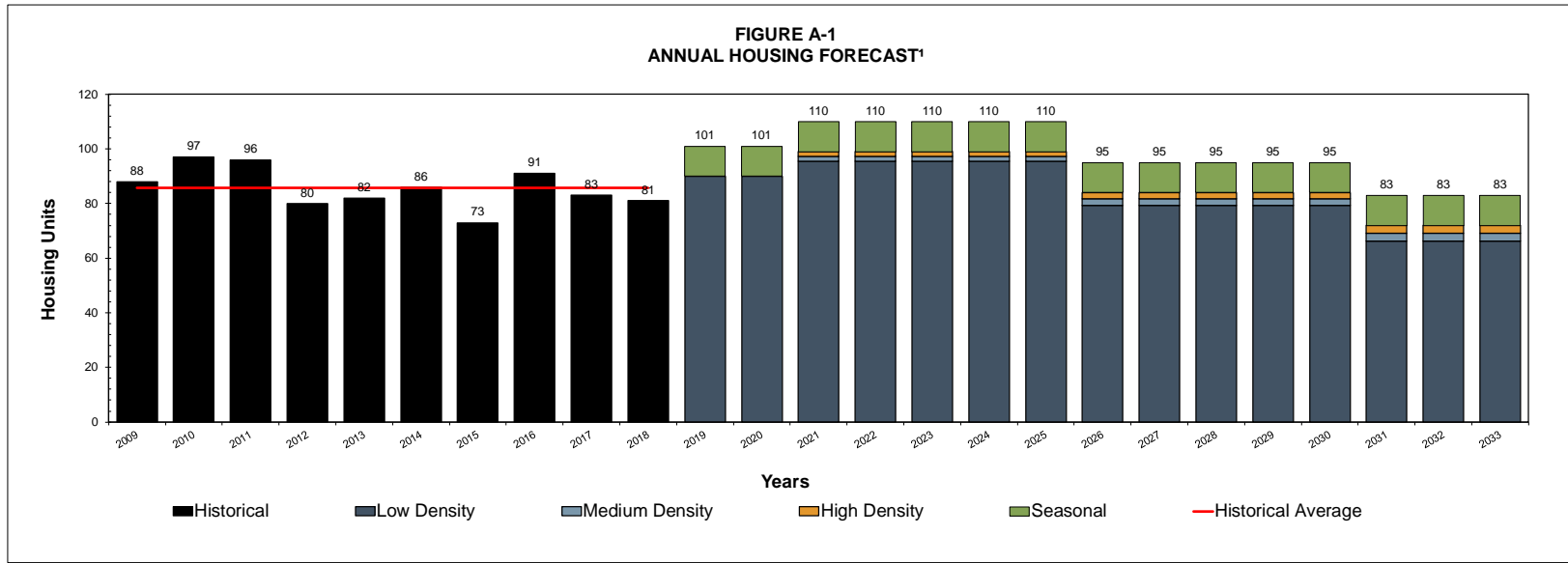
Source: Derived from the Population, Housing and Employment Projections for the Frontenacs Final Report, June 2014, Watson & Associates Economists Ltd., by Watson & Associates Economists Ltd., 2019.

¹ Census undercount estimated at approximately 2.5%. Note: Population including the undercount has been rounded.

² Conversion of existing seasonal housing units to year-round permanent housing units.

³ Includes townhouses and apartments in duplexes.

⁴ Includes bachelor, 1-bedroom and 2-bedroom+ apartments.



Source: Historical housing activity from Township of South Frontenac building permit data, 2009-2018, by Watson & Associates Economists Ltd., 2019.
 1. Growth forecast represents calendar year.



**Schedule 2
Township of South Frontenac
Estimate of the Anticipated Amount, Type and Location of
Development for which Development Charges can be Imposed**

Development Location	Timing	Singles & Semi-Detached	Multiples ¹	Apartments ²	Total Residential Units Unadjusted for Conversions	Gross Seasonal Units Unadjusted for Conversions	Seasonal Units Adjusted for Conversion	Total Units Including Gross Seasonal	Conversions ³
Township of South Frontenac	2019 - 2029	896	16	16	927	110	30	1,037	80
	2019 - 2034	1,253	29	29	1,311	165	45	1,476	120

Development Location	Timing	Gross Permanent Population in New Units	Existing Unit Population Change	Permanent Net Population Increase Excluding Conversions	Institutional Population	Seasonal Population Equivalent Excluding Conversions	Net Population Increase (including Institutional and 100% Seasonal Population Equivalent) Excluding Conversions	Population Change From Conversion of Seasonal to Permanent Units	Net Population Increase (including Institutional and Seasonal Population Equivalent) Including Conversions
Township of South Frontenac	2019 - 2029	2,519	(930)	1,589	6	403	1,998	(73)	1,926
	2019 - 2034	3,550	(1,286)	2,264	8	604	2,876	(110)	2,767

Development Location	Timing	Gross Permanent Population in New Units	Seasonal Population Equivalent Excluding Conversions	Total Gross Population in New Permanent and Seasonal Units
Township of South Frontenac	2019 - 2029	2,519	403	2,922
	2019 - 2034	3,550	604	4,154

Source: Watson & Associates Economists Ltd., 2019.

¹ Includes townhomes and apartments in duplexes.

² Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

³ Conversion of existing seasonal housing units to year-round permanent housing units.

Note: Numbers may not add to totals due to rounding.



Schedule 3
Township of South Frontenac
Current Year Growth Forecast
Mid 2016 to Mid 2019

		Population
Mid 2016 Population (Permanent and Seasonal)		29,591
Occupants of Permanent New Housing Units, Mid 2016 to Mid 2019	<i>Units (2)</i>	255
	<i>multiplied by P.P.U. (3)</i>	2,919
	<i>gross population increase</i>	744
Occupants of Converted Units Mid 2016 to Mid 2019	<i>Conversion Units (4)</i>	24
	<i>multiplied by P.P.U. (3)</i>	2,919
	<i>gross population increase</i>	70
Occupants of New Seasonal Units Mid 2016 to Mid 2019	<i>Net Seasonal Units(2)</i>	9
	<i>multiplied by P.P.U. (3)</i>	3,660
	<i>gross population increase</i>	33
Occupants of New Equivalent Institutional Units Mid 2016 to Mid 2019	<i>Units</i>	2
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	2
Total Units (Permanent and Seasonal)	<i>Total Units</i>	288
	<i>Total gross population increase</i>	849
Decline in Housing Unit Occupancy, Mid 2016 to Mid 2019	<i>Units (5)</i>	7,190
	<i>multiplied by P.P.U. decline rate (6)</i>	-0.0424
	<i>total decline in population</i>	-305
Population Estimate to Mid 2019 (Permanent and Seasonal)		30,135
<i>Net Population Increase, Mid 2016 to Mid 2019 (Permanent and Seasonal)</i>		544

- (1) 2016 population based on Statistics Canada Census unadjusted for Census undercount.
(2) Estimated residential units constructed, - to the beginning of the growth period assuming a six-month lag between construction and occupancy.
(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2,919	100%	2,919
<i>Multiples (7)</i>	2,357	0%	0.000
<i>Apartments (8)</i>	1,652	0%	0.000
Permanent Total		100%	2,919
Seasonal Total	3,660	100%	3,660

¹ Permanent persons per unit based on 2016 Census custom database. Seasonal persons per unit based on Population, Housing and Employment Projections for the Frontenacs Final Report, June 13, 2014, by Watson & Associates Economists Ltd.

² Based on Building permit/completion activity.

- (4) Conversion of units from seasonal to permanent occupancy.
(5) 2011 households taken from StatsCan Census.
(6) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.
(7) Includes townhomes and apartments in duplexes.
(8) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 4
Township of South Frontenac
Ten Year Growth Forecast
Mid 2019 to Mid 2029

		Population
Mid 2019 Population (Permanent and Seasonal)		30,135
Occupants of Permanent New Housing Units, Mid 2019 to Mid 2029	<i>Units (2)</i>	927
	<i>multiplied by P.P.U. (3)</i>	2,716
	<i>gross population increase</i>	2,519
Occupants of Converted Units Mid 2019 to Mid 2029	<i>Conversion Units (4)</i>	80
	<i>multiplied by P.P.U. (3)</i>	2,745
	<i>gross population increase</i>	220
Occupants of New Seasonal Units Mid 2019 to Mid 2029	<i>Net Seasonal Units (2)</i>	30
	<i>multiplied by P.P.U. (3)</i>	3,660
	<i>gross population increase</i>	110
Occupants of New Equivalent Institutional Units Mid 2019 to Mid 2029	<i>Units</i>	6
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	7
Total Units (Permanent and Seasonal)	<i>Total Units</i>	1,037
	<i>Total gross population increase</i>	2,856
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2029	<i>Units (5)</i>	7,445
	<i>multiplied by P.P.U. decline rate (6)</i>	-0.1250
	<i>total decline in population</i>	-930
Population Estimate to Mid 2029 (Permanent and Seasonal)		32,061
<i>Net Population Increase, Mid 2019 to Mid 2029 (Permanent and Seasonal)</i>		<i>1,926</i>

(1) Mid 2019 Population (Permanent and Seasonal) based on:

2016 Population (29,591) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period $(255 \times 2,919 = 744) + (7,190 \times 0.0424 = -305) +$ Converted Units $(24 \times 2,919 = 70) +$ Seasonal population $(9 \times 3,666 = 33) +$ Institutional $(2 \times 1,100 = 2) = 30,135$

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (ppu) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2,745	97%	2,652
<i>Multiples (7)</i>	2,200	2%	0.037
<i>Apartments (8)</i>	1,599	2%	0.027
<i>one bedroom or less</i>	1,254		
<i>two bedrooms or more</i>	1,794		
Permanent Total		100%	2,716
Seasonal Total	3,660	100%	3,660

¹ Permanent persons per unit based on adjusted Statistics Canada Custom 2016 Census database. Seasonal persons per unit based on Population, Housing and Employment Projections for the Frontenacs Final Report, June 13, 2014, by Watson & Associates Economists Ltd.

² Forecast unit mix based upon historical trends and housing units in the development process.

(4) Conversion of units from seasonal to permanent occupancy.

(5) Mid 2019 households based upon 7,190 (2016 Census) + 255 (Mid 2016 to Mid 2019 unit estimate) = 7,445

(6) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(7) Includes townhomes and apartments in duplexes.

(8) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 5
Township of South Frontenac
Fifteen Year Growth Forecast
Mid 2019 to Mid 2034

		Population
Mid 2019 Population (Permanent and Seasonal)		30,135
Occupants of Permanent New Housing Units, Mid 2019 to Mid 2034	<i>Units (2)</i>	1,311
	<i>multiplied by P.P.U. (3)</i>	2,708
	<i>gross population increase</i>	3,550
		3,550
Occupants of Converted Units Mid 2019 to Mid 2034	<i>Conversion Units (4)</i>	120
	<i>multiplied by P.P.U. (3)</i>	2,745
	<i>gross population increase</i>	329
		329
Occupants of New Seasonal Units Mid 2019 to Mid 2034	<i>Net Seasonal Units (2)</i>	45
	<i>multiplied by P.P.U. (3)</i>	3,660
	<i>gross population increase</i>	165
		165
Occupants of New Equivalent Institutional Units Mid 2019 to Mid 2034	<i>Units</i>	8
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	9
		9
Total Units (Permanent and Seasonal)	<i>Total Units</i>	1,476
	<i>Total gross population increase</i>	4,053
		4,053
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2034	<i>Units (5)</i>	7,445
	<i>multiplied by P.P.U. decline rate (6)</i>	-0.1727
	<i>total decline in population</i>	-1,286
		-1,286
Population Estimate to Mid 2034 (Permanent and Seasonal)		32,902
<i>Net Population Increase, Mid 2019 to Mid 2034 (Permanent and Seasonal)</i>		<i>2,767</i>

(1) Mid 2019 Population (Permanent and Seasonal) based on:

2016 Population (29,591) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (255 x 2.919 = 744) + (7,190 x 0.0424 = -305) + Converted Units (24 x 2.919 = 70) + Seasonal population (9 x 3.666 = 33) + Institutional (2 x 1.100 = 2) = 30,135

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (ppu) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2,745	96%	2.623
<i>Multiples (7)</i>	2,200	2%	0.049
<i>Apartments (8)</i>	1,599	2%	0.035
<i>one bedroom or less</i>	1,254		
<i>two bedrooms or more</i>	1,794		
Permanent Total		100%	2.708
Seasonal Total	3,660	100%	3.660

¹ Permanent persons per unit based on adjusted Statistics Canada Custom 2016 Census database. Seasonal persons per unit based on Population, Housing and Employment Projections for the Frontenacs Final Report, June 13, 2014, by Watson & Associates Economists Ltd.

² Forecast unit mix based upon historical trends and housing units in the development process.

(4) Conversion of units from seasonal to permanent occupancy.

(5) Mid 2019 households based upon 7,190 (2016 Census) + 255 (Mid 2016 to Mid 2019 unit estimate) = 7,445

(6) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(7) Includes townhomes and apartments in duplexes.

(8) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 6
Township of South Frontenac
Historical Residential Building Permits
Years 2009 to 2018

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ¹	Apartments ²	Total
2009	88	0	0	88
2010	97	0	0	97
2011	96	0	0	96
2012	80	0	0	80
2013	82	0	0	82
Sub-total	443	0	0	443
Average (2009 - 2013)	89	0	0	89
% Breakdown	100.0%	0.0%	0.0%	100.0%
2014	86	0	0	86
2015	73	0	0	73
2016	91	0	0	91
2017	83	0	0	83
2018	81	0	0	81
Sub-total	414	0	0	414
Average (2014 - 2018)	83	0	0	83
% Breakdown	100.0%	0.0%	0.0%	100.0%
2009 - 2018				
Total	857	0	0	857
Average	86	0	0	86
% Breakdown	100.0%	0.0%	0.0%	100.0%

Source: Historical housing activity from Township of South Frontenac building permit data, 2009-2018, by Watson & Associates Economists Ltd., 2019.

¹ Includes townhouses and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



Schedule 7a
Township of South Frontenac
Persons Per Unit By Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Singles and Semi-Detached						20 Year Average	20 Year Forecast ¹
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	2.935	-	2.919		
6-10	-	-	1.733	2.776	-	2.663		
11-15	-	-	2.053	3.167	-	3.009		
16-20	-	-	-	2.644	-	2.553	2.786	2.745
20-25	-	-	2.250	2.717	-	2.772		
25-35	-	-	1.905	2.472	4.250	2.585		
35+	-	1.778	1.976	2.583	3.837	2.527		
Total	0.455	1.731	1.962	2.657	4.009	2.626		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	-	2.837	-	2.921
6-10	-	-	1.857	2.776	-	2.652
11-15	-	-	2.167	3.141	-	3.018
16-20	-	-	-	2.613	-	2.579
20-25	-	-	2.545	2.701	-	2.705
25-35	-	1.182	1.833	2.466	4.250	2.509
35+	-	1.419	1.945	2.583	3.800	2.488
Total	-	1.382	1.948	2.647	3.972	2.588

¹ PPU has been forecasted based on 2001-2016 historical trends.

Note: Does not include Statistics Canada data classified as 'Other'

P.P.U. Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population.



**Schedule 7b
Frontenac County
Persons Per Unit By Age and Type of Dwelling
(2016 Census)**

Age of Dwelling	Multiples ¹						20 Year Average	20 Year Forecast ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	2.433	-	2.357		
6-10	-	-	-	2.639	-	2.302		
11-15	-	-	-	2.400	-	2.128		
16-20	-	-	1.941	2.135	-	2.017	2.201	2.200
20-25	-	-	1.611	2.585	-	2.241		
25-35	-	1.182	2.086	2.683	-	2.492		
35+	-	1.329	1.730	2.608	3.385	2.236		
Total	-	1.300	1.790	2.576	3.000	2.274		

Age of Dwelling	Apartments ²						20 Year Average	20 Year Forecast ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.282	1.805	2.571	-	1.652		
6-10	-	1.295	1.677	-	-	1.525		
11-15	-	1.364	1.718	-	-	1.667		
16-20	-	1.275	1.728	2.545	-	1.610	1.613	1.599
20-25	-	1.175	1.651	2.750	-	1.542		
25-35	-	1.210	1.682	2.510	-	1.591		
35+	1.184	1.188	1.764	2.395	2.182	1.601		
Total	1.060	1.212	1.734	2.469	1.800	1.598		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.321	1.810	2.866	4.364	2.448
6-10	-	1.316	1.761	2.925	4.167	2.570
11-15	-	1.344	1.706	2.938	3.643	2.585
16-20	-	1.302	1.662	2.586	3.674	2.330
20-25	-	1.206	1.735	2.649	3.556	2.301
25-35	-	1.247	1.737	2.637	3.664	2.332
35+	0.978	1.227	1.782	2.486	3.395	2.177
Total	1.016	1.246	1.763	2.607	3.569	2.282

¹ Includes townhouses and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

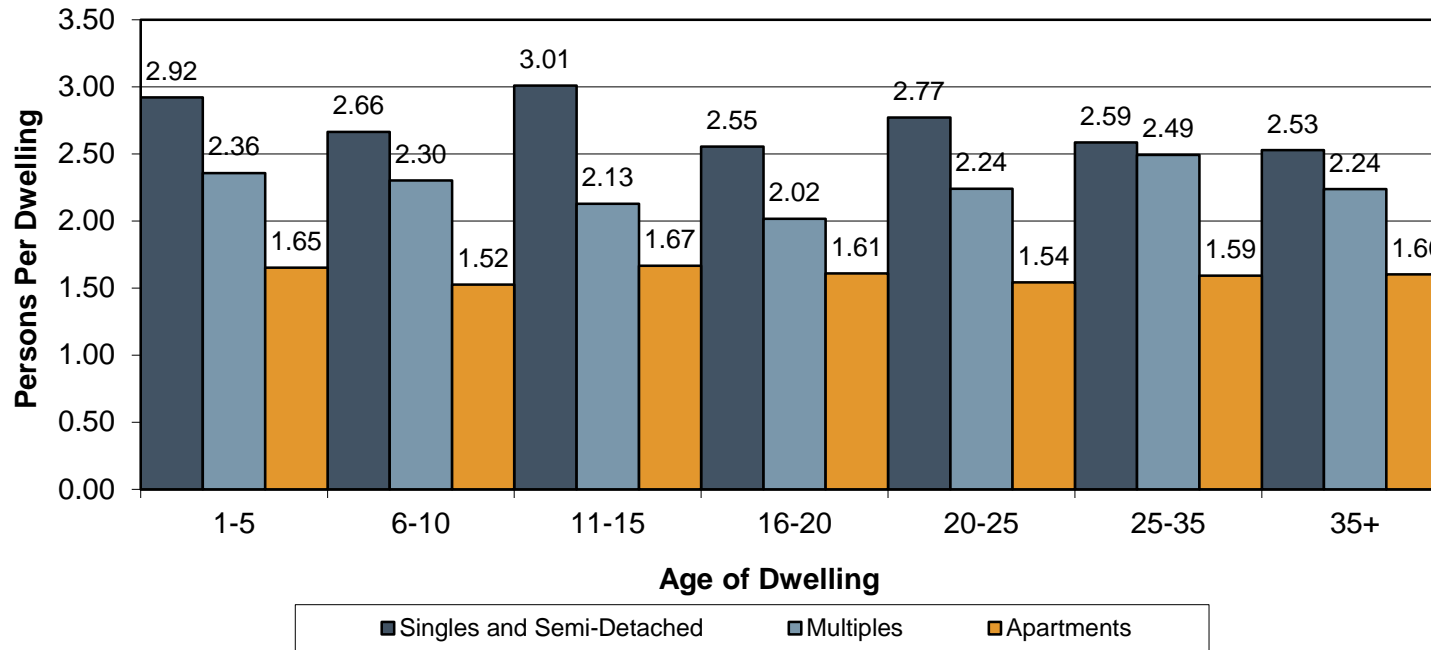
³ PPU has been forecasted based on 2001-2016 historical trends.

Note: Does not include Statistics Canada data classified as 'Other'

P.P.U. Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population.



**Schedule 8
Township of South Frontenac
Persons Per Unit By Structural Type and Age of Dwelling
(2016 Census)**



Multiple and Apartment P.P.U.s are based on Frontenac County.



**Schedule 9a
Township of South Frontenac
Employment Forecast, 2019 to 2034**

Period	Population	Activity Rate								Employment								Employment Total (Excluding Work at Home)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹	Total Including NFPOW	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹	Total Employment (Including N.F.P.O.W.)	
Mid 2006	18,227	0.003	0.048	0.017	0.032	0.025	0.125	0.059	0.184	60	870	310	575	460	2,275	1,080	3,355	1,405
Mid 2016	18,646	0.002	0.042	0.012	0.028	0.028	0.111	0.064	0.176	40	775	218	523	520	2,075	1,200	3,275	1,300
Mid 2019	19,155	0.002	0.042	0.011	0.030	0.027	0.113	0.064	0.177	40	796	218	580	525	2,158	1,233	3,391	1,362
Mid 2029	20,971	0.002	0.043	0.013	0.032	0.027	0.118	0.066	0.183	46	903	280	667	570	2,466	1,374	3,840	1,563
Mid 2034	21,757	0.002	0.044	0.014	0.032	0.027	0.119	0.067	0.186	48	959	301	697	578	2,583	1,455	4,038	1,624
Incremental Change																		
Mid 2006 - Mid 2016	419	-0.001	-0.006	-0.005	-0.004	0.003	-0.014	0.005	-0.008	-20	-95	-93	-53	60	-200	120	-80	-105
Mid 2016 - Mid 2019	509	0.0000	0.0000	-0.0003	0.0022	-0.0005	0.0014	0.0000	0.0014	0	21	0	57	5	83	33	116	62
Mid 2019 - Mid 2029	1,816	0.0000	0.0015	0.0020	0.0016	-0.0002	0.0049	0.0012	0.0061	6	107	63	88	45	308	141	449	201
Mid 2019 - Mid 2034	2,602	0.0001	0.0025	0.0025	0.0018	-0.0008	0.0060	0.0025	0.0085	8	163	84	118	53	425	222	647	262
Annual Average																		
Mid 2006 - Mid 2016	42	-0.00011	-0.00062	-0.00053	-0.00035	0.00027	-0.00135	0.00051	-0.00084	-2	-10	-9	-5	6	-20	12	-8	-11
Mid 2016 - Mid 2019	170	0.0000	0.0000	-0.0001	0.0007	-0.0002	0.0005	0.0000	0.0005	0	7	0	19	2	28	11	39	21
Mid 2019 - Mid 2029	182	0.00000	0.00015	0.00020	0.00016	-0.00002	0.00049	0.00012	0.00061	1	11	6	9	5	31	14	45	20
Mid 2019 - Mid 2034	173	0.0000	0.0002	0.0002	0.0001	-0.0001	0.0004	0.0002	0.0006	1	11	6	8	4	28	15	43	17

Source: Watson & Associates Economists Ltd., 2019.

¹ Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.



**Schedule 9b
Township of South Frontenac
Employment & Gross Floor Area (G.F.A) Forecast, 2019 to 2034**

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) ¹			
		Primary	Industrial	Commercial/ Population Related	Institutional ²	Total	Industrial	Commercial/ Population Related	Institutional ²	Total
Mid 2006	18,227	60	310	575	460	1,405				
Mid 2016	18,646	40	218	523	520	1,300				
Mid 2019	19,155	40	218	580	524	1,361				
Mid 2029	20,971	46	280	667	566	1,559				
Mid 2034	21,757	48	301	697	573	1,619				
Incremental Change										
Mid 2006 - Mid 2016	419	-20	-93	-53	60	-105				
Mid 2016 - Mid 2019	509	0	0	57	4	61	0	31,300	2,300	33,600
Mid 2019 - Mid 2029	1,816	6	63	88	42	198	93,700	48,200	27,900	169,800
Mid 2019 - Mid 2034	2,602	8	84	118	49	258	125,200	64,700	32,300	222,200
Annual Average										
Mid 2006 - Mid 2016	42	-2	-9	-5	6	-11				
Mid 2016 - Mid 2019	170	0	0	19	1	20	0	10,433	767	11,200
Mid 2019 - Mid 2029	182	1	6	9	4	20	9,370	4,820	2,790	16,980
Mid 2019 - Mid 2034	173	1	6	8	3	17	8,347	4,313	2,153	14,813

Source: Watson & Associates Economists Ltd., 2019.

¹ Square Foot Per Employee Assumptions

Industrial	1,500
Commercial/ Population Related	550
Institutional	659

² Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.

* Reflects Mid 2019 to Mid 2034 forecast period

Note: Numbers may not add to totals due to rounding.



**Schedule 10
Township of South Frontenac
Non-Residential Construction Value
Years 2007 to 2016
(000's 2018 \$)**

YEAR	Industrial				Commercial				Institutional				Total			
	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total
2007	340	251	0	591	605	832	0	1,438	0	5	0	5	945	1,088	0	2,034
2008	636	359	0	995	18	198	0	217	80	195	0	275	734	752	0	1,487
2009	270	0	0	270	825	46	0	871	0	153	1,130	1,283	1,095	199	1,130	2,424
2010	299	0	892	1,191	143	22	0	165	2,760	65	0	2,824	3,201	87	892	4,180
2012	256	62	0	318	482	309	0	791	0	138	4,511	4,649	739	509	4,511	5,759
2013	191	265	0	457	0	218	0	218	84	95	0	179	276	578	0	853
2014	1,303	139	0	1,443	374	196	0	570	79	237	0	317	1,756	573	0	2,329
2015	720	35	0	755	337	98	506	941	0	98	0	98	1,057	231	506	1,794
2016	395	106	0	502	887	265	0	1,152	448	262	0	710	1,730	633	0	2,363
Subtotal	5,387	1,233	1,436	8,056	3,672	2,830	506	7,007	3,473	1,464	6,324	11,261	12,532	5,527	8,266	26,324
Percent of Total	67%	15%	18%	100%	52%	40%	7%	100%	31%	13%	56%	100%	48%	21%	31%	100%
Average	539	154	718	806	459	283	506	701	579	146	2,108	1,126	1,253	553	1,653	2,632
2007 - 2011 Period Total				4,582				3,336				5,309				13,226
2007 - 2011 Average				916				667				1,062				2,645
% Breakdown				34.6%				25.2%				40.1%				100.0%
2012 - 2016 Period Total				3,474				3,672				5,952				13,098
2012 - 2016 Average				695				734				1,190				2,620
% Breakdown				26.5%				28.0%				45.4%				100.0%
2007 - 2016 Period Total				8,056				7,007				11,261				26,324
2007 - 2016 Average				806				701				1,126				2,632
% Breakdown				30.6%				26.6%				42.8%				100.0%

Source: Statistics Canada Publication, 64-001-X1B

Note: Inflated to year-end 2017 (January, 2018) dollars using Reed Construction Cost Index



Schedule 11
Township of South Frontenac
Employment to Population Ratio by Major Employment Sector, 2006 to 2016

NAICS		Year		Change	Comments
		2006	2016	06-16	
Employment by industry					
<u>Primary Industry Employment</u>					
11	<i>Agriculture, forestry, fishing and hunting</i>	205	150	-55	Categories which relate to local land-based resources
21	<i>Mining and oil and gas extraction</i>	10	10	0	
Sub-total		215	160	-55	
<u>Industrial and Other Employment</u>					
22	<i>Utilities</i>	0	10	10	Categories which relate primarily to industrial land supply and demand
23	<i>Construction</i>	200	180	-20	
31-33	<i>Manufacturing</i>	90	55	-35	
41	<i>Wholesale trade</i>	90	50	-40	
48-49	<i>Transportation and warehousing</i>	105	75	-30	
56	<i>Administrative and support</i>	35	38	3	
Sub-total		520	408	-113	
<u>Population Related Employment</u>					
44-45	<i>Retail trade</i>	340	315	-25	Categories which relate primarily to population growth within the municipality
51	<i>Information and cultural industries</i>	25	10	-15	
52	<i>Finance and insurance</i>	25	30	5	
53	<i>Real estate and rental and leasing</i>	85	55	-30	
54	<i>Professional, scientific and technical services</i>	150	200	50	
55	<i>Management of companies and enterprises</i>	0	0	0	
56	<i>Administrative and support</i>	35	38	3	
71	<i>Arts, entertainment and recreation</i>	95	85	-10	
72	<i>Accommodation and food services</i>	100	40	-60	
81	<i>Other services (except public administration)</i>	125	125	0	
Sub-total		980	898	-83	
<u>Institutional</u>					
61	<i>Educational services</i>	355	325	-30	
62	<i>Health care and social assistance</i>	135	165	30	
91	<i>Public administration</i>	70	120	50	
Sub-total		560	610	50	
Total Employment		2,275	2,075	-200	
Population		18,227	18,646	-18,646	
<u>Employment to Population Ratio</u>					
Industrial and Other Employment		0.03	0.02	-0.01	
Population Related Employment		0.05	0.05	-0.01	
Institutional Employment		0.03	0.03	0.00	
Primary Industry Employment		0.01	0.01	0.00	
Total		0.12	0.11	-0.01	

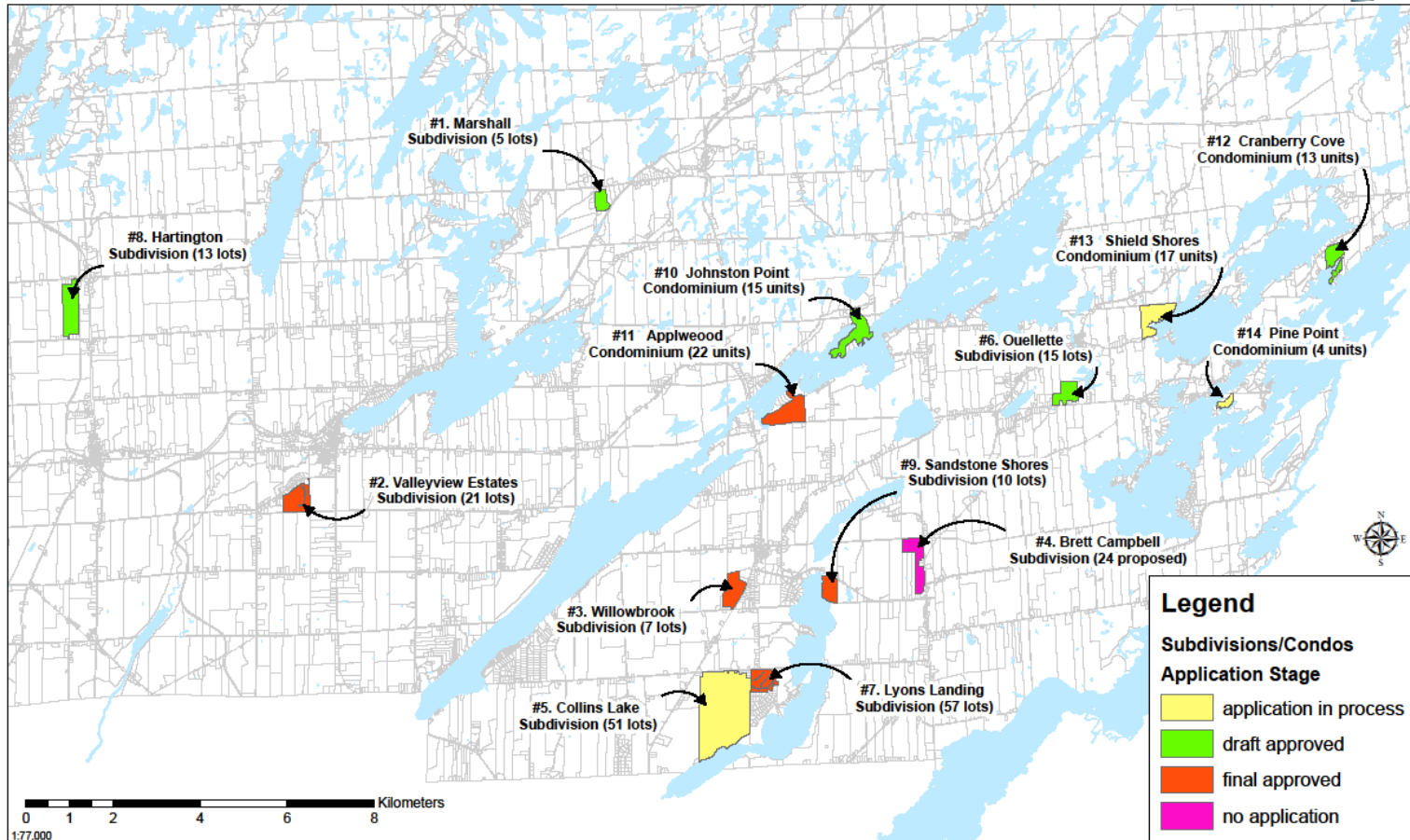
Source: Statistics Canada Employment by Place of Work

Note: 2006-2016 employment figures are classified by North American Industry Classification System (NAICS) Code



Map A-1

Currently Active Subdivisions and Condominiums (March 2019)





Appendix B

Level of Service



Appendix B: Level of Service

SUMMARY OF SERVICE STANDARDS AS PER DEVELOPMENT CHARGES ACT, 1997, AS AMENDED							
Service Category	Sub-Component	10 Year Average Service Standard					Maximum Ceiling LOS
		Cost (per capita)		Quantity (per capita)	Quality (per capita)		
Services Related to a Highway	Roads	\$12,178.50	0.0267	km of roadways	456,124	per lane km	33,697,910
	Bridges, Culverts & Structures	\$1,003.00	0.0021	Number of Bridges, Culverts & Structures	477,619	per item	2,775,301
	Traffic Signals & Streetlights	\$82.10	0.0165	No. of Traffic Signals	4,976	per signal	227,171
	Public Works Facilities	\$422.58	3.2229	sq.ft. of building area	131	per sq.ft.	1,169,279
	Public Works Fleet & Equipment	\$338.23	0.0023	No. of vehicles and equipment	147,057	per vehicle	935,882
Fire	Fire Facilities	\$208.38	0.9108	sq.ft. of building area	229	per sq.ft.	576,587
	Fire Vehicles	\$359.22	0.0011	No. of vehicles	326,564	per vehicle	993,962
	Fire Small Equipment and Gear	\$47.17	0.0096	No. of equipment and gear	4,914	per Firefighter	130,519
Police and Other Facilities	Police and Other Facilities	\$165.88	0.6166	sq.ft. of building area	269	per sq.ft.	319,485
Parks & Recreation	Parks and Recreation	\$208.48	0.0042	Acres of Parkland	49,638	per acre	401,532
	Parkland Amenities	\$208.75	0.0020	No. of parkland amenities	104,375	per amenity	402,053
	Indoor Recreation Facilities	\$232.75	0.9056	sq.ft. of building area	257	per sq.ft.	448,277
	Recreation Vehicles and Equipment	\$4.01	0.0000	No. of vehicles and equipment	200,271	per vehicle	7,723
Library	Library Facilities	\$50.82	0.1809	sq.ft. of building area	281	per sq.ft.	97,879



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Services Related to a Highway
Unit Measure: km of roadways

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/km)
Local- Rural											
Hot-Mix	18.58	18.58	18.58	18.58	18.58	19.14	19.89	19.89	17.74	17.74	\$500,000
Surface Treated	323.27	331.52	338.77	342.27	345.62	349.42	352.17	356.27	358.42	358.42	\$300,000
Gravel	242.00	233.75	226.50	223.00	219.65	215.85	211.65	207.55	207.55	207.55	\$200,000
Local- Urban											
Hot-Mix	8.15	8.15	8.15	8.15	8.15	8.15	8.85	8.85	8.85	8.85	\$2,400,000
Arterial-Rural											
Hot-Mix	116.80	116.80	116.80	116.80	116.80	116.80	116.80	116.80	116.80	116.80	\$1,000,000
Surface Treated	64.70	64.70	64.70	64.70	64.70	64.70	64.70	64.70	64.70	64.70	\$400,000
Arterial-Urban											
Hot-Mix	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00	\$3,000,000
Total	786.50	786.50	786.50	786.50	786.50	787.06	787.06	787.06	787.06	787.06	

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0266	0.0268	0.0270	0.0269	0.0268	0.0268	0.0267	0.0266	0.0264	0.0263

10 Year Average	2009-2018
Quantity Standard	0.0267
Quality Standard	\$456,124
Service Standard	\$12,179

D.C. Amount (before deductions)	15 Year
Forecast Population	2,767
\$ per Capita	\$12,179
Eligible Amount	\$33,697,910



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Bridges, Culverts & Structures
Unit Measure: Number of Bridges, Culverts & Structures

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
I Beam or Girders	6	6	6	6	6	6	6	6	6	6	\$1,892,000
Rigid Frame, Vertical Legs	21	21	21	21	21	21	21	21	21	21	\$263,700
T Beam	2	2	2	2	2	2	2	2	2	2	\$642,100
Frame, Incline Legs	1	1	1	1	1	1	1	1	1	1	\$97,500
Hybrid	2	2	2	2	2	2	2	2	2	2	\$78,800
Round Culvert	9	9	9	9	9	9	9	9	9	9	\$355,500
Rectangular Culvert	11	11	11	11	11	11	11	11	11	11	\$401,300
Arch Culvert	7	7	7	7	7	7	7	7	7	7	\$361,200
Through truss	1	1	1	1	1	1	1	1	1	1	\$561,900
Earth Filled Arch	1	1	1	1	1	1	1	1	1	1	\$424,300
Total	61	61	61	61	61	61	61	61	61	61	

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0021	0.0021	0.0021	0.0021	0.0021	0.0021	0.0021	0.0021	0.0020	0.0020

10 Year Average	2009-2018
Quantity Standard	0.0021
Quality Standard	\$477,619
Service Standard	\$1,003

D.C. Amount (before deductions)	15 Year
Forecast Population	2,767
\$ per Capita	\$1,003
Eligible Amount	\$2,775,301



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Traffic Signals & Streetlights
Unit Measure: No. of Traffic Signals

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Traffic Signals	1	1	1	1	1	1	1	1	1	2	\$172,000
Streetlights	484	484	484	484	484	484	484	485	487	492	\$4,600
Total	485	485	485	485	485	485	485	486	488	494	

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0164	0.0165	0.0167	0.0166	0.0165	0.0165	0.0164	0.0164	0.0164	0.0165

10 Year Average	2009-2018
Quantity Standard	0.0165
Quality Standard	\$4,976
Service Standard	\$82

D.C. Amount (before deductions)	15 Year
Forecast Population	2,767
\$ per Capita	\$82
Eligible Amount	\$227,171



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Public Works Facilities
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Storrington Yard Sand/Salt Storage	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	15,570	15,570	\$52	\$66
Keeley Yard Sand/Salt Storage	7,574	20,974	20,974	20,974	20,974	20,974	20,974	20,974	20,974	20,974	\$52	\$66
Portland Yard Sand/Salt Storage	6,400	6,400	17,706	17,706	17,706	17,706	17,706	17,706	17,706	17,706	\$52	\$66
Bedford Yard Sand/Salt Storage	6,370	6,370	6,370	6,370	6,370	15,960	15,960	15,960	15,960	15,960	\$52	\$66
Keeley Garage	22,359	22,359	22,359	22,359	22,359	22,359	22,359	22,359	22,359	22,359	\$191	\$220
Bedford Garage	2,800	2,800	2,800	2,800	2,800	5,694	5,694	5,694	5,694	5,694	\$191	\$220
Portland Garage	6,920	6,920	9,812	9,812	9,812	9,812	9,812	9,812	9,812	9,812	\$191	\$220
Storrington Garage	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	\$191	\$220
Keely Road Administrative Building	2,088	2,088	2,088	2,088	2,088	2,088	2,088	2,088	2,088	2,088	\$225	\$257
Total	63,747	77,147	91,345	91,345	91,345	103,829	103,829	103,829	111,899	111,899		

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	2.16	2.63	3.14	3.13	3.12	3.53	3.52	3.51	3.76	3.74

10 Year Average	2009-2018
Quantity Standard	3.22
Quality Standard	\$131
Service Standard	\$423

D.C. Amount (before deductions)	15 Year
Forecast Population	2,767
\$ per Capita	\$423
Eligible Amount	\$1,169,279



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Public Works Fleet & Equipment
Unit Measure: No. of vehicles and equipment

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Building Dept Truck	3	3	3	3	3	3	3	3	3	3	\$40,100
Half Ton Truck	9	9	9	9	9	9	9	9	9	9	\$34,400
Three Quarter Ton Truck	6	6	6	6	6	6	6	6	6	7	\$58,500
Diesel Work Truck (19,500 GVW)	2	2	2	2	2	2	2	2	2	1	\$91,700
Mechanic Truck	1	1	1	1	1	1	1	1	1	1	\$91,700
Tandem Dump Truck	17	17	17	17	17	16	16	16	16	16	\$280,900
Triaxle Dump Truck	-	-	-	-	1	1	1	1	1	1	\$303,900
Water Tank (For Tandems)	3	3	3	3	3	3	3	3	3	3	\$34,400
Backhoe	2	2	2	2	2	2	2	2	2	2	\$160,500
Loader	4	4	4	4	4	4	4	4	3	3	\$220,200
Trackless Sidewalk Machine	-	-	-	-	1	1	1	1	1	1	\$189,200
Dozer	2	2	2	2	2	2	1	1	1	1	\$137,600
Excavator	1	1	1	1	1	1	1	1	1	1	\$326,800
Motor Grader	5	4	4	4	3	3	3	3	3	3	\$401,300
Vibratory Roller	-	-	-	-	-	1	1	1	1	1	\$149,100
Air Compressor	1	1	1	1	1	1	1	1	1	1	\$28,700
Utility & Culvert Trailer	3	3	3	3	3	3	3	3	3	3	\$11,500
Equipment Float Trailer	2	2	2	2	2	2	2	2	2	2	\$68,800
Belly Dump Trailer	1	1	1	1	1	1	1	1	1	1	\$91,700
Hot Box	1	1	1	1	1	1	1	1	1	1	\$34,400
Wood Chipper	1	1	1	1	1	1	1	1	1	1	\$91,700
Steamer	4	4	4	4	4	4	4	4	4	3	\$22,900
Diesel Plate Tamper	-	-	-	-	-	-	1	1	1	1	\$17,200
Garbage Truck	1	1	1	1	1	1	1	1	1	-	\$172,000
Garbage Truck with Compacting	-	-	-	-	-	-	-	-	-	1	\$255,000
Total	69	68	68	68	69	69	69	69	68	67	

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0023	0.0023	0.0023	0.0023	0.0024	0.0023	0.0023	0.0023	0.0023	0.0022

10 Year Average	2009-2018
Quantity Standard	0.0023
Quality Standard	\$147,057
Service Standard	\$338

D.C. Amount (before deductions)	15 Year
Forecast Population	2,767
\$ per Capita	\$338
Eligible Amount	\$935,882



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Fire Facilities
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Station #1 - 7 & 11 Steele Road	2,002	2,002	2,002	2,002	2,002	2,002	2,002	2,002	2,002	2,002	\$190	\$228
Station #2 - 237 Burrigge Road	3,423	3,423	3,423	3,423	3,423	3,423	3,423	3,423	3,423	3,423	\$190	\$228
Station #3 - 6930 Road #38 (Verona)	3,595	3,595	3,595	3,595	3,595	3,595	3,595	3,595	3,595	3,595	\$190	\$228
Station #4 - 4808 Holleford Road (Hartington)	5,268	5,268	5,268	5,268	5,268	5,268	5,268	5,268	5,268	5,268	\$190	\$228
Station #5 - 4233 Stagecoach Road (Sydenham)	3,412	3,412	3,412	3,412	3,412	3,412	3,412	3,412	3,412	3,412	\$190	\$228
Station #6 (old) - 5855 Perth Road	2,497	2,497	2,497	2,497	2,497	2,497	2,497	2,497	2,497	-	\$190	\$228
Station #6 (new) - 5582 Perth Road	-	-	-	-	-	-	-	-	-	4,660	\$230	\$275
Station #7 - 3516 Latimer Road (Inverary)	1,615	1,615	1,615	1,615	1,615	1,615	1,615	1,615	1,615	1,615	\$190	\$228
Station #8 - 3910 Battersea Road (Sunbury)	3,842	3,842	3,842	3,842	3,842	3,842	3,842	3,842	3,842	3,842	\$190	\$228
Station #9 - 5038 Carrying Place Road	969	969	969	969	969	969	969	969	969	969	\$190	\$228
Total	26,623	26,623	26,623	26,623	26,623	26,623	26,623	26,623	26,623	28,786		

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.9007	0.9083	0.9153	0.9110	0.9081	0.9051	0.9018	0.8997	0.8947	0.9628

10 Year Average	2009-2018
Quantity Standard	0.9108
Quality Standard	\$229
Service Standard	\$208

D.C. Amount (before deductions)	15 Year
Forecast Population	2,767
\$ per Capita	\$208
Eligible Amount	\$576,587



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Fire Vehicles
Unit Measure: No. of vehicles

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
3/4 ton truck	5	5	5	5	5	5	5	5	5	5	\$45,000
Boat	1	1	1	1	1	1	1	1	1	1	\$60,000
Pumper	8	8	8	8	8	8	8	8	8	7	\$560,000
Mini-pumper	1	1	1	1	1	1	1	1	1	1	\$350,000
Squad	7	7	7	7	7	7	7	7	7	7	\$350,000
SUV	1	1	1	1	1	1	1	1	1	1	\$45,000
Tanker	8	8	8	8	8	8	8	8	8	8	\$375,000
Trailer	2	2	2	2	2	2	2	2	2	2	\$15,000
Total	33	33	33	33	33	33	33	33	33	32	

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0011	0.0011	0.0011	0.0011	0.0011	0.0011	0.0011	0.0011	0.0011	0.0011

10 Year Average	2009-2018
Quantity Standard	0.0011
Quality Standard	\$326,564
Service Standard	\$359

D.C. Amount (before deductions)	15 Year
Forecast Population	2,767
\$ per Capita	\$359
Eligible Amount	\$993,962



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Fire Small Equipment and Gear
Unit Measure: No. of equipment and gear

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Bunker Gear	85	85	85	85	85	85	85	85	85	85	\$2,200
Hoses	1	1	1	1	1	1	1	1	1	1	\$20,100
Lighting Unit	1	1	1	1	1	1	1	1	1	1	\$17,200
Mobile pump	1	1	1	1	1	1	1	1	1	1	\$57,300
Breathing Apparatus (S.C.B.A.) - Masks and Packs	50	50	50	50	50	50	50	50	50	50	\$7,700
Breathing Apparatus (S.C.B.A.) - Bottles	96	96	96	96	96	96	96	96	96	96	\$1,200
Ice Water Rescue Suits	24	24	24	24	24	24	24	24	24	24	\$2,000
Vehicle Extrication Equipment (in Pumpers)	8	8	8	8	8	8	8	8	8	8	\$35,000
Pumper Appliances	8	8	8	8	8	8	8	8	8	8	\$20,000
Tanker Appliances	8	8	8	8	8	8	8	8	8	8	\$15,000
Total	282	282	282	282	282	282	282	282	282	282	

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0095	0.0096	0.0097	0.0096	0.0096	0.0096	0.0096	0.0095	0.0095	0.0094

10 Year Average	2009-2018
Quantity Standard	0.0096
Quality Standard	\$4,914
Service Standard	\$47

D.C. Amount (before deductions)	15 Year
Forecast Population	2,767
\$ per Capita	\$47
Eligible Amount	\$130,519



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Police and Other Facilities
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
O.P.P. Station	9,396	9,396	9,396	9,396	9,396	9,396	9,396	9,396	9,396	9,396	\$225	\$269
Township Hall	3,375	3,375	3,375	3,375	3,375	3,375	3,375	3,375	3,375	3,375	\$225	\$269
Princess Anne sharing Centre	1,740	1,740	1,740	1,740	1,740	1,740	1,740	1,740	1,740	1,740	\$225	\$269
Verona Medical Centre	3,660	3,660	3,660	3,660	3,660	3,660	3,660	3,660	3,660	3,660	\$225	\$269
Total	18,171	18,171	18,171	18,171	18,171	18,171	18,171	18,171	18,171	18,171		

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.6147	0.6199	0.6247	0.6217	0.6198	0.6178	0.6155	0.6140	0.6106	0.6077

10 Year Average	2009-2018
Quantity Standard	0.6166
Quality Standard	269
Service Standard	\$166

D.C. Amount (before deductions)	10 Year
Forecast Population	1,926
\$ per Capita	\$166
Eligible Amount	\$319,485



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Parkland Development
Unit Measure: Acres of Parkland

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Acre)
Centennial Park	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	\$50,000
Gerald Ball Park	3.20	3.20	3.20	3.20	3.20	3.20	3.20	3.20	3.20	3.20	\$50,000
Battersea Park	3.55	3.55	3.55	3.55	3.55	3.55	3.55	3.55	3.55	3.55	\$50,000
Inverary Ball Park	2.08	2.08	2.08	2.08	2.08	2.08	2.08	2.08	2.08	2.08	\$50,000
Tett Park	3.01	3.01	3.01	3.01	3.01	3.01	3.01	3.01	3.01	3.01	\$50,000
Gilmour Park	3.45	3.45	3.45	3.45	3.45	3.45	3.45	3.45	3.45	3.45	\$50,000
Wilmer Park	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	\$50,000
Bowes Park	18.59	18.59	18.59	18.59	18.59	18.59	18.59	18.59	18.59	18.59	\$50,000
The Point Park	13.45	13.45	13.45	13.45	13.45	13.45	13.45	13.45	13.45	13.45	\$50,000
Latimer Park	2.20	2.20	2.20	2.20	2.20	2.20	2.20	2.20	2.20	2.20	\$50,000
McMullen Park	10.04	10.04	10.04	10.04	10.04	10.04	10.04	10.04	10.04	10.04	\$50,000
Glendower Park	3.55	3.55	3.55	3.55	3.55	3.55	3.55	3.55	3.55	3.55	\$50,000
Harris Park	6.09	6.09	6.09	6.09	6.09	6.09	6.09	6.09	6.09	6.09	\$50,000
Davidson Beach	10.65	10.65	10.65	10.65	10.65	10.65	10.65	10.65	10.65	10.65	\$50,000
Total	122.86	122.86	122.86	122.86	122.86	122.86	122.86	122.86	122.86	122.86	

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0042	0.0042	0.0042	0.0042	0.0042	0.0042	0.0042	0.0042	0.0041	0.0041

10 Year Average	2009-2018
Quantity Standard	0.0042
Quality Standard	\$49,638
Service Standard	\$208

D.C. Amount (before deductions)	10 Year
Forecast Population	1,926
\$ per Capita	\$208
Eligible Amount	\$401,532



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Parkland Amenities
Unit Measure: No. of parkland amenities

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Play Equipment (Accessible)	11	11	11	11	11	11	11	11	12	12	\$40,000
Tennis Courts (Lighting)	3	3	3	3	3	3	3	3	3	3	\$175,000
Tennis Courts (No lighting)	2	2	2	2	2	2	2	2	2	2	\$75,000
Baseball Fields (Lighting)	6	6	6	6	6	6	6	6	6	6	\$387,600
Baseball Fields (No lighting)	1	1	1	1	1	1	1	1	1	1	\$197,000
Soccer Fields	5	5	5	5	5	5	5	5	5	5	\$214,000
Horeshoe Pits	2	2	2	2	2	2	2	2	2	2	\$7,900
Football Field Lighting	1	1	1	1	1	1	1	1	1	1	\$444,000
Washrooms	7	7	7	7	7	7	7	7	7	7	\$50,000
Washrooms (Accessible)	2	2	2	2	2	2	2	2	2	2	\$50,000
Gazebos	3	3	3	3	3	4	4	4	4	4	\$12,700
Benches	4	4	4	4	4	4	4	4	4	4	\$750
Basketball Courts	6	6	6	6	6	6	6	6	6	6	\$37,800
Dog Park	-	-	-	-	-	-	-	-	-	1	\$15,000
Canteens	5	5	5	5	5	5	5	5	5	5	\$50,000
Total	58	58	58	58	58	59	59	59	60	61	

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0020	0.0020	0.0020	0.0020	0.0020	0.0020	0.0020	0.0020	0.0020	0.0020

10 Year Average	2009-2018
Quantity Standard	0.0020
Quality Standard	\$104,375
Service Standard	\$209

D.C. Amount (before deductions)	10 Year
Forecast Population	1,926
\$ per Capita	\$209
Eligible Amount	\$402,053



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Indoor Recreation Facilities
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Fermoy Community Centre	937	937	937	937	937	937	937	937	937	937	\$225	\$257
Harris Park	900	900	900	900	900	900	900	900	900	900	\$225	\$257
Glendower Hall	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600	\$225	\$257
Storrington Centre	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	\$225	\$257
Bradshaw School House	810	810	810	810	810	810	810	810	810	810	\$225	\$257
Frontenac Community Arena*	17,138	17,138	17,138	17,138	17,138	17,138	17,138	17,138	17,138	17,138	\$225	\$257
Total	26,685	26,685	26,685	26,685	26,685	26,685	26,685	26,685	26,685	26,685		

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.9028	0.9104	0.9174	0.9131	0.9103	0.9073	0.9039	0.9018	0.8968	0.8925

10 Year Average	2009-2018
Quantity Standard	0.9056
Quality Standard	\$257
Service Standard	\$233

D.C. Amount (before deductions)	10 Year
Forecast Population	1,926
\$ per Capita	\$233
Eligible Amount	\$448,277

*Represents Township of South Frontenac's share of the facility (59%). Shared with Central Frontenac.



**Township of South Frontenac
Service Standard Calculation Sheet**

Service: Library Facilities
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Sydenham Library	1,000	1,000	4,100	4,100	4,100	4,100	4,100	4,100	4,100	4,100	\$225	\$281
Storrington Library	350	350	350	350	350	350	350	350	350	350	\$225	\$281
Hartington Library	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	\$225	\$281
Total	2,850	2,850	5,950	5,950	5,950	5,950	5,950	5,950	5,950	5,950		

Population	29,559	29,311	29,088	29,225	29,316	29,413	29,521	29,592	29,757	29,899
Per Capita Standard	0.0964	0.0972	0.2046	0.2036	0.2030	0.2023	0.2016	0.2011	0.2000	0.1990

10 Year Average	2009-2018
Quantity Standard	0.1809
Quality Standard	\$281
Service Standard	\$51

D.C. Amount (before deductions)	10 Year
Forecast Population	1,926
\$ per Capita	\$51
Eligible Amount	\$97,879



Appendix C

Long-Term Capital and Operating Cost Examination



Appendix C: Long-Term Capital and Operating Cost Examination

Township of South Frontenac Annual Capital and Operating Cost Impact

As a requirement of the D.C.A. under subsection 10 (2) (c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the D.C. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost saving attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e. sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Township's approved 2017 Financial Information Return (F.I.R.).

In addition to the operational impacts, over time the initial capital projects will require replacement. This replacement of capital is often referred to as life cycle cost. By definition, life cycle costs are all the costs which are incurred during the life of a physical asset, from the time its acquisition is first considered, to the time it is taken out of service for disposal or redeployment. The method selected for life cycle costing is the sinking fund method which provides that money will be contributed annually and invested, so that those funds will grow over time to equal the amount required for future replacement. The following factors were utilized to calculate the annual replacement cost of the capital projects (annual contribution = factor X capital asset cost) and are based on an annual growth rate of 2% (net of inflation) over the average useful life of the asset:

Asset	Lifecycle Cost Factors	
	Average Useful Life	Factor
Services Related to a Highway	50	0.01182
Vehicles	10	0.09133
Fire Equipment	10	0.09133
Parkland	30	0.02465
Facilities	50	0.01182

Table C-1 depicts the annual operating impact resulting from the proposed gross capital projects at the time they are all in place. It is important to note that, while Township



program expenditures will increase with growth in population, the costs associated with the new infrastructure (i.e. facilities) would be delayed until the time these works are in place.



Table C-1
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1. Services Related to a Highway				
1.1 Roads, bridges, culverts, structures, streetlights & traffic signals	10,065,336	784,425	770,950	1,555,375
1.2 Public Works facilities	435,170	22,556	33,332	55,888
1.3 Public Works fleet & equipment	900,000	132,830	68,935	201,765
2. Fire Protection Services				
2.1 Fire facilities, vehicles & equipment	1,699,600	94,761	126,837	221,598
3. Police and Other Facilities				
3.1 Police and other facilities	178,933	16,850	280,835	297,685
4. Parks and Recreation				
4.1 Parkland development, amenities, recreation facilities and vehicles	1,258,713	96,420	50,090	146,510
5. Library Services				
5.1 Library facilities	95,668	8,290	289	8,579
6. Engineering Services - Studies				
6.1 Studies	108,098		-	-
7. Community Based Studies				
7.1 Studies	285,000		-	-
Total	15,026,518	1,156,132	1,331,268	2,487,400



Appendix D

D.C. Reserve Fund Policy



Appendix D: D.C. Reserve Fund Policy

D.1 Legislative Requirements

The Development Charges Act, 1997 (D.C.A.) requires development charge collections (and associated interest) to be placed in separate reserve funds. Sections 33 through 36 of the Act provide the following regarding reserve fund establishment and use:

- A municipality shall establish a reserve fund for each service to which the D.C. by-law relates; subsection 7 (1), however, allows services to be grouped into categories of services for reserve fund (and credit) purposes, although only 100% eligible and 90% eligible services may be combined (minimum of two reserve funds).
- The municipality shall pay each development charge it collects into a reserve fund or funds to which the charge relates.
- The money in a reserve fund shall be spent only for the “capital costs” determined through the legislated calculation process (as per subsection 5 (1) 2-8).
- Money may be borrowed from the fund but must be paid back with interest (O.Reg. 82/98, subsection 11 (1) defines this as Bank of Canada rate either on the day the by-law comes into force or, if specified in the by-law, the first business day of each quarter).
- D.C. reserve funds may not be consolidated with other municipal reserve funds for investment purposes and may only be as an interim financing source for capital undertakings for which development charges may be spent (section 37).

Annually, the Treasurer of the municipality is required to provide Council with a financial statement related to the D.C. by-law(s) and reserve funds. This statement must be made available to the public and may be requested to be forwarded to the Minister of Municipal Affairs and Housing. The D.C.A. does not prescribe how the statement is to be made available to the public. We would recommend that a resolution of Council make the statement available on the municipality’s website or upon request.

Subsection 43 (2) and O.Reg. 82/98 prescribes the information that must be included in the Treasurer’s statement, as follows:

- opening balance;



- closing balance;
- description of each service and/or service category for which the reserve fund was established (including a list of services within a service category);
- transactions for the year (e.g. collections, draws) including each assets capital costs to be funded from the D.C. reserve fund and the manner for funding the capital costs not funded under the D.C. by-law (i.e. non-D.C. recoverable cost share and post-period D.C. recoverable cost share);
- for projects financed by development charges, the amount spent on the project from the D.C. reserve fund and the amount and source of any other monies spent on the project.
- amounts borrowed, purpose of the borrowing and interest accrued during previous year;
- amount and source of money used by the municipality to repay municipal obligations to the D.C. reserve fund;
- list of credits by service or service category (outstanding at beginning of the year, given in the year and outstanding at the end of the year by holder);
- for credits granted under section 14 of the previous D.C.A., a schedule identifying the value of credits recognized by the municipality, the service to which it applies and the source of funding used to finance the credit; and
- a statement as to compliance with subsection 59 (1) of the D.C.A., whereby the municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by the D.C.A. or another Act.

Based upon the above, Figure 1, and Attachments 1 and 2, set out the format for which annual reporting to Council should be provided.

D.2 D.C. Reserve Fund Application

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5(1).”

This provision clearly establishes that reserve funds collected for a specific service are only to be used for that service, or to be used as a source of interim financing of capital undertakings for which a development charge may be spent.



Figure D-1
Township of South Frontenac
Annual Treasurer's Statement of Development Charge Reserve Funds

Description	Services to which the Development Charge Relates							Total
	Non-Discounted Services		Discounted Services					
	Services Related to a Highway	Fire Protection Services	Parks and Recreation	Police and Other Facilities	Library Services	Engineering Services - Studies	Community Based Studies	
Opening Balance, January 1, _____								0
Plus:								
Development Charge Collections								0
Accrued Interest								0
Repayment of Monies Borrowed from Fund and Associated Interest ¹								0
Sub-Total	0	0	0	0	0	0	0	0
Less:								
Amount Transferred to Capital (or Other) Funds ²								0
Amounts Refunded								0
Amounts Loaned to Other D.C. Service Category for Interim Financing								0
Credits ³								0
Sub-Total	0	0	0	0	0	0	0	0
Closing Balance, December 31, _____	0	0	0	0	0	0	0	0

¹ Source of funds used to repay the D.C. reserve fund

² See Attachment 1 for details

³ See Attachment 2 for details

The Municipality is compliant with s.s. 59.1 (1) of the *Development Charges Act*, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act.



Attachment 1
Township of South Frontenac
Amount Transferred to Capital (or Other) Funds – Capital Fund Transactions

Capital Fund Transactions	Gross Capital Cost	D.C. Recoverable Cost Share					Non-D.C. Recoverable Cost Share				
		D.C. Forecast Period			Post D.C. Forecast Period		Other Reserve/Reserve Fund Draws	Tax Supported Operating Fund Contributions	Rate Supported Operating Fund Contributions	Debt Financing	Grants, Subsidies Other Contributions
		D.C. Reserve Fund Draw	D.C. Debt Financing	Grants, Subsidies Other Contributions	Post-Period Benefit/ Capacity Interim Financing	Grants, Subsidies Other Contributions					
Services Related to a Highway											
Capital Cost A											
Capital Cost B											
Capital Cost C											
Sub-Total - Services Related to Highways	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Protection Services											
Capital Cost D											
Capital Cost E											
Capital Cost F											
Sub-Total - Fire Protection Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks and Recreation											
Capital Cost G											
Capital Cost H											
Capital Cost I											
Sub-Total - Parks and Recreation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Attachment 2
Township of South Frontenac
Statement of Credit Holder Transactions

Credit Holder	Applicable D.C. Reserve Fund	Credit Balance Outstanding Beginning of Year _____	Additional Credits Granted During Year	Credits Used by Holder During Year	Credit Balance Outstanding End of Year _____
Credit Holder A					
Credit Holder B					
Credit Holder C					
Credit Holder D					
Credit Holder E					
Credit Holder F					



Appendix E

Local Service Policy



Appendix E: Local Service Policy

This Appendix sets out the Township's General Policy Guidelines on Development Charges (D.C.) and local service funding for Services Related to a Highway, Stormwater Management, Parkland Development, and Underground Linear Services. The guidelines outlines, in general terms, the nature of engineered infrastructure that is included in the study as a development charge project, versus infrastructure that is considered as a local service, to be completed separately by landowners, pursuant to a development agreement.

The following policy guidelines are general principles by which staff will be guided in considering development applications. However, each application will be considered, in the context of these policy guidelines as subsection 59(2) of the Development Charges Act, 1997, on its own merits having regard to, among other factors, the nature, type and location of the development and any existing and proposed development in the surrounding area, as well as the location and type of services required and their relationship to the proposed development and to existing and proposed development in the area.

E-1 Services Related to a Highway

A highway and services related to a highway are intended for the transportation of people and goods via many different modes including, but not limited to passenger automobiles, commercial vehicles, transit vehicles, bicycles and pedestrians. The highway shall consist of all land and associated infrastructure built to support (or service) this movement of people and goods regardless of the mode of transportation employed. A complete street is the concept whereby a highway is planned, designed, operated and maintained to enable pedestrians, cyclists, public transit users and motorists to safely and comfortably be moved, thereby allowing for the efficient movement of persons and goods.

The associated infrastructure to achieve this concept shall include, but is not limited to: road pavement structure and curbs; grade separation/bridge structures (for any vehicles, railways and/or pedestrians); grading, drainage and retaining wall features; culvert structures; storm water drainage systems; utilities; traffic control systems; signage; gateway features; street furniture; active transportation facilities (e.g. sidewalks, bike lanes, multi-use trails which interconnect the transportation network,



etc.); roadway lighting systems; boulevard and median surfaces (e.g. sod & topsoil, paving, etc.); street trees and landscaping; parking lanes & lay-bys; (excluding on-street parking in the downtown) and driveway entrances; noise attenuation systems; railings and safety barriers.

E.1.1 Local and Collector Roads

- a. Collector Roads Internal to Development, inclusive of all land and associated infrastructure – direct developer responsibility under s.59 of the D.C.A. as a local service.
- b. Collector Roads External to Development, inclusive of all land and associated infrastructure – if needed to support a specific development or required to link with the area to which the plan relates, direct developer responsibility under s.59 of the D.C.A.; otherwise, included in D.C. calculation to the extent permitted under s.5(1) of the D.C.A. (dependent on local circumstances).
- c. All local roads, including private roads, are considered to be the developer's responsibility.

E.1.2 Arterial Roads

- a. New, widened, extended or upgraded arterial roads, inclusive of all associated infrastructure: Included as part of road costing funded through D.C.A., s.5(1).
- b. Land acquisition for arterial roads on existing rights-of-way to achieve a complete street: dedication under the Planning Act provisions (s. 41, 51 and s. 53) through development lands; in area with limited development: included in D.C.'s.
- c. Land acquisition for arterial roads on new rights-of-way to achieve a complete street: dedication, where possible, under the Planning Act provisions (s. 51 and s. 53) through development lands up to the R.O.W. specified in the Official Plan.
- d. Land acquisition beyond normal dedication requirements to achieve transportation corridors as services related to highways, including intersection widening and redesign on collector and arterial roads: included in D.C.'s.



E.1.3 Traffic Control Systems, Signals and Intersection Improvements

- a. On new arterial roads and arterial road improvements unrelated to a specific development: included as part of road costing funded through D.C.'s.
- b. On non-arterial roads, or for any private site entrances or entrances to specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).
- c. On arterial or collector road intersections with regional roads: include in D.C.'s or in certain circumstances, may be a direct developer responsibility
- d. Intersection improvements, new or modified signalization, signal timing & optimization plans, area traffic studies for highways attributed to growth and unrelated to a specific development: included in D.C. calculation as permitted under s.5(1) of the D.C.A.

E.1.4 Streetlights

- a. Streetlights on new arterial roads and arterial road improvements: considered part of the complete street and included as part of the road costing funded through D.C.'s or in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).
- b. Streetlights on non-arterial roads internal to development: considered part of the complete street and included as a direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- c. Streetlights on non-arterial roads external to development, needed to support a specific development or required to link with the area to which the plan relates: considered part of the complete street and are included as a direct developer responsibility under s. 59 of the D.C.A. (as a local service).

E.1.5 Transportation Related Pedestrian and Cycling Facilities

- a. Sidewalks, multi-use trails, and bike lanes (paved shoulders), inclusive of all required infrastructure, located within arterial roads, regional roads: considered part of the complete street and included in D.C.'s, or, in exceptional



circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).

- b. Sidewalks, multi-use trails, and bike lanes (paved shoulders), inclusive of all required infrastructure, located within or linking to non-arterial road corridors internal to development: direct developer responsibility under s.59 of D.C.A. (as a local service).
- c. Other sidewalks, multi-use trails, and bike lanes (paved shoulders), inclusive of all required infrastructure, located within non-arterial road corridors external to development and needed to support a specific development or required to link with the area to which the plan relates: direct developer responsibility under s.59 of D.C.A. (as a local service).

E.1.6 Noise Abatement Measures

- a. Noise abatement measures external and internal to development where it is related to, or a requirement of a specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).
- b. Noise abatement measures on new arterial roads and arterial road improvements abutting an existing community and unrelated to a specific development: included as part of road costing funded through D.C.'s .

E.2 Stormwater Management

- a. Stormwater facilities for quality and/or quantity management, including downstream erosion works, inclusive of land and all associated infrastructure, such as landscaping and perimeter fencing: direct developer responsibility under s.59 of D.C.A. (as a local service).
- b. Over-sizing cost of stormwater facilities capacity, excluding land, to accommodate runoff from new, widened, extended or upgraded municipal arterial roads that are funded as a development charges project: included as part of road costing funded through D.C.'s.



- c. Erosion works, inclusive of all restoration requirements, related to a development application: direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- d. Storm sewer systems and drainage works that are required for a specific development, either internal or external to the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. (as a local service).

E.3 Parkland Development

E.3.1 Parkland

- a. Parkland Development for Neighbourhood Parks: direct developer responsibility to provide at base condition, as follows:
 - Clearing and grubbing. Tree removals as per the subdivision's tree preservation and removals plan.
 - Topsoil Stripping, screening, and stockpiling.
 - Rough grading (pre-grading) to allow for positive drainage of the Park, with minimum slopes of 2%. If necessary, this may include some minor drainage tile work and grading as per the overall subdivision grading design complete with any required swales or catch basins. Runoff from the development property shall not drain into the park unless approved by the Township.
 - Spreading of topsoil to 150mm depth (import topsoil if existing on-site is insufficient to reach required depth).
 - Seeding of site with Township-approved seed mix. Maintenance of seed until acceptance by Township.
 - Parks shall be free of any contaminated soil or subsoil.
 - Parks shall not be mined for fill.
 - Parks shall be conveyed free and clear of all encumbrances.
 - When Park parcels cannot be developed in a timely manner, they shall be graded to ensure positive drainage and seeded to minimize erosion and dust. These shall be maintained by the developer until construction commences thereon.
 - The Park block shall not be used for topsoil or other construction material, equipment storage, or sales pavilions.



- b. Program facilities, amenities, and furniture, within parkland: are included in D.C.'s.

E.4 Landscape Buffer Blocks, Features, Cul-de-sac Islands, Berms, Grade Transition Areas, Walkway Connections to Adjacent Arterial Roads, Open Space, etc.

The cost of developing all landscape buffer blocks, landscape features, cul-de-sac islands, berms, grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the municipality shall be a direct developer responsibility as a local service. Such costs include but are not limited to:

- a. pre-grading, sodding or seeding, supply and installation of topsoil, (to the Municipality's required depth), landscape features, perimeter fencing and amenities and all planting.

E.5 Infrastructure Assets Constructed by Developers

- a. All infrastructure assets constructed by Developers must be designed in accordance with the Township's Design Criteria and Standards, as revised.
- b. All infrastructure assets shall be conveyed in accordance with the Township's Design Criteria and Standards, as revised
- c. Any Parks and Open Space infrastructure assets approved to be built by the developer on behalf of the Municipality shall be in accordance with the Township's Standards.

E.6 Underground Services (Stormwater, Water and Sanitary Services)

Underground services, where available, may include infrastructure for stormwater, water, and sanitary services within the road allowance. These services are not included in the cost of road infrastructure and are treated separately. The responsibility for such services as well as stormwater management ponds and water pumping stations, which are undertaken as part of new developments or redevelopments will generally be direct



developer responsibility as a local service. It is recognized that much of the development within the Township occurs on private services. Private water and septic services are a direct developer responsibility.

The costs of the following items shall be direct developer responsibilities as a local service:

- a. providing all underground services internal to the development, including storm, water and sanitary services;
- b. providing service connections from existing underground services to the development;
- c. providing new underground services or upgrading existing underground services external to the development if the services are required to service the development. If external services are required by two or more developments, the developer for the first development will be responsible for the cost of the external services and may enter into front-ending/cost-sharing agreements with other developers independent of the Municipality;
- d. providing stormwater management ponds and other facilities required by the development including all associated features such as landscaping and fencing;
- e. water booster pumping stations, and reservoir pumping stations serving individual developments, as may be required;

E.7 Natural Heritage System (N.H.S.)

The Natural Heritage System includes natural heritage features including woodlands, wetlands, and environmental features, and their adjacent lands within the Township. It also includes areas surrounding waterbodies that are environmentally sensitive and have a direct impact on water quality (e.g. 30 metre buffer surrounding lakes and wetlands). Where a plan of subdivision or condominium has been approved that may include or are adjacent to natural heritage features/waterbodies, the Township through conditions of approval or by way of an agreement will require recommendations of Environmental Impact Studies/Assessments or other associated studies to be implemented. Works required to implement the recommendations of an Environmental



Impact Study (E.I.S). or Environmental Impact Assessment (E.I.A.), or any similar study, shall be considered a local service paid for directly by the developer.

Direct developer responsibility as a local service provision includes but is not limited to the following:

- a. Riparian planting and landscaping requirements (as required by the Township, Conservation Authority or other authorities having jurisdiction) to protect and enhance the natural heritage system and water quality.
- b. Implementation of recommendations included in an Environmental Impact Study/Assessment, or similar study, through conditions of development approvals by the Township, County or Conservation Authority.



Appendix F

Asset Management Plan



Appendix F: Asset Management Plan

The recent changes to the D.C.A. (new subsection 10 (2) (c.2)) require that the background study must include an asset management plan (A.M.P.) related to new infrastructure. Section 10 (3) of the D.C.A. provides:

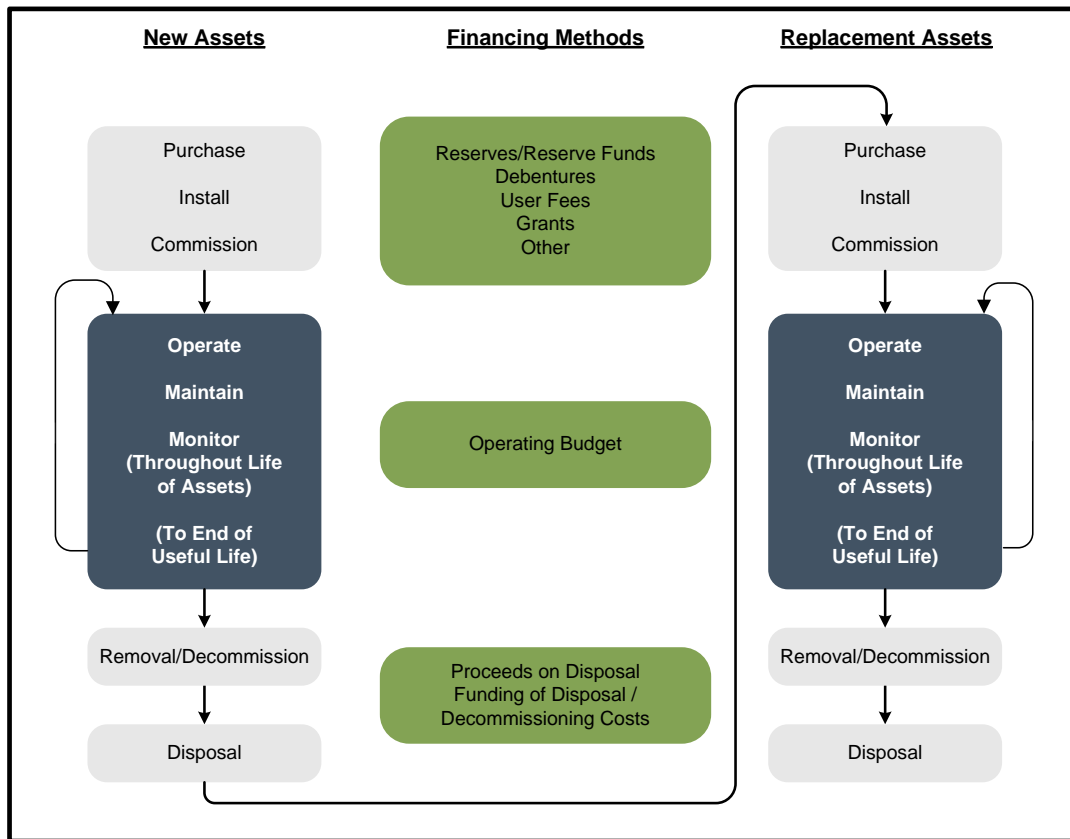
“The asset management plan shall,

- (a) deal with all assets whose capital costs are proposed to be funded under the development charge by-law;
- (b) demonstrate that all the assets mentioned in clause (a) are financially sustainable over their full life cycle;
- (c) contain any other information that is prescribed; and
- (d) be prepared in the prescribed manner.”

In regard to the above, section 8 of the Regulations was amended to include subsections (2), (3) and (4) which set out for specific detailed requirements for transit (only). For all services except transit, there are no prescribed requirements at this time thus requiring the municipality to define the approach to include within the background study.

At a broad level, the A.M.P. provides for the long-term investment in an asset over its entire useful life along with the funding. The schematic below identifies the costs for an asset through its entire lifecycle. For growth-related works, the majority of capital costs will be funded by the D.C. Non-growth-related expenditures will then be funded from non-D.C. revenues as noted below. During the useful life of the asset, there will be minor maintenance costs to extend the life of the asset along with additional program related expenditures to provide the full services to the residents. At the end of the life of the asset, it will be replaced by non-D.C. financing sources.

It should be noted that with the recent passing of the Infrastructure for Jobs and Prosperity Act (I.J.P.A.) municipalities are now required to complete A.M.P.s, based on certain criteria, which are to be completed by 2021 for core municipal services and 2023 for all other services. The amendments to the D.C.A. do not require municipalities to complete these A.M.P.s (required under I.J.P.A.) for the D.C. background study, rather the D.C.A. requires that the D.C. background study include information to show the assets to be funded by the D.C. are sustainable over their full lifecycle.



In 2012, the Province developed Building Together: Guide for municipal asset management plans which outlines the key elements for an A.M.P., as follows:

State of local infrastructure: asset types, quantities, age, condition, financial accounting valuation and replacement cost valuation.

Desired levels of service: defines levels of service through performance measures and discusses any external trends or issues that may affect expected levels of service or the municipality's ability to meet them (for example, new accessibility standards, climate change impacts).

Asset management strategy: the asset management strategy is the set of planned actions that will seek to generate the desired levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost.

Financing strategy: having a financial plan is critical for putting an A.M.P. into action. By having a strong financial plan, municipalities can also demonstrate that they have



made a concerted effort to integrate the A.M.P. with financial planning and municipal budgeting and are making full use of all available infrastructure financing tools.

Commensurate with the above, the Township prepared an A.M.P. in 2016 for its existing assets however, did not take into account future growth-related assets. As a result, the asset management requirement for the D.C. must be undertaken in the absence of this information.

In recognition to the schematic above, the following table (presented in 2019 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the Township's A.M.P., the present infrastructure gap and associated funding plan have not been considered at this time. Hence the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects which will require financing from municipal financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2019 D.C. capital works have been presented based on a sinking fund basis. The assets have been considered over their estimated useful lives.
3. Incremental operating costs for the D.C. services (only) have been included.
4. The resultant total annualized expenditures are \$2.82 million.
5. Consideration was given to the potential new taxation and user fee revenues which will be generated as a result of new growth. These revenues will be available to finance the expenditures above. The new operating revenues are \$1.87million. This amount, totalled with the existing operating revenues of \$25.30 million, provide annual revenues of \$27.16 million by the end of the period.



6. In consideration of the above, the capital plan is deemed to be financially sustainable.

Township of South Frontenac
Asset Management – Future Expenditures and Associated Revenues
2019\$

	Sub-Total	2033 (Total)
Expenditures (Annualized)		
Annual Debt Payment on Non-Growth Related Capital ¹		48,073
Annual Debt Payment on Post Period Capital ²		-
Lifecycle:		
Annual Lifecycle - Town Wide Services	\$1,444,757	
Sub-Total - Annual Lifecycle	\$1,444,757	\$1,444,757
Incremental Operating Costs (for D.C. Services)		\$1,331,268
Total Expenditures		\$2,824,099
Revenue (Annualized)		
Total Existing Revenue ³		\$25,295,963
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)		\$1,866,022
Total Revenues		\$27,161,985

¹ Non-Growth Related component of Projects including 10% mandatory deduction on soft services

² Interim Debt Financing for Post Period Benefit

³ As per Sch. 10 of FIR



Appendix G

Proposed D.C. By-law



THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NO. 2019-xx
BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF SOUTH
FRONTENAC
WITH RESPECT TO DEVELOPMENT CHARGES

WHEREAS Section 2(1) of the Development Charges Act, 1997, S.O. 1997, c. 27 (hereinafter called the Act) enables the Council of a municipality to pass by-laws for the imposition of development charges against land located in the municipality where the development of the land would increase the need for municipal services as designated in the by-law and the development requires one or more of the actions set out in Subsection 2(2) of the Act;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac has given Notice in accordance with Section 12 of the Development Charges Act, 1997 of its development charges proposal and held a public meeting on July 2, 2019;

AND WHEREAS the Council, at its meeting of July 2, 2019, approved a report dated May 31, 2019 entitled Township of South Frontenac Development Charges Background Study;

AND WHEREAS the Council has heard all persons who applied to be heard in objection to, or in support of, the development charges proposal at such public meeting and provided a subsequent period for written communications to be made;

AND WHEREAS the Council, in adopting the Township of South Frontenac Development Charges Background Study on May 31, 2019, directed that development charges be imposed on land under development or redevelopment within the geographical limits of the municipality as hereinafter provided.



NOW THEREFORE the Council enacts as follows:

DEFINITIONS

1. In this By-law:

(1) “Act” means the Development Charges Act, 1997, S.O. 1997, c. 27;

(2) “accessory use” means where used to describe a use, building or structure, that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;

(3) “agricultural use” means a bona fide farming operation, including barns, silos and other ancillary buildings to such agricultural development for the purposes of the growing of field crops, flower gardening, truck gardening, berry crops, tree crops, nurseries, aviaries, apiaries, maple syrup production, mushroom cultivation or farms for the grazing, breeding, raising, boarding of livestock or any other similar uses carried on in the field of general agriculture and aquaculture. Agricultural use does not include the development of a single detached dwelling on agricultural land, nor does it include a building for the growing or processing of cannabis.

(4) “apartment unit” means any residential dwelling unit within a building containing more than two dwelling units where the residential units are connected by an interior corridor;

(5) “bedroom” means a habitable room larger than seven square metres, including a den, study or other similar area, but does not include a living room, dining room or kitchen;

(6) “benefiting area” means an area defined by a map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;

(7) “capital costs” means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or under an agreement,

(a) to acquire land or an interest in land,



- (b) to improve land,
 - (c) to acquire, construct or improve buildings and structures,
 - (d) to acquire, construct or improve facilities including:
 - (i) rolling stock, furniture and equipment with an estimated useful life of seven years or more,
 - (ii) materials acquired for circulation, reference or information purposes by a library board as defined in the Public Libraries Act, 1984, S.O. 1984, c. 57,
 - (iii) furniture and equipment, other than computer equipment,
 - (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d), required for the provision of services designated in this by-law within or outside the municipality, including interest on borrowing for those expenditures under clauses (a), (b), (c) and (d) that are growth-related;
- (8) “commercial use” means the use of land, structure or building for the purpose of buying and selling of commodities and supplying of services as distinguished from manufacturing or assembling of goods, also as distinguished from other purposes such as warehousing and/or an open storage yard;
- (9) “council” means the Council of the municipality;
- (10) “development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of increasing the size or usability thereof, and includes redevelopment;
- (11) “development charge” means a charge imposed with respect to growth-related net capital costs against land in the municipality under this by-law;
- (12) “dwelling unit” means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons



may sleep and are provided with culinary and sanitary facilities for their exclusive use;

(13) “existing industrial building” means a building used for or in connection with:

- (a) manufacturing, producing, processing, storing or distributing something;
- (b) research or development in connection with manufacturing, producing or processing something;
- (c) retail sales by a manufacturer, producer or processor of something they manufactured, produced or processed, if the retail sales are at the site where the manufacturing, production or processing takes place;
- (d) office or administrative purposes, if they are:
 - (i) carried out with respect to manufacturing, producing, processing, storage or distributing of something, and
 - (ii) in or attached to the building or structure used for that manufacturing, producing, processing, storage or distribution;

(14) “farm building” means that part of a bona fide farm operation encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use;

(15) “front-end payment” means a payment made by an owner pursuant to a front-ending agreement, which may be in addition to a development charge that the owner is required to pay under this by-law, to cover the net capital costs of the services designated in the agreement that are required to enable the land to be developed;

(16) “front-ending agreement” means an agreement made under Section 44 of the Act between the municipality and any or all owners within a benefitting area providing for front-end payments by an owner or owners or for the installation of



services by an owner or owners or for the installation of services by an owner or owners or any combination thereof;

(17) “grade” means the average level of finished ground adjoining a building or structure at all exterior walls;

(18) “gross floor area” means the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from another dwelling unit or other portion of a building;

- i) In the case of a commercial, industrial and/or institutional building or structure, or in the case of a mixed-use building or structure in respect of the commercial, industrial and/or institutional portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a commercial, industrial and/or institutional use and a residential use.

(19) “owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed;

(20) “place of worship” means land that is owned by and used for the purposes of a place of worship, a churchyard, cemetery, or burial ground exempt from taxation under section 3 of the Assessment Act, R.S.O., 1990, c. A.31, as amended.

(21) “Planning Act” means the Planning Act, 1990, as amended;

(22) “rate” means the interest rate established weekly by the Bank of Canada for treasury bills having a term of 30 days;

(23) “regulation” means any regulation made pursuant to the Act;

(24) “residential use” means land or buildings or structure of any kind whatsoever used, designed or intended to be used as living accommodations for one or more individuals;



(25) “semi-detached dwelling”, “duplex” or “row housing” means a dwelling unit in a residential building consisting of two (or more in the case of row housing) dwelling units having one vertical wall or one horizontal wall, but no other parts, attached to another dwelling unit where the residential units are not connected by an interior corridor;

(26) “services” (or “service”) means those services designated in Schedule “A” to this by-law or specified in an agreement made under Section 44 of the Act;

(27) “services in lieu” means those services specified in an agreement made under Section 8 of this by-law;

(28) “service standards” means the prescribed level of services on which the schedule of charges in Schedules “B-1” and “B-2” are based;

(29) “servicing agreement” means an agreement between a landowner and the municipality relative to the provision of municipal services to specified lands within the municipality;

(30) “single detached dwelling unit” means a residential building consisting of one dwelling unit and not attached to another structure.

(31) “Special Care/Special Dwelling” means a Residential Use Building containing two or more rooms or suites of rooms designed or intended to be used for sleeping and living accommodation that have a common entrance from street level:

- (1) Where the occupants have the right to use in common halls, stairs, yards, common rooms and accessory buildings;
- (2) Which may or may not have exclusive sanitary and/or culinary facilities;
- (3) That is designated to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements;



- (4) Where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care, and attendant services may be provided at various levels;
 - (5) And includes, but is not limited to, retirement houses, nursing homes, group homes (including correctional group homes) and hospices;
2. For the purposes of this by-law each of the following permanent and seasonal units shall be deemed to be a separate dwelling unit:
- (i) Each single detached dwelling;
 - (ii) Each dwelling unit within a duplex or semi-detached dwelling; and
 - (iii) Each suite, apartment or unit within a triplex, quadraplex, high density multiple unit residential development or similar development;

SCHEDULE OF DEVELOPMENT CHARGES

2. (1) Subject to the provisions of this by-law, development charges against land shall be calculated and collected in accordance with the base rates set out in Schedules “B-1” and “B-2”, which relate to the services set out in Schedule “A”.
- (2) The development charge with respect to the use of any land, buildings or structures shall be calculated as follows:
- (a) in the case of residential development, or the residential portion of a mixed-use development, based upon the number and type of dwelling units;
 - (b) in the case of commercial and/or industrial, or the commercial and/or industrial portion of a mixed-use development, based upon the gross floor area of such development.



- (3) Council hereby determine that the development of land, buildings or structures for residential and commercial and/or industrial uses will require the provision, enlargement, expansion or improvement of the services referenced in Schedule “B”.

APPLICABLE LANDS

3. (1) Subject to Subsections (2), (3), (4) and (5), this by-law applies to all lands in the Township of South Frontenac whether or not the land or use is exempt from taxation under Section 3 of the Assessment Act, R.S.O. 1980, c.31.
- (2) This by-law shall not apply to land that is owned by and use for the purposes of:
- (a) a board of education;
 - (b) any municipality or local board thereof;
 - (c) bona fide agricultural use or farm building;
 - (d) a place of worship and land used in connection therewith, and a churchyard, cemetery and burial ground exempt from taxation under Section 3 of the Assessment Act, R.S.O. 1980, c.31.
 - (e) secondary residential units located both within the primary dwelling and in separate detached accessory structures.
- (3) This by-law shall not apply to that category of exempt development described in Subsection 2(3)(b) of the Development Charges Act, 1997, c.27 and Section 2 of O.Reg. 82/98, namely:



NAME OF CLASS OF RESIDENTIAL BUILDING	DESCRIPTION OF CLASS OF RESIDENTIAL BUILDINGS	MAXIMUM NUMBER OF ADDITIONAL DWELLING UNITS	RESTRICTIONS
Single detached dwellings	Residential buildings, each of which contains a single dwelling unit, that are not attached to other buildings.	Two	The total gross floor area of the additional dwelling unit or units must be less than or equal to the gross floor area of the dwelling unit already in the building.
Semi-detached dwellings or row dwellings	Residential buildings, each of which contains a single dwelling unit, that have one or two vertical walls, but no other parts, attached to other buildings.	One	The gross floor area of the additional dwelling unit must be less than or equal to the gross floor area of the dwelling unit already in the building.
Other residential buildings	A residential building not in another class of residential building described in this table.	One	the gross floor area of the additional dwelling unit must be less than or equal to the gross floor area of the smallest dwelling unit already in the building.

- (4) (a) If a development includes the enlargement of the gross floor area of an existing industrial building, the amount of the development charge that is payable in respect of the enlargement is determined in accordance with this section.
- (b) If the gross floor area is enlarged by 50 percent or less, the amount of the development charge in respect of the enlargement is zero.
- (c) If the gross floor area is enlarged by more than 50 percent, the amount of the development charge in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:
- (i) Determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement.
 - (ii) Divide the amount determined under paragraph 1 by the amount of the enlargement.
- (d) The exemption to Development charges in (a) through (c) above shall only apply to the first instance of an industrial expansion.



- (5) That where a conflict exists between the provisions of the new by-law and any other agreement between the Township and the owner, with respect to land to be charged under this policy, the provisions of such agreement prevail to the extent of the conflict.
 - (6) This by-law is not applicable to development for which a complete application for building permit has been submitted prior to the in-force date of this by-law.
4. (1) Subject to Subsection (2), development charges shall apply to, and shall be calculated and collected in accordance with, the provisions of this by-law on land to be developed for residential and commercial, industrial and/or institutional use, where:
- (a) the development of that land will increase the need for services, and
 - (b) the development requires:
 - (i) the passing of a zoning by-law or an amendment thereto under Section 34 of the Planning Act, 1990;
 - (ii) the approval of a minor variance under Section 45 of the Planning Act, 1990;
 - (iii) a conveyance of land to which a by-law passed under Subsection 50(7) of the Planning Act, 1990;
 - (iv) the approval of a plan of subdivision under Section 51 of the Planning Act, 1990;
 - (v) a consent under Section 53 of the Planning Act, 1990;
 - (vi) the approval of a description under Section 51 of the Condominium Act, R.S.O. 1980, c.84; or
 - (vii) the issuing of a permit under the Building Code Act, R.S.O. 1992 in relation to a building or structure.
- (2) Subsection (1) shall not apply in respect of:



- (a) local services installed at the expense of the owner within a plan of subdivision as a condition of approval under Section 52 of the Planning Act, 1990;
- (b) local services installed at the expense of the owner as a condition of approval under Section 53 of the Planning Act, 1990.

EXISTING AGREEMENTS

- 5. An agreement with respect to charges related to development registered prior to passage of the by-law remains in effect after enactment of this by-law.

MULTIPLE CHARGES

- 6. (1) Where two or more of the actions described in Section 4(1) are required before land to which a development charge applies can be developed, only one development charge shall be calculated and collected in accordance with the provisions of this by-law.
- (2) Notwithstanding Subsection (1), if two or more of the actions described in Section 4(1) occur at different times, and if the subsequent action has the effect of increasing the need for municipal services as designated in Schedule “A”, an additional development charge on the additional residential units and/or commercial and/or industrial floor area, shall be calculated and collected in accordance with the provisions of this by-law.

SERVICE STANDARDS

- 7. For the purposes of Section 8, the approved service standards for the municipality are those contained in the Development Charges Background Study dated May 31, 2019.

SERVICES IN LIEU

- 8. (1) Council may authorize an owner to substitute the whole or such part of the development charge applicable to the owner’s development as may be specified in an agreement by the provision at the sole expense of the owner, of services in lieu. Such agreement shall further specify that where the owner provides services in lieu in accordance with the agreement,



Council shall give to the owner a credit against the development charge otherwise applicable to the development, equal to the reasonable cost to the owner of providing the services in lieu provided such credit shall not exceed the total development charge payable by an owner to the municipality.

- (2) In any agreement under Subsection (1), Council may also give a further credit to the owner equal to the reasonable cost of providing services in addition to, or of a greater size or capacity, than would be required under this by-law.
- (3) The credit provided for in Subsection (2) shall not exceed the service standards referenced in Section 7 and used in the calculation of the charges in Schedules “B-1” and “B-2” and no credit shall be charged to any development charges reserve fund prescribed in this by-law.

FRONT-ENDING AGREEMENTS

9. (1) Council may enter into a front-ending agreement with any or all owners within a benefitting area pursuant to Section 21 of the Development Charges Act, 1997, providing for the payment by the owner or owners of a front-end payment or for the installation of services by the owners or any combination of front-end payments and installation of services, which may be in addition to the required development charge.
- (2) Front-end payments made by benefitting owners under a front-ending agreement relating to the provision of services for which a development charge is payable shall be credited with an amount equal to the reasonable cost to the owner of providing the services, against the development charges otherwise payable under Schedule “B” of this by-law.
- (3) No credit given pursuant to Subsection 9(1) shall exceed the total development charge payable by the owner for the applicable service component or the standard of service outlined in Schedule “B” and referenced in Section 7.



- (4) The front-end payment required to be made by the benefitting owner under a front-ending agreement may be adjusted annually.

DEVELOPMENT CHARGE REDEVELOPMENT CREDITS

10. (1) Where there is a redevelopment of land on which there is a conversion of space proposed, or on which there was formerly erected a building or structure that has been demolished, a credit shall be allowed against the development charge otherwise payable by the owner pursuant to this By-law for the portion of the previous building or structure still in existence that is being converted or for the portion of the building or structure that has been demolished, as the case may be, calculated by multiplying the number and type of dwelling units being converted or demolished or the non-residential total floor area being converted or demolished by the relevant development charge in effect on the date when the development charge is payable in accordance with this By-law. If the development includes the conversion from one use (the “first use”) to another use, the credit shall be based on the development charges calculated pursuant to this By-law at the current development charge rates, that would be payable as development charges in respect of the first use.
- (2) A credit in respect of any demolition under this section shall not be given unless a building permit has been issued or a subdivision agreement, site plan agreement or a consent application has been entered into with the Township for the development within 5 years from the date the demolition permit was issued.
- (3) The amount of any credit hereunder shall not exceed, in total, the amount of the development charges otherwise payable with respect to the development.

TIMING OF CALCULATION AND PAYMENT

11. (1) Development charges shall be calculated and payable in full in money or by provision of services as may be agreed upon, or by credit granted by the Act, on the date that the first building permit is issued in relation to a building or structure on land to which a development charge applies, or in a manner or at a time otherwise lawfully agreed upon.



- (2) Where development charges apply to land in relation to which a building permit is required, the building permit shall not be issued until the development charge has been paid in full.
- (3) Notwithstanding Subsections (1) and (2), an owner may enter into an agreement with the municipality to provide for the payment in full of a development charge before building permit issuance or later than the issuing of a building permit.

BY-LAW REGISTRATION

12. A certified copy of this by-law may be registered on title to any land to which this by-law applies.

RESERVE FUND(S)

13. (1) Monies received from payment of development charges shall be maintained in a separate reserve fund or funds, and shall be used only to meet the growth-related net capital costs for which the development charge was levied under this by-law.
- (2) Council directs the Municipal Treasurer to divide the reserve fund(s) created hereunder into the separate sub-accounts in accordance with the service categories set out in Schedule “A” to which the development charge payments shall be credited in accordance with the amounts shown, plus interest earned thereon.
- (3) Where any development charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll and shall be collected as taxes.
- (4) Where any unpaid development charges are collected as taxes under Subsection (3), the monies so collected shall be credited to the development charge reserve fund or funds referred to in Subsection (1).

BY-LAW AMENDMENT OR REPEAL

14. (1) Where this by-law or any development charge prescribed thereunder is amended or repealed either by order of the Local Planning Appeal



Tribunal or by the Municipal Council, the Municipal Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.

- (2) Refunds that are required to be paid under Subsection (1) shall be paid to the registered owner of the land on the date on which the refund is paid.
- (3) Refunds that are required to be paid under Subsection (1) shall be paid with interest to be calculated as follows:
 - (a) interest shall be calculated from the date on which the overpayment was collected to the date on which the refund is paid;
 - (b) the refund shall include the interest owed under this Section;
 - (c) interest shall be paid at the Bank of Canada rate in effect on the later of:
 - (i) the date of enactment of this by-law, or
 - (ii) the date of the last quarterly adjustment, in accordance with the provisions of Subsection (4).
- (4) The Bank of Canada interest rate in effect on the date of enactment of this by-law shall be adjusted on the next following business day to the rate established by the Bank of Canada on that day, and shall be adjusted quarter-yearly thereafter in January, April, July and October to the rate established by the Bank of Canada on the day of adjustment.

DEVELOPMENT CHARGE SCHEDULE INDEXING

15. The development charges referred to in Schedules “B-1” and “B-2” shall be adjusted annually, without amendment to this by-law, commencing on the anniversary date of this by-law and annually thereafter in each year while this by-law is in force, in accordance with the Statistics Canada Quarterly, Construction Price Statistics catalogue number 62007.

BY-LAW ADMINISTRATION

16. This by-law shall be administered by the Municipal Treasurer.



SCHEDULES TO THE BY-LAW

17. The following schedules to this by-law form an integral part of this by-law:

Schedule “A” – Summary of Development Charge Services

Schedule “B-1” – Schedule of Residential and Non-Residential Development Charges for “Hard” Services

Schedule “B-2” – Schedule of Residential and Non-Residential Development Charges for “Soft” Services

DATE BY-LAW EFFECTIVE

18. (1) This by-law shall come into force and effect on the date of its enactment.
- (2) This by-law shall continue in force and effect for a term not to exceed five years from the date of its enactment, unless it is repealed at an earlier date.

BY-LAW REPEAL

19. By-law No. 2014-54 is hereby repealed on the effective date this By-law comes into force.

SHORT TITLE

20. This by-law may be cited as the Development Charges By-law.



THIS By-law read a first time the xx day of August, 2019.

THIS By-law read a second and third time and finally passed this xx day of August, 2019.

Ron Vandewal, Mayor

Angela Maddocks, Municipal Clerk



SCHEDULE "A"

SUMMARY OF DEVELOPMENT CHARGE SERVICES

Municipal-Wide Services

- Services Related to a Highway
- Fire Protection Services
- Police and Other Facilities
- Parks and Recreation
- Library Services
- Engineering Services – Studies
- Community Based Studies



SCHEDULE "B-1"

SCHEDULE OF RESIDENTIAL AND NON-RESIDENTIAL DEVELOPMENT CHARGES FOR "HARD" SERVICES

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide "Hard" Services:						
Services Related to a Highway	6,856	5,495	4,481	3,132	2,747	4.62
Fire Protection Services	1,022	819	668	467	410	0.69
Police and Other Facilities	140	112	91	64	56	0.09
Engineering Services - Studies	84	67	55	38	34	0.05
Total Municipal Wide "Hard" Services	8,102	6,493	5,295	3,701	3,247	5.45

SCHEDULE "B-2"

SCHEDULE OF RESIDENTIAL AND NON-RESIDENTIAL DEVELOPMENT CHARGES FOR "SOFT" SERVICES

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide "Soft" Services:						
Parks and Recreation	991	794	648	453	397	0.33
Library Services	71	57	46	32	28	0.02
Community Based Studies	219	176	143	100	88	0.14
Total Municipal Wide "Soft" Services	1,281	1,027	837	585	513	0.50



Appendix G

Proposed D.C. By-law



THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NO. 2019-xx
BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF SOUTH
FRONTENAC
WITH RESPECT TO DEVELOPMENT CHARGES

WHEREAS Section 2(1) of the Development Charges Act, 1997, S.O. 1997, c. 27 (hereinafter called the Act) enables the Council of a municipality to pass by-laws for the imposition of development charges against land located in the municipality where the development of the land would increase the need for municipal services as designated in the by-law and the development requires one or more of the actions set out in Subsection 2(2) of the Act;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac has given Notice in accordance with Section 12 of the Development Charges Act, 1997 of its development charges proposal and held a public meeting on July 2, 2019;

AND WHEREAS the Council, at its meeting of July 2, 2019, approved a report dated May 31, 2019 entitled Township of South Frontenac Development Charges Background Study;

AND WHEREAS the Council has heard all persons who applied to be heard in objection to, or in support of, the development charges proposal at such public meeting and provided a subsequent period for written communications to be made;

AND WHEREAS the Council, in adopting the Township of South Frontenac Development Charges Background Study on May 31, 2019, directed that development charges be imposed on land under development or redevelopment within the geographical limits of the municipality as hereinafter provided.



NOW THEREFORE the Council enacts as follows:

DEFINITIONS

1. In this By-law:

- (1) "Act" means the Development Charges Act, 1997, S.O. 1997, c. 27;
- (2) "accessory use" means where used to describe a use, building or structure, that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;
- (3) "agricultural use" means a bona fide farming operation, including barns, silos and other ancillary buildings to such agricultural development for the purposes of the growing of field crops, flower gardening, truck gardening, berry crops, tree crops, nurseries, aviaries, apiaries, maple syrup production, mushroom cultivation or farms for the grazing, breeding, raising, boarding of livestock or any other similar uses carried on in the field of general agriculture and aquaculture. Agricultural use does not include the development of a single detached dwelling on agricultural land, nor does it include a building for the growing or processing of cannabis.
- (4) "apartment unit" means any residential dwelling unit within a building containing more than two dwelling units where the residential units are connected by an interior corridor;
- (5) "bedroom" means a habitable room larger than seven square metres, including a den, study or other similar area, but does not include a living room, dining room or kitchen;
- (6) "benefiting area" means an area defined by a map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;
- (7) "capital costs" means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or under an agreement,
 - (a) to acquire land or an interest in land,



- (b) to improve land,
 - (c) to acquire, construct or improve buildings and structures,
 - (d) to acquire, construct or improve facilities including:
 - (i) rolling stock, furniture and equipment with an estimated useful life of seven years or more,
 - (ii) materials acquired for circulation, reference or information purposes by a library board as defined in the Public Libraries Act, 1984, S.O. 1984, c. 57,
 - (iii) furniture and equipment, other than computer equipment,
 - (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d), required for the provision of services designated in this by-law within or outside the municipality, including interest on borrowing for those expenditures under clauses (a), (b), (c) and (d) that are growth-related;
- (8) “commercial use” means the use of land, structure or building for the purpose of buying and selling of commodities and supplying of services as distinguished from manufacturing or assembling of goods, also as distinguished from other purposes such as warehousing and/or an open storage yard;
- (9) “council” means the Council of the municipality;
- (10) “development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of increasing the size or usability thereof, and includes redevelopment;
- (11) “development charge” means a charge imposed with respect to growth-related net capital costs against land in the municipality under this by-law;
- (12) “dwelling unit” means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons



may sleep and are provided with culinary and sanitary facilities for their exclusive use;

(13) “existing industrial building” means a building used for or in connection with:

- (a) manufacturing, producing, processing, storing or distributing something;
- (b) research or development in connection with manufacturing, producing or processing something;
- (c) retail sales by a manufacturer, producer or processor of something they manufactured, produced or processed, if the retail sales are at the site where the manufacturing, production or processing takes place;
- (d) office or administrative purposes, if they are:
 - (i) carried out with respect to manufacturing, producing, processing, storage or distributing of something, and
 - (ii) in or attached to the building or structure used for that manufacturing, producing, processing, storage or distribution;

(14) “farm building” means that part of a bona fide farm operation encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use;

(15) “front-end payment” means a payment made by an owner pursuant to a front-ending agreement, which may be in addition to a development charge that the owner is required to pay under this by-law, to cover the net capital costs of the services designated in the agreement that are required to enable the land to be developed;

(16) “front-ending agreement” means an agreement made under Section 44 of the Act between the municipality and any or all owners within a benefitting area providing for front-end payments by an owner or owners or for the installation of



services by an owner or owners or for the installation of services by an owner or owners or any combination thereof;

(17) “grade” means the average level of finished ground adjoining a building or structure at all exterior walls;

(18) “gross floor area” means the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from another dwelling unit or other portion of a building;

- i) In the case of a commercial, industrial and/or institutional building or structure, or in the case of a mixed-use building or structure in respect of the commercial, industrial and/or institutional portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a commercial, industrial and/or institutional use and a residential use.

(19) “owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed;

(20) “place of worship” means land that is owned by and used for the purposes of a place of worship, a churchyard, cemetery, or burial ground exempt from taxation under section 3 of the Assessment Act, R.S.O., 1990, c. A.31, as amended.

(21) “Planning Act” means the Planning Act, 1990, as amended;

(22) “rate” means the interest rate established weekly by the Bank of Canada for treasury bills having a term of 30 days;

(23) “regulation” means any regulation made pursuant to the Act;

(24) “residential use” means land or buildings or structure of any kind whatsoever used, designed or intended to be used as living accommodations for one or more individuals;



(25) “semi-detached dwelling”, “duplex” or “row housing” means a dwelling unit in a residential building consisting of two (or more in the case of row housing) dwelling units having one vertical wall or one horizontal wall, but no other parts, attached to another dwelling unit where the residential units are not connected by an interior corridor;

(26) “services” (or “service”) means those services designated in Schedule “A” to this by-law or specified in an agreement made under Section 44 of the Act;

(27) “services in lieu” means those services specified in an agreement made under Section 8 of this by-law;

(28) “service standards” means the prescribed level of services on which the schedule of charges in Schedules “B-1” and “B-2” are based;

(29) “servicing agreement” means an agreement between a landowner and the municipality relative to the provision of municipal services to specified lands within the municipality;

(30) “single detached dwelling unit” means a residential building consisting of one dwelling unit and not attached to another structure.

(31) “Special Care/Special Dwelling” means a Residential Use Building containing two or more rooms or suites of rooms designed or intended to be used for sleeping and living accommodation that have a common entrance from street level:

- (1) Where the occupants have the right to use in common halls, stairs, yards, common rooms and accessory buildings;
- (2) Which may or may not have exclusive sanitary and/or culinary facilities;
- (3) That is designated to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements;



- (4) Where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care, and attendant services may be provided at various levels;
 - (5) And includes, but is not limited to, retirement houses, nursing homes, group homes (including correctional group homes) and hospices;
2. For the purposes of this by-law each of the following permanent and seasonal units shall be deemed to be a separate dwelling unit:
- (i) Each single detached dwelling;
 - (ii) Each dwelling unit within a duplex or semi-detached dwelling; and
 - (iii) Each suite, apartment or unit within a triplex, quadraplex, high density multiple unit residential development or similar development;

SCHEDULE OF DEVELOPMENT CHARGES

2. (1) Subject to the provisions of this by-law, development charges against land shall be calculated and collected in accordance with the base rates set out in Schedules "B-1" and "B-2", which relate to the services set out in Schedule "A".
- (2) The development charge with respect to the use of any land, buildings or structures shall be calculated as follows:
- (a) in the case of residential development, or the residential portion of a mixed-use development, based upon the number and type of dwelling units;
 - (b) in the case of commercial and/or industrial, or the commercial and/or industrial portion of a mixed-use development, based upon the gross floor area of such development.



- (3) Council hereby determine that the development of land, buildings or structures for residential and commercial and/or industrial uses will require the provision, enlargement, expansion or improvement of the services referenced in Schedule "B".

APPLICABLE LANDS

3. (1) Subject to Subsections (2), (3), (4) and (5), this by-law applies to all lands in the Township of South Frontenac whether or not the land or use is exempt from taxation under Section 3 of the Assessment Act, R.S.O. 1980, c.31.
- (2) This by-law shall not apply to land that is owned by and use for the purposes of:
- (a) a board of education;
 - (b) any municipality or local board thereof;
 - (c) bona fide agricultural use or farm building;
 - (d) a place of worship and land used in connection therewith, and a churchyard, cemetery and burial ground exempt from taxation under Section 3 of the Assessment Act, R.S.O. 1980, c.31.
 - (e) secondary residential units located both within the primary dwelling and in separate detached accessory structures.
- (3) This by-law shall not apply to that category of exempt development described in Subsection 2(3)(b) of the Development Charges Act, 1997, c.27 and Section 2 of O.Reg. 82/98, namely:



NAME OF CLASS OF RESIDENTIAL BUILDING	DESCRIPTION OF CLASS OF RESIDENTIAL BUILDINGS	MAXIMUM NUMBER OF ADDITIONAL DWELLING UNITS	RESTRICTIONS
Single detached dwellings	Residential buildings, each of which contains a single dwelling unit, that are not attached to other buildings.	Two	The total gross floor area of the additional dwelling unit or units must be less than or equal to the gross floor area of the dwelling unit already in the building.
Semi-detached dwellings or row dwellings	Residential buildings, each of which contains a single dwelling unit, that have one or two vertical walls, but no other parts, attached to other buildings.	One	The gross floor area of the additional dwelling unit must be less than or equal to the gross floor area of the dwelling unit already in the building.
Other residential buildings	A residential building not in another class of residential building described in this table.	One	the gross floor area of the additional dwelling unit must be less than or equal to the gross floor area of the smallest dwelling unit already in the building.

- (4) (a) If a development includes the enlargement of the gross floor area of an existing industrial building, the amount of the development charge that is payable in respect of the enlargement is determined in accordance with this section.
- (b) If the gross floor area is enlarged by 50 percent or less, the amount of the development charge in respect of the enlargement is zero.
- (c) If the gross floor area is enlarged by more than 50 percent, the amount of the development charge in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:
- (i) Determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement.
 - (ii) Divide the amount determined under paragraph 1 by the amount of the enlargement.
- (d) The exemption to Development charges in (a) through (c) above shall only apply to the first instance of an industrial expansion.



- (5) That where a conflict exists between the provisions of the new by-law and any other agreement between the Township and the owner, with respect to land to be charged under this policy, the provisions of such agreement prevail to the extent of the conflict.
- (6) This by-law is not applicable to development for which a complete application for building permit has been submitted prior to the in-force date of this by-law.
4. (1) Subject to Subsection (2), development charges shall apply to, and shall be calculated and collected in accordance with, the provisions of this by-law on land to be developed for residential and commercial, industrial and/or institutional use, where:
- (a) the development of that land will increase the need for services, and
 - (b) the development requires:
 - (i) the passing of a zoning by-law or an amendment thereto under Section 34 of the Planning Act, 1990;
 - (ii) the approval of a minor variance under Section 45 of the Planning Act, 1990;
 - (iii) a conveyance of land to which a by-law passed under Subsection 50(7) of the Planning Act, 1990;
 - (iv) the approval of a plan of subdivision under Section 51 of the Planning Act, 1990;
 - (v) a consent under Section 53 of the Planning Act, 1990;
 - (vi) the approval of a description under Section 51 of the Condominium Act, R.S.O. 1980, c.84; or
 - (vii) the issuing of a permit under the Building Code Act, R.S.O. 1992 in relation to a building or structure.
- (2) Subsection (1) shall not apply in respect of:



- (a) local services installed at the expense of the owner within a plan of subdivision as a condition of approval under Section 52 of the Planning Act, 1990;
- (b) local services installed at the expense of the owner as a condition of approval under Section 53 of the Planning Act, 1990.

EXISTING AGREEMENTS

- 5. An agreement with respect to charges related to development registered prior to passage of the by-law remains in effect after enactment of this by-law.

MULTIPLE CHARGES

- 6. (1) Where two or more of the actions described in Section 4(1) are required before land to which a development charge applies can be developed, only one development charge shall be calculated and collected in accordance with the provisions of this by-law.
- (2) Notwithstanding Subsection (1), if two or more of the actions described in Section 4(1) occur at different times, and if the subsequent action has the effect of increasing the need for municipal services as designated in Schedule "A", an additional development charge on the additional residential units and/or commercial and/or industrial floor area, shall be calculated and collected in accordance with the provisions of this by-law.

SERVICE STANDARDS

- 7. For the purposes of Section 8, the approved service standards for the municipality are those contained in the Development Charges Background Study dated May 31, 2019.

SERVICES IN LIEU

- 8. (1) Council may authorize an owner to substitute the whole or such part of the development charge applicable to the owner's development as may be specified in an agreement by the provision at the sole expense of the owner, of services in lieu. Such agreement shall further specify that where the owner provides services in lieu in accordance with the agreement,



Council shall give to the owner a credit against the development charge otherwise applicable to the development, equal to the reasonable cost to the owner of providing the services in lieu provided such credit shall not exceed the total development charge payable by an owner to the municipality.

- (2) In any agreement under Subsection (1), Council may also give a further credit to the owner equal to the reasonable cost of providing services in addition to, or of a greater size or capacity, than would be required under this by-law.
- (3) The credit provided for in Subsection (2) shall not exceed the service standards referenced in Section 7 and used in the calculation of the charges in Schedules "B-1" and "B-2" and no credit shall be charged to any development charges reserve fund prescribed in this by-law.

FRONT-ENDING AGREEMENTS

9. (1) Council may enter into a front-ending agreement with any or all owners within a benefitting area pursuant to Section 21 of the Development Charges Act, 1997, providing for the payment by the owner or owners of a front-end payment or for the installation of services by the owners or any combination of front-end payments and installation of services, which may be in addition to the required development charge.
- (2) Front-end payments made by benefitting owners under a front-ending agreement relating to the provision of services for which a development charge is payable shall be credited with an amount equal to the reasonable cost to the owner of providing the services, against the development charges otherwise payable under Schedule "B" of this by-law.
- (3) No credit given pursuant to Subsection 9(1) shall exceed the total development charge payable by the owner for the applicable service component or the standard of service outlined in Schedule "B" and referenced in Section 7.



- (4) The front-end payment required to be made by the benefitting owner under a front-ending agreement may be adjusted annually.

DEVELOPMENT CHARGE REDEVELOPMENT CREDITS

10. (1) Where there is a redevelopment of land on which there is a conversion of space proposed, or on which there was formerly erected a building or structure that has been demolished, a credit shall be allowed against the development charge otherwise payable by the owner pursuant to this By-law for the portion of the previous building or structure still in existence that is being converted or for the portion of the building or structure that has been demolished, as the case may be, calculated by multiplying the number and type of dwelling units being converted or demolished or the non-residential total floor area being converted or demolished by the relevant development charge in effect on the date when the development charge is payable in accordance with this By-law. If the development includes the conversion from one use (the “first use”) to another use, the credit shall be based on the development charges calculated pursuant to this By-law at the current development charge rates, that would be payable as development charges in respect of the first use.
- (2) A credit in respect of any demolition under this section shall not be given unless a building permit has been issued or a subdivision agreement, site plan agreement or a consent application has been entered into with the Township for the development within 5 years from the date the demolition permit was issued.
- (3) The amount of any credit hereunder shall not exceed, in total, the amount of the development charges otherwise payable with respect to the development.

TIMING OF CALCULATION AND PAYMENT

11. (1) Development charges shall be calculated and payable in full in money or by provision of services as may be agreed upon, or by credit granted by the Act, on the date that the first building permit is issued in relation to a building or structure on land to which a development charge applies, or in a manner or at a time otherwise lawfully agreed upon.



- (2) Where development charges apply to land in relation to which a building permit is required, the building permit shall not be issued until the development charge has been paid in full.
- (3) Notwithstanding Subsections (1) and (2), an owner may enter into an agreement with the municipality to provide for the payment in full of a development charge before building permit issuance or later than the issuing of a building permit.

BY-LAW REGISTRATION

- 12. A certified copy of this by-law may be registered on title to any land to which this by-law applies.

RESERVE FUND(S)

- 13. (1) Monies received from payment of development charges shall be maintained in a separate reserve fund or funds, and shall be used only to meet the growth-related net capital costs for which the development charge was levied under this by-law.
- (2) Council directs the Municipal Treasurer to divide the reserve fund(s) created hereunder into the separate sub-accounts in accordance with the service categories set out in Schedule "A" to which the development charge payments shall be credited in accordance with the amounts shown, plus interest earned thereon.
- (3) Where any development charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll and shall be collected as taxes.
- (4) Where any unpaid development charges are collected as taxes under Subsection (3), the monies so collected shall be credited to the development charge reserve fund or funds referred to in Subsection (1).

BY-LAW AMENDMENT OR REPEAL

- 14. (1) Where this by-law or any development charge prescribed thereunder is amended or repealed either by order of the Local Planning Appeal



Tribunal or by the Municipal Council, the Municipal Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.

- (2) Refunds that are required to be paid under Subsection (1) shall be paid to the registered owner of the land on the date on which the refund is paid.
- (3) Refunds that are required to be paid under Subsection (1) shall be paid with interest to be calculated as follows:
 - (a) interest shall be calculated from the date on which the overpayment was collected to the date on which the refund is paid;
 - (b) the refund shall include the interest owed under this Section;
 - (c) interest shall be paid at the Bank of Canada rate in effect on the later of:
 - (i) the date of enactment of this by-law, or
 - (ii) the date of the last quarterly adjustment, in accordance with the provisions of Subsection (4).
- (4) The Bank of Canada interest rate in effect on the date of enactment of this by-law shall be adjusted on the next following business day to the rate established by the Bank of Canada on that day, and shall be adjusted quarter-yearly thereafter in January, April, July and October to the rate established by the Bank of Canada on the day of adjustment.

DEVELOPMENT CHARGE SCHEDULE INDEXING

15. The development charges referred to in Schedules "B-1" and "B-2" shall be adjusted annually, without amendment to this by-law, commencing on the anniversary date of this by-law and annually thereafter in each year while this by-law is in force, in accordance with the Statistics Canada Quarterly, Construction Price Statistics catalogue number 62007.

BY-LAW ADMINISTRATION

16. This by-law shall be administered by the Municipal Treasurer.



SCHEDULES TO THE BY-LAW

17. The following schedules to this by-law form an integral part of this by-law:

Schedule "A" – Summary of Development Charge Services

Schedule "B-1" – Schedule of Residential and Non-Residential Development Charges for "Hard" Services

Schedule "B-2" – Schedule of Residential and Non-Residential Development Charges for "Soft" Services

DATE BY-LAW EFFECTIVE

18. (1) This by-law shall come into force and effect on the date of its enactment.

(2) This by-law shall continue in force and effect for a term not to exceed five years from the date of its enactment, unless it is repealed at an earlier date.

BY-LAW REPEAL

19. By-law No. 2014-54 is hereby repealed on the effective date this By-law comes into force.

SHORT TITLE

20. This by-law may be cited as the Development Charges By-law.



THIS By-law read a first time the xx day of August, 2019.

THIS By-law read a second and third time and finally passed this xx day of August, 2019.

Ron Vandewal, Mayor

Angela Maddocks, Municipal Clerk

Minutes of Council
June, 18, 2019

Time: 6:00 PM

Location: Council Chambers



Meeting # 18

Present: Mayor Ron Vandewal, Pat Barr, Ray Leonard, Doug Morey, Alan Revill, Norm Roberts, Ron Sleeth, Ross Sutherland

Staff: Wayne Orr, Chief Administrative Officer, Angela Maddocks, Clerk, Mark Segsworth, Director of Public Services, Louise Fragnito, Director of Corporate Services and Treasurer, Claire Dodds, Director of Development Services, Tim Laprade, Arena and Recreation Supervisor, Darcy Knott, Fire Chief, Emily Caird, Executive Assistant (for the Volunteer Recognition portion)

1. Volunteer Recognition Award Presentations
 - a) Volunteer award recipients and their invited guest met for light refreshments prior to the actual awards presentation at 6:40 pm. Recipients for the year 2018 are Alvin Wood and Rhonda Storrington.
2. Call to Order (regular meeting at 7:00 pm)
 - a) Resolution

Resolution No. 2019-18-01

Moved by Councillor Revill

Seconded by Deputy Mayor Sleeth

That the Council meeting of June 18, 2019 be called to order at 7:00 p.m.

Carried

3. Approval of Agenda
 - a) Resolution

Resolution No. 2019-18-02

Moved by Deputy Mayor Sleeth

Seconded by Councillor Revill

That the agenda be adopted as presented.

Carried

4. Declaration of pecuniary interest and the general nature thereof
 - a) Councillor Leonard declared a pecuniary interest with respect to Agenda Item 14 (a), the Accounts Payable and Payroll Listing.
 - b) Mayor Vandewal declared a pecuniary interest with respect to Agenda Item 11(i), Council Compensation amendment.
5. Scheduled Closed Session (later in the agenda)
6. ***Recess*** - n/a
7. Delegations - n/a
8. Public Meeting

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a) Resolution

Resolution No. 2019-18-03

Moved by Councillor Revill

Seconded by Deputy Mayor Sleeth

That a public meeting be held to provide for discussion and input on planning matters related to:

- Rezoning of Concession 8, Part Lot 11, Part 5 RP13R-15931, District of Loughborough, municipally known as Eel Bay Road (S. Clark Homes Ltd)

Carried

b) Rezoning of Concession 8, Part Lot 11, Loughborough (Eel Bay Road) - Z-19-08 - S.Clark

Trudy Gravel reviewed the details for the rezoning of property in Concession 8, Part Lot 11, Loughborough District. The subject property has been operating as a resort commercial use with three rental cottages and a boat launch for many years. The lot is long and narrow and is elevated to the north and slopes southerly towards an existing marshland area which is identified as a Provincially Significant Wetland. It is located on the waterside of the intersection of Eel Bay Road and Charlie Green Road. The existing three cottages, which were very close to the top of bank and close to the high water mark, have been removed as well as the toilets and shower house. The septic tank will be removed in order to accommodate for a new septic system which has been approved by KFL&A Public Health Unit. The proposal also includes the removal and disposal of three derelict docks from the property. A new dock will be constructed from the walkway extending from the proposed house with a smaller dock to be constructed to the south where an existing gravel driveway is located. The current owner has been undertaking shoreline works including installing retaining walls on the property. This work has been undertaken with a permit from the Cataraqui Region Conservation Authority.

As the subject property is located within 120m of a provincially significant wetland, and a small portion of the subject property has been identified as including lands identified as Provincially Significant Wetland, an Environmental Impact Assessment was required to be prepared to evaluate the impact of the re-development proposal on the features and function of the wetland. In support of the rezoning application and the site plan application SP-03-19-L two Environmental Impact Assessments were prepared by Reginald Genge dated February 8, 2019 and April 29, 2019. This property is subject to site plan control because of its proximity to a Provincially Significant Wetland and the site plan application is being processed concurrently with the rezoning application. The recommendations of the EIA's and the requirements of the Cataraqui Region Conservation Authority will be captured as conditions in the Site Plan Control Agreement for the development of the property. The property is designated as Rural in the Township Official Plan. Policies of the Rural designation speak to permitting development that is consistent with maintaining the Township's rural, natural heritage, and cultural landscape. Policies in the Environmental Sensitive Areas Section 5.2.7 (b)(ii)(3) Policies for Development and Site Alterations Adjacent to Lakes and Rivers indicates that a reduction from a setback may only be considered if it is not physically possible or environmentally desirable to meet the 30 metre setback requirement and that there will be no negative impacts to fish habitat or water quality. This portion of Sydenham Lake has been classified as provincially significant wetland (PSW) by the Ontario Ministry of Natural Resources and Forestry. Section 5.2.11 of the Official Plan indicates that an Environmental Impact Assessment will be required when considering any development or site alteration, including any planning amendments or variances within or adjacent to a Provincial Significant Wetland. Two Environmental Impact Assessments were submitted in support of the proposed development states that the redevelopment of the site with the proposed setback distances will not have an environmental impact on the

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water quality of Eel Bay, the adjacent waterfront or the provincially significant wetland.

The property will be rezoned from the Special Recreational Resort Commercial (RRC-26) Zone to the Special Waterfront Residential (RW-44) Zone. The RW-44 Zone requires a minimum 10 metre setback for the shed and 23.7 metres for the single detached dwelling unit from the highwater mark or floodline of the waterbody (Sydenham Lake). The RW-44 Zone requires the minimum permitted setback to the front lot line of 11.95 metres for the detached garage. The setback to the highwater mark to Sydenham Lake will be reduced to 23.7 metres for the single detached dwelling unit and 10 metres for the shed from the required 30 metres. The detached garage will be increasing in height from the required 6 metres (19 ft.) to 8.84 metres (29 ft.).

As the subject property is a waterfront lot that fronts onto a publicly maintained road, the application of the zoning by-law definitions makes the lot line adjacent to Eel Bay Road the front lot line. Accessory structures, such as garages and shed are permitted in the interior side yard and the rear yard. For the subject property that would normally mean that the garage and shed would be required to be placed between the dwelling and the water.

The KFL&A Public Health Unit have approved a septic system to be accommodated at this location. Staff at the CRCA have indicated that they do not have any objections to the rezoning application based on their consideration for natural hazards, natural heritage and water quality and quantity protection policies. Staff recommend that the EIA recommendations be included as a condition of approval in the Site Plan Control Agreement.

Comments were received from KFL&A Public Health dated June 10, 2019 indicating that they have no objections to the zoning by-law amendment. Permit LO-7-19 has been issued for the sewage system.

Councillor Sutherland felt this was a positive step for this lot as the previous impact on the lake had been a concern to him. He questioned the rationale for permitting two docks as he felt this encourages more traffic in the wetland area. He felt this was the opportunity to affect change with respect to the number of docks.

Trudy Gravel noted that currently three docks exist and that they could be reconstructed under the existing zoning of RRC.

Mayor Vandewal inquired about the total lot coverage and Ms. Gravel indicated that this has been reviewed under the zoning.

David Plumpton, 1958 Little Long Lake Rd, stated that he was highly in support of the rezoning of this property as it would cut down on the noise and rowdiness that existed previously.

Simon Clark, the applicant, noted that his rationale for the second dock was the difficulty in backing his boat into the dock. He indicated that he will keep the dock away from the swampy area. A floating dock is proposed as it is shallow water and the dock could be removed in spring during the spawning season. Mr. Clark noted that there has always been a dock there but it has not been maintained.

c) Resolution

Resolution No. 2019-18-04

Moved by Deputy Mayor Sleeth

Seconded by Councillor Revill

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

Carried

9. Approval of Minutes

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a) June 4, 2019 Council Meeting

Resolution No. 2019-18-05
Moved by Councillor Revill
Seconded by Deputy Mayor Sleeth
That the minutes of the June 4, 2019 Council meeting be approved.

Carried

b) June 11, 2019 Committee of the Whole Meeting

Resolution No. 2019-18-06
Moved by Deputy Mayor Sleeth
Seconded by Councillor Revill
That the minutes of the June 11, 2019 Committee of the Whole meeting be approved.

Carried

10. Business Arising from the Minutes

a) Notice of Motion - Sound Levels

Staff were asked to bring back a report to consider options for kennels to be exempted from the noise and animal control by-laws so long as they are properly placed and licensed with the township. A report will be presented at the next Development Services Committee meeting.

Resolution No. 2019-18-07
Moved by Deputy Mayor Sleeth
Seconded by Councillor Revill
That Staff be directed to engage professional services to determine the noise levels heard at the Snider property.

Defeated

b) Notice of Motion - Support for a OGRA ROMA Combined Conference

Resolution No. 2019-18-08
Moved by Deputy Mayor Sleeth
Seconded by Councillor Morey
That Council endorse the resolution passed by Petrolia Town Council regarding the re-establishment of an annual combined conference of the Ontario Good Roads Association (OGRA) and Rural Ontario Municipal Association (ROMA) and that a letter is sent to the ROMA Board of Directors and OGRA Board of Directors supporting the combined conference in the future.

Carried

11. Reports Requiring Action

a) Asset Management Policy

Resolution No. 2019-18-09
Moved by Deputy Mayor Sleeth
Seconded by Councillor Morey
That Council adopt the Strategic Asset Management Policy.

Carried

b) Bank Signing Authority

See By-law 2019-39

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c) Credit Card Policy

Resolution No. 2019-18-10

Moved by Deputy Mayor Sleth

Seconded by Councillor Morey

That Council approve the Credit Card Use Policy and authorize the Director of Corporate Services & Treasurer to implement the changes.

Carried

d) South Frontenac Fire & Rescue - Tanker RFP

Resolution No. 2019-18-11

Moved by Deputy Mayor Sleeth

Seconded by Councillor Morey

That Council authorize the purchase of a replacement Tanker Apparatus for \$391,844.18

And that a further \$16,844.18 be released from the Equipment Reserve for Fire.

Carried

e) McCall Temporary Two Dwellings on One Lot Agreement

Resolution No. 2019-18-12

Moved by Deputy Mayor Sleeth

Seconded by Councillor Morey

That Council authorize the Mayor and Clerk to enter into the Temporary Two Dwelling Agreement with Michael John and Maddalena McCall which will allow them to live temporarily in their existing house during the construction of a new dwelling on the same lot.

Carried

f) Roads Requiring Permanent Repair

Resolution No. 2019-18-13

Moved by Councillor Sutherland

Seconded by Councillor Barr

That permanent repairs to various road sections be undertaken in the amount of \$500,000 to be funded from savings in the Petworth Culvert project, from the approved carryover of Carrying Place Road and approximately \$100,000 from the Devils Saddle Culvert project;

And that the Murvale Boundary Road reconstruction originally scheduled for 2021 be accelerated to 2019 with funding in the amount of \$576,916 allocated from the 2019 Federal Gas Tax Top up.

And that the 2021 amount budgeted for road construction be initially reduced by \$576,916 with notation that the Murvale reconstruction project was accelerated to 2019 and paid for from the Federal Gas Tax Top up.

Carried

g) Recreation Committee Restructuring

Councillor Roberts proposed an amendment to the original motion to provide for a trial period with the new committee structure.

Resolution No. 2019-18-14

Moved by Councillor Roberts

Seconded by Deputy Mayor Sleeth

Amendment:

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That the new committee structures be reviewed by September 30, 2020.

Carried

Resolution No. 2019-18-15

Moved by Councillor Sutherland

Seconded by Councillor Barr

That Council strike a "Recreation and Leisure Facilities Committee" and a "Community Programming & Events Committee"

And that this structure be put in place for a trial period of 12 months from the date of committee appointments

And that staff be directed to actively advertise for committee appointments to these committees with a deadline of July 19th.

Carried (as amended)

h) Operational Plan for Drinking Water

Resolution No. 2019-18-16

Moved by Councillor Barr

Seconded by Councillor Sutherland

That the Council for the Township of South Frontenac receive the Operational Plan for the Sydenham Drinking Water System revised April 16, 2019 and authorize the Mayor and CAO to sign the endorsement of the plan.

Carried

i) Council Compensation - Amendment

Resolution No. 2019-18-17

Moved by Councillor Sutherland

Seconded by Councillor Barr

That Council amend the Council Compensation framework, effective January 1, 2019, to provide full day meeting compensation for the Mayor at the existing rate of \$150.00 per day.

Carried

12. Committee Meeting Minutes

a) Corporate Services Committee meeting held April 30, 2019

b) Harrowsmith Beautification Committee meeting held May 1, 2019

c) Heritage Committee meeting of May 2, 2019

Resolution No. 2019-18-18

Moved by Councillor Barr

Seconded by Councillor Sutherland

That Council receives for information the minutes of the following committee meetings:

- Corporate Services Committee meeting held April 30, 2019
- Harrowsmith Beautification Committee meeting held May 1, 2019.
- Heritage Committee meeting held May 2, 2019

Carried

13. By-laws

a) By-law 2019-39 - Bank Signing Authority

Resolution No. 2019-18-19

Moved by Councillor Barr

Seconded by Councillor Sutherland

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That the following By-laws be given first and second reading:

- By-law 2019-39
- By-law 2019-40

Carried

Resolution No. 2019-18-20

Moved by Councillor Barr

Seconded by Councillor Sutherland

That By-law 2019-39, being a by-law to provide for the appointment of banking signing authorities, be given third reading, signed and sealed.

Carried

- b) By-law 2019-40 -McCall Temporary Two Dwellings on One Lot

Resolution No. 2019-18-21

Moved by Councillor Barr

Seconded by Councillor Sutherland

That By-law 2019-40, being a by-law to authorize the Mayor and the Clerk to execute a temporary two dwelling agreement between the Corporation of the Township of South Frontenac and McCall, be given third reading, signed and sealed.

Carried

14. Reports for Information

- a) Accounts Payable and Payroll Listing
- b) Valleyview Estates Subdivision Agreement - Response to May 21, 2019 Delegation

15. Information Items

- a) Honourable Steve Clark, Minister of Municipal Affairs & Housing, re: Bill 108 - More Homes, More Choices and Development Charges Transition

16. Notice of Motions - not applicable

17. Announcements/Statements by Councillors

- a) Councillor Roberts requested that certificates of appreciation be presented to the District Recreation Committee members for the work they've done over the past 20 years to improve recreation programming and facilities in the township. Council was supportive of this request and directed staff to process.
- b) Further to the volunteer recognition celebration, Mayor Vandewal indicated that a staff report will be forthcoming with respect to changes to the volunteer recognition process for next year.
- c) Deputy Mayor Sleeth provided an update on a recent meeting he attended with the staff from CRCA, Queens' University and Carleton University regarding the water quality along the Rideau Canal. He indicated it has been very informative with lots of qualified researchers on hand. There is already evidence of the algae bloom at Gilmour Point.

18. Question of Clarity (from the public on outcome of agenda items) - none

19. Closed Session

- a) As permitted by the Municipal Act, Section 239.2, Council will move into closed session to discuss matters related to:
- (b)personal matters about an identifiable individual, including municipal or local

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board employees;
(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

Resolution No. 2019-18-22

Moved by Councillor Leonard

Seconded by Councillor Roberts

That Council move into closed session as permitted by the Municipal Act, Section 239.2 to discuss matters related to:

- Personal matters about an identifiable individual, including municipal or local board employees,
- A proposed or ending acquisition or disposition of land by the municipality or local board; vesting of a failed tax sale property.

Carried

b) Personal matters about an identifiable individual

c) Vesting of a failed Tax Sale Property

d) Resolution

Resolution No. 2019-18-23

Moved by Councillor Roberts

Seconded by Councillor Leonard

That Council move out of closed session.

Carried

20. Confirmatory By-law

a) By-law 2019-41

Resolution No. 2019-18-24

Moved by Councillor Roberts

Seconded by Councillor Leonard

That By-law 2019-41, being a by-law to approve generally the previous actions of the Council of the Township of South Frontenac, be given first and second reading this 18 day of June 2019.

Carried

Resolution No. 2019-18-25

Moved by Councillor Leonard

Seconded by Councillor Roberts

That By-law 2019-41, 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 18 day of June, 2019.

Carried

21. Adjournment

a) Resolution

Resolution No. 2019-18-26

Moved by Councillor Roberts

Seconded by Councillor Leonard

That the council meeting of June 18, 2019 be adjourned at 8:15 pm.

Carried

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Ron Vandewal, Mayor

Angela Maddocks, Clerk



REPORT TO COUNCIL CLERKS DEPARTMENT



AGENDA DATE: July 2, 2019

SUBJECT: Community and Safety Well-being (CSWB) Plan

RECOMMENDATION

That Council adopt the recommendation of the PSB and the Joint CAO Working Group and support a collaborative approach with the Frontenac Townships to establish a joint CSWB Advisory Committee to assist a Facilitator with drafting the Frontenac CSWB Plan;

And That the joint CSWB Advisory Committee consist of a Staff member from the Frontenac Townships; a Politician from the Frontenac's; Staff Sergeant, Frontenac Commander, OPP; one Representative from South Frontenac's Police Services Board Representative, and Indigenous Community representative and one from each of the following sectors: Social Services, Addiction & Mental Health, Health Care, Education and Children & Youth;

And That Council share in the engagement of the services of a Facilitator to coordinate the Advisory Committee and draft the CSWB Plan for Council's consideration.

BACKGROUND

The Police Services Board considered this report on June 27 and adopted its recommendations.

The Police Services Act, Part XI Section 143 mandates that the Council of each lower-tier, single-tier and regional municipality shall prepare and adopt a Community Safety and Well-Being (CSWB) Plan; however, municipalities have the discretion and flexibility to develop joint Plans with surrounding municipalities.

The new legislation requiring CSWB planning came into force on January 1, 2019 and municipalities have two years to prepare and adopt a Plan by January 1, 2021. Council shall establish an Advisory Committee which shall, at a minimum, consist of the following members, representing an entity that provides services in the community/municipality: a local health integration network or an entity that provides services to improve the physical or mental health of individuals in the community; Education services; Community or social services; Community or social services to children or youth; Custodial services to children or youth; an Employee of the municipality or a member of the Municipal Council; and the Commander of the detachment of the Ontario Provincial Police.

The Act requires consultation with members of the public, including youth and First Nation communities in the municipality.

The CSWB Plan shall identify risk factors in the municipality, including without limitation, systemic discrimination and other social factors that contribute to crime, victimization, addiction, drug overdose and suicide and any other prescribed risk factors; which risk factors the municipality will treat as a priority to reduce; strategies to reduce the risk factors, including providing new services, changing existing services, improving the integration of existing services or coordinating existing services in a different way; set out measurable outcomes that the strategies are intended to produce; plus any other issues/information that may be prescribed through Regulation.

Our strength is our community.



REPORT TO COUNCIL CLERKS DEPARTMENT



Each Municipal Council shall publish the CSWB Plan on the Internet within 30 days after its adoption; on & after the day of publication shall make a printed copy of the Plan available for review by anyone who requests it, in accordance with the Regulation 527/18.

The Ministry of Community Safety and Correctional Services held CSWB Planning Webinars in March 2019. During the Webinar participants were advised that research has shown that developing and implementing strategies and programs that are proactive and focused on social development, prevention and early intervention, reduce the financial burden of crime through cost-effective approaches that have significant return on investments. It was made clear that Collaboration is key.

Therefore, on May 24th the Townships' CAOs met with OPP Commander Sharron Brown to discuss CSWB planning, as it involves taking an integrated approach to service delivery. Several sectors, agencies and organizations are the same throughout the Frontenacs. Municipalities are required to develop and implement evidence-based strategies and programs to address local priorities (i.e. risk factors, vulnerable groups, protective factors, etc.) related to crime and complex social issues on a sustainable basis. The Ministry advised that it is the goal to achieve a sustainable community where everyone is safe, has a sense of belonging, access to services and where individuals and families are able to meet their needs for education, health care, food, housing, income and social and cultural expression.

As it will take approximately 1 ½ years to complete, on June 17th the Township' CAOs, OPP Commander Brown and Deputy Clerk Deachman (Central Frontenac) met with Stephanie Gray, Facilitator to discuss a CSWB Plan Proposal as she assisted with Lanark's Plan. The Frontenac's CSWB Plan will include four Appendices that address the local priorities for each Township due to our diverse needs. As the Frontenacs have more than one organization/agency providing services, such as Community Services, Policing, etc. we will only have one Representative from each as part of the actual Advisory Committee; however, all service providers in the Frontenacs will be consulted and invited to provide information to ensure everyone's needs are known.

The CAOs and OPP Commander Brown recommend a joint CSWB Advisory Committee be formed and consist of a Staff member (Cindy Deachman, Central Frontenac's Deputy Clerk – reporting back to the Frontenac Townships' CAOs, with CAOs assisting as required); a Politician (Mayor and Deputy Warden Mayor Smith – expertise with Social Services background); Staff Sergeant, Frontenac Commander, OPP (Sharron Brown); South Frontenac's Police Services Board Representative (David Herrington, as recommended by Commander Brown); Indigenous Community (Chief Doreen Davis); and one Representative from each of Social Services, Addictions & Mental Health, Health Care, Education and Children & Youth.

FINANCIAL IMPLICATIONS

Facilitator's estimate was obtained in the amount of \$18,000 plus HST. There will also be an additional cost of approximately 15-20% (i.e. Facilitator's travel, printing, meeting expenses – meals, etc.). Total estimated cost for each Township is \$5,000 to \$6,000.

There will be an initial meeting in October 2019 plus approximately 3-4 meetings in 2020; followed by the Facilitator's presentation to a joint Councils Meeting.

Our strength is our community.



REPORT TO COUNCIL CLERKS DEPARTMENT



The Advisory Committee are volunteer positions and will not be paid by the Municipalities. South Frontenac PSB member will receive \$50 per meeting.

The Frontenac Township CAOs will attend the first meeting in October 2019 to support the collaborative approach and will assist as required.

ATTACHMENTS

n/a

Submitted/approved by:

Wayne Orr, CAO



REPORT TO COUNCIL DEVELOPMENT SERVICES DEPARTMENT



AGENDA DATE: July 2, 2019

REPORT DATE: June 24, 2019

SUBJECT: Road & Property Exchange
Norman Road at Perth Road (Spicer/Postma)
Pt Lot 25, Conc. 14, and part of Norman Road, Registered
Plan 1451, District of Loughborough,
Township of South Frontenac

RECOMMENDATION

THAT Council **pass** By-law 2019-42 to repeal By-law 2019-31 and to purchase lands described as Part Lot 25, Concession 14, being Part 2 on 13R22052 and to authorize the Mayor and Clerk to complete the transaction on behalf of the Township;

and

THAT Council **pass** By-law 2019-43 to repeal By-law 2019-33 and to stop up, close and transfer ownership of a portion of an unopened road being a portion of Norman Road described as Part 1, RP 13R22502, Part of Norman Road, Registered Plan 1451, Geographic Township of Loughborough, and transfer it to the abutting property owner to the south in Part 5, RP 13R16357, Part Lot 25, Concession 14, Geographic Township of Loughborough, concurrently with the realignment of Norman Road and the acquisition of Part 2, Reference Plan 13R22052 from the abutting property owner to the north.

BACKGROUND

At the May 21st, 2019 meeting, South Frontenac Council approved 3 by-laws relating to the approved a request to stop up, close and sell a portion of an unused road that is part of the Norman Plan of Subdivision (RP 1451) and, in turn, purchase land for use as a road at the current intersection of Norman Lane with Perth Road.

These by-laws were forwarded to the Township Solicitor, Cunningham Swan, for registration. At the time of registration it was identified that the reference plan which had been prepared to facilitate this transfer had made reference to an incorrect PIN that was not caught by the surveyor or the Land Registry Office at the time the reference plan was deposited. The surveyor determined it was faster and more efficient for us to deposit a new plan with the correct PIN showing, thereby replacing the original reference plan that was referenced in By-laws 2019-31 & 33. The new reference plan 13R22052 (Attachment 2) now replaces the former reference plan 13R21964.

As 2 of the 3 By-laws refer to the original reference plan, By-law 2019-31 and 33 should be repealed and replaced with the attached By-law 2019-42 & By-law 2019-43 which make reference to the corrected reference plan 13R22052.

These once these By-laws are signed by the Mayor and Clerk, they will be forwarded along with the new reference plan (13R22052) to the Township Solicitor for registration and to fulfill the transfers.

FINANCIAL and STAFFING CONSIDERATIONS

No change from that which was presented in the May 21, 2019 report.

ATTACHMENTS

Attachment #1 – Reference Plan 13R22502 (Norman Road Exchange)

Attachment #2 – Report Dated May 21, 2019 from Claire Dodds

Submitted by: Claire Dodds, MCIP, RPP, Director of Development Services

Approved by:
Wayne Orr, CAO



REPORT TO COUNCIL DEVELOPMENT SERVICES DEPARTMENT



REPORT DATE: May 16, 2019

AGENDA DATE: May 21, 2019

SUBJECT: Road & Property Exchange
Norman Road at Perth Road (Spicer/Postma)
Pt Lot 25, Conc. 14, and part of Norman Road, Registered
Plan 1451, District of Loughborough,
Township of South Frontenac

RECOMMENDATION

THAT Council **pass** By-law 2019-31 to purchase lands described as Part Lot 25, Concession 14, being Part 2 on 13R21964, and to authorize the Mayor and Clerk to complete the transaction on behalf of the Township; and

THAT Council **pass** By-law 2019-32 to dedicate Part 1 on RP13R13913, Part Lot 25, Concession 14, Geographic Township of Loughborough, municipally known as the travelled portion of Norman Lane to be a common and public highway; and

THAT Council **pass** By-law 2019-33 to stop up, close and transfer ownership of a portion of an unopened road being a portion of Norman Road described as Part 1, RP 13R21964, Part of Norman Road, Registered Plan 1451, Geographic Township of Loughborough, and transfer it to the abutting property owner to the south in Part 5, RP 13R16357, Part Lot 25, Concession 14, Geographic Township of Loughborough, concurrently with the realignment of Norman Road and the acquisition of Part 2, Reference Plan 13R21964 from the abutting property owner to the north.

BACKGROUND

At the September 4, 2018 meeting, South Frontenac Council approved a request to stop up, close and sell a portion of an unused road that is part of the Norman Plan of Subdivision (RP 1451) and, in turn, purchase land for use as a road at the current intersection of Norman Lane with Perth Road (Attachment 1) and direct staff to proceed with engaging a surveyor for the purposes of this transaction.

Through 2018, staff worked with the surveyor to prepare reference plan 13R21964 (Attachment 2) consistent with the previous discussion with the needs of the Norman Subdivision, and two abutting property owners, the Spicers and the Postmas.

The proposed exchange includes the sale and transfer of a portion of Norman Road which was land dedicated to the Township in the past as part of Norman Subdivision, however the municipality had never assumed the road, nor maintained it. The access to Norman Subdivision was established as a private lane that for the most part aligns with the unopened road known as Norman Road in the Norman Subdivision.

Mr. Spicer wishes to purchase the unopened portion of the “jog” (surveyed as Part 1 of RP1321964) of Norman Road adjacent to his property (5 Norman Lane) for the purpose of building a garage. The traveled portion of Norman Lane at the

intersection of Perth Road crosses land owned by the Postmas (surveyed as Part 2 of RP1321964).

Copies of previous reports received from Council on this matter are listed in Attachment #3.

ANALYSIS

This property exchange is beneficial to all parties involved.

By acquiring the jog of Norman Road (Part 1 of RP1321964), the Spicers acquire the land they are using to access their property at 5 Norman Lane and have additional land required to construct a garage. The Postma's are selling land to the Township that includes the travelled portion of Norman Lane. Through this exchange of land the Township is able to establish the travelled portion of Norman Lane by acquiring Part 2 of RP1321964, thereby establishing access to Norman Subdivision at a perpendicular access onto the public road which provides proper sight lines and safe ingress/egress.

The property exchange involves passing of 3 by-laws:

1. A by-law to authorize Council to purchase the portion of land from the Postmas to re-align the road; and
2. A by-law to dedicate the travelled portion of Norman Lane to the Township; and
3. A by-law to stop up, close and transfer a portion of the Norman Road to the Spicers.

FINANCIAL and STAFFING CONSIDERATIONS

No change from that which was presented in the original report:

- The Spicers' have provided a payment to the municipality of \$3,146.00 to purchase Part 1 of RP13R21964
- The municipality will pay the Postmas \$3,146.00 to buy the portion of his property for the new road alignment
- Registration cost will be divided equally between Spicer and the municipality.

ATTACHMENTS

Attachment #1 – Location Map

Attachment #2 – Reference Plan 13R21964 (Norman Road Exchange)

Attachment #3 – Report Dated April 26, 2018 from Lindsay Mills & September 1, 2018 from Mark Segsworth

Submitted by: Claire Dodds, MCIP, RPP, Director of Development Services

Approved by:
Wayne Orr, CAO



Report to Council

Development Services - Planning



Staff Report to Council

Report Date:	June 26, 2019
Application No:	Site Plan Control Application - SP-03-19
Owner:	S. Clark Homes Ltd. (Simon & Denise Clark)
Location of Property:	Part Lot 11, Concession 8, Part 5 RP13R-15931, District of Loughborough, Township of South Frontenac, municipally known as Eel Bay Road
Purpose of Application:	Review of Application for Site Plan Agreement – Single Detached Dwelling, Detached Garage with Loft and Shed, Sydenham Lake
Date of Public Meeting:	June 18, 2019

Summary of Recommendation

It is recommended that South Frontenac Council pass a by-law to enter into a Site Plan Control Agreement with S. Clark Homes Ltd. for the proposed development of a single detached dwelling, detached garage with loft and shed on Eel Bay Road, Sydenham Lake.

Purpose of the Report

The purpose of this report is to request that Council enter into a Site Plan Control Agreement with S. Clark Homes Ltd. for the development of a proposed single detached dwelling, detached garage with loft and shed on Sydenham Lake. The report includes a copy of the site plan control application, site plan drawings of the subject property, site plan control agreement and site plan by-law.

Background

An application was submitted to amend the Township of South Frontenac Comprehensive Zoning Bylaw 2003-75 to rezone the subject property owned by S. Clark Homes Ltd. for the subject Lands from Special Recreational Resort Commercial (RRC-26) Zone to the Special Waterfront Residential (RW-44) Zone. The property consists of 1.3 acres (0.526 ha). The rezoning is required in order to establish a single detached dwelling consisting of 198 square metres (2131 sq ft) at 23.7 metres (77.8 ft) from the highwater mark, a proposed shed 8 ft by 12 ft to be located a minimum of 10 metres (32.8 ft) from the highwater mark of Sydenham Lake and a garage 30 ft by 30 ft with loft for storage to be permitted in the front yard, setback at 11.95 metres (39.2ft) from the front lot line with an increase of height to 8.84 metres (29 ft). The existing well at the northeast corner of the property will service the proposed residential dwelling.

The site plan application was submitted on May 10, 2019 and has been reviewed by the Cataraqui Region Conservation Authority, KFL&A Public Health, staff at Public Services Department and Township Planning Staff.

The site plan application is required consistent with the South Frontenac Site Plan Control By-law as the property is waterfront adjacent to a Provincially Significant Wetland.

Discussion

The subject property has been operating as a resort commercial use with three rental cottages and a boat launch for many years. The lot is long and narrow and is elevated to the north and slopes southerly towards an existing marshland area which is identified as a Provincially Significant Wetland. It is located on the waterside of the intersection of Eel Bay Road and Charlie Green Road. The existing three cottages, which were very close to the top of bank and close to the high water mark, have been removed as well as the toilets and shower house. The septic tank will be removed in order to accommodate for a new septic system which has been approved by KFL&A Public Health Unit.



Report to Council

Development Services - Planning



The proposal also includes the removal and disposal of three derelict docks from the property. A new dock will be constructed from the walkway extending from the proposed house with a smaller dock to be constructed to the south where an existing gravel driveway and boat launch are located. The current owner has been undertaking shoreline works including installing retaining walls on the property. This work has been undertaken with a permit from the Cataraqui Region Conservation Authority.

Agency Analysis and Comments

The Cataraqui Region Conservation Authority reviewed Site Plan Control Application SP-03-19-L and Zoning By-law Amendment Application Z-19-08 and provided their comments indicating that they have no objection to the approval of the applications based on their consideration for natural hazards, natural heritage and water quality and quantity protection policies. Staff recommend that the EIS recommendations be included as a condition of approval. The CRCA comments and the recommendations of the EIS have been incorporated into the Site Plan Control Agreement and Site Plan Drawings.

KFL&A Public Health have indicated that they have no objections to the zoning by-law amendment. Permit LO-7-19 has been issued for the sewage system.

Planning staff are satisfied that the site plan drawings and agreement meet the requirements of the Zoning By-law for the property located in the Special Waterfront Residential (RW-44) Zone.

Recommendation

It is recommended that By-law No. 2019-44 to authorize the Mayor and Clerk to enter into the Site Plan Control Agreement with the owner, S. Clark Homes Ltd., for land described as Part Lot 11, Concession 8, Part 5 RP13R-15931, District of Loughborough, Township of South Frontenac, municipally known as Eel Bay Road **be passed**.

Submitted by:

Trudy Gravel, CPT, AMCT, Planner, Township of South Frontenac

Approved by:

Claire Dodds, MCIP, RPP, Director of Development Services, Township of South Frontenac

Attachments:

1. Site Plan Application
2. Site Plan Drawings
3. Site Plan Control Agreement
4. Site Plan By-law



Township of South Frontenac
SITE PLAN CONTROL APPLICATION FORM

Office Use Only	
File Number:	<u>SP-03-19-2</u> Date Received: <u>May 10, 19</u>
Related File Numbers:	<u>2-19-08-L</u>
Application Fee:	\$ <u>313.00</u> Paid <input checked="" type="checkbox"/>

1.0 GENERAL INFORMATION

Site Plan applications typically require an agreement between the owner of the land(s) and the Township of South Frontenac. You must accurately identify the property owner as described on the title to the lands affected by this proposal.

Registered Owner of Subject Land Information

Name: S. CLARK HOMES LTD If company, identify principal(s): _____

Address: 1528 SYDENHAM RD SIMON CLARK / DENISE CLARK

KINGSTON ON K7L4V4 Telephone: 613 384 1096

Email address: info@SCLARKHOMES.COM Fax: 613 384 1373

Applicant/Agent Information

Name: AS ABOVE Telephone: _____

Address: _____ Fax: _____

Email Address: _____

Communications are to be sent to: Owner Agent

Property Information

Civic (911 Street No.) Address: 2015 EEL BAY RD

Nearest Cross Street(s): CHARLIE GREEN RD

Lot: _____ Concession: 8

Registered Plan No.: 1540 Lot/Block: PART LOT 11
 (if applicable)

Reference Plan No.: 13R-15931 Part No.: 5
 (if applicable)

Description: Lot Area 5261 m² Frontage 191 +/- m Depth 52 +/- m

Additional Information

Please identify the names and addresses of the holders of any mortgages, charges or other encumbrances on the subject lands.

T&D THAKE 2041 EEL BAY RD

Are there any easements, rights-of-way or restrictive covenants affecting the subject lands?

Yes No

If yes, describe the purpose/effect, identify the location, and the name and address of the lands and/or persons benefitting from the easement, right-of-way or covenant:

Have there been any previous site plan or development agreements registered against these lands?

Yes No

If yes, identify dates, files, and particulars:

Are the subject lands currently vacant?

Yes No

If No, what are the existing uses? COTTAGE RENTALS RRC-26

What is the Official Plan designation of the subject lands? ~~RRC-26~~ RURAL

What is the zoning of the subject lands? RRC-26

Pre-Consultation

Have you consulted a Township building official, planner, or engineer regarding this application?

Yes

No

Name: CLAIRE DODDS

Date: APRIL 2019

2.0 PROPOSED DEVELOPMENT

Nature of Proposed Development/Use

- | | |
|---|---|
| <input type="checkbox"/> commercial | <input type="checkbox"/> within the mining designation |
| <input type="checkbox"/> industrial | <input type="checkbox"/> within 300 metres of a sensitive lake trout lake |
| <input checked="" type="checkbox"/> within 90 metres of a waterbody | <input checked="" type="checkbox"/> within or adjacent to an environmentally sensitive area |
| <input type="checkbox"/> used for a wrecking yard | <input checked="" type="checkbox"/> within or adjacent to an environmental protection designation |
| <input type="checkbox"/> used for hauled septage disposal | <input type="checkbox"/> subject to a natural hazard |
| <input type="checkbox"/> institutional (community facility) | <input type="checkbox"/> multi-unit residential |
| <input type="checkbox"/> Other _____ | |

Additional Information

Have you filed an application for Condominium Exemption?

Yes No

No. of units _____

Does the proposed development include the demolition of existing buildings or parts thereof?

Yes No

Describe briefly: REMOVED ALL EXISTING STRUCTURES - APRIL 2019

Is the proposal an addition to an existing building?

Yes No

Describe briefly: _____

Has application been made for a building permit for the subject lands?

Yes DEMO PERMIT No

Are any of the existing buildings protected heritage property?

Yes No

Township of South Frontenac – Site Plan Control Application Form

Site Statistics

	Existing	Proposed	Required by Zoning By-law
Building Area (Ground Floor Area) (m ²)		200 + 84	
Gross Floor Area (Total All Floors) (m ²)		214 TOTAL LIVING SPACE	
No. of Parking Spaces	N/A	N/A	
No. of Barrier-Free Parking Spaces	N/A	N/A	
No. of Loading Spaces	N/A	N/A	
Parking Area (m ²)	N/A	N/A	
Building Height (m)		9	
No. of Storeys		1	
No. of Units		1	
Landscaped Area (m ²)			
Open Space Area (m ²)			
Outside Storage (m ²)			

Has an application been submitted for rezoning or minor variance?

Yes

No

3.0 PREVIOUS USES

Has there been an industrial or commercial use on the subject land or adjacent lands?

Yes No

If yes, specify the use and the last year of that use

COTTAGE RENTAL REC-26 2018

Has the grading of the subject land been changed by adding earth or other material?

Yes No Unknown

Has a gas station been located on the subject land or land adjacent to the subject land at any time?

Yes No Unknown

Township of South Frontenac – Site Plan Control Application Form

Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?

Yes No Unknown

Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?

Yes No Unknown

Has the land ever been subject to an environmental order such as control, stop, preventative clean-up or prohibition order?

Yes No Unknown

Have you ever been advised either formally or informally by the Ministry of Environment or another source that the property is or may be contaminated?

Yes No

If yes, explain: _____

If yes to any of the questions in Section 3.0, an environmental site assessment (ESA) may be required for the subject lands and possibly for the adjacent lands. The study must be completed by a qualified professional who is approved by the Township. Consult planning staff to determine the need for such a study.

ESA Report attached: Yes No Title and Date of Study: _____

What information did you use to determine the answer to these questions? _____

4.0 ATTACHMENTS

Attach the following information and number of paper copies

- | | | |
|-------------------------------------|--|---|
| <input checked="" type="checkbox"/> | Legal Survey, prepared by an Ontario Land Surveyor | 1 |
| <input checked="" type="checkbox"/> | Existing Conditions Plan | 6 |
| <input checked="" type="checkbox"/> | Site Plan | 6 |
| <input checked="" type="checkbox"/> | Drainage and Servicing Plan | 6 |
| <input checked="" type="checkbox"/> | Architectural Plans | 6 |
| <input checked="" type="checkbox"/> | Landscape Plans | 6 |
| <input type="checkbox"/> | Additional Reports | 6 |
| <input type="checkbox"/> | Works Cost Estimate | 1 |

Note: The above documents should be prepared with reference to **Appendix 2**.

All large drawings must be folded to no larger than 27.9 x 43.2 cm.

A reduction of the site plan (21.5 x 35.5 cm) is to be included.

CD containing all attachments Yes No

Additional information that may be useful includes photographs, supporting studies or other information in support of this application can be provided as an attachment to this application.

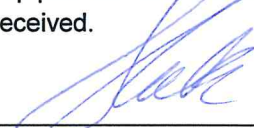
5.0 AGREEMENT TO INDEMNIFY AND STATUTORY DECLARATION

The Owner/Applicant agrees to reimburse and indemnify the Township of all fees and expenses incurred by the Township to process the application.

The required fee for the processing of this application shall be in accordance with the Township's current Tariff of Fees By-Law No. 2005-55. The required fees should be confirmed with the Township prior to the submission of the application. The Township is under no obligation to process this application until fees are received.

MAY 10/19

Date



Applicant/Owner

6.0 OWNERS' DECLARATION

Note: This must be completed by the owner. If more than one owner is listed in Section 1.0 of this application, then all owners must sign this application form and the affidavit section.

I(We), SIMON CLARK (PRESIDENT S. CLARK HOMES LTD) of CITY OF KINGSTON in the PROVINCE of ONTARIO solemnly declare that all the statements contained in this application for (property description) 2015 EEL BAY RD

_____ and all the supporting documents are true, and I(we) make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, by virtue of the Canada Evidence Act. I agree to allow the Municipality, its employees and agents to enter upon the subject land for the purpose of conducting a site inspection that may be necessary to process this application.

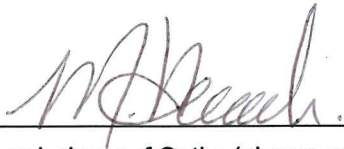
DECLARED before me at the

Township of South Frontenac

in the Province

of Ontario

this 10th day of 2019, May



Commissioner of Oaths (please print name)



Owner/Applicant

Owner/Applicant

Michelle Katherine Hannah, a Commissioner, etc., Province of Ontario, for the Corporation of the Township of South Frontenac. Expires April 17, 2022.

Commissioner's Signature/Stamp



Township of South Frontenac
APPENDIX 2 - Checklist for Site Plan Control Application
 (Section 41 of the Planning Act, R.S.O. 1990, c.P.13, as amended)

The Township of South Frontenac By-law No. 2003-25 allows the Township to control development through a site plan approval process. To assist applicants in applying for site plan approval, the following checklist is provided. Six (6) copies of this checklist must be submitted as part of the site plan approval application. The application should be prepared with reference to the document entitled Site Plan Approval Guidelines of the Township of South Frontenac which is available online at www.township.southfrontenac.on.ca, or at 4432 George St, Sydenham, Ontario, K0H 2T0.

For additional information on Site Plan Control within the Township of South Frontenac, please contact the Township Planner at (613) 376-3027 or 1-800-559-5862.

NOTE: The applicant is responsible for obtaining the most recent editions of the Standard Specifications and Drawings of the Township of South Frontenac and Ontario Provincial Standards and Specifications. The current revisions shall apply.

CHECKLIST

Yes	No
✓	
✓	

General

1. All sections of the site plan application forms filled in
2. All plans, drawings, reports, calculations, cost estimates etc. prepared and sealed/stamped by a registered professional (i.e. engineer, architect, legal surveyor as applicable)

Yes	No
	✓
✓	✓
✓	
✓	
✓	
✓	

All Plans

3. All dimensions provided in metric
4. All plans drawn at one of the following metric scales: 1:100, 1:200, 1:250, 1:300, 1:400 or 1:500
5. Title block on all plans showing the name of the firm or person who prepared the plan and a revision block showing the date and nature of all revisions to the original plan
6. North arrow on all plans oriented toward the top of the plan
7. Geodetic data and location of benchmarks specified
8. Block noting revisions and dates

SITE PLAN

Yes	No
✓	
✓	

Legal Survey

9. Legal description of the property subject to site plan approval including lot, concession, block and registered plan number
10. Key map showing the location and extent of the subject lands

Yes	No	Existing Conditions Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. All dimensions, area of property, location and use of all existing buildings on the site shown on plans
<input type="checkbox"/>	<input checked="" type="checkbox"/>	12. Uses of abutting properties indicated for all surrounding lands
<input checked="" type="checkbox"/>	<input type="checkbox"/>	13. All setbacks from lot lines and between buildings/structures shown on plans
<input checked="" type="checkbox"/>	<input type="checkbox"/>	14. Both sides of any abutting roads or rights-of-way, any 0.3 metre reserves, street widening with curb lines (where appropriate)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	15. Type and extent of all easements, both on and adjacent to the property, located and labelled
<input type="checkbox"/>	<input checked="" type="checkbox"/>	16. All natural features such as trees, water courses, rock outcrops, drainage ditches, swales or steep slopes located and labelled
<input checked="" type="checkbox"/>	<input type="checkbox"/>	17. All existing utilities and services located and labelled
<input checked="" type="checkbox"/>	<input type="checkbox"/>	18. All original ground grades shown in geodetic levels

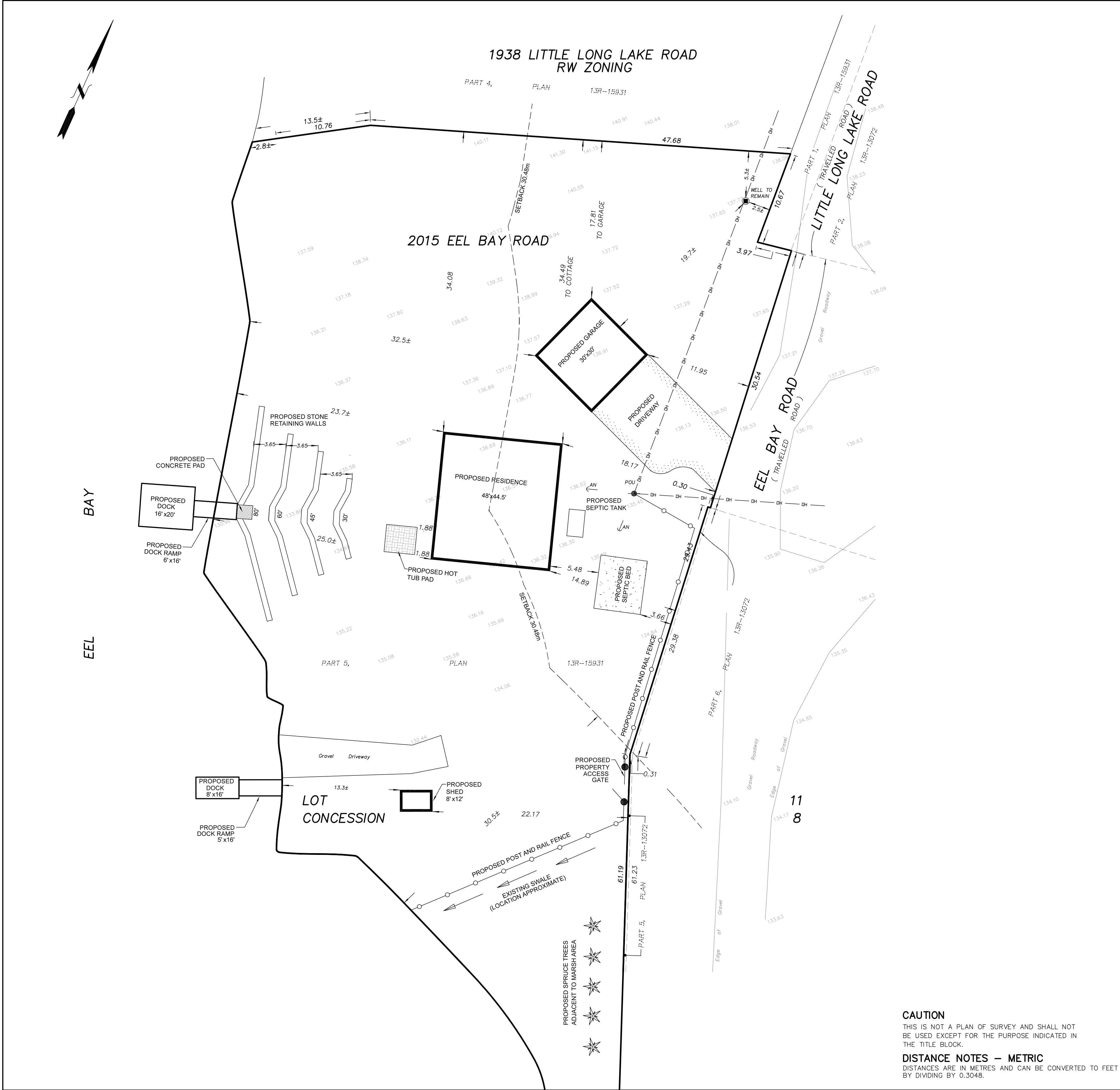
Yes	No	Site Plan
<input type="checkbox"/>	<input checked="" type="checkbox"/>	19. Table identifying each buildings use, number of floors, all outside dimensions; building heights and yard dimensions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	20. All proposed streets shown with right-of-way width
<input checked="" type="checkbox"/>	<input type="checkbox"/>	21. Any services, sewage system, storm drainage, water supply system, gas or electric services located and labelled
<input type="checkbox"/>	<input checked="" type="checkbox"/>	22. All parking and loading areas, spaces and aisles, whether designated as garages, carports or open parking, located, labelled and dimensioned
<input type="checkbox"/>	<input checked="" type="checkbox"/>	23. All vehicular circulation, curbs, curve radii of curbs at all street access points and driveway intersections located, labelled and dimensioned
<input type="checkbox"/>	<input checked="" type="checkbox"/>	24. All walkways and sidewalks located, labelled and dimensioned
<input type="checkbox"/>	<input checked="" type="checkbox"/>	25. All fire routes (if applicable) including all necessary signage and surface demarcation located, labelled and dimensioned
<input type="checkbox"/>	<input checked="" type="checkbox"/>	26. All existing and proposed fire hydrants on or near the subject property located and labelled
<input checked="" type="checkbox"/>	<input type="checkbox"/>	27. All finished ground grades shown in geodetic levels
<input type="checkbox"/>	<input checked="" type="checkbox"/>	28. Flow arrows shown to indicate the direction of surface water flow
<input type="checkbox"/>	<input checked="" type="checkbox"/>	29. Table of main building areas indicated in both square metres and as a percentage of total lot area
<input type="checkbox"/>	<input checked="" type="checkbox"/>	30. Table with site statistics
<input checked="" type="checkbox"/>	<input type="checkbox"/>	31. Retaining walls, protective railings, service or delivery access, extent of underground garage and ramp location, stairwells, garbage collection and/or storage areas located, labelled and dimensioned
<input type="checkbox"/>	<input checked="" type="checkbox"/>	32. Loading zones (if required) located, labelled and dimensioned
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	33. Location of the new building(s) complies with the Minimum Distance Separation (MDS) formulae
<input type="checkbox"/>	<input checked="" type="checkbox"/>	34. Signs located, labelled and dimensioned with note/description on plan detailing height and colour(s) of sign(s) (if applicable)

Yes	No	Drainage and Servicing Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	35. Land drainage and stormwater conveyance arrangement shown, including catchbasins, soakways, ponding areas, detention controls and direction of surface flow
<input checked="" type="checkbox"/>	<input type="checkbox"/>	36. Existing and proposed grades and floor elevations shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	37. Surfacing and grading of the property including all surface features such as driveways, ramps, walkways, proposed edgings or curbs shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	38. All elevations referenced to a Township bench mark and to a geodetic metric datum
<input checked="" type="checkbox"/>	<input type="checkbox"/>	39. Drawing with all sewers, catchbasins, and watermains and utilities that are external to the building shown
<input type="checkbox"/>	<input checked="" type="checkbox"/>	40. Copy of necessary documents/permits from, pertinent ministries (Ministry of Environment, Ministry of Transportation, Ministry of Culture and/or Ministry of Natural Resources, etc.) attached

Yes	No	Architectural Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	41. Elevations of all sides of all the main and accessory buildings, showing all roof structures such as penthouses, chimneys, vents, and air conditioning, with measurements shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	42. Floor plans for all floors for all buildings except where repetition is proposed (such repetition shall be noted) provided
<input type="checkbox"/>	<input checked="" type="checkbox"/>	43. Exterior building materials including colours indicated
<input type="checkbox"/>	<input checked="" type="checkbox"/>	44. Location of all signs, dimensions, materials and colours indicated
<input type="checkbox"/>	<input checked="" type="checkbox"/>	45. Location and design of all exterior lighting including lighting specifications indicated
<input type="checkbox"/>	<input checked="" type="checkbox"/>	46. Design, location and construction details of any interior or exterior garbage collection and/or storage areas shown
<input type="checkbox"/>	<input checked="" type="checkbox"/>	47. A "street elevation" showing all elevations from the street side where the proposed development includes a group of buildings provided

Yes	No	Landscape Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	48. All buildings, parking areas and driveways, together with any physical features, to establish relationships with landscaping located, labelled and dimensioned
<input checked="" type="checkbox"/>	<input type="checkbox"/>	49. Gardens, garden walls, walks, areas for recreation play-lots, and/or facilities located, labelled and dimensioned
<input type="checkbox"/>	<input checked="" type="checkbox"/>	50. Existing trees to be preserved, transplanted or removed located and identified
<input checked="" type="checkbox"/>	<input type="checkbox"/>	51. Planting materials, described regarding height when mature and using standard botanical plant names listed
<input checked="" type="checkbox"/>	<input type="checkbox"/>	52. Other landscaping features located, labelled and dimensioned

Yes	No	Additional Reports which may be required by the Township
	✓	53. Servicing Report
	✓	54. Stormwater Management Report
	✓	55. Tree Inventory and Preservation Study
	✓	56. Traffic Impact Study
	✓	57. Geotechnical Assessment
	✓	58. Hydrogeological Study
✓		59. Environmental Impact Study
	✓	60. Noise and Vibration Study
	✓	61. Environmental Site Assessment
	✓	62. Archaeological Report
	✓	63. Heritage Impact Study
		64. Other (please specify) _____



COPYRIGHT © IVAN B. WALLACE O.L.S. LTD. 2019
 SKETCH SHOWING
 PROPOSED SITE PLAN
2015 EEL BAY ROAD
 TOWNSHIP OF LOUGHBOROUGH
TOWNSHIP OF SOUTH FRONTENAC
 COUNTY OF FRONTENAC

SCALE 1 : 250
 0 1 2 3 4 5 10 15

LEGEND
 AN DENOTES ANCHOR POINT
 POU DENOTES UTILITY POLE
 PLS DENOTES LIGHT STANDARD
 OH DENOTES OVERHEAD WIRES
 SPT DENOTES SPOT ELEVATION

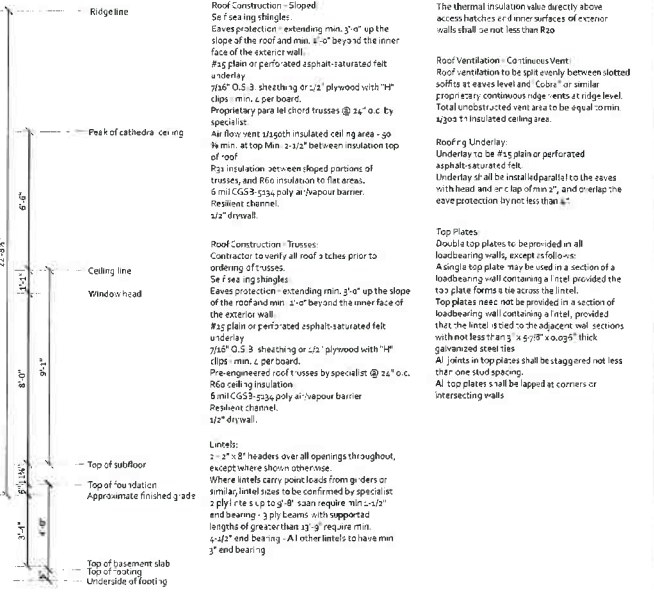
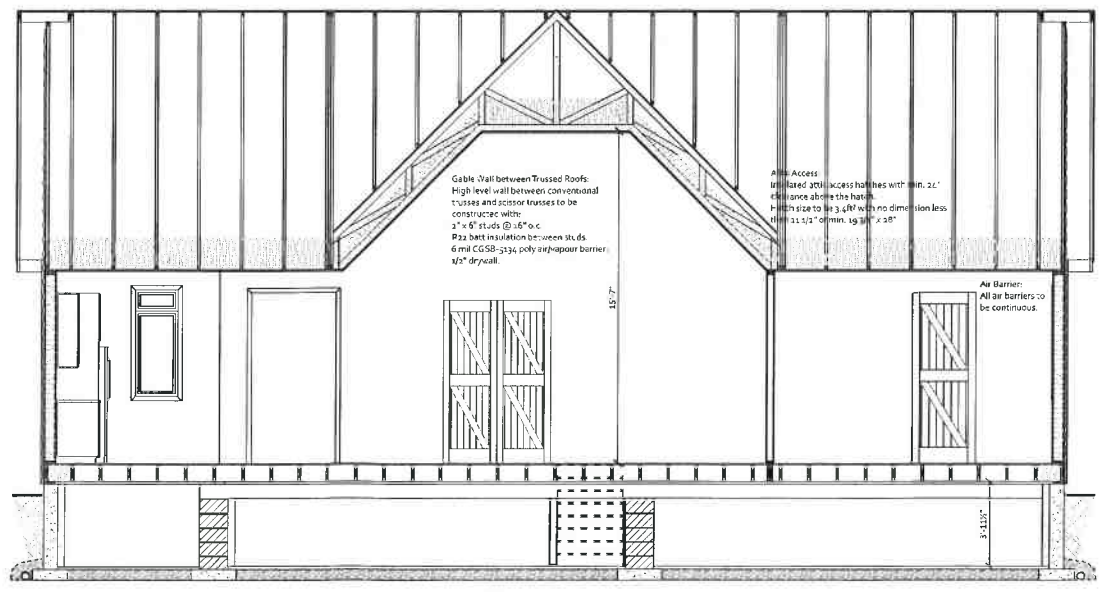
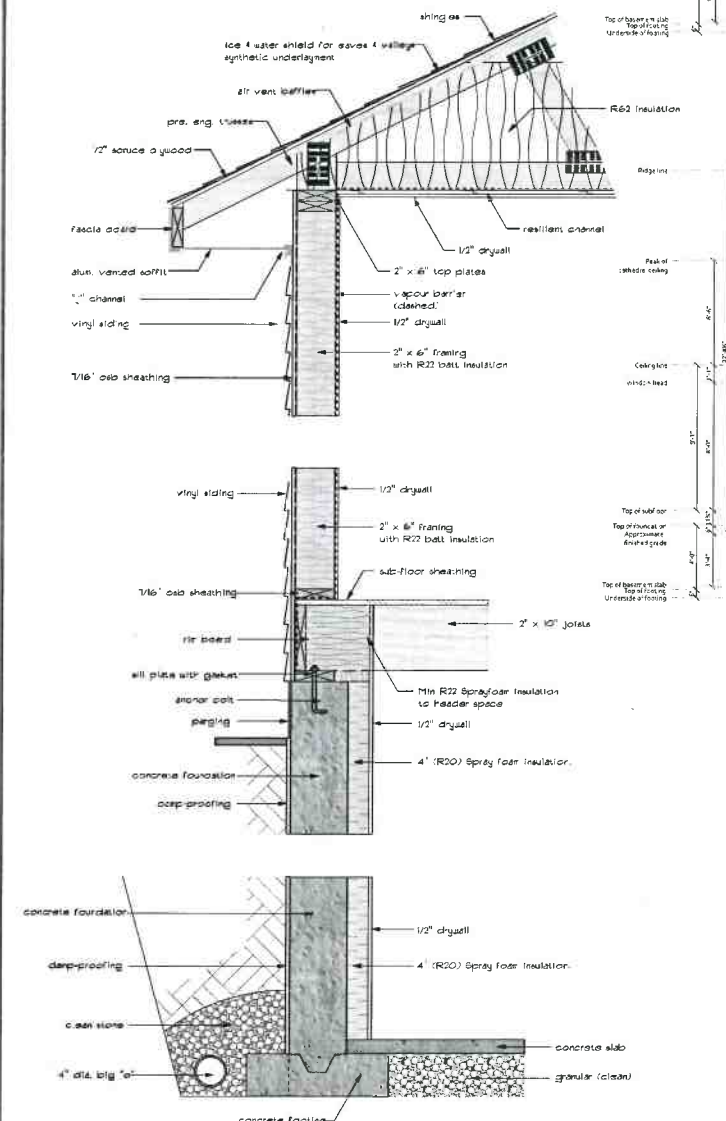
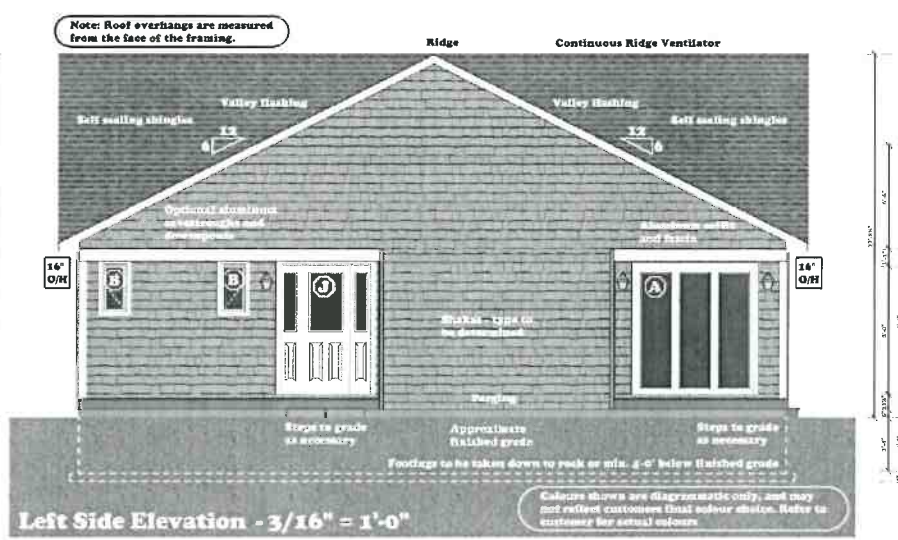
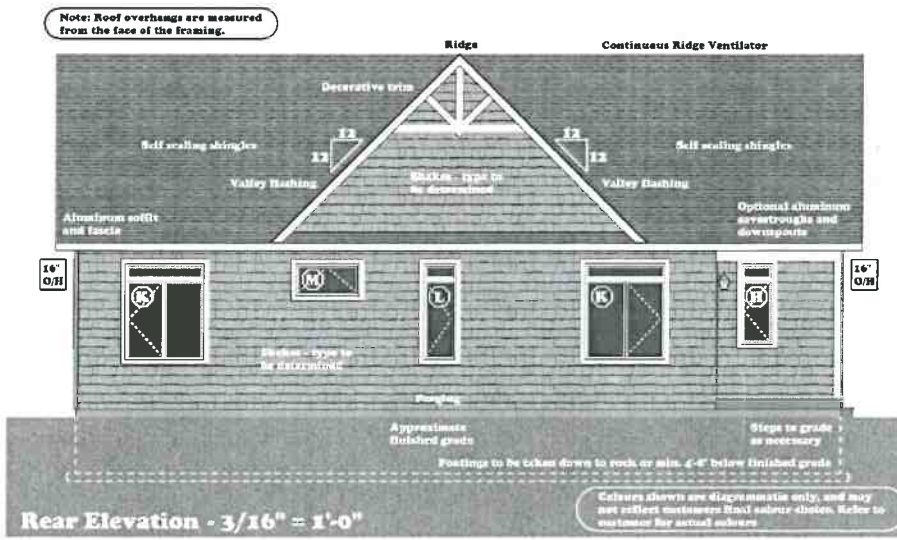
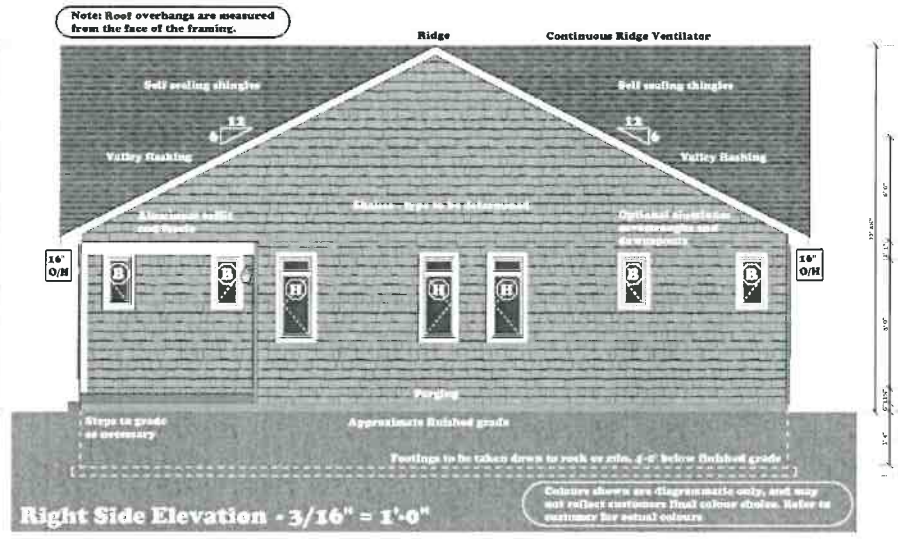
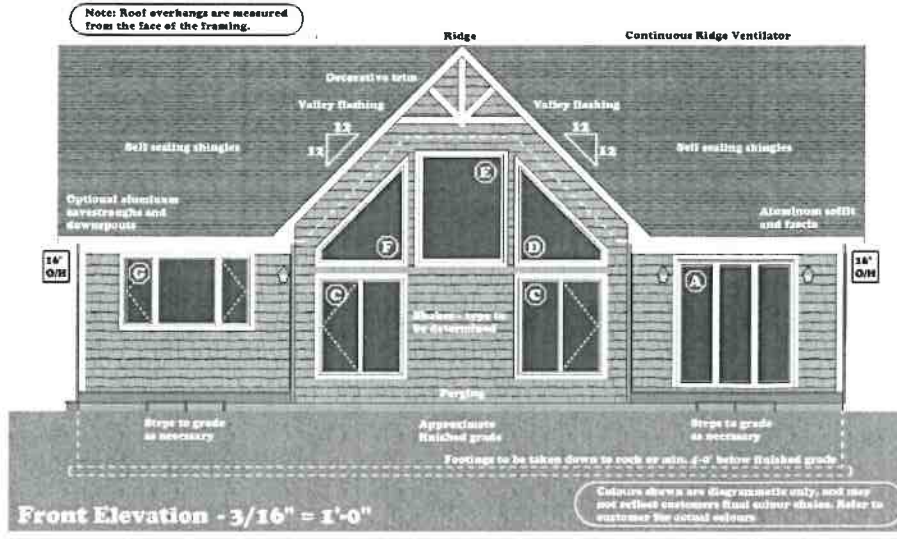
SITE STATISTICS	
ZONING	- RW
LOT AREA	- 5449.7m ² ±
BUILDING AREA	
PROPOSED SHED	- 8.9m ²
PROPOSED COTTAGE	- 198.4m ²
PROPOSED GARAGE	- 83.6m ²
TOTAL	- 290.9m ²
LOT COVERAGE	- 5.3%

CAUTION
 THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.
DISTANCE NOTES - METRIC
 DISTANCES ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

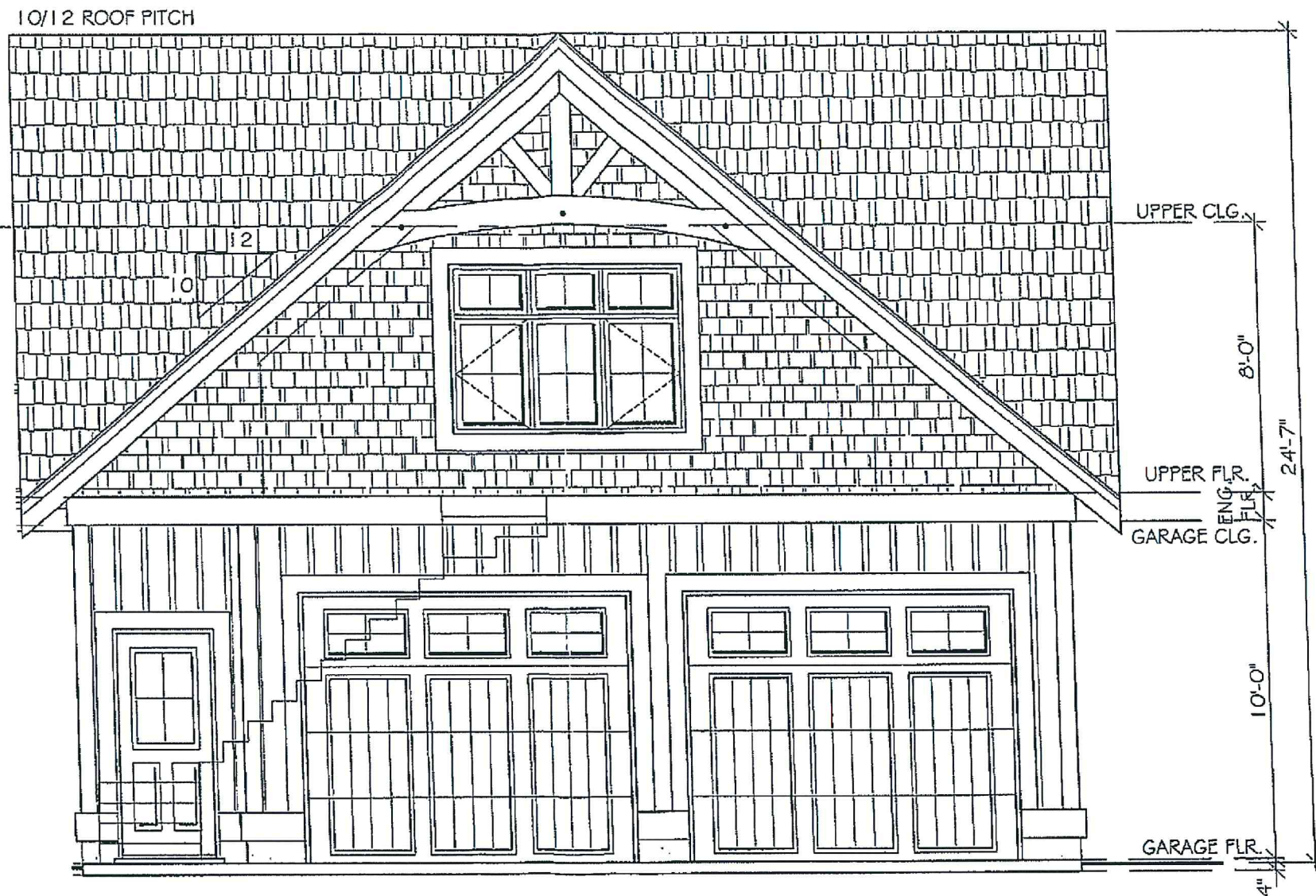

 IBW SURVEYORS
 SURVEYORS
IBW SURVEYORS.COM | 1.800.647.0496
DATE PLOTTED: 2019-07-22 10:00 AM

Contractor to verify all roof pitches and dimensions prior to ordering of trusses.

General Notes:
 These plans were designed in accordance with the requirements of the Ontario Building Code. All dimensions are to be checked on site, prior to construction. All dimensions are structural. Drawings must not be copied.
 Contractor shall verify and be responsible for all dimensions and minimum code requirements and shall report any discrepancy to the Designer before proceeding with any work.
 Plans are copyrighted - unauthorised use without company's express and written permission.
 These plans form the basis for permit issuance and any deviation from these plans and details, including the ventilation system, heating system, woodstoves, fireplaces, decks, balconies and finished basements, will require a revised drawing and clearance by the building inspection department.
 The mechanical and electrical layout is only schematic. If items in plan cannot be placed exactly as shown, inform the Designer prior to installation.
 All mechanical, electrical and plumbing shall conform to the O.B.C. and all applicable codes.
Engineered Details:
 In the event that any engineered details are required, in addition to these drawings, it will be the responsibility of the home owner or contractor to provide.



	5276 Hinchinbrooke Road Hartington Ontario, K0H 1W0 Tel: (613) 372-2838 Fax: (613) 372-0009 © Copyright ATKINSON Home Building Centre	Proposed Custom Dorset 2015 Eel Bay Road Perth Road K0H 2L0 For: S. Clark Homes Limited	DRAWING NO. 1 2 of 2
	DESIGNER Keith Almond	SCALE As Noted	



FRONT ELEVATION



**PROPOSED
CLARK
GARAGE /
GUEST HOUSE**
2015 EEL BAY RD.

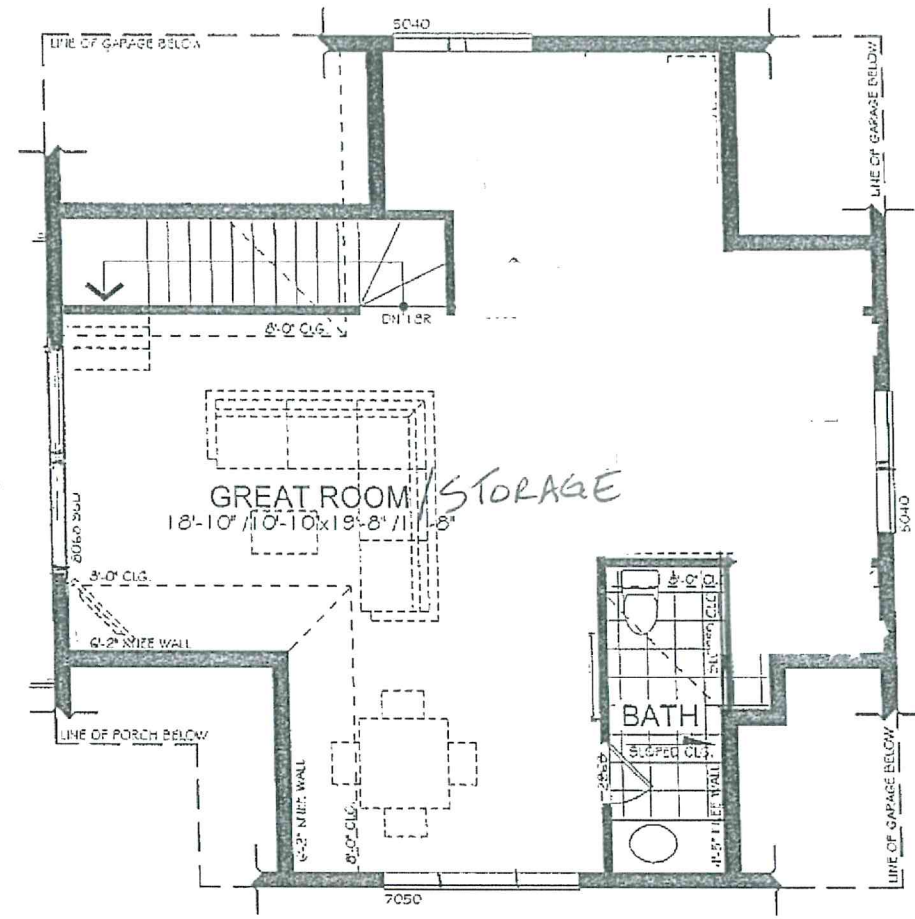
NOTE:
THE DRAWING IS FOR DESIGN
INTENT ONLY. DIMENSIONS &
SPECIFICATIONS MAY CHANGE.
REPRODUCTION OR USE FOR ANY
PURPOSE OTHER THAN THAT
AUTHORIZED BY NU-DIMENSION
DESIGN AND DRAFTING IS
FORBIDDEN

DATE:
FEBRUARY 11, 2019

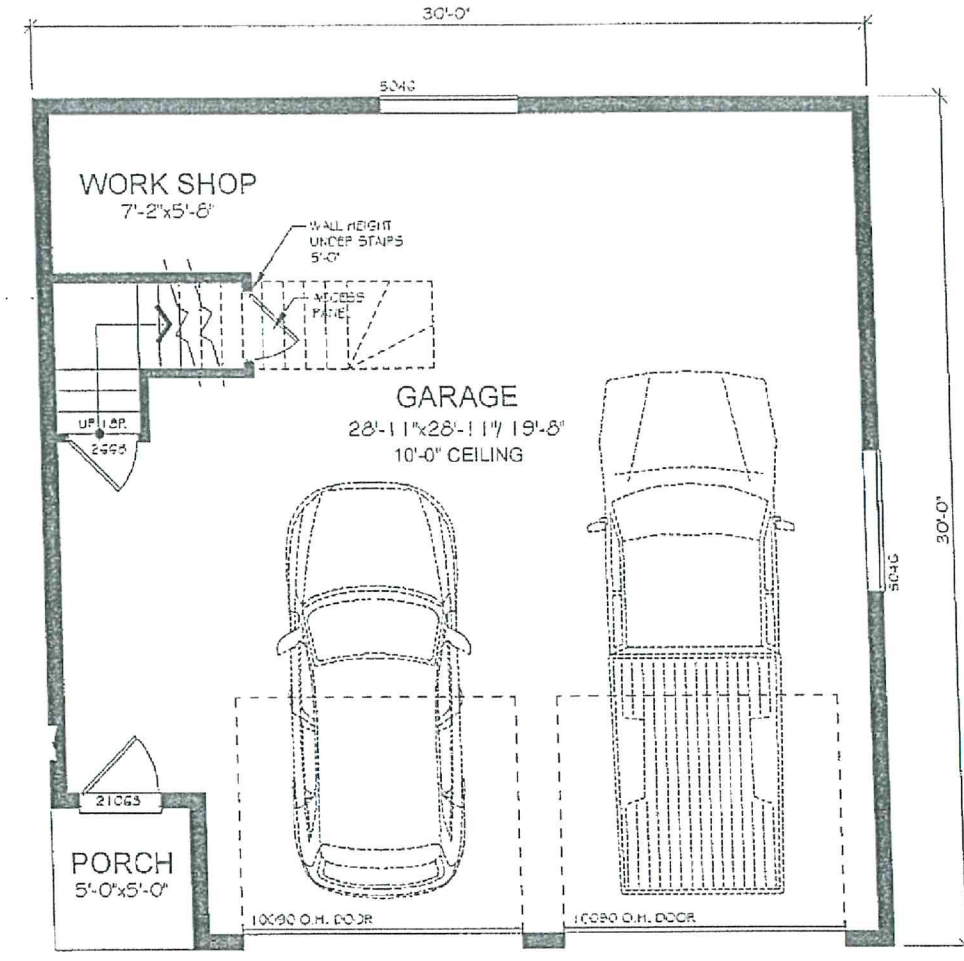
SCALE: NTS

TOTAL SQ. FT.
1465 [±]





LOFT PLAN
 FLOOR AREA = 590 SQ.FT.



GARAGE PLAN
 FLOOR AREA = 875 SQ.FT.
 TOTAL FLOOR AREA = 1465 SQ.FT.



PROPOSED CLARK GARAGE / GUEST HOUSE
 2015 EEL BAY RD.

NOTE:
 THE DRAWING IS FOR DESIGN INTENT ONLY. DIMENSIONS & SPECIFICATIONS MAY CHANGE. REPRODUCTION OR USE FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY NU-DIMENSION DESIGN AND DRAFTING IS FORBIDDEN

DATE:
 FEBRUARY 11, 2019

SCALE: NTS

TOTAL SQ. FT.
1465



SITE PLAN AGREEMENT

Made this _____ day of _____, 2019

BETWEEN:

S. CLARK HOMES LTD.

Hereinafter called the "Owner"

OF THE FIRST PART

-and-

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

Hereinafter called the "Municipality"

OF THE SECOND PART

WHEREAS the Owner is the registered owner in fee simple of certain lands located in the Township of South Frontenac (the "Lands");

AND WHEREAS it was a condition of consent that the Owner enter into this site plan agreement with the Municipality on the terms set out;

AND WHEREAS the Municipality is authorized to enter into this agreement and register it against the title to the Lands pursuant to section 41 of the Planning Act;

NOW THEREFORE WITNESSETH that in consideration of the mutual covenants and agreements contained herein, the parties agree each with the other as follows:

1. **The Owner covenants that the Owner is the Owner in fee simple of the Owner's lands Described in Schedule "A" attached hereto.**
2. **The Owner covenants and agrees with the Municipality as follows:**

2.1 General

- 2.1.1 **That no development beyond that approved through zoning by-law amendment No. 2019-45 will be permitted within the 30 metre restrictive area from the high water mark, except as approved by the the Municipality.**
- 2.1.2 **That development shall be in accordance with the Site Plan Drawings, attached hereto as Schedule "B".**
- 2.1.3 **That the uses on the subject property are limited to the single detached dwelling, garage with loft and shed.**
- 2.1.4 **That the two docks are to be constructed and maintained as per the Site Plan Drawing and that approval has been provided from Cataraqui Region Conservation Authority.**
- 2.1.5 **That any in-water construction and maintenance of the dock shall not occur between March 15th and July 15th to ensure that there is no interference with spawning of fish.**

3.1 Environmental Protection

- 3.1.1** That the dock may be located central on the shorefront once the foreslope has been stabilized with armor stone and with a pedestrian stairway to the dock. The steep foreslope is to be re-stabilized and re-naturalized using armor stone and low shrubs consisting of juniper bushes, cedar trees, dogwood or ornamentals along the toe of the slope along the water's edge.
 - 3.1.2** That the foreslope restoration work and dock location must be reviewed and approved by the Cataraqui Region Conservation Authority.
 - 3.1.3** That the grass strip on the road side of the marsh area be re-naturalized by planting native tree species approximately 7 to 10 metres apart and may include a mixture of white cedar, white spruce and maples in order to deter access into the marsh from the road while promoting wildlife use of the marsh.
 - 3.1.4** That no disturbance or intrusion into the marsh area from any side is permitted.
 - 3.1.5** That during and after the construction period there shall be no filling or false grading of excavated materials within the 30m setback from the lake or the wetland. The exception will be for allowance for landscaping materials for the final grade next to the residence and for reclamation of the footprints of the three demolished cottages.
 - 3.1.6** That a permit will be required from the CRCA at the building permit stage as per the Ontario Regulation 148/06 Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses as development is regulated within 120 metres of a provincially significant wetland.
- 3.0** This agreement shall be registered against the title to the Lands and the Municipality shall be entitled to enforce its provisions against the Owner and any or all subsequent owners of the Lands.
- 4.0** If the Owner fails or refuses for any reason to comply with any requirements of this agreement, the Owner shall be in default and the Municipality may, on seven (7) days' notice, require the Owner to remedy the default, failing which the Municipality may, without further notice and without prejudice to any other rights and remedies available to it, do such things and perform such work as is necessary to rectify the default.
- 5.0** Any account rendered by the Municipality for work done shall be paid by the Owner within thirty (30) days of the day of billing, and, if the Owner fails to pay, interest shall be charged on the amount outstanding at the rate of one and one quarter (1.25%) per months (15% per annum) on the first day of each calendar month following the date the account was due. Any payments received on accounts rendered shall be applied first to any outstanding interest, which may have accrued, and the balance shall be applied to reduce the principal amount outstanding.
- 6.0** If the Municipality incurs any expense arising out of the terms of this Agreement, the Municipality may recover the amount in like manner as municipal taxes or by action, pursuant to Section 42.7 of the Municipal Act.

- 7.0 All costs necessary to fulfill any condition of this agreement, and all costs incurred by the Municipality in connection with the preparation, execution, registration or enforcement of this Agreement shall be paid by the Owners.
- 8.0 This Agreement shall ensure to the benefit of and be binding upon the personal representatives, successors and assigns of the parties

IN WITNESS WHEREOF the Parties hereto have hereunto set their hands and seals as of the day and year first written above.

SIGNED, SEALED AND DELIVERED
In the presence of:

WITNESS

SIMON CLARK - PRESIDENT
S. CLARK HOMES LTD.

I HAVE THE AUTHORITY TO BIND THE
CORPORATION

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC
Per:

RON VANDEWAL – MAYOR

ANGELA MADDOCKS – CLERK

SCHEDULE "A"

THE LANDS

**PART LOT 11, CONCESSION 8, PART 5 13R15931, GEOGRAPHIC TOWNSHIP OF LOUGHBOROUGH,
TOWNSHIP OF SOUTH FRONTENAC, COUNTY OF FRONTENAC**

MUNICIPAL ADDRESS

EEL BAY ROAD

SCHEDULE "B"

DRAWING LIST

**SITE PLAN DRAWING EEL BAY ROAD, PREPARED BY IBW SURVEYORS, DATED APRIL 30,
2019, REV. 1 SCALE 1:250**

**HOUSE ELEVATION 2 OF 2 EEL BAY ROAD, S. CLARK HOMES LIMITED, DATED APRIL 22, 2019,
SCALE AS NOTED, PREPARED BY ATKINSON HOME HARDWARE
BUILDING CENTRE**

**GARAGE ELEVATION PLAN EEL BAY ROAD, S. CLARK HOMES LIMITED, DATED FEBRUARY 11,
2019, SCALE NTS, PREPARED BY NU DIMENSION DESIGN AND
DRAFTING**



REPORT TO COUNCIL

DEVELOPMENT SERVICES - PLANNING



Report Date:	June 25, 2019
Application No:	Z-19-08
Owner:	S. Clark Homes Ltd.
Location of Property:	Part Lot 11, Concession 8, Part 5 RP13R-15931, District of Loughborough, Township of South Frontenac, municipally known as Eel Bay Road
Purpose of Application:	Rezone land from the Special Recreational Resort Commercial (RRC-26) Zone to the Special Waterfront Residential (RW-44) Zone to establish a single detached dwelling, a detached garage with loft and shed
Date of Public Meeting:	July 2, 2019

Recommendation

It is recommended that the by-law rezoning Part Lot 11, Concession 8, Part 5 RP13R-15931, District of Loughborough, Township of South Frontenac, municipally known as Eel Bay Road **be passed**.

Proposal

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning Bylaw 2003-75 to rezone the subject property owned by S. Clark Homes Ltd. for the subject Lands from Special Recreational Resort Commercial (RRC-26) Zone to the Special Waterfront Residential (RW-44) Zone. The property consists of 1.3 acres (0.526 ha). The rezoning is required in order to establish a single detached dwelling consisting of 198 square metres (2131 sq ft) at 23.7 metres (77.8 ft) from the highwater mark, a proposed shed 8 ft by 12 ft to be located a minimum of 10 metres (32.8 ft) from the highwater mark of Sydenham Lake and a garage 30 ft by 30 ft with loft for storage to be permitted in the front yard, setback at 11.95 metres (39.2ft) from the front lot line with an increase of height to 8.84 metres (29 ft). The existing well at the northeast corner of the property will service the proposed residential dwelling.

Background

The subject property has been operating as a resort commercial use with three rental cottages and a boat launch for many years. The lot is long and narrow and is elevated to the north and slopes southerly towards an existing marshland area which is identified as a Provincially Significant Wetland. It is located on the waterside of the intersection of Eel Bay Road and Charlie Green Road. The existing three cottages, which were very close to the top of bank and close to the high water mark, have been removed as well as the toilets and shower house. The septic tank will be removed in order to accommodate a new septic system which has been approved by KFL&A Public Health Unit. The proposal also included the removal and disposal of three derelict docks from the property. A new dock will be constructed from the walkway extending from the proposed house with a second smaller dock to be constructed to the south where an existing gravel driveway is located. The current owner has been undertaking shoreline works including installing retaining walls on the property. This work has been undertaken with a permit from the Cataraqui Region Conservation Authority.

Environmental Impact Assessments were submitted in support of the rezoning application as the property is within 120m of a provincially significant wetland. The assessments concluded that the redevelopment of the site will not have a negative impact on the water quality of Eel Bay. The site plan application is being processed concurrently with the rezoning application. The recommendations of the EIA's and the requirements of the Cataraqui Region Conservation Authority are captured as conditions in the Site Plan Control Agreement for the development of the property.

The proposed zoning by-law amendment will permit the development of a single detached dwelling, a detached garage with loft and storage shed with the provisions for waterfront residential lots.



REPORT TO COUNCIL DEVELOPMENT SERVICES - PLANNING



Public Meeting

A public meeting was held under the *Planning Act* on June 18, 2019. A member of the public spoke at the meeting in support of the application.

A member of Council raised questions about 2 docks being permitted as the RW Zone normally permits one dock. Planning staff are able to support a second dock as the applicant has undertaken an EIA to consider the environmental impact of this development on the subject property which concluded it would have no negative impact on the water quality of the lake. It is recognized through the site plan that the dock is smaller in size and only permitted at the end of the existing boat ramp on the subject property.

Summary

A comprehensive report reviewing this zoning by-law amendment against the policies of the Provincial Policy Statement, 2014, the County of Frontenac Official Plan and the South Frontenac Official Plan was provided to Council in advance of the June 13, 2019 public meeting.

As this rezoning is consistent and conforms to the Provincial Policy Statement, 2014, the County of Frontenac Official Plan and the South Frontenac Official Plan and Zoning By-law, it is recommended Council approve this application by **passing** the attached by-law.

Submitted by:

Trudy Gravel, CPT, AMCT, Planner, Township of South Frontenac

Approved by:

Claire Dodds, MCIP, RPP, Director of Development Services, Township of South Frontenac

Attachments:

1. Zoning By-law 2019-45



REPORT TO COUNCIL

DEVELOPMENT SERVICES DEPARTMENT



Report Date: June 25, 2019
Application No: Z-19/06
Owner: Jeff Curtis and Marie-Josée Landry
Location of Property: Part Lot 25, Concession 10, District of Storrington, Township of South Frontenac, municipally known as 4775 Carrying Place Road
Purpose of Application: Rezone severed land from Rural (RU) Zone to the Special Residential Waterfront (RW-42) Zone and rezone the retained lot from Rural (RU) Zone to the Special Residential Waterfront (RW-43) Zone as a condition of consent application S-92-18-S
Date of Public Meeting: April 2, 2019

Recommendation

It is recommended that the by-law rezoning Part Lot 25, Concession 10, District of Storrington, Township of South Frontenac, municipally known as 4775 Carrying Place Road **be passed**.

Proposal

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning Bylaw 2003-75 to rezone the subject property owned by Jeff Curtis and Marie-Josée Landry for the severed lands from Rural (RU) Zone to the Special Residential Waterfront (RW-42) Zone and the retained lot from Rural (RU) Zone to the Special Residential Waterfront (RW-43) Zone as a condition of consent application S-92-18-S. The rezoning is required in order to fulfill condition 9 of the consent application. The applicants propose to create a 1 hectare (2.47 acres) severed lot (north lot) with 61 metres (200 ft) of frontage along Carrying Place Road and 106 metres of frontage along Dog Lake and to establish a location for a single detached dwelling at 30 metres from the highwater mark, with the septic system being required to be located 40 metres from the highwater mark.

The retained lands (south lot) are required to be rezoned in order to fulfill condition 10 of consent application S-92-S as the property consists of approximately 1.3 hectares (3.2 acres) in area with approximately 106 metres of frontage along Dog Lake and 229 metres of road frontage and does not meet the requirements of the Rural (RU) Zone. The retained lands previously contained a barn structure which has been removed from the property. An existing derelict cottage remains on the retained lands approximately 5 metres from the waterfront and is identified to be removed in order to accommodate a new residential dwelling which the applicants propose to construct at 30 metres from the highwater mark. The applicants noted that the new dwelling will be an improvement to the property as opposed to renovating the existing cottage which has legal non-complying status. The consent application S-92-18-S was processed by the Township in November 2018.

Background

The Rideau Waterway Development Review Team (RWDRT) required as a condition of the consent approval that the severed parcel be rezoned to establish a setback of 40m for the severed (north) lot. The current owners had indicated in correspondence submitted with the rezoning application that the property was surveyed subsequent to receiving provisional consent of the Committee of Adjustment and to locate the 40 metre setback to the highwater mark on the severed parcel. The applicants' expressed concerns that establishing a 40 metre setback on the severed lot does not allow for any reasonable or preferable building envelopes and in their application requested to build a dwelling at the 30 metre setback as permitted by the Township's Official Plan. Staff have further reviewed the severed and retained building lots and have determined that the 40 metre setback to the highwater mark can be achieved for the severed lot. In review of the retained lot, it appears more difficult in accommodating for the 40 metre setback to the highwater mark for the proposed residential dwelling and detached garage. Planning staff are able to support a 30m setback from the highwater mark for the retained lot. The applicants have proposed a septic system to be located at 40 metres from the



REPORT TO COUNCIL DEVELOPMENT SERVICES DEPARTMENT



highwater mark for the severed and retained lands as reviewed by the KFL&A Health Unit and recommended by the RWDRT.

Planning staff had reached out to the applicants prior to the April 2nd, 2019 public meeting. At that time the applicants indicated concerns with the proposed rezoning as recommended (40m setback from the highwater mark for the severed lot and 30m setback for the retained lot) and expressed that they wished to establish a 35m setback for the severed lot.

At the April 2nd, 2019 Council meeting, Council indicated support for the planning recommendation of applying a 40m setback from the highwater mark for the severed lot and 30m setback for the retained lot, consistent with the recommendation of the RWDRT.

Planning staff have worked with the applicant over the past few months. Recent correspondence from the applicant, Mr. Curtis, has indicated that he has decided to proceed with the severance and rezoning consistent with the recommendations of planning staff (40m setback from the highwater mark for the severed lot and 30m setback for the retained lot). A By-law has been prepared consistent with the recommendation of planning staff.

Public Meeting

A public meeting was held under the *Planning Act* on April 2, 2019. Neighbours of the subject property were in attendance on behalf of the property owners. The neighbours are supportive of the redevelopment of the subject property.

Summary

A comprehensive report reviewing this zoning by-law amendment against the policies of the Provincial Policy Statement, 2014, the County of Frontenac Official Plan and the South Frontenac Official Plan was provided to Council in advance of the April 2, 2019 public meeting.

The zoning by-law amendment as drafted in By-law 2019-46 is consistent and conforms to the Provincial Policy Statement, 2014, the County of Frontenac Official Plan and the South Frontenac Official Plan and Zoning By-law, it is recommended Council approve this application by **passing** the attached by-law.

Submitted by:

Trudy Gravel, CPT, AMCT, Planner, Township of South Frontenac

Approved by:

Claire Dodds, MCIP, RPP, Director of Development Services, Township of South Frontenac

Minutes of Police Services Board
April, 11, 2019

Time: 9:00 AM

Location: Council Chambers



Present: David Herrington, Mike Nolan

Frontenac OPP Staff: Jen Coles, Sergeant

Staff: Wayne Orr, Chief Administrative Officer, Emily Caird, Executive Assistant

Absent: Deputy Mayor Ron Sleeth

1. Call to Order

- a) The CAO called the meeting to order at 9:06 am.

2. Attendance

- a) Deputy Mayor Ron Sleeth was absent.

3. Declaration of pecuniary interest and the general nature thereof

- a) There were no declarations of pecuniary interest.

4. Swearing in of Board Members

- a) The CAO in swore Mike Nolan as the Community Appointee and David Herrington as the Provincial Appointee.

5. Election of Chairman and Vice Chair - Call for Nominations

- a) The CAO called for Nominations for a Committee Chair.

David Herrington nominated Deputy Mayor Sleeth for the position of Chair.
Mike Nolan seconded the nomination.

The CAO noted that Deputy Mayor Sleeth would be the Committee Chair.

- b) The CAO called for nominations for the Committee Vice Chair.

Mike Nolan nominated David Herrington.

David Herrington accepted the nomination and thanked Mike Nolan for his support.

6. Review of Rules & Procedures

- a) Information for new Board members

The CAO gave an overview of Board procedures and rules as outlined in the attached report. He highlighted the unique board structure and the fact that the group meets four (4) times annually with one evening public meeting at the end of the year.

Minutes of Police Services Board
April, 11, 2019

7. Approval of Agenda

a) Motion

Resolution No. 2019-PSB-04/11-01

Moved by Mike Nolan Seconded by David Herrington

THAT the agenda be adopted as presented.

Carried

8. Approval of Minutes

a) November 15, 2018 - Regular Meeting

b) November 15, 2018 - Annual Public Meeting

Resolution No. 2019-PSB-04/11-02

Moved by Mike Nolan Seconded by David Herrington

THAT the minutes of the following meetings be approved:

- November 15, 2018 - Regular Meeting
- November 15, 2018 - Annual Meeting

Carried

9. Presentations/Delegations - n/a

10. Correspondence

a) Zone 2 Update 2019 from the Town of Carleton Place

The CAO spoke to the Zone 2 Updates and noted that the next Zone meeting was scheduled for April 26th in Carleton Place. He explained that the meeting locations rotate around the zone and that he expected this upcoming meeting would have a strong focus on the Community Safety and Wellbeing plan. The CAO noted that if any of the board members were interested in attending, to let staff know and they could be registered for the event.

b) Important Changes to Policing in Ontario

The CAO spoke to Bill 68 that was passed on March 26th, 2019. He noted that this bill involved many changes including several that affect policing in Ontario. He gave a brief overview of the attached report from Hicks Morely, which included, but was not limited to, the following:

- Police Services Boards shall consist of 5 members;
- Members will be required to take mandatory training and;
- A Police record check will be required for board members;
- A Board diversity plan must be prepared and adopted

Mike Nolan inquired if the OPP already have a Diversity Plan in place. Sgt. Coles confirmed that they do.

The CAO noted that he would share more on any affecting changes when he knew more.

c) 2019 Court Security and Prisoner Transportation Grant Update

The CAO reviewed the update with the Board and noted that the Township does not have high costs associated with this service.

d) Letter from the Honourable Sylvia Jones - Minister of Community Safety &

Correctional Services

The CAO noted that the letter from Minister Jones encourages everyone to embrace the new Community Safety and Well Being Planning Framework. He looked to David Herrington to share his thoughts with the Board.

David Herrington interpreted the plan as not trying to re-invent the wheel, but instead, focusing on bringing together more services in order to reduce poverty, loneliness, homelessness, and other social issues. He noted that it seemed the plan was encouraging awareness as opposed to looking at issues within separate silos. David Herrington expressed concerns with the lack of budget allocated to this project. He noted that currently services appears to be adequate but that more coordination among entities would improve the system dramatically. David Herrington explained that the initiative has its merits and that each Township would be best served by identifying a focal point to address in the community wellness area.

The CAO explained that at the last meeting of the CAO's, Central Frontenac Township and North Frontenac Township both expressed interest in utilizing joint initiatives in regards to community wellness, as opposed to doing the same initiative three times separately. He noted that the next steps included involving Staff Sgt. Brown, as her involvement is required in accordance with the Act.

e) Minister Sylvia Jones Sworn in as the Solicitor General

11. Financial

a) The CAO explained to the Board that there is not an abundance of financial data associated with this Board aside from the monthly bill for the OPP and the RIDE program funding from the provincial government.

12. Detachment Commanders Report

a) Police Services Board Quarterly Reports: October - December 2018 Records

Sgt. Jen Coles spoke to the 4th quarter report provided by Staff Sgt. Brown, and then opened the floor to questions from the Committee.

Upon reviewing the statistics, David Herrington inquired about what constituted "Crimes against another person." Sgt. Coles explained that the most common occurrence under this category is different forms of Harassment. She noted that most of the numbers come from online and social media based harassment cases, but other forms include domestic harassment as well. Sgt. Coles also noted that it was not clear if the increase was a result of more actual occurrences or just more situations being reported.

Sgt. Coles also spoke to the other most common crime category within the Township - Property Crimes - Theft under. This category constitutes a lot of vehicle break ins and low value thefts. Mike Nolan inquired if the hamlets were the prime area for these types of crimes. Sgt. Coles noted that it can be but not always, she explained that the most recent string of thefts actually took place along Bedford Rd in Sydenham and all of the cottage lanes running off it. Sgt. Coles noted that it is often less about the location and more to do with it being a crime of opportunity. She explained that a lot of small thefts go unreported until neighbours start to talk to each other. Mike Nolan noted that he was part of a lake association and that this is not a topic that they ever discuss. The CAO noted that in his experience, reports of Thefts Under tend to spike in the spring when people return to their cottages for the season. Sgt. Coles agreed with the CAO and noted that she anticipated reports to increase within the next

Minutes of Police Services Board
April, 11, 2019

month. Mike Nolan noted the value in the provided statistics and spoke to sharing the data on theft with the community. The CAO explained that Mike Nolan could also request that the local detachment Community Safety Officer give a presentation as well.

Sgt. Coles spoke to the topic of drug crimes and how it is not a large issue in the Township, however, some issues tend to sprawl from the Kingston area. She noted that currently Methamphetamine is the biggest drug being used in the Township since the legalization of marijuana. Mike Nolan inquired if there had been any identified methamphetamine labs in the Township - Sgt. Coles responded not to her knowledge. She explained that it was not out of the realm of possibilities as one had recently been discovered in a neighboring rural municipality.

The CAO inquired about clearance rates and that they represent charges and not necessarily convictions. Sgt. Coles confirmed that was correct and that when the clearance rates were converted into statistics, the data becomes slightly skewed.

Collision Summary

The CAO reviewed the report in relation to Collisions. Sgt. Coles noted that 164 of the Motor Vehicle Collisions in the Township were animal related. She explained that the highest ranking areas were the main corridors including but not limited to Road 38, Perth Rd, and Westport Rd. She noted that this was the first time that Westport Rd has made the list.

Mike Nolan noted that he had spoken to Staff. Sgt. Brown about speed related issues on Perth Rd. He noted that he hoped to explore the option of more animal friendly signage as he felt this area in particular constitutes a wildlife sanctuary. He inquired about the authority on signage decisions. The CAO explained that Council and municipal staff determine signage and that the TACT system is used to determine speed limits. He noted that wildlife proves a challenge on most roads in a rural environment like South Frontenac.

Mike Nolan stated that he does not see a correlation between reduced speed limits and actually reducing driver driving speeds, he explained that the true challenge is with changing the way people see the road and the consequences of their speeds. He explained that drivers may start to see the road differently if there was more signage notifying them of the natural environment and abundance of wildlife. Sgt. Coles stated that changing driver behavior would solve many problems, however, finding a strategy that accomplished this has always been a challenge. She welcomes any new options the committee could propose. This prompted Mike Nolan to inquire about how to make these changes. The CAO encouraged him to contact Mark Segsworth and start there. Sgt. Coles noted that the OPP have a civilian analyst that could help to provide statics and hot spot locations for the committee. Mike Nolan noted that this would help to determine patterns and pin point locations for increased signage.

The CAO reviewed the overall summary report and the response hour changes from year to year, specifically the increase of hang up 911 calls. Sgt. Coles noted that many of these were the result of cell phone pocket dials. David Herrington inquired as to if the dispatcher calls back. Sgt. Coles explained that if there is a valid call back number available then the operator will automatically call back and they still send out a response vehicle as well.

David Herrington thanked Sgt. Coles for her report.

13. Committee Reports - n/a
14. Other Business

Minutes of Police Services Board
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a) OPP Suicide Rate

David Herrington noted that he had recently read that the OPP suicide rate is higher than the general public and he inquired as to what our community is doing to deal with this issue and support the local detachment. Sgt. Coles noted that they have access to an EAP program and that WSIB is now covering more PTSD claims as well. She explained that the struggle is still with getting people to use the program and reach out for support. Sgt. Coles noted that the OPP have stepped up their strategy towards wellness planning. David Herrington noted that this was an ongoing problem and was pleased to know that the OPP are trying to take a proactive approach. Sgt. Coles explained that the Frontenac detachment is an extremely close and supportive detachment where it is easier to form strong bonds.

15. Public Discussion - n/a

16. Date & Time of Next Meeting:

a) June 27, 2019 at 9:00 am in Council Chambers

17. In Camera - n/a

18. Adjournment

a) The meeting was adjourned at 10:15 am.

BellRock Hall May 16, 2019.

Present: Celine, Cynthia, Terry, Debbie

Treasurer report: Income: Cash donation \$88.80 ; Euchre \$32; Rentals: \$250.80; Dowker \$ 457.40 **TOTAL : \$799.00**

Expenses: Water tests (two) \$132.80; Transfer to bank account: \$200; Fuel \$167.39; Misc \$5.00; **Sub-TOTAL: \$506.19** Also—fixed expenses approx \$300 (taxes, insurance) **TOTAL: approx. \$806.19**

P. Cash balance: \$848.72 **Bank acc't** \$2293.13 **Township acc't.** \$100 approx. --**Need to transfer more to township acc't. by the end of May.**

Note : last Hydro bill was >\$300 due to un-intentional turning on of heaters.....Furnace room is now locked.

Minutes April 17: Approved.

Old Business:

Water testing: due in late May; Terry to do it next week before the Sparks come for their weekend.

Community Grant application: Approval from township \$2500. Composter bought. Terry will investigate computer, printer install/internet access. Community garden: We need to schedule a work-bee to get the garden going. Terry will let us know when they have disassembled the playground structure (to reuse for beds) and give us an idea of whatever other materials we need to build them. We will aim for the first week of June to schedule the bee.

Upcoming fund-raisers/community events:

Authors' night; nothing new

*Muddy Waters catered dinner; **Date: July 20 5:30.** Terry to get price structure from the restaurant for wings, fries, coleslaw. We will do dessert.*

PorchPilots dance June 22 7pm: Liquor license purchased. (\$150). We need to buy beer, wine. Canadian, Budweiser, Coors. Red/White wine. "Solo" cups. Soft drinks. Fingerfoods. Chelsea available to serve. Tickets (UPS printed). \$10 each. Roadway signs. Final plans to be done at June 13 meeting.

Variety Show: Still recruiting.

Paint night, Psychic night: Still in progress

Repair Cafe June 23: Publicity well under way. Organisers Mary and Peter deBassencourt said there is quite a lot of interest in the one upcoming in Sharbot Lake and expect we will be able to do ok here. We should try to recruit some 'fixers' for the event. Kitchen. Cookies: Debbie. Arrange at June 13 meeting.

New Business:

Historic status of Hall: Debbie has been in touch with a town councillor about the possibility of getting the hall status recognised as a heritage building. Has been given a couple of names of people to consult in order to get some advice on how to proceed with this (Doug Morey, Alan Boyce). Will follow up.

UPCOMING BOOKINGS:

Repair Cafe June 23

Dinner (tentative) July 20.

Next meeting: June 13.

BEDFORD DISTRICT RECREATION

DATE: JUNE 13TH 2019

TIME: 10:30 AM

PLACE: GLEN DOWER HALL

ATTENDANCE: COUNCILLOR PAT BARR, CHAIR DONNA BROWN,
LOIS WEBSTER, RICHARD WEBSTER, SECRETARY LEE DILLABOUGH,
GUEST DIANE REVILL

1. CALL TO ORDER

THE CHAIR DONNA BROWN CALLED THE MEETING TO
ORDER AT 10:30 AM

2. APPROVAL OF MINUTES

MOVED BY RICHARD WEBSTER TO APPROVE THE
APRIL 23RD, 2019 MINUTES, SECONDED BY
LOIS WEBSTER, CARRIED.

3. NEW BUSINESS - A. CANADA DAY BREAKFAST

DISCUSSED ITEMS REQUIRED, AND WHAT NEEDS
TO BE DONE, DONNA BROWN TO VERIFY
ENTERTAINMENT, DIANE REVILL AND PAT BARR
TO PURCHASE NEEDED SUPPLIES.

BREAKFAST JULY 1ST, 2019, 8:00 AM to 11:00 AM

MOVED BY LOIS WEBSTER TO ACCEPT THE
CANADA PLAN, SECONDED BY LEE DILLABOUGH,
CARRIED

-B. UPDATE ON BRADSHAW SCHOOL

SCHOOL WAS VISITED BY TEN CHILDREN AND

THEIR TEACHER WHO ALL ENJOYED THE VISIT

STEPS NOT STARTED AT BRADSHAW SCHOOL
DONNA BROWN TO FOLLOW UP ON PLANS

-C: POTLUCK AND GAMES NIGHT

DECIDED TO START A POTLUCK DINNER
AND GAMES NIGHT JULY 19TH FRIDAY 2019,
FROM 6PM TO 9 PM, WILL PUT UP POSTERS
AND ADVERTISE IN NORTH FRONTENAC. MOVED
BY LEE DICLA BOUGH AND SECONDED BY LOIS
WEBSTER, CARRIED.

4. ADJOURNMENT AT 12:00 Noon

MOVED BY RICHARD WEBSTER, SECONDED BY
PAT BARR

NEXT MEETING AT CALL OF THE CHAIR

RECORDING SECRETARY: LEE DICLA BOUGH

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-42**

A BY-LAW TO PURCHASE PROPERTY BEING PART 2, 13R22052, PART OF LOT 25, CONCESSION 14, IN THE DISTRICT OF LOUGHBOROUGH, TOWNSHIP OF SOUTH FRONTENAC.

WHEREAS the Township of South Frontenac wishes to realign the traveled portion of Norman Road with lands under the ownership of the Township,

AND WHEREAS the abutting owner has agreed to transfer land including the traveled portion of Norman Road,

AND WHEREAS an agreement has been reached with abutting owner for the purchase of the property,

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

1. That By-law 2019-31 shall hereby be repealed.
2. That the Council of the Township of South Frontenac agrees to purchase lands described as Part Lot 25, Concession 14, and a Part of Norman Road Registered Plan No. 1451, being Part 2 on 13R22052 for a sum of \$3,146 and the Township will be responsible for any surveying cost and reasonable legal fees incurred by the abutting owner; and
3. That the Mayor and Clerk are authorized to sign the necessary documents to complete the transaction on behalf of the Township, including any non-substantive amendments that may be required.

Dated at the Township of South Frontenac this 2nd day of July 2019.

Read a first and second time this 2nd day of July 2019.

Read a third time and finally passed this 2nd day of July 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-43**

BEING A BY-LAW TO STOP UP, CLOSE AND SELL A PORTION OF NORMAN ROAD, REGISTERED PLAN NO. 1451, BEING PART 1 OF REFERENCE PLAN 13R22052, GEOGRAPHIC TOWNSHIP OF LOUGHBOROUGH: SPICER

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

AND WHEREAS Council is prepared to waive the requirements under the Township of South Frontenac's Notice By-law No. 2016-73, Council of the Corporation of the Township of South Frontenac exempted the advertising of the proposal to close the said road;

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

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

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

1. **THAT** By-law 2019-33 shall hereby be repealed.
2. **THAT** the portion of road being part of Norman Road, Registered Plan No. 1451, Geographic Township of Loughborough, being Part 1 of Reference Plan 13R22052, shall be stopped up and closed and conveyed to the abutting property owner to the south in Part 5, Reference Plan 13R16357 Part Lot 25, Concession 14, Geographic Township of Loughborough (Spicer) concurrently with the realignment of Norman Road and the acquisition of Part 2, Reference Plan 13R22052 from the abutting owner to the north.
3. **THAT** the Mayor and Clerk are hereby authorized and directed to execute such documents as are required, including any non-substantive amendments that may be required; and
4. **THAT** this By-law shall come into force and take effect upon registration of this By-law.

Dated at the Township of South Frontenac this 2nd day of July, 2019.

Read a first and second time this 2nd day of July, 2019.

Read a third time and finally passed this 2nd day of July, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-44**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO
EXECUTE A SITE PLAN AGREEMENT BETWEEN THE CORPORATION OF
THE TOWNSHIP OF SOUTH FRONTENAC AND S. CLARK HOMES LTD.**

WHEREAS a Site Plan and Site Plan Control Agreement have been prepared to the satisfaction of the Township of South Frontenac;

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

1. THAT the Mayor and the Clerk are hereby authorized to execute a Site Plan Control Agreement between the Corporation of the Township of South Frontenac and S. Clark Homes Ltd., a copy of which is attached hereto forming part of this By-law.
2. THAT this By-law and Agreement shall be registered on title of the property described as Part Lot 11, Concession 8, Part 5 RP13R-15931, District of Loughborough, Township of South Frontenac, municipally known as Eel Bay Road.
3. THIS BY-LAW shall come into force and effect in accordance with Section 41 of the Planning Act 1990, either upon the date of passage or as otherwise provided by the said Section 41.

Dated at the Township of South Frontenac this 2nd day of July, 2019.

Read a first and second time this 2nd day of July, 2019.

Read a third time and finally passed this 2nd day of July, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-45**

Being a by-law to amend By-law 2003-75, as amended, to rezone land from the Special Recreational Resort Commercial (RRC-26) Zone to the Special Waterfront Residential (RW-44) Zone, Part Lot 11, Concession 8, Part 5 RP13R-15931, District of Loughborough, Township of South Frontenac: S. Clark Homes Ltd.

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

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

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

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

1. THAT Schedule "B", to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from the Special Recreational Resort Commercial (RRC-26) Zone to the Special Waterfront Residential (RW-44) Zone for those lands shown on the attached map designated as Schedule "1".
2. THAT Zoning By-law Number 2003-75, as amended, is hereby further amended by adding a new section RW-44 (Part Lot 11, Concession 8, Part 5 RP13R-15931, District of Loughborough, municipally known as Eel Bay Road) to read as follows:

RW-44 (Part Lot 11, Concession 8, Part 5 RP13R-15931 Loughborough District – S. Clark Homes Ltd.)

Notwithstanding the provisions of Section 8, or any other provision of this By-law to the contrary, on lands zoned the Special Waterfront Residential Zone (RW-44) Zone, the following provision applies:

Zone Regulations

- a. Permitted Uses
 - i) Two docks, subject to the approval of the appropriate authority
- b. Setback to the highwater mark of Sydenham Lake (Minimum)
 - i) Single detached dwelling unit 23.7 metres (77.8 ft.)
 - ii) Shed (108 sq ft maximum) 10.0 metres (32.8ft.)
- c. Structures permitted in the front yard (Minimum setback from front lot line):
 - i) Detached garage 11.95 metres (39.2ft.)
- d. For Accessory Buildings Not Attached to the Principle Building
 - i) Building Height (Maximum) 8.84 metres (29 ft.)

All other provisions of this by-law shall apply.

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

Dated at the Township of South Frontenac this 2nd day of July, 2019.

Read a first and second time this 2nd day of July, 2019.

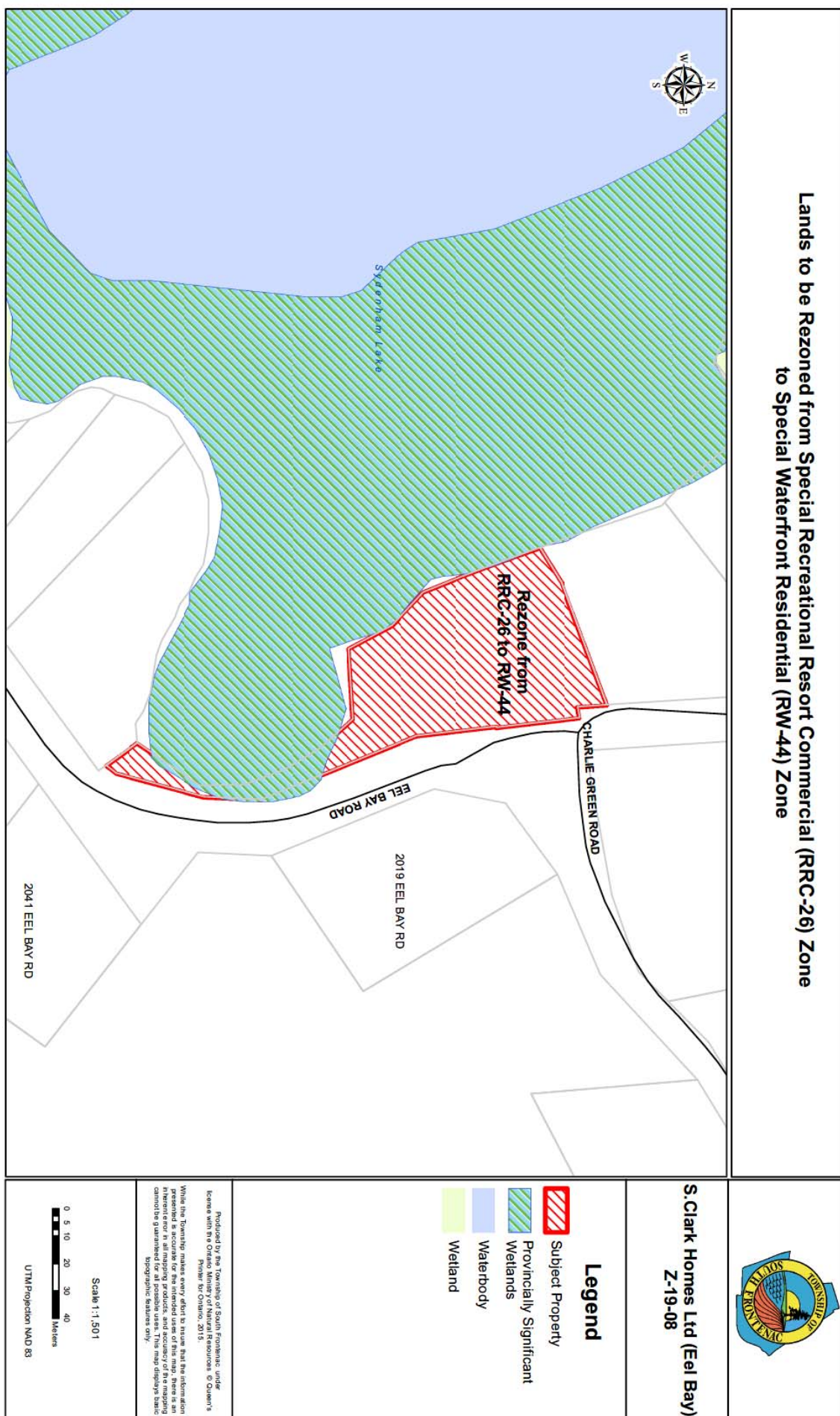
Read a third time and finally passed this 2nd day of July, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Schedule 1



This is Schedule "1" to By-law No. 2019-45

Passed this 2nd day of July, 2019

MAYOR _____

CLERK _____

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-46**

Being a by-law to amend By-law 2003-75, as amended, to rezone severed lands from Rural (RU) Zone to the Special Residential Waterfront (RW-42) Zone and rezone retained lands from Rural (RU) Zone to the Special Residential Waterfront (RW-43) Zone, Part Lot 25, Concession 10, District of Storrington, Township of South Frontenac: Jeff Curtis and Marie-Josée Landry

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

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

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

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

This by-law shall apply to the severed lands and retained lands created through consent application S-92-18-S. The lands are located in Part Lot 25, Concession 10, District of Storrington, Township of South Frontenac, municipally known as 4775 Carrying Place Road

1. THAT Schedule "C", to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning for the severed lands from Rural (RU) Zone to the Special Residential Waterfront (RW-42) Zone and rezone the retained lot from Rural (RU) Zone to the Special Residential Waterfront (RW-43) Zone for those lands shown on the attached map designated as Schedule "1".
2. THAT Zoning By-law Number 2003-75 as amended, is hereby further amended by adding a new section RW-42 (Part Lot 25, Concession 10, District of Storrington, Township of South Frontenac – severed parcel S-92-18-S), to read as follows:

RW-42 (Part Lot 25, Concession 10, District of Storrington – Curtis & Landry – severed parcel S-92-18-S)

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

Zone regulations

- | | | |
|----|---|--------------------|
| a. | Setback from highwater mark or floodline of a waterbody (Minimum) | |
| | i) Buildings | 40 metres (131ft.) |
| | ii) Septic | 40 metres (131ft.) |
| b. | Frontage | 61 metres (200ft.) |

All other provisions of this by-law shall apply.

3. THAT Zoning By-law Number 2003-75 as amended, is hereby further amended by adding a new section RW-43 (Part Lot 25, Concession 10, District of Storrington, Township of South Frontenac – retained parcel S-92-18-S), to read as follows:

RW-43 (Part Lot 25, Concession 10, District of Storrington – Curtis & Landry – retained parcel S-92-18-S)

Notwithstanding the provisions of Section 8, or any other provision of this By-law to the contrary, on lands zoned Waterfront Residential Zone RW-43, the following provision applies:

Zone regulations

- a. Setback from highwater mark or floodline of a waterbody (Minimum)
- | | | |
|------|-----------|--------------------|
| iii) | Buildings | 30 metres (131ft.) |
| iv) | Septic | 40 metres (131ft.) |

A garage is permitted to be located in the front yard, located 15 metres from the front lot line (Carrying Place Road).

All other provisions of this by-law shall apply.

**Dated at the Township of South Frontenac
this 2nd day of July, 2019.**

Read a first and second time this 2nd day of July, 2019.

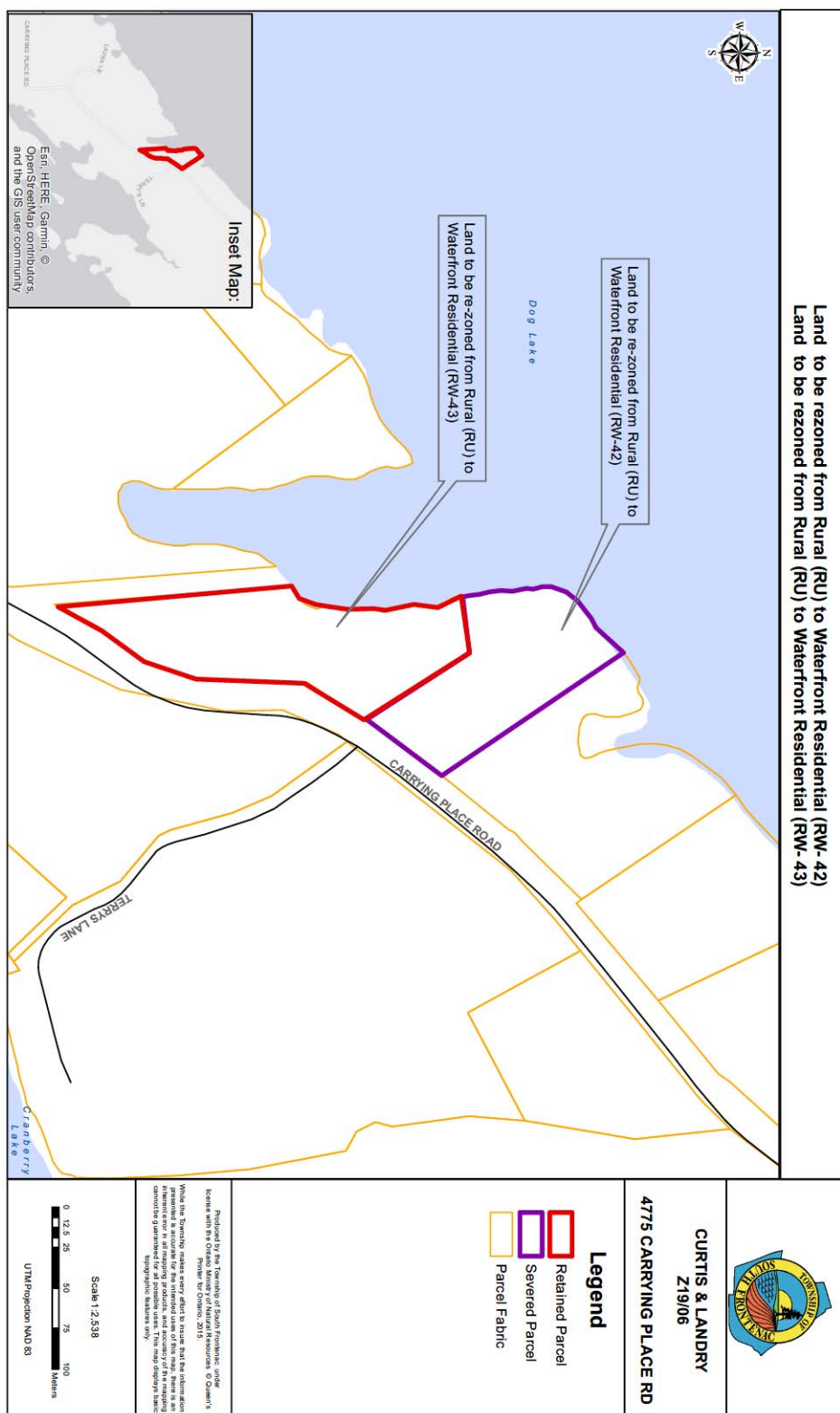
Read a third time and finally passed this 2nd day of July, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Schedule 1



This is Schedule "1" to By-law No. 2019-46

Passed this 2nd day of July, 2019

MAYOR _____

CLERK _____



Payment Listing
For the period of June 19, 2019 to July 2, 2019

Accounts Payable Payment Listing:

For the period of June 19, 2019 to July 2, 2019

Payroll Payment Listing:

Pay Period #19-13	Pay date June 19, 2019 For the period of June 2, 2019 to June 15, 2019	99,746.46
Council Honorarium:	Pay date June 28, 2019 For the period of June 1, 2019 to June 30, 2019	17,855.11
Total Payments		\$ 117,601.57

RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending July 2, 2019 in the amount of
 \$ 117,601.57

Submitted by:

Mark Foster - Accounting Clerk

Approved by:

Tracey Pritchard - Acting Deputy Treasurer

**Township of South Frontenac
 CHEQUE DISTRIBUTION REPORT**

Ranges: From: To: Distribution Types Included:
Cheque Date: 2019-06-19 2019-07-02 PURCH, MISC

10 GG

0035 TaxSB-EP

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011515	2019-06-28		LIMESTONE DISTRICT SCHOOL		
		2019 JUNE LEVY		2019 JUNE LEVY	\$1,242,897.44
Total EFT000000011515					\$1,242,897.44
Total TaxSB-EP					\$1,242,897.44

0036 TaxSB-ES

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011509	2019-06-28		ALGONQUIN AND LAKESHORE		
		2019 JUNE LEVY		2019 JUNE LEVY	\$114,129.81
Total EFT000000011509					\$114,129.81
Total TaxSB-ES					\$114,129.81

0037 TaxSB-FP

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011510	2019-06-28		CONSEIL DES ECOLES PUBLIQUES		
		2019 JUNE LEVY		2019 JUNE LEVY	\$6,949.70
Total EFT000000011510					\$6,949.70
Total TaxSB-FP					\$6,949.70

0038 TaxSB-FS

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011511	2019-06-28		CONSEIL SCOLAIRE CATHOLIQUE DU		
		2019 JUNE LEVY		2019 JUNE LEVY	\$9,278.13
Total EFT000000011511					\$9,278.13
Total TaxSB-FS					\$9,278.13

1000

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011541	2019-07-02		CULLIGAN		
		31322TI		Water	\$52.56
Total EFT000000011541					\$52.56
EFT000000011550	2019-07-02		GREENSHIELD PEST CONTROL INC		
		9152		Treatment for Cluster Fly	\$279.84
Total EFT000000011550					\$279.84
EFT000000011551	2019-07-02		HAVEN HOME ENTERPRISE INC		
		258668		Service Call	\$277.80
Total EFT000000011551					\$277.80
EFT000000011553	2019-07-02		J & J LANDSCAPING		
		2019128		Grass Cutting	\$21.88
		2019147		Grass Cutting	\$21.88
Total EFT000000011553					\$43.76
EFT000000011558	2019-07-02		KINGSTON PLATE & WINDOW GLASS		
		2019-1139		Screen re-roll	\$128.15
Total EFT000000011558					\$128.15
EFT000000011593	2019-07-02		XCG CONSULTANTS LTD.		
		55234		Drinking Water Sampling	\$101.76
		55234		Drinking Water Sampling	\$113.00
Total EFT000000011593					\$214.76
Total					\$996.87

1100 Counc

Cheque	Date	Inv #	Vendor	Description	Amount
070299	2019-07-02		GANAOQUE & DISTRICT HUMAINE SOCIETY		
			DONATION J.PRITCHARD	Memorial Donation J.Pritchard	\$67.54
Total 070299					\$67.54
070315	2019-07-02		TROPHY HOUSE		
		6074		Name Tag + Name Plate	\$37.65
		6009		Plaques For Volunteers	\$139.41
Total 070315					\$177.06
EFT000000011587	2019-07-02		TROUSDALE'S FOODLAND		
		2017		Food for Vol. Recognition	\$307.61
Total EFT000000011587					\$307.61
Total Counc					\$552.21

1250 Cik

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011536	2019-07-02		CDW CANADA INC		
		SRD6734		Black+Colour Imaging Kit	\$283.97
Total EFT000000011536					\$283.97
EFT000000011588	2019-07-02		TROUSDALE'S HOME HARDWARE		
		222821		Packing Tape	\$12.69
Total EFT000000011588					\$12.69

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total Clk

\$296.66

1275 Fin

Cheque	Date	Inv #	Vendor	Description	Amount
070313	2019-07-02	11820-LK-24724	QUEENS UNIVERSITY-IRC	Change Management Course L.F.	\$2,632.02
Total 070313					\$2,632.02
EFT000000011528	2019-07-02	23470	BAYRIDGE PRINTER PROS	Black Toner-Reception	\$477.25
Total EFT000000011528					\$477.25
Total Fin					\$3,109.27

1280 HR

Cheque	Date	Inv #	Vendor	Description	Amount
070296	2019-07-02	12048	CORNERSTONES MANGEMENT SOLUTIONS LIMITED	CAO Recruitment	\$6,410.88
Total 070296					\$6,410.88
Total HR					\$6,410.88

Total GG

\$1,384,620.97

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
070301	2019-07-02	4594	KINGSTON FIRE AND RESCUE	Q2 Dispatching Fees	\$9,056.64
Total 070301					\$9,056.64
070330	2019-07-02	446	TOWNSHIP OF CENTRAL FRONTENAC	Fit Tester Machine	\$4,728.77
Total 070330					\$4,728.77
EFT000000011517	2019-07-02	29828	BOULTON SEPTIC/LARMON'S	Holding Tank Pumped	\$244.22
Total EFT000000011517					\$244.22
EFT000000011518	2019-07-02	A2139858	ABELL PEST CONTROL INC.	19/05 Pest Control	\$48.61
		A2132626		19/05 Pest Control	\$39.40
Total EFT000000011518					\$88.01
EFT000000011521	2019-07-02	146586	AJ STONE COMPANY LIMITED	Boots	\$141.45
		146769		2X Gated Wye Valve	\$5,353.91
Total EFT000000011521					\$5,495.36
EFT000000011529	2019-07-02	32472	BLACK DOG TIRE & LUBRICANTS	Tire	\$446.96
Total EFT000000011529					\$446.96
EFT000000011533	2019-07-02	2177	CAMERON MECHANICAL	Pump Testing	\$3,444.58
Total EFT000000011533					\$3,444.58
EFT000000011546	2019-07-02	440813	FIRE SERVICE MANAGEMENT	Wash+Repair	\$373.64
Total EFT000000011546					\$373.64
EFT000000011548	2019-07-02	131666	FRASSO AUTOMOTIVE SERVICE	Oil Change	\$111.31
Total EFT000000011548					\$111.31
EFT000000011553	2019-07-02	2019135	J & J LANDSCAPING	Grass Cutting	\$28.75
		2019150		Grass Cutting	\$28.75
		2019137		Grass Cutting	\$25.44
		2019154		Grass Cutting	\$25.44
		2019160		Grass Cutting	\$36.63
		2019130		Grass Cutting	\$36.63
		2019152		Grass Cutting	\$28.49
Total EFT000000011553					\$210.13
EFT000000011556	2019-07-02	KS25261	KENWORTH ONTARIO - KINGSTON	Safety + Radio Repair	\$525.15
		KS25287		Safety+Brake Shoes	\$1,194.68
		KS25247		Safety+Brakes+Battery	\$3,622.10
Total EFT000000011556					\$5,341.93
EFT000000011560	2019-07-02	2706-998891	LEONARD FUELS	664.4L @.899	\$607.81
		1057-1010708		105.20L @1.1142	\$117.13
		1057-1013406		71.10L @1.1495	\$81.72
		1057-1013359		86.05L @1.1142	\$95.82
		1057-1014304		56.28L @1.2381	\$69.76
		1057-1014305		38.0L @1.0965	\$41.63
Total EFT000000011560					\$1,013.87
EFT000000011561	2019-07-02	4810066-00	LEVITT-SAFETY LIMITED	Oxygen Mask	\$199.24
		1248981-00		Compressor	\$33,529.92
Total EFT000000011561					\$33,729.16
EFT000000011562	2019-07-02	2100832460	MESSER CANADA INC.	Oxygen	\$399.60
		2100831833		Oxygen	\$96.40
Total EFT000000011562					\$496.00
EFT000000011563	2019-07-02	155166	M&L SUPPLY, FIRE & SAFETY	46X Couplings	\$11,287.22
Total EFT000000011563					\$11,287.22

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

EFT000000011582	2019-07-02		SWISH MAINTENANCE LIMITED		
		K612332		Soap	\$40.70
		K613617		Garbage Bags	\$51.33
		K613616		Cleaning Supplies	\$493.62
Total EFT000000011582					\$585.65
EFT000000011587	2019-07-02		TROUSDALE'S FOODLAND		
		6411		Water	\$59.80
Total EFT000000011587					\$59.80
Total Fire					\$76,713.25

2110 Cvc#

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011578	2019-07-02		SIGNS PLUS		
		3148		Civic Blade	\$9.16
		3147		Street Sign	\$82.43
Total EFT000000011578					\$91.59
Total Cvc#					\$91.59

2400 Police

Cheque	Date	Inv #	Vendor	Description	Amount
070287	2019-06-28		MINISTER OF FINANCE-POLICE SERVICES		
		110706191243097		19/06 Policing Services	\$250,492.00
Total 070287					\$250,492.00
Total Police					\$250,492.00

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011586	2019-07-02		TOWN AND COUNTRY AUTO SUPPLY		
		6083-551570		Oil	\$32.26
		6083-551570		Filter	\$7.30
Total EFT000000011586					\$39.56
Total Build					\$39.56

2620 Anml Ctl

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011513	2019-06-28		FRONTENAC MUNICIPAL LAW		
		SF-AC-2019-JUNE		19/06 ANIMAL CONTROL	\$3,256.19
Total EFT000000011513					\$3,256.19
EFT000000011557	2019-07-02		KINGSTON HUMANE SOCIETY		
		SF_KHS POUND_19-05		19/05 Pound Services	\$434.14
Total EFT000000011557					\$434.14
Total Anml Ctl					\$3,690.33

2640 Bylaw enf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011513	2019-06-28		FRONTENAC MUNICIPAL LAW		
		SF-P-2019-JUNE		19/06- PARKING BYLAW	\$457.92
		SF-P-2019-JUNE		19/06- PARKING BYLAW	\$634.98
Total EFT000000011513					\$1,092.90
Total Bylaw enf					\$1,092.90

Total PP&P

\$332,119.63

30 Trans

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
070304	2019-07-02		LEMMON, JESSE		
		SHOCKS		Shocks- Ins. Claim	\$415.89
Total 070304					\$415.89
EFT000000011519	2019-07-02		AINLEY GRAHAM & ASSOCIATES LTD		
		IN0018207		Engineering Services	\$178.08
Total EFT000000011519					\$178.08
Total PW OH					\$593.97

3010

Cheque	Date	Inv #	Vendor	Description	Amount
070292	2019-07-02		A-1 LOCKSMITHS		
		302803		Install Used Trim	\$162.82
Total 070292					\$162.82
070293	2019-07-02		ATKINSON HOME BUILDING CENTRE		
		210443		Pick+Sunscreen+Batteries	\$72.20
		210859		Foam Sealant	\$27.44
Total 070293					\$99.64
070298	2019-07-02		FRANK'S DRILLING & BLASTING		
		5325		Drilling + Blasting	\$89,528.45
Total 070298					\$89,528.45
070300	2019-07-02		GOODYEAR CANADA INC.		
		73417990		6X TIRES	\$11,707.06
Total 070300					\$11,707.06
070302	2019-07-02		KINGSTON AUTO GLASS		
		21432		Windshield	\$407.04

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total 070302					\$407.04
070303	2019-07-02		LAFARGE CANADA INC		
		710681819	Gabion Stone		\$179.08
		710691240	Gabion Stone		\$355.31
		710669845	Gabion Stone		\$188.41
		710722111	Gabion Stone		\$992.72
		710722111	Gabion Stone		\$525.45
Total 070303					\$2,240.97
070310	2019-07-02		MOON, BRAD		
			TREE REPLACEMENT	Tree Replacement	\$651.51
Total 070310					\$651.51
EFT000000011517	2019-07-02		BOULTON SEPTIC/LARMON'S		
		29987		Patching	\$2,892.02
Total EFT000000011517					\$2,892.02
EFT000000011518	2019-07-02		ABELL PEST CONTROL INC.		
		A2185621		Pest Control	\$69.72
Total EFT000000011518					\$69.72
EFT000000011520	2019-07-02		AIR LIQUIDE CANADA INC.		
		70001900		Oxygen	\$35.32
Total EFT000000011520					\$35.32
EFT000000011523	2019-07-02		ARMTEC CANADA CULVERT		
		5-77662		Culverts+ Couplers	\$2,007.28
Total EFT000000011523					\$2,007.28
EFT000000011525	2019-07-02		AUTO ELECTRIC RE-BUILDERS		
		14571		Starter	\$534.24
Total EFT000000011525					\$534.24
EFT000000011529	2019-07-02		BLACK DOG TIRE & LUBRICANTS		
		33405		4X Tires	\$1,214.89
Total EFT000000011529					\$1,214.89
EFT000000011537	2019-07-02		CINTAS		
		884264628		Uniform	\$16.85
		884264628		Cleaning Supplies	\$258.62
		884264629		Uniform	\$10.16
		884264629		Cleaning Supplies	\$32.37
		884266490		Uniform	\$16.85
		884266490		Cleaning Supplies	\$221.99
		884266491		Uniform	\$10.16
		884266491		Cleaning Supplies	\$71.61
Total EFT000000011537					\$638.61
EFT000000011538	2019-07-02		COCO PROPERTIES CORP		
		219568		Gravel	\$227.51
		220725		Gravel	\$352.60
		226594		Gravel	\$109.01
		227832		Gravel	\$663.75
Total EFT000000011538					\$1,352.87
EFT000000011540	2019-07-02		CROSSIRON TRUCK & EQUIPMENT		
		W 1316		Engine Light On	\$61.06
Total EFT000000011540					\$61.06
EFT000000011542	2019-07-02		CUNNINGHAM SWAN CARTY		
		157961		Legal Fees	\$152.64
Total EFT000000011542					\$152.64
EFT000000011545	2019-07-02		D.MARTIN WELDING & FABRICATING		
		9184		12X Grates	\$2,442.24
Total EFT000000011545					\$2,442.24
EFT000000011549	2019-07-02		GILBERT & SON CONSTRUCTION INC.		
		771		Truck Rentals	\$2,930.69
Total EFT000000011549					\$2,930.69
EFT000000011554	2019-07-02		JOE JOHNSON EQUIPMENT INC.		
		P31484		Trackless Parts	\$1,031.01
		P31480		Broom Core	\$811.54
Total EFT000000011554					\$1,842.55
EFT000000011555	2019-07-02		KENT AUTOMOTIVE		
		9306788540		Fittings	\$125.77
		9306770764		Fittings	\$244.80
		9306767232		Nuts+Tubes+Bulb+Connectors	\$356.42
Total EFT000000011555					\$726.99
EFT000000011560	2019-07-02		LEONARD FUELS		
		1056-1018556		Lubes	\$55.19
		1058-1010513		97.00L @1.1673	\$113.26
		1058-1010724		60.30L @ 1.1496	\$69.32
		1058-1012988		101.99L @1.1495	\$117.23
		1058-1012432		80.96L @1.1495	\$93.05
		1058-1013951		80.96L @1.1495	\$117.85
		1058-1014279		12.81L @1.2381	\$15.87
		1058-1014576		90.28L @1.0965	\$98.89
		1058-1019061		110.27L @1.1407	\$125.74
		1058-1016918		14.97L @1.2823	\$19.23
		1058-1017024		111.09L @1.1407	\$126.69
		1058-1018552		100.25L @1.1142	\$111.62
		1058-1018874		86.00L @1.1142	\$95.76
Total EFT000000011560					\$1,159.70
EFT000000011562	2019-07-02		MESSER CANADA INC.		
		2100832940		Gases	\$276.44
Total EFT000000011562					\$276.44
EFT000000011564	2019-07-02		MAGNACHARGE BATTERY CORP		
		K88956		12V Battery	\$182.27
Total EFT000000011564					\$182.27
EFT000000011565	2019-07-02		MCNICHOLS CONSTRUCTION LTD		
		19/06/14-SCANLAN		Tri Axle+ Hoe Ram Rental	\$21,873.31
Total EFT000000011565					\$21,873.31

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EFT000000011568	2019-07-02			ONTARIO HOSE SPECIALTIES LIMITED	
		5193722		Rags	\$9.85
		5193896		Hose+Assembly	\$34.37
		5193720		Hose+Assembly	\$88.68
Total EFT000000011568					\$132.90
EFT000000011570	2019-07-02			PAT'S RADIATOR SERVICE LTD.	
		142610		Alignment	\$111.94
Total EFT000000011570					\$111.94
EFT000000011571	2019-07-02			PETRIE FORD	
		273215		Oil	\$50.31
		272840		Oil	\$33.54
		272840		Oil	\$16.77
Total EFT000000011571					\$100.62
EFT000000011573	2019-07-02			PRINCESS AUTO	
		1179275		Trailer Harness	\$9.15
		1179275		Assorted Parts	\$50.40
		1178188		6X Shackles+ Hammer	\$60.98
		1188867		Hydraulic Oil	\$122.09
		1188867		Wrench Set	\$127.18
Total EFT000000011573					\$369.80
EFT000000011574	2019-07-02			PRO-TECH TRAINING SERVICES INC.	
		579		5X Traffic Control Training	\$432.48
Total EFT000000011574					\$432.48
EFT000000011576	2019-07-02			R. THURSTON TECHNOLOGIES	
		11351		Replace Antenna	\$99.02
		11351		Radio Repair	\$86.50
Total EFT000000011576					\$185.52
EFT000000011578	2019-07-02			SIGNS PLUS	
		3148		2X Truck Numbers	\$10.18
Total EFT000000011578					\$10.18
EFT000000011581	2019-07-02			SWEET'S SAND & GRAVEL	
		S-0059324		Cat Hoe Rental	\$2,320.13
		S-0059364		Gravel	\$13,794.28
Total EFT000000011581					\$16,114.41
EFT000000011584	2019-07-02			RUSH TRUCK CENTRES	
		352692KI		International Part	\$182.22
		352767KI		Valve Assy+Connector	\$188.97
Total EFT000000011584					\$371.19
EFT000000011585	2019-07-02			TOROMONT INDUSTRIES LTD.	
		PS040666512		Cat Fluid	\$87.83
		WO040657686		Replace U-Joints	\$506.26
Total EFT000000011585					\$594.09
EFT000000011586	2019-07-02			TOWN AND COUNTRY AUTO SUPPLY	
		6083-549174		Filters	\$67.97
		6083-550855		Oil	\$38.72
		6083-550138		12V Battery	\$170.76
		6083-549834		Battery Charger	\$814.07
Total EFT000000011586					\$1,091.52
EFT000000011587	2019-07-02			TROUSDALE'S FOODLAND	
		15.		Water	\$59.80
		2162		Cream+Facial Tissues	\$9.64
		7802		Water	\$29.94
Total EFT000000011587					\$99.38
EFT000000011588	2019-07-02			TROUSDALE'S HOME HARDWARE	
		93655		Cooler+ Bug Spray	\$47.81
		93650		ABS Cement	\$8.84
Total EFT000000011588					\$56.65
EFT000000011589	2019-07-02			TW PATCHING	
		988315		Patching	\$7,314.00
Total EFT000000011589					\$7,314.00
EFT000000011590	2019-07-02			UNIVERSAL SUPPLY GROUP	
		511-302364		Ball Joint	\$185.18
		896-933156		Rotor+Brake	\$184.54
		173-236199		Air Brake Parts	\$53.09
		173-236480		Solenoid Valve	\$158.89
		511-302189		Ball Joint	\$236.03
		173-237342		Brake Parts	\$145.50
		173-237131		Coolant hoses	\$186.14
		173-236461		Cleaner	\$10.16
Total EFT000000011590					\$1,159.53
Total					\$173,334.54

3115 Bvr Dms

Cheque	Date	Inv #	Vendor	Description	Amount
070293	2019-07-02		ATKINSON HOME BUILDING CENTRE		
		210446		Insect Repellent	\$11.69
Total 070293					\$11.69
Total Bvr Dms					\$11.69

3210 Brushing

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011581	2019-07-02		SWEET'S SAND & GRAVEL		
		S-0058990		Brush Cutter	\$7,006.18
Total EFT000000011581					\$7,006.18
Total Brushing					\$7,006.18

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3215 Drainage

Cheque	Date	Inv #	Vendor	Description	Amount
070291	2019-06-28		SNIDER, PERCY		
		19/05/23-18		Flagging	\$239.27
Total 070291					\$239.27
070303	2019-07-02		LAFARGE CANADA INC		
		710681819		Gabion Stone	\$350.77
		710722111		Gabion Stone	\$177.17
Total 070303					\$527.94
EFT000000011523	2019-07-02		ARMTEC CANADA	CULVERT	
		5-77661		6X Culverts+ 8X Couplers	\$9,125.68
Total EFT000000011523					\$9,125.68
EFT000000011567	2019-07-02		O. BETTSCHEN		
		42405		Gravel	\$91.58
Total EFT000000011567					\$91.58
Total Drainage					\$9,984.47

3235 Sidewalks

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011517	2019-07-02		BOULTON SEPTIC/LARMON'S		
		29462A		Flagging	\$442.66
Total EFT000000011517					\$442.66
Total Sidewalks					\$442.66

3310 Hardtop Patching

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011567	2019-07-02		O. BETTSCHEN		
		42551		Cold Patch	\$2,764.82
Total EFT000000011567					\$2,764.82
EFT000000011591	2019-07-02		WILLIAMS HOT MIX LTD		
		3944		73.89 MT Hot Mix	\$7,418.01
Total EFT000000011591					\$7,418.01
Total Hardtop Patching					\$10,182.83

3320 should maint

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011538	2019-07-02		COCO PROPERTIES CORP		
		219568		Gravel	\$1,496.75
Total EFT000000011538					\$1,496.75
EFT000000011567	2019-07-02		O. BETTSCHEN		
		42522		Recycled Asphalt	\$166.22
Total EFT000000011567					\$166.22
Total should maint					\$1,662.97

3405 Washout

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011538	2019-07-02		COCO PROPERTIES CORP		
		220725		Gravel	\$256.00
Total EFT000000011538					\$256.00
EFT000000011567	2019-07-02		O. BETTSCHEN		
		42405		Gravel	\$781.14
		42470		Gravel+ Recycled Asphalt	\$829.25
		42522		Recycled Asphalt	\$158.33
		42559		Recycled Asphalt	\$155.12
		42380		Recycled Asphalt	\$149.39
		42476		Gravel	\$1,105.46
		42393		Gravel	\$1,509.37
Total EFT000000011567					\$4,688.06
EFT000000011581	2019-07-02		SWEET'S SAND & GRAVEL		
		S-0059364		Gravel	\$379.34
Total EFT000000011581					\$379.34
Total Washout					\$5,323.40

3415 dust layer

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011566	2019-07-02		MORRIS CHEMICALS INCORPORATED		
		INV0073826		Calcium Chloride	\$4,666.97
		INV0073825		Calcium Chloride	\$4,735.08
		INV0073821		Calcium Chloride	\$4,729.85
		INV0073813		Calcium Chloride	\$4,857.34
		INV0073812		Calcium Chloride	\$4,766.52
		INV0073836		Calcium Chloride	\$3,857.09
		INV0074475		Calcium Chloride	\$2,870.71
		INV0074108		Calcium Chloride	\$6,717.49
		INV0074090		Calcium Chloride	\$6,413.60
		INV0074080		Calcium Chloride	\$2,556.33
		INV0074079		Calcium Chloride	\$6,417.08
		INV0074073		Calcium Chloride	\$2,569.51
		INV0074069		Calcium Chloride	\$2,548.79
		INV0074058		Calcium Chloride	\$6,336.74
		INV0073555		Calcium Chloride	\$4,653.00
		INV0073547		Calcium Chloride	\$4,726.35
		INV0074152		Calcium Chloride	\$4,735.08

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total EFT000000011566 **\$78,157.53**
Total dust layer **\$78,157.53**

3425 Gradng & Grvl resurf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011567	2019-07-02	42470	O. BETTSCHEN	Recycled Asphalt	\$985.11
Total EFT000000011567					\$985.11
EFT000000011581	2019-07-02	S-0059364	SWEET'S SAND & GRAVEL	Gravel	\$254.83
Total EFT000000011581					\$254.83
Total Gradng & Grvl resurf					\$1,239.94

3601 Barricds & Sfty Matls

Cheque	Date	Inv #	Vendor	Description	Amount
070308	2019-07-02	26702	MCCULLOUGH METALS LTD.	Metal for Sign Insert	\$35.62
Total 070308					\$35.62
EFT000000011527	2019-07-02	24228662	BATTLEFIELD EQUIPMENT RENTALS	Sign- "Men Working"	\$296.72
Total EFT000000011527					\$296.72
Total Barricds & Sfty Matls					\$332.34

3615 Street signs

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011578	2019-07-02	3148 3147	SIGNS PLUS	2 Street Signs Street Sign	\$80.29 \$14.25
Total EFT000000011578					\$94.54
Total Street signs					\$94.54

3625 RR cross mnt

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011534	2019-07-02	11112299	CANADIAN PACIFIC RAILWAY	19/06 Flasher Contract	\$744.00
Total EFT000000011534					\$744.00
Total RR cross mnt					\$744.00

3650 Street Lights

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011577	2019-07-02	36544	R.W. ELECTRIC	19/05 Streetlight Repair	\$283.81
Total EFT000000011577					\$283.81
Total Street Lights					\$283.81

3800 Crssng Guards

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011539	2019-07-02	87500	COMMISSIONAIRES SECURITY SOLUTIONS	Crossing Guards	\$1,135.91
Total EFT000000011539					\$1,135.91
Total Crssng Guards					\$1,135.91

Total Trans **\$290,530.78**

40 Env

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
070291	2019-06-28		SNIDER, PERCY		
		19/06 DISPOSAL -FUEL		19/06 DISPOSAL Fuel Adj	\$152.15
		19/06 DISPOSAL -FUEL		19/06 DISPOSAL Fuel Adj	\$125.61
		19/06 DISPOSAL		19/06 DISPOSAL	\$11,940.74
		19/06 DISPOSAL		19/06 DISPOSAL	\$9,856.55
Total 070291					\$22,075.05
070307	2019-07-02	22560	MADDOCKS ENGINEERING	8X TyeDee Bins	\$9,483.33
Total 070307					\$9,483.33
EFT000000011508	2019-06-28		BOULTON SEPTIC/LARMON'S		
		COLLECTION 19/06		COLLECTION 19/06	\$12,197.80
		COLLECTION19/06-FUEL		COLLECTION 19/06- Fuel Adj.	\$155.43
Total EFT000000011508					\$12,353.23
Total Garb coll					\$43,911.61

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011516	2019-06-28		WHALEY, GEORGE		
		19/06 DISPOSAL		19/06 DISPOSAL	\$1,935.80
Total EFT000000011516					\$1,935.80
EFT000000011532	2019-07-02	2019-26971	CAMBIUM INC.	PFAS Sampling+Analysis	\$16,067.90
Total EFT000000011532					\$16,067.90

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total Gab disp **\$18,003.70**

5205 Recyc Coll

Cheque	Date	Inv #	Vendor	Description	Amount
070291	2019-06-28		SNIDER, PERCY		
		19/06 DISPOSAL -FUEL		19/06 DISPOSAL Fuel Adj	\$164.14
		19/06 DISPOSAL -FUEL		19/06 DISPOSAL Fuel Adj	\$143.12
		19/06 DISPOSAL -FUEL		19/06 DISPOSAL Fuel Adj	\$152.77
		19/06 DISPOSAL		19/06 DISPOSAL	\$12,881.10
		19/06 DISPOSAL		19/06 DISPOSAL	\$11,232.19
		19/06 DISPOSAL		19/06 DISPOSAL	\$11,989.49
Total 070291					\$36,562.81
EFT000000011508	2019-06-28		BOULTON SEPTIC/LARMON'S		
		COLLECTION 19/06		COLLECTION 19/06	\$10,492.73
		COLLECTION19/06-FUEL		COLLECTION 19/06- Fuel Adj.	\$133.70
Total EFT000000011508					\$10,626.43
Total Recyc Coll					\$47,189.24

5305 HHW

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011530	2019-07-02		BRENDAR ENVIRONMENTAL INC.		
		20190093		19/05 HHW Services	\$7,112.31
Total EFT000000011530					\$7,112.31
EFT000000011583	2019-07-02		SYDENHAM LANDSCAPE PRODUCTS		
		3894		Black Mulch	\$81.95
Total EFT000000011583					\$81.95
Total HHW					\$7,194.26

Total Env **\$116,298.81**

70 Cem

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011512	2019-06-28		D G YOUNGE CONCRETE BURIAL VAULTS		
			SERVICES 19/06	SERVICES 19/06	\$875.14
Total EFT000000011512					\$875.14
EFT000000011543	2019-07-02		D G YOUNGE CONCRETE BURIAL VAULTS		
		2234		19/05 Cemetary Services	\$356.16
		2234		19/05 Cemetary Services	\$534.24
		2234		19/05 Cemetary Services	\$356.16
		2234		19/05 Cemetary Services	\$122.11
Total EFT000000011543					\$1,368.67
EFT000000011553	2019-07-02		J & J LANDSCAPING		
		2019138		Grass Cutting	\$45.79
		2019156		Grass Cutting	\$45.79
		2019133		Grass Cutting	\$274.75
		2019157		Grass Cutting	\$274.75
		2019155		Grass Cutting	\$24.93
Total EFT000000011553					\$666.01
Total Health					\$2,909.82

Total Cem **\$2,909.82**

80 Rec

8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
070293	2019-07-02		ATKINSON HOME BUILDING CENTRE		
		211291		Bit+ Post Concrete	\$38.65
Total 070293					\$38.65
070295	2019-07-02		CADUCEON ENTERPRISES INC.		
		19-7976		Microcystin	\$68.69
Total 070295					\$68.69
070297	2019-07-02		FISHER, DAVE		
		19/06/17-STORR REC		19/06/17-STORR REC	\$32.47
Total 070297					\$32.47
070318	2019-07-02		WEBSTER, LOIS		
		19/06/13-BEDFORD REC		19/06/13-BEDFORD REC	\$32.47
Total 070318					\$32.47
070319	2019-07-02		WEBSTER, RICHARD		
		19/06/13-BEDFORD REC		19/06/13-BEDFORD REC	\$32.47
Total 070319					\$32.47
EFT000000011514	2019-06-28		LEONARD, ELIZABETH		
		19/06 MAINTENANCE		19/06 MAINTENANCE	\$142.50
Total EFT000000011514					\$142.50
EFT000000011517	2019-07-02		BOULTON SEPTIC/LARMON'S		
		29936		Holding Tank Pumped	\$244.22
		29935		Holding Tank Pumped	\$244.22
Total EFT000000011517					\$488.44
EFT000000011524	2019-07-02		ASSELSTINE HARDWARE		
		6346		Contact Cement+Dock Leg Caps	\$13.00
		6325		Watering Can	\$8.13
Total EFT000000011524					\$21.13
EFT000000011531	2019-07-02		BROWN, DONNA		
		19/06/13-BEDFORD REC		19/06/13-BEDFORD REC	\$32.47

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total EFT000000011531				\$32.47
EFT000000011544	2019-07-02		DILLABOUGH, LEE 19/06/13-BEDFORD REC	19/06/13-BEDFORD REC \$65.00
Total EFT000000011544				\$65.00
EFT000000011547	2019-07-02		FOX, KEVIN 19/06/17-STORR REC	19/06/17-STORR REC \$32.47
Total EFT000000011547				\$32.47
EFT000000011553	2019-07-02		J & J LANDSCAPING	
		2019139	Grass Cutting	\$81.41
		2019140	Grass Cutting	\$20.35
		2019141	Grass Cutting	\$64.11
		2019142	Grass Cutting	\$235.57
		2019143	Grass Cutting	\$91.58
		2019144	Grass Cutting	\$213.70
		2019145	Grass Cutting	\$30.53
		2019146	Grass Cutting	\$35.62
		2019158	Grass Cutting	\$87.51
		2019159	Grass Cutting	\$131.78
		2019151	Grass Cutting	\$81.41
		2019127	Grass Cutting	\$30.53
		2019126	Grass Cutting	\$35.62
		2019125	Grass Cutting	\$213.70
		2019124	Grass Cutting	\$235.57
		2019129	Grass Cutting	\$131.78
		2019128	Grass Cutting	\$21.88
		2019131	Grass Cutting	\$81.41
		2019132	Grass Cutting	\$87.51
		2019134	Grass Cutting	\$75.30
		2019136	Grass Cutting	\$122.11
		2019149	Grass Cutting	\$122.11
		2019148	Grass Cutting	\$75.30
		2019147	Grass Cutting	\$21.88
Total EFT000000011553				\$2,328.27
EFT000000011559	2019-07-02		KOT, JOHN 19/06/17-STORR REC	19/06/17-STORR REC \$32.47
Total EFT000000011559				\$32.47
EFT000000011560	2019-07-02		LEONARD FUELS 0838-1006247	474.0L @.9707 \$468.20
Total EFT000000011560				\$468.20
EFT000000011569	2019-07-02		PANTREY, AMANDA 19/06/17-STORR REC	19/06/17-STORR REC \$65.00
Total EFT000000011569				\$65.00
EFT000000011579	2019-07-02		SLEETH, SARAH 19/06/21-48	Cleaning \$420.00
Total EFT000000011579				\$420.00
EFT000000011580	2019-07-02		SMITH, ROBERTA 19/06/17-STORR REC	19/06/17-STORR REC \$32.47
Total EFT000000011580				\$32.47
EFT000000011582	2019-07-02		SWISH MAINTENANCE LIMITED	
		K613689	Cleaning Supplies	\$190.52
		K612566	Cleaning Supplies	\$168.78
Total EFT000000011582				\$359.30
EFT000000011588	2019-07-02		TROUSDALE'S HOME HARDWARE	
		93706	Rope	\$9.15
		222829	Fridge	\$1,068.45
		93608	Cement Mixer+Pail	\$521.90
		93688	Cement Mixer+ Parts for Bench	\$289.10
		223035	Screws	\$8.12
		303925	2X Spring Hinge	\$48.82
		93486	Cable Ties+ Lube	\$22.36
		222799	Chalk Reel+ Screws	\$0.95
		223007	Bit+ Blade+ 50X Wedge Anchor	\$56.82
		223007	Bit+ Blade+ 50X Wedge Anchor	\$56.82
		93802	Canada Flag	\$36.62
		93802	Canada Flag	\$36.62
Total EFT000000011588				\$2,155.73
EFT000000011593	2019-07-02		XCG CONSULTANTS LTD.	
		55234	Drinking Water Sampling	\$113.00
		55234	Drinking Water Sampling	\$113.00
		55234	Drinking Water Sampling	\$113.00
		55234	Drinking Water Sampling	\$101.76
Total EFT000000011593				\$440.76

Total Rec **\$7,288.96**

8025 Day Cmps

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011587	2019-07-02		TROUSDALE'S FOODLAND		
		1861		Sunscreen+Band-aids	\$51.91
Total EFT000000011587					\$51.91
Total Day Cmps					\$51.91

8030 Cda Day

Cheque	Date	Inv #	Vendor	Description	Amount
070282	2019-06-28		BANDY, JILLIAN		
			CANADA DAY 2019	Editing Posters	\$100.00
Total 070282					\$100.00
070283	2019-06-28		CODE, JEFF		
			CANADA DAY 2019	Storr. Can. Day Entertainment	\$600.00
Total 070283					\$600.00

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

070284	2019-06-28	DELIN, JO ANN	CANADA DAY 2019	Pony Rides+Petting Zoo	\$650.00
Total 070284					\$650.00
070285	2019-06-28	KING, CHARLIE	CANADA DAY 2019	Sound System	\$750.00
Total 070285					\$750.00
070286	2019-06-28	KNIGHT, JANET	CANADA DAY 2019	Cookie Making Materials	\$300.00
Total 070286					\$300.00
070288	2019-06-28	PARKS, PATRICIA	CANADA DAY 2019	BBQ Supplies	\$300.00
Total 070288					\$300.00
070289	2019-06-28	REVELL, TOM	CANADA DAY 2019	Band- Jack and the Gang	\$700.00
Total 070289					\$700.00
070290	2019-06-28	SAUNDERS, JOE	CANADA DAY 2019	Red Rose-Music Coordination	\$850.00
Total 070290					\$850.00
070311	2019-07-02	THE NOT SO AMATEUR AMATEURS	2019 CANADA DAY	3X Machines+2X Face Painters	\$696.00
Total 070311					\$696.00
EFT000000011522	2019-07-02	A PARTY CENTRE	58649	Canada Day Equipment	\$1,669.37
Total EFT000000011522					\$1,669.37
EFT000000011552	2019-07-02	HOWE, MIKE	19/03/29-WIX.COM	Canada Day Website	\$205.38
Total EFT000000011552					\$205.38
EFT000000011592	2019-07-02	WOOD, ALVIN	19/06/14-BROCHURES	Can. Day Brochures	\$398.88
Total EFT000000011592					\$398.88
Total Cda Day					\$7,219.63

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
070293	2019-07-02		ATKINSON HOME BUILDING CENTRE	Limestone Screenings	\$58.52
Total 070293					\$58.52
070305	2019-07-02		LINGEN, DEBORAH	Mail Flyers	\$124.93
Total 070305					\$124.93
070306	2019-07-02		LINGEN, ROY	Summer Flyers	\$257.91
Total 070306					\$257.91
070317	2019-07-02		VERONA/HARTINGTON SOFTBALL ASSOCIATION	Donation- Helmets/Face Masks	\$500.00
Total 070317					\$500.00
EFT000000011526	2019-07-02		BABCOCK, CHET	Potting Soil for Barrels	\$50.78
Total EFT000000011526					\$50.78
Total VCA					\$992.14

8230 SF Rides

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011572	2019-07-02		PRIMETIME CUSTOM	300X Lakes+Trails Hats	\$2,014.85
Total EFT000000011572					\$2,014.85
Total SF Rides					\$2,014.85

8245 BCHC

Cheque	Date	Inv #	Vendor	Description	Amount
070316	2019-07-02		TYENDINAGA PROGANE	Tank Rental	\$66.14
Total 070316					\$66.14
Total BCHC					\$66.14

8405 Ver&Dis Hist

Cheque	Date	Inv #	Vendor	Description	Amount
070294	2019-07-02		BOYCE, ALAN	BL#20- 4X Rasberry Computers	\$619.72
		19/06/10		BL#21 Past Perfect Support	\$438.14
Total 070294					\$1,057.86
Total Ver&Dis Hist					\$1,057.86

Total Rec

\$18,691.49

90 Plan

9000 Plan

Cheque	Date	Inv #	Vendor	Description	Amount
070314	2019-07-02		STORRINGTON LIONS CLUB	19/10/03- Hall Rental Deposit	\$100.00
Total 070314					\$100.00
Total Plan					\$100.00

**Township of South Frontenac
 CHEQUE DISTRIBUTION REPORT**

Total Plan

\$100.00

99

9999

Cheque	Date	Inv #	Vendor	Description	Amount
070312	2019-07-02	5074088	PRECISION INDUSTRIES	3" Manifold Plus	\$46.85
Total 070312					\$46.85
070322	2019-07-02		MCMASTER, MARY		
		2019 TAX REFUND		Tax Refund	\$292.06
Total 070322					\$292.06
070325	2019-07-02		LAWSON ROBERT BLAIR		
		2019 TAX REFUND		Tax Refund	\$2,427.67
Total 070325					\$2,427.67
070326	2019-07-02		BURNS AMANDA MICHELLE		
		CRADJ5562-1		TAX REFUND	\$36.30
Total 070326					\$36.30
070327	2019-07-02		SONNEVELD BRYAN CORNELIS		
		CRADJ5563-1		Tax Refund	\$116.58
Total 070327					\$116.58
070328	2019-07-02		PAPAZIAN WALTER JOHN		
		CRADJ5565-1		Tax Refund	\$129.44
Total 070328					\$129.44
EFT000000011575	2019-07-02		ROSEN ENERGY GROUP		
		635014		P 1198.0L CLR @.9607	\$1,171.17
		635013		F 1797.9L MKD @.8277	\$1,514.31
		635012		F 2498.0L CLR @.9607	\$2,442.07
		635011		F 1202.2L GAS @1.0062	\$1,230.94
		634909		F 933.2L MKD @.8167	\$775.55
		634908		F 2062.1L CLR @.9497	\$1,992.85
		634912		B 881.2L MKD@.8167	\$732.35
		634911		B 848.7L CLR @.9497	\$820.20
		634753		SUN 1098.0L CLR @.9787	\$1,093.52
		634801		F 1403.4L MKD @.8367	\$1,194.89
		634800		F 3281.8L CLR @.9697	\$3,238.37
		634799		F 2246.1L GAS @.9802	\$2,240.38
		634803		P 721.9L MKD @.8367	\$614.64
		634802		P 1414.7L CLR @.9697	\$1,395.97
		634907		F 1495.5L GAS @.9932	\$1,511.46
		634967		SUN 447.9L CLR @.9407	\$428.75
Total EFT000000011575					\$22,397.42
Total					\$25,446.32
Total					\$25,446.32
Total					\$2,170,717.82



REPORT TO COUNCIL
DEVELOPMENT SERVICES
DEPARTMENT
- PLANNING -



AGENDA DATE: July 2, 2019
REPORT DATE: June 25, 2019

SUBJECT: 2nd Quarter – 2019 Planning Activity Report

SUMMARY:

The below tables reports the activity in the delivery of Planning Services within the Development Services Department between April 1, 2019 and June 25, 2019.

The activities outlined below have been completed by the Planning Assistant, Planner and Director of Development Services.

Inquiries

Phone Inquiries

	Inquiries	Clearing Conditions & Existing Applications	Other Development Services Matters	Totals
April	93	44	9	146
May	133	67	15	215
June	167	55	20	242
2 nd Quarter Total	393	166	44	603
1 st Quarter Total	392	25	14	431
Year to Date	785	191	58	1034

Email Inquiries

	Inquiries	Clearing Conditions & Existing Applications	Other Development Services Matters	Monthly Totals
April	258	205	42	505
May	498	133	43	674
June	542	92	30	664
2 nd Quarter Total	1298	430	115	1843
1 st Quarter Total	917	375	131	1423
Year to Date Total	2215	805	246	3266



REPORT TO COUNCIL DEVELOPMENT SERVICES DEPARTMENT



- PLANNING -

Walk-in Inquiries –

	New Inquiries	Inquiry about Existing Application	Other Inquiries	Total Walk-in Inquiries
April	Data not collected	Data not collected	Data not collected	Data not collected
May	84	54	16	154
June	77	20	5	102
2 nd Quarter Total	161	74	21	256
Year to Date Total	*161	*74	*21	*256

*no data was collected in the 1st Quarter. Development Services. Development Services Staff began tracking and reporting walk-in inquiries in May 2019.

Pre-consultation Meetings

	Number of Meetings this Quarter
April	29
May	23
June	30
2 nd Quarter Total	82
1 st Quarter Total	59
Year to Date Total	141

Consent Applications

	Complete Applications Submitted	Applications Heard by Committee
April	2	2
May	0	0
June	5	0
2 nd Quarter Total	7	2
1 st Quarter Total	4	4
Year to Date Total	11	*6

* 5 consent applications are scheduled on the July 2019 Committee of Adjustment agenda

Minor Variance Applications

	Complete Applications Submitted	Applications Processed
April	2	2
May	6	6
June	2	0
2 nd Quarter Total	10	8
1 st Quarter Total	6	6
Year to Date Total	16	*14

* 2 applications were deferred and are scheduled on the July 2019 Committee of Adjustment agenda



REPORT TO COUNCIL
DEVELOPMENT SERVICES
DEPARTMENT
- PLANNING -



Zoning By-law Amendment Applications*

	Complete Applications Submitted	Applications Declared Complete & Processed
April	2	2
May	0	0
June	0	0
2 nd Quarter Total	2	2
1 st Quarter Total	6	6
Year to Date Total	8	8

Site Plan Control Applications

- Two site plan control application was submitted in the 2nd quarter of 2019. A total of three site plan control applications have been prepared to date this year.

Development Agreements

- 17 development agreements were prepared by Township Planning Staff in the 2nd Quarter of 2019. A total of 28 development agreements have been prepared to date this year.
- 13 agreements were prepared to fulfill conditions of draft approval for either a minor variance or consent application. 4 development agreements were prepared to fulfill conditions of consent.

Certificates of Official Issued (Finalizing Consent Applications)

- 11 severance applications were finalized by the Planning Assistant clearing all conditions of the consent and issuing the certificate of official in the 2nd quarter of 2019. . A total of 37 consent applications have been finalized to date this year.
- Certificates of Official are forwarded to the applicant's lawyer to register the severance and finalize the transfer of land.

Other Applications & Planning Activities

- 1 Road Closing Application has been processed (Spicer).
- Prepared a letter to the County to clear conditions of Draft Plan Approval for McFadden Road Plan of Subdivision. County gave Final Approval to the McFadden Road Plan of Subdivision on May 3, 2019. The Subdivision Agreement has been registered and the first lot is under construction.
- Shield Shores Plan of Condominium Application was recommended with conditions to the County for draft plan approval in April 2019. The County granted draft plan approval in May 2019. No appeals were received. The developer has begun working towards clearing conditions of draft plan approval.
- Draft Plan Extension for Cranberry Cove and Johnston Point Plans of Condominium were considered by Township Council. County Council granted a one year extension to draft plan approval for both condominiums on June 19, 2019.

SUMMARY:

Email Inquiries – Year to Date	3266
Phone Inquiries – Year to Date	1034
Walk In Inquiries – Year to Date (May/June)	256
Pre-consultation Meetings – Year to Date	141
Applications Processed - Year to Date	37

Submitted/approved by: Claire Dodds, Director of Development Services
Prepared by: Michelle Hannah, Planning Assistant & Trudy Gravel, Planner

Ministry of the Solicitor General

Office of the Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

Bureau du commissaire des incendies
et de la gestion des situations
d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



June 24, 2019

Your Worship Ron Vandewal
Township of South Frontenac
P.O. Box 100, 4432 George St.
Sydenham, ON K0H2T0

Dear Mayor:

It is the responsibility of municipalities to ensure they are in compliance with the Emergency Management and Civil Protection Act (EMCPA).

The Office of the Fire Marshal and Emergency Management (OFMEM) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and has determined that your municipality was compliant with the EMCPA in 2018.

The safety of your citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. You are to be congratulated on your municipality's efforts in achieving compliance in 2018.

I look forward to continuing to work with you to ensure your continued compliance in 2019.

If you have any questions or concerns about the compliance monitoring process, please contact your Emergency Management Field Officer.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Pegg", written over a light grey circular stamp.

Jon Pegg
Chief of Emergency Management

cc: Darry Knott - CEMC
Teresa Alonzi - Field Officer - Loyalist Sector

From: Meela Melnik-Proud [<mailto:meelamelnik@hotmail.com>]
Sent: June-21-19 10:01 AM
To: councillorrevill@gmail.com; Morey, Doug <douggmorey@gmail.com>;
councillornroberts@gmail.com; patbarr1@aol.com; rgruttan@gmail.com; rayleonard1952@gmail.com;
sfcron.sleeth@gmail.com; Ron Vandewal <rvandewal@southfrontenac.net>; 7846elbe@gmail.com;
Wayne Orr <worr@southfrontenac.net>
Cc: Evonne Potts <evonne.potts@gmail.com>; Matthew Rennie <mattrennie27@hotmail.com>
Subject: Re: Frontenac County decision to extend the Johnston Point Plan of Condominium.

June 21, 2019

Re: Frontenac County's 8-1 vote, June 19, 2019 to extend the Johnston Point Plan of Condominium.

Dear Mayor and Councillors;

It is with deep concern that we forward you the following three items in regard to our County delegation:

1. Open Letter of Public Concern asking County to Deny Extension of Johnston Point.
2. Letter to Frontenac County, Donnelly Law, June 18, 2019
3. Notes delivered in our County delegations.

On behalf of concerned residents, we would like to extend a heartfelt thank you for your recommendation to the County to deny this extension. We applaud your bold, corrective, and precedent setting action to prioritize protecting and restoring Johnston Point's natural value.

Your decision sends a strong message that at stake is lack of protection for one of the richest and most significant representations of biodiversity and natural heritage features in Ontario. The County's decision sends the opposite strong message, endorsing this residential development at further cost of municipal resources and taxpayer dollars, and demonstrating the erosion of our democratic right to ensure that our elected officials can make decisions in the best interests of those who elected them.

We would especially like to extend our appreciation to Councillor Revill for eloquently representing the Township at the County meeting to uphold and reinforce the Township Council's decision. Without him, there would have been no representation on County Council to express the best interests of South Frontenac Council or the concerned public. His thoughtful and logical explanation to County Council, asking them to support the Township's recommendation, was lost in the County discussion and decision that voted 7-1 to approve the extension, 8-1 if you count the extra vote given to Mayor due to the Township's large population.

In regards to our delegations, we were advised by the County Clerk that *"Council will only be receiving information that pertains to the extension of draft plan approval and not issues related to the development itself (including conditions and enforcement of conditions). Much of the materials that you have provided reference past discussions dating from 2016 and 2018 and have been previously addressed by County Council through your deputation at the April 18, 2018 Council meeting. The materials also include matters outside of the jurisdiction of Council, specifically with respect to the walking bridge which you were previously denied a deputation for that reason."*

We believe that the information we submitted clearly reflects and/or provides clarity on your comments made in response to Magenta's Township delegation, and that it is absolutely necessary to address the many planning, implementation, and enforcement issues that have been left hanging with our previous delegations and our presentations to the OMB.

Our many outstanding issues are all framed by Magenta's failure to sign back last year's draft condominium agreement. It is the legal opinion of Donnelly Law that *"This is an egregious breach of planning protocol and skates very close to bad faith. It is a clear indication of a lack of sincerity with respect to fulfilling the Conditions... The clear inference to be drawn from this activity is that MWDC does not respect the planning process, Planning Act, Conservation Authorities Act, the Condominium Act, the Endangered Species Act or the will of Township Council. In conclusion, how is it that MWDC has earned the trust of County Council and the privilege of having its approval extended? There are no legal grounds for granting the approval, and a number of planning, legal and moral principles that warrant a denial of the extension application. Finally, after five years of failing to meet the Conditions, advancing "a change in management" is an extremely weak rationale for needing more time."*

Respectfully,

Meela Melnik-Proud, Evonne Potts and Matt Rennie

June 15, 2019

Re: Magenta Waterfront Development Corp. Application for Extension, Johnston Point Plan of Condominium

Dear Warden and Frontenac County Councillors;

We are writing to respectfully ask the County not to grant an extension to the Johnston Point Plan of Condominium following the June 4, 2019 decision from Township Council.

Gavin Marshall, of Magenta, has stated that they *“haven’t had operational control or responsibility for this project until roughly late March”* - a few short months ago. The fact is Magenta applied for the Plan of Condominium in June 2014 – five years ago, and in March 2015, three years ago, Magenta appealed Johnston Point to the Ontario Municipal Board (OMB) on the Township’s failure to make a decision on Johnston Point within 180 days.

Magenta has had three years to meet their environmental commitments as ruled by the OMB. By their own admissions, they have failed to do so. As Magenta expressed in delegation to Township Council, ***“Environmental standards could not be more elevated. It is unfortunate and regrettable and deplorable that the project, and those standards have not been respected here before.”***

Magenta's appeal to the OMB. Their internal legal disputes with the previous Project Manager. Their failure to obtain the necessary approvals and authorizations before initiating development and site alteration activities. Their unwillingness to sign the Condominium agreement to allow the Township and County access to the property. Their delays in obtaining a permit under the Endangered Species Act. These actions, lacking transparency and due diligence on the part of Magenta, have cost the Township hundreds of staff hours and thousands of taxpayers dollars without any return to the municipality.

In February 2019 - 4 months before the June 2019 expiry date of the Johnston Point Agreement - concerned residents reported unauthorized development work and vegetation removal directly in Provincially Significant Wetland (PSW) in regard to the installation of the Lot 6 walking bridge. It is what raised the issue of this extension over which Mayor Vandewal *“assured Council that he would not support any extension to the Johnston Point agreement at the County.”* (Minutes, Township Council Meeting, February 19, 2019).

On June 4, 2019, Township Council voted 6-2 to recommend the County deny Magenta’s application for extension.

It was a decision that was not made lightly. Township Council struggled to find a way to endorse this extension. Their denial is the result of their careful consideration of this request after five years of direct engagement and dealings with this condominium proposal in good faith.

We thank them for their decision. We trust that, as South Frontenac’s representative to the County, Mayor Vandewal will honor his promise, and that County Council, as final authorities, will support Township Council's recommendation and reinforce their position on the extension denial.

Respectfully,
Concerned Members of the Public

Meela Melnik-Proud
Matt Rennie
Evonne Potts
Prof. Roel Vertegaal, PhD
Heather Gregg
Philippa Fugler
Anne Fisher
Bob Fugler
Roel Vertegaal
Joe Pater
Nada Beamish
Brian Ward
Dianne Dowling
Kevin Kapler
Nona Mariotti
Karla Finlay
Wren Montgomery
Karl Hammer
Carolyn Tanner
Cynthia Fiber
Mabyn Armstrong
Kim McGlynn
Sharon Singer
Diane Koen
Helen Bartsch
Keith Bartsch
Jeffy Parsons-Sheldrake
Sharon Dunn
Amanda Michelle Burns
Rick Bell
Jan Wood
Larry Wood
Kathleen Clayton
Stephanie Howie
Joe Scott
Clayton Potts
Michael Holiday
Stephanie Amanda
Lynn DeGeer-Ostrom
Sue Saulnier
Justin Potts
Jeff Ingle
Roxanne Ouellette
Dennis Lake
Wendy Harris

Erin Elizabeth
Jeff Kleinlagel
Kevin Weaver
Janza Giangrosso
Soph Rae
Annie G. Robinson
Max Donwell
Jan Fox
Linda Sullivan Young
Sarah Harmer
Jennifer Mallon
Delina Campbell Melo
Tracey Tallen-McGinn
Anthony Cameron
Sharilyn Normand
Ken Barry
Don Cranston
Elsie Desrosiers
Ric Peterson
Leslie Wood
Melanie Serson
Susan Smethurst
Debra Cole
Isa Knor
Jane Brown
Ralph Brown
Meredith MacKenzie
Roy Chan
George Proud
Sally Blasko
Charlie Cumpson
Hailey Cumpson
Andrea Cumpson
Orrie Cumpson
Sue Saulnier
Sue Peters
Jeff Peters
Garnet Peters
Hayden Peters
Kevin Timmons
Margie Mackenzie
Neil Koheil
Tony Oulette



June 18, 2019

Sent via email to jamini@frontenacounty.ca

Jannette Amini
Clerk, Manager of Legislative Services
Frontenac County
2069 Battersea Road
Gleburnie, ON K0H 1S0

**Re: Magenta Waterfront Development Corp Permit
Loughborough Lake, Frontenac County**

Dear Ms Amini,

Donnelly Law (“we” or the “Firm”) represents Protecting Ontario’s Wildlife Inc. (“POW” or 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”).

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 satisfying 50 Conditions of Approval, including obtaining a Permit for habitat loss, which has never been disclosed. We attach our client’s letter to the Ministry of Natural Resources and Forests regarding this Permit.

We write at the request of POW to offer an opinion regarding the County of Frontenac’s legal options when considering MWDC’s request for an extension.

Our first conclusion is that it is entirely at the discretion of County Council whether to grant or deny the extension. That being said, as a request to Council, the onus falls squarely on the applicant, MWDC, to convince Council that an extension is necessary on compelling grounds.

There are five significant principles or reasons for denying the request.

First, County Council almost always defers to the local municipality when making such a site-specific decision. The reasons for this are many, most importantly, local Councillors most often have the best sense of the needs of constituents and lay of the land, so to speak, with respect to environmental issues. This principle of local deference has a long history in municipal government.

My understanding is that the Council of the Township of South Frontenac, after listening carefully to residents, and the delegation of Gavin Marshall, of MWDC, voted to deny the extension. Nothing in the way of an extraordinary or compassionate reason was put forward to grant the extension. Council exercised its discretion reasonably and voted to deny the extension. That vote should be respected, in the absence of any new and compelling reason to negate Township's decision.

Second, there has been considerable reticence on the part of MWDC to sign back the draft condominium agreement. This refusal has put Township and Staff in the impossible position of having to monitor and enforce any of the conditions in place without the benefit of that agreement e.g. site access. This is an egregious breach of planning protocol and skates very close to bad faith. It is a clear indication of a lack of sincerity with respect to fulfilling the Conditions.

Third, the extension should be denied based on the conduct of MWDC to date. MWDC failed to obtain the necessary approvals and authorizations before initiating development and site alteration activities. As Magenta expressed in its recent delegation to Township Council, "***Environmental standards could not be more elevated. It is unfortunate and regrettable and deplorable that the project, and those standards have not been respected here before.***" The principle of deterrence is an important one in society, and especially so in enforcement and protection. Granting this extension would surely stand out as a reward or tacit condonation of bad behaviour.

It has been demonstrated on numerous occasions that site work has been conducted in sensitive environmental areas without permission. The Respondents and Township councillor voiced concerns MWDC:

- Undertook heavy road construction activity and blasting without approval immediately following the April 4, 2016 OMB hearing;
- Conducted unauthorized vegetation removal in the 30 metre "Environmental Protection Buffer" around the shoreline, documented last March 2018; and
- Illegally installed a walking bridge on Lot #6 without a building permit from the Township or CRCA permit, in February 2019.

The clear inference to be drawn from this activity is that MWDC does not respect the planning process, *Planning Act*, *Conservation Authorities Act*, the *Condominium Act*, the *Endangered Species Act* or the will of Township Council.

In conclusion, how is it that MWDC has earned the trust of County Council and the privilege of having its approval extended? There are no legal grounds for granting the

approval, and a number of planning, legal and moral principles that warrant a denial of the extension application.

Finally, after five years of failing to meet the Conditions, advancing “a change in management” is an extremely weak rationale for needing more time. That change came long after the period for responding to the Township’s requests had expired. Development projects of this complexity and sensitivity should be professionally managed and executed. If that has not been the case to date, Council should be more inclined to stop the development.

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

Yours truly,



David R. Donnelly

Attachment (1)

cc. M. Melnik-Proud
S. Harmer
E. Potts
G. Miller

Ms. Meela Melnik-Proud and Mr. Matt Rennie will address Council with respect to the Application for Extension of Draft Plan Approval for the Johnston Point Plan of Condominium. [See Recommend Reports from the Chief Administrative Officer clause e)]. [Presentation by Ms. Melnik-Proud and Mr. Rennie](#)

Slide 1. Warden Higgins and County Councillors. Thank you for this opportunity to speak to you in regards to this important matter. For those of you who know Matt, you would know that, he is a ‘regular’ at the South Frontenac evening meetings. It is unfortunate that due to his day job he is unable to be here with me.

Slide 2. Gavin Marshall, of Magenta, has stated that they “*haven’t had operational control or responsibility for this project until roughly late March*” - a few short months ago. The fact is Magenta applied for the Johnston Point Plan of Condominium in June 2014 – five years ago. For five years, concern residents have continued to work in good faith and our community’s best interest to provide you with solid, community knowledge and independent expert information, to assist in decision-making on Johnston Point in a timely, effective, open and fair manner.

The purpose of today’s delegation is to bring forward our presentation, another public letter of concern, and another legal opinion from Donnelly Law all regarding the issue of extension. With them, we respectfully ask you to support and reinforce our Township’s recommendation to deny extension to the conditions of draft plan.

We learned only a few days ago that due to the Township’s large population, South Frontenac has 3 votes on the extension, and that two of those votes are cast by our Mayor, and one by Councillor Revill as our other representative.

To our mayor, Councillor Vandewal, we ask you to honor your February 19^a promise that “*assured your Council that you would not support any extension to the Johnston Point agreement at the County.*”

It is our understanding that there are no formal requirements for our two Township representatives, to vote in a manner that aligns with our Township Council’s 6-2 decision on denial. There is however an expectation that you will represent your fellow Councillors here at County and respect and honour their hard decisions.

Slide 3. To Councillor Revill we say thank you. Your Township Council has made a clearly reasoned recommendation that denying this extension is in the best interests of South Frontenac and the County as a whole. It did not make this decision lightly. You, and your fellow South Frontenac councillors struggled to find a way to endorse this extension. Your Council’s recommendation for denial is the result of careful consideration of this recent extension request and five years of direct engagement and dealings with Magenta.

Magenta is still seeking the Overall Benefit permit issued under the Endangered Species Act NOT for the main purpose of protecting species at risk on Johnston Point. By definition of this 17(2)(c) Permit, it is to allow for threatened and endangered species on Johnston Point to be killed, harmed or harassed, or their habitat to be damaged or destroyed, so that this otherwise prohibited Draft Plan of Condominium can proceed.

We are two of many people who share a common goal of protecting and restoring Johnston Point’s species at risk and its unique natural heritage environment. We are two of many people who recognize the inherent natural value of this property that will be irreversibly lost should an Overall Benefit Permit be implemented.

What is at stake is one of the richest and most significant representations of biodiversity and natural heritage features in Ontario.

By definition of the Overall Benefit Permit alone– this development will have serious, irreversible impact on this highly sensitive environment that provides habitat to multiple species at risk and is of natural and scientific interest identified for protection by the Ministry of Natural Resources and Forestry in 1993.

Three years ago, Matt and I made a stand at the OMB appeal on Johnston Point to ensure this perspective be given full consideration.

Three years ago, Magenta was certainly not asking for a time extension. Rather, they made an appeal to the OMB on the Township’s failure to make a decision on this Plan of Condominium in 180 days. It was in the particular face of mounting

public and Township concern over species at risk. In the 10 minutes we have for delegation, there is time only to note that, three years ago, at the April 2016 OMB appeal hearing we specifically requested *“that this case be dismissed based on the fact that the 180-day clause invoked by the Developer specifically aimed at avoiding due process.”*

SKIP TO SLIDE 19:

Slide 19: In the 10 minutes we have for delegation, there is only time to note that 5 threatened and endangered species have since been documented by independent surveys, none of which had been identified in the EIAs, and only two of these species at risk are addressed by the benefit permit.

Slide 20: As we understood it, the Township and County mandate was protecting Johnston Point's species at risk and natural heritage environment, not allowing it to be damaged or destroyed in a trade off for Overall Benefit elsewhere in Ontario.

Slide 21. We lost our bid for party status, but our information and statements as participants led to the explicit ruling of the OMB on June 28, 2016 that *“Conditions of Draft Plan Approval will ensure that matters of Provincial interest as well as the public interest is appropriately addressed and duly safeguarded ... that the necessary approvals and/or permissions are appropriately obtained.”*

Slide 22. Magenta has had three years to meet these commitments as ruled by the OMB. By their own admissions, they have failed to do so. As Magenta expressed to Township Councillors, *“Environmental standards could not be more elevated. It is unfortunate and regrettable and deplorable that the project, and those standards have not been respected here before.”*

Magenta's appeal to the OMB. Their internal legal disputes with the previous Project Manager. Their repeated failure to obtain the necessary approvals and authorizations before initiating development and site alteration activities. Their unwillingness to sign the Condominium agreement to allow the Township and County access to the property. Their delays in obtaining the Overall Benefit Permit. These actions, lacking transparency and due diligence on the part of Magenta, have cost the Township hundreds of staff hours and thousands of taxpayers dollars without any return to the municipality.

We hold that South Frontenac Council did not “fail” to approve an extension. They made a fully informed decision with logical explanation and significant reason.

Magenta applied for the Overall Benefit Permit over 1 ½ years ago.

At that time over 2400 people signed a Petition calling for this development to stop. With that petition we provided authorities with the best expert opinion we could find on this matter – that of Gord Miller, our former Environmental Commissioner of Ontario.

Mr. Miller warned then that in this *“extreme case of conflicting values – between species at risk conservation and residential development ... On Johnston Point, the species and habitat loss will be absolute.”*

I leave you with this concern, on behalf of a concern public, and I am happy to answer any questions.

Ms. Evonne Potts, President, Battersea Loughborough Lake Association, will address Council with respect to the Application for Extension of Draft Plan Approval for the Johnston Point Plan of Condominium. [See Recommend Reports from the Chief Administrative Officer clause e)]

Magenta delayed the Johnston Point project by providing an Environmental Impact Assessment that was proven to have glaring errors and omissions in it.

Magenta delayed providing the MNRF with species at risk information, and when they finally did provide the information it was insufficient, which in turn delayed the permitting process.

Magenta has delayed signing back a Condominium Agreement that they asked for, and that would allow Township and County staff to monitor the development.

Magenta has delayed producing a copy of a critical permit, citing a legal dispute with a partner as the reason for the delay.

Magenta has delayed in obtaining a building permit for an illegal walking bridge that has already been built in provincially significant wetland.

Our Township knows all of the above. And so much more.

Magenta's actions or inactions are the only reasons why the Johnston Point project has been delayed. No one else is to blame. Not the Township, not the County, the MNRF, the CRCA, Magenta's consultants or their former project manager.

Hiring a consultant who has never publicly found a live species at risk on site delayed this project. Getting into a legal dispute with a partner, who is also their former project manager delayed this project.

But, these were Magenta's business decisions, and poor business decisions are not sufficient reason to grant an extension.

Producing inaccurate documents, not being able to produce critical ones, failure to sign back, for over a year, an agreement that was issued in good faith, not obtaining proper authorizations or approvals, are sufficient reasons to deny this extension.

Our Township does not want this happening in our Township.
You would not want this happening in your Township.
Frontenac County should not want this happening in their County.

Today is the day to send a message that you hear the concerns of your Townships, and that Frontenac County, only allows, responsible development.

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-47**

**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 July 2, 2019 be confirmed.
2. Execution by the Mayor and the Clerk of all Deeds, Instruments and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal to any such Deed, Instruments or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and take effect on the date of its passage.

Dated at the Township of South Frontenac this 2 day of July, 2019.

Read a first and second time this 2 day of July, 2019.

Read a third time and finally passed this 2 day of July, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk