

**TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA**



TIME: 7:00 PM,
DATE: Tuesday, May 21, 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 - n/a
5. ***Recess*** - n/a
6. Public Meeting
 - a) Z-19-07-B - Rezoning of Concession 7, Part Lot 23 & 24 - 184 Burrige Rd 4 - 6
7. Delegations
 - a) Howard A. Allan, Allan and Parters, re: 2018 Draft Financial Statements 7 - 50
 - b) Norm Massey, re: Valleyview Subdivision 51 - 52
8. Approval of Minutes
 - a) May 7, 2019 Council meeting 53 - 59
 - b) May 11, 2019 Special Committee of the Whole 60
 - c) May 14, 2019 Committee of the Whole 61 - 63
9. Business Arising from the Minutes
 - a) Notice of Motion - Bill 108 64 - 65
10. Reports Requiring Action
 - a) Subdivision Compliance 66 - 68
 - b) Lot Grading & Drainage for New Lots Created by Severance 69 - 74
 - c) Request for Road Closure & Transfer - Concession 8, Pt Lot 23, Bedford - 642 Burrige Rd 75 - 78

d)	Site Plan Agreement - Concession 7, Part Lots 27 & 28 - 688 Dewitt Lane - See By-law 2019-35	79 - 95
e)	Road and Property Exchange - Norman Road at Perth Road (Spicer/Postma) - See By-laws 2019-31, 2019-32 and 2019-36	96 - 105
f)	911 Contract Renewal - See By-law 2019-29	106 - 118
g)	Appointment of Acting Deputy Treasurer - See By-law 2019-34	119
11.	<u>Committee Meeting Minutes - n/a</u>	
12.	<u>By-laws</u>	
a)	By-law 2019-29 - 911 Contract Renewal	120
b)	By-law 2019-30 - Rezone Concession 7, Part Lot 23 & 24 Bedford District	121 - 122
c)	By-law 2019-31 - Purchase property in Concession 14, Pt Lot 25, Loughborough	123
d)	By-law 2019-32 - Assume as common and public highway - Concession 14, Part of Lot 25	124
e)	By-law 2019-33 - Appointment of Chief Administrative Officer	125
f)	By-law 2019-34 - Appoint a Deputy Treasurer	126
g)	By-law 2019-35 - Site Plan Agreement with Trevor Tucker	127 - 132
h)	By-law 2019-36 - To Stop up, close, and sell a portion of Norman Road, Plan No. 1451, Pt 1 of RP 13R21964, Spicer.	133
13.	<u>Reports for Information</u>	
a)	Accounts Payable and Payroll Listing	134 - 146
b)	PW-2019-22 - Supply and Install Accessible Entrance at Bradshaw School House	147
c)	Application for Extension of Draft Plan Approval for Johnston Point and Cranberry Cove Plans of Condominium	148
14.	<u>Information Items</u>	
a)	Meela Melnik-Proud, re: Impact of Bill 108 - More Homes, More Choices Act	149

15. Notice of Motions
16. Announcements/Statements by Councillors
17. Question of Clarity (from the public on outcome of agenda items)
18. Closed Session (if requested)
19. Confirmatory By-law
 - a) By-law 2019-37 150
20. Adjournment



Report to Council

Development Services - Planning



Public Meeting Report – Zoning Bylaw Amendment

Report Date:	May 13, 2019
Application No:	Z-19-07-B
Owner:	Fanning (Capes)
Location of Property:	Part Lot 23 & 24, Concession 7, District of Bedford, Township of South Frontenac, municipally known as Burridge Lake Road and 184 Burridge Road
Purpose of Application:	Rezone land from Rural (RU) Zone, to the Waterfront Residential (RW) Zone as a condition of consent application S-90-18-B for a lot addition and to rezone the entire benefitting lands from Limited Services Residential (RLS) Zone and Limited Services Residential – Waterfront (RLSW) Zone to Waterfront Residential (RW) Zone
Date of Public Meeting:	May 21, 2019

Recommendation

It is recommended that South Frontenac Council receive comments from the public and pending comments received to direct staff to prepare a bylaw to Rezone the severed lands from Rural (RU) Zone to the Waterfront Residential (RW) Zone as a condition of consent application S-90-18-B and to rezone the benefitting lands from Limited Service Residential (RLS) Zone and Limited Services Residential – Waterfront (RLWS) Zone to the Waterfront Residential (RW) Zone

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 John and Christine Fanning for the severed lands to be merged with the lands owned by Victoria and Adrian Capes from Rural (RU) Zone to Waterfront Residential (RW) Zone as a condition of a consent application S-90-18-B. The rezoning is required in order to fulfill condition 8 of the consent application for the benefitting lands to one consistent zone to recognize the enlarged property as one consistent zone. The consent application was processed by the Township in November 2018. The benefitting lands will also be rezoned from Limited Service Residential (RLS) Zone and Limited Services Residential – Waterfront (RLWS) Zone to the Waterfront Residential (RW) Zone so the complete parcel will be one zone.

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

It is noted that at the time that the Notice of Complete Application and Public Meeting was sent out, the attached map should have included a small portion of lands at the south side of Burridge Lake Road, owned by the Capes, as being included as the lands to be rezoned to the Waterfront Residential (RW) Zone. At the time the By-law is passed, it is recommended that a resolution under Section 34 (17) of the Planning Act be included in the by-law stating that no further notice is required to make this change. No further notice is required under this section.

Background

The subject property has received provisional consent approval for application S-90-18-B for a lot addition from an existing property at Part Lot 23 & 24, Concession 7, District of Bedford, municipally known as 184 Burridge Lake Road. The severed lands will consist of approximately 3.0 acres of land with no frontage to a developed lot municipally known as 264 Burridge Lake Road. The retained lands will consist of approximately 195 acres with over 200 metres of frontage along Burridge Lake Road and will remain in the Rural (RU) Zone. No further development is proposed for the benefitting lands. No development is proposed for the retained lands, although there is sufficient area for development on the lot in the future.



Report to Council

Development Services - Planning



The proposed zoning by-law amendment will bring the benefitting lands into compliance with the current provisions for waterfront residential lots.

Provincial Policy Statement (2014)

The 2014 Provincial Policy Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. When assessing consent applications on rural lands, planning authorities must comply with Section 1.1.5.1 of the PPS; this section requires application of relevant policy of Section 1: Building Healthy Communities, Section 2: Wise Use and Management of Resources, and Section 3: Protecting Public Health and Safety by the approval authority.

Section 1: Building Healthy Communities of the PPS promotes the building of strong, healthy communities and includes policies about avoiding development and land use patterns which may cause environmental or public health and safety concerns. Section 1.1.5.2 of the PPS permits limited residential development on rural lands and Section 1.1.5.4 promotes development that is compatible with the rural landscape and can be sustained by rural service levels. The lot addition increases the benefitting lands to create a lot that meets the waterfront residential zone provisions in the Township's Zoning Bylaw.

Section 2: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural, mineral and cultural heritage and archaeological resources for their economic, environmental and social benefits. No further development is proposed for the lands to be conveyed; the benefitting lands are developed and the additional lands will create a buffer from neighbouring properties.

Section 3: Protecting Public Health and Safety directs development away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage. The application was circulated to the Rideau Valley Conservation Authority during the review of the consent application for review of natural hazards and natural heritage features under the PPS. RVCA recommended the relocation of the eastern lot line in order to avoid dissecting the wetland.

County of Frontenac Official Plan, 2016

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

Section 3.3 Rural Lands provides policies for all lands outside of the settlement areas. The Plan recognizes that rural lands are used as an alternative location for those preferring a rural lifestyle. The consent application increases the size of the benefitting lands to bring the lands into compliance with the Township's Official Plan.

Township of South Frontenac Official Plan, 2003

The subject property and benefitting lands are designated as Rural in the Township of South Frontenac 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. Section 5.7.4 Rural Residential Policies permit limited non-agricultural development within the Rural area. As a rule, the minimum lot sizes are to be 2 acres (0.8 hectares) with 76 metres (250 feet) of frontage along a public road. Further, a maximum of three rural residential severances may be permitted from a lot existing as of the date of adoption of the plan. The lot addition application does not count towards the creation of a new rural residential lot as there is no increase in development permitted. The enlarged parcel will bring the benefitting lands into conformity with the policies for lot sizes for rural residential uses. The retained lots conforms with the Official Plan.



Report to Council

Development Services - Planning



Township of South Frontenac Zoning Bylaw

The subject property is zoned Rural (RU) in the Township Zoning Bylaw. The intent of the Rural zoning is to permit a variety of uses including agricultural and residential. The benefitting lands are zoned Limited Services Residential – Waterfront (RLSW) and Limited Services Residential (RLS) in the Township Zoning Bylaw. The lot addition will increase the size of the benefitting lands to come into compliance with the zoning provisions. Planning staff are recommending that the complete property be rezoned to the Waterfront Residential (RW) Zone as Burrige Road is a Township maintained road and the enlarged lot has water frontage. One zone is proposed to ensure consistency of permitted uses across the subject property.

Agency Analysis and Comments

Public Works Department – The application was reviewed at the time of the consent application S-90-18-B and it was determined that there was no impact to access along the Township maintained road.

Public Comments – One phone call was received from the public inquiring as to the purpose of the application.

Rideau Valley Conservation Authority – Comments dated November 1, 2018 received during the review of consent application S-90-18-B indicated that RVCA had no objection to the consent application, but recommended the relocation of the eastern lot boundary to avoid transecting an unevaluated wetland. RVCA reviewed the application within the context of Section 2.1 Natural Heritage, 2.2 Water and 3.1 Natural Hazards of the PPS; RVCA Development, Interference with Wetlands and Alterations to Shorelines and Watercourses; Mississippi-Rideau Source Water Protection Plan, Rideau Lakes – Wolfe Lake Catchment Report; Rideau Lakes Basin Carrying Capacities and Proposed Shoreland Development Policies. It was the recommendation of RVCA that the southeastern boundary be relocated to avoid transecting the indicated unevaluated wetland. This adjustment was made at the time of the consent. The lot line was relocated at the southeastern boundary in order to assist with the implementation of Section 2.1.2 of the PPS.

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

Date of Site Visit: April 26, 2019

Attachments:

1. Draft Zoning By-law & Mapping

**Township of South Frontenac
Consolidated Statement of Operations**

For the year ended December 31	(Note 20) Budget	2018	2017
	\$	\$	\$
REVENUES			
Property taxation	19,316,720	19,299,273	18,733,406
User charges	1,107,810	1,231,082	1,227,578
Licences, permits and rents	843,337	935,105	957,236
Government grants	2,094,619	2,187,175	2,100,632
Grants from other municipalities	503,940	496,129	586,025
Investment income	260,000	193,453	249,940
Penalties and interest on taxes	365,000	387,785	380,932
Donations	10,000	60,764	60,038
Other	11,534	405,857	92,138
TOTAL REVENUES	24,512,960	25,196,623	24,387,925
EXPENDITURES			
General government	2,105,180	1,690,708	1,769,178
Fire	1,617,856	1,703,947	1,370,497
Police	3,037,857	2,982,565	3,034,578
Conservation authority	224,931	230,639	234,463
Protective inspections and control	644,647	418,827	423,032
Emergency measures	1,750	497	50
Roadways and winter control	12,718,484	10,486,446	10,969,422
Street lighting	58,333	48,023	28,051
Waterworks	415,838	555,936	445,518
Garbage collection and disposal	2,376,243	2,576,805	2,502,808
Landfill closure and post-closure costs	---	1,220,139	45,531
Cemeteries	35,389	62,532	69,618
Parks, recreation and cultural services	1,159,352	1,143,293	1,108,126
Planning and development	406,534	239,330	463,662
TOTAL EXPENDITURES	24,802,394	23,359,687	22,464,534
NET REVENUES (EXPENDITURES) FROM OPERATIONS	(289,434)	1,836,936	1,923,391
OTHER			
Grants and transfers related to capital			
Deferred revenues earned (note 8)	1,520,239	1,597,477	925,899
Write down of tangible capital assets	---	(26,097)	(9,765)
	1,520,239	1,571,380	916,134
ANNUAL SURPLUS	1,230,805	3,408,316	2,839,525
MUNICIPAL EQUITY, BEGINNING OF YEAR	102,028,391	102,028,391	99,188,866
MUNICIPAL EQUITY, END OF YEAR	103,259,196	105,436,707	102,028,391

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

Township of South Frontenac
Consolidated Statement of Changes in Net Financial Assets

For the year ended December 31	(Note 20) Budget	2018	2017
	\$	\$	\$
ANNUAL SURPLUS	1,230,805	3,408,316	2,839,525
Amortization of tangible capital assets	7,937,433	5,923,515	5,911,200
Acquisition of tangible capital assets	(11,665,581)	(10,645,004)	(5,423,609)
Disposal of tangible capital assets	---	26,097	9,765
Acquisition (reduction) of prepaid expenses	---	7,485	(15,454)
(Reduction) acquisition of supplies inventories	---	(1,317)	12,323
Change in accumulated remeasurement gains (losses)	---	96,604	(8,096)
	(3,728,148)	(4,592,620)	486,129
(DECREASE) INCREASE IN NET FINANCIAL ASSETS	(2,497,343)	(1,184,304)	3,325,654
NET FINANCIAL ASSETS, BEGINNING OF YEAR	14,638,579	14,638,579	11,312,925
NET FINANCIAL ASSETS, END OF YEAR	12,141,236	13,454,275	14,638,579

Consolidated Statement of Remeasurement Gains and Losses

For the year ended December 31	2018	2017
	\$	\$
Accumulated Remeasurement Losses Beginning of Year	(8,096)	---
Unrealized gains (losses) attributable to investments	96,604	(8,096)
Change in accumulated remeasurement losses	88,508	(8,096)
Accumulated Remeasurement Gains (Losses) End of Year	88,508	(8,096)
Accumulated Remeasurement Gains (Losses) Comprised of:		
Investments	88,505	(8,096)

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

**Township of South Frontenac
Consolidated Statement of Financial Position**

December 31	2018	2017
	\$	\$
ASSETS		
Financial Assets		
Cash and short term deposits	14,182,631	14,595,844
Taxes receivable (net of allowance \$95,928)	1,736,336	2,277,442
Accounts receivable	1,274,569	1,019,647
Long term investments (note 5)	5,219,796	5,222,727
Sydenham Water Works debenture receivable (note 17)	270,400	289,937
Long term receivables (note 6)	21,845	17,005
	22,705,577	23,422,602
LIABILITIES		
Financial Liabilities		
Accounts payable and accrued liabilities	2,400,416	2,803,547
Other current liabilities	248,791	196,647
Employee future benefit obligations (note 9)	165,700	143,600
Deferred revenues (note 8)	3,507,819	3,912,255
Sydenham Water Works debenture payable (note 17)	270,400	289,937
Accrued landfill closure and post closure (note 11)	2,658,176	1,438,037
	9,251,302	8,784,023
NET FINANCIAL ASSETS	13,454,275	14,638,579
NON-FINANCIAL ASSETS		
Tangible capital assets (note 18)	91,828,295	87,132,903
Inventories	170,537	169,220
Prepaid expenses	72,108	79,593
	92,070,940	87,381,716
Contingent Liabilities (note 13)		
MUNICIPAL EQUITY (note 12)	105,525,215	102,020,295
Municipal Equity Consists of: (note 13)		
Accumulated Surplus	105,436,707	102,028,391
Accumulated Remeasurement Gain (Loss)	88,508	(8,096)
	105,525,215	102,020,295

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

Township of South Frontenac Five Year Financial Review

(not subject to audit)

December 31	2018	2017	2016	2015	2014
Population (Statistics Canada)	18,646	18,646	18,646	18,100	18,100
Number of Households (MPAC)	10,425	10,336	10,336	10,297	10,215
<hr/>					
Taxable Assessment (000's)	\$	\$	\$	\$	\$
Residential and farm	3,229,448	3,141,748	3,130,056	2,959,495	2,730,315
Commercial and industrial	31,820	31,182	30,995	30,369	29,141
Total	3,261,268	3,172,930	3,161,051	2,989,864	2,759,456
Commercial, industrial as % of assessment	0.98%	0.98%	0.98%	1.02%	1.06%
<hr/>					
Rates of Taxation					
▸ for general municipal purposes	0.599794	0.597198	0.531548	0.527039	0.522137
▸ for county purposes	0.178446	0.175201	0.166857	0.170059	0.171918
▸ for school board purposes	0.170000	0.179000	0.188000	0.195000	0.203000
Total	0.948240	0.951399	0.886405	0.892098	0.897055
Multi-Residential (total)	0.948240	0.951399	0.886405	0.892098	0.897055
Commercial (total)	2.118240	2.162399	2.098405	2.127098	2.154055
Industrial (total)	2.118240	2.162399	2.198405	2.227098	2.254055
Tax Arrears ▸ percentage of current levy (<10%)**	5.63%	7.55%	6.71%	6.58%	8.55%
Taxes Transferred (000's)					
▸ County	5,736	5,489	5,216	5,038	4,802
▸ School Boards	5,807	5,942	6,223	6,072	5,982
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Revenues (000's)	\$	\$	\$	\$	\$
▸ Property taxation	19,299	18,733	17,933	16,944	15,894
▸ Government grants	2,683	2,687	2,473	2,726	3,111
▸ User charges	1,231	1,228	1,115	1,078	1,115
▸ Other	1,983	1,740	1,747	1,511	1,443
▸ Revenues related to capital assets	1,571	916	1,405	2,293	2,546
Total	26,767	25,304	24,673	24,552	24,109
<hr/>					
Expenditures (000's)					
▸ Operations	23,360	22,465	21,397	21,564	21,331
▸ Amortization	5,924	5,911	5,868	5,572	6,009
<hr/>					
Net Financial Assets (Net Debt)					
▸ % of Operating Revenue (>(20%)) **	53.19%	60.02%	48.62%	36.85%	44.59%
▸ % of Taxation and User Charges (>(50%)) **	65.53%	73.34%	56.72%	45.51%	56.94%

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

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

December 31	2018	2017	2016	2015	2014
	\$	\$	\$	\$	\$
Long Term Debt					
▸ Long term debt (000's)	270	290	308	326	342
▸ Long term debt charges (000's)	36	36	36	36	36
▸ Total annual repayment limit (000's)	5,163	4,873	4,744	4,204	4,035
▸ Long term debt per household	26	28	30	32	33
▸ Debt charges (000's)					
▸ user charges	36	36	36	36	36
Municipal Equity (000's)					
▸ Surplus and Reserves	14,109	15,314	12,000	9,117	10,630
▸ Invested in capital assets	91,828	86,706	87,189	86,794	82,294
▸ Asset consumption ratio	55.45%	55.50%	54.00%	52.74%	52.66%
▸ Reserves as % of operating expenses (> 20%) **	71.41%	74.11%	62.08%	47.92%	55.90%
Financial Indicators					
▸ Sustainability					
▸ financial assets to liabilities	2.45	2.67	2.33	1.82	2.37
▸ financial assets to liabilities excluding long term debt	2.53	2.76	2.41	1.88	2.49
▸ long term debt to tangible capital assets	0.29%	0.33%	0.35%	0.37%	0.41%
▸ capital reserves to accumulated amortization	9.80%	9.75%	9.35%	9.00%	8.98%
▸ Flexibility					
▸ Debt charges to total operating revenue (<5%)**	0.14%	0.14%	0.15%	0.16%	0.17%
▸ Total operating revenue to taxable assessment	0.78%	0.77%	0.74%	0.74	0.78
▸ Working capital to operating expenses (>10%) **	58.75%	66.45%	54.32%	39.54%	46.68%
▸ Vulnerability					
▸ Operating government transfers					
▸ to operating revenue	8.65%	8.61%	7.78%	8.91%	10.52%
▸ Total government transfers					
▸ to total revenues	8.14%	9.59%	7.99%	9.78%	13.98%

Draft

**CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018**

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**Township of
South Frontenac
Consolidated
Financial Statements
December 31, 2018**

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(not subject to audit)

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Total	0.948240	0.951399	0.886405	0.892098	0.897055
Multi-Residential (total)	0.948240	0.951399	0.886405	0.892098	0.897055
Commercial (total)	2.118240	2.162399	2.098405	2.127098	2.154055
Industrial (total)	2.118240	2.162399	2.198405	2.227098	2.254055
Tax Arrears ▸ percentage of current levy (<10%)**	5.63%	7.55%	6.71%	6.58%	8.55%
Taxes Transferred (000's)					
▸ County	5,736	5,489	5,216	5,038	4,802
▸ School Boards	5,807	5,942	6,223	6,072	5,982
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Revenues (000's)	\$	\$	\$	\$	\$
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▸ Other	1,983	1,740	1,747	1,511	1,443
▸ Revenues related to capital assets	1,571	916	1,405	2,293	2,546
Total	26,767	25,304	24,673	24,552	24,109
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▸ Amortization	5,924	5,911	5,868	5,572	6,009
<hr/>					
Net Financial Assets (Net Debt)					
▸ % of Operating Revenue (>(20%)) **	53.19%	60.02%	48.62%	36.85%	44.59%
▸ % of Taxation and User Charges (>(50%)) **	65.53%	73.34%	56.72%	45.51%	56.94%

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(Note: All dollar amounts are in thousands of dollars.)

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

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▸ Long term debt (000's)	270	290	308	326	342
▸ Long term debt charges (000's)	36	36	36	36	36
▸ Total annual repayment limit (000's)	5,163	4,873	4,744	4,204	4,035
▸ Long term debt per household	26	28	30	32	33
▸ Debt charges (000's)					
▸ user charges	36	36	36	36	36
Municipal Equity (000's)					
▸ Surplus and Reserves	14,109	15,314	12,000	9,117	10,630
▸ Invested in capital assets	91,828	86,706	87,189	86,794	82,294
▸ Asset consumption ratio	55.45%	55.50%	54.00%	52.74%	52.66%
▸ Reserves as % of operating expenses (> 20%) **	71.41%	74.11%	62.08%	47.92%	55.90%
Financial Indicators					
▸ Sustainability					
▸ financial assets to liabilities	2.45	2.67	2.33	1.82	2.37
▸ financial assets to liabilities excluding long term debt	2.53	2.76	2.41	1.88	2.49
▸ long term debt to tangible capital assets	0.29%	0.33%	0.35%	0.37%	0.41%
▸ capital reserves to accumulated amortization	9.80%	9.75%	9.35%	9.00%	8.98%
▸ Flexibility					
▸ Debt charges to total operating revenue (<5%)**	0.14%	0.14%	0.15%	0.16%	0.17%
▸ Total operating revenue to taxable assessment	0.78%	0.77%	0.74%	0.74	0.78
▸ Working capital to operating expenses (>10%) **	58.75%	66.45%	54.32%	39.54%	46.68%
▸ Vulnerability					
▸ Operating government transfers					
▸ to operating revenue	8.65%	8.61%	7.78%	8.91%	10.52%
▸ Total government transfers					
▸ to total revenues	8.14%	9.59%	7.99%	9.78%	13.98%

Draft

Management's Responsibility for the Consolidated Financial Statements

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

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

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

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

Wayne Orr
Chief Administrative Officer

Louise Fragnito, CPA, CGA
Treasurer

Draft

INDEPENDENT AUDITOR'S REPORT

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

Opinion

We have audited the consolidated financial statements of the Corporation of the Township of South Frontenac (the 'Entity'), which comprise:

- the consolidated statement of financial position as at December 31, 2018;
- the consolidated statement of operations and accumulated surplus for the year then ended;
- the consolidated statement of changes in net financial assets for the year then ended;
- the consolidated statement of cash flows for the year then ended;
- and the notes to the consolidated financial statements, including a summary of significant accounting policies;

(Hereinafter referred to as the 'financial statements').

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the Entity as at December 31, 2018, and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the '**Auditors' Responsibilities for the Audit of the Financial Statements**' section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements

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

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis of our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group Entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

Allan and Partners LLP
Chartered Professional Accountants
Licensed Public Accountants

Perth, Ontario
May 21, 2019.

**Township of South Frontenac
Consolidated Statement of Financial Position**

December 31	2018	2017
	\$	\$
ASSETS		
Financial Assets		
Cash and short term deposits	14,182,631	14,595,844
Taxes receivable (net of allowance \$95,928)	1,736,336	2,277,442
Accounts receivable	1,274,569	1,019,647
Long term investments (note 5)	5,219,796	5,222,727
Sydenham Water Works debenture receivable (note 17)	270,400	289,937
Long term receivables (note 6)	21,845	17,005
	22,705,577	23,422,602
LIABILITIES		
Financial Liabilities		
Accounts payable and accrued liabilities	2,400,416	2,803,547
Other current liabilities	248,791	196,647
Employee future benefit obligations (note 9)	165,700	143,600
Deferred revenues (note 8)	3,507,819	3,912,255
Sydenham Water Works debenture payable (note 17)	270,400	289,937
Accrued landfill closure and post closure (note 11)	2,658,176	1,438,037
	9,251,302	8,784,023
NET FINANCIAL ASSETS	13,454,275	14,638,579
NON-FINANCIAL ASSETS		
Tangible capital assets (note 18)	91,828,295	87,132,903
Inventories	170,537	169,220
Prepaid expenses	72,108	79,593
	92,070,940	87,381,716
Contingent Liabilities (note 13)		
MUNICIPAL EQUITY (note 12)	105,525,215	102,020,295
Municipal Equity Consists of: (note 13)		
Accumulated Surplus	105,436,707	102,028,391
Accumulated Remeasurement Gain (Loss)	88,508	(8,096)
	105,525,215	102,020,295

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

**Township of South Frontenac
Consolidated Statement of Operations**

For the year ended December 31	(Note 20) Budget	2018	2017
	\$	\$	\$
REVENUES			
Property taxation	19,316,720	19,299,273	18,733,406
User charges	1,107,810	1,231,082	1,227,578
Licences, permits and rents	843,337	935,105	957,236
Government grants	2,094,619	2,187,175	2,100,632
Grants from other municipalities	503,940	496,129	586,025
Investment income	260,000	193,453	249,940
Penalties and interest on taxes	365,000	387,785	380,932
Donations	10,000	60,764	60,038
Other	11,534	405,857	92,138
TOTAL REVENUES	24,512,960	25,196,623	24,387,925
EXPENDITURES			
General government	2,105,180	1,690,708	1,769,178
Fire	1,617,856	1,703,947	1,370,497
Police	3,037,857	2,982,565	3,034,578
Conservation authority	224,931	230,639	234,463
Protective inspections and control	644,647	418,827	423,032
Emergency measures	1,750	497	50
Roadways and winter control	12,718,484	10,486,446	10,969,422
Street lighting	58,333	48,023	28,051
Waterworks	415,838	555,936	445,518
Garbage collection and disposal	2,376,243	2,576,805	2,502,808
Landfill closure and post-closure costs	---	1,220,139	45,531
Cemeteries	35,389	62,532	69,618
Parks, recreation and cultural services	1,159,352	1,143,293	1,108,126
Planning and development	406,534	239,330	463,662
TOTAL EXPENDITURES	24,802,394	23,359,687	22,464,534
NET REVENUES (EXPENDITURES) FROM OPERATIONS	(289,434)	1,836,936	1,923,391
OTHER			
Grants and transfers related to capital			
Deferred revenues earned (note 8)	1,520,239	1,597,477	925,899
Write down of tangible capital assets	---	(26,097)	(9,765)
	1,520,239	1,571,380	916,134
ANNUAL SURPLUS	1,230,805	3,408,316	2,839,525
MUNICIPAL EQUITY, BEGINNING OF YEAR	102,028,391	102,028,391	99,188,866
MUNICIPAL EQUITY, END OF YEAR	103,259,196	105,436,707	102,028,391

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

Township of South Frontenac
Consolidated Statement of Changes in Net Financial Assets

For the year ended December 31	(Note 20) Budget	2018	2017
	\$	\$	\$
ANNUAL SURPLUS	1,230,805	3,408,316	2,839,525
Amortization of tangible capital assets	7,937,433	5,923,515	5,911,200
Acquisition of tangible capital assets	(11,665,581)	(10,645,004)	(5,423,609)
Disposal of tangible capital assets	---	26,097	9,765
Acquisition (reduction) of prepaid expenses	---	7,485	(15,454)
(Reduction) acquisition of supplies inventories	---	(1,317)	12,323
Change in accumulated remeasurement gains (losses)	---	96,604	(8,096)
	(3,728,148)	(4,592,620)	486,129
(DECREASE) INCREASE IN NET FINANCIAL ASSETS	(2,497,343)	(1,184,304)	3,325,654
NET FINANCIAL ASSETS, BEGINNING OF YEAR	14,638,579	14,638,579	11,312,925
NET FINANCIAL ASSETS, END OF YEAR	12,141,236	13,454,275	14,638,579

Consolidated Statement of Remeasurement Gains and Losses

For the year ended December 31	2018	2017
	\$	\$
Accumulated Remeasurement Losses Beginning of Year	(8,096)	---
Unrealized gains (losses) attributable to investments	96,604	(8,096)
Change in accumulated remeasurement losses	88,508	(8,096)
Accumulated Remeasurement Gains (Losses) End of Year	88,508	(8,096)
Accumulated Remeasurement Gains (Losses) Comprised of:		
Investments	88,505	(8,096)

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

**Township of South Frontenac
Consolidated Statement of Cash Flows**

For the year ended December 31	2018	2017
	\$	\$
OPERATING ACTIVITIES		
Annual surplus for the year	3,408,316	2,839,525
Amortization	5,923,515	5,911,200
Loss on sale of tangible capital assets	26,097	9,765
Change in landfill liability	1,220,139	45,531
Change in employee benefit obligations	22,100	16,200
	10,600,167	8,822,221
Net Change in Non-Cash Working Capital Balances		
Taxes receivable	541,106	(308,610)
Accounts receivable	(254,922)	(297,479)
Accounts payable and accrued liabilities	(403,131)	17,654
Other current liabilities	52,144	(18,525)
Deferred revenues	(404,436)	215,621
Prepaid expenses	7,485	(15,454)
Inventory not for resale	(1,317)	12,323
	(463,701)	(394,470)
Working Capital from Operations	10,137,096	8,427,751
CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	(10,645,004)	(5,423,609)
Net investment in tangible capital assets	(10,645,004)	(5,423,609)
INVESTING ACTIVITIES		
Decrease (increase) in long term investments	99,535	(88,371)
Increase in long term receivables	(4,840)	(5,303)
Net decrease (increase) in cash from investing activities	94,695	(93,674)
NET (DECREASE) INCREASE IN CASH	(413,213)	2,910,468
CASH, BEGINNING OF YEAR	14,595,844	11,685,376
CASH, END OF YEAR	14,182,631	14,595,844

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

Township of South Frontenac Notes to the Consolidated Financial Statements

December 31, 2018

1. Status of the Township of South Frontenac

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

2. Significant Accounting Policies

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

Reporting Entity

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

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

Proportionate consolidation:

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

- (ii) The charges for long term liabilities assumed by consolidated entities or by individuals in the case of the drainage loans are reflected in the consolidated financial statements.
- (iii) The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and county are not reflected in the municipal fund balances of these consolidated financial statements.

Township of South Frontenac Notes to the Consolidated Financial Statements

December 31, 2018

2. Significant Accounting Policies / continued

Basis of Consolidation

- (i) The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenditures are recognized as they are incurred and measurable based on receipt of goods and services and/or the creation of a legal obligation to pay.
- (ii) Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.
- (iii) Trust funds and their related operations administered by the Township are not included in these consolidated financial statements but are reported separately on the Trust Funds Statement of Financial Activities and Financial Position.

Taxation and Related Revenues

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

Tangible Capital Assets

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

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

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

Township of South Frontenac Notes to the Consolidated Financial Statements

December 31, 2018

2. Significant Accounting Policies / continued

Tangible Capital Assets / continued

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

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

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

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

(i) Natural Resources

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

(ii) Works of Art and Cultural and Historic Assets

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

Leases

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

Inventories and Prepaid Expenses

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

Pension and Employee Benefits

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

Township of South Frontenac Notes to the Consolidated Financial Statements

December 31, 2018

2. Significant Accounting Policies / continued

Pension and Employee Benefits / continued

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

Employee Future Benefit Obligations

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

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

Cash and Cash Equivalents

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

Government Transfers

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

Deferred Revenues ▶ Obligatory Reserve Funds

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

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

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

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

Township of South Frontenac Notes to the Consolidated Financial Statements

December 31, 2018

2. Significant Accounting Policies / continued

Investments

Short-term and long-term investments are recorded at cost plus accrual interest. If the market value of investments become lower than cost and the decline in value is considered to be other than temporary, the investments are written down to market value.

Investment income earned on surplus, current funds, capital funds, reserves and reserve funds (other than obligatory reserve funds) are reported as revenue in the period earned. Investment income earned on development charges and parkland obligatory reserve funds is added to the fund balance and forms part of respective deferred revenue balances.

Landfill Closure and Post-Closure Liabilities

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

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

Liability for Contaminated Sites

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

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

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

Financial Instruments

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

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

2. Significant Accounting Policies / continued

Financial Instruments / continued

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

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

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

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

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

Measurement Uncertainty

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

3. Operations of the School Boards and County of Frontenac

During 2018, the Township collected and made property tax transfers including payments in lieu of property taxes, to the County of Frontenac and School Boards as follows:

	School Boards	County
	\$	\$
Amounts requisitioned and paid	5,807,479	5,735,929

**Township of South Frontenac
Notes to the Consolidated Financial Statements**

December 31, 2018

4. Contributions to Consolidated Joint Board

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

	2018	2017
	\$	\$
Frontenac Community Arena	76,514	73,354

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

	2018	2017
	\$	\$
Frontenac Community Arena	649,864	648,944

5. Long Term Investments

	2018		2017	
	Cost	Market	Cost	Market
	\$	\$	\$	\$
For Township Purposes				
▸ CIBC	3,106,523	3,102,978	---	---
▸ One Investment ▸ bond portfolios	---	---	3,206,490	3,802,592
▸ equity portfolio	698,750	790,803	698,750	814,550
	3,805,273	3,893,781	3,905,240	3,897,142
For Obligatory Reserve Funds				
▸ CIBC	1,106,565	1,105,326	---	---
▸ One Investment ▸ bond portfolios	---	---	1,142,548	1,098,269
▸ equity portfolio	195,000	220,689	195,000	227,316
	1,301,565	1,326,015	1,337,548	1,325,585
Total	5,106,838	5,219,796	5,242,788	5,222,727

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

5. Long Term Investments / continued

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

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

6. Long Term Receivables

Long term receivables are comprised of:

	2018	2017
	\$	\$
Community Improvement Loans	21,845	17,005

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

7. Trust Funds

Trust funds administered by the Township amounting to \$666,509 (2017 \$653,320) are presented in a separate financial statement of trust fund balances and operations. As such balances are held in trust by the Township for the benefit of others, they are not presented as part of the Township's financial position or financial activities.

8. Deferred Revenues

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

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

8. Deferred Revenues / continued

The balances in the obligatory reserve funds of the Township are summarized below:

	2018	2017
	\$	\$
Balance, Beginning of Year	3,912,255	3,696,634
Development contributions	568,351	95,388
Subdivider contributions	750	---
Investment income	47,024	43,759
Federal Gas Tax funding	576,916	234,791
Other revenue utilized	(1,597,477)	(158,317)
Balance, End of Year	3,507,819	3,912,255
	2018	2017
Analyzed as follows:	\$	\$
Federal Gas Tax funding	673,922	653,155
Development charges	2,412,700	2,393,528
Cash in lieu of parkland	244,376	689,533
Subdivider contributions	176,821	176,039
	3,507,819	3,912,255

9. Employee Post Employment Benefit Liability

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

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

An independent actuarial study of the employee non-pension retirement benefit has been undertaken. The most recent valuation of the employee future benefits was completed for 2018 and will be applied effective January 1, 2018.

The accrued benefit obligation relating to the employee non-pension retirement benefits has been actuarially determined using the projected benefit method pro-rated on services. At December 31, 2018, based on an actuarial update, the accrued benefit obligation was \$165,700 (2017 \$143,600).

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

Discount Rate	3.40% per annum
Health Benefits Escalation	7.44% per annum, scaling down over 15 years to 4.50% thereafter

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

9. Employee Post Employment Benefit Liability / continued

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

	2018	2017
	\$	\$
Accrued benefit obligation at beginning of year	143,600	127,400
Expense recognized for the year	28,500	20,200
Interest cost	6,400	5,500
Benefits paid for the year	(12,800)	(9,500)
Accrued benefit obligation at end of year	165,700	143,600

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

	2018	2017
	\$	\$
Accrued benefit obligation end of year	217,100	198,300
Unamortized actuarial loss	(51,400)	(54,700)
Accrued benefit obligation end of year	165,700	143,600

10. Pension Contributions

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

The amount contributed to OMERS was \$302,115 (2017 \$293,390) for current services and is included as an expenditure on the Consolidated Statement of Operations classified under the appropriate functional expenditure. Contributions by employees were a similar amount.

11. Landfill Closure and Post Closure Liability

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

**Township of South Frontenac
Notes to the Consolidated Financial Statements**

December 31, 2018

11. Landfill Closure and Post Closure Liability / continued

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

The Township currently has five active and five inactive landfill sites. The estimated remaining capacity of the active landfill sites ranges from 14% to 44% of the total estimated capacity and the estimated remaining life of the active landfill sites ranges from seven years to twenty-six years. The period for post-closure care for all sites is estimated to be fifteen years.

Estimated total expenses represent the sum of the discounted future cash flows for closure and post-closure care activities using an estimated inflation rate of 2.94% and discounted at the Township's average long term borrowing rate of 2.46% (2017 6%). The estimated total landfill closure and post-closure care expense are calculated at approximately \$3,717,067 (2017 \$1,905,074). For sites that are still active, the estimated liability for these expenses is recognized as the landfill site's capacity is used. For sites that are inactive, the estimated liability for these expenses is recognized immediately. Included in liabilities at December 31, 2018 is an amount of \$2,658,176 (2017 \$1,438,037) with respect to landfill closure and post-closure liabilities recognized to date.

12. Municipal Equity

Municipal equity consists of:

	2018	2017
	\$	\$
Invested in Tangible Capital Assets		
Tangible capital assets	91,828,295	87,132,903
Unfinanced capital expense	(412,370)	(426,833)
	91,415,925	86,706,070
Unrestricted Surplus		
Frontenac Community Arena	86,190	103,151
Landfill Closure and Post-Closure To Be Recovered	(2,658,176)	(1,438,037)
Reserves	16,681,276	16,649,111
Total Municipal Equity	105,525,215	102,020,295

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

13. Contingent Liabilities

The nature of municipal activities is such that there may be litigation pending or in prospect at any time. With respect to claims as at December 31, 2018, management believes that the Township has valid defences and appropriate insurance coverages in place.

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

14. Contractual Obligations

- (a) The Township has entered into an agreement with the Ontario Provincial Police for the provision of police services. The term of the agreement is five years, commencing December 2015 at an annual cost of approximately \$2.9 million.
 - (b) The Township entered into an Agreement with 1425445 Ontario Limited operating as Utilities Kingston for the operation and maintenance of the water system. The term of the Agreement expires December 31, 2021. The annual cost as at December 31, 2018 was \$191,137 (2017 \$170,398).
-

15. Risk Management

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

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

The Township's exposure to and management of risk has not changed materially from December 31, 2017.

Market Risk

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

**Township of South Frontenac
Notes to the Consolidated Financial Statements****December 31, 2018**

15. Risk Management**Price Risk**

Price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Township is exposed to price risk through its investment in quoted One Fund investments. The following details the Township's portfolio sensitivity to a 1.0% increase or decrease in the market prices. At December 31, 2018, if market prices had a 1.0% increase or decrease with all other variables remaining the same the increase or decrease in accumulated remeasurement gains and losses on the investments for the year would have totalled \$56,444 (2017 \$52,428).

Credit Risk

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

Interest Rate Risk

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

Liquidity Risk

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

16. Fair Value of Financial Assets and Financial Liabilities

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

The market value of long term investments is disclosed in note 5.

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

17. Sydenham Water Works Debenture Receivable and Payable

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

18. Tangible Capital Assets

	2018	2017
	\$	\$
Land	3,194,772	3,163,307
Land improvements	1,587,660	1,497,706
Buildings and building improvements	11,145,199	9,356,143
Vehicles, machinery and equipment	6,834,126	6,146,363
Linear Assets		
Roads	53,124,263	49,450,509
Bridges	6,601,581	6,789,079
Sidewalks	158,576	162,549
Water infrastructure	7,462,899	7,631,147
Construction in progress	1,155,545	2,390,307
Frontenac Community Arena	563,674	545,793
	91,828,295	87,132,903

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

Assets under construction having a value of \$1,155,545 (2017 \$2,390,307) have not been amortized. Amortization of these assets will commence when the asset is put into service.

19. Segmented Information

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

Municipal services are provided by departments and their activities are reported in these funds.

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

19. Segmented Information / continued

Certain departments that have been separately disclosed in the segmented information, along with the services they provide are as follows:

(a) Administration

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

(b) Protection Services

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

(c) Transportation Services

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

(d) Environmental Services

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

(e) Cemetery Boards

Includes the management and maintenance of municipal cemeteries.

(f) Parks, Recreation and Culture

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

(g) Planning and Development

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

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

19. Segmented Information / continued

(g) Planning and Development / continued

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

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

2018	Adminis- -tration	Protective Services	Transport -ation Services	Environmen- -tal Services	Health Services	Parks, Recreation & Culture	Planning & Development	Total
	\$	\$	\$	\$	\$		\$	\$
Revenues								
Taxation	19,299,273	---	---	---	---	---	---	19,299,273
Penalties & interest								
Government Grants	387,785	---	---	---	---	---	---	387,785
► unconditional	1,519,500	---	---	212,671	---	7,310	---	1,739,481
► conditional	---	34,382	398,125	---	---	15,187	---	447,694
Other municipalities	5,500	---	490,099	---	---	530	---	496,129
Licenses, permits & rents	187,823	542,320	56,748	2,400	---	145,814	---	935,105
User fees & service charges	34,948	63,468	34,032	787,078	57,413	91,350	162,793	1,231,082
Other	232,840	436,360	640,789	308,864	9,872	602,729	---	2,231,454
	21,667,669	1,076,530	1,619,793	1,311,013	67,285	862,920	162,793	26,768,003
Expenses								
Salaries, wages & employee benefits	1,010,474	993,292	2,112,520	647,718	368	247,274	135,650	5,147,296
Interest on long term debt	---	---	---	16,095	---	---	---	16,095
Materials	294,570	1,470,542	2,669,754	427,365	6,820	251,444	23,255	5,143,750
Contracted services	174,818	2,292,101	621,407	3,071,656	55,344	441,313	80,425	6,737,064
Rents & financial expenses	8,424	---	---	---	---	---	---	8,424
External transfers	147,186	236,357	---	---	---	---	---	383,543
Amortization	55,236	344,183	5,130,788	190,046	---	203,262	---	5,923,515
	1,690,708	5,336,475	10,534,469	4,352,880	62,532	1,143,293	239,330	23,359,687
Excess of Revenues Over Expenses	19,976,961	(4,259,945)	(8,914,676)	(3,041,867)	4,753	(280,373)	(76,537)	3,408,316

Township of South Frontenac
Notes to the Consolidated Financial Statements

December 31, 2018

19. Segmented Information / continued

2017	Adminis- -tration	Protective Services	Transport -ation Services	Environmen- -tal Services	Health Services	Parks, Recreation & Culture	Planning & Development	Total
	\$	\$	\$	\$	\$		\$	\$
Revenues								
Taxation	18,733,406	---	---	---	---	---	---	18,733,406
Penalties & interest	380,932	---	---	---	---	---	---	380,932
Government Grants								
▸ unconditional	1,482,900	---	---	238,444	---	7,310	---	1,728,654
▸ conditional	---	22,397	222,588	---	---	112,920	14,093	371,978
Other municipalities	11,824	---	561,601	---	---	12,600	---	586,025
Licenses, permits & rents	218,149	536,421	61,915	2,400	---	138,351	---	957,236
User fees & service charges	23,632	105,637	35,715	785,121	59,742	71,992	145,739	1,227,578
Other	190,168	429,001	315,452	48,656	16,008	310,869	---	1,310,154
	21,041,011	1,093,456	1,197,251	1,074,621	75,750	654,042	159,832	25,295,963
Expenses								
Salaries, wages & employee benefits	1,014,257	747,151	2,023,637	603,718	621	253,928	229,221	4,872,533
Interest on long term debt	---	---	---	17,471	---	---	---	17,471
Materials	283,284	559,073	3,181,422	264,788	5,805	256,335	34,524	4,585,231
Contracted services	116,938	3,219,719	682,086	1,917,834	63,191	450,174	199,918	6,649,860
Rents & financial expenses	9,972	---	---	---	---	---	---	9,972
External transfers	205,037	238,080	---	---	---	---	---	443,117
Amortization	139,689	298,597	5,110,329	190,046	---	147,689	---	5,886,350
	1,769,177	5,062,620	10,997,474	2,993,857	69,617	1,108,126	463,663	22,464,534
Excess of Revenues Over Expenses	19,271,834	(3,969,164)	(9,800,223)	(1,919,236)	6,133	(454,084)	(303,831)	2,831,429

20. Budget Figures

The 2018 budget amounts that were approved were not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Board Standards). The budget included capital items such as infrastructure replacements and estimated costs for constructed assets, as program expenses, but the actual expenses have been removed in the Statement of Operations. The revenues attributable to these items continue to be included in the Statement of Operations, resulting in a significant variance.

**Township of South Frontenac
Notes to the Consolidated Financial Statements**

December 31, 2018

20. Budget Figures

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

	Budget	Actual
	\$	\$
Total Revenues	24,512,960	25,196,623
Total Expenditures	24,802,394	23,359,687
Net (Expenditures) Revenues	(289,434)	1,836,936
Amortization	7,937,433	5,923,515
Adjusted Net Revenues	7,647,999	7,760,451
Capital Revenues	1,520,239	1,571,380
Funds Available	9,168,238	9,331,831
Capital Expenditures	(11,665,581)	(10,645,004)
Disposal of tangible capital assets	---	26,097
Unfunded landfill liability	---	1,220,139
Decrease in unfinanced capital	---	(14,463)
Remeasurement gain	---	96,604
(Decrease) Increase in Operating Surplus	(2,497,343)	15,204
Allocated as follows:		
Net transfers (to) from reserves	(2,526,502)	32,165
Change in Frontenac Community Arena	29,159	(16,961)
	(2,497,343)	15,204

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

For the year ended December 31	(Note 20) Budget	2018	2017
	\$	\$	\$
Net Transfers From / (To) Other Funds			
Transfers from operations	3,166,855	5,104,531	5,457,337
Transfers to capital acquisitions	(5,693,357)	(5,072,366)	(2,091,972)
Total Net Transfers	(2,526,502)	32,165	3,365,365
Reserves and Reserve Fund Balances, Change in Year	(2,526,502)	32,165	3,365,365
Reserves and Reserve Fund Balances, Beginning of Year	16,649,111	16,649,111	13,283,746
Reserves and Reserve Fund Balances, End of Year	14,122,609	16,681,276	16,649,111

Composition of Reserves and Reserve Funds

For the year ended December 31	2018	2017
	\$	\$
Reserves set aside for specific purposes by Council:		
Fiscal		
▶ for working capital	4,712,258	5,392,205
▶ for election	5,575	83,992
▶ for building inspection	763,654	577,601
	5,481,487	6,053,798
Equipment and Infrastructure		
▶ for global	5,475,510	4,123,302
▶ for vertical	925,262	1,029,528
▶ for roadways	775,119	759,557
▶ for linear	43,538	424,035
▶ for rolling stock	1,237,320	1,422,281
▶ for future landfill closing	573,430	745,528
▶ for water infrastructure	981,214	741,045
▶ for stabilization	1,188,396	1,350,037
	11,199,789	10,595,313
Total Reserves	16,681,276	16,649,111

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

Township of South Frontenac
Schedule 2 ▶ 2018 Tangible Capital Assets

Asset Class	Cost 01/01/18	Additions	(Disposals)	Cost 31/12/18
	\$	\$	\$	\$
Land	3,163,307	31,465	---	3,194,772
Land Improvements	1,788,408	179,596	---	1,968,004
Buildings & Building Improvements	12,829,026	2,093,081	(3,560)	14,918,547
Vehicles, Machinery & Equipment	14,131,665	1,560,718	(336,924)	15,355,459
Linear Assets				
Roads	139,088,122	7,967,029	---	147,055,151
Bridges	12,066,804	1,571	---	12,068,375
Sidewalks	248,500	---	---	248,500
Water infrastructure	9,253,959	---	---	9,253,959
Construction in Progress	2,390,307	(1,234,762)	---	1,155,545
Frontenac Community Arena	852,878	46,306	---	899,184
	195,812,976	10,645,004	(340,484)	206,117,496

Asset Class	Accumulated Amortization 01/01/18	Amortization	(Disposals)	Accumulated Amortization 31/12/18	Net Book Value 31/12/18
	\$	\$	\$	\$	\$
Land	---	---	---	---	3,194,772
Land Improvements	290,702	89,642	---	380,344	1,587,660
Buildings & Building Improvements	3,470,423	306,485	(3,560)	3,773,348	11,145,199
Vehicles, Machinery & Equipment	7,984,937	847,223	(310,827)	8,521,333	6,834,126
Linear Assets					
Roads	89,637,613	4,293,275	---	93,930,888	53,124,263
Bridges	5,277,725	189,069	---	5,466,794	6,601,581
Sidewalks	85,951	3,973	---	89,924	158,576
Water infrastructure	1,625,637	165,423	---	1,791,060	7,462,899
Construction in Progress	---	---	---	---	1,155,545
Frontenac Community Arena	307,085	28,425	---	335,510	563,674
	108,680,073	5,923,515	(314,387)	114,289,201	91,828,295

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

Township of South Frontenac
Schedule 2 ▶ 2017 Tangible Capital Assets

Asset Class	Cost 01/01/17	Additions	(Disposals)	Cost 31/12/17
	\$	\$	\$	\$
Land	3,163,307	---	---	3,163,307
Land Improvements	1,553,664	234,744	---	1,788,408
Buildings & Building Improvements	11,864,867	964,159	---	12,829,026
Vehicles, Machinery & Equipment	139,993,866	251,561	(116,587)	14,128,840
Linear Assets				
Roads	136,531,487	2,556,635	---	139,088,122
Bridges	11,969,182	97,622	---	12,066,804
Sidewalks	248,500	---	---	248,500
Water infrastructure	9,256,784	---	---	9,256,784
Construction in Progress	1,098,837	1,291,470	---	2,390,307
Frontenac Community Arena	825,460	27,418	---	852,878
	190,505,954	5,423,609	(116,587)	195,812,976

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

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

Draft

INDEPENDENT AUDITOR'S REPORT

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

Opinion

We have audited the financial statements of the Corporation of the Township of South Frontenac trust funds (the 'Entity'), which comprise:

- the statement of financial position as at December 31, 2018;
- the statement of financial activities for the year then ended;
- and the notes to the financial statements, including a summary of significant accounting policies;

(Hereinafter referred to as the 'financial statements').

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2018, and its financial activities for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the '**Auditors' Responsibilities for the Audit of the Financial Statements**' section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements

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

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis of our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting polices used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Allan and Partners LLP
Chartered Professional Accountants
Licensed Public Accountants

Perth, Ontario
May 21, 2019.

**Township of South Frontenac
Trust Funds
Statement of Financial Position**

December 31	Portland Histor- ical Society	Fire	Cemetery Perpetual Care	Monument Perpetual Care	Muriel Burns	OHRP	Grant Family Memorial Endowment	2018	2017
	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS									
Cash	8,594	16,758	3,829	7,801	25,000	---	25,806	87,788	79,984
Investments	---	---	484,086	80,650	---	---	---	564,736	562,226
Term deposits	6,432	---	441	74	---	---	---	6,947	---
Long term notes receivable	---	---	---	---	---	7,038	---	7,038	11,110
	15,026	16,758	488,356	88,525	25,000	7,038	25,806	666,509	653,320
LIABILITIES									
Fund Balance	15,026	16,758	488,356	88,525	25,000	7,038	25,806	666,509	653,320

Statement of Financial Activities

For the year ended December 31	Portland Histor- ical Society	Fire	Cemetery Perpetual Care	Monument Perpetual Care	Muriel Burns	OHRP	Grant Family Memorial Endowment	2018	2017
	\$	\$	\$	\$	\$	\$	\$	\$	\$
REVENUES									
Sales of Perpetual Care	---	---	12,500	1,800	---	---	---	14,300	14,950
Donations	---	510	---	---	---	---	---	510	1,179
Interest earned	296	307	9,903	1,669	---	---	484	12,659	14,745
	296	817	22,403	3,469	---	---	484	27,469	30,874
EXPENDITURES									
Transfer to Operating Fund	305	---	9,903	---	---	4,072	---	14,280	13,252
NET REVENUES (EXPENDITURES) FOR THE YEAR	(9)	817	12,500	3,469	---	(4,072)	484	13,189	13,252
BALANCE AT THE BEGINNING OF THE YEAR	15,035	15,941	475,856	85,056	25,000	11,110	25,322	653,320	640,068
BALANCE AT THE END OF THE YEAR	15,026	16,758	488,356	88,525	25,000	7,038	25,806	666,509	653,320

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

**Township of South Frontenac
Trust Funds
Notes to the Financial Statements**

December 31, 2018

1. Significant Accounting Policies

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

Basis of Accounting

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

Revenue Recognition

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

Measurement Uncertainty

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

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

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

Ontario Home Renewal Program loans receivable at December 31, 2018 are comprised of repayable loans of \$7,038 (2017 \$11,110) and forgivable loans of \$Nil (2017 \$Nil). Loan forgiveness is earned and recorded at a rate of up to \$600 per year of continued ownership and occupancy. In the event of the sale or lease of the home or in the event of the homeowner ceasing to occupy the home, the balances of the repayable loan and the unearned forgivable loan immediately become due and payable by the homeowner.

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

3. Monument Perpetual Care

Perpetual care receipts are reported on the cash basis of accounting and interest income is reported on the accrual basis of accounting. The capital balance of monument perpetual care includes the original capital contributions received as well as accumulated unspent income on the capital contributions received. The unspent income of \$22,217 (2017 \$20,548) is available for future expenses related to monument perpetual care.



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May 14, 2019

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

Dear Mayor Vandewal and Council:

We would like to thank Louise Fragnito and the employees of the accounting and administration departments of the Township for their assistance during the performance of the audit of the Township's December 31st, 2018 year end consolidated financial statements.

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

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

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



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

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

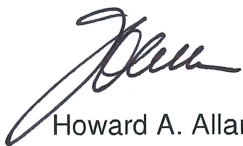
Deficiencies in operations arise when the designed control does not operate as designed or when the person performing the control does not possess the necessary authority or competency to perform the control effectively.

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

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

It is our pleasure to be of service to the Township in connection with the 2018 audited consolidated financial statements. If you have any questions concerning the above, please do not hesitate to contact us.

Yours truly,



Howard A. Allan FCPA, FCA



Carole Fuller, CPA, CGA

HAA/CF/dkp
cc: Wayne Orr, Louise Fragnito

Municipality of South Frontenac Council Meeting - May 21, 2019

RE: Valleyview Subdivision Agreement between RKR Landholdings Corporation and The Corporation of the Township of South Frontenac

Good Evening Mayor and Council Members. Before I start, I would like to thank you for the opportunity to address you this evening.

My name is Norm Massie and with me is Steven Fox. We are home owners and representatives of the homeowners in the Valleyview subdivision.

This deputation is pursuant to a Subdivision Agreement between RKR Landholdings Corporation and signee Robert Morgan and The Corporation of the Township of South Frontenac. Its purpose is to draw this matter to Council's attention, and to request enforcement of the works that have not been completed or maintained as described and agreed upon in the Subdivision Agreement.

Last week, Mr. Fox and I met with Claire Dodds, the Director of Planning, and delivered a list of the undone or uncompleted works that are common to the homeowners in the subdivision as well as individually identified issues that have not been completed by the owner as identified in the subdivision agreement.

Those works include:

- Swales between properties from the house to the roadway as part of the lot grading and drainage plan
- Some driveways have not been paved. Required within 18 months of the issuance of a building permit
- Sodding the front yard from the front wall of the house to the front property line
- Rear yard swales have not been sodded
- Trees have not been planted at the front of each residents property in accordance with the tree planting plan

- Storm water management system has not been maintained. Due to property and driveway erosion, the flow of water through the culvert is blocked.
- There is a dangerous drop off from the sidewalk near the mailboxes to the Rutledge roadway.
- Construction refuse not removed from some properties

This matter is being brought to your attention because the subdivision agreement has only just recently been provided to us the homeowners in the subdivision. Despite numerous dealings each of us has had with the builder, Mr. Morgan, no purchaser of a home in this subdivision has ever been made aware of this agreement. The agreement was also not made known to our lawyers when they searched title on our homes. Many of the homeowners have spent a lot of time and money dealing with drainage issues, trying to grow grass, sodding their yards and removing construction debris. Because the properties have not been sodded, the yards continue to erode in spite of the homeowners patching their properties with soil and seed. There is a reason why sodding was made to be a requirement by the owner in the agreement. Unpaved driveways continually erode and block the culverts and flow of drainage. Swales not constructed between homes have caused people like me to invest considerable amounts of money designing their own drainage remedies. In my case, it is not hearsay when I tell you that my conversation with Mr. Morgan regarding the vast amounts of water draining onto my driveway and freezing in the winter resulted in his denying any responsibility when a swale he should have already constructed would have effectively dealt with the drainage issue. In a recent conversation with Mr. Morgan, he agreed to build swales between our properties as required in agreement. I believe that Council would agree that all the unresolved issues are in part due to the lack of oversight by the municipality.

We appreciate there may be a contract engineer who will soon be hired to oversee the subdivision agreements. We appreciate the oversight this will have in ensuring this builder and others comply with the agreements they have signed. I would also request on behalf of the residents that Council make it known to us the residents when the Municipal Engineer is prepare to deliver the Final Certificate of Approval so that we may be included in ensuring the works have been completed as described. We also ask that this matter be given immediate attention as it has exceeded the time frame in which the works should have been completed.

On behalf of the resident owners of the Valleyview Subdivision, I again thank you for your attention to this matter. With your assistance and that of the Planning Director Claire Dodds, we look forward to positive results.

Minutes of Council
 May, 7, 2019

Time: 6:00 PM

Location: Council Chambers



Meeting # 12

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

Staff: Wayne Orr, Chief Administrative Officer, Louise Fragnito, Director of Corporate Services and Treasurer, Angela Maddocks, Clerk.

1. Call to Order

a) Resolution

Deputy Mayor Sleeth opened the meeting and chaired the first portion of the meeting.

Resolution No. 2019-12-01

Moved by Councillor Revill

Seconded by Councillor Ruttan

That the Council meeting of May 7, 2019 be called to order at 6:00 p.m.

Carried

2. 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.

Mayor Vandewal declared a pecuniary with respect to Agenda Item 4(c) and was not present in the Closed Session. Deputy Mayor Sleeth chaired this portion of the meeting.

3. Approval of Agenda

a) Resolution

Resolution No. 2019-12-02

Moved by Councillor Ruttan

Seconded by Councillor Revill

That the agenda be adopted as presented.

Carried

4. Scheduled Closed Session

a) Section 239.2 (d) Labour Relations and Employee Negotiations & Approve Minutes

Mayor Vandewal was not present for the Closed Session.

Resolution No. 2019-12-03

Moved by Councillor Revill

Seconded by Councillor Ruttan

Minutes of Council
May, 7, 2019

That Council move into closed session as permitted by the Municipal Act, Section 239.2 (d) to discuss labour relations and employee negotiations and to approve previous closed meeting minutes.

Carried

b) Minutes of Closed Session meetings held March 19 and April 16, 2019

c) Resolution

Resolution No. 2019-12-05

Moved by Councillor Revill

Seconded by Councillor Ruttan

That Council move out of closed session.

Carried

d) Labour Relations and Employee Negotiations

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

6. Rise & Report from Closed Session

a) Resolution - Labour Relations

Mayor Vandewal assumed the Chair after the closed session portion of the meeting.

Resolution No. 2019-12-06

Moved by Councillor Ruttan

Seconded by Councillor Revill

That Council rise and report from closed session and ratify the terms of the collective agreement with CUPE, with an expiry date of March 31, 2022, as negotiated.

And that the changes to wages, benefits and vacation for non-union staff be adjusted on the same basis.

Carried

b) Resolution - Employee Negotiations

Resolution No. 2019-12-07

Moved by Deputy Mayor Sleeth

Seconded by Councillor Morey

THAT Council appoint Joanne Glaser as Acting Clerk for a Special Committee of the Whole meeting to be held Saturday, May 11, 2019 when Council will conduct interviews for candidates for the Chief Administrative Officer position.

Carried

7. Delegations

a) Brenda Crawford, Harrowsmith Beautification Committee, re: Proposed plans and projects

On behalf of the Harrowsmith Beautification Committee, Brenda Crawford presented details on proposed plans and projects for the village. She noted that all materials have been donated by various individuals and local companies, the only cost to the township will be assistance with installation/manpower. She commended staff from the Public Services Department on all they work and help they have provided to the committee.

Council thanked Mrs. Crawford for all the work done by the committee and

Minutes of Council
May, 7, 2019

commended her on all of the donations received for village beautification. Council expressed concerns about the proposed fencing in the areas that the Committee felt should be fenced and felt there should be approval from the adjacent property owners. Every effort should be made to ensure there is no obstructions to site lines for pedestrian and vehicular traffic. Council recommended that staff review the proposals and provide a report on the safety aspects of the various plans before the committee proceeds.

8. Public Meeting - n/a

9. Approval of Minutes

a) April 16, 2019 Council Meeting

Resolution No. 2019-12-08

Moved by Deputy Mayor Sleeth

Seconded by Councillor Morey

That the minutes of the April 16, 2019 Council meeting be approved with corrections to agenda item 10 (a).

Carried

10. Business Arising from the Minutes

11. Reports Requiring Action

a) Appointment of Building Inspector

See By-law 2019-27

b) Retirement/Auxiliary Firefighter Policy and Job Description

Resolution No. 2019-12-09

Moved by Deputy Mayor Sleeth

Seconded by Councillor Morey

That Council adopt the recommendation from the Corporate Services Committee and approve the South Frontenac Fire and Rescue Retirement/Auxiliary Firefighter Policy and Job Description.

Carried

c) Strategic Planning - Next Steps

Dates for the District Open Houses were scheduled as follows:

- Thursday, August 1, 2019 - Bedford District
- Wednesday, August 7, 2019 - Storrington District
- Tuesday, August 13, 2019 - Portland District
- Tuesday, August 20, 2019 - Loughborough District

Council requested that the survey be brought back to the May 14 Committee of the Whole meeting to review core values and discuss the questions that will be included in the on-line survey. Council discussed the strategic plan process and recognized that the intent was not to recreate the plan but to review and update what has already been identified to determine if these still represent the core values of the community and Council.

d) Women's Institute - Centennial Celebration

Resolution No. 2019-12-10

Moved by Councillor Morey

Seconded by Deputy Mayor Sleeth

That Council proclaim the week of June 17 to June 22, 2019 as Women's Institute Week in South Frontenac.

Carried

e) ICIP Funding

Resolution No. 2019-12-11

Moved by Councillor Leonard

Seconded by Councillor Roberts

That Council agree with the recommendation of the Public Services Committee not to submit an application this round to the Investing in Canada Infrastructure Program (ICIP).

Carried

f) Regional Roads - Overview and Background Report

Resolution No. 2019-12-12

Moved by Councillor Roberts

Seconded by Councillor Leonard

That the Council of the Township of South Frontenac endorse the petition to the Province of Ontario to remove Section 6.2 from the County of Frontenac/City of Kingston Restructuring Order, 1997, related to the prohibition of County involvement in roads:

And that Council endorse the County proposal to engage a consulting team to assist with the development of a business plan for both options 3 and 5, including consultation with each Council and the study to be a maximum upset limit of \$40,000 to be funded from the County portion of the recently announced Municipal Modernization Fund.

Resolution No. 2019-12-13

Moved by Deputy Mayor Sleeth

Seconded by Councillor Revill

AMENDMENT:

That Council only endorse the development of a business plan for option 3:

And further that the results of the business plan be presented at a joint meeting of the Frontenac Councils;

And that prior to the County making a decision to implement option 3, that there be unanimous consent by the four member Councils.

Carried

Resolution No. 2019-12-14

Moved by Councillor Morey

Seconded by Councillor Revill

AMENDMENT:

That the first paragraph be amended to "conditionally" endorse the petition subject to our prior amendments being accepted by the County.

Carried

g) Waste Management in Frontenac County - Options for the Future

Council directed staff to refer this to the Public Services Committee for review and to provide options on how to move forward with these initiatives.

12. Committee Meeting Minutes

a) Heritage Committee meeting held November 26, 2018

b) Loughborough District Canada Day Committee meeting held March 27, 2019

Minutes of Council
May, 7, 2019

- c) Development Services Committee meeting held March 25, 2019
- d) Harrowsmith Beautification Committee meeting held April 3, 2019
- e) Bedford District Recreation Committee meeting held April 23, 2019

Resolution No. 2019-12-15

Moved by Councillor Leonard

Seconded by Councillor Roberts

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

- Heritage Committee meeting held November 26, 2018
- Loughborough District Canada Day Committee meeting held March 27, 2019
- Development Services Committee meeting held March 25, 2019
- Harrowsmith Beautification Committee meeting held April 3, 2019
- Bedford District Recreation Committee meeting held April 23, 2019

Carried

13. By-laws

- a) By-law 2019-27 - Appointment of Building Inspector

Resolution No. 2019-12-16

Moved by Councillor Roberts

Seconded by Councillor Leonard

That the following by-law be given first and second reading:

- By-law 2019-27

Carried

Resolution No. 2019-12-17

Moved by Councillor Barr

Seconded by Councillor Sutherland

That By-law 2019-27, being a by-law to appoint a Building Inspector, be given third reading, signed and sealed.

Carried

14. Reports for Information

- a) Accounts Payable and Payroll Listing
- b) 2019 Community Grants

15. Information Items

- a) City of Brantford - Resolution Single-Use Plastic Straws
- b) Elections Ontario - Report on Transformative Election
- c) Steve Clark, Minister of Municipal Affairs and Housing, re: Ontario's Housing Supply Action Plan

The recent update from AMO and the interpretation of the plan by Watson & Associates will be discussed at the May 14, 2019 Committee of the Whole meeting. There is a need to clarify what the impacts of these changes will be to South Frontenac.

16. Notice of Motions - n/a

17. Announcements/Statements by Councillors

Minutes of Council
May, 7, 2019

- a) Councillor Sutherland inquired about how South Frontenac will be utilizing the Modernization Action Plan for Ontario funding.

Wayne Orr indicated that there will be a report forthcoming regarding this funding as well as the Main Street, Cannabis and Gas Tax funding.

- b) Councillor Roberts suggested that the scheduling of the bus tour be delayed to the fall prior to the 2020 budget deliberations. Council was supportive of waiting until the fall.
- c) Mayor Vandewal reported that on the following:
- South Frontenac museum officially opens for the summer on May 18 from 1:00 to 4:00 pm.
 - The Long Service Recognition luncheon is scheduled for May 23, at 12:00 noon at Keeley Road.
 - The Success by Six event is scheduled for May 9 from 5:00 to 7:30 pm at the Public Services Department on Kelley Road.
 - A reminder of the Special Committee of the Whole meeting on Saturday, May 11, 2019 at 12:30 pm to interview candidates for the Chief Administrative Officer position.
- d) Councillor Sutherland commended South Frontenac staff on the Truck Rodeo. He was very impressed by this event as it validated the skills of the Public Services employees. Councillor Leonard agreed that this was an excellent opportunity to showcase the caliber of drivers in South Frontenac Public Services Department.
- e) Councillor Sutherland noted the "Repair Cafe" events that are happening on June 23 in Bell Rock and July 28 in Perth Road.

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

19. Closed Session - n/a

20. Confirmatory By-law

- a) By-law 2019-28

Resolution No. 2019-12-18

Moved by Councillor Sutherland

Seconded by Councillor Barr

That By-law 2019-28, 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 7 day of May, 2019.

Carried

Resolution No. 2019-12-19

Moved by Councillor Barr

Seconded by Councillor Sutherland

That By-law 2019-28, 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 7 day of May, 2019.

Carried

21. Adjournment

- a) Resolution

Resolution No. 2019-12-20

Moved by Councillor Sutherland

Seconded by Councillor Barr

Minutes of Council
May, 7, 2019

That the Council meeting of May 7, 2019 be adjourned at 8:40 p.m.

Carried

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Minutes of Special Committee of the Whole
May 11, 2019



Time: 12:30 pm

Location: Council Chambers

Meeting # 13

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

Staff: Joanne Glaser, Acting Clerk

1. Call to Order
Mayor Vandewal called the meeting to order at 12:25 pm.
2. Declaration of pecuniary interest and the general nature thereof
 - a) There were no declarations.
3. Approval of Agenda
 - a) The agenda was adopted as presented.
4. Scheduled Closed Session
 - a) As permitted by the Municipal Act, Section 239.2 (d), Council moved into closed session for Employee Negotiations
 - b) Interviews with Candidates for the Chief Administrative Officer position
5. Adjournment
 - a) The meeting was adjourned at 4:10 p.m.

Minutes of Committee of the Whole
May 14, 2019



Time: 7:00 pm
Location: Council Chambers

Meeting # 14

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

Staff: Wayne Orr, Chief Administrative Officer, Claire Dodds, Director of Development Services, Louise Fragnito, Director of Corporate Services and Treasurer, Mark Segsworth, Director of Public Services, Angela Maddocks, Clerk.

1. Call to Order
 - a) Mayor Vandewal called the meeting to order at 7:00 pm.
2. Declaration of pecuniary interest and the general nature thereof
 - a) There were no declarations.
3. Approval of Agenda
 - a) Mayor Vandewal indicated that the agenda would be amended to include a closed session at the end of the meeting to discuss employee negotiations related to CAO recruitment.
4. Scheduled Closed Session - n/a
5. ***Recess*** - n/a
6. Public Meeting - n/a
7. Delegations
 - a) Gary Scandlan, Director, Watson & Associates Economists Ltd., re: Development Charges Background Study

Claire Dodds introduced Mr. Gary Scanland from Watson and Associates who spoke to the history of development charges and provided an update on the changes made as a result of Bill 73. He reviewed the methodology behind the background study and the services included in the Development Charges calculation. Proposed rates and a rate comparison were included in the presentation. South Frontenac has not utilized the indexing in the past which was permitted. Mr. Scanland provided an update and interpretation on Bill 108 specifically with respect to the "Community Benefit Charge" for soft services such as indoor and outdoor recreation and libraries.

There will be opportunity for Council to make changes to proposed rates before the passage of the by-law in September.

- b) Phillip Smith, re: Cowboy Mounted Shooting Proposal at 7651 Road 38

Phillip Smith and Jaime Lloyd confirmed that the proposal is intended for their

Committee of the Whole
May 14, 2019

use only and will not be open to the public. They require approval from Council as part of their application to the Chief Firearms Office for this venture as they will be using restricted handguns although the ammunition used is black powder blanks. Jaime Lloyd explained that the hours of operation will be restricted by weather and they do not practice in the winter time. Their practice times would be limited to weekends and within the confines of a fenced in area. There are no plans to open this as a commercial business as there is too much liability involved for them. They have canvassed the adjacent property owners and the three closest neighbours are supportive of the proposal. Copies of support for the proposal were distributed to Council along with pictures of the area in which the shooting would take place.

Council expressed concerns about specifying hours of operation, contravention of the noise by-law, complaints from adjacent property owners and how these could be addressed. The CAO will speak with the Chief Firearms Officer and draft an agreement that will reflect the concerns expressed by Council.

8. Reports Requiring Direction
 - a) Strategic Plan - Online Survey

Council was supportive of moving forward with the survey as presented in the report.

- b) Impacts of Bill 107 and Bill 108

Further to the information provided by the delegation, Gary Scandland, Councillor Sutherland indicated he would be filing a notice of motion that South Frontenac Council write to Premier Doug Ford to express concerns about Bill 108.

- c) Fermoy Hall - Next Steps

Council was supportive of releasing the funds within the budget to do the remedial work to Fermoy Hall.

9. Reports for Information - n/a
10. Rise & Report from Committees of Council
 - a) County Council

Councillor Revill reported that the County continues to work with the CRCA regarding new administration space.

- b) Arena Board

Councillor Roberts reported that the past winter season had been successful. There are no major projects this year at the arena.

- c) Police Services Board

Wayne Orr reported that a joint initiative with the other Frontenac townships has been coordinated to develop the required Community Safety and Well Being Plan.

- d) Portland Heritage

Committee of the Whole
May 14, 2019

Councillor Morey reported that the group is still looking for artifacts. The museum opens on May 18 for the summer season.

11. Information Items - n/a
12. Notice of Motions
 - a) Councillor Sutherland served a notice of motion to advise the provincial government of concerns about the impact of Bill 108.
13. Announcements/Statements by Councillors
 - a) Mayor Vandewal noted that former Bedford Councillor Del Stowe has had recent health concerns.
 - b) Mayor Vandewal requested that "Council Compensation" be reviewed as he felt there are some inequities with respect to payment for events that the Mayor is expected to attend that are not compensated for.

The CAO will bring a report to the June 11, 2019 Committee of the Whole meeting.

14. Question of Clarity (from the public on outcome of agenda items)
 - a) Wilma Kenny referred to the request for the cowboy mounted shooting proposal and if the potential for sparks was considered when there is a fire ban in place.
15. Closed Session
 - a) Council moved into closed session as permitted by the Municipal Act, Section 239.2 (d) to discuss employee negotiations related to the recruitment of the Chief Administrative Officer position.
 - c) Council moved out of closed session at 9:15 pm.
16. Adjournment
 - a) The meeting was adjourned at 9:15 p.m.



REPORT TO COUNCIL CLERK'S DEPARTMENT



AGENDA DATE: May 21, 2019

SUBJECT: Notice of Motion – Impact of Bill 108

RECOMMENDATION:

WHEREAS the legislation that abolished the OMB and replaced it with LPAT received unanimous – all party support; and

WHEREAS All parties recognized that local governments should have the authority to uphold their provincially approved Official Plans; to uphold their community driven planning; and

WHEREAS Bill 108 will once again allow an unelected, unaccountable body make decisions on how our communities evolve and grow; and

WHEREAS On August 21, 2018 Minister Clark once again signed the MOU with the Association of Municipalities of Ontario and entered into "...a legally binding agreement recognizing Ontario Municipalities as a mature, accountable order of government."; and

WHEREAS This MOU is "enshrined in law as part of the Municipal Act". And recognizes that as "...public policy issues are complex and thus require coordinated responses...the Province endorses the principle of regular consultation between Ontario and municipalities in relation to matters of mutual interest"; and

WHEREAS By signing this agreement, the Province made "...a commitment to cooperating with its municipal governments in considering new legislation or regulations that will have a municipal impact"; and

WHEREAS Bill 108 will impact 15 different Acts - Cannabis Control Act, 2017, Conservation Authorities Act, Development Charges Act, Education Act, Endangered Species Act, 2007, Environmental Assessment Act, Environmental Protection Act, Labour Relations Act, 1995, Local Planning Appeal Tribunal Act, 2017, Municipal Act, 2001, Occupational Health and Safety Act, Ontario Heritage Act, Ontario Water Resources Act, Planning Act, Workplace Safety and Insurance Act, 1997.

Now Therefore Be it Hereby Resolved That the Township of South Frontenac oppose Bill 108 which in its current state will have negative consequences on community building and proper planning; and

Be it further resolved that the Township of South Frontenac call upon the Government of Ontario to halt the legislative advancement of Bill 108 to enable fulsome consultation with Municipalities to ensure that its objectives for sound decision making for housing growth that meets local needs will be reasonably achieved; and

Be It Further Resolved That a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, The Honourable Christine Elliott, Deputy Premier, the Honourable Steve Clark, Minister of Municipal Affairs, the Honourable Andrea Horwath, Leader of the New Democratic Party, and all MPPs in the Province of Ontario.



REPORT TO COUNCIL CLERK'S DEPARTMENT



BACKGROUND:

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

At the Committee of the Whole Meeting of May 7, 2019, Council was presented with the details of the Development Charges background study that is underway. Gary Scanland, Watson and Associates pointed out the changes and uncertainties with respect to Bill 108. Councillor Sutherland served a notice of motion to express Council's concerns about the impact of Bill 108.

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

FINANCIAL/STAFFING IMPLICATIONS:

Not at this time.

ATTACHMENTS:

n/a

Submitted/approved by:

Angela Maddocks, Clerk



REPORT TO COUNCIL

DEVELOPMENT SERVICES DEPARTMENT



AGENDA DATE: May 21, 2019

REPORT DATE: May 13, 2019

SUBJECT: Subdivision Compliance

RECOMMENDATION:

THAT Council adopt the recommendation from the Development Services Committee that Development Services staff work through Public Services to contract a professional engineering firm in accordance with the Township procurement policy, that can assist with providing short term and on-going engineering services to support Township staff with subdivision and condominium compliance.

BACKGROUND:

At the April 29, 2019 Development Services Committee meeting the Director provided further details on the challenges of ensuring compliance with the various subdivision agreements. Development Services staff have begun reviewing the status of the plans of subdivision which are currently final approved and under construction in the Township.

There are 5 plans of subdivision that currently have final approval and are fulfilling conditions of a subdivision agreement in the Township:

- Lyon's Landing (2004 agreement – but dates back to the early 1980s)*
- Valleyview Estates (2012)
- Sandstone Shores (2014)
- Willowbrook (2016)
- Applewood (2016)

*Dates indicate the year the subdivision/condominium agreement was entered into.

Each agreement was prepared by the Township solicitor and due to the timeframe of development has slightly different conditions that each Owner of the development must comply with.

As is typical in rural municipalities, plans of subdivisions & condominiums in the Township take longer to reach build out and have works assumed than in nearby urban communities.

Over the past year Public Services Staff and Development Services Staff have been working closely with a number of residents who have expressed frustrations at the time it has taken for the completion of certain works within their development. Staff have been working with residents of Lyon's Landing and the Developer, Ms. Garrison, to work through issues in that plan of subdivision. Most recently staff have been made aware of residents' concerns with Valleyview Estates.

While the Municipality has the clear responsibility of exercising its authority under the subdivision/condominium agreement, where there has been multiple sales of properties within an unsummed plan of subdivision, there are instances where certain works that become the responsibility of the purchaser and not the original developer. Each matter requires research and individual responses.

Staff will continue to work with residents who express concerns or frustrations about specific matters within each development. Staff will also continue to exercise the



REPORT TO COUNCIL

DEVELOPMENT SERVICES DEPARTMENT



Municipal authority as outlined in these agreements through our normal work, such as the issuance of building permits.

Reviewing plans of subdivision/condominium to ensure conformity is a larger and more significant undertaking that involves substantial staff time from Development Services staff, Public Services Staff and Treasury Staff, especially as each development was developed at a different time, under different conditions and subdivision/condo agreements. Due to staff changes, current Development Services staff have to complete extensive file searches in order to establish the file history and compliance with conditions of the agreements. There are times when staff need to seek legal advice and contact professionals who completed studies and provided peer review services (e.g. hydrogeology & environmental).

It is noted that there are 4 other plans of subdivision/condominiums which are draft approved and are working through fulfilling draft plan conditions. Once those developments have obtained final approval, they will also need to be managed through the detailed construction process. Some developments will require extra resources to ensure conformity with both engineering and environmental conditions.

Many of the responsibilities relating to subdivision/condominium agreement compliance are engineering functions. While the Public Services Department has been fulfilling the engineering review functions on existing plans of subdivision/condominiums, they are not currently resourced to provide these functions on an on-going basis. With the Township projected to experience population growth and interest in development projects, it is anticipated that the demand for engineering services related to development review and subdivision/condominium agreement compliance will continue.

As this work related to subdivision/condominium compliance is intermittent, it is recommended that the Township contract the services of a professional engineering firm to assist with short-term development review at this time, but that the Township also consider issuing a request for services from a company that could provide both development engineering services and environmental peer review services in the near future. Having this additional contracted resource would assist Township staff in developing a more pro-active process focusing internal resources on project management of these development and would assist in ensuring new developments start and remain in compliance throughout the lifetime of the project.

FINANCIAL/STAFFING IMPLICATIONS:

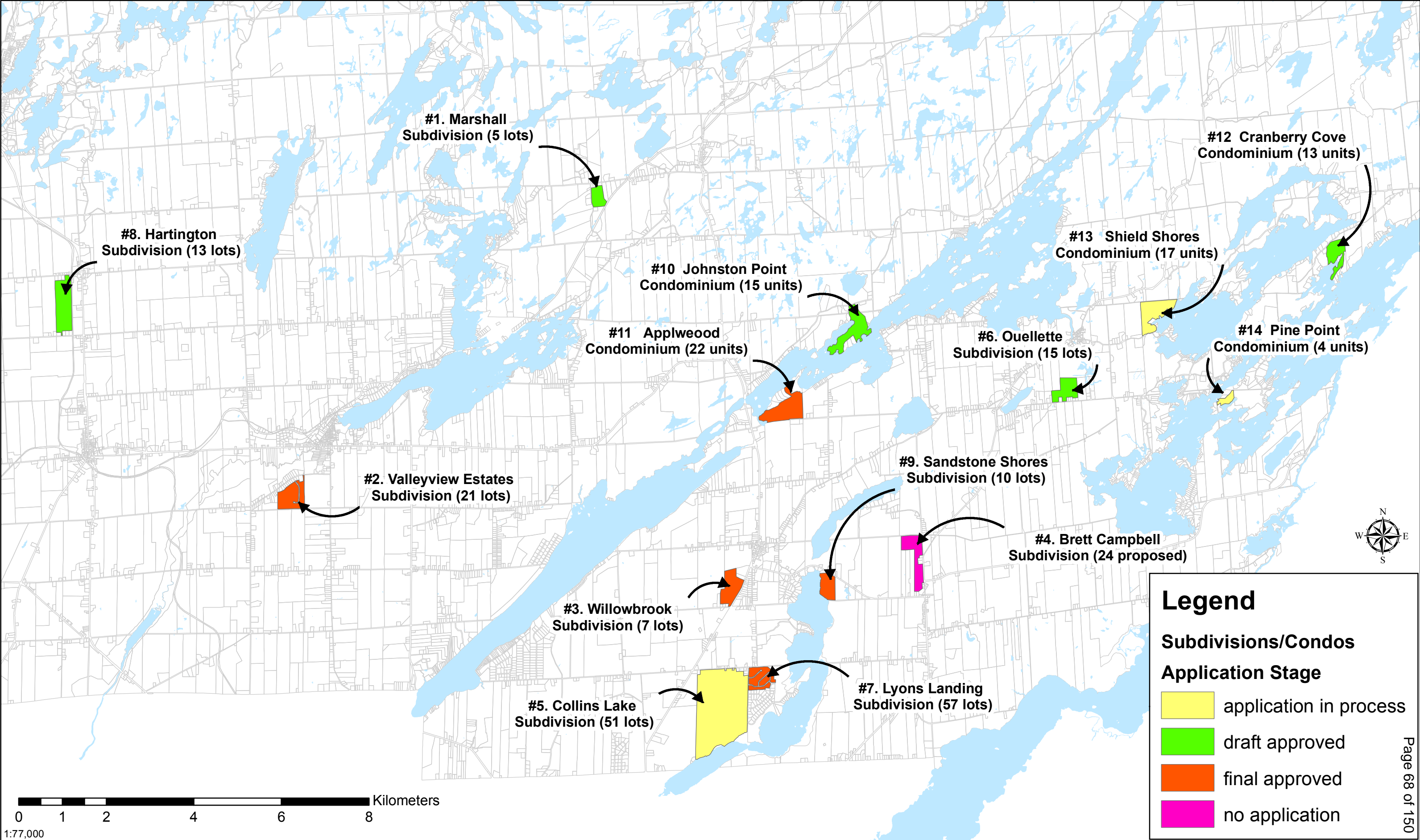
- Costs for contracted engineering services can be directly invoiced to the Developer under terms of existing subdivision/condo applications & agreements.
- It is recommended through the later half of 2019-2020 that a request for services for professional engineering and environmental review services be issued in accordance with the Township procurement policy to assist with fulfilling conditions of subdivision/condominium agreements and draft plan conditions on a go-forward basis.

ATTACHMENTS:

Attachment 1 – Currently Active Plans of Subdivision & Condominiums (March 2019)

Submitted/approved by: Claire Dodds, Director of Development Services

Currently Active Subdivisions and Condominiums (March 2019)





REPORT TO COUNCIL

DEVELOPMENT SERVICES DEPARTMENT



AGENDA DATE: May 21, 2019

REPORT DATE: May 13, 2019

SUBJECT: Lot Grading & Drainage for New Lots Created by Severance

RECOMMENDATION:

THAT Council adopt the recommendation of the Development Services Committee and recommend that the Committee of Adjustment impose conditions requiring the preparation of lot grading and drainage plans, and related agreements, for the creation of new lots and to direct staff to contract services of an engineering firm to peer review the grading plans for the purpose of clearing conditions.

BACKGROUND:

The Development Services Committee reviewed and discussed lot grading and drainage for new lots created by a severance at their meeting on April 29, 2019.

The Township Official Plan provides (7.1 (o)) the Municipality to impose conditions to the approval of severances, including an agreement that may be registered on title. The South Frontenac Committee of Adjustment regularly imposes conditions relating to the development of a new lot that include servicing considerations, road widenings, access, zoning, etc.

Under the Planning Act (s. 51(24)), there are a number of considerations that must be taken when considering the creation of new lots. The Planning Act requires the Committee of Adjustment in making their decision to consider the health, safety, convenience and welfare of present and future inhabitants of the municipality. The lot must be reviewed for its suitability for the purposes it is being created and conservation of natural resources and flood control. It must also be reviewed in relation to the grades and elevations of the highway. Consideration must also be given to the restrictions on the proposed lot and for any buildings or structure proposed to be erected on it and the impact, if any on adjoining land.

The Provincial Policy Statement also directs municipalities to plan for stormwater management to minimize risk to human health, safety and property damage.

One of the ways the Township can address these responsibilities in lot creation is by requiring a lot grading and drainage plan to be prepared by a Professional Engineer or Ontario Land Surveyor at the time of consent, and to require a brief development agreement be registered on title at the time of approval of the new lot. If specific development plans are not known at the time of consent, alternatively, the preparation of a lot grading and drainage plan can be a requirement of a development agreement (see attached sample).

By registering an agreement on title, it acts as a warning clause for future purchasers regarding the requirement to prepare a grading plan and the deposit that is required by the Township for grading.

Increasingly, new lots that are being created have more challenges and restrictions associated with developing them. They may be near a natural heritage feature (wetland), on a low point of land, or infilling adjacent to an existing lot. Erratic rain/flooding events are occurring more frequently in the area. Being pro-active to ensure new lots have considered lot grading and drainage at the time of creation



REPORT TO COUNCIL

DEVELOPMENT SERVICES DEPARTMENT



assists in protecting the health, safety and property damage for the new home owner and surrounding properties.pro

FINANCIAL/STAFFING IMPLICATIONS:

- It is recommended that Development Services Department contract services from a professional engineering firm to review the lot grading and drainage plan. Lot grading and drainage plans must be reviewed by either an engineer or Ontario Land Surveyor. Staff in Development Services are not qualified to complete such a review and Public Services engineering staff are not resourced to take on this additional function.
- Development Services staff would work with Public Services staff to obtain professional engineering services, in accordance with our Procurement Policy.
- Initially, any engineering review would be directly invoiced to the Owner and would be required to be paid prior to the release of the grading security (\$3000).
- Development Services will review the invoices and the demand for engineering services over the next year and may recommend the Building By-law be updated to include a standard lot grading review fee to be paid at the time the lot grading plan is submitted.

ATTACHMENTS:

Attachment 1 – Sample Development Agreement

Submitted/approved by:

Claire Dodds, Director of Development Services

SAMPLE
DEVELOPMENT AGREEMENT

THIS AGREEMENT made in triplicate this XX day of _____, 2019.

BETWEEN:

(hereinafter called "The Owner") OF THE FIRST PART;

- AND -

(hereinafter called the "TOWNSHIP") OF THE SECOND PART;

WHEREAS the Owner is the owner of property located, (hereinafter called the "Owner's Property") being more particularly described in Schedule "A" attached hereto;

AND WHEREAS the Owner is eligible to build one single family residence on the Owner's property;

AND WHEREAS prior to the construction of said single-family residences it was necessary to obtain a consent respecting the Owner's property;

AND WHEREAS the South Frontenac Township Committee of Adjustment, pursuant to a Decision dated XXXXX, approved of the necessary consent relating to the Owner's property, subject to certain conditions;

AND WHEREAS pursuant to said Decision of the South Frontenac Township Committee of Adjustment dated XXXX, the Owner was required to enter into this development agreement with the Township;

AND WHEREAS the Township is authorized to enter into this development agreement pursuant to subsections 53 (12) and 51 (26) of the Planning Act, R.S.O. 1990, as amended.

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 is the registered owner in fee simple of the property, being more particularly described in Schedule "A" attached hereto.
2. The Owner agrees that prior to the Township issuing a building permit for the

construction of a single-family dwelling on the severed lands, the Owner shall provide a Grading and Drainage Plan prepared by a licensed Ontario Land Surveyor or a Professional Engineer that addresses at a minimum and without limitation existing and proposed grades, well and septic locations and existing and proposed drainage patterns to the satisfaction of the XXXXX.

3. The Owner shall at the time of the Township issuing a building permit, deposit three thousand dollars (\$3,000) with the Township as a drainage deposit for the Owner's property. Such deposit shall not be refunded to the Owner by the Township until all requirements of this agreement have been completed to the satisfaction of the Township.
4. Any cost for the Township to peer review the Grading and Drainage Plan by a professional engineer shall be directly invoiced to the Owner and shall be paid prior to the refund of the drainage deposit for the Owner's property.
5. So as to allow the Township to confirm compliance with the covenants and agreements herein, the Owner covenants and agrees with the Township that they will provide to the Township a building location survey of the Owner's property, which survey shall confirm the location of the "as built" dwelling, and Lot Grading Certificate, as prepared by a licensed Ontario Land Surveyor or a Professional Engineer, such survey and lot grading certificate to be in a form so as to allow the Township to confirm compliance with the previously approved Grading and Drainage Plan.
5. This agreement shall be registered against the title to the Owner's property and the Township shall be entitled to enforce its provisions against the Owner and any or all subsequent owners of the Owner's property.
6. 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 Township may, on seven (7) days' notice, require the Owner to remedy the default, failing which the Township 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.
7. Any account rendered by the Township for work done shall be paid by the Owner within thirty (30) days of the day of billing, and, in the event of failure to pay, interest shall be charged on the amount outstanding at the rate of one and a quarter percent (1.25%) per month (15% per annum) on the first day of each calendar month thereafter in which default occurs. 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 amounts outstanding.

- 8. If the Township incurs any expense arising out of the terms of this agreement the same may be recovered in like manner as municipal taxes or by action pursuant to Section 427 of the Municipal Act, 2001, SO. 2001, c.25, as amended.
- 9. All costs necessary to fulfil any condition of this agreement, and all costs incurred by the Township in connection with the preparation, execution and registration of this agreement shall be paid by the Owner.
- 10. 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 executed this agreement.

SIGNED, SEALED & DELIVERED)

)

Per: _____

)

Per: _____

in the presence of

)

)

)

)

)

)

)

)

Per: _____

Per: _____

SCHEDULE "A"

The legal description of the Owner's property is as follows:



REPORT TO COUNCIL DEVELOPMENT SERVICES DEPARTMENT



REPORT DATE: May 13, 2019

AGENDA DATE: May 21, 2019

SUBJECT: Angela Black
Road Closing and Transfer Inquiry
642 Burr ridge Road, Pt Lot 23, Concession 8 N, District of
Bedford, Township of South Frontenac

RECOMMENDATION

That Council consider the closing and transferring ownership of a portion of unopened road allowance that transects the northeast corner of a property located at 642 Burr ridge Road.

PURPOSE

The purpose of this report is to provide background information necessary to enable Council to provide direction to staff regarding the closing of a portion of an unopened road allowance in the Township.

BACKGROUND

Attachment #1 is a location map indicating the parcel fabric showing the location of the property addressed as 642 Burr ridge Road and to purchase approximately 66 feet over the unopened road allowance in order of accommodate access to lands that are farmed by the owners of 642 Burr ridge Road to the east of the road allowance. The owner will be submitting a consent application in the near future for the request to sever approximately 70 acres of land from the neighbouring property to the east labelled as "O" to be merged with the property at 642 Burr ridge Road.

Angela Back submitted an application for the road closing request on April 7, 2018 which was not processed by planning staff at that time. The request in the initial application noted that the road allowance request was for the purchase of 300 feet +/- . The reason for requesting the road closing was to merge farmland lands that were separated by the municipal road allowance that have always been farmed together. According to the applicants, the owners of 642 Burr ridge Road have been crossing the Township Road allowance to access the lands they farm on the east side of the municipal road allowance for 150 years.

The owner of 642 Burr ridge Road has undertaken previous discussions with the owner of the lands to the east to purchase approximately 70 acres for the purpose of cutting wood and providing additional lands for the purpose of providing hay for cattle. The purchase of a portion of the Township road allowance is required in order to be able to legally merge the 70 acres with the property located at 642 Burr ridge Road.

This road allowance does not provide access to water within immediate proximity to the subject lands, but it eventually accesses Bob's Lake, 3.74 km north of the subject property.

While Ms. Black previously applied to have 300 feet of the road allowance added to the 642 Burr ridge Road property, she is now requesting that only a 66 foot portion of the road allowance be transferred from the Township in order to merge the 70 acres of farmland to the east with the lot. The 66 feet they are requesting

to purchase is where the owners currently cross the unopened Township road allowance.

While technically, having ownership of a 66 foot portion of the right of way would provide Ms. Black with the land needed in order to be able to legally merge the 70 acres with the 642 Burr ridge Road property it does not represent good planning for the subject lands. Staff have concerns that only transferring a 66 foot portion limits the options for access between 642 Burr ridge Road and the 70 acres of land they propose to enlarge it. The same concerns exist with only transferring 300 feet of the unopened road allowance. Ideally, from a staff perspective the entire portion (approximately 1000ft) of the unopened road allowance between 642 Burr ridge Road and the 70 acres of land from the east (Attachment 2) would be closed and transferred to Ms. Black. Closing the entire portion of the unopened road allowance between these lands would ensure orderly development from a Planning perspective and would ensure that the owner of 642 Burr ridge Road has direct control over the lands in between the 2 parcels of land they are farming.

Staff are asking for direction as to whether Council is supportive of stopping up, closing and transferring a portion of the road allowance to Ms. Black in order to facilitate a future lot addition severance. Staff are also asking for Council's direction regarding the appropriate length of the portion to transfer.

Staff are requesting Council's direction on the length of the portion of road allowance to be transferred to Ms. Black.

If Council is supportive of the request, the applicant will be required to pay \$3,000.00 for a deposit and survey costs including the requirement to advertise, hold a public meeting and proceed with the passing of the by-law.

At the rate of \$0.21 per square foot, the sale price of the road allowance for the different scenarios is outlined below:

- 66 foot long portion of the road allowance x 0.21 per sq foot = \$914.00
- 300 foot long portion of the road allowance x 0.21 per sq foot = \$4,158.00
- 1000 foot long portion of the road allowance x 0.21 per sq foot = \$13,860.00

The purchase price of the road allowance is subject to HST.

If Council is supportive of the request and provide direction as to the length of the portion to transfer, staff can begin the process to stop up and close the portion of the road allowance that crosses 642 Burr ridge Road.

Consistent with the Township's Notice By-law and the Municipal Act the municipality will advertise a public meeting and contact the property owner to the east of the portion of the unopened road allowance that Council may be willing to sell in order to determine if they are interested in purchasing the eastern half (33 feet).

FINANCIAL and STAFFING CONSIDERATIONS

Staff time to prepare reports, advertising, hold a public meeting and liaise with lawyers involved in the transfer.

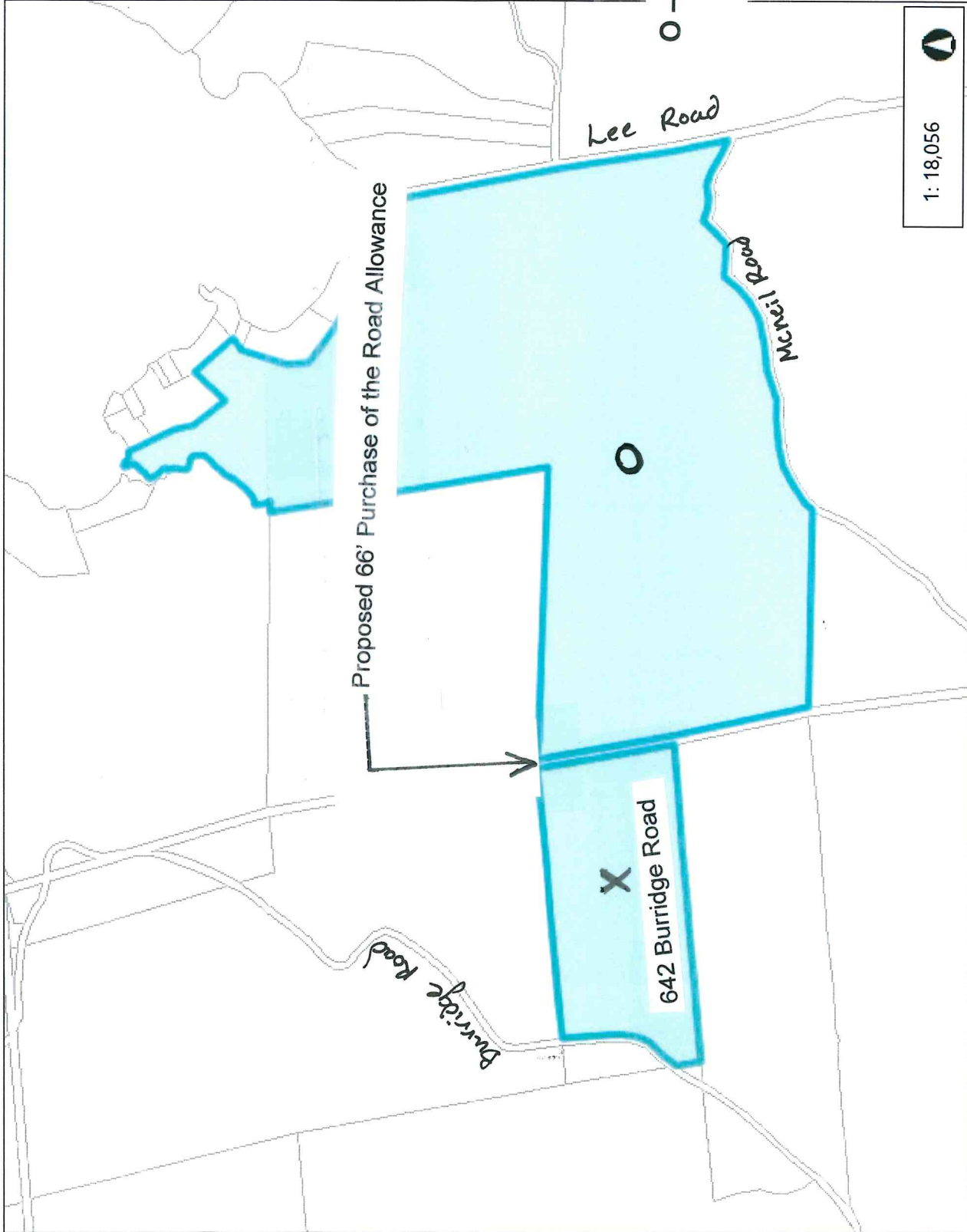
ATTACHMENTS

Attachment #1 – Location Map – 642 Burr ridge Road

Attachment #2 – Proposed 66' Purchase of the Road Allowance

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



1: 18,056

0.9 Kilometers

0.46

0

0.9

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

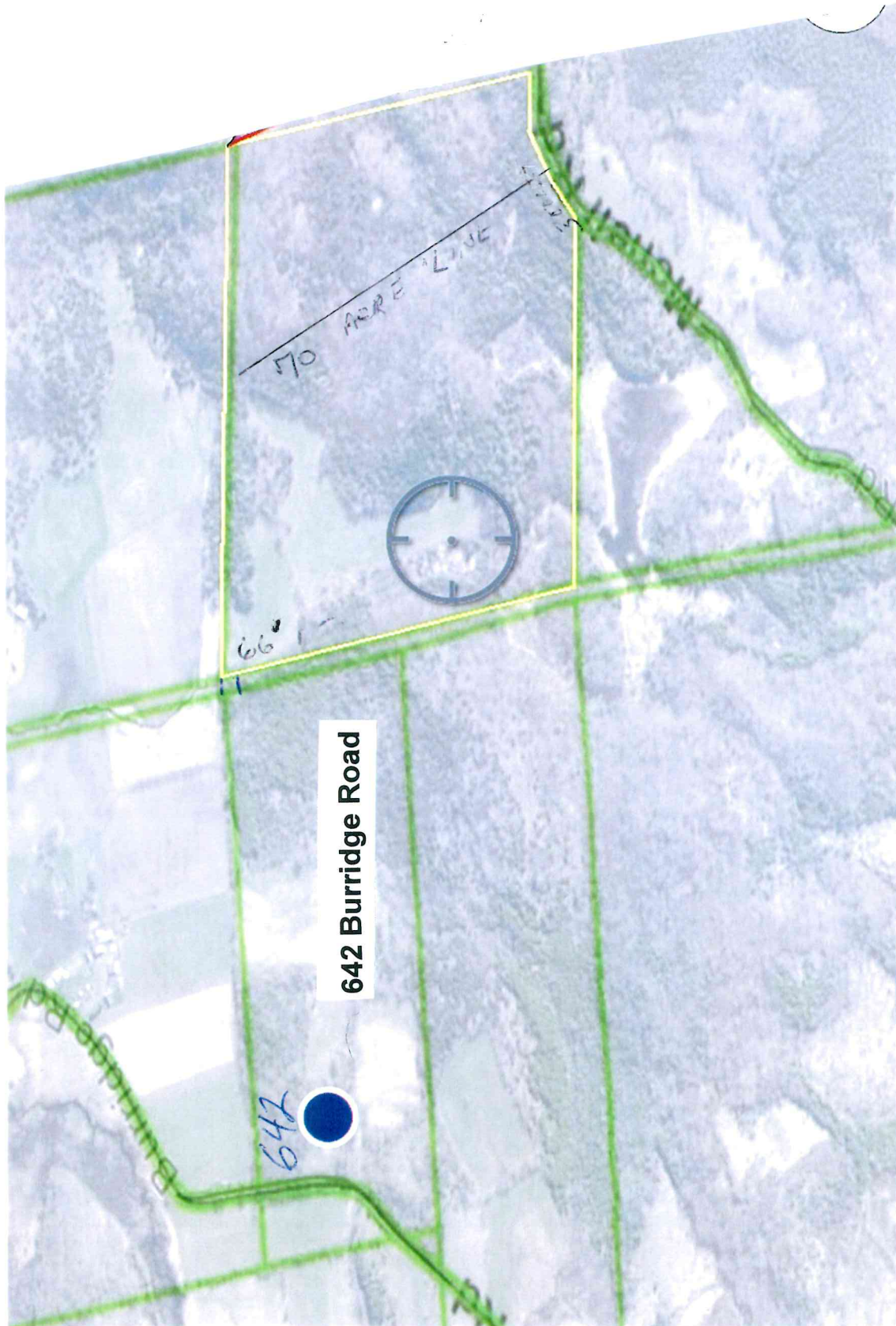
Legend

Assessment Parcels

X – 642 Burrigge Road
O – Neighbouring Property to the East

Notes

Attachment #2 - Proposed 66' Purchase of the Road Allowance





Report to Council

Development Services - Planning



Staff Report to Council

Report Date:	May 14, 2019
Application No:	Site Plan Control Application SP-01-19-B
Owner:	Trevor Tucker (Angus Laidlaw)
Location of Property:	Part of Lots 27 & 28, Concession 7, Parts 1-4 13R-11231, District of Bedford, Township of South Frontenac, municipally known as 688 Dewitt Lane
Purpose of Application:	Review of Application for Site Plan Agreement – Parking Area and Dock to Provide Access to Properties on Mica Island, Bob's Lake
Date of Public Meeting:	May 21, 2019

Summary of Recommendation

It is recommended that South Frontenac Council pass a by-law for Council to enter into a Site Plan Control Agreement with Trevor Tucker for the proposed parking area and dock to provide access to properties on Mica Island, Bob's Lake.

Purpose of the Report

The purpose of this report is to request that Council enter into a Site Plan Control Agreement with Trevor Tucker for the development of a proposed parking area and dock to provide access to properties on Mica Island, Bob's 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

The subject property consists of 1.2 acres of land with approximately 52 metres of frontage along Dewitt Lane and fronts onto Bob's Lake and Michael's Creek Marsh. The property was severed from a 9.6 acre parcel of land through consent application S-76-18-B which received provisional approval on September 13, 2018. The property was rezoned on November 6, 2018 from the Residential Limited Service Waterfront (RLSW) Zone to the site specific Residential Limited Service Waterfront (RLSW-121) Zone to meet the condition of the consent application.

The site plan application was submitted on March 11, 2019 and has been reviewed by the Rideau Valley Conservation Authority and Township Planning Staff.

Discussion

The applicants currently each own half of Mica Island on Bob's Lake with existing cottages that were built in 1907 and 1982. The properties are water-access only lots and had no formalized mainland access. The applicants, Angus and Campbell Laidlaw, are establishing a permanent mainland access for their water access properties on Mica Island. The properties did not previously have land or mooring facilities on the mainland from which they had access from. As per Section 5.7.7(iii)(d) of the Official Plan for Water Access Lots, there is the requirement that mooring facilities on the mainland are available to permit parking of automobiles and shall be owned and tied in perpetuity to the water access only lot and be zoned for parking and docking facilities only.

The applicants have worked with the current owner of the subject lands, Trevor Tucker, to process the consent, zoning by-law amendment and site plan application for the development of a site for private parking with an access path to docking facilities at the water.



Report to Council

Development Services - Planning



Agency Analysis and Comments

The Rideau Valley Conservation Authority reviewed Consent Application S-76-18-B, Zoning By-law Amendment Application Z-18-14-B and Site Plan Control Application SP-01-19-B and provided their input and comments for each application. The RVCA comments have been incorporated into the Site Plan Control Agreement and Site Plan Drawings.

The Planning Department is satisfied that the site plan drawings and agreement meet the requirements of the Zoning By-law for the property located in the Site Specific Residential Limited Service Waterfront (RLSW-121) Zone. KFL&A were not required to be circulated in review of this proposal as no dwelling is permitted to be constructed on the property.

Recommendation

It is recommended that By-law No. 2019-35 to authorize the Mayor and Clerk to enter into the Site Plan Control Agreement with the owner, Trevor Tucker, for land described as Part of Lots 27 & 28, Concession 7, Parts 1-4 13R-11231, District of Bedford, Township of South Frontenac, municipally known as 688 Dewitt Lane, **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 2019-35 (under By-laws in agenda)

RECEIVED

MAR 11 2019

Township of South Frontenac
 TOWNSHIP OF SOUTH FRONTENAC
SITE PLAN CONTROL APPLICATION FORM



Office Use Only

File Number: SP-01-19-B Date Received: Mar. 11/19

Related File Numbers: S-76-18-B

Application Fee: \$ 313.00 Paid

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: TREVOR TUCKER If company, identify principal(s): _____

Address: _____

Telephone: _____

Email address: _____ Fax: _____

Applicant/Agent Information

Name: Fotenn Consultants (Mike Keene) Telephone: 613-542-5454 ext. 221

Address: 6 Cataraqui Street, Suite 108 Fax: _____
Kingston, ON K7K 1Z7

Email Address: keene@fotenn.com

Communications are to be sent to: Owner Agent

Property Information

Civic (911 Street No.) Address: N/A

Nearest Cross Street(s): Dewitt Lane and Maynard Avenue

Lot: Part Lot 27 & 28 Concession: 7

Registered Plan No.: _____ Lot/Block: _____
 (if applicable)

Reference Plan No.: 13R 11231 Part No.: 1 - 4
 (if applicable)

Description: Lot Area + - 4,856 m² Frontage + - 45 m Depth + - 110 m

WT

Additional Information

Please identify the names and addresses of the holders of any mortgages, charges or other encumbrances on the subject lands.

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:

A Hydro easement over Part 2 on Plan of Survey 13R-11231.

The lands described as Parts 1-4 on Plan of Survey 13R-11231 are together with the benefit of a right-of-way over part of the lane described as Part 3 on Plan of Survey 13R-3661.

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?

What is the Official Plan designation of the subject lands? Rural and Environmental Protection

What is the zoning of the subject lands? RLSW-121

Pre-Consultation

Have you consulted a Township building official, planner, or engineer regarding this application?

Yes

No

Name: Claire Dodds

Date: 10-01-2019

2.0 PROPOSED DEVELOPMENT

Nature of Proposed Development/Use

- commercial
- industrial
- within 90 metres of a waterbody
- used for a wrecking yard
- used for hauled septage disposal
- institutional (community facility)
- Other Mainland access for water access residential lots
- within the mining designation
- within 300 metres of a sensitive lake trout lake
- within or adjacent to an environmentally sensitive area
- within or adjacent to an environmental protection designation
- subject to a natural hazard
- multi-unit residential

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: _____

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 No

Are any of the existing buildings protected heritage property?

Yes No

Page 7
[Handwritten signature]

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)	N/A	N/A	N/A
Gross Floor Area (Total All Floors) (m ²)	N/A	N/A	N/A
No. of Parking Spaces	0	4	4
No. of Barrier-Free Parking Spaces	0	0	0
No. of Loading Spaces	0	0	0
Parking Area (m ²)	0	120	N/A
Building Height (m)	N/A	N/A	N/A
No. of Storeys	N/A	N/A	N/A
No. of Units	N/A	N/A	N/A
Landscaped Area (m ²)	N/A	N/A	N/A
Open Space Area (m ²)	N/A	N/A	N/A
Outside Storage (m ²)	N/A	N/A	N/A

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 _____

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?

May 2017

2017


Township of South Frontenac Site Plan Application Form

Yes No Unknown

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: N/A

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? Owner knowledge

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 type="checkbox"/>	Existing Conditions Plan	6
<input checked="" type="checkbox"/>	Site Plan	6
<input type="checkbox"/>	Drainage and Servicing Plan	6
<input type="checkbox"/>	Architectural Plans	6
<input type="checkbox"/>	Landscape Plans	6
<input checked="" 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.

(see next page)

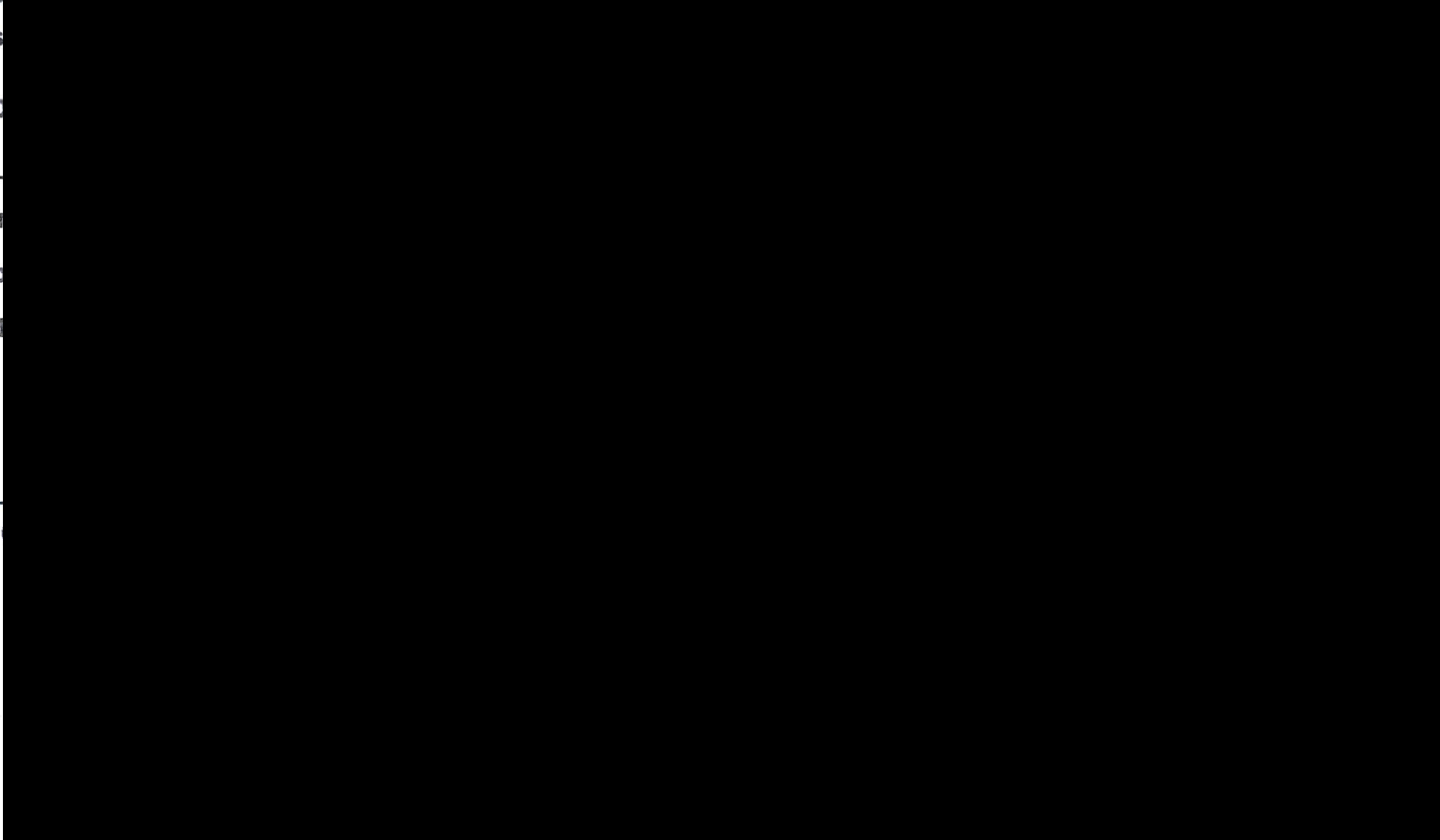
_____ Date

_____ 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), TREVOR TUCKER of OTTAWA in the PROVINCE of ONTARIO solemnly declare that all the statements contained in this application for (property description) Part of Lot 28, Concession 7 - Parts 1-4, 13R-11231 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



Township of South Frontenac -- Site Plan Control Application Form

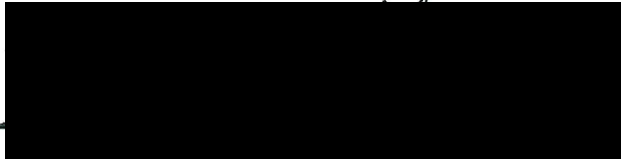
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March 1 2019
Date



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), _____ of _____ in the _____ of _____ solemnly declare that all the statements contained in this application for (property description) _____ 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

_____ of _____
in the _____
of _____
this _____ day of 20 _____

Owner/Applicant

Owner/Applicant

Commissioner of Oaths (please print name)

Commissioner's Signature/Stamp

7.0 OWNERS' AUTHORIZATION IF THE OWNER(S) IS(ARE) USING AN AGENT FOR REPRESENTATION

I(We), TREVOR TUCKER of [REDACTED] solemnly declare that (agent's name) POTEM CONSULTANTS is authorized to submit an application for the lands that I/we own, location in (property description) Plot 28, Cont. 1-4 and to act as our agent in the completion of the matters related to the processing thereof. 513R-11231

DECLARED before me at the City of Ottawa in the Province of Ontario this 5th March day of 2019

[REDACTED]
Owner/Applicant

[REDACTED]
Owner/Applicant
[REDACTED]
Commissioner's Signature/Stamp

[REDACTED]




[REDACTED]

[REDACTED]

Personal information on this form is collected under the Planning Act for the purpose of processing a site plan control application. All information on this form is considered to be part of the public record. Questions related to the collection of this information should be referred to the Township Planning Co-ordinator at (613) 376-3027 or 1-800-559-5862.

Part Lot 27 & 28
 Concession 7
 13R-11231
 Parts 1-4
SITE PLAN

LEGEND

-  Subject Property
-  30 Metre Setback from High-Water
-  Typ. Parking Space

Notes

- 1) The vegetated buffer area will remain undisturbed except as is required to create and maintain a 1.5 metre-wide walking path for shoreline access.
- 2) The parking area and lane will be surfaced with gravel.
- 3) The walking path is to remain clear of obstructions. The path surface will not be treated, but will remain as natural ground-cover.
- 4) All parking and docking facilities are provided for the exclusive benefit of the two water access residential lots located on Mica Island.
- 5) This drawing was prepared using a combination of aerial imagery, GIS data, and survey data. While every effort is made at accurate measurements, we do not claim that the measurements shown can substitute for survey data.

Revision History:

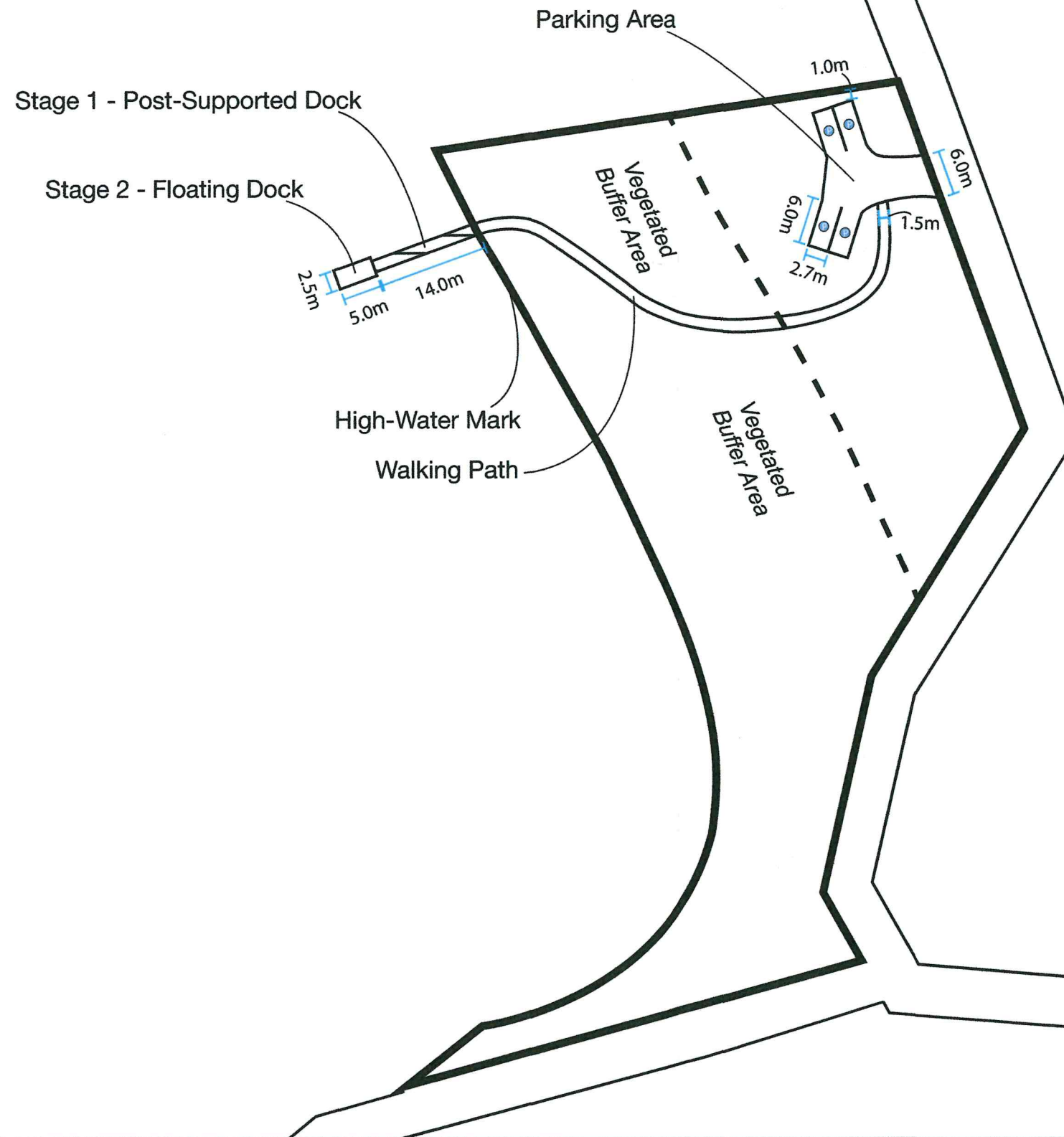
1 - Draft Issued for client review 20/02/2019

FOTENN
 Planning + Design

Created By: MW
 Reviewed By: MK
 Date: 16/01/2019




KINGSTON
 108-6 Cataraqui Street
 Kingston, ON K7K 1Z7
 T 613.542.5454

fotenn.com  



**Part Lot 27 & 28
Concession 7
13R-11231
Parts 1-4
SITE PLAN**

LEGEND

-  Subject Property
-  30 Metre Setback from High-Water
-  Typ. Parking Space

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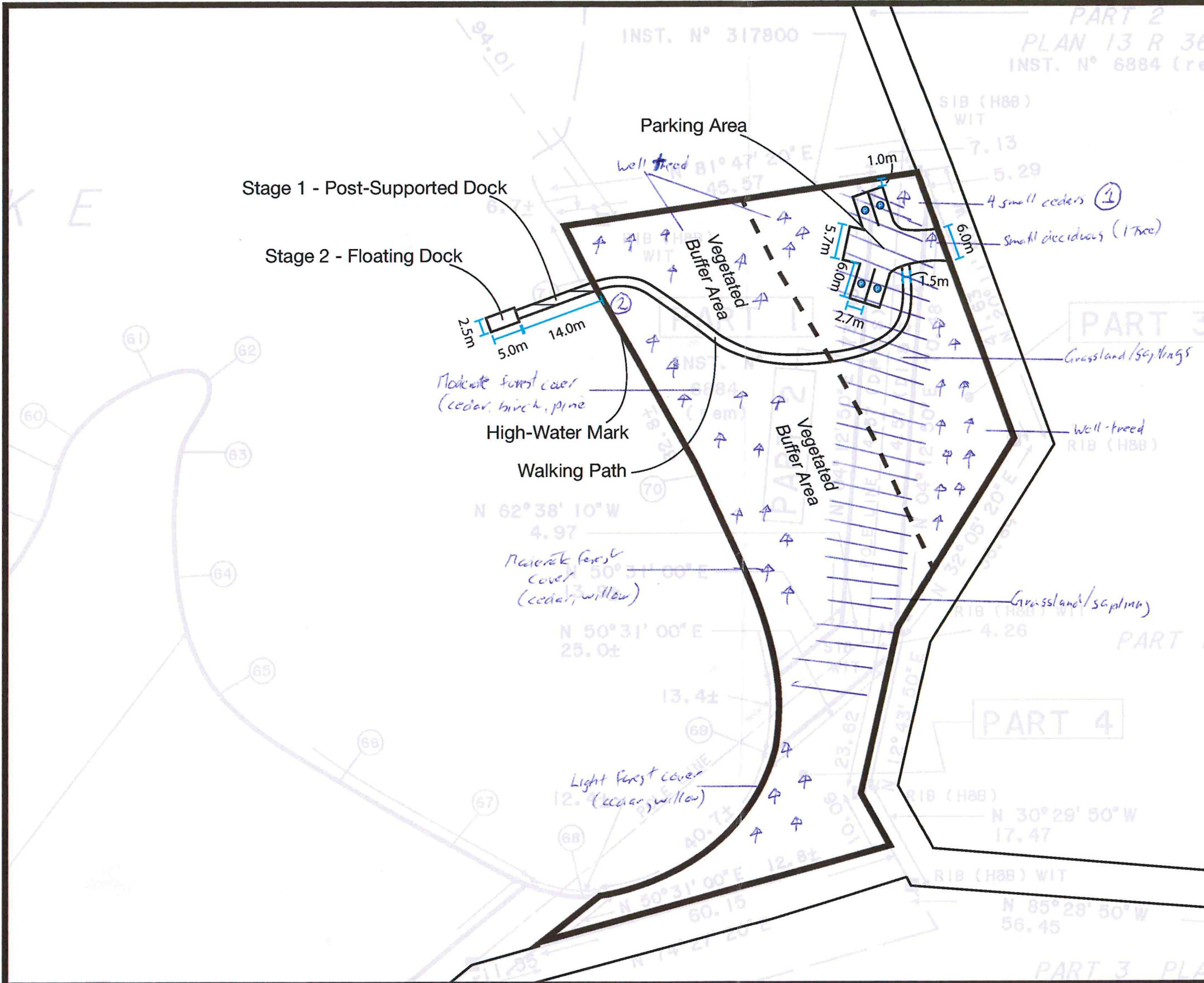
- 2 - Revised per Township comments 11/03/2019
- 1 - Draft Issued for client review 20/02/2019

**FOTENN
Planning + Design**

Created By: MW
Reviewed By: MK
Date: 16/01/2019

KINGSTON
108-6 Cataract Street
Kingston, ON K7K 1Z7
T 613.542.5454

fotenn.com  



All Depictions of vegetation and hand-written notes have been added by A. Lairdlaw, Applicant, to graphic prepared by Fotenn, Applicant's design.

SITE PLAN AGREEMENT

Made this _____ day of _____, 2019

BETWEEN:

TREVOR TUCKER

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. 2018-74 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 prepared by Fotenn Planning + Design, attached hereto as Schedule "B".**
- 2.1.3 **That the uses on the subject property are limited to private car parking, access pathway and a boat dock for shoreline access to properties located on Mica Island.**
- 2.1.4 **The parking area shall be constructed and maintained at a minimum of 30 metres from the highwater mark.**
- 2.1.5 **The access pathway is constructed and maintained to a maximum width of 1.5 metres wide. The Owner shall ensure that no trees are removed in order to construct the pathway except as specified on the Planting Plan prepared by Angus Laidlaw and attached on Schedule "B".**

- 2.1.6** The four parking spaces identified on the Site Plan Drawing prepared by Fotenn Planning + Design are constructed with the dimensions of 2.7 metres by 6.0 metres and are maintained in the location as shown on Schedule B.
- 2.1.7** That the dock is constructed and maintained as per the Site Plan Drawing and that approval has been provided from Rideau Valley Conservation Authority.
- 2.1.8** 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.
- 2.1.9** The two-stage dock is constructed to ensure that there is sufficient length to extend beyond the cattail fringe with the total area of the dock not exceeding 300 ft². The dock shall not be constructed with pressure treated wood and shall be made from environmentally-friendly materials.

2.2 Environmental Protection

- 2.2.1** That sediment and erosion controls between the construction area and Bob's Lake/Michael's Creek Marsh are to be installed prior to the initiation of the work and is to remain in place until the site has been allowed to regenerate and vegetation has been re-established to the satisfaction of the Rideau Valley Conservation Authority.
- 2.2.2** That all materials from construction (including excess soil) will be disposed of 30 metres or more from the normal highwater of Bob's Lake and the Michael's Creek Marsh at a proper disposal site.
- 2.2.3** That the vegetated buffer, within the 30 metre setback from the high-water mark, is maintained and enhanced where possible.
- 2.2.4** The Owner shall apply for a permit in the event that any work is to be undertaken along the shoreline of Bob's Lake or within Michael's Creek Marsh or within the 120 metre adjacent from Michael's Creek Marsh. Permits are required from the Rideau Valley Conservation Authority in accordance with Ontario Regulation 174/06 (Development, Interference with Wetlands and Alteration to Shorelines and Watercourses) prior to any development on the property.

2.3 Limited Services

- 2.3.1** That the Municipality does not maintain or repair and will have no obligation to maintain or repair the private lane that provides access to the Lands or to perform or provide any other municipal services normally associated with public highways within the municipality.
- 2.3.2** That the Municipality will not be responsible for any loss, damage, or injury, whether direct or indirect, arising from the inability to access the Owner's lands because of the Owner's failure to properly maintain the private lane, and the Owner will indemnify and save harmless the Municipality, its councilors, officers, employees and agents from and against all claims, losses, damages, liabilities, costs and expenses (including legal fees and disbursements) which may be made or brought against the Municipality as a result thereof.

- 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

TREVOR TUCKER

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC
Per:

RON VANDEWAL – MAYOR

ANGELA MADDOCKS – CLERK

SCHEDULE "A"

THE LANDS

**PART OF LOTS 27 & 28, CONCESSION 7, PARTS 1-4 13R11231, GEOGRAPHIC TOWNSHIP OF
BEDFORD, TOWNSHIP OF SOUTH FRONTENAC, COUNTY OF FRONTENAC**

MUNICIPAL ADDRESS

688 DEWITT LANE

SCHEDULE "B"

DRAWING LIST

SITE PLAN DRAWING	PART LOT 27 & 28, CONCESSION 7, 13R-11231 PARTS 1-4, PREPARED BY FOTENN PLANNING + DESIGN, DATED JANUARY 16, 2019, REV. 1 DRAFT ISSUED FOR CLIENT REVIEW, DATED FEBRUARY 20, 2019
SITE PLAN DRAWING	PLANTING PLAN, PART LOT 27 & 28, CONCESSION 7, 13R-11231 PARTS 1-4, PREPARED BY FOTENN PLANNING + DESIGN, DATED JANUARY 16, 2019, REV. 1 DRAFT ISSUED FOR CLIENT REVIEW, DATED FEBRUARY 20, 2019, PLANTING PLAN PREPARED BY ANGUS LAIDLAW



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 2019-36 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

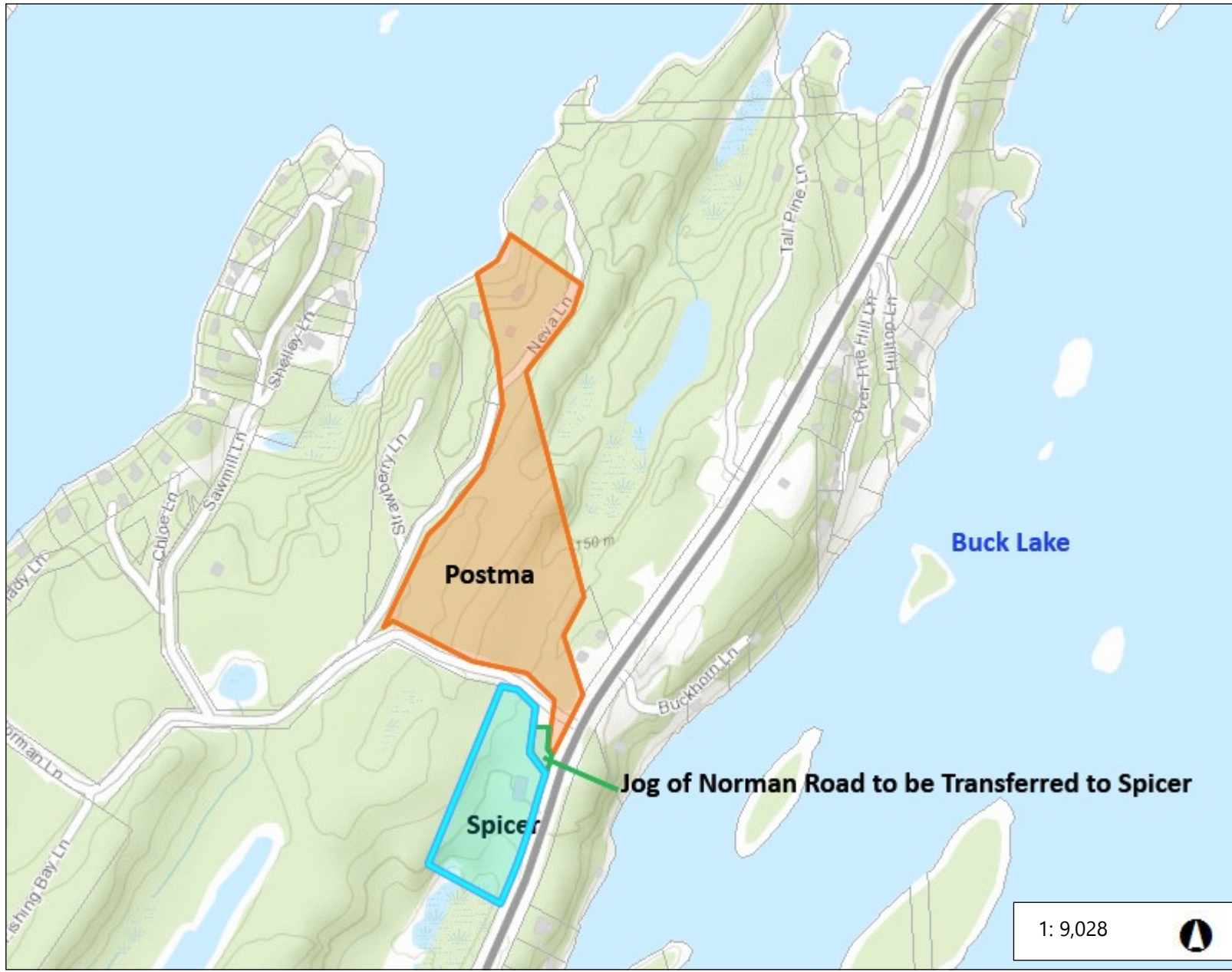
Attachment #1 – Location Map

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



Legend

- Assessment Parcels
- Citations

1: 9,028



WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

SCHEDULE			
PART	LOT	CON/PLAN	PIN
1	PART OF NORMAN ROAD	RP 1451	BEING PART OF PIN 36281-0270(LT)
2	PART OF LOT 25	14	BEING PART OF PIN 36281-0756(LT)

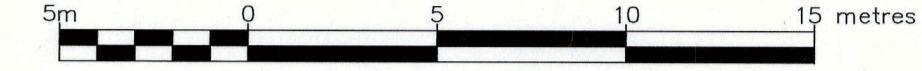
I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

RECEIVED AND DEPOSITED
 FEBRUARY 20, 2019
 DATE: *Feb 25, 2019*
 DATE: *DMattis*
 REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF FRONTENAC No. 13

PLAN 13R 21964



PLAN OF SURVEY
 OF PART OF LOT 25
 CONCESSION 14
 AND PART OF NORMAN ROAD
 REGISTERED PLAN No. 1451
TOWNSHIP OF SOUTH FRONTENAC
 (GEOGRAPHIC TOWNSHIP OF LOUGHBOROUGH)
 COUNTY OF FRONTENAC
 SCALE: 1 : 200



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

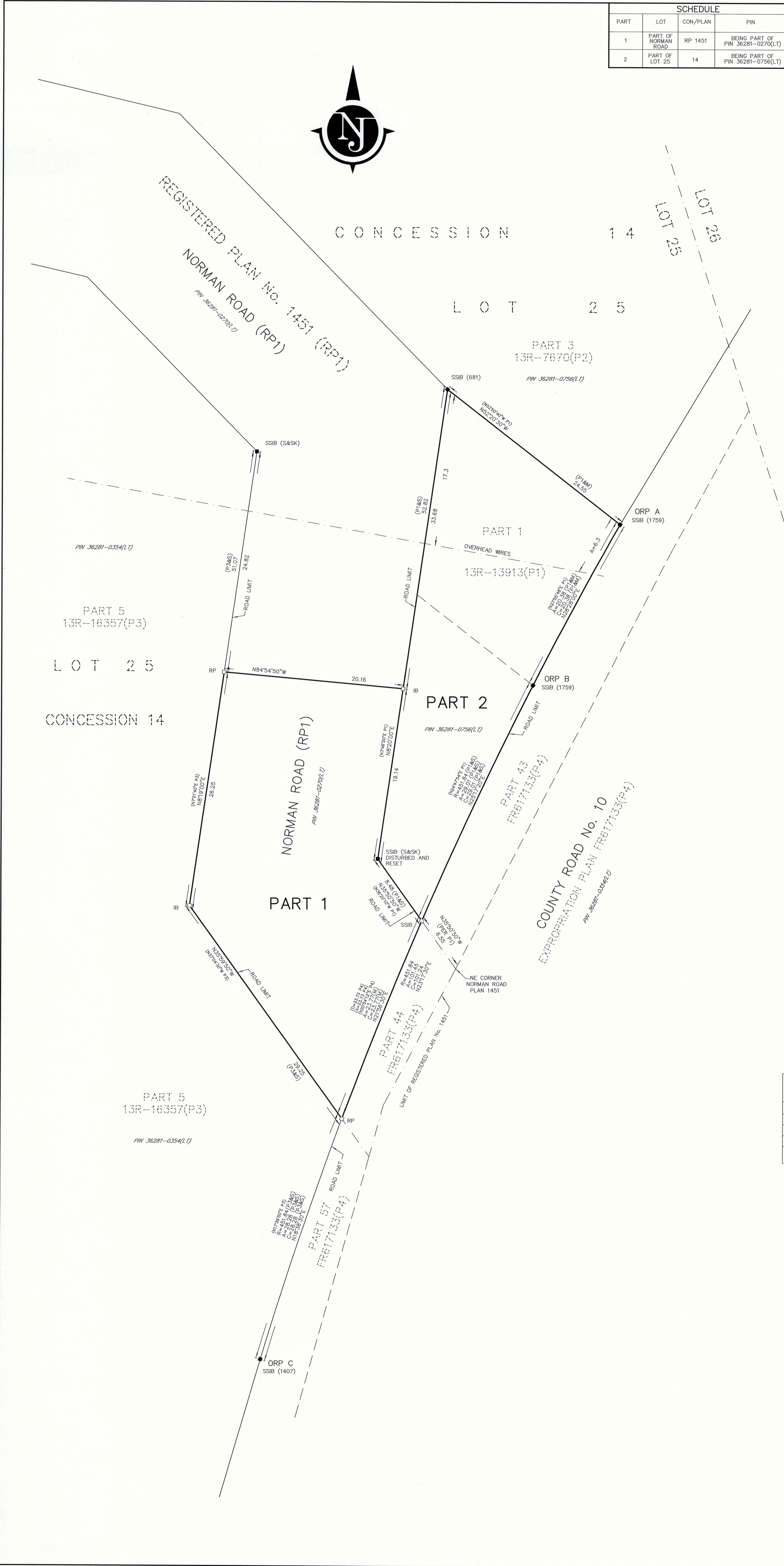
LESLIE M. HIGGINSON SURVEYING Ltd.
 2019

SURVEYOR'S CERTIFICATE:

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 - THE SURVEY WAS COMPLETED ON THE 13TH DAY OF FEBRUARY, 2019

LESLIE M. HIGGINSON SURVEYING Ltd.
 ONTARIO LAND SURVEYOR
 KINGSTON, ONTARIO
 FEBRUARY 20, 2019
 DATE

Le. Higgins
 LESLIE M. HIGGINSON
 ONTARIO LAND SURVEYOR



NOTE & LEGEND:

BEARINGS SHOWN HEREON ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS AND ARE RELATED TO UTM ZONE 18, (75° WEST LONGITUDE) WAD83 (CSRS) (2010.0).

COMPARISONS SHOWN IN BRACKETS ARE TO ASTRONOMIC BEARINGS

ALL DISTANCES SHOWN HEREON ARE HORIZONTAL GROUND DISTANCES.

GRID DISTANCES CAN BE CALCULATED BY MULTIPLYING THE GROUND DISTANCES SHOWN ON THE PLAN BY THE COMBINED SCALE FACTOR OF 0.999735.

INTEGRATION COORDINATE TABLE
 OBSERVED REFERENCE POINTS (ORP_s) DERIVED FROM GPS OBSERVATIONS USING REAL TIME NETWORK (RTN) BASE AND ROVER BASELINES
 COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10

POINT ID	NORTHING (M)	EASTING (M)
ORP A	4932242.53	384916.62
ORP B	4932224.62	384906.91
ORP C	4932149.57	384876.60

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

SYMBOL	DENOTES	SURVEY MONUMENT PLANTED
□	"	SURVEY MONUMENT PLANTED
■	"	SURVEY MONUMENT FOUND
SSIB	"	SHORT STANDARD IRON BAR
SIB	"	STANDARD IRON BAR
IB	"	IRON BAR
RP	"	ROCK POST
RB	"	ROCK BAR
WT	"	WITNESS
CALC	"	CALCULATED
S	"	SET
M	"	MEASURED
1596	"	LESLIE M. HIGGINSON O.L.S.
681	"	D.C. SMITH O.L.S.
S&S	"	SMITH & SMITH O.L.S.
1759	"	RALPH F. GRANDER O.L.S.
RP1	"	REGISTERED PLAN No. 1451
P1	"	PLAN 13R-13913
P2	"	PLAN 13R-7670
P3	"	PLAN 13R-16357
P4	"	EXPROPRIATION PLAN FR67133

SSIB'S WERE PLANTED WHERE OVERBURDEN WAS INSUFFICIENT TO SET SIB'S

ALL SURVEY MONUMENTS SET ARE IBs UNLESS OTHERWISE NOTED

DATED FEBRUARY 20, 2019

LESLIE M. HIGGINSON SURVEYING Ltd.
 1064 GARDINERS ROAD
 KINGSTON, ONTARIO K7P 1R7
 (613) 389-7986 (fax) 389-5578 or leslie@mhigginson.com

FILE: LO'H 14-25 LMH1442GND RPLAN



REPORT TO COUNCIL PLANNING DEPARTMENT



AGENDA DATE: May 1, 2018 REPORT DATE: April 26, 2018

SUBJECT: Proposed Road Allowance Trade: Part of Lot 25, Concession XIV, District of Bedford: Spicer/Postma

RECOMMENDATION:

It is recommended that Council receive the Planning Report dated April 26, 2018, and consider a request to close and sell a portion of an unused road allowance and, in turn, purchase land for use as a road in the District of Bedford.

BACKGROUND:

The purpose of this report is to provide the background information necessary to enable Council to consider a trade of land that would accommodate proper access from Norman Lane onto Perth Road.

Property-owners (Mr. and Ms. Spicer) at the corner of Perth Road and Norman Lane have requested to know whether Council would agree to sell them a portion of a Township-owned road allowance that abuts their land. Attachment #1 hereto shows the location of the subject land and Attachment #2 shows the portion of road allowance that would be closed and added to the Spicer property.

This existing road allowance is land that was dedicated to the Township in the past as part of the Norman Subdivision, however, the municipality has not assumed the road nor maintained it. As seen on the attachments, the road allowance jogs near its entrance onto Perth Road. Apparently this was the expected alignment of the road at the time the subdivision was developed. In reality, the access onto Perth Road avoids this jog and travels straight onto the public road over private property as illustrated on the aerial photo on Attachment #3 - the portion to be purchased. The Spicers wish to purchase the unused jog portion of the road allowance to accommodate a proposed garage.

ANALYSIS:

As the parcel fabric attachments illustrate, if the road allowance is sold as requested, there would be no legal access into the Norman subdivision properties since the actual travelled portion is over private land.

However, this land is owned by John Postma who has agreed to transfer ownership to the Township to maintain the legal access onto Perth Road. Thus, a trade of land has been agreed to in principle. The Public Works Department agrees that this proposed perpendicular access arrangement onto the public road is ideal to establish proper sight lines and safe ingress and egress.

Staff are seeking direction as to whether Council has any objections to the closure and transfer of this "jog" portion of the road allowance and the purchase of land for the new access. Council policy related to the sale of closed Township roads would result in a total price of \$3,146.00

The process for this trade of land would be as follows:

- Spicers pay the municipality \$3,146.00 to purchase the 'jog' road allowance,
- The municipality pays Postma \$3,146.00 to buy the portion of his property for the new road alignment,
- Costs for surveying and registration are divided equally between Spicer and the municipality.

FINANCIAL/STAFFING IMPLICATIONS:

There would be costs to the Township to cover surveying and legal costs for registration.

ATTACHMENTS:

Attachment #1 - shows the location of the subject land.

Attachment #2 - shows the location of the subject road allowance to be closed.

Attachment #3 - is an aerial photo showing the actual travelled route and portion to be purchased.

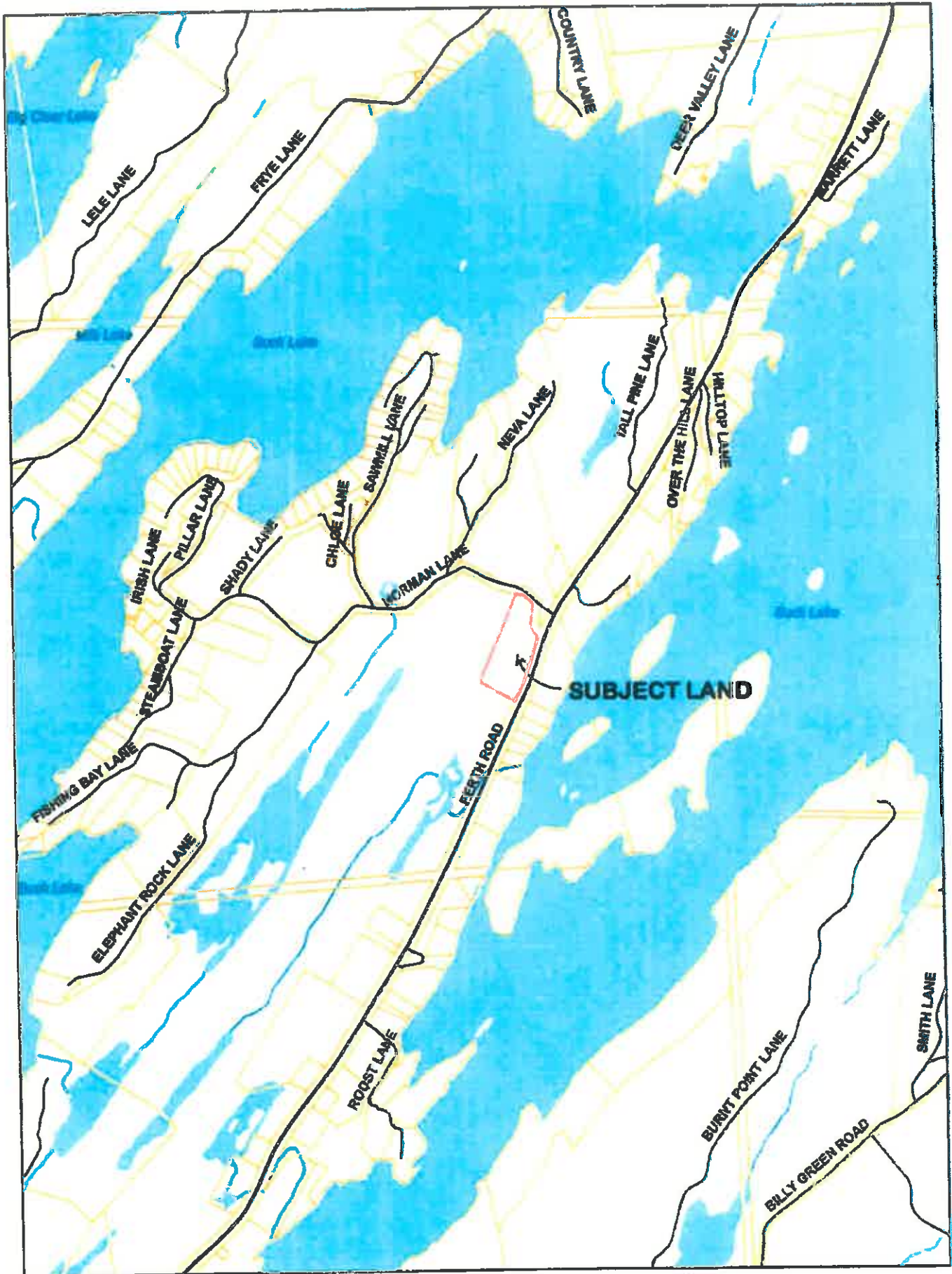
Approved by: Lindsay Mills Prepared/Submitted by: Lindsay Mills

Submitted/approved by: **Lindsay Mills**

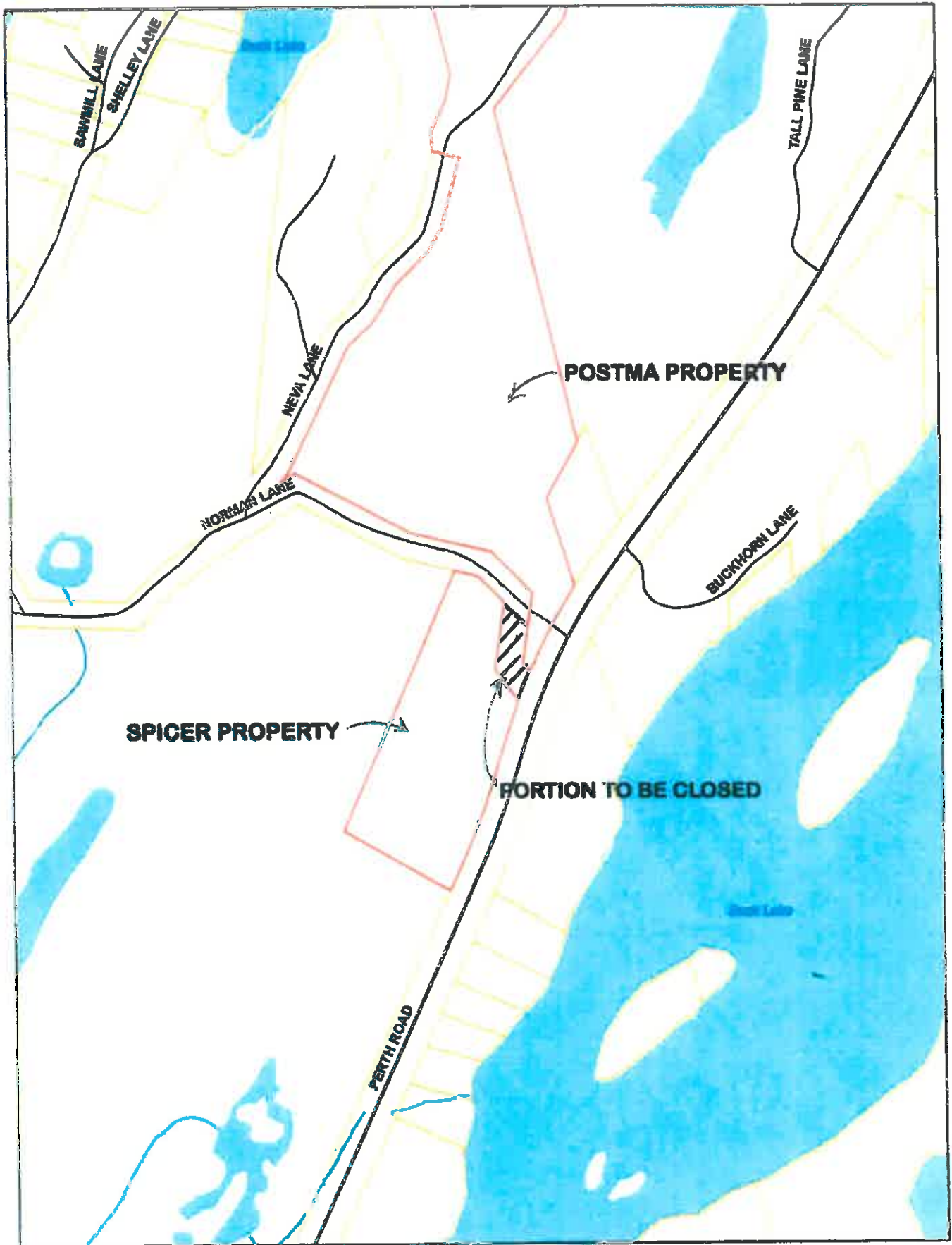
Prepared by: **Lindsay Mills,**

Spicer Postma Road Closure Report

ATTACHMENT #1



ATTACHMENT #2



ATTACHMENT #3





REPORT TO COUNCIL
PUBLIC WORKS DEPARTMENT



AGENDA DATE: September 4, 2018

SUBJECT: Proposed Road Allowance Property Exchange: Norman Lane at Perth Road

RECOMMENDATION:

That Council approve a request to close and sell a portion of an unused road allowance and, in turn, purchase land for use as a road at the current intersection of Norman Lane with Perth Road and direct staff to proceed with engaging a surveyor for the purposes of this transaction.

BACKGROUND:

This property exchange was first presented to Council on May 1, 2018, but was deferred so that the staff could meet with representatives of the Norman Lane Subdivision to address their requirements.

ANALYSIS:

Staff have met on site and have adjusted the boundaries of the property exchange to meet the requirements of the affected parties.

It would appear that all affected property owners wish to continue with this property exchange. The next step is to survey the properties and following that, pass the required by-law to affect this change.

FINANCIAL/STAFFING IMPLICATIONS:

No change from that which was presented in the original report, see below:

The process for this trade of land would be as follows:

- Spicers pay the municipality \$3,146.00 to purchase the 'jog' road allowance,
- The municipality pays Postma \$3,146.00 to buy the portion of his property for the new road alignment,
- Costs for surveying and registration are divided equally between Spicer and the municipality.
- There would be costs to the Township to cover surveying and legal costs for registration.

ATTACHMENTS:

Report dated April 26, 2018.

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager



Report to Council OFFICE OF C.A.O.



AGENDA DATE: May 21, 2019

SUBJECT: Renewal of 911 Service

RECOMMENDATION:

That Council pass By-law 2019-29 authorizing the Mayor and CAO to execute an agreement with the Queen, as represented by the Minister of Community Safety and Correctional Services on behalf of the OPP for the provision of 911 Services.

BACKGROUND:

The Township has an existing contract with the OPP for the provision of 911 Central Emergency Reporting Bureau (CERB) Services which expires on December 7, 2019.

Based on the renewal terms the cost would increase from \$8,666.89 per year to \$10,460.41 per year. The fees have been fixed for the last 5 years.

No significant changes are being made to the contract. The Province has rebranded the service from CERB to Primary Public Safety Answering Point (P-PSAP) and update the records retention policies to 7 years from 5.

FINANCIAL / STAFFING IMPLICATIONS

To be incorporated into the 2020 budget.

ATTACHMENTS:

Agreement for the provision of 911 Primary PSAP Services

Submitted/approved by:

Wayne Orr, CAO

Prepared by:

Wayne Orr, CAO



**AGREEMENT FOR
THE PROVISION OF
9-1-1 PRIMARY PSAP SERVICES**

AGREEMENT FOR THE PROVISION OF 9-1-1 PRIMARY PSAP SERVICES

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the
MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES
on behalf of the
ONTARIO PROVINCIAL POLICE
("O.P.P.")

OF THE FIRST PART

AND:

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC
(the "Municipality")

OF THE SECOND PART

RECITALS:

- (a) WHEREAS** Bell Canada has entered into an agreement with the Municipality to provide the Municipality with a 9-1-1 Public Emergency Reporting Service - Ontario;
- (b) AND WHEREAS** it is the obligation of the Municipality under its agreement with Bell Canada to ensure that a Primary Public Safety Answering Point (PSAP) serves the Municipality;
- (c) AND WHEREAS** the Municipality is permitted under its agreement with Bell Canada to contract with a third party for the management and operation of the Primary Public Safety Answering Point (PSAP);
- (d) AND WHEREAS** the Municipality wishes to contract with the O.P.P. for the management and operation of the Primary Public Safety Answering Point (PSAP);
- (e) AND WHEREAS** the Municipality confirms its adherence to this Agreement by executing it, as provided for herein, and providing the O.P.P. with a certified copy of the resolution or by-law authorizing it entering into this Agreement;

NOW THEREFORE, in consideration of the promises and covenants herein, the Parties agree as follows:

1.0 The Parties warrant that the recitals are true.

2.0 DEFINITIONS AND INTERPRETATION

2.1 In this Agreement:

- "9-1-1 call" means a phone call received at the Primary PSAP, which requires an emergency response, typically the transfer of the call to a Secondary PSAP.
- "9-1-1 PERS" means the Public Emergency Reporting Service - Ontario, which is a telecommunications service provided by Bell Canada pursuant to Bell Canada General Tariff Item 1400 to Municipalities for the delivery of 9-1-1 calls to the Primary and Secondary PSAP and pursuant to the agreement between Bell Canada and the Municipality.
- "Agreement" means this agreement and Schedule "A", which is attached to, and forms part of this Agreement.
- "ALI" means an Automatic Location Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, address and location data with respect to a telephone line from which the 9-1-1 Call originates.
- "ANI" means an Automatic Number Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, the telephone number of the primary exchange service that originates the 9-1-1 call.
- "Call Control" means a feature that allows the 9-1-1 call taker at the Primary PSAP to maintain control of the line upon which the 9-1-1 call was made regardless of calling party action.
- "Director" means the Director of Provincial Communications Operations, Communications and Technology Services Bureau.
- "ESZ" means an Emergency Services Zone, which is a geographic area served by a Secondary PSAP in the Municipality.
- "Mayor" or "Reeve" means Mayor or Reeve for the Municipality.
- "Party" means the O.P.P. or the Municipality, and "Parties" shall mean both of them.
- "Primary PSAP" means the Primary Public Safety Answering Point serving the Municipality, and located at the O.P.P. Provincial Communications Centre (PCC), which is the first point of reception by the O.P.P. of 9-1-1 calls.
- "Secondary PSAP" means the communication center of a fire, police or ambulance agency, within an ESZ, to which 9-1-1 calls are transferred from the Primary PSAP, and for which the Secondary PSAP is then responsible for taking appropriate action.
- "Selective Routing and Transfer" means a feature that automatically routes a 9-1-1 call to the appropriate Primary or Secondary PSAP based upon the ANI of the telephone line from which the 9-1-1 call originates.

- 2.2 **Severability** - If any term of this Agreement shall be held to be illegal, invalid, unenforceable, null, void or inoperative by a court of competent jurisdiction, the remaining terms shall remain in full force and effect.
- 2.3 **Section Headings** - The section headings contained herein are for purposes of convenience only, and shall not be deemed to constitute a part of this Agreement, or affect the meaning or interpretation of this Agreement in any way.
- 2.4 **Entire Agreement** - This Agreement constitutes the entire agreement of the Parties, with respect to the provision and operation of services as defined hereunder and supersedes any previous agreement whether written or verbal. In the event of a conflict or inconsistency between this Agreement and a tender document such as request for proposals issued by the Municipality for the provision of services as described hereunder or the proposal that the O.P.P. submitted in response to the tender document, this Agreement shall prevail to the extent of the conflict or inconsistency.
- 2.5 **Amendments** - Any amendments to this Agreement shall be in writing and shall not take effect until approved in writing by both Parties.

3.0 NOTICES

- 3.1 **Notice** - Any notice required pursuant to this Agreement shall be in writing and delivered personally, sent by facsimile transmissions ("FAX") or by registered mail to the following addresses:

To the Municipality

The Mayor
 The Corporation of the Township of South Frontenac
 P.O. Box 100
 Sydenham ON K0H 2T0
 FAX: (613) 376-6657

To the O.P.P.

Attention: Director - Provincial Communications Operations
 Communications and Technology Services Bureau
 OPP General Headquarters
 777 Memorial Avenue
 Orillia ON L3V 7V3

Or to such other addresses either of the Parties may indicate in writing to the other. Any notice given in accordance with this Agreement shall be deemed to have been received upon delivery, if delivered personally, at the time of transmission if sent by FAX, or five (5) days after posting, if sent by registered mail.

- 3.2 **Notices in Writing** - All notices required under this Agreement shall be in writing.

4.0 RATES AND METHOD OF PAYMENT

4.1 The Municipality shall pay the O.P.P. for providing and operating the Primary PSAP as follows:

- (a) **Amount of Annual Rate** - The Municipality shall be charged and shall be required to pay an annual rate of \$ 10,460.41 based on the Municipality's residential population of 18,646 at a per capita cost of \$ 0.561.
- (b) **Review of Annual Rate** - The annual rate specified in clause (a) shall be reviewed at the end of every calendar year and may be revised by the O.P.P. based on changes to the residential population or the per capita cost charged by the O.P.P. In the event that the residential population of the Municipality increases or decreases by more than 10% during either the previous year, or cumulatively since the date the Agreement began, the annual rate shall be adjusted accordingly for the following year, and the Municipality shall pay the revised annual rate. The O.P.P. shall determine the residential population using population figures found in the latest version of the Ontario Municipal Directory, or if not found there, then in other recognized sources.
- (c) **Invoices** - The first invoice shall be issued immediately to the Municipality upon the start of the Agreement. The Municipality shall subsequently be invoiced annually at the beginning of each calendar year, and the invoice shall cover the time period for the subsequent calendar year, or portion thereof that this Agreement is in effect.
- (d) **Payments** - Payments invoiced under this Agreement shall be made payable to the Minister of Finance, and payment shall be due no later than thirty (30) days following receipt of the invoice. Any payments which have become due and owing after this time period, in whole or in part, shall bear interest at the rate set by the Minister of Finance from time to time.

5.0 RESPONSIBILITIES OF THE O.P.P.

The O.P.P. shall manage and operate the Primary PSAP and:

- 5.1 **Personnel** - Staff the Primary PSAP to answer and transfer 9-1-1 calls to the appropriate Secondary PSAP at a level appropriate with the 9-1-1 call volume in the Municipality.
- 5.2 **Equipment** - Provide, in its operation of the Primary PSAP, terminal equipment which permits the utilization of features provided by Bell Canada to the Municipality under 9-1-1 PERS consisting of "ALI", "ANI", "Selective Routing and Transfer" and "Call Control" features, and such features can be adapted, where required, for callers who are hearing or voice impaired.
- 5.3 **Hours** - Operate the Primary PSAP twenty four (24) hours a day, seven (7) days a week.
- 5.4 **9-1-1 call Response** - Answer and transfer all 9-1-1 calls received by the Primary PSAP, and associated ANI/ALI information, to a designated Secondary PSAP within the proper ESZ, as deemed appropriate by Primary PSAP personnel. This shall include maintaining control of the line upon which each 9-1-1 call is received until the 9-1-1 call is confirmed as being transferred to the appropriate Secondary PSAP or until the 9-1-1 call is terminated.

- 5.5 **Record Retention** - Retain digital voice records of all 9-1-1 calls received at the Primary PSAP in accordance with O.P.P. policy, and hard copy records of all Bell PERS E911 ANI/ALI printer data for one hundred eighty (180) days from the date such records are created. The O.P.P. is prepared to provide, to authorized personnel, certified copies of audio recordings and/or copies of PERS printer data, as it directly pertains to the Primary PSAP for the purposes of civil litigation and/or criminal proceedings provided the request is received no later than five (5) days prior to the end of the retention period of the recordings or records. The O.P.P. shall retain the original recordings or records until the conclusion of any civil or criminal proceedings to which such records relate.
- 5.6 **Backup Primary PSAP** - Provide an operational backup Primary PSAP to which 9-1-1 calls shall be transferred at the discretion of the O.P.P. or Bell Canada in the event that the Primary PSAP is unable to receive the 9-1-1 calls.
- 5.7 **Non-English Callers** - Make reasonable efforts to respond to 9-1-1 calls from non-English callers, subject to the O.P.P.'s ability to access the services of a third party provider. The O.P.P. does not warrant that it shall be able to provide services to non-English callers, or that it shall be able to access such services from a third party provider.
- 5.8 **Reports** - Provide reports monthly, or as determined by the O.P.P. in consultation with the Municipality, which show the overall efficiency of the Primary PSAP in answering 9-1-1 calls, including the volume of 9-1-1 calls.

6.0 RESPONSIBILITIES OF THE MUNICIPALITY

The Municipality shall:

- 6.1 **Payment** - Be responsible for the amount of payment in the manner, and within the timelines set out in Article 4.0 herein.
- 6.2 **Secondary PSAP** - Designate Secondary PSAP that are not O.P.P. Detachments for each and every ESZ in the Municipality which the Primary PSAP shall answer and transfer a 9-1-1 call, and co-ordinate the participation of all such Secondary PSAP in the manner required by this Agreement.
- 6.3 **Warranty** - Warrant and represent that each Secondary PSAP operates twenty-four (24) hours a day, seven (7) days a week, and shall answer and respond to all 9-1-1 calls directed to it from the Primary PSAP.
- 6.4 **9-1-1 PERS** - Notify the O.P.P. in writing immediately upon becoming aware of any changes to 9-1-1 PERS that shall affect, or are likely to affect the services the O.P.P. provides under this Agreement, or of any changes to, or the termination or expiry of any Agreement between the Municipality and Bell Canada related to 9-1-1 PERS.

7.0 **INSURANCE AND LIMITATION OF LIABILITY**

7.1 **Insurance** - The Municipality and the O.P.P. shall, during the term of this Agreement, maintain sufficient insurance to cover their respective obligations under this Agreement and shall provide evidence of the same to each other. If the Parties are self-insured, each Party shall provide to the other, evidence that is satisfactory to that Party that the Municipality and/or the O.P.P., as the case may be, is and shall be, at all relevant times, in a position to face successfully any monetary obligations stemming from liability under the Agreement.

7.2 **Limitation of Liability** - Notwithstanding any other provision in this Agreement, the O.P.P. shall not be responsible or liable for any injury, death or property damage to the Municipality, its employees, subcontractors or agents, or for any claim by any third party against the Municipality, its employees, subcontractors or agents arising from:

- (a) **External Information** - The accuracy or completeness, or lack thereof, of any information the O.P.P. receives from the Municipality, Bell Canada or any other third party, which the O.P.P. relies on in providing services under this Agreement;
- (b) **Equipment and Services** - Equipment or services provided by any other party (including the failure of any other party to provide equipment or services) which the O.P.P. uses and relies on to provide services under this Agreement including but not limited to:
 - (i) Equipment or services required to transfer services provided under this Agreement from any other party to the O.P.P.,
 - (ii) Services provided to non-English speakers who place 9-1-1 calls,
 - (iii) Services provided by Bell Canada to the Municipality under 9-1-1 PERS; and,
 - (iv) Services provided by Secondary PSAPs, which are not part of the O.P.P.
- (c) **Call Volumes** - The inability of the O.P.P. to respond to 9-1-1 calls due to call volume that exceeds the capacity of the Primary PSAP, including the equipment and personnel who work at the Primary PSAP.

7.3 **Survival** - Section 7.2 shall survive the termination or expiry of this Agreement.

8.0 COMPLIANCE WITH LAWS AND CONFIDENTIALITY

- 8.1 **Compliance with Laws** - Both Parties agree to comply with all applicable laws in effect in the Province of Ontario in performing their respective obligations and duties under this Agreement.
- 8.2 **Confidential Information** - Both Parties agree that except where required by law, or for the purpose of performing duties or obligations under this Agreement, neither Party shall directly or indirectly disclose, destroy, exploit or use, either during or after the term of this Agreement, any confidential information belonging to the other Party, unless the other Party has provided its written consent. Both Parties further agree that when this Agreement terminates or expires, they shall return all confidential information belonging to the other Party.

9.0 DISPUTE RESOLUTION

- 9.1 **Dispute Resolution** - Subject to Article 10.0 herein, if any dispute arises between the O.P.P. and the Municipality as to their respective rights and obligations under this Agreement, the Parties may use the following dispute resolution mechanism to resolve such disputes:
- (a) The Unit Commander of the Primary PSAP and the Municipality Representative named in Section 3.1 herein shall attempt to settle the dispute within fifteen (15) business days of the dispute arising;
 - (b) If the Unit Commander of the Primary PSAP and the Municipality Representative are unable to settle the dispute within fifteen (15) business days of the dispute arising, they shall refer the dispute to the Director. The Director and the Municipality Representative shall attempt to resolve the dispute within fifteen (15) business days;
 - (c) If the Parties are still unable to resolve the dispute, the Commissioner or the Deputy Commissioner of the O.P.P. and the Municipality Representative agree to attempt to resolve the dispute within fifteen (15) business days; and,
 - (d) If the Parties are still unable to resolve the dispute, each may, with the agreement of the other Party, refer the dispute to arbitration in accordance with the Arbitration Act, 1991, as amended.

10.0 TERM, TERMINATION AND RENEWAL

- 10.1 **Term** - Subject to this Agreement being terminated in accordance with this Article, this Agreement shall be effective from December 08, 2019 until December 07, 2019.
- 10.2 **Renewal** - This Agreement may be extended for an additional five (5) year term, if both Parties agree and serve notice to each other, at least six (6) months prior to the expiry of the Agreement. The same terms and conditions will apply to any extension, subject to section 10.1 herein.
- 10.3 **Termination** - Either Party to this Agreement may terminate this Agreement without cause and without incurring any liability upon providing ninety (90) days written notice of termination to the other Party, in which case this Agreement shall terminate ninety (90) days following the delivery of such notice. Should a notice to terminate be given, the Municipality shall continue to be obligated to pay for the cost of the services described in this Agreement up to and including the date of such termination and the O.P.P. shall continue to be responsible to provide the services described in this Agreement up to and including the date of such termination.
- 10.4 **Immediate Termination** - Either Party may terminate this Agreement immediately without incurring any liability if Bell Canada withdraws offering 9-1-1 PERS to the Municipality or if the Agreement between Bell Canada and the Municipality for the provision of 9-1-1 PERS is terminated or is expired and not renewed.

11.0 GENERAL

- 11.1 **No Waiver** - The failure of a Party to this Agreement to enforce at any time any of the provisions of this Agreement or any of its rights in respect thereto or to insist upon strict adherence to any term of this Agreement shall not be considered to be a waiver of such provision, right or term or in any way to affect the validity of this Agreement.
- 11.2 **Waiver in Writing** - Any waiver by any Party hereto of the performance of any of the provisions of this Agreement shall be effective only if in writing and signed by a duly authorized representative of such Party.
- 11.3 **No Prejudice** - The exercise by any Party to this Agreement of any right provided by this Agreement shall not preclude or prejudice such Party from exercising any other right it may have under this Agreement, irrespective of any previous action or proceeding taken by it hereunder.
- 11.4 **Restructuring** - The Municipality shall notify, and consult with the O.P.P. before the Municipality's boundaries are altered, the Municipality is amalgamated with another municipality, the Municipality is dissolved or the legal status of the Municipality is subject to other substantive changes.
- 11.5 **Relations** - The Agreement shall not create nor shall it be interpreted as creating any association, partnership, employment relationship or any agency relationship between the Parties.
- 11.6 **Media** - Both Parties agree that they shall not at any time, directly or indirectly, communicate with the media in relation to this Agreement unless they first notify the other Party in writing.
- 11.7 **Promotion** - Neither Party shall publicize or issue any publications related to this Agreement unless they first notify the other Party in writing.
- 11.8 **Assignment** - Neither Party shall assign this Agreement or any portion thereof without the prior written consent of the other, which consent may not be arbitrarily withheld.
- 11.9 **Force Majeure** - Neither Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control. The Parties agree that an event shall not be considered beyond one's reasonable control if a reasonable business person applying due diligence in the same or similar circumstances under the same or similar obligations as those contained in the Agreement would have put in place contingency plans to either materially mitigate or negate the effects of such event. If a Party seeks to excuse itself from its obligations under this Agreement due to a force majeure event, that Party shall immediately notify the other Party of the delay or non-performance, the reason for such delay or non-performance and the anticipated period of delay or non-performance.

IN WITNESS WHEREOF, the Municipality has affixed its Corporate Seal attested by the signature of its duly authorized signing officers, and the Provincial Commander of the O.P.P. has personally signed this Agreement to be effective as of the date set out herein.

Corporation of the Township of South Frontenac

Mayor

Date: ____ day of _____, 20__

Chief Administrative Officer (CAO)

Date: ____ day of _____, 20__

Ontario Provincial Police (O.P.P.)

Provincial Commander

Date: ____ day of _____, 20__

SCHEDULE "A"

BYLAW OF COUNCIL

Attached to and forming part of the Agreement between

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the
MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES
on behalf of the
ONTARIO PROVINCIAL POLICE

And

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC



REPORT TO COUNCIL TREASURY DEPARTMENT



AGENDA DATE: May 21, 2019

SUBJECT: Appointment of Acting Deputy Treasurer

RECOMMENDATION:

That By-law 2019-34 be approved by Council and further that Council authorize adding Tracey Pritchard as a signing authority for the Township.

BACKGROUND:

Our current Deputy Treasurer, Stephanie Kuca, will be starting her maternity leave shortly. Her position was posted internally as well as advertised externally to provide coverage for an 18 month period. Candidates for interviews were selected from both the internal and external pool based on experience, skill, ability and qualifications. An assessment of the candidates included an interview and testing. Candidates were assessed by the CAO, Treasurer and HR/Legislative Compliance Officer. Based on this review, Tracey Pritchard was offered the position of Acting Deputy Treasurer. Tracey comes with a strong educational background as well as years of experience in supervision and various financial areas.

Tracey started in her new position as of May 6, 2019 and procedurally a by-law is required to appoint her to that position in order to grant her the powers of the Treasurer during an absence or illness.

ATTACHMENTS

By-law 2019-34

Submitted/approved/prepared by:

Louise Fragnito, Director of Corporate Services & Treasurer

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-29**

A BY-LAW TO AUTHORIZE THE MAYOR AND CHIEF ADMINISTRATIVE OFFICER TO EXECUTE AN AGREEMENT WITH THE QUEEN, AS PRESENTED BY THE MINISTRY OF COMMUNITY SAFETY AND CORRECTION SERVICES ON BEHALF OF THE ONTARIO PROVINCIAL POLICE FOR THE PROVISION OF 9-1-1 SERVICES

WHEREAS the Municipal Act, 2001, Section 8 gives the Municipality the rights and powers of a natural person; and,

WHEREAS this authority allows the Municipality to enter into agreements for the provision of various services; and

WHEREAS the Township of South Frontenac wishes to enter into an agreement with the Ontario Provincial Police for the provision of 9-1-1 CERB Services.

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

- 1) The Township enter into an agreement for the provision of 9-1-1 CERB Services with the Ontario Provincial Police under terms of the Agreement attached hereto.
- 2) That the Mayor and the Clerk-Administrator are hereby authorized to sign the agreement with the Ontario Provincial Police.
- 3) That this Agreement takes effect on December 8, 2019
- 4) By-law 2012-69 hereby repealed, effective December 8, 2019.

Dated at the Township of South Frontenac this 21 day of May 2019.

Read a first and second time this 21 day of May 2019.

Read a third time and finally passed this 21 day of May 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-30**

Being a by-law to amend By-law Number 2003-75, as amended, to rezone land from Rural (RU) Zone, Limited Services Residential (RLS) Zone and Limited Services Residential – Waterfront (RLSW) Zone to the Waterfront Residential (RW) Zone, Part Lot 23 & 24, Concession 7, District of Bedford, Township of South Frontenac: Fanning (Capes)

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. This by-law shall apply to the severed lands being a lot addition created through consent application S-90-18-B and the retained lands at 184 Burr ridge Road. The lands are located in Part Lot 23 & 24, Concession 7, District of Bedford, Township of South Frontenac, municipally known as 184 Burr ridge Road.
2. THAT Schedule "D", to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) Zone, Limited Services Residential (RLS) Zone and Limited Services Residential – Waterfront (RLSW) Zone to the Residential Waterfront (RW) Zone for those lands shown on the attached map designated as Schedule "1".
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 21 day of May, 2019.

Read a first and second time this 21 day of May, 2019.

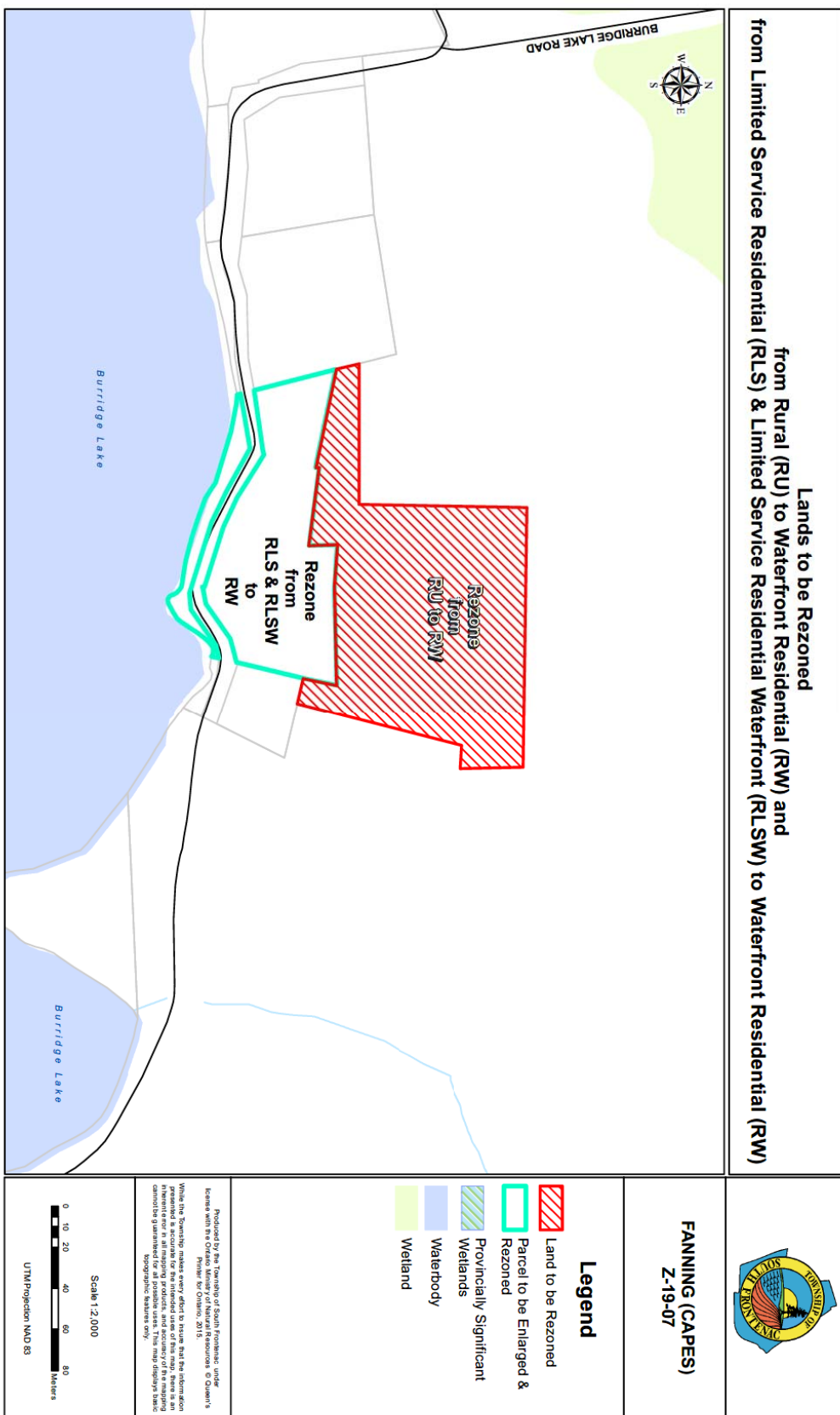
Read a third time and finally passed this 21 day of May, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Schedule 1



This is Schedule "1" to By-law No. 2019-30

Passed this 21st day of May, 2019

MAYOR _____

CLERK _____

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-31**

A BY-LAW TO PURCHASE PROPERTY BEING PART 2, 13R21964, 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 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 13R21964 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
2. 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 21st day of May 2019.

Read a first and second time this 21st day of May 2019.

Read a third time and finally passed this 21st day of May 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-32**

BEING A BY-LAW TO DEDICATE AS COMMON AND PUBLIC HIGHWAY CERTAIN LANDS IN THE TOWNSHIP OF SOUTH FRONTENAC, PURSUANT TO SECTION 31(6) OF THE MUNICIPAL ACT, 2001.

WHEREAS certain lands in the Township of South Frontenac were deeded to the Township of South Frontenac for the purpose of dedicating them to public use as common and public highways;

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

Those lands herein described are dedicated as common and public highways.

1. PT LT 25 CON 14 GEOGRAPHIC TOWNSHIP OF LOUGHBOROUGH BEING PART 1 ON PLAN 13R-13913, SOUTH FRONTENAC

This by-law shall come into force and take effect on the date of registration of this by-law.

Dated at the Township of South Frontenac this 21st day of May, 2019.

Read a first and second time this 21st day of May, 2019.

Read a third time and finally passed this 21st day of May, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-33**

A BY-LAW TO APPOINT A CHIEF ADMINISTRATIVE OFFICER - DEPUTY CLERK

WHEREAS Section 228 of the Municipal Act, S.O. 2001 c. 25, provides that Council shall establish such policies and procedures it determines necessary to carry out the programs of the Municipality; and

WHEREAS Section 229 of the Municipal Act, S.O. 2001, c. 25 and amendments thereto, provides that Council may appoint a Chief Administrative Officer;

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

1. That, _____ be, and is hereby, appointed as Chief Administrative Officer and Deputy Clerk for the Township of South Frontenac effective July 15, 2019, subject to a one year probationary period.
2. That, _____ be, and is hereby instructed to carry out the statutory duties of Chief Administrative Officer and Deputy Clerk as set out in the Municipal Act and all other relevant provincial legislation.
3. That, in addition to the statutory duties outlined in paragraph 2 above, the Chief Administrative Officer - Deputy Clerk shall perform the duties outlined in the Role Description attached hereto and such other duties as may be prescribed by Council from time to time.
4. That, _____ shall hold office at the pleasure of the Council of the Township of South Frontenac and shall be paid the amount set out in his offer of employment / letter of acceptance dated _____, following which he shall be paid in the manner set out by Council having regard for the Salary Schedule adopted by Council from time to time for Management positions.
5. That, Wayne Orr shall remain employed under the same terms of his engagement, as Advisor to the Chief Administrative Officer for the Township of South Frontenac until his retirement on July 31, 2019.
6. That all other by-laws, resolutions or actions of Council that are not consistent with or which are contrary to the provisions of this by-law are hereby repealed.
7. That this by-law shall come into force and take effect on July 15, 2019.

Dated at the Township of South Frontenac this 21st day of May 2019.

Read a first and second time this 21st day of May 2019.

Read a third time and finally passed this 21st day of May 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2019-34**

**A BY-LAW TO PROVIDE FOR THE APPOINTMENT OF A DEPUTY
TREASURER**

WHEREAS Council deems it necessary to enact a by-law to provide for the appointment of a Deputy Treasurer, who in the absence of the Treasurer would carry out the duties of the Treasurer;

AND WHEREAS subsection 286(2) of the *Municipal Act, 2001*, c. 25 as amended provides for by-laws to appoint a Deputy Treasurer to have all the powers and duties of the Treasurer under that or any other act:

NOW THEREFORE the Council of the Corporation of the Township of South Frontenac enacts as follows:

1. THAT Tracey Pritchard be appointed as Deputy Treasurer for the Corporation of the Township of South Frontenac effective May 21st, 2019.
2. THAT the duties, roles and responsibilities will be according to the Job Description approved by the Chief Administrative Officer/Deputy Clerk.
3. That Tracey Pritchard be added as a signing authority for banking purposes.
4. This by-law shall come into force and take effect on the day of passing.

Dated at the Township of South Frontenac this 21st day of May, 2019.

Read a first and second time this 21st day of May, 2019.

Read a third time and finally passed this 21st day of May, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NUMBER 2019-35**

**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 TREVOR TUCKER**

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 Trevor Tucker, a copy of which is attached hereto forming part of this By-law.
2. THAT this By-law and Agreement shall be registered on title of the property described as Part of Lots 27 & 28, Concession 7, Parts 1-4 13R-11231, District of Bedford, Township of South Frontenac, municipally known as 688 Dewitt Lane.
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 21st day of May, 2019.

Read a first and second time this 21st day of May, 2019.

Read a third time and finally passed this 21st day of May, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk

SITE PLAN AGREEMENT

Made this _____ day of _____, 2019

BETWEEN:

TREVOR TUCKER

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. 2018-74 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 prepared by Fotenn Planning + Design, attached hereto as Schedule "B".**
- 2.1.3 **That the uses on the subject property are limited to private car parking, access pathway and a boat dock for shoreline access to properties located on Mica Island.**
- 2.1.4 **The parking area shall be constructed and maintained at a minimum of 30 metres from the highwater mark.**
- 2.1.5 **The access pathway is constructed and maintained to a maximum width of 1.5 metres wide. The Owner shall ensure that no trees are removed in order to construct the pathway except as specified on the Planting Plan prepared by Angus Laidlaw and attached on Schedule "B".**

- 2.1.6 The four parking spaces identified on the Site Plan Drawing prepared by Fotenn Planning + Design are constructed with the dimensions of 2.7 metres by 6.0 metres and are maintained in the location as shown on Schedule B.
- 2.1.7 That the dock is constructed and maintained as per the Site Plan Drawing and that approval has been provided from Rideau Valley Conservation Authority.
- 2.1.8 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.
- 2.1.9 The two-stage dock is constructed to ensure that there is sufficient length to extend beyond the cattail fringe with the total area of the dock not exceeding 300 ft². The dock shall not be constructed with pressure treated wood and shall be made from environmentally-friendly materials.

2.2 Environmental Protection

- 2.2.1 That sediment and erosion controls between the construction area and Bob's Lake/Michael's Creek Marsh are to be installed prior to the initiation of the work and is to remain in place until the site has been allowed to regenerate and vegetation has been re-established to the satisfaction of the Rideau Valley Conservation Authority.
- 2.2.2 That all materials from construction (including excess soil) will be disposed of 30 metres or more from the normal highwater of Bob's Lake and the Michael's Creek Marsh at a proper disposal site.
- 2.2.3 That the vegetated buffer, within the 30 metre setback from the high-water mark, is maintained and enhanced where possible.
- 2.2.4 The Owner shall apply for a permit in the event that any work is to be undertaken along the shoreline of Bob's Lake or within Michael's Creek Marsh or within the 120 metre adjacent from Michael's Creek Marsh. Permits are required from the Rideau Valley Conservation Authority in accordance with Ontario Regulation 174/06 (Development, Interference with Wetlands and Alteration to Shorelines and Watercourses) prior to any development on the property.

2.3 Limited Services

- 2.3.1 That the Municipality does not maintain or repair and will have no obligation to maintain or repair the private lane that provides access to the Lands or to perform or provide any other municipal services normally associated with public highways within the municipality.
- 2.3.2 That the Municipality will not be responsible for any loss, damage, or injury, whether direct or indirect, arising from the inability to access the Owner's lands because of the Owner's failure to properly maintain the private lane, and the Owner will indemnify and save harmless the Municipality, its councilors, officers, employees and agents from and against all claims, losses, damages, liabilities, costs and expenses (including legal fees and disbursements) which may be made or brought against the Municipality as a result thereof.

- 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

TREVOR TUCKER

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC
Per:

RON VANDEWAL – MAYOR

ANGELA MADDOCKS – CLERK

SCHEDULE "A"

THE LANDS

**PART OF LOTS 27 & 28, CONCESSION 7, PARTS 1-4 13R11231, GEOGRAPHIC TOWNSHIP OF
BEDFORD, TOWNSHIP OF SOUTH FRONTENAC, COUNTY OF FRONTENAC**

MUNICIPAL ADDRESS

688 DEWITT LANE

SCHEDULE "B"

DRAWING LIST

SITE PLAN DRAWING	PART LOT 27 & 28, CONCESSION 7, 13R-11231 PARTS 1-4, PREPARED BY FOTENN PLANNING + DESIGN, DATED JANUARY 16, 2019, REV. 1 DRAFT ISSUED FOR CLIENT REVIEW, DATED FEBRUARY 20, 2019
SITE PLAN DRAWING	PLANTING PLAN, PART LOT 27 & 28, CONCESSION 7, 13R-11231 PARTS 1-4, PREPARED BY FOTENN PLANNING + DESIGN, DATED JANUARY 16, 2019, REV. 1 DRAFT ISSUED FOR CLIENT REVIEW, DATED FEBRUARY 20, 2019, PLANTING PLAN PREPARED BY ANGUS LAIDLAW

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW NUMBER 2019-36

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 13R21964, 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** the portion of road being part of Norman Road, Registered Plan No. 1451, Geographic Township of Loughborough, being Part 1 of Reference Plan 13R21964, 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 13R21964 from the abutting owner to the north.
2. **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
3. **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 21st day of May, 2019.

Read a first and second time this 21st day of May, 2019.

Read a third time and finally passed this 21st day of May, 2019.

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

Ron Vandewal, Mayor

Angela Maddocks, Clerk



Payment Listing
For the period of May 8, 2019 to May 21, 2019

Accounts Payable Payment Listing: 406,414.29
For the period of May 8, 2019 to May 21, 2019

Payroll Payment Listing:

Pay Period #19-10	Pay date May 8, 2019	91,469.35
	For the period of April 21, 2019 to May 4, 2019	

Total Payments	<u><u>\$ 497,883.64</u></u>
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RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending May 21, 2019 in the amount of
 \$ 497,883.64

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: 2019-05-08 2019-05-21 PURCH, MISC

10 GG

0000 Gen

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011280	2019-05-21	N747651	GRAND & TOY LIMITED	Rubber Finger Pads	\$5.10
Total EFT000000011280					\$5.10
Total Gen					\$5.10

1000

Cheque	Date	Inv #	Vendor	Description	Amount
070192	2019-05-21	200934 202494	ATKINSON HOME BUILDING CENTRE	72X Fluor. Bulbs+Softner Salt Soil+ Seed	\$555.21 \$30.15
Total 070192					\$585.36
070207	2019-05-21	19/03/10-37 19/04/25-42 19/04/22-36	SNIDER, PERCY	Snow Plowing Sweeping Parking Lot Sweeping Parking Lot	\$305.28 \$223.87 \$732.67
Total 070207					\$1,261.82
EFT000000011260	2019-05-21	7627T1 2565973	CULLIGAN	Water Water Cooler Rental	\$66.56 \$10.12
Total EFT000000011260					\$76.68
EFT000000011286	2019-05-21	2019018	J & J LANDSCAPING	Grass Cutting	\$21.88
Total EFT000000011286					\$21.88
EFT000000011291	2019-05-21	0279-990778 0279-59470	LEONARD FUELS	241.8L @.904 Service HVAC	\$222.44 \$269.75
Total EFT000000011291					\$492.19
EFT000000011318	2019-05-21	5601 5611 5600	SIMMONS PLUMBING & PUMP SERV.	Repair UV light Service Call- Toilet Repair No Water	\$152.64 \$76.32 \$343.44
Total EFT000000011318					\$572.40
EFT000000011324	2019-05-21	SALES0072681	TOTAL POWER LTD	Generator Annual Inspection	\$1,021.14
Total EFT000000011324					\$1,021.14
Total					\$4,031.47

1100 Counc

Cheque	Date	Inv #	Vendor	Description	Amount
070191	2019-05-08	CIP GRANT 2018-04	IRISH-BURNS LINDA	CIP GRANT 2018-04	\$3,500.00
Total 070191					\$3,500.00
070208	2019-05-21	2019 COMMUNITY GRANT	SYDENHAM & DISTRICT LIONS CLUB	2019 COMMUNITY GRANT	\$2,000.00
Total 070208					\$2,000.00
Total Counc					\$5,500.00

1210 CAO

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011261	2019-05-21	157198	CUNNINGHAM SWAN CARTY	Volunteer Fire Fighter Policy	\$1,533.11
Total EFT000000011261					\$1,533.11
Total CAO					\$1,533.11

1250 Clk

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011273	2019-05-21	119337	ESOLUTIONS GROUP	Website Redesign	\$6,512.64
Total EFT000000011273					\$6,512.64
EFT000000011285	2019-05-21	44026	INDEPENDENT TELEPHONE SERVICES	Ext 2236,2260,2244	\$86.50
Total EFT000000011285					\$86.50
EFT000000011327	2019-05-21	1159 9996 5986	TROUSDALE'S FOODLAND	Cream Cream+Fruit Salad+Treats Coffee+Cream	\$8.67 \$18.38 \$27.51
Total EFT000000011327					\$54.56
EFT000000011333	2019-05-21	346953	UPPER CANADA OFFICE SYSTEMS	Copier Usage	\$838.08
Total EFT000000011333					\$838.08
Total Clk					\$7,491.78

1275 Fin

Cheque	Date	Inv #	Vendor	Description	Amount
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Township of South Frontenac CHEQUE DISTRIBUTION REPORT

070206	2019-05-21		SHRED-IT INTERNATIONAL ULC		
		8100724086		19/04 Shredding Services	\$75.20
Total 070206					\$75.20
EFT000000011265	2019-05-21		DIAMOND SOFTWARE INC		
		234189		HRIS	\$54.70
		235121		Financial Software Update	\$382.87
Total EFT000000011265					\$437.57
EFT000000011309	2019-05-21		PRINTFUSION INC.		
		109116		Business Cards T.P.	\$38.16
Total EFT000000011309					\$38.16
EFT000000011310	2019-05-21		PUROLATOR INC.		
		440952784		Ship 2018 Cemetary Return	\$27.74
Total EFT000000011310					\$27.74
Total Fin					\$578.67

1280 HR

Cheque	Date	Inv #	Vendor	Description	Amount
070193	2019-05-21		CORNERSTONES MANGEMENT SOLUTIONS LIMITED		
		12035		HR Consulting Services	\$2,849.28
Total 070193					\$2,849.28
070204	2019-05-21		PUBLIC SERVICES HEALTH & SAFETY ASSOCIATION		
		32709		Workplace safety Seminar	\$112.84
		32709		Workplace safety Seminar	\$111.69
Total 070204					\$224.53
EFT000000011309	2019-05-21		PRINTFUSION INC.		
		108927		Business Cards J.M.	\$46.81
Total EFT000000011309					\$46.81
Total HR					\$3,120.62
Total GG					\$22,260.75

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
070201	2019-05-21		MINISTER OF FINANCE		
		110904191133068		Registration Fees	\$292.67
Total 070201					\$292.67
070203	2019-05-21		NEW TOPPERS MARKET		
		FUEL-19/04/28		Fuel	\$793.01
Total 070203					\$793.01
070207	2019-05-21		SNIDER, PERCY		
		19/03/10-41-2		Hydrant Snow Plowing	\$203.52
		19/03/10-40		Hydrant Snow Plowing	\$203.52
		19/03/10-42		Hydrant Snow Plowing	\$305.28
		19/03/10-43		Snow Plowing	\$305.28
		19/03/10-36		Snow Plowing	\$305.28
		19/04/30-17		Shovel Rental	\$526.77
		19/04/22-36		Sweeping Parking Lot	\$244.22
		19/04/22-36		Sweeping Parking Lot	\$244.22
		19/04/22-36		Sweeping Parking Lot	\$244.22
		19/04/22-36		Sweeping Parking Lot	\$244.22
Total 070207					\$2,826.53
070209	2019-05-21		TROPHY HOUSE		
		5737		Award S.S.	\$48.78
Total 070209					\$48.78
EFT000000011235	2019-05-21		BOULTON SEPTIC/LARMON'S		
		29618		Holding Tank Pumped	\$244.22
Total EFT000000011235					\$244.22
EFT000000011236	2019-05-21		ABELL PEST CONTROL INC.		
		A1592763		19/04 Pest Control	\$46.45
		A2106925		19/04 Pest Control	\$39.40
		A2108494		19/04 Pest Control	\$48.61
Total EFT000000011236					\$134.46
EFT000000011237	2019-05-21		AJ STONE COMPANY LIMITED		
		145728		Bunker Gear	\$50,798.59
Total EFT000000011237					\$50,798.59
EFT000000011238	2019-05-21		ALLAN & PARTNERS LLP		
		IAA-SOUFRO-44275		Audit- Driver Cert. Program	\$1,908.00
Total EFT000000011238					\$1,908.00
EFT000000011247	2019-05-21		BELL MOBILITY (RADIO DIVISION)		
		1-250265		19/05 Site Rental	\$328.00
Total EFT000000011247					\$328.00
EFT000000011251	2019-05-21		CAMERON MECHANICAL		
		2147		Annual Maintenance-Pumps	\$1,630.18
Total EFT000000011251					\$1,630.18
EFT000000011258	2019-05-21		COUNTY OF FRONTENAC		
		55684		Trauma Support Service	\$1,237.35
Total EFT000000011258					\$1,237.35
EFT000000011275	2019-05-21		FIRE SERVICE MANAGEMENT		
		440604		Wash + Repair	\$263.15
Total EFT000000011275					\$263.15
EFT000000011276	2019-05-21		FIRE MARSHAL'S PUBLIC FIRE		
		IN154264		NFPA Textbooks	\$391.59
Total EFT000000011276					\$391.59
EFT000000011277	2019-05-21		FRASSO AUTOMOTIVE SERVICE		
		131624		Annual Safety Inspection	\$360.05
		131625		Annual Safety Inspection	\$565.43

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total EFT000000011277					\$925.48
EFT000000011286	2019-05-21			J & J LANDSCAPING	
		2019028		Grass Cutting	\$28.75
		2019022		Grass Cutting	\$25.44
		2019029		Grass Cutting	\$28.49
		2019026		Grass Cutting	\$36.63
Total EFT000000011286					\$119.31
EFT000000011291	2019-05-21			LEONARD FUELS	
		3935-999784		254.1 L @.9417	\$243.51
Total EFT000000011291					\$243.51
EFT000000011293	2019-05-21			MESSER CANADA INC.	
		2100698284		Oxygen	\$399.60
Total EFT000000011293					\$399.60
EFT000000011305	2019-05-21			PAT ROGERS TOWING SERVICE	
		D01664		Tow to Kenworth	\$623.28
Total EFT000000011305					\$623.28
EFT000000011309	2019-05-21			PRINTFUSION INC.	
		109201		Business Cards S.R.	\$29.76
Total EFT000000011309					\$29.76
EFT000000011311	2019-05-21			R&D NELSON GENERAL MAINTENANCE	
		19/04-PRFH		19/03+19/04 General Maint.	\$243.44
Total EFT000000011311					\$243.44
EFT000000011313	2019-05-21			RICOH CANADA INC.	
		SCO92379443		19/04 Copier Usage+ Rental	\$25.71
Total EFT000000011313					\$25.71
EFT000000011315	2019-05-21			R. THURSTON TECHNOLOGIES	
		11340		Battery Pack	\$652.79
Total EFT000000011315					\$652.79
EFT000000011319	2019-05-21			SUPERIOR PROPANE INC.	
		24863765		2231.8L @.51	\$1,228.66
Total EFT000000011319					\$1,228.66
EFT000000011321	2019-05-21			SWISH MAINTENANCE LIMITED	
		K610469		Paper Towels	\$65.48
Total EFT000000011321					\$65.48
EFT000000011326	2019-05-21			TRIM-LINE OF SOUTH EAST	
		46302		Helmet Logos+Numbers	\$162.82
Total EFT000000011326					\$162.82
EFT000000011330	2019-05-21			TURRIS COMMUNICATIONS LTD	
		TCL-216235		Pager Repair	\$753.02
Total EFT000000011330					\$753.02
Total Fire					\$66,369.39

2101 Fire-VF

Cheque	Date	Inv #	Vendor	Description	Amount
070204	2019-05-21			PUBLIC SERVICES HEALTH & SAFETY ASSOCIATION	
		32709		Workplace safety Seminar	\$224.53
Total 070204					\$224.53
Total Fire-VF					\$224.53

2110 Cvc#

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011317	2019-05-21			SIGNS PLUS	
		3131		11X Civic	\$100.74
Total EFT000000011317					\$100.74
Total Cvc#					\$100.74

2300 Emg Mgt

Cheque	Date	Inv #	Vendor	Description	Amount
070195	2019-05-21			FINDLAY FOODS (KINGSTON) LTD.	
		136124		Hot Dogs+Sausages	\$330.50
Total 070195					\$330.50
Total Emg Mgt					\$330.50

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
070200	2019-05-21			MINISTER OF FINANCE-HOUSING	
		2019 BUILDING		Registration Fee B.H.	\$7.00
Total 070200					\$7.00
070204	2019-05-21			PUBLIC SERVICES HEALTH & SAFETY ASSOCIATION	
		32709		Workplace safety Seminar	\$168.11
Total 070204					\$168.11
070205	2019-05-21			SANTINI, KELLY	
		169252		Legal Fees	\$610.56
Total 070205					\$610.56
EFT000000011285	2019-05-21			INDEPENDENT TELEPHONE SERVICES	
		44012		Ext. 2227 To Busy/Answer	\$66.14
Total EFT000000011285					\$66.14
EFT000000011309	2019-05-21			PRINTFUSION INC.	
		109116		Business Cards C.B.	\$38.16
Total EFT000000011309					\$38.16
EFT000000011325	2019-05-21			TOWN AND COUNTRY AUTO SUPPLY	
		6083-543712			\$6.21
		6083-543704		Oil	\$37.46
Total EFT000000011325					\$43.67

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total Build **\$933.64**
Total PP&P **\$67,958.80**

30 Trans

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
070194	2019-05-21	1365500	ECONOMICAL INSURANCE	Insurance Claim	\$1,914.21
Total 070194					\$1,914.21
070202	2019-05-21	32511	MUNICIPAL ENGINEERS ASSOCIATION	2019 MEA Membership	\$147.55
Total 070202					\$147.55
EFT000000011239	2019-05-21	C14258-0519	ALLIANCE WIRELESS COMMUNICATIONS	19/05 Answering Services	\$268.62
Total EFT000000011239					\$268.62
EFT000000011313	2019-05-21	SCO92379443	RICOH CANADA INC.	19/04 Copier Usage+ Rental	\$28.42
Total EFT000000011313					\$28.42
EFT000000011327	2019-05-21	7318	TROUSDALE'S FOODLAND	Roasters+Mustard+Horseradish	\$60.36
		9405		Food-Success By 6 Event	\$20.19
		1468		Ice- Success By Six	\$34.90
Total EFT000000011327					\$115.45
EFT000000011328	2019-05-21	91969	TROUSDALE'S HOME HARDWARE	BBQ Charcoal+ Fire Starter	\$36.60
		92253		Cleaners+Propane	\$50.25
Total EFT000000011328					\$86.85
Total PW OH					\$2,561.10

3005 RdAdmOH

Cheque	Date	Inv #	Vendor	Description	Amount
070204	2019-05-21	32709	PUBLIC SERVICES HEALTH & SAFETY ASSOCIATION	Workplace safety Seminar	\$55.84
Total 070204					\$55.84
EFT000000011247	2019-05-21	1-250265	BELL MOBILITY (RADIO DIVISION)	19/05 Site Rental	\$295.38
Total EFT000000011247					\$295.38
EFT000000011256	2019-05-21	234020	COLLINS SAFETY INC.	Boots B.K.	\$196.59
Total EFT000000011256					\$196.59
Total RdAdmOH					\$547.81

3010

Cheque	Date	Inv #	Vendor	Description	Amount
070196	2019-05-21	3410	FOSTER EQUIPMENT LTD.	Major Repair	\$10,831.78
Total 070196					\$10,831.78
070197	2019-05-21	21199	KINGSTON AUTO GLASS	Install Windshield	\$203.52
Total 070197					\$203.52
070199	2019-05-21	26624	MCCULLOUGH METALS LTD.	2X Flat metal	\$65.13
Total 070199					\$65.13
070204	2019-05-21	32709	PUBLIC SERVICES HEALTH & SAFETY ASSOCIATION	Workplace safety Seminar	\$639.37
Total 070204					\$639.37
070207	2019-05-21	19/04-24	SNIDER, PERCY	Garbage Clean Up	\$127.20
Total 070207					\$127.20
EFT000000011235	2019-05-21	29560	BOULTON SEPTIC/LARMON'S	Flagging	\$128.22
		29562		Flagging	\$149.59
Total EFT000000011235					\$277.81
EFT000000011236	2019-05-21	A2105474	ABELL PEST CONTROL INC.	Pest Control	\$69.72
		A2162502		Pest Control	\$69.72
		A1576669		Pest Control	\$69.72
Total EFT000000011236					\$209.16
EFT000000011240	2019-05-21	P13294	AMACO EQUIPMENT	12X PBC Teeth+ 40X Dura Bit	\$2,720.78
Total EFT000000011240					\$2,720.78
EFT000000011242	2019-05-21	5-72879	ARMTEC CANADA CULVERT	Culverts	\$8,465.88
		5-73360		12X Couplers	\$83.28
		5-72488		Culverts+Couplers	\$23,322.30
Total EFT000000011242					\$31,871.46
EFT000000011243	2019-05-21	6218	ASSELSTINE HARDWARE	Radio Earmuffs	\$89.54
Total EFT000000011243					\$89.54
EFT000000011245	2019-05-21	24227160	BATTLEFIELD EQUIPMENT RENTALS	Scissor Lift	\$464.43
		24227476		Scissor Lift Rental	\$399.47
Total EFT000000011245					\$863.90
EFT000000011248	2019-05-21	31756	BLACK DOG TIRE & LUBRICANTS	Maintenance +Tire Change	\$775.41

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	31822	Tire Change	\$107.81
	31823.	8X Tires	\$2,580.43
Total EFT000000011248			\$3,463.65
EFT000000011253	2019-05-21	CINTAS	
	884249254	Uniform	\$7.98
	884249254	Cleaning Supplies	\$45.81
	884249253	Uniform	\$13.77
	884249253	Cleaning Supplies	\$139.40
	884251195	Uniform	\$13.77
	884251195	Cleaning Supplies	\$157.99
	884251196	Uniform	\$7.98
	884251196	Cleaning Supplies	\$27.64
	884253190	Uniform	\$10.16
	884253190	Cleaning Supplies	\$42.67
	884253189	Uniform	\$16.85
	884253189	Cleaning Supplies	\$118.96
	884255122	Uniform	\$11.93
	884255122	Cleaning Supplies	\$44.08
	884255121	Uniform	\$16.85
	884255121	Cleaning Supplies	\$118.96
Total EFT000000011253			\$794.80
EFT000000011259	2019-05-21	CROSSIRON TRUCK & EQUIPMENT	
	W 1166	Repair Rear Lights	\$951.96
	W 1121	Brakes	\$3,660.23
Total EFT000000011259			\$4,612.19
EFT000000011268	2019-05-21	D.M. WILLS ASSOCIATES LIMITED	
	13715	Consulting Services	\$4,819.35
	14030	Consulting Services	\$4,548.67
Total EFT000000011268			\$9,368.02
EFT000000011272	2019-05-21	E. S. HUBBELL & SONS LIMITED	
	1016821	Culverts	\$19,078.78
	1016820	Culverts	\$6,052.24
Total EFT000000011272			\$25,131.02
EFT000000011279	2019-05-21	GIN-COR INDUSTRIES INC	
	54332	6X Dust Caps and Plugs	\$30.41
	54333	6X Dust Caps and Plugs	\$30.41
Total EFT000000011279			\$60.82
EFT000000011280	2019-05-21	GRAND & TOY LIMITED	
	N726154	Office Supplies	\$99.04
Total EFT000000011280			\$99.04
EFT000000011281	2019-05-21	GREER GALLOWAY CONSULTING ENGINEERS	
	21756	Consulting Services	\$2,289.60
Total EFT000000011281			\$2,289.60
EFT000000011288	2019-05-21	JOE JOHNSON EQUIPMENT INC.	
	P30911	2X Bearing	\$177.74
	P31140	Windshield+Spring Chain Assy	\$418.08
	P31018	Wiper Blade+Arm	\$184.00
Total EFT000000011288			\$779.82
EFT000000011289	2019-05-21	KENT AUTOMOTIVE	
	9306627177	Bits+Bolts+Wire Tire	\$113.05
	9306634778	Bolts	\$65.21
	9306627176	Screws+Nets+Parts Cleaner	\$304.64
	9306627178	Assorted Hardware	\$522.91
Total EFT000000011289			\$1,005.81
EFT000000011291	2019-05-21	LEONARD FUELS	
	1058-999458	604.1L @.9457	\$614.37
	1058-1002891	118.31L @1.0611	\$125.33
	1058-1002944	LUBES	\$887.17
	1058-1003238	104.21L @1.0611	\$110.40
	1058-1004454	115.01L @1.0876	\$124.94
	1058-1004629	86.46L @1.0876	\$93.93
	1058-1005030	93.44L @1.0876	\$101.52
	1058-1005622	103.8L @1.0876	\$112.76
	1058-1006457	80.71L @1.1141	\$89.86
	1058-1007236	94.43L @1.15	\$108.58
	1058-1008207	84.16L @1.1230	\$94.46
	1058-1008276	97.01L @1.1230	\$108.88
	1058-1008896	68.65L @1.1850	\$81.38
	1058-1010145	99.9L @1.1673	\$116.64
	1056-1004506	LUBES	\$72.17
	3160-993345	291.3L @.901	\$267.08
	0646-991445	703.0L @.915	\$654.57
	0646-59475	Service HVAC	\$214.82
	3160-999785	205.8L @.9417	\$197.21
Total EFT000000011291			\$4,176.07
EFT000000011292	2019-05-21	LIGHTING...FX INC.	
	60944	2X Lighting Fixtures	\$166.80
Total EFT000000011292			\$166.80
EFT000000011296	2019-05-21	MILLER PAVING LIMITED	
	SU-150-2019-1003	Pulverizing	\$2,654.87
	SU-150-2019-1003	Pulverizing	\$1,571.26
	SU-150-2019-1003	Pulverizing	\$5,946.97
Total EFT000000011296			\$10,173.10
EFT000000011298	2019-05-21	MORRIS CHEMICALS INCORPORATED	
	INV0073294	Calcium	\$6,360.51
Total EFT000000011298			\$6,360.51
EFT000000011300	2019-05-21	NORTRAX	
	1200129	Truck Repairs	\$8,308.61
	1200189	Service Call- Oil Leak	\$1,383.17
Total EFT000000011300			\$9,691.78
EFT000000011303	2019-05-21	ONTARIO HOSE SPECIALTIES LIMITED	

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	5190916	Hose+Assy+O-Ring		\$82.54
	5190628	Fittings+Assembly		\$25.89
	5187329	Fittings+Hose+ Assembly		\$297.79
Total EFT000000011303				\$406.22
EFT000000011306	2019-05-21	PAT'S RADIATOR SERVICE LTD.		
	141578	4X Hoses+Fittings		\$263.87
Total EFT000000011306				\$263.87
EFT000000011307	2019-05-21	PETRIE FORD		
	270639	Pedal		\$208.09
	270230	Oil		\$104.48
Total EFT000000011307				\$312.57
EFT000000011308	2019-05-21	PREMIER TRUCK GROUP		
	86413412	Replace Module+ Reprogram		\$529.24
Total EFT000000011308				\$529.24
EFT000000011322	2019-05-21	RUSH TRUCK CENTRES		
	351429KI	2X Tail Pipes + Clamps		\$582.19
	350982KI	Dust Shield		\$64.81
	350948KI	2X Dust Shield		\$160.15
Total EFT000000011322				\$807.15
EFT000000011323	2019-05-21	TOROMONT INDUSTRIES LTD.		
	PS-040665103	6X Keys		\$58.86
Total EFT000000011323				\$58.86
EFT000000011325	2019-05-21	TOWN AND COUNTRY AUTO SUPPLY		
	6083-542317	Hub Assembly		\$290.51
	6083-541500	Torque Wrench		\$721.48
	6083-541260	Battery		\$156.33
	6083-543712	Oil+ Oil Filter		\$37.43
	6083-543041	Oil		\$37.43
	6083-543041	Oil		\$37.44
	6083-543041	Filter		\$5.94
	6083-543041	Filter		\$5.94
	6083-543041	Filter+ Oil Change Stickers		\$19.71
	6083-543704	Oil		\$49.90
	6083-543704	Oil		\$24.93
	6083-543704	Filters		\$11.88
Total EFT000000011325				\$1,398.92
EFT000000011327	2019-05-21	TROUSDALE'S FOODLAND		
	9510	Coffee+Cream+Milk+Cups		\$35.88
	9525	Cups+ Ice		\$47.98
	7865	Water		\$251.16
Total EFT000000011327				\$335.02
EFT000000011328	2019-05-21	TROUSDALE'S HOME HARDWARE		
	92182	Sun Screen+ Bug Repellent		\$141.31
	506298	Paint Thinner+ Ceiling Cross T		\$44.07
Total EFT000000011328				\$185.38
EFT000000011332	2019-05-21	UNIVERSAL SUPPLY GROUP		
	173-231497	5 Inch Pipe Parts		\$458.00
	173-227984	Air Brake Tubing		\$29.16
	173-231598	5 Inch Pipe		\$52.88
	173-229074	Dust Shield		\$150.59
	173-229085	Dust Shield		\$150.59
	896-926160	U- Joint		\$24.69
	173-230544	Clevis Pin+Slack Adjuster		\$188.97
	173-231635	5 Inch Pipe		\$45.97
	173-231731	Air Brake Tubes		\$30.10
Total EFT000000011332				\$1,130.95
EFT000000011334	2019-05-21	UCF/MCKEOWN & WOOD FUELS		
	840237	940.40L @.9130		\$925.09
Total EFT000000011334				\$925.09
EFT000000011335	2019-05-21	WASTE CONNECTIONS OF CANADA		
	7150-0000245063	Dump+Exchange		\$378.55
Total EFT000000011335				\$378.55
EFT000000011337	2019-05-21	WURTH CANADA LIMITED		
	23499850	Gloves		\$127.14
Total EFT000000011337				\$127.14
Total				\$132,931.64

3105 Structures

Cheque	Date	Inv #	Vendor	Description	Amount
070207	2019-05-21		SNIDER, PERCY		
		19/04/18-22		Sweeping Bridges	\$190.80
		19/04/18-21		Sweeping Bridges	\$1,049.15
		19/04/17-20		Sweeping Bridges	\$1,112.49
		19/04/16-19		Sweeping Bridges	\$951.46
Total 070207					\$3,303.90
Total Structures					\$3,303.90

3115 Bvr Dms

Cheque	Date	Inv #	Vendor	Description	Amount
070207	2019-05-21		SNIDER, PERCY		
		19/04/29-40		Shovel Rental	\$391.78
Total 070207					\$391.78
Total Bvr Dms					\$391.78

3210 Brushing

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011235	2019-05-21		BOULTON SEPTIC/LARMON'S		

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	29681		Flagging		\$2,069.80
Total EFT000000011235					\$2,069.80
EFT000000011320	2019-05-21		SWEET'S SAND & GRAVEL		
		S-0058319	Brush Cutter Rental		\$5,027.96
Total EFT000000011320					\$5,027.96
Total Brushing					\$7,097.76

3215 Drainage

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011263	2019-05-21		DEDICATED ENVIRONMENTAL SERVICES INC		
		3032		Inspect Storm Structures	\$1,110.61
		3031		Sink Hole Prevention	\$4,177.13
		3041		Assessment of Basins+Manholes	\$1,175.94
Total EFT000000011263					\$6,463.68
EFT000000011295	2019-05-21		MCNICHOLS CONSTRUCTION LTD		
		19/05/09-BRADSHAW		Cat. Excavator+ Hoe Ram	\$1,007.42
Total EFT000000011295					\$1,007.42
Total Drainage					\$7,471.10

3235 Sidewalks

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011278	2019-05-21		GILBERT & SON CONSTRUCTION INC.		
		729		Hoe Ram	\$651.26
Total EFT000000011278					\$651.26
Total Sidewalks					\$651.26

3310 Hardtop Patching

Cheque	Date	Inv #	Vendor	Description	Amount
070207	2019-05-21		SNIDER, PERCY		
		19/04/24-32		Patching	\$934.16
		19/04/25-33		Patching	\$934.16
		19/04/29-34		Patching	\$934.16
Total 070207					\$2,802.48
EFT000000011235	2019-05-21		BOULTON SEPTIC/LARMON'S		
		29563		Patching	\$2,655.94
		29642		Patching	\$2,951.04
		29682		Patching	\$4,190.48
Total EFT000000011235					\$9,797.46
EFT000000011331	2019-05-21		TW PATCHING		
		988310		Patching	\$6,466.85
Total EFT000000011331					\$6,466.85
Total Hardtop Patching					\$19,066.79

3315 Sweeping

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011245	2019-05-21		BATTLEFIELD EQUIPMENT RENTALS		
		24226506		Power Broom+ Kombi Powerhead	\$878.96
Total EFT000000011245					\$878.96
Total Sweeping					\$878.96

3320 should maint

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011254	2019-05-21		COCO PROPERTIES CORP		
		201199		Gravel	\$438.47
Total EFT000000011254					\$438.47
EFT000000011320	2019-05-21		SWEET'S SAND & GRAVEL		
		S-0058321		Gravel	\$1,363.49
		S-0058408		Gravel	\$726.34
		S-0058545		Gravel	\$2,117.27
		S-0058546		Gravel	\$4,725.11
Total EFT000000011320					\$8,932.21
Total should maint					\$9,370.68

3405 Washout

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011254	2019-05-21		COCO PROPERTIES CORP		
		201199		Gravel	\$655.84
		199352		Gravel	\$1,381.37
Total EFT000000011254					\$2,037.21
EFT000000011320	2019-05-21		SWEET'S SAND & GRAVEL		
		S-0058320		Gravel	\$86.20
		S-0058321		Gravel	\$2,245.53
		S-0058545		Gravel	\$3,928.32
		S-0058546		Gravel	\$6,773.02
Total EFT000000011320					\$13,033.07
Total Washout					\$15,070.28

3425 Gradng & Grvl resurf

Cheque	Date	Inv #	Vendor	Description	Amount
070207	2019-05-21		SNIDER, PERCY		
		19/04/11-42		Grading	\$228.96
		19/04/29-43		Grading	\$228.96

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total 070207					\$457.92
EFT000000011235	2019-05-21	29561		BOULTON SEPTIC/LARMON'S Flagging	\$164.85
Total EFT000000011235					\$164.85
EFT000000011254	2019-05-21			COCO PROPERTIES CORP	
		195868		Gravel	\$1,754.92
		196705		Gravel	\$2,000.50
		199352		Gravel	\$435.37
Total EFT000000011254					\$4,190.79
EFT000000011296	2019-05-21			MILLER PAVING LIMITED	
		SU-150-2019-1003		Pulverizing	\$417.79
Total EFT000000011296					\$417.79
EFT000000011301	2019-05-21	42308		O. BETTSCHEN	
				Recycled Asphalt	\$313.34
Total EFT000000011301					\$313.34
EFT000000011320	2019-05-21			SWEET'S SAND & GRAVEL	
		S-0058320		Gravel	\$1,113.30
		S-0058321		Gravel	\$1,363.49
		S-0058385		Gravel	\$2,108.63
		S-0058408		Gravel	\$5,313.04
		S-0058545		Gravel	\$469.56
Total EFT000000011320					\$10,368.02
EFT000000011336	2019-05-21			WHITE'S WEARPARTS LTD	
		129367		3X Grader Blades	\$1,847.34
		129369		24X Grader Blades	\$3,026.73
Total EFT000000011336					\$4,874.07
Total Gradng & Grvl resurf					\$20,786.78

3610 Trfc Sg mnt

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011329	2019-05-21	6884	TRUE ELECTRIC	Service Caution Lights	\$2,334.53
Total EFT000000011329					\$2,334.53
Total Trfc Sg mnt					\$2,334.53

3615 Street signs

Cheque	Date	Inv #	Vendor	Description	Amount
070192	2019-05-21	201952	ATKINSON HOME BUILDING CENTRE	Lumber	\$18.31
Total 070192					\$18.31
EFT000000011317	2019-05-21	3131	SIGNS PLUS	5X Street Signs	\$137.12
Total EFT000000011317					\$137.12
Total Street signs					\$155.43

3620 Reg signs

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011289	2019-05-21	9306705744	KENT AUTOMOTIVE	Nuts+Bolts+Screws	\$322.94
Total EFT000000011289					\$322.94
Total Reg signs					\$322.94

3638 Locates

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011302	2019-05-21	201999750	ONTARIO ONE CALL	19/04 Notifications	\$119.16
Total EFT000000011302					\$119.16
Total Locates					\$119.16

3800 Crssng Guards

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011257	2019-05-21	86640	COMMISSIONAIRES SECURITY SOLUTIONS	Crossing Guards	\$908.72
Total EFT000000011257					\$908.72
Total Crssng Guards					\$908.72

Total Trans **\$223,970.62**

40 Env

4110 Water Treat

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011246	2019-05-21	N6027631-19/04	BELL CANADA-WATER TOWER PHONE LINE	19/04-Telephone	\$84.71
Total EFT000000011246					\$84.71
Total Water Treat					\$84.71

5005 SW & Fac OH

Cheque	Date	Inv #	Vendor	Description	Amount
070204	2019-05-21	32709	PUBLIC SERVICES HEALTH & SAFETY ASSOCIATION	Workplace safety Seminar	\$112.25
Total 070204					\$112.25

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EFT000000011250	2019-05-21		CAMBIUM INC.	2019-26435 Council Presentation	\$1,559.98
Total EFT000000011250					\$1,559.98
EFT000000011292	2019-05-21		LIGHTING...FX INC.	60937 12X Ballasts	\$335.69
Total EFT000000011292					\$335.69
EFT000000011328	2019-05-21		TROUSDALE'S HOME HARDWARE	92303 Pry Bar	\$9.15
				92301 2X Pry Bars	\$25.42
Total EFT000000011328					\$34.57
Total SW & Fac OH					\$2,042.49

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
070207	2019-05-21		SNIDER, PERCY		
		19/04/02-42		Garbage Pick Up	\$101.76
		19/04/09-17		Garbage Pick Up	\$101.76
		19/04/16-18		Garbage Pick Up	\$101.76
		19/04/24-29		Garbage Clean Up	\$101.76
		19/04/30-30		Garbage Clean Up	\$101.76
		19/04/23-28		Garbage Clean Up	\$101.76
		19/05/01-31		Garbage Clean Up	\$101.76
Total 070207					\$712.32
EFT000000011267	2019-05-21		D.MARTIN WELDING & FABRICATING		
		9037		Pin for Garbage Truck	\$83.56
Total EFT000000011267					\$83.56
EFT000000011291	2019-05-21		LEONARD FUELS		
		0363-990371		Lubes	\$107.14
Total EFT000000011291					\$107.14
EFT000000011299	2019-05-21		NEXGEN MUNICIPAL INC.		
		9038		PTO Switch	\$235.44
Total EFT000000011299					\$235.44
Total Garb coll					\$1,138.46

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
070207	2019-05-21		SNIDER, PERCY		
		19/04/17-16		Portland Dump and Dozer	\$651.26
		19/04/18-10		Portland Dump/Waste	\$712.32
		19/04/08-37		Portland Dump/Waste	\$712.32
		19/04-23		19/04 Bin Rental	\$152.64
		19/04/29-26		Portland Dump/Waste	\$712.32
		19/05/02-27		Portland Dump/Dozer	\$1,058.30
Total 070207					\$3,999.16
EFT000000011236	2019-05-21		ABELL PEST CONTROL INC.		
		3058026		Pest Control	\$58.81
		3058026		Pest Control	\$58.81
		3058026		Pest Control	\$58.81
		A2142721		19/05 Pest Control	\$106.40
Total EFT000000011236					\$282.83
EFT000000011250	2019-05-21		CAMBIUM INC.		
		2019-26562		Spring Sampling+New Locations	\$3,110.80
		2019-26561		Spring Sampling+Surface Water	\$4,423.51
		2019-26564		Spring Sampling	\$2,575.55
		2019-26567		Spring Sampling	\$1,918.18
		2019-26565		Spring Sampling	\$1,327.97
		2019-26563		Spring Sampling	\$2,752.61
		2019-26566		Spring Sampling	\$1,251.65
Total EFT000000011250					\$17,360.27
EFT000000011270	2019-05-21		ENVIRO-GUARD PLUS INC.		
		94475		19/04 Pest Control	\$44.77
Total EFT000000011270					\$44.77
EFT000000011282	2019-05-21		HD SUPPLY CANADA, INC		
		INV108574627		20X Pad Lock	\$379.97
Total EFT000000011282					\$379.97
EFT000000011287	2019-05-21		JODY CAMPBELL'S SEPTIC SERVICE		
		13933		Portable Toilet Rental	\$117.02
		13933		Portable Toilet Rental	\$117.02
		13933		Portable Toilet Rental	\$117.02
		13933		Portable Toilet Rental	\$117.02
Total EFT000000011287					\$468.08
EFT000000011295	2019-05-21		MCNICHOLS CONSTRUCTION LTD		
		19/05/08-BRADSHAW		Cat Excavator	\$2,136.96
		19/05/06-GREEN BAY		Cat Excavator+Fill	\$3,510.72
		19/05/13-SALEM		Level Fill to Cover Dump	\$407.04
Total EFT000000011295					\$6,054.72
EFT000000011335	2019-05-21		WASTE CONNECTIONS OF CANADA		
		647-0000025389		27.25MT ICI+Const. Waste+Bulk	\$2,961.63
		647-0000025348		81.87 ICI Waste	\$8,056.76
		7150-0000245063		Dump+Exchange	\$2,728.98
Total EFT000000011335					\$13,747.37
Total Gab disp					\$42,337.17

5200 Recyc

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011309	2019-05-21		PRINTFUSION INC.		
		108993		Recycling Schedules	\$1,509.91

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total EFT000000011309 **\$1,509.91**
Total Recyc **\$1,509.91**

5210 Rec Disp/Prc

Cheque	Date	Inv #	Vendor	Description	Amount
070207	2019-05-21		SNIDER, PERCY		
		19/04/05-38		Portland Recycle	\$534.24
		19/03/29-39		Bradshaw Recycle	\$330.72
		19/03/29-40		Salem Recycle	\$330.72
		19/04/01-41		Green Bay Recycle	\$1,195.68
		19/04/15-09		Loughborough Recycle	\$178.08
		19/04/26-25		Portland Recycle	\$534.24

Total 070207 **\$3,103.68**
Total Rec Disp/Prc **\$3,103.68**

Total Env **\$50,216.42**

70 Cem

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000011264	2019-05-21		D G YOUNGE CONCRETE BURIAL VAULTS		
		2287		19/04 Cemetary Services	\$966.72
		2287		19/04 Cemetary Services	\$1,373.76
		2287		19/04 Cemetary Services	\$152.64

Total EFT000000011264 **\$2,493.12**

EFT000000011286	2019-05-21		J & J LANDSCAPING		
		2019004		Grass Cutting	\$45.79
		2019023		Grass Cutting	\$24.93
		2019024		Grass Cutting	\$45.79
		2019027		Grass Cutting	\$274.75

Total EFT000000011286 **\$391.26**
Total Health **\$2,884.38**

Total Cem **\$2,884.38**

80 Rec

8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
070192	2019-05-21		ATKINSON HOME BUILDING CENTRE		
		200988		Chair Rail	\$103.22

Total 070192 **\$103.22**

070207	2019-05-21		SNIDER, PERCY		
		19/03/10-38		Snow Plowing	\$162.82
		19/04/25-35		Sweeping Parking Lot	\$223.87

Total 070207 **\$386.69**

070210	2019-05-21		VERONA FOODLAND		
		2474		Water	\$57.50

Total 070210 **\$57.50**

070211	2019-05-21		WEBSTER, LOIS		
		19/04/23-BEDFORD REC		19/04/23-BEDFORD REC	\$32.47

Total 070211 **\$32.47**

070212	2019-05-21		WEBSTER, RICHARD		
		19/04/23-BEDFORD REC		19/04/23-BEDFORD REC	\$32.47

Total 070212 **\$32.47**

EFT000000011235	2019-05-21		BOULTON SEPTIC/LARMON'S		
		29620		Holding Tank Pumped	\$269.66

Total EFT000000011235 **\$269.66**

EFT000000011243	2019-05-21		ASSELSTINE HARDWARE		
		6199		Key+ Lockset	\$30.30

Total EFT000000011243 **\$30.30**

EFT000000011249	2019-05-21		BOWES CARPENTRY		
		150519B		Repair Leak in Roof	\$683.83
		150519C		Drywall Repairs	\$390.76
		150519A		Painting + Trim Work	\$5,823.73

Total EFT000000011249 **\$6,898.32**

EFT000000011262	2019-05-21		DALTCO ELECTRIC & SUPPLY		
		1138678		40X Fluorescent Bulbs	\$231.20

Total EFT000000011262 **\$231.20**

EFT000000011266	2019-05-21		DILLABOUGH, LEE		
		19/04/23-BEDFORD REC		19/04/23-BEDFORD REC	\$58.53

Total EFT000000011266 **\$58.53**

EFT000000011269	2019-05-21		DOWKER, MARY JO		
		19/04/15- PORT REC		19/04/15- PORT REC	\$32.47

Total EFT000000011269 **\$32.47**

EFT000000011271	2019-05-21		ERLICHMAN, WOLFE		
		19/04/23-BEDFORD REC		19/04/23-BEDFORD REC	\$32.47

Total EFT000000011271 **\$32.47**

EFT000000011274	2019-05-21		EVERTEMP INC		
		33653		Test Furnace	\$284.93
		33643		Replaced Ignition Board+Switch	\$729.01

Total EFT000000011274 **\$1,013.94**

EFT000000011284	2019-05-21		IMPACT PROPERTY SOLUTIONS		
		19124		Change Lights to LED	\$324.53
		19125		Switch to Motion Lights	\$215.95
		19123		Add 4X LED lights	\$729.44
		19131		Add Feed for Water Tank+ LED	\$270.40

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

	19126	Switched to Motion Lights	\$215.10
Total EFT000000011284			\$1,755.42
EFT000000011286	2019-05-21	J & J LANDSCAPING	
	2019001	Grass Cutting	\$75.30
	2019005	Grass Cutting	\$81.41
	2019006	Grass Cutting	\$235.57
	2019007	Grass Cutting	\$91.58
	2019008	Grass Cutting	\$64.11
	2019009	Grass Cutting	\$213.70
	2019010	Grass Cutting	\$81.41
	2019011	Grass Cutting	\$20.35
	2019012	Grass Cutting	\$235.57
	2019013	Grass Cutting	\$91.58
	2019014	Grass Cutting	\$213.70
	2019015	Grass Cutting	\$30.53
	2019016	Grass Cutting	\$64.11
	2019017	Grass Cutting	\$35.62
	2019018	Grass Cutting	\$21.88
	2019019	Grass Cutting	\$75.30
	2019020	Grass Cutting	\$122.11
	2019021	Grass Cutting	\$81.41
	2019030	Grass Cutting	\$87.51
	2019025	Grass Cutting	\$131.78
	2019002	Grass Cutting	\$122.11
	2019003	Grass Cutting	\$81.41
Total EFT000000011286			\$2,258.05
EFT000000011287	2019-05-21	JODY CAMPBELL'S SEPTIC SERVICE	
	13854	19/05 Portable Toilet Rental	\$101.76
	13855	19/05 Portable Toilet Rental	\$101.76
	13706	19/05 Portable Toilet Rental	\$101.76
	13853	19/05 Portable Toilet Rental	\$101.76
Total EFT000000011287			\$407.04
EFT000000011290	2019-05-21	KINGSTON PLATE & WINDOW GLASS	
	2019-770	Laminated Thermal in Door	\$305.28
Total EFT000000011290			\$305.28
EFT000000011291	2019-05-21	LEONARD FUELS	
	1361-991425	272.5L @.951	\$263.71
	0838-993042	390.4L @.951	\$377.81
	0838-997163	210.9L @.904	\$194.00
	1361-997164	201.2L @.9567	\$195.87
	0838-1000856	211.5L @.887	\$193.05
Total EFT000000011291			\$1,224.44
EFT000000011294	2019-05-21	LONDRY ALARMS	
	197621	19/04 Montitoring+Rental	\$28.49
	197621	19/04 Montitoring+Rental	\$28.49
Total EFT000000011294			\$56.98
EFT000000011297	2019-05-21	MOREY, PAM	
	19/04/15- PORT REC	19/04/15- PORT REC	\$65.00
Total EFT000000011297			\$65.00
EFT000000011304	2019-05-21	P & D SEALING AND LINES	
	18274	Clean+Seal Pavement+Cracks	\$1,020.65
Total EFT000000011304			\$1,020.65
EFT000000011311	2019-05-21	R&D NELSON GENERAL MAINTENANCE	
	19/04-LIB	19/03+19/04 General Maint.	\$1,129.54
	19/04-LIB	19/03+19/04 General Maint.	\$125.88
Total EFT000000011311			\$1,255.42
EFT000000011316	2019-05-21	SELECT DOOR AND FRAME	
	37406	Rekeying	\$4,764.50
Total EFT000000011316			\$4,764.50
EFT000000011318	2019-05-21	SIMMONS PLUMBING & PUMP SERV.	
	5622	Alarm Sounding- UV System	\$114.48
Total EFT000000011318			\$114.48
EFT000000011320	2019-05-21	SWEET'S SAND & GRAVEL	
	S-0058546	Gravel	\$123.34
Total EFT000000011320			\$123.34
EFT000000011321	2019-05-21	SWISH MAINTENANCE LIMITED	
	K610552	Paper Towels+Garbage Bags	\$53.83
	K610402	Cleaning Supplies	\$335.50
Total EFT000000011321			\$389.33
EFT000000011328	2019-05-21	TROUSDALE'S HOME HARDWARE	
	221774	Drywall Compound	\$7.62
	91963	Drywall Compound	\$10.67
	91786	Paint Brush+Rolls	\$25.42
	92374	Bolts	\$10.65
	221800	Bit+Anchors	\$3.55
	221800	Bit+Anchors	\$3.55
	221800	Bit+Anchors	\$3.95
Total EFT000000011328			\$65.41
Total Rec			\$22,984.58

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
070198	2019-05-21		LINGEN, ERIC		
		2019010		Summer Flyer	\$100.00
Total 070198					\$100.00
EFT000000011243	2019-05-21		ASSELSTINE HARDWARE		
		6161-VCA		Garbage Bags	\$7.93
Total EFT000000011243					\$7.93
EFT000000011244	2019-05-21		BATES, LINDA		
		2019011		Paper+Ink+Decor for Rem Day	\$113.43

Township of South Frontenac CHEQUE DISTRIBUTION REPORT

Total EFT000000011244					\$113.43
EFT000000011255	2019-05-21	2019008	COLEMAN, DONALD	19/04/10- Meeting Refreshments	\$19.05
Total EFT000000011255					\$19.05
Total VCA					\$240.41
Total Rec					\$23,224.99

90 Plan

9000 Plan

Cheque	Date	Inv #	Vendor	Description	Amount
070214	2019-05-21		NOLAN, MIKE		
		19/05 COA		19/05 COA	\$70.00
		19/05 COA		19/05 COA	\$109.45
Total 070214					\$179.45
EFT000000011261	2019-05-21		CUNNINGHAM SWAN CARTY		
		157115		Legal Fees	\$866.74
Total EFT000000011261					\$866.74
EFT000000011283	2019-05-21		HOWE, MIKE		
		19/05 COA		19/05 COA	\$70.00
		19/05 COA		19/05 COA	\$23.77
Total EFT000000011283					\$93.77
Total Plan					\$1,139.96
Total Plan					\$1,139.96

99

9999

Cheque	Date	Inv #	Vendor	Description	Amount
070213	2019-05-21		BATLEY, CATHERINE		
		2019 TAX REFUND		Tax Refund	\$192.97
Total 070213					\$192.97
EFT000000011241	2019-05-21		ANTHONY, RICK		
		2019 TAX REFUND		Tax Refund	\$830.65
Total EFT000000011241					\$830.65
EFT000000011312	2019-05-21		REALTAX INC		
		71329		Final Notices	\$757.10
Total EFT000000011312					\$757.10
EFT000000011314	2019-05-21		ROSEN ENERGY GROUP		
		634275		F 1136.3L CLR @1.0597	\$1,225.33
		634276		F 278.9L MKD @.9267	\$263.01
		634274		F 1270.1L GAS @1.1192	\$1,446.52
		634277		SUN 784.3L CLR @1.0597	\$845.75
		634386		B 644.0L MKD @.9217	\$604.01
		634384		B 810.6L GAS @1.0812	\$891.84
		634382		P 1604.6 L CLR @1.0547	\$1,722.16
		634383		P 1341.1L MKD @.927	\$1,257.85
		634381		F 1153.8L MKD@.9217	\$1,082.18
		634380		F 1693.5L CLR @1.0547	\$1,817.57
		634379		F 1655.5L GAS @1.0812	\$1,821.43
Total EFT000000011314					\$12,977.65
Total					\$14,758.37
Total					\$14,758.37
Total					\$406,414.29



**INFORMATION REPORT
TO COUNCIL
PUBLIC SERVICES DEPARTMENT**



AGENDA DATE: May 21, 2019

SUBJECT: PW-2019-22 – Supply and Install Accessible Entrance at Bradshaw School House

RECOMMENDATION

For information only.

BACKGROUND

Tender PR-2019-22 closed May 8, 2019 for the Supply and Installation of an Accessible Entrance Ramp at the Bradshaw School House. Three (3) bids were received and are listed below.

CONTRACTOR	Price Excluding HST
Ubcon Construction Ltd.	\$17,600.00
Wemp & Smith Construction	\$17,686.00
Jeffrey G. Wallans Construction Limited	\$19,400.00

Ubcon Construction is a reputable contractor and currently provides services to the Township. For these reasons, and also because their price was lower than the next bid, the Public Services Department, under delegated authority, has awarded the Accessible Entrance Ramp at the Bradshaw School House to Ubcon Construction Ltd., for \$17,600.00, excluding HST.

FINANCIAL IMPLICATIONS

An amount of \$30,000.00 was approved in the 2019 Capital Budget for this project.

Submitted/approved by:

**Mark Segsworth, P. Eng.
Director, Public Works**

Prepared by:

**Jamie Brash
Supervisor, Facilities/Solid Waste**



REPORT TO COUNCIL DEVELOPMENT SERVICES DEPARTMENT



AGENDA DATE: May 21, 2019

REPORT DATE: May 16, 2019

SUBJECT: Application for Extension of Draft Plan Approval for Johnston Point & Cranberry Cove Plans of Condominium

RECOMMENDATION:

THAT Council receive this report for information.

BACKGROUND:

The Township received notice on May 13, 2019 that the County of Frontenac has received an application to extend draft plan approval for both the Johnston Point (10CD-2014/001) and Cranberry Cove (10CD-2012/002) plans of condominium.

Both plans of condominium are due to lapse in June/July 2019:

- Johnston Point Plan of Condominium received draft plan approval from the Ontario Municipal Board on June 28, 2016 with a 3 year lapsing condition. Draft Plan approval is set to lapse on June 28, 2019.
- Cranberry Cove Plan of Condominium is due to lapse on July 16, 2019. Cranberry Cove Plan of Condominium received draft plan approval from the County in 2014 and had a 1 year extension to draft plan approval in 2018.

Under the Planning Act, the Owner has the right to apply to the approval authority, in this instance the County of Frontenac, to extend draft plan approval. Both plans of condominium have outstanding conditions that remain to be fulfilled that cannot be completed by the respective lapsing dates.

While the County has the full responsibility/authority to make the decision regarding the extension of draft plan approval, the Township can provide a recommendation to County Council regarding the extension of draft plan approval.

The Director of Development Services will prepare a report with a staff recommendation relating to draft plan extension for both plans of condominium at the June 4, 2019 Township Council meeting. Staff will recommend that Council pass a resolution making a recommendation on both applications at the June 4, 2019 meeting so the County has the Township recommendation before it considers both applications at the June 19, 2019 County Council meeting.

FINANCIAL/STAFFING IMPLICATIONS:

None

ATTACHMENTS:

None

Submitted/approved by: Wayne Orr, Chief Administrative Officer

Prepared by: Claire Dodds, Director of Development Services

From: Meela Melnik-Proud [<mailto:meelamelnik@hotmail.com>]
Sent: May-15-19 9:20 AM
To: councillorrevill@gmail.com; Morey, Doug <douggmorey@gmail.com>;
councillornroberts@gmail.com; patbarr1@aol.com; rgruttan@gmail.com;
sfcron.sleeth@gmail.com; Ron Vandewal <rvandewal@southfrontenac.net>; Ross
 Sutherland <7846elbe@gmail.com>; Wayne Orr <worr@southfrontenac.net>;
rayleonard1952@gmail.com
Subject: Re: Impact of Bill 108 – More Homes, More Choices Act

Dear Mayor and Councillors,
 Thank you for last evening's motion to oppose bill 108 and ask for it to be withdrawn for more consultation.
 Respectfully, Meela

From: Meela Melnik-Proud
Sent: May 13, 2019 6:00 PM
To: councillorrevill@gmail.com; Morey, Doug; councillornroberts@gmail.com;
patbarr1@aol.com; rgruttan@gmail.com; ayleonard1952@gmail.com;
sfcron.sleeth@gmail.com; rvandewal@southfrontenac.net; Ross Sutherland; Wayne Orr
Subject: Impact of Bill 108 – More Homes, More Choices Act

Re: Impact of Bill 108 – More Homes, More Choices Act

Dear Mayor and Councillors,

I have reviewed your Bill 108 information items on Township agenda having read both Ontario Nature's Media Statement on Bill 108 and the legal analysis of its Schedule 5 by the Canadian Environmental Law Association. I am including both these links and, respectfully urge you to discuss them in your own assessment of the impact of Bill 108. <https://ontarionature.org/news-release/statement-on-bill-108/>; <https://www.cela.ca/sites/cela.ca/files/Schedule5Bill108.pdf>

For me, they are underscored by two immediate grassroots concerns. The first is the concern for absolute loss of species at risk on Johnston Point, having experienced first hand the government's priority to "streamline the complex development approvals process". In this regard, I respectfully ask that you measure the impact of Bill 108 against the United Nations' report four days later that "nearly one million species risk becoming extinct within decades, while current efforts to conserve the earth's resources will likely fail without radical action." <https://news.un.org/en/story/2019/05/1037941>

Secondly and coincidentally, I am writing from my parent's home on the outskirts of Pembroke, watching the Ottawa River flood waters continue its rise in our backyard as the city remains in a state of emergency. Like Johnston Point, it offers another timely and heartfelt impact measure, this one demonstrating the simple truth that municipalities and local residents are the ones left to bear the enormous social burden and economic cost of the Province's status quo action plans failing to prioritize our climate and ecological crisis.

Given the timing of Bill 108 on the heels of eliminating the office of the Environmental Commissioner, and the 10 year review of the Endangered Species, there simply doesn't seem to be anything left to further "streamlining development approvals".

What needs to be streamlined is municipal action following the lead of Kingston in being the first Ontario municipality to declare a climate emergency "for the purposes of naming, framing and deepening our commitment to protecting our economy, our ecosystems and our community from climate change."

I strongly urge Council to voice strong objection to Bill 108, from the perspectives of a state of climate and ecological emergency, whether to anticipate and mitigate further local environmental disaster, or in response to it in the here and now.

With deep concern, Meela Melnik-Proud.

TOWNSHIP OF SOUTH FRONTENAC

BY-LAW NUMBER 2019-37

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 May 21, 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 21st day of May, 2019.

Read a first and second time this 21st day of May, 2019.

Read a third time and finally passed this 21st day of May, 2019.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk