

**TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA**



**Audio Broadcast to Township's Facebook Page
<https://www.facebook.com/SouthFrontenacTwp>**

TIME: 7:00 PM,
DATE: Tuesday, December 1, 2020
PLACE: Electronic Participation.

1. Call to Order and Roll Call
 - a) Resolution
2. Declaration of Office - Deputy Mayor
 - a) Councillor Leonard will take the "Declaration of Office" for his term as Deputy Mayor. (December 1, 2020 to May 31, 2021) 3
3. Declaration of pecuniary interest and the general nature thereof
4. Approval of Agenda
 - a) Resolution
5. Scheduled Closed Session - not applicable
6. ***Recess*** - not applicable
7. Delegations - not applicable
8. Public Meeting
 - a) Resolution - Open Public Meeting and Statement
 - b) Z-20-09 - Con 11, Part Lot 7, Portland District - Rezone from (RU) Rural to (RLSW) Limited Services Residential - Waterfront - Silver Rock Lane 4 - 20
 - c) Z-20-10 - Con 2 Part of Lot 4, Loughborough District - Rezone from (RU) Rural to (RU-60) Rural - Special Provision - 3708 Stage Coach Rd. 21 - 36
 - d) Z-20-12 - Rezone from (RW) Waterfront Residential to (RLSW-127) Limited Service Residential - Waterfront - 1012 Hill Lane (Loughborough District) 37 - 63
 - e) Resolution - Close Public Meeting
9. Approval of Minutes - not applicable
10. Business Arising from the Minutes - not applicable

11. Reports Requiring Action
 - a) 2020 Private Lane Upgrading Assistance 64 - 66
 - b) Capital Budget Re-Allocation 67
 - c) SP-04-20-S - 1809505 Ontario Limited - Application for Site Plan Control - 3832 Davidson Road (See By-law 2020-70) 68 - 76
12. Committee Meeting Minutes
 - a) Bellrock Community Hall Committee meeting held October 15, 2020 77
 - b) Police Services Board meeting held October 22, 2020 78 - 81
13. By-laws
 - a) By-law 2020-70 - Site Plan Control Agreement - 3832 Davidson Road 82
14. Reports for Information
 - a) Fire Department Capital Budget 83 - 102
 - b) Fleet Capital Asset Management Plan 103 - 112
15. Information Items
 - a) Dr. Stefan Pehringer, Austrian Ambassador to Canada, re: Support for Stocksport in South Frontenac 113
16. Notice of Motions
17. Announcements/Statements by Councillors
18. Question of Clarity (from the public on outcome of agenda items)
19. Closed Session (if requested)
20. Confirmatory By-law
 - a) By-law 2020-71 114
21. Adjournment
 - a) Resolution



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

I, Ray Leonard having been elected or appointed to the office
(name of person)

of Deputy Mayor for the municipality of Township of South Frontenac
(name of office) (name of municipality)

do solemnly promise and declare that:

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

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

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

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

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

Declared before me)
at the Township of South Frontenac...)
.....)
.....)
On the 1st day of December)
2020.)

Signature of Declarant

Commissioner for Taking Affidavits



REPORT TO COUNCIL DEVELOPMENT SERVICES



Public Meeting Report – Zoning By-law Amendment

Report Date:	November 23, 2020
Application No:	Z-20-09
Owners:	Barry and Susan Johnston
Agents:	Michael and Becky Johnston
Location of Property:	Part Lot 7, Concession 11, District of Portland, Township of South Frontenac, Part 1 on Plan 13R19649, Silver Rock Lane
Purpose of Application:	Rezone from Rural (RU) to Limited Services Residential – Waterfront (RLSW)
Date of Public Meeting:	December 1, 2020 (Virtual Public Meeting)

Recommendation

It is recommended that South Frontenac Council receive comments from the public and pending comments received, direct staff to prepare a by-law to rezone the subject lands from Rural (RU) to Limited Services Residential – Waterfront (RLSW) in order to enable development on a waterfront property that is accessed by a private lane.

Proposal

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning By-law 2003-75 to rezone the subject properties from Rural (RU) to Limited Service Residential – Waterfront (RLSW).

Background

The subject property has frontage on Silver Rock Lane, which is off of Hinchinbrooke Road. It also has frontage on Little Mud Lake. Attachment 1 (Location Map) to this report shows the location of the property subject to this rezoning.

The subject lands are subject to consent application S-29-20-P to create a waterfront residential lot on Silver Rock Lane. Provisional approval of this application was granted subject to conditions on November 6, 2020. Condition 11 of the provisional approval requires the severed parcel be rezoned from Rural (RU) zone to Limited Service Residential – Waterfront (RLSW) zone to recognize this new waterfront lot is accessed via a private lane.

A Zoning By-law amendment to change the zone on the subject property from RU to RLSW is required so that building permits can be issued for buildings and structures consistent with Section 5.25 of the Zoning By-law. This section of the Zoning By-law states that building permits may only be issued on a lot with frontage on a private lane and/or a navigable waterway if the lands are zoned RLSW.

The intent of the Limited Service Residential Waterfront Zone is to recognize residential development on private lanes. In a Limited Service Residential Waterfront Zone, there

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REPORT TO COUNCIL DEVELOPMENT SERVICES



is no commitment or requirement by the municipality to assume responsibility for ownership or maintenance of any private lane. Due to road condition of privately maintained roads, there is no commitment or requirement by the municipality to ensure that emergency vehicles are able to access privately owned roads.

Attachment 2 to this report is a draft by-law.

Agency and Public Comments

Comments from agencies and the public are summarized in this section of this report.

Quinte Conservation & KFL&A Public Health

Quinte Conservation and KFL&A Public Health confirmed that they did not need to be circulated the rezoning application as they were circulated on the consent application. These agencies had no objections to the approval of the consent application that resulted in the creation of the subject property. Quinte Conservation was satisfied at that time that the property contained a building envelope at least 30 metres from the highwater mark. KFL&A Public Health indicated that the parcel would be capable of providing flexibility in siting a sewage disposal system.

Public Comments

At the time of writing, no formal comments have been received from the public. The intent of the public meeting is to receive comments from the public.

Under the *Planning Act*, a public meeting is required to be held to receive comments from citizens on the proposed rezoning. The province has provided direction that public meetings are able to be held virtually using technology such as Zoom to obtain public input on planning applications. The public meeting for application Z-20-09 will be a virtual public meeting.

Planning Analysis

Provincial Policy Statement, 2020

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Section 3 of the *Planning Act* requires that Council decisions be “consistent with” the PPS.

The PPS allows growth and development to be directed to rural lands, including residential lot creation and development that is compatible with the rural landscape (section 1.1.5). The proposal is consistent with this direction of the PPS.



REPORT TO COUNCIL DEVELOPMENT SERVICES



County of Frontenac Official Plan, 2016

The County of Frontenac Official Plan sets out the general direction for planning and development by defining strategic goals, broad objectives and policies. Section 3 – Growth Management sets out policies intended to help guide new development across the County as well as manage change at a regional level. The Rural Lands policies are meant to recognize the importance of rural areas for future growth and create guidelines for development that is sensitive to the surroundings. The proposed development is consistent with the direction of the County Official Plan.

Township of South Frontenac Official Plan, 2003

The subject lands are designated 'Rural' in the Official Plan on Schedule A. The type and amount of development on 'Rural' lands must maintain the rural character, natural heritage, and cultural landscape in the Township.

The zoning by-law amendment is consistent with the Official Plan policies for limited service residential development (Section 5.7.7). The limited service residential policies allow the development of properties with frontage on a private road and frontage on a navigable waterway for single detached dwellings and seasonal dwellings that are serviced by private water and sewage systems.

In addition, it was determined as part of the consent review that the severed parcel complies with Special Severance Policies – Shallow and Narrow Water Body Policies (section 7.1.1) as the severed parcel has at least 150 metres (492 feet) of water frontage.

Little Mud Lake contains a large, unevaluated wetland. A preliminary Environmental Impact Assessment (section 5.2.11) was not required by Township Staff, in consultation with Quinte Conservation Staff, since there is a building envelope on the severed parcel beyond the required minimum 30 metre setback from the high water mark of Little Mud Lake and the wetland. The provisional approval of the consent application requires a development agreement to be registered on title. The development agreement will include provisions about maintaining a vegetative buffer from the wetland and implementing best management practices during construction. Ontario Regulation 319/09, Quinte Conservation's regulation on development, interference with wetlands, and alterations to shorelines and watercourses, also includes requirements that can ensure that the lands within 30 metres of the wetland are conserved.

Retained Parcel

Upon review of this re-zoning application, it was noted by staff that the retained parcel is also zoned Rural and relies on access via a private lane (Silver Rock Lane) as it is separated by an unopened road allowance from the travelled portion of Hinchinbrooke Road North.



REPORT TO COUNCIL DEVELOPMENT SERVICES



The retained parcel is currently developed with a single detached dwelling and associated septic system. This development occurred prior to the passing of our current Township Zoning By-law.

For the same reasons that Staff recommend the severed parcel be re-zoned, it is recommended that Council use their authority under section 34(17) of the Planning Act to extend the RLSW zoning to the retained parcel without need for further public circulation.

It is noted that the draft by-law attached only contemplates the severed parcel being re-zoned from RU to RLSW as indicated on the original application.

Conclusion

This application is consistent with the Provincial Policy Statement 2020, the County of Frontenac Official Plan and the South Frontenac Official Plan, and that it represents appropriate planning for the subject lands.

Consistent with Council's procedural by-law, it is recommended that South Frontenac Council receive comments from the public and pending comments received direct staff to prepare a by-law to rezone the severed parcel and retained parcel deriving from consent application S-29-20-P from Rural (RU) to Limited Service Residential – Waterfront (RLSW).

Prepared by: Anna Geladi, Planner

Reviewed by: Christine Woods, MCIP, RPP, Senior Planner

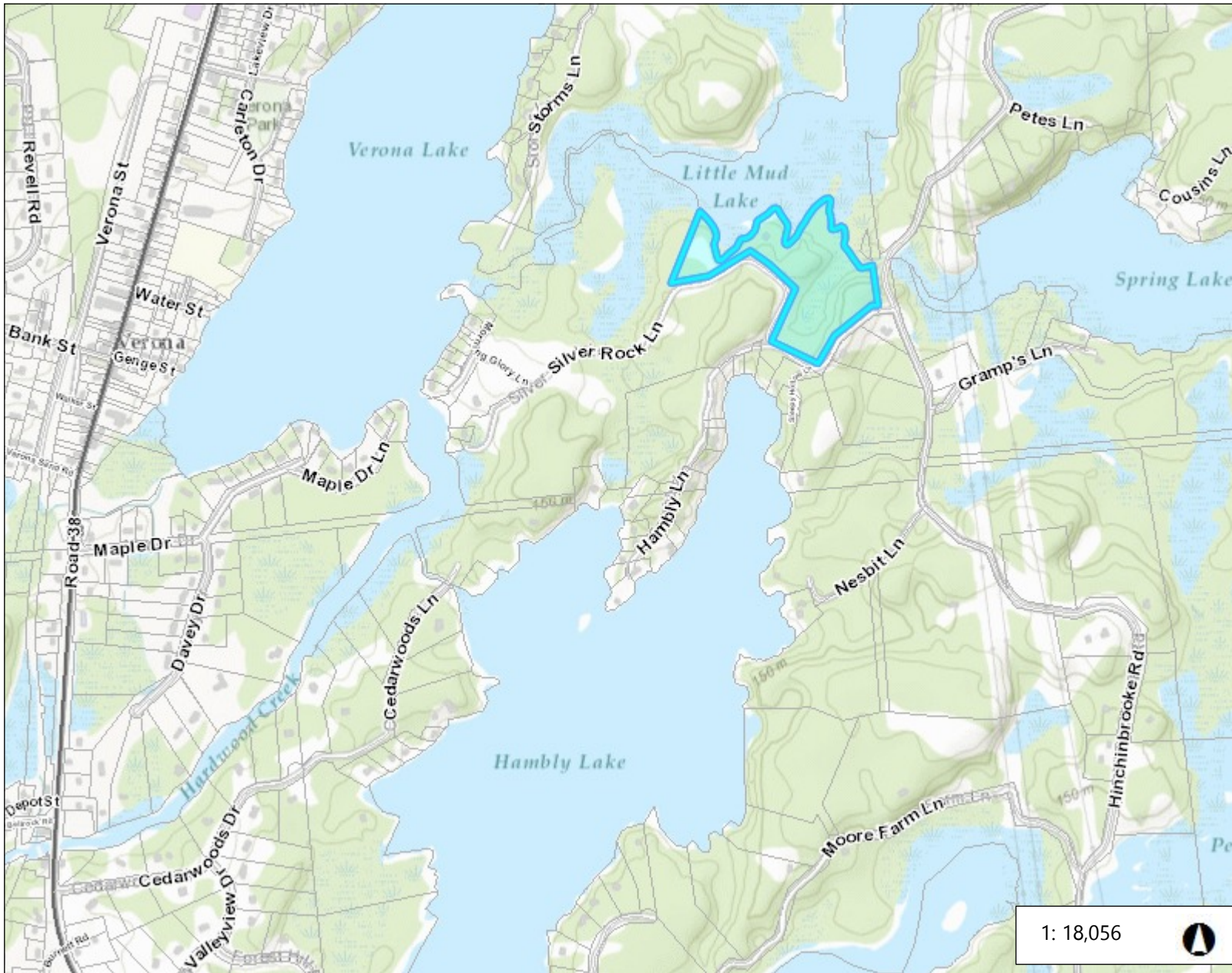
Submitted/approved: Claire Dodds, MCIP, RPP, Director of Development Services

Approved by: Neil Carbone, CAO

Date of Site Visit: October 8, 2020

Attachments:

1. Location Map
2. Draft By-law 2020-##



Legend

- Road
 - Highway
 - Major Road
 - Secondary Road
 - Ferry Route
- Assessment Parcels
- Citations

1: 18,056



0.9 0 0.46 0.9 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere
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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

Public Meeting

Z-20-09

Applicants: Barry and Susan Johnston
Agents: Michael and Becky Johnston

Silver Rock Lane
Part Lot 7, Concession 11, Part 1 on Plan 13R19649
District of Portland

Tuesday, December 1, 2020
7:00 p.m. Virtual Public Meeting
South Frontenac Council



Public Meeting Statement



- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment application Z-20-09.
- If a person or public body does not make oral or written submissions at a public meeting, or make written submissions to South Frontenac Township before the by-law is passed, the person or public body may not be added to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.
- If you wish to be notified of the decision of Council in respect to the application, you must submit a written request to the Clerk via email at amaddocks@southfrontenac.net. This will also entitle you to be advised of a possible Local Planning Appeal Tribunal.
- Anyone may appeal the decision to the Local Planning Appeal Tribunal by filing with the Clerk within 20 days of the notice of decision.
- An appeal to the Local Planning Appeal Tribunal may be filed with the Clerk of the Township not later than 20 days after the day that the notice of decision was given. The notice of appeal must set out the objection to the by-law and the reasons in support of the objection, accompanied by the required fee.



Agenda for Public Meeting

- Planner reviews proposal and delivers report
- Comments/Questions from Council
- Comments from Applicant/Owner and Agent
- Comments from the Public
- Any Further Comments/Questions from Council
- Close Public Meeting



Subject Lands Proposed Rezoning from Rural (RU) to Limited Service Residential - Waterfront (RLSW)



JOHNSTON SILVER ROCK LANE Z-20-09



Little Mud Lake

RU

**REZONE from
RU to RLSW**

RU

SILVER ROCK LANE

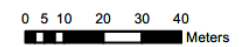
Legend

- Parcel to be Rezoned
- Existing Buildings
- Zoning**
- AGRICULTURAL ZONE (A)
- COMMUNITY FACILITY ZONE (CF)
- ENVIRONMENTAL PROTECTION ZONE (EP)
- MOBILE HOME RESIDENTIAL ZONE (MHR)
- OPEN SPACE - PUBLIC ZONE (OS)
- OPEN SPACE - PRIVATE ZONE (OSP)
- PIT 'A' ZONE (PA)
- PIT 'B' ZONE (PB)
- QUARRY 'A' ZONE (QA)
- QUARRY 'B' ZONE (QB)
- RESIDENTIAL ZONE (R)
- RURAL COMMERCIAL ZONE (RC)
- RURAL INDUSTRIAL ZONE (RI)
- LIMITED SERVICE RESIDENTIAL ZONE (RLS)
- LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)
- LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE (RLSW)
- RECREATIONAL RESORT COMMERCIAL ZONE (RRC)
- RURAL ZONE (RU)
- WATERFRONT RESIDENTIAL ZONE (RW)
- SALVAGE YARD INDUSTRIAL ZONE (SI)
- TUZ
- URBAN COMMERCIAL ZONE (UC)
- URBAN INDUSTRIAL ZONE (UI)
- URBAN MULTIPLE RESIDENTIAL ZONE (UMR)
- URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1)
- URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)
- WASTE DISPOSAL ZONE (WD)
- Provincially Significant Wetlands
- Waterbody
- Wetland
- River / Stream

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While the Township makes every effort to insure that the information
presented is accurate for the intended uses of this map, there is an
inherent error in all mapping products, and accuracy of the mapping
cannot be guaranteed for all possible uses. This map displays basic
topographic features only.

Scale 1:1,700



UTM Projection NAD 83

Proposal



- Rezone from Rural (RU) to Limited Service Residential – Waterfront (RLSW)
- Enable residential development on private lane
- Fulfill conditions of consent approval S-29-20-P



Agency Comments



- Quinte Conservation
 - Offered no objection
- KFL&A Public Health
 - Offered no objection



Policy Framework



- Provincial Policy Statement
- County of Frontenac Official Plan
- Township of South Frontenac Official Plan



Retained Parcel



- Zoned Rural
- Relies on access via a private lane
- Extend the RLSW zoning to the retained parcel





Recommendation and Next Steps

- It is recommended that South Frontenac Council receive comments from the public and pending comments received, direct staff to prepare a by-law to rezone the severed and retained lands from Rural (RU) to Limited Service Residential – Waterfront (RLSW) in order to enable development on waterfront properties that are accessed by a private lane.
- Planning staff will bring forward a report providing a further recommendation and by-law to an upcoming Council meeting for consideration.



Questions and Comments



- Comments/Questions from Council
- Comments from Applicant/Owner and Agent
- Comments from the Public
- Comments/Questions from Council



**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2020 - XX**

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM RURAL (RU) TO LIMITED SERVICE RESIDENTIAL – WATERFRONT (RLSW) ON LANDS DESCRIBED AS PART LOT 7, CONCESSION 11, DISTRICT OF PORTLAND, BEING PART 1 ON PLAN 13R19649, SILVER ROCK LANE: JOHNSTON

WHEREAS pursuant to the provisions of 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, hereby enacts as follows:

1. **THAT** Schedule “C”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Limited Service Residential – Waterfront (RLSW) for the lands shown on Schedule “1”.
2. THIS BY-LAW shall come into force in accordance with Section 34 of the Planning Act, 1990, as amended, either upon the date of passage or as otherwise provided by said section 34.

Dated at the Township of South Frontenac this ___th day of MONTH, 2020.

Read a first and second time this ___th day of MONTH, 2020.

Read a third time and finally passed this ___th day of MONTH, 2020.

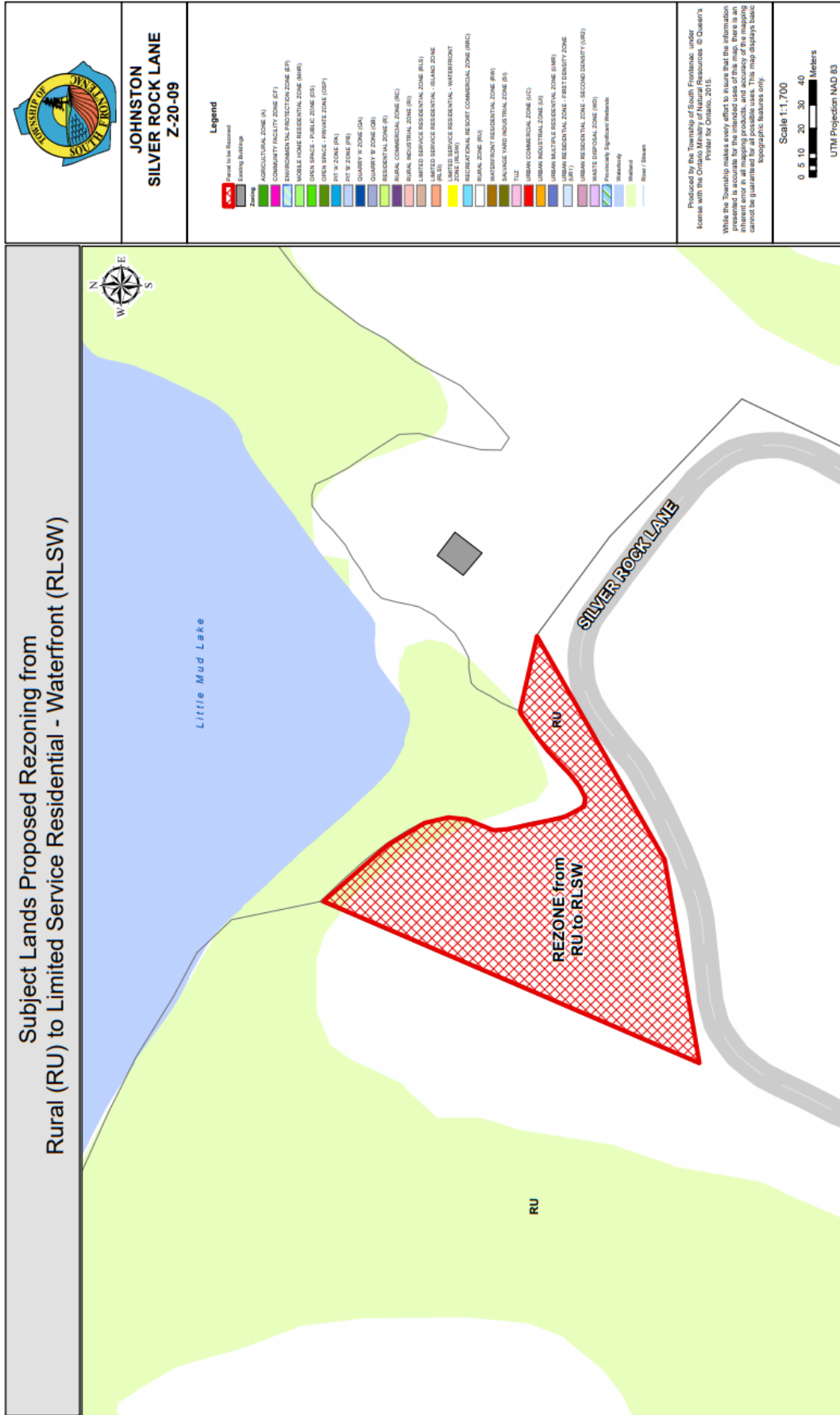
**THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC**

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Schedule 1

This is Schedule "1" to By-law No. 2020- ___



Passed this ___ DAY OF MONTH, 2020

Ron Vandewal, Mayor

Angela Maddocks, Clerk



REPORT TO COUNCIL DEVELOPMENT SERVICES



Public Meeting Report – Zoning By-law Amendment

Report Date:	November 24, 2020
Application No:	Z-20-10
Owners:	Duncan and Mary Southall
Location of Property:	3708 Stage Coach Road, District of Loughborough
Purpose of Application:	Rezone from Rural (RU) to Rural – Special Provision (RU-60)
Date of Public Meeting:	December 1, 2020 (Virtual Public Meeting)

Recommendation

It is recommended that South Frontenac Council receive comments from the public and, pending comments received, direct staff to prepare a by-law to rezone the subject lands from Rural (RU) to Rural – Special Provision (RU-60) to require a dwelling to be set back a minimum of 112 metres (367 feet) from the closest barn at 3654 Stage Coach Road to be compliant with Minimum Distance Separation guidelines.

Proposal

An application has been submitted to amend the Township of South Frontenac Comprehensive Zoning By-law 2003-75 to rezone a portion of the subject property from Rural (RU) to Rural – Special Provision (RU-60).

Background

The subject property (municipally known as 3708 Stage Coach Road) is subject to consent application S-28-20-L to create one new residential parcel on Stage Coach Road. Provisional approval of this application was granted subject to conditions on October 30, 2020. Condition 11 of the provisional approval requires the subject lands (severed parcel) to be rezoned to a site-specific zone that will require a dwelling to be set back a minimum 112 metres (367 feet) from the barn at 3654 Stage Coach Road.

The subject lands (the severed parcel) is located on the south west portion of the property municipally known as 3708 Stage Coach Road. The subject lands (severed parcel) is bordered by the proposed retained lot (municipally known as 3708 Stage Coach Road) to the north and east, a neighbouring lot to the south, and Stage Coach Road to the west. Attachment 1 to this report shows the location of the subject lands that are subject to the rezoning application.

As part of the consent review, staff calculated Minimum Distance Separation (MDS I) setbacks for neighbouring livestock barns. There are two barns located at 3654 Stage Coach Road. Staff calculated MDS I Setbacks using the closest location of the barns and a total capacity of both barns to house 12 horses. The required separation distance is 112 metres (367 feet) between the proposed residential lot and the closest barn at 3654 Stage Coach Road. The actual separation distance is only 92 metres (302

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REPORT TO COUNCIL DEVELOPMENT SERVICES



feet). Staff reviewed the size of the severed parcel and determined that there is a 0.5 hectare building envelope that can be accommodated outside of the required 112 metre (367 feet) separation distance which complies with the MDS guidelines.

A site-specific Rural zone is required to ensure that any dwelling will be set back a minimum of 112 metres (367 feet) from the closest barn at 3654 Stage Coach Road. Attachment 2 to this report is a draft by-law that specifies this zoning provision.

Agency and Public Comments

Comments from agencies and the public are summarized in this section of this report.

KFL&A Public Health

KFL&A Public Health had no objection to the approval of Consent Application S-28-20-L. The rezoning application was not circulated to Public Health given its scope.

Public Comments

A public comment was received on the consent application with respect to MDS I calculations. The owners of 3654 Stage Coach Road had concerns about how MDS would be calculated for their property and the impact it would have on their ability to expand. The comment was resolved prior to the provisional approval of the consent, and through the condition requiring the severed parcel (subject lands) to be rezoned to ensure a new dwelling on the severed lot would be constructed at a minimum setback of 112 metres (367 feet) from the closest barn on 3654 Stage Coach Road.

At the time of writing, no comments on the rezoning application have been received from the public. The intent of the public meeting is to receive comments from the public.

Under the *Planning Act*, a public meeting is required to be held to receive comments from citizens on the proposed rezoning. The province has provided direction that public meetings are able to be held virtually using technology such as Zoom to obtain public input on planning applications. The public meeting for application Z-20-10 will be a virtual public meeting.

Planning Analysis

Provincial Policy Statement, 2020

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Section 3 of the *Planning Act* requires that Council decisions be “consistent with” the PPS.

The PPS allows growth and development to be directed to rural lands, including residential lot creation and development that is compatible with the rural landscape

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REPORT TO COUNCIL DEVELOPMENT SERVICES



(section 1.1.5). Section 1.1.5.8 requires new land uses, including the creation of lots to comply with the Minimum Distance Separation formulae. The proposed development is consistent with these directions of the PPS.

County of Frontenac Official Plan, 2016

The County of Frontenac Official Plan sets out the general direction for planning and development by defining strategic goals, broad objectives and policies. Section 3 – Growth Management sets out policies intended to help guide new development across the County as well as manage change at a regional level. The Rural Lands policies are meant to recognize the importance of rural areas for future growth and create guidelines for development that is sensitive to the surroundings.

The County Official Plan recognizes the importance of economic sustainability of natural resources including agriculture. Section 2.1.1.4 requires the use of a Minimum Distance Separation formulae when considering the creation of new lots and new development in proximity to livestock facilities. The proposed development is consistent with the direction of the County Official Plan.

Township of South Frontenac Official Plan, 2003

The type and amount of development on ‘Rural’ lands must maintain the rural character, natural heritage, and cultural landscape in the Township. Sections 6.23 and 7.1(l) of the Township Official Plan require farm and non-farm development to comply with the Minimum Distance Separation formulae I and II.

The zoning by-law amendment is consistent with policies that apply to new lot creation and non-farm development near livestock facilities.

Conclusion

It is the author’s opinion that this application is consistent with the Provincial Policy Statement 2020, the County of Frontenac Official Plan and the South Frontenac Official Plan, and that it represents appropriate planning for the subject lands.

Consistent with Council’s procedural by-law, it is recommended that South Frontenac Council receive comments from the public and pending comments received, direct staff to prepare a by-law to rezone the subject lands from Rural (RU) to Rural – Special Provision (RU-60).

Prepared by: Anna Geladi, Planner

Reviewed by: Christine Woods, MCIP, RPP, Senior Planner

Submitted/approved: Claire Dodds, MCIP, RPP, Director of Development Services

Approved by: Neil Carbone, CAO



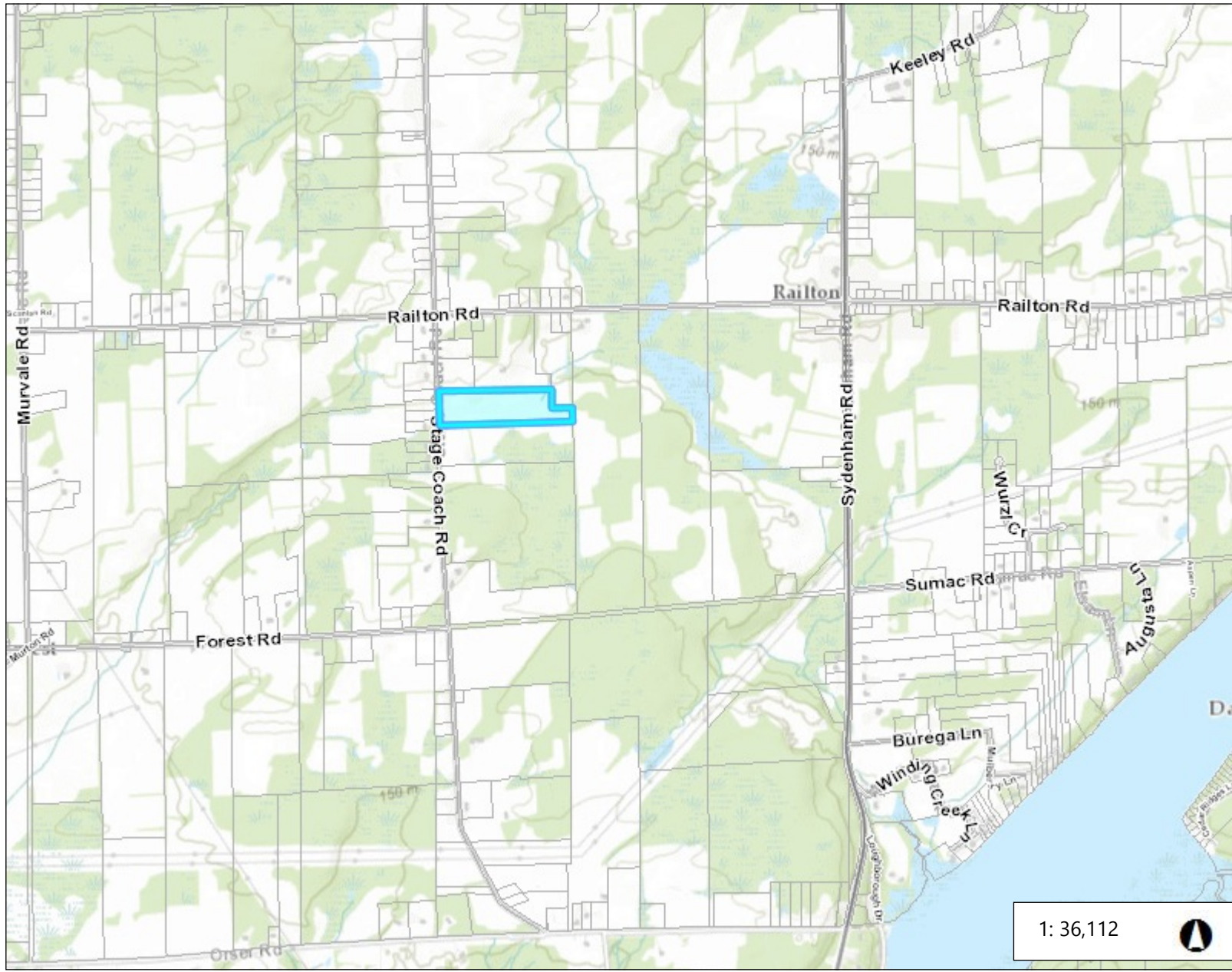
REPORT TO COUNCIL DEVELOPMENT SERVICES



Date of Site Visit: October 8, 2020

Attachments:

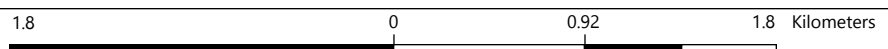
1. Location Map
2. Draft By-law 2020-##



Legend

- Road
 - Highway
 - Major Road
 - Secondary Road
 - Ferry Route
- Assessment Parcels
- Citations

1: 36,112 



WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Public Meeting

Z-20-10

Applicants: Duncan and Mary Southall
3708 Stage Coach Road
Part of Lot 4, Concession 2, District of Loughborough

Tuesday, December 1, 2020
7:00 p.m. Virtual Public Meeting
South Frontenac Council



Public Meeting Statement



- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment application Z-20-10.
- If a person or public body does not make oral or written submissions at a public meeting, or make written submissions to South Frontenac Township before the by-law is passed, the person or public body may not be added to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.
- If you wish to be notified of the decision of Council in respect to the application, you must submit a written request to the Clerk via email at amaddocks@southfrontenac.net. This will also entitle you to be advised of a possible Local Planning Appeal Tribunal.
- Anyone may appeal the decision to the Local Planning Appeal Tribunal by filing with the Clerk within 20 days of the notice of decision.
- An appeal to the Local Planning Appeal Tribunal may be filed with the Clerk of the Township not later than 20 days after the day that the notice of decision was given. The notice of appeal must set out the objection to the by-law and the reasons in support of the objection, accompanied by the required fee.



Agenda for Public Meeting

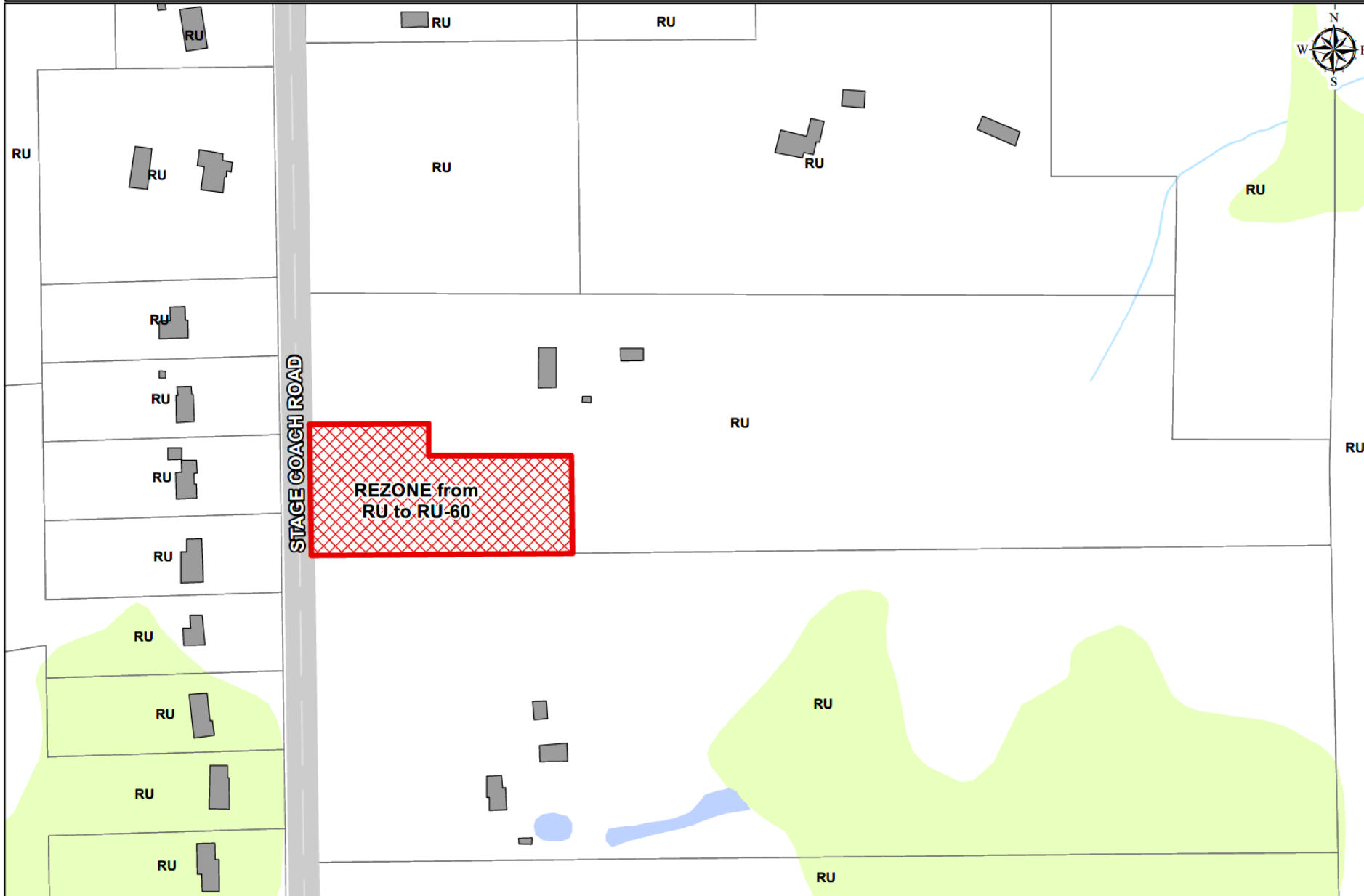
- Planner reviews proposal and delivers report
- Comments/Questions from Council
- Comments from Applicant/Owner and Agent
- Comments from the Public
- Any Further Comments/Questions from Council
- Close Public Meeting



Subject Lands Proposed Rezoning from Rural (RU) to Rural Special Zone 60 (RU-60)



SOUTHALL
3708 STAGE COACH RD
Z-20-10



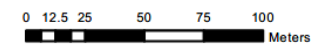
Legend

- Subject Property
- Existing Buildings
- Zoning**
- AGRICULTURAL ZONE (A)
- COMMUNITY FACILITY ZONE (CF)
- ENVIRONMENTAL PROTECTION ZONE (EP)
- MOBILE HOME RESIDENTIAL ZONE (MHR)
- OPEN SPACE - PUBLIC ZONE (OS)
- OPEN SPACE - PRIVATE ZONE (OSP)
- PIT 'A' ZONE (PA)
- PIT 'B' ZONE (PB)
- QUARRY 'A' ZONE (QA)
- QUARRY 'B' ZONE (QB)
- RESIDENTIAL ZONE (R)
- RURAL COMMERCIAL ZONE (RC)
- RURAL INDUSTRIAL ZONE (RI)
- LIMITED SERVICE RESIDENTIAL ZONE (RLS)
- LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)
- LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE (RLSW)
- RECREATIONAL RESORT COMMERCIAL ZONE (RRC)
- RURAL ZONE (RU)
- WATERFRONT RESIDENTIAL ZONE (RW)
- SALVAGE YARD INDUSTRIAL ZONE (SI)
- TUZ
- URBAN COMMERCIAL ZONE (UC)
- URBAN INDUSTRIAL ZONE (UI)
- URBAN MULTIPLE RESIDENTIAL ZONE (UMR)
- URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1)
- URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)
- WASTE DISPOSAL ZONE (WD)
- Provincially Significant Wetlands
- Waterbody
- Wetland
- River / Stream

Produced by the Township of South Frontenac under license with the Ontario Ministry of Natural Resources © Queen's Printer for Ontario, 2015.

While the Township makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

Scale 1:2,800



UTM Projection NAD 83

Proposal



- Rezone from RU to RU-60
- Set back a minimum of 112 metres (367 feet) from the closest barn at 3654 Stage Coach Road
- Fulfill conditions of consent approvals S-28-20-L



Agency Comments



- KFL&A Public Health
 - KFL&A Public Health had no objection to the approval of Consent Application S-28-20-L. They were not circulated on the rezoning application given its scope.



Policy Framework



- Provincial Policy Statement
- County of Frontenac Official Plan
- Township of South Frontenac Official Plan





Recommendation and Next Steps

- It is recommended that South Frontenac Council receive comments from the public and pending comments received, direct staff to prepare a by-law to rezone the subject lands from Rural (RU) to Rural – Special Provision (RU-60) to require a minimum of 112 metres (367 feet) setback from the closest barn at 3654 Stage Coach Road.
- Planning staff will bring forward a report providing a further recommendation and by-law to an upcoming Council meeting for consideration.



Questions and Comments



- Comments/Questions from Council
- Comments from Applicant/Owner and Agent
- Comments from the Public
- Any Further Comments/Questions from Council



**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2020 - XX**

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM RURAL (RU) TO RURAL – SPECIAL PROVISION (RU-60) ON LANDS DESCRIBED AS PART OF LOT 4, CONCESSION 2, DISTRICT OF LOUGHBOROUGH, : SOUTHALL

WHEREAS pursuant to the provisions of 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, hereby enacts as follows:

1. **THAT** Schedule “B”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Rural – Special Provision (RU-60) for the lands shown on Schedule “1”.
2. **THAT** Zoning By-law number 2003-75 as amended is hereby further amended by adding a new section RU-60 (Part of Lot 4, Concession 2, District of Loughborough – Southall) immediately after Section RU-59 (New Morin Road, Part of Lots 1 and 2, Concession 8, District of Portland – Sortberg) to read as follows:

RU-60 (Part of Lot 4, Concession 2, District of Loughborough – Southall)

Notwithstanding the provisions of Section 7 or any other provision of this By-law to the contrary, on the lands zoned Special Rural (RU-60), the following provisions shall apply:

- *Any dwelling shall be set back a minimum of 112 metres (367 feet) from the closest barn at 3654 Stage Coach Road.*

All other provisions of this by-law shall apply.

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

Dated at the Township of South Frontenac this ___th day of MONTH, 2020.

Read a first and second time this ___th day of MONTH, 2020.

Read a third time and finally passed this ___th day of MONTH, 2020.

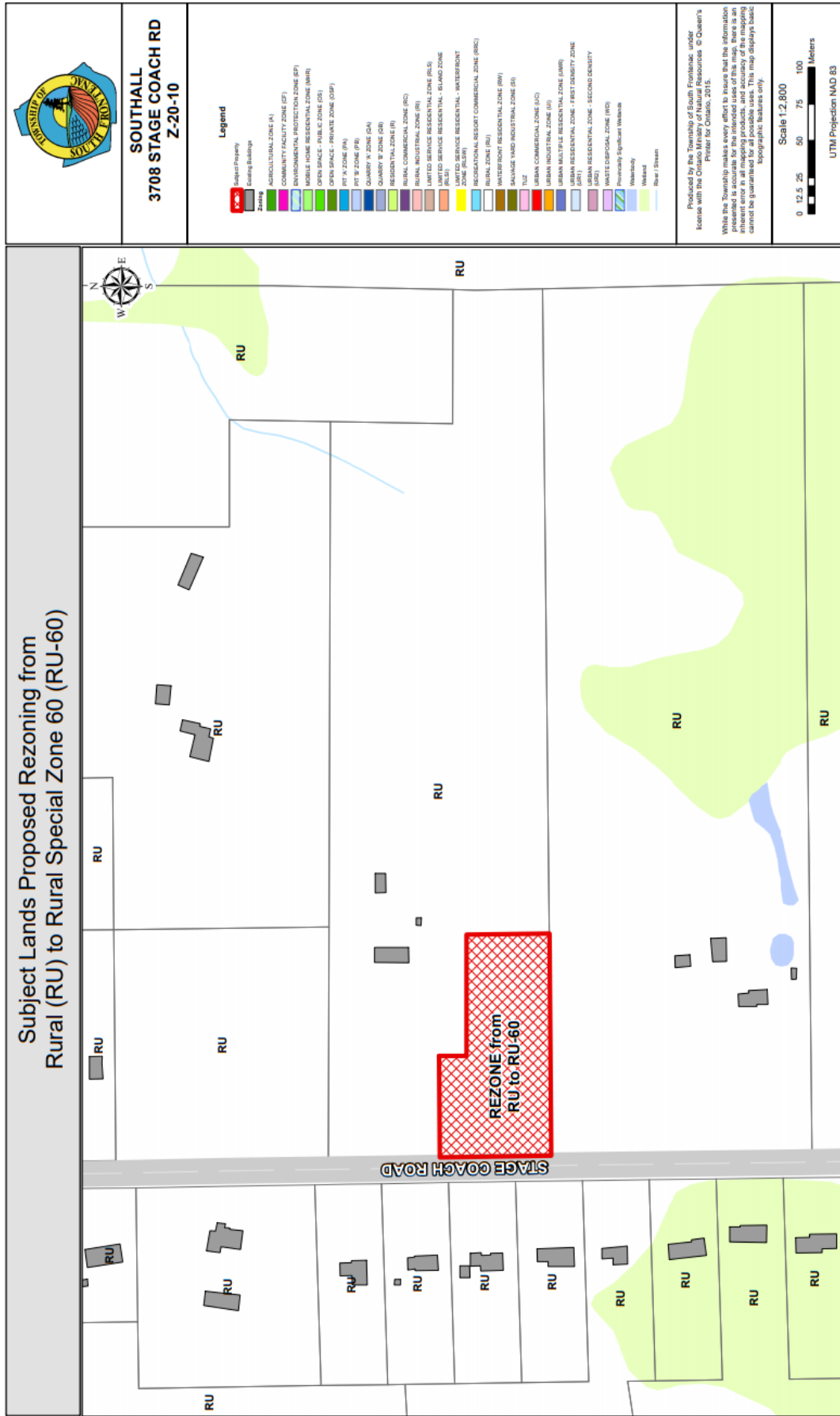
**THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC**

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Schedule 1

This is Schedule "1" to By-law No. 2020-___



Passed this ___ DAY OF MONTH, 2020

Ron Vandewal, Mayor

Angela Maddocks, Clerk



REPORT TO COUNCIL DEVELOPMENT SERVICES



Public Meeting Report – Zoning By-law Amendment

Report Date:	November 25, 2020
Application No:	Z-20-12
Owner:	Rob Blasko
Agent:	IBI Group
Location of Property:	1012 Hill Lane, Loughborough District, Eel Bay of Sydenham Lake
Purpose of Application:	Rezone from Waterfront Residential (RW) to Limited Service Residential – Waterfront – Special Provision (RLSW-127)
Date of Public Meeting:	December 1, 2020 (Virtual Public Meeting)

Recommendation

It is recommended that South Frontenac Council defer making a decision on application Z-20-12 to receive and consider agency and public comments on the application, to ensure that the applicant updates the site plan drawing to include the recommendations listed in the Environmental Impact Assessment, and to allow the applicant the opportunity to explore options to create legal access to the property.

Proposal

An application was submitted to amend the Township of South Frontenac Comprehensive Zoning By-law 2003-75 to rezone the subject property from Waterfront Residential (RW) to Limited Service Residential – Waterfront – Special Provision (RLSW-127). An application for site plan control was submitted concurrently.

Background

The subject property is a 5156 square metre (1.3 acre) lot of record that is part of a 1968 plan of subdivision. The property has frontage on Eel Bay of Sydenham Lake. This portion of the bay is a provincially significant wetland. Attachment 1 to this report shows the location of the property subject to this rezoning. The property abuts an unopened road allowance. This road allowance contains Hill Lane, which is a private lane. The property does not appear to have legal access over the road allowance to the lane.

The subject property is located on a peninsula that consists of a high, steep bedrock outcrop. The peninsula is 65 metres wide at the widest spot. The perimeter of the peninsula is tree covered. A cleared plateau at the top of the outcrop is approximately 5 metres above Sydenham Lake. There is little to no soil on the plateau.

There is an existing gazebo and deck at the southwest end of the property, at the top of bank, approximately 10.5 metres from the highwater mark. The Owner proposes to construct a 187.6 square metre (2019 square foot) dwelling with a loft and an attached garage. A sewage system with Level IV treatment would be installed south of the



REPORT TO COUNCIL DEVELOPMENT SERVICES



dwelling. Attachment 2 to this report illustrates the proposed placement and setbacks of the dwelling and sewage system on the lot.

The subject property is zoned Waterfront Residential (RW). The RW Zone is applicable to waterfront properties that have frontage on a public road. The subject property does not have frontage on a public road.

The Owner has requested a zoning by-law amendment to change the zoning on the subject property to Limited Service Residential – Waterfront (RLSW). The RLSW zone is applicable to properties that have frontage on a private lane and/or a navigable waterway (e.g. water access only). The special provision (RLSW-127) is required to permit the proposed development with variations from the standard RLSW zone provisions as well as general provisions. The proposed development requires variations from the front yard depth and setbacks from the high water mark and floodline provisions of the RLSW zone, and from the setback from the top of bank. The application also requested that the amendment recognize the existing undersized lot area and reduced frontage of the property, as well as recognize the location and setbacks of the existing gazebo and deck.

Supporting Study

An Environmental Impact Assessment (Ecological Services, July 27, 2020) was submitted in support of the rezoning application. The EIA identified that the subject lands contain significant wildlife habitat and are within the 120 metre adjacent lands to a provincially significant wetland and to fish habitat. The report demonstrated that the proposed development would have no negative impacts on the features nor on their ecological functions subject to several mitigation measures. The mitigation measures include:

1. The installation of an engineered, highly rated septic system with a small leachate field.
2. The implementation of stormwater management best management practices (e.g. reduce stormwater energy on slope).
3. The installation of silt fence around the construction site.
4. No vegetation removal on the steep slopes.
5. If a permanent dock is desired, it should protrude no further into the lake than the existing non-vegetated (and non PSW) rocky substrate, which averages about 2m from the shoreline.
6. If access to the shoreline is desired, an engineered and approved stair system be employed.
7. The installation of turtle exclusion fencing.
8. If a permanent human protection fence is installed to prevent falls down the steep slopes, then turtle exclusion functionality and stormwater dissipation should be incorporated into the design.
9. Build a new turtle nest site at the top of south or west slopes using sloped substrates. The constructed nest site should be terraced with an anchored frame.



REPORT TO COUNCIL DEVELOPMENT SERVICES



10. The slope areas that are experiencing erosion should be stabilized by a series of switchback terraces.

Agency and Public Comments

Comments from agencies are summarized in this section of this report.

Cataraqui Conservation

Comments have not been received to date.

KFL&A Public Health

KFL&A Public Health indicated on November 16, 2020, that it has no objections to the proposed zoning by-law amendment following receipt of additional information on the sewage system design.

Public Comments

At the time of writing, no formal comments have been received from the public. The intent of the public meeting is to receive comments from the public.

Under the *Planning Act*, a public meeting is required to be held to receive comments from citizens on the proposed rezoning. The province has provided direction that public meetings are able to be held virtually using technology such as Zoom to obtain public input on planning applications. The public meeting for application Z-20-12 will be a virtual public meeting.

Planning Analysis

Provincial Policy Statement, 2020

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Section 3 of the *Planning Act* requires that Council decisions be “consistent with” the PPS.

The PPS allows growth and development to be directed to rural lands, including residential development that is compatible with the rural landscape (section 1.1.5).

However, section 2.1 states that natural features and areas shall be protected for the long term. Development and site alteration are not permitted in significant wildlife habitat as well as on adjacent lands to this habitat, to Provincially significant wetlands and to fish habitat unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. The EIA demonstrated that the proposed development would have no negative impacts on the features nor on their ecological functions subject to mitigation measures.



REPORT TO COUNCIL DEVELOPMENT SERVICES



The proposed development is consistent with these directions of the PPS.

Section 3 of the PPS requires development and site alteration to generally be directed to areas that are not impacted by flooding and erosion hazards. The Township consults with Cataraqui Conservation on matters of natural hazards. Cataraqui Conservation has yet to provide comment on this application.

County of Frontenac Official Plan, 2016

The County of Frontenac Official Plan sets out the general direction for planning and development by defining strategic goals, broad objectives and policies. Section 3 – Growth Management sets out policies intended to help guide new development across the County as well as manage change at a regional level. The Rural Lands policies are meant to recognize the importance of rural areas for future growth and create guidelines for development that is sensitive to the surroundings.

Section 7 of the Official Plan speaks to the need to maintain the County's environmental health which in turn benefits the economy and society. As indicated above, the EIA demonstrated that the proposed development would have no negative impacts on the features nor on their ecological functions subject to mitigation measures.

The proposed development is consistent with these directions of the County Official Plan.

In accordance with the PPS, The County requires development and site alteration to generally be directed to areas that are not impacted by flooding and erosion hazards. The Township consults with Cataraqui Conservation on matters of natural hazards. Cataraqui Conservation has yet to provide comment on this application.

Township of South Frontenac Official Plan, 2003

Limited Service Residential

The subject lands are designated 'Rural' in the Official Plan on Schedule A. The type and amount of development on 'Rural' lands must maintain the rural character, natural heritage, and cultural landscape in the Township.

The zoning by-law amendment would be consistent with the Official Plan policies on limited service residential development. The limited service residential policies allow the development of properties with frontage on a private road and frontage on a navigable waterway, or on a navigable waterway only, for single detached dwellings and seasonal dwellings that are serviced by private water and sewage systems.

Environmentally Sensitive Areas

The zoning by-law amendment as it relates to the dwelling and sewage system would be consistent with the Official Plan policies on environmentally sensitive areas.



REPORT TO COUNCIL DEVELOPMENT SERVICES



Section 5.2.5 indicates that development on an existing lot of record adjacent to a Provincially significant wetland will be permitted subject to a preliminary environmental impact assessment (EIA). Section 5.2.7(a) contains a similar policy for development and site alteration within and adjacent to Environmentally Sensitive Areas (e.g. significant wildlife habitat, fish habitat). The EIA demonstrated that the proposed development would have no negative impacts on the features nor on their ecological functions subject to mitigation measures.

Section 5.2.7(b)(ii)(2) indicates that consideration may be given to a slight reduction to the minimum 30 metre setback from the highwater mark on a vacant lot of record. This consideration is given only if it is not physically possible to meet the setback anywhere on the parcel. It is not physically possible to meet the setback on the subject property since it is a peninsula that is less than 65 metres wide.

Erosion Hazards

The proposed dwelling and sewage system would be located within 15 metres of the top of bank based on site observations. This slope may be subject to shoreline erosion hazards. Section 5.2.4 specifies that development and site alteration will be directed away from lands which may be subject to shoreline erosion hazards, and that the Conservation Authority should be consulted. Cataraqui Conservation has yet to provide comment on this application.

Comprehensive Zoning By-law 2003-75

The request to recognize the existing undersized lot area and lot frontage is not necessary. Section 5.12 of the Zoning By-law allows for the development of an undersized lot of record provided that a suitable building envelope, outside of any hazards, which is appropriate for the intended use and which minimizes environmental impacts can be identified. Also, that an adequate supply of potable water is available to service the proposed use. A reduced lot frontage would only need to be recognized if the lot were to be enlarged such that it would have frontage on the private lane.

The existing gazebo and deck are located at the top of bank of a high, steep slope (i.e. zero metre setback from top of bank), and therefore may be on lands that are subject to shoreline erosion hazards. The request to recognize the location and setbacks of the existing gazebo and deck should be revisited following receipt of comments from Cataraqui Conservation.

Site Plan Control

The applicant has submitted a site plan control application that will be brought forward to Council at a future meeting date. A site plan agreement is required to ensure that the environmental policies of the Township are addressed to the satisfaction of Council, as the *Planning Act* does not permit conditions to be attached to a decision on a zoning by-law amendment application. This agreement is also required to implement the recommendations of the EIA.



REPORT TO COUNCIL DEVELOPMENT SERVICES



The submitted site plan drawing will need to be revised to reflect the recommendations of the EIA. Clarification of some of the EIA recommendations is required to ensure that they can be successfully implemented through the site plan agreement, including,

1. Confirmation that the proposed location of the sewage system is satisfactory.
2. How access to the water is proposed and where it would be located.
3. The type of dock that could be used given the off-shore conditions.
4. A suitable location along the shoreline and slope for a dock and staircase given the presence of significant wildlife habitat (turtle nesting).

Property Access Issue

As indicated previously, the property abuts an unopened road allowance. It does not have frontage on a private lane or a public road. With the proper zoning in place, the Owner would still need to address the Zoning By-law provisions that address access to a property before a building permit could be issued (section 5.25.3). The Zoning By-law suggests that this should be accomplished by the Owner entering into a license agreement with the Township for use of the unopened road allowance.

Another option that could be considered to provide more permanent access is for Council to consider selling a portion of the road allowance to the Owner to provide clear access and frontage on Hill Lane. This arrangement would be a more permanent solution to access than a license agreement as a license agreement is not transferrable to a new purchaser. A challenge that would need to be considered and addressed if Council considered transferring the road allowance is that there are existing buildings on neighbouring properties which appear to be encroaching on the road allowance.

Conclusion

There are several items that require further review and consideration before Council is asked to pass a by-law to change the zone on the subject property from RW to RLSW-127.

Consistent with Council's procedural by-law, it is recommended that South Frontenac Council defer making a decision on application Z-20-12 to receive and consider agency and public comments on the application, to ensure that the applicant updates the site plan drawing to include the recommendations listed in the Environmental Impact Assessment, and to allow the applicant the opportunity to explore options to create legal access to the property.

Prepared by: Christine Woods, MCIP, RPP, Senior Planner

Submitted/approved: Claire Dodds, MCIP, RPP, Director of Development Services

Approved by: Neil Carbone, CAO

Date of Site Visit: November 9, 2020

"Natural, Vibrant and Growing – a Progressive Rural Leader"



REPORT TO COUNCIL DEVELOPMENT SERVICES



Attachments:

1. Location Map of 1012 Hill Lane
2. Z-20-12 Site Plan Drawing

Public Meeting

Z-20-12

Applicant: Rob Blasko
Agent: IBI Group
Property: 1012 Hill Lane, Loughborough District

Tuesday, December 1, 2020
7:00 p.m. Virtual Public Meeting
South Frontenac Council



Public Meeting Statement



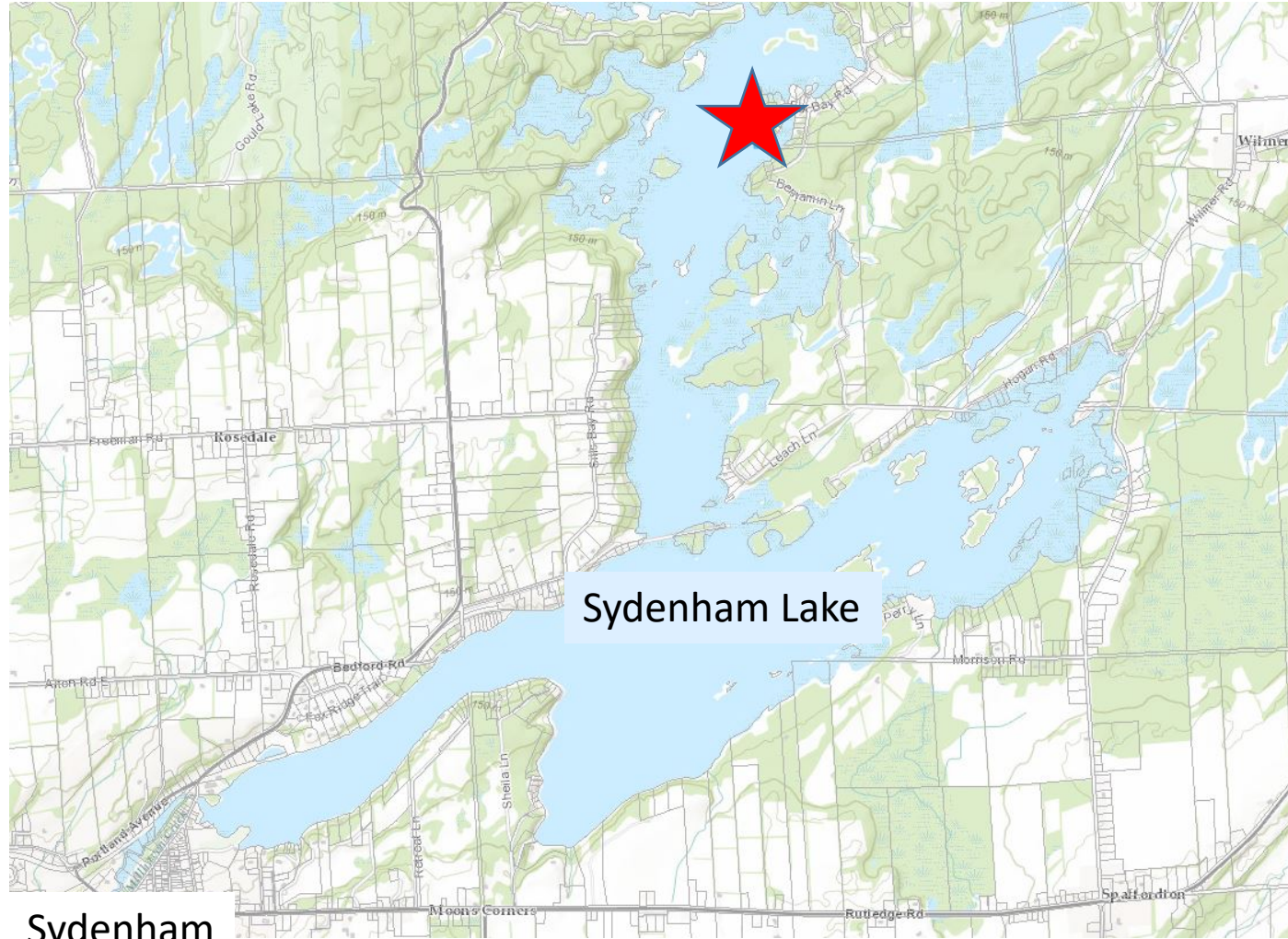
- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment application Z-20-12.
- If a person or public body does not make oral or written submissions at a public meeting, or make written submissions to South Frontenac Township before the by-law is passed, the person or public body may not be added to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.
- If you wish to be notified of the decision of Council in respect to the application, you must submit a written request to the Clerk via email at amaddocks@southfrontenac.net. This will also entitle you to be advised of a possible Local Planning Appeal Tribunal.
- Anyone may appeal the decision to the Local Planning Appeal Tribunal by filing with the Clerk within 20 days of the notice of decision.
- An appeal to the Local Planning Appeal Tribunal may be filed with the Clerk of the Township not later than 20 days after the day that the notice of decision was given. The notice of appeal must set out the objection to the by-law and the reasons in support of the objection, accompanied by the required fee.



Agenda for Public Meeting

- Planner reviews proposal and delivers report
- Comments/Questions from Council
- Comments from Applicant/Owner and Agent
- Comments from the Public
- Comments/Questions from Council
- Close Public Meeting

Location



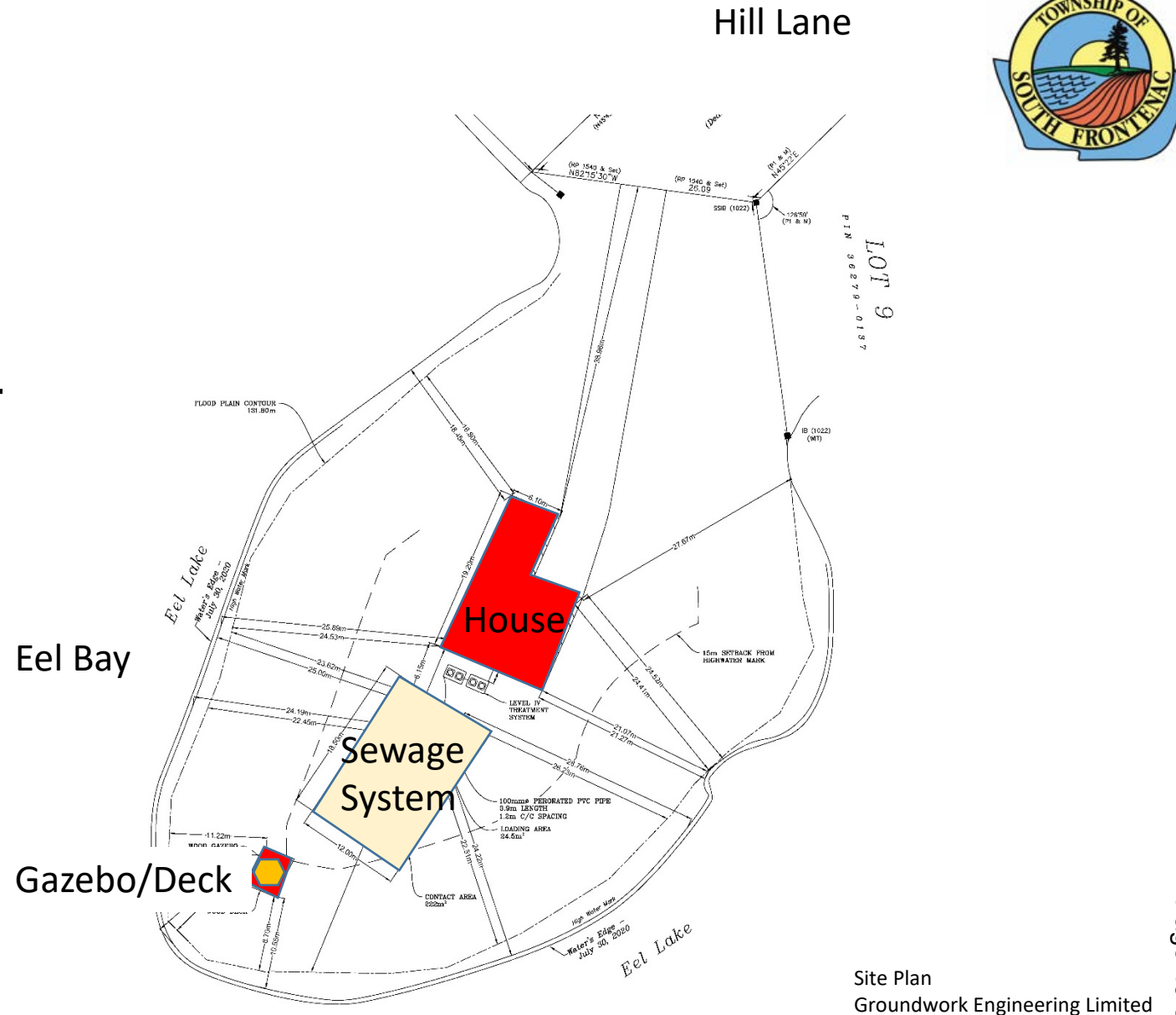
Sydenham

Location



Proposal

- Rezone from Waterfront Residential (RW) to Limited Service Residential – Waterfront (RLSW-127)
- Enable residential development
- Reduced setbacks
 - Front yard
 - Highwater mark
 - Floodline
 - Top of bank



Concept Images of Dwelling



Subject Property



Looking north – sewage system in foreground, house in background

Subject Property



Gazebo and deck

Subject Property



Road allowance in foreground, property in background



Looking north at road allowance, Hill Lane in background



Agency Comments

- **Cataraqui Conservation**
 - Comments not received
- **KFL&A Public Health**
 - No objection

Policy Framework



- Provincial Policy Statement
- County of Frontenac Official Plan
- Township of South Frontenac Official Plan
 - Limited Service Residential Development
 - Environmentally Sensitive Areas
 - Environmental Impact Assessment
 - Erosion Hazards



EIA Recommended Mitigation Measures

1. Engineered, highly rated septic system with small footprint
2. Stormwater management best management practices
3. No vegetation removal on steep slopes
4. Silt fence
5. Permanent dock design considerations
6. Staircase design considerations
7. Slope erosion control considerations
8. Turtle exclusion fencing
9. Build a new turtle nest



Other Zoning Requests

- Recognize existing undersized lot area
 - Already addressed by zoning by-law
- Recognize reduced lot frontage
 - Property does not have frontage on a road or lane
- Recognize location and setbacks of existing gazebo and deck
 - Revisit based on Cataraqui Conservation comments

Site Plan Control



- Address environmental policies
- Implement EIA recommendations



Property Access

- Abuts unopened road allowance
- Does not have frontage on road or lane
- Building permit cannot be issued without access
- Options:
 - License agreement
 - Sell portion of road allowance





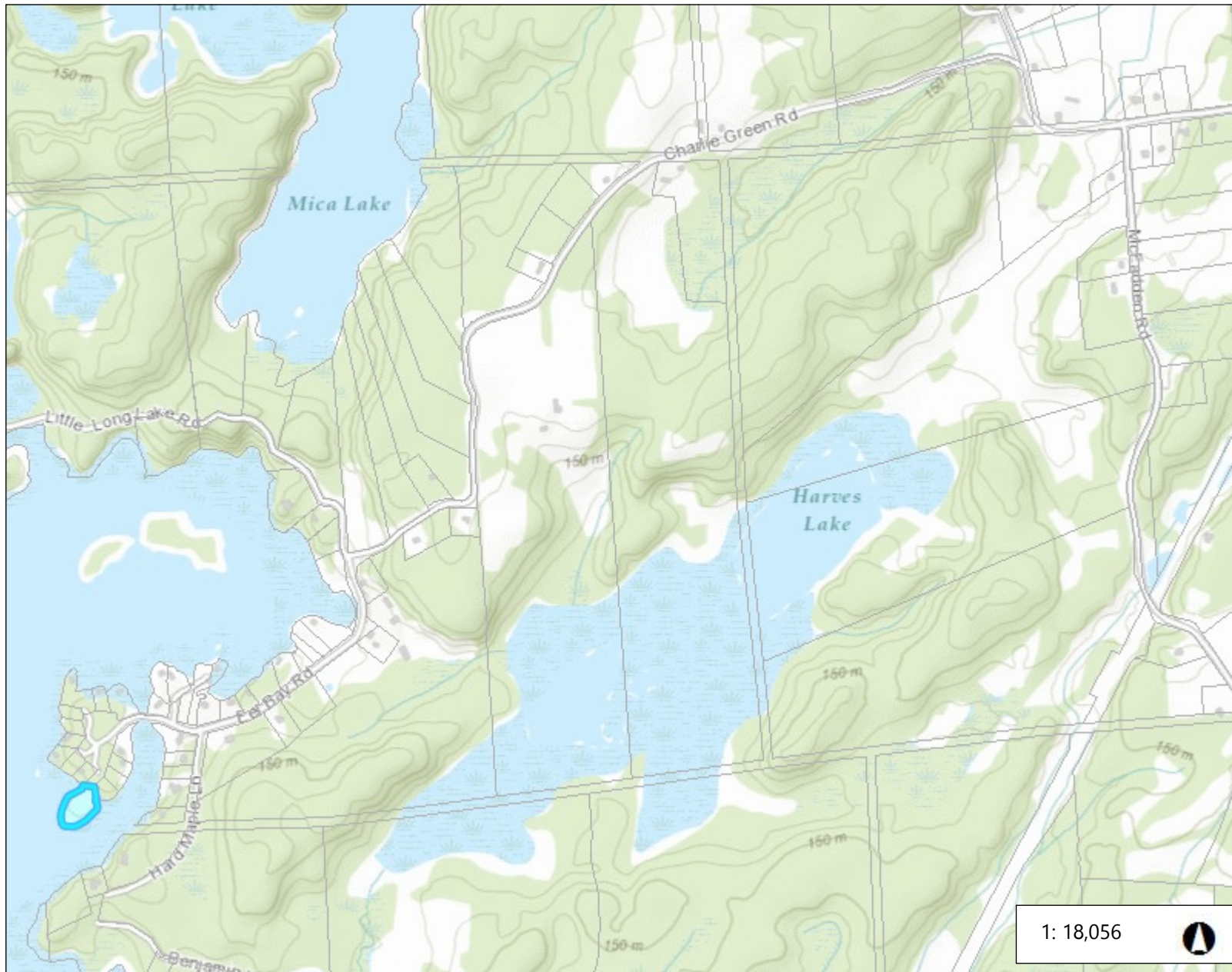
Recommendation and Next Steps

- It is recommended that South Frontenac Council defer making a decision on application Z-20-12 to
 - receive and consider agency and public comments on the application
 - ensure that the applicant updates the site plan drawing to include the recommendations listed in the Environmental Impact Assessment
 - allow the applicant the opportunity to explore options to create legal access to the property
- Planning staff will bring forward a report providing a further recommendation and by-law to an upcoming Council meeting for consideration.



Questions and Comments

- Comments/Questions from Council
- Comments from Applicant/Owner and Agent
- Comments from the Public
- Comments/Questions from Council



Legend

- Assessment Parcels
- Citations

1: 18,056



0.9 0 0.46 0.9 Kilometers

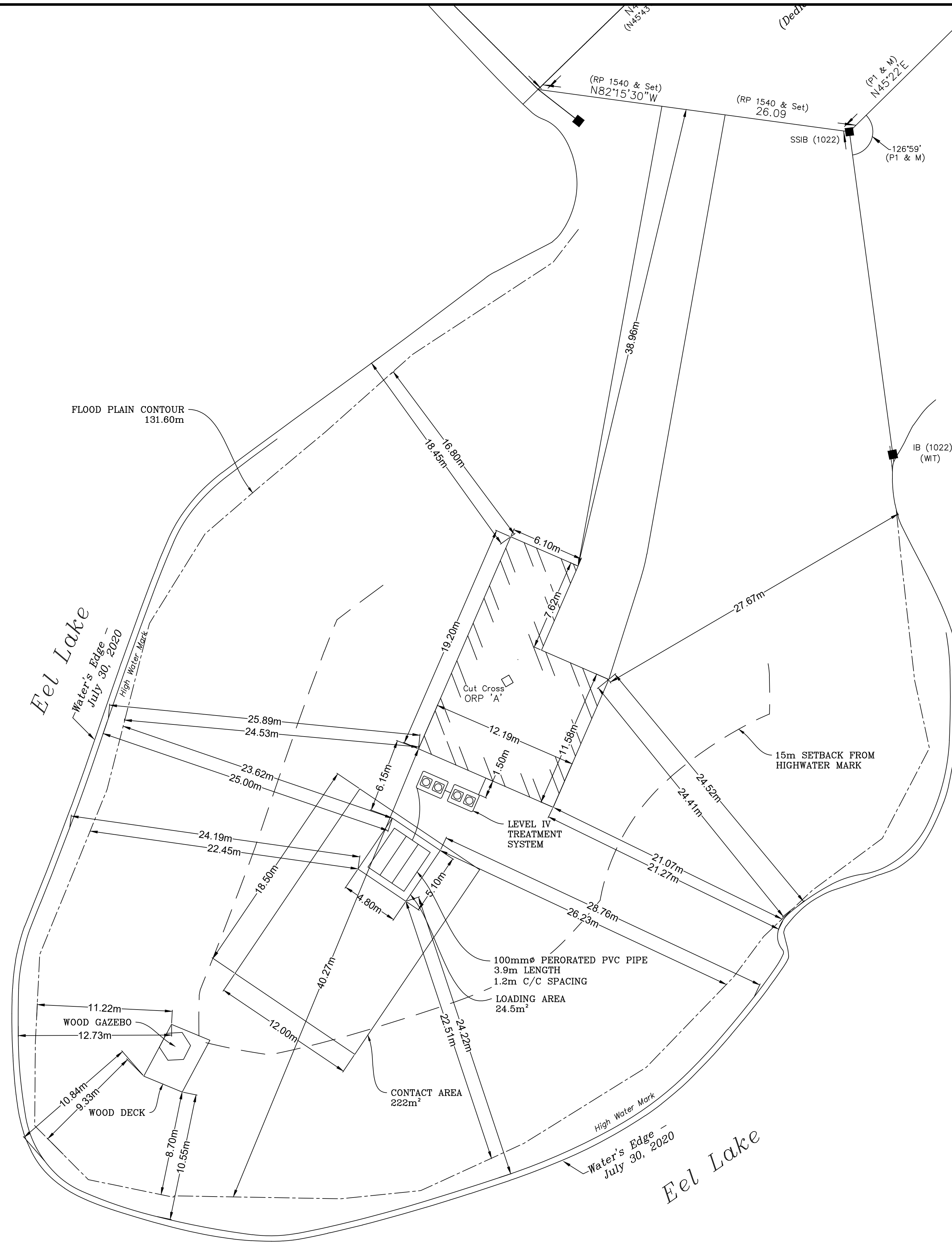
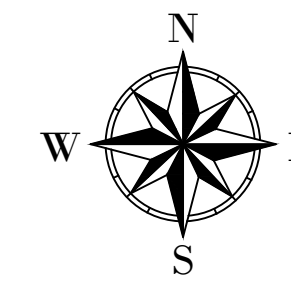
WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Z-20-12
SP-09-20-L



REVISIONS		
No.	Description	Date
#1	PLANNING REVIEW	2020/09/08
#2	REVISED BUILDING LAYOUT	2020/09/29
#3	FLOOD PLAIN ADDED	2020/09/30
#4	ISSUED FOR SUBMISSION	2020/10/14

BENCHMARK:		
No.	DESCRIPTION	ELEVATION
#1	XXX	XXX.XX

Client / Land Owner:
ROB BLASKO

Project:
1012 HILL LANE
SYDENHAM ONTARIO

Drawing Title:
SITE PLAN

Drawn by: DF	Project Number: GW-2002-37
Checked By: MB	Drawing Number: C-101
Page Size: 24"x36"	Date: SEPT 8, 2020
Scale: 1:250	SHEET 1 of 1



REPORT TO COUNCIL

PUBLIC SERVICES DEPARTMENT



AGENDA DATE: December 1, 2020

SUBJECT: 2020 Private Lane Upgrading Assistance

RECOMMENDATION:

THAT Council approve payments totalling \$100,083.53 in the amounts listed below for the 2020 Private Lane Upgrading Assistance Program for the following lanes:

Lane	Subsidy
Bacon Lane	\$957.50
Beacon Point Lane	\$3,996.40
Bessey Lane	\$2,500.00
Blakeslee Lane	\$837.06
Bycroft Lane	\$2,812.90
Doris Smith Lane	\$2,198.00
East Shore Lane	\$1,045.25
Everett Lane	\$3,729.65
Gossage lane	\$183.62
Hamilton Lane	\$4,983.30
Hillcrest Lane	\$1,642.36
Howes Lake Lane	\$1,957.73
Lackey Lane	\$480.79
Memory Lane	\$200.00
Old 13 Island Lake Lane	\$1,830.60
Norman Lane	\$2,683.75
Old 14 Island & New Island View Ln	\$2,377.12
Old Mine Lane	\$2,842.43
O'Neil Lane	\$430.25
Sandpiper Lane	\$1,548.10
Shady Pines Lane	\$1,819.30
Stair Step Lane	\$2,840.23
Sunrise Lane	\$6,757.40
Sunset Shores Lane	\$5,401.63
Sweet Fern Lane	\$2,144.82
Tim's Lane	\$1,521.36
Willy's Lane	\$649.75
Wood Duck Lane	\$4,712.10
Hiawatha Lane	\$7,000.00
Red Maple Lane	\$7,000.00
Meredith Lane	\$7,000.00
Sleepview Lane	\$7,000.00
Stafford Lane	\$7,000.00
Total Subsidy	\$100,083.53

BACKGROUND:

The Private Lane Upgrading Assistance Program's overarching objective is to improve access for emergency vehicles. The Program has proven to be popular again this year with a total of 33 lane groups submitting invoices for subsidy of completed work.



REPORT TO COUNCIL

PUBLIC SERVICES DEPARTMENT



ANALYSIS:

The amount of subsidy is limited to a maximum of 50% of eligible expenditures for upgrades to private lanes. As well, Council directed an upset limit of \$7,000 in subsidy regardless of the total amount of eligible upgrades completed.

The following chart lists the 50% eligible applicants, separately from those that were capped at the upset limit.

Lane	Total Expenses	Eligible Expenses	Subsidy (50%)
Bacon Lane	\$1,915.00	\$1,915.00	\$957.50
Beacon Point Lane	\$9,905.30	\$7,992.80	\$3,996.40
Bessey Lane	\$5,000.25	\$5,000.25	\$2,500.13
Blakeslee Lane	\$1999.55	\$1,674.11	\$837.06
Bycroft Lane	\$6,120.80	\$5,625.80	\$2,812.90
Doris Smith Lane	\$4,746.00	\$4,396.00	\$2,198.00
East Shore Lane	\$2,090.50	\$2,090.50	\$1,045.25
Everett Lane	\$6,599.30	\$7,459.30	\$3,729.65
Gossage lane	\$367.25	\$367.25	\$183.62
Hamilton Lane	\$9,966.60	\$9,966.60	\$4,983.30
Hillcrest Lane	\$3,284.72	\$3,284.72	\$1,642.36
Howes Lake Lane	\$3,915.45	\$3,915.45	\$1,957.73
Lackey Lane	\$1,257.70	\$961.58	\$480.79
Memory Lane	\$644.10	\$400.00	\$200.00
Old 13 Island Lake Lane	\$3,661.20	\$3,661.20	\$1,830.60
Norman Lane	\$5,367.50	\$5,367.50	\$2,683.75
Old 14 Island & New Island View Ln	\$4,754.24	\$4,754.24	\$2,377.12
Old Mine Lane	\$5,684.85	\$5,684.85	\$2,842.43
O'Neil Lane	\$1,313.32	\$960.50	\$430.25
Sandpiper Lane	\$3,096.20	\$3,096.20	\$1,548.10
Shady Pines Lane	\$3,638.60	\$3,638.60	\$1,819.30
Stair Step Lane	\$6,375.00	\$5,680.46	\$2,840.23
Sunrise Lane	\$13,514.80	\$13,514.80	\$6,757.40
Sunset Shores Lane	\$15,283.25	\$10,803.25	\$5,401.63
Sweet Fern Lane	\$4,289.63	\$4,289.63	\$2,144.82
Tim's Lane	\$3,352.71	\$3,042.71	\$1,521.36
Willy's Lane	\$1,299.50	\$1,299.50	\$649.75
Wood Duck Lane	\$9,424.20	\$9,424.20	\$4,712.10
Total	\$138,867.52	\$130,267.00	\$65,083.53

Below are those applications where eligible costs triggered the upset limit of \$7,000.



REPORT TO COUNCIL PUBLIC SERVICES DEPARTMENT



Lanes exceeding maximum subsidy			
Lane	Total Expenses	Eligible Expenses	Subsidy (50%)
Hiawatha Lane	\$41,753.50	\$41,753.50	\$7,000.00
Red Maple Lane	\$29,945.00	\$29,945.00	\$7,000.00
Meredith Lane	\$20,235.23	\$20,235.23	\$7,000.00
Sleepview Lane	\$17,808.80	\$17,808.80	\$7,000.00
Stafford Lane	\$24,459.42	\$24,459.42	\$7,000.00
Subtotal	\$134,201.95	\$134,201.95	\$35,000.00
GRAND TOTAL	\$273,069.47	\$264,468.95	\$100,083.53

FINANCIAL/STAFFING IMPLICATIONS:

An amount of \$100,000 was approved in the 2020 Operating Budget for the Private Lane Upgrading Assistance program. An amount of \$7,264.67 was carried forward from last year's program. This will cover the additional \$83.53 required to finalize the 2020 program.

The balance of available funds will be carried over and will be available for the 2021 Private Lane Upgrading Assistance Program.

Submitted/approved by:

Mark Segsworth, P. Eng.
Director of Public Services

Approved by:

Neil Carbone
Chief Administrative Officer



**REPORT TO
COMMITTEE OF THE WHOLE
PUBLIC SERVICES DEPARTMENT**



AGENDA DATE: December 8, 2020

SUBJECT: Capital Budget Re-Allocation

RECOMMENDATION:

That Council re-allocate \$536,000 of unexpended funds from the Sunbury Village Project (\$140,000), 2020 Hard Surface Preservation (\$116,000), Petworth Culvert Project (\$36,000) and 2019 Contingency funds (\$244,000), to fund 2020 cost overruns for the Green Bay Causeway and North Shore Road projects.

BACKGROUND/DISCUSSION:

North Shore Road

The North Shore Road project was accelerated to 2020 as a result of the impact of the numerous freeze/thaw cycles during the winter of 2018/2019. The intended funds for this project were to come from the deferment of reconstruction of the front section of Bellrock Road. Unfortunately, the proposed budget for Bellrock Road was not re-evaluated against the proposed work on North Shore Road for the 2020 Capital Budget submission.

Green Bay Causeway

The widening and raising of this stretch of road was always intended as a multi-year project because of the need to apply fill and letting it settle over several years. No funds were allocated to this project in 2020 but expenses had to be incurred.

FINANCIAL CONSIDERATIONS:

The approximate investment in North Shore Road, from North Shore Crescent to Leland Road, was \$1.19 million. There was a contribution of \$70,000 from the developer at Johnson's Point. The approved budget was \$660,000 resulting in a budget shortfall of \$461,000 to be funded through the allocations recommended above.

The expenditure this year on the Green Bay Causeway was approximately \$75,000. The expenditures to date on this project are approximately \$417,000 whereas the total approved budget was \$300,000. Previous overages were funded through previous reallocations so only the 2020 amount must be funded at this time, resulting in a \$75,000 shortfall to be funded through the allocations recommended above.

Submitted/approved by:

Mark Segsworth, P. Eng.
Director of Public Services

Approved by:

Neil Carbone
Chief Administrative Officer

"Natural, Vibrant and Growing – a Progressive Rural Leader"



REPORT TO COUNCIL DEVELOPMENT SERVICES



Report Date: November 24, 2020

Agenda Date: December 1, 2020

Application No: SP-04-20-S

Owner: 1809505 Ontario Limited (Jody Campbell)

Location of Property: 3832 Davidson Road

Purpose of Application: Review of Application for Site Plan Control – Self-storage Building Addition

Recommendation

That By-law No. 2020-70 to authorize the Mayor and Clerk to enter into the Amending Site Plan Agreement with the owner, 1809505 Ontario Limited, for Part of Lot 19, Concession 2, District of Storrington, Township of South Frontenac, Part 1 on Plan 13R20386, municipally known as 3832 Davidson Road **be passed**.

Proposal

An application was submitted for site plan control on the subject property. The application is required because Township of South Frontenac Site Plan Control By-law No. 2003-25 applies to commercial and industrial uses.

The proposed development includes the construction of a 168.4 square metre (1,812.6 square foot) addition to an existing self-storage building. The site plan also establishes areas for the open storage of goods and materials on the property.

Attachment 1 to this report shows the location of the property. Attachment 2 to this report shows the proposed location of the development on the property.

Background

The subject property is located on Davidson Road in Inverary. It is currently developed in accordance with the site-specific UC-22 zone, with a two-storey building that contains a storage garage, office and two accessory dwelling units, as well as two self-storage buildings. The property is also used for the open storage of goods and materials, including portable toilets. The site plan requires adequate lighting for safety and security purposes. This lighting must be oriented in such a way to divert the light away from adjacent lots and streets.

The property is subject to a Site Plan Control Agreement dated July 7th, 2015, as amended by an Amending Site Plan Control Agreement dated September 16th, 2015.

The site plan binds current and future owners of the subject property and will be registered on the title of the lands by the Township solicitor.

By-law 2020-70 is listed on the Council agenda under By-laws.

Department Comments and Analysis

The Fire Chief verbally indicated that he is satisfied with the proposed layout of the fire route access, provided that it is adequately signed (e.g. Fire Route – No Parking). The



REPORT TO COUNCIL DEVELOPMENT SERVICES



Chief Building Official confirmed that fire route signage would be addressed in the building permit for the addition as required by the Ontario Building Code.

Summary

Planning staff are satisfied that the site plan drawing and amending agreement meet the requirements of the Urban Commercial Zone, Special Urban Commercial Zone UC-22 and general provisions of Comprehensive Zoning By-law 2003-75.

The Owner is agreeable to the terms of the amending agreement, and has signed the agreement.

Summary of Recommendation

That South Frontenac Council pass By-law 2020-70 to authorize the Mayor and Clerk to enter into an amending Site Plan Agreement with 1809505 Ontario Limited for the development of a self-storage building addition and to establish areas for the open storage of goods and materials at 3832 Davidson Road.

Prepared by: Christine Woods, MCIP, RPP, Senior Planner

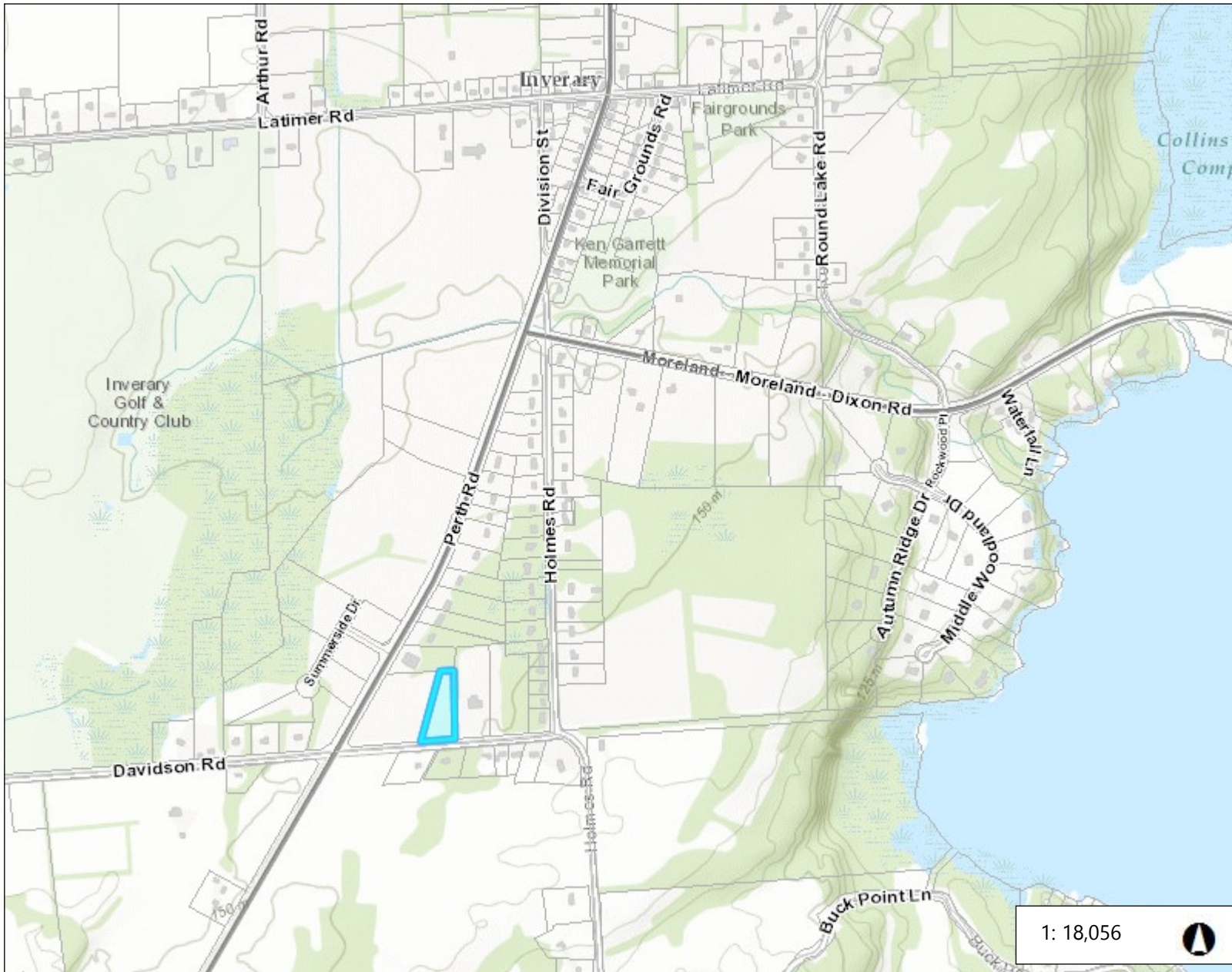
Submitted by: Claire Dodds, MCIP, RPP, Director of Development Services

Approved by: Neil Carbone, CAO


Date of Site Visit: November 5, 2020

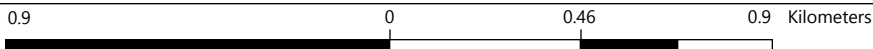
Attachments:

1. Location Map
2. Site Plan Drawing
3. Site Plan Agreement



- Legend**
- Road
 - Highway
 - Major Road
 - Secondary Road
 - Ferry Route
 - Assessment Parcels
 - Citations

1: 18,056 



WGS_1984_Web_Mercator_Auxiliary_Sphere
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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
SP-04-20-S

EXISTING AND PROPOSED BUILDING LEGEND

BUILDING NAME	BUILDING USE	BUILDING STATS	REMARKS
EXISTING BUILDING # 1 (MAIN OFFICE)	OFFICES & SERVICE SHOP	BUILDING AREA = 305.3m ² HEIGHT = 29m NUMBER OF FLOORS = 2	
EXISTING BUILDING # 2	STORAGE UNIT(S)	BUILDING AREA = 674.8m ² HEIGHT = 23m NUMBER OF FLOORS = 1	NO POWER OR PLUMBING PROVIDED TO BUILDING
EXISTING BUILDING # 3	STORAGE UNIT(S)	BUILDING AREA = 168.4m ² HEIGHT = 23m NUMBER OF FLOORS = 1	NO POWER OR PLUMBING PROVIDED TO BUILDING
PROPOSED ADDITION	STORAGE UNIT(S)	BUILDING AREA = 168.4m ² HEIGHT = 23m NUMBER OF FLOORS = 1 CONSTRUCTION: SLAB ON GRADE STEEL FRAMING AND CLADDING	THERE WILL BE NO POWER OR PLUMBING PROVIDED TO THIS STRUCTURE. SLAB-ON-GRADE ELEVATION TO MATCH ADJACENT EXISTING STORAGE BUILDING.

LEGAL DESCRIPTION OF PROPERTY

PLAN OF SURVEY AS PROVIDED BY MACDONALD & EBERHARDT SURVEYING LTD. DATED MARCH 23, 2012 (REFERENCE NO. 2012-011)

PART OF LOT 19, CONCESSION 2 GEOGRAPHIC TOWNSHIP OF STORRINGTON (FORMERLY GEOGRAPHIC TOWNSHIP OF LOUGHBOROUGH) TOWNSHIP OF SOUTH FRONTENAC COUNTY OF FRONTENAC

SITE STATISTICS

UC (URBAN COMMERCIAL) ZONE

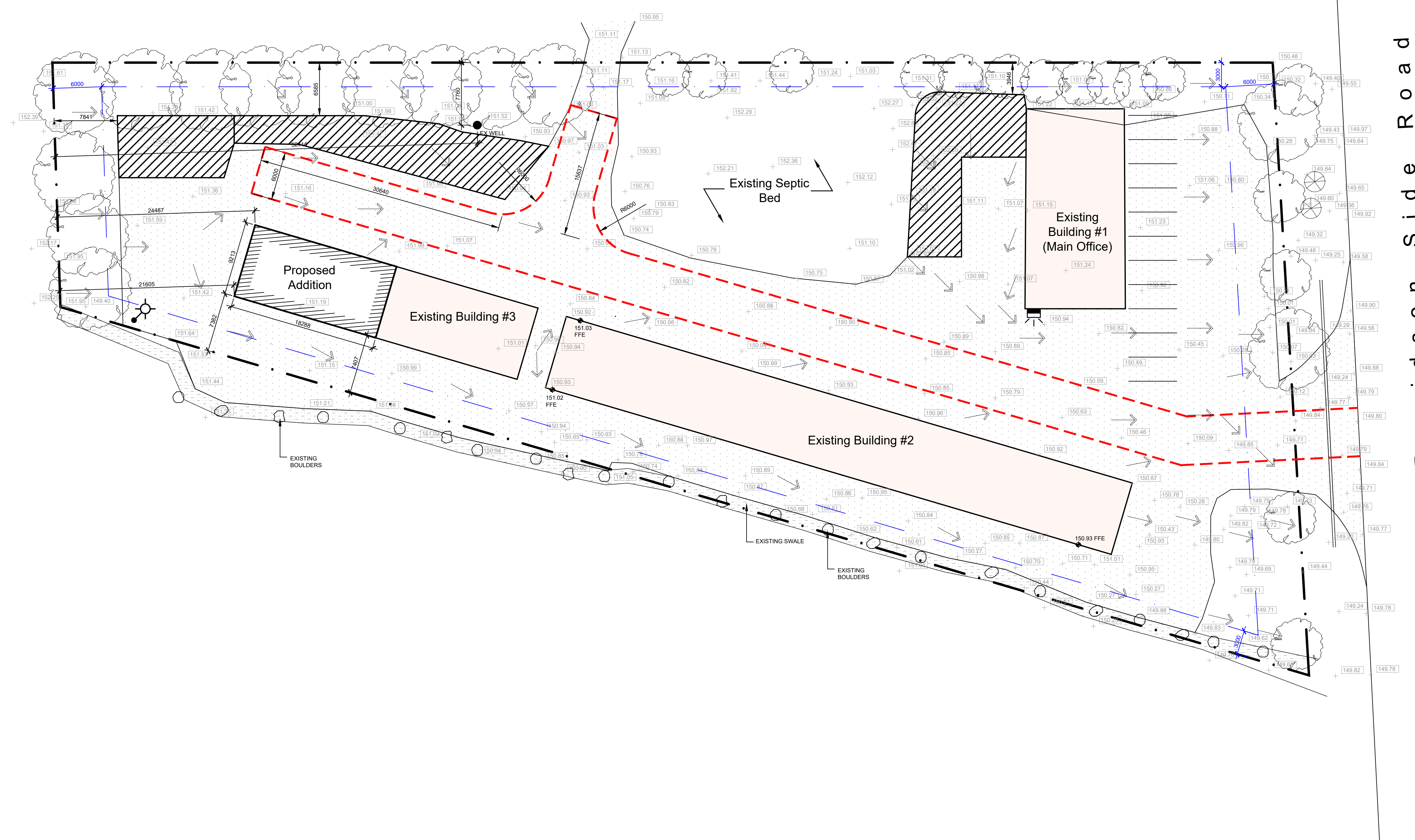
CLAUSE FROM SOUTH FRONTENAC ZONING BY-LAWS	PROVISION	COMPLIANCE: EXISTING	COMPLIANCE: PROPOSED
9.2	PERMITTED USES	THERE IS AN EXISTING BUILDING TO THE SOUTH EAST CORNER OF THE PROPERTY WHICH CONTAINS OFFICES AND SERVICE SHOP. THERE ARE STORAGE UNITS ALONG THE WEST OF THE PROPERTY THAT DO NOT HAVE ANY PLUMBING OR POWER.	ADDITIONAL ONE STOREY STORAGE UNITS OF THE SAME SIZE AND CONSTRUCTION AS THE EXISTING ARE PROPOSED TO THE NORTH.
5.30.1.	PARKING REQUIREMENTS:	THE MAIN OFFICE BUILDING IN THE SOUTH WEST CORNER OF THE PROPERTY WOULD REQUIRE 11 PARKING SPACES BASED ON 1 SPACE PER 28 SQ.M. BUILDING AREA. THERE ARE CURRENTLY 11 SPACES PROVIDED WITH ADDITIONAL SPACE FOR PARKING ON THE GRAVEL AREAS THROUGHOUT THE PROPERTY.	THE PROPOSED STORAGE ADDITION WILL NOT BE OCCUPIED AND WILL ONLY BE OCCASIONALLY USED BY PERSONS WORKING FROM THE MAIN OFFICE BUILDING. LARGE AREAS GRAVEL TO THE EAST OF THE ADDITION WILL ALLOW ADDITIONAL PARKING IF REQUIRED BY THE BUSINESS.
19.3.1	LOT COVERAGE: 40% MAXIMUM (AS REFERRED TO AS BUILDINGS OR STRUCTURES)	10.8%	12.8%
9.3.1	MINIMUM LOT AREA: 8,000 m ²	8,084m ² PROVIDED	NO CHANGE
9.3.1	MINIMUM LOT FRONTAGE: 76m	76.18m	NO CHANGE
9.3.1	MINIMUM FRONT YARD SETBACK DEPTH: 6m	20m	NO CHANGE
9.3.1	MINIMUM INTERIOR SIDE YARD SETBACK DEPTH: 3m	7.407m	7.382m
9.3.1	MINIMUM REAR YARD SETBACK DEPTH: 6m	40.8m	21.6m ²

LEGEND:

- EXISTING GRAVEL PAVEMENT
- EXISTING TO REMAIN
- FIRE ACCESS ROUTE
- PROPERTY LINE
- SETBACK
- EXISTING CULVERT
- DIRECTION OF GRADING
- GRADE ELEVATION
- EXISTING TREE (NOTE: NO TREES WILL BE REMOVED FOR CONSTRUCTION OF PROPOSED ADDITION)
- EXISTING WALL PACK LIGHT FIXTURE
- EXISTING SWALE
- OPEN STORAGE AREA
- EXISTING LIGHT POLE

GENERAL NOTES:

A) INSTALLATION OF ANY NEW LIGHTS USED FOR THE ILLUMINATION OF PARKING SPACES, AISLES AND DRIVEWAYS WILL BE ARRANGED TO DIVERT THE LIGHT AWAY FROM THE ADJACENT LOTS AND STREETS.



Sza Shoalts and Zaback Architects Ltd

Project North
Certificate of Practice Number: 2438
4 Cottergill Street, Suite 206, Kingston, ON K7K 1Z7
Tel: 613 541 0776 Fax: 613 541 0804
www.szarchitects.co
mailto:szar@szar.com

RAYMOND A. ZABACK
ARCHITECTS
LICENSE
3945

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02	Re-issued for Site Plan Nov 24, 2020
01	Approval
00	Re-issued for Site Plan Nov 18, 2020
	Approval
	Issued for Site Plan Nov 03, 2020
	Approval

Project: Storage Unit Addition

Location: 3832 Davidson Side Road
South Frontenac, Ontario
Client: Jody Campbell

Drawing: Site Plan

Drawn by	Date
20073-Site Plan	24 November 2020
Client Project #	Scale
20073	1:300
Revision #	Drawing Number
1	A020

AMENDMENT TO SITE PLAN AGREEMENT

THIS AMENDING AGREEMENT, made in triplicate this ____ day of December, 2020

BETWEEN:

1809505 ONTARIO LIMITED

hereinafter referred to as the "Owner"

OF THE FIRST PART

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

hereinafter referred to as the "Municipality"

OF THE SECOND PART

WHEREAS the Owner is the registered owner in fee simple of those lands and premises located in the Township of South Frontenac more particularly described in Schedule "A" to this Agreement (the "Owner's Lands");

AND WHEREAS the said lands are subject to a Site Plan Control Agreement dated July 7th, 2015, as amended by an Amending Site Plan Control Agreement dated September 16th, 2015, more particularly described in Schedule "B" to this Agreement (the "Original Site Plan Agreement");

AND WHEREAS the owner has applied to the Township to amend the Original Site Plan Control Agreement in accordance with the terms of this Agreement.

AND WHEREAS the Council of The Corporation of the Township of South Frontenac passed Site Plan Control Area By-law No. 2003-25 for the approval of site plans and designating all of the Township of South Frontenac as a Site Plan Control Area pursuant to the *Planning Act*, as amended;

AND WHEREAS the Council of The Corporation of South Frontenac has approved those plans for the development of the Owner's Lands set out in Schedule "C" to this Agreement (the "Site Plan Drawings"), subject to the Owner entering into an amending Site Plan Control Agreement with the Municipality;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements contained herein, the parties agree with each other as follows:

1. The Original Site Plan Control Agreement is hereby amended in accordance with the amendment more particularly described in Schedule "C" to this Agreement.
2. The purpose of the amendment is to permit a 168.4 square metre (1,812.6 square foot) addition to Existing Building #3, and to establish areas for the open storage of goods and materials.
3. All covenants herein shall be construed as being joint and several and that, when the context so requires or permits, the singular number shall be read as if the plural were expressed, and the masculine gender as if the feminine or neutral gender, as the case may be, were expressed.
4. In all other respects, the terms of the Original Site Plan Control Agreement are confirmed and shall be complied with by the respective parties.

- 5. This Agreement and everything contained herein shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.
- 6. The Owner agrees that if any section, clause or provision of this Agreement is for any reason declared by a Court of competent jurisdiction to be invalid the same shall not affect the validity of the Agreement as a whole or any part thereof, other than the section, clause, or provision so declared to be invalid and it is hereby declared to be the intention that all the remaining sections, clauses or provisions of this Agreement shall remain in full force and effect, notwithstanding that one or more provisions thereof shall be declared to be invalid.
- 7. The Owner consents to the registration by the Municipality at the Owner's expense of this Agreement against the title to the Owner's Lands and, in accordance with s. 41(10) of the Planning Act, all of the terms and conditions of this Agreement may be enforced against the Owner and any and all subsequent owners of the Owner's Lands.

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

SIGNED, SEALED AND DELIVERED
In the presence of:

WITNESS

JODY CAMPBELL, Owner
1809505 ONTARIO LIMITED

I have authority to bind the corporation

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

Ron Vandewal - Mayor

Angela Maddocks - Clerk

*We have authority to bind the
Corporation*

SCHEDULE "A"

OWNER'S LANDS

Legal Description: Part 1 on Plan 13R-20386; Part of Lot 19, Concession II, District of Storrington, Township of South Frontenac, County of Frontenac

Municipal Address: 3832 Davidson Road

SCHEDULE “B”

SITE PLAN CONTROL AGREEMENT

The following Site Plan Control Agreement is in force (collectively referred to in this Agreement as “The Original Site Plan Control Agreement”):

1. A Site Plan Control Agreement between 18095005 Ontario Limited and The Corporation of the Township of South Frontenac, dated July 7, 2015, approved through by-law 2015-37, and registered on title on August 31, 2015, as Instrument No. FC205956
2. An Amending Site Plan Control Agreement between 18095005 Ontario Limited and The Corporation of the Township of South Frontenac, dated September 16, 2015, approved through by-law 2015-51, and registered on title on October 21, 2015, as Instrument No. FC208997

SCHEDULE "C"

AMENDMENTS

The Original Site Plan Control Agreement is hereby amended as follows:

1. **SCHEDULE "B" SITE PLAN** Drawing dated September 2015 is hereby repealed and replaced with the following:

Site Plan, Drawing Number A020, Shoalts and Zaback Architects Ltd.,
Revision No. 02, dated November 24, 2020, Scale 1:300

THE ORIGINAL OF ALL PLANS LISTED IN THIS SCHEDULE AND
INCORPORATED BY REFERENCE INTO THIS AGREEMENT ARE ON
FILE IN THE OFFICE OF THE SOUTH FRONTEND DEVELOPMENT
SERVICES DEPARTMENT AND SHALL GOVERN IN THE EVENT OF ANY
DISPUTE.

BELLROCK HALL OCT 15 ,2020 (OUTLINE)

Present: Celine Hayes, Debbie Twiddy, Cynthia Chapman.

Treasurer: Petty cash: \$31.16 Expenses: \$89.97 water test fee plus \$45.20 fee for failed test status. Hall painting \$536.75 —cheque has been issued by the township to Carl St. Pierre for this amount. Paint was supplied to us by Atkinson's Hardware—sold to us at cost. No invoice received yet. UV light for water treatment \$169.49 from Anka Services Ltd. (via Asselstine's) Invoice sent to township for payment. Chequing account balance not available at this time. We bought and put down more mouse poison

Celine has mailed a tax receipt to McNichols for their donation of soil. And also to Carmel and Ciaran Orr for their donation.

OLD BUSINESS:

Water testing: We cannot get a water test done for free . Even though we are non-profit we have to be tested as a commercial enterprise because we run public events.

Tax status: It is to our advantage to leave our tax category as it is at present.

Deck status: Final inspection is completed on the deck (Sep 24, 2020) .

Karen Holmes: Has cancelled her plans to teach here due to insufficient response from students.

Water testing: Water test was done Oct 1, 2020 and it failed. A laboratory services notification was issued transferring the water test chain of custody to Celine Hayes.(Oct 15).

Re-opening hall: Because of the failed water test and the increasing levels of covid restrictions we have closed the hall for bookings and will leave re-testing the water for when we re-open some time in 2021. The health unit has been notified of this.

Bookings: The Nature Conservancy has been notified that we have closed the hall early.

Hall painting: 3 partial cans remaining—Celine will store them for the winter. Cynthia will take the empty left-over cans to the hazardous waste depot.

Insurance for licensed events: Cynthia talked to McDougall insurance and they told her that it would be cheaper to insure each individual event when it happens rather than a whole-year set-up. Cost would be \$200--\$250 for each event. For our fund-raising events only. They need documentation for the license, date/time/number of participants, smart-serve person on hand, snacks served. If a private individual wants to have a license they have to provide their own insurance. They have to provide us with documentation proving they are insured and also their own liquor license.

Insurance for the hall: They cannot provide insurance at any rate lower than what we have.

Community Garden: has been harvested and produce donated to Food Bank. Winter garlic planted in one of the beds.

VON exercise class: Still happening outside the hall until weather forces this class to stop.

NEW BUSINESS:

Generating some donations: Carmel Orr has offered to generate a letter to be sent out to all the local businesses asking for donations and also a spreadsheet to record any donations received. We have to provide names and addresses of any businesses that we could approach about this.

We need to ask Stan if he wants payment for the lawn maintenance for the past summer . Debbie will see if she can contact him to ask about this. Cody Ritchie trimmed the tree that had fallen in the parking area.

UV light: Cynthia will store at room temperature the UV light we just bought until we install it next year.

Closing down the hall: We need to set a date to clean the hall and then shut down the water and the furnace. Must talk to Ray and maybe Howard about getting help draining the water lines. Debbie will contact Ray and Howard to see about a date.

NEXT MEETING: To be combined with the shutdown and cleaning session—date to be determined.

Minutes of Police Services Board
October, 22, 2020

Time: 9:00 AM

Location: Council Chambers/Electronic Participation



Present in Council Chambers: Ron Sleeth, David Herrington, Mike Nolan

Present via Electronic Participation : Frontenac OPP Staff Sergeant Sharron Brown,

Staff: Angela Maddocks, Clerk

1. Call to Order & Roll Call
 - a) Chairman Sleeth called the meeting to order at 8:35 pm noting that Neil Carbone, Chief Administrative Officer was not able to attend this meeting.

The Clerk conducted a roll call of those present as outlined in the attendance above.
2. Declaration of pecuniary interest and the general nature thereof
 - a) There were no declarations reported.
3. Approval of Agenda
 - a) The agenda was adopted as presented.
4. Presentations/Delegations - not applicable
5. Correspondence
 - a) Anti-Racism in Police Forces
 - b) OAPSB Detachment Boards Letter
 - c) Court Security and Prisoner Transportation
 - d) OAPSB Zone 2 Meeting Updates
 - e) Inspector General of Policing Appointed
6. Approval of Minutes
 - a) **June 25, 2020**

Resolution No. 2020-PSB-10/22-01
 Moved by Mike Nolan
 Seconded by David Herrington
 That the minutes of the June 25, 2020 Police Services Board meeting be approved.

Carried
7. Financial - n/a
8. Detachment Commanders Report

Minutes of Police Services Board
October, 22, 2020

a) 2nd Quarter Reports

Staff Sergeant Brown reviewed her reports with the Board.

- 9-1-1 calls and 911 hang-ups and 9-1-1 pocket dials have all decreased significantly and a positive impact with regards to calls for service.
- No fatal collisions in the second quarter.
- SF specific Calls for Service - in the second quarter, violent crimes are down 8 %, property crime has decreased 14 percent when comparing 2019 to 2020.
- Drug crime numbers have increased dramatically, partially due to their street crime officer is fully involved in a number of large investigations in our area and working with others five other detachments.
- clearance rates are down but more are not cause for concern as the way in which this is now done more accurately to reflect resolution
- Criminal record checks are down from 2019 mainly due to them being temporarily centralized as part of the response to COVID-19 and limiting members of the public having access to the detachment. They were completed online but have now reverted back to being completely locally.
- Integrated court offence network report includes highways 401 and 15, numbers are down and are directly pandemic related. 178 Provincial Offense Notices have been issued in South Frontenac.

David Herrington discussed concerns he noticed on a Facebook group regarding speeding on Wilmer Road. He wondered if there was anyone at the local detachment who monitors social media postings. Specific concerns were raised about when children are boarding buses. He acknowledged that some of the comments requested obtaining license plate numbers of the speeders and calling the OPP when this happens.

Staff Sergeant Brown confirmed there is not local resources for this purpose but confirmed the advice about license plates and calling OPP. The local knowledge of community members about abusers of speed limits is helpful.

9. Committee Reports

a) Update on Community Safety & Well Being Plan

David Herrington noted that he had not been able to join the call on October 1 that looked at the multi sector review of priorities. The advisory committee is scheduled to meet again in November/December and look at the review of the feedback given in the responses. In January or February will identify any additions or gaps in the service review. The first draft is intended to be brought forward at the end of March with the final report sometime during the summer of 2021.

10. Other Business (Verbal Reports)

a) Cannabis Bust in South Frontenac - Township Support

Chairman Sleeth reported that six tandem trucks, one backhoe and six man hours resulted in approximately \$5,000.00 of township support to a recent cannabis bust in the Battersea area.

Staff Sergeant Brown extended her appreciation towards South Frontenac Public Services staff who were a great help. She acknowledged the good working relationship the OPP has with the Public Services staff.

Mike Nolan was unaware of the recent cannabis bust but acknowledged the one in Verona. He also questioned if there was a connection between the alleged illegal fishing at Devil Lake Causeway and the illegal cannabis growth

operations.

Staff Sergeant Brown also noted there have been a number of warrants executed on properties in Lennox and Addington that involved the same street crime team. This is certainly a higher lever of criminal organization due to the size and scope of these operations. She acknowledged that there were arrests made in the Battersea bust and that there were no known connections between the illegal fishing and grow ops.

b) KFLA Public Health Memorandum of Understanding with Frontenac OPP, re: Mental Health and Addictions Staff Co-location

Staff Sergeant Brown spoke to what she was aware of on this matter and the program incorporated in March. A crisis manager who is an employee of Addictions and Mental Health works out of the Frontenac Detachment and provides real time assistance to those who have called the detachment with mental health issues. She attends calls, once the location has been deemed safe and assists the person in crisis. She also does outreach work and received numerous calls during the COVID crisis. This is a very positive program.

c) Follow Up on OPP Resources Allocated to Speeding Enforcement/Deterrence

Staff Sergeant Brown provided an overview of how the OPP conduct their traffic safety, speeding being only part of that. Generally a Traffic Management Officer is allocated within a detachment they focus on traffic engagement, radar enforcement, speed enforcement and don't answer calls for service. They are created by reassigning a member of the platoon and involves a long term assignment. In order to meet all operational requirements at the Frontenac Detachment there hasn't been any opportunity to create this position which means traffic engagement is conducted by all members on the platoon and it is up to them to allocate time for traffic enforcement when they are not already engaged in calls for service situations. There is an expectation for them to conduct some type of traffic enforcement. The tracking of the time to do this is difficult as each officer scores the activity differently. In comparison in 2019 there were over 2400 calls for service on Highway 401 and Highway 15 and another 3700 calls for service in the Frontenac Detachment area. She confirmed that in the second quarter, South Frontenac had more time spent on traffic safety and enforcement with 178 provincial offence notices issued whereas Highway 401 and 15 had 167 combined. In the third quarter South Frontenac is well up over 100 provincial offences notices to 65 on 401. This indicates that officers are focusing their efforts in the South Frontenac area. Complaints from the public, traffic data, and officers own experience and knowledge of the area provide the basis for where the focus on traffic enforcement is.

Staff Sergeant Brown noted that an e-ticketing program started in July with 416 charges laid with 156 of those tickets related to collision data - Road 38, Rutledge, Sydenham, Perth Road, Battersea and Wilton Roads. E-ticketing is being utilized by all officers.

d) Provincial Appointee Update

David Herrington confirmed that he has reapplied for the provincial appointee position. He appreciated the assistance provided by Township staff in this process. Unfortunately there is no timeline associated with this. It is hoped that eventually the local municipality will be given the authority to appoint their own "provincial appointee" with that person not being a member of Council.

Minutes of Police Services Board
October, 22, 2020

Chairman Sleeth appreciated the work Mr. Herrington has been done in the Community Safety and Well Being initiative.

e) Joint OPP/Fire Facility Investigation

This item was deferred as it was a verbal report from Neil Carbone.

11. Public Discussion - not applicable

12. Date & Time of Next Meeting: November 26, 2020 @ 7:00 pm

13. In Camera - Personnel Matters

a) The Board moved in-camera to discuss personnel matters.

14. Adjournment

a) The meeting was adjourned at 9:42 a.m.

Ron Sleeth, Chair

Neil Carbone, Secretary

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2020- 70**

**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 1809505 ONTARIO LIMITED**

WHEREAS a Site Plan and Amending Site Plan 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 an Amending Site Plan Agreement between the Corporation of the Township of South Frontenac and 1809505 Ontario Limited, a copy of which is attached hereto forming part of this By-law.
2. THAT the Agreement shall be registered on title of the property described as Part of Lot 19, Concession 2, District of Storrington, Township of South Frontenac, being Part 1 on Plan 13R20386, municipally known as 3832 Davidson Road.
3. THIS BY-LAW shall come into force and effect in accordance with Section 41 of the Planning Act 1990, either upon the date of passage or as otherwise provided by the said Section 41.

Dated at the Township of South Frontenac this 1st day of December, 2020.

Read a first and second time this 1st day of December, 2020.

Read a third time and finally passed this 1st day of December, 2020.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk



INFORMATION REPORT TO COUNCIL FIRE DEPARTMENT



AGENDA DATE: December 1, 2020

SUBJECT: Fire Department Capital Budget

RECOMMENDATION:

This report is for information only.

BACKGROUND:

This report provides further information and responds to questions about the proposed 2021 South Frontenac Fire & Rescue Capital Budget, which were posed by Councillors at the November 24, 2020 Committee of the Whole Meeting.

ANALYSIS/DISCUSSION:

1) Hartington Tanker Replacement

Council Question: How is it determined when an apparatus is replaced (Age, worn paint, etc...)?

Answer: National Fire Protection Association (NFPA) and Fire Underwriters (FUS) codes and standards require replacement of fire department vehicles for rural applications at 20 years. An additional 5 years (25 years) can be accepted if proper maintenance and testing of the vehicle meets the requirements. The vehicle to be replaced is at the end of its 25 year life cycle and is part of the Fire Department Asset Management Plan.

Council Question: Why switch to a 2500gal unit rather than the 1500gal unit currently in place when the size of apparatus is challenging for private lanes?

Staff Answer: Water flow requirements for the Fire Underwriters Water Shuttle Accreditation for Superior Water Shuttle have increased over the past 25 years since the purchase of a smaller 1500gal Tanker Unit. South Frontenac's water shuttle accreditation will be due in 2022 for retesting and certification. This bigger unit will assist in ensuring the requirements are met. This unit also aligns with the other (5) 2500gal Tankers in the southern portion of the Township and will make the compliment more standardized. While it is true that a larger unit may not be able to access private lanes, this holds true for our fleet of pumpers and would be similar with the 1500gal tankers. If access is a challenge, smaller units such as the requested Rapid Response Units (RRU's) would be able to gain access and therefore shuttle equipment and personnel to the incident.

2) Rapid Response Units

Council Concerns raised at the meeting:

- Change in approach and purchase of these vehicles will not save any money.



INFORMATION REPORT TO COUNCIL FIRE DEPARTMENT



- Current compliment of fire department pick-up trucks is already sufficient to meet our needs
- Operational deployment still involves pumpers responding with the Rapid Response Units
- No room in firehalls to accommodate these units and they would need to be parked outside

Staff Clarification:

- The cost savings are shown in the council report dated September 1, 2020 which included detailed information on the annual savings, and showing approx. 2 million dollars in total savings over 25 years. This report has been attached again to this agenda for information.
- SFFR currently has five (5) pick-up truck units used for the following:
 - Three (3) units were converted to RRU's in early 2020 due to pandemic
 - One (1) utility truck for general use, and
 - One (1) heavy one-ton pick-up equipped with a small water tank for wildland firefighting through rough terrain
- When all the RRU's are in place, they will completely replace Pumpers responding to all medical calls. This protocol is already in place with the three (3) RRU's at Stations 3 (Verona), 5 (Sydenham), and 8 (Sunbury). No Pumpers respond from these stations for medical calls. If a station without a RRU is dispatched, a pumper responds instead.
- All firehalls will be able to accommodate space for a RRU. Over the past two (2) weeks, a pick-up truck at Station 6 (Perth Road) has been parked outside due to the acquisition of office furniture that was acquired for free. This allowed for the new style chairs to be brought to council chambers. The pick-up unit at Station 6 has now been placed back inside.

3) Mechanical/Support Truck

Council comments and concerns:

- Unsure of the need and use for this vehicle.
- Is it simply for minor repairs?

Staff Clarification:

The Mechanical/Support vehicle is requested for a number of reasons. Currently, SFFR must complete the following:

- Maintenance and testing of our SCBA's at a cost of approximately \$6000.00 annually.
- SFFR must drain and refill every SCBA bottle (54) bi-annually, which requires transporting them from station to station.



INFORMATION REPORT TO COUNCIL FIRE DEPARTMENT



- Annual bench testing of every SCBA Mask at a cost of approximately \$2000.00 annually.
- Annual Fit Testing of every firefighter on SFFR. Fit Testing Machine is a shared purchase (2019) with Central and North Frontenac.
- Monthly testing of gas bump test of eight (8) MSA Multi Gas Detector Units.
- Various minor repairs to apparatus and vehicles such as light bulb replacement, wiring issues, oil spray undercoating of high corrosive parts, etc.

All of these functions require transporting equipment from all areas of the township and have significant staff costs associated with the staff hours associated with these functions.

The Mechanical/Support Truck would be equipped with the following and will be able to travel from station to station:

- An SCBA Bench tester which will allow staff to test and inspect our own SCBA equipment and masks to meet annual requirements. North and Central Frontenac have expressed interest in having SFFR test their SCBA's for a fee, recouping costs for SFFR.
- A permanent location for the Fit Tester.
- A permanent location for the MSA Gas Bump Tester.
- A small compliment of tools to assess and make minor repairs to apparatus and vehicles, potentially for minor breakdowns at emergency incidents (i.e. Battery Booster and Charger, fuses, bulbs for emergency lights, oil and lube)
- Unit will also be equipped with a medium grade winch to pull a vehicle if required.
- Unit will also be equipped with Fire Investigation tools and kit for evidence preservation. Camera, small shovel, brooms, sifting tools, evidence markers and sealed jars, labels, and lighting equipment.

4) Recruitment of 20 Volunteer Firefighters

Council questions:

- How many of the 25, 2019 recruits remain on SFFR?
- If we lose approx. 10 VFF's per year, is there a bigger systemic problem?
- When VFF's leave the fire department, is their gear and equipment returned to the department?

Staff Clarification:

- Of the 25 recruited in 2019, 23 remain active on SFFR. One (1) resigned to take a full time job as an air ambulance paramedic in Toronto and another one (1) completed the training in the recruit program and stopped showing up and handed in his gear and pager.



INFORMATION REPORT TO COUNCIL FIRE DEPARTMENT



- Canadian average length of service for a volunteer firefighter is 4 years. Resignations for personal reason, retirements, and change in living location, result in an average of losing ten (10) VFF's per year.
- SFFR current compliment of VFF's is 98. In a previous report to council in 2019, a Fire Underwriters Survey (FUS) assessment of SFFR, suggested that the Township of South Frontenac should have a compliment of 200 VFF's for 8 stations (25 at each). These numbers are part of a valued assessment that determines resident's insurance ratings.

5) 36 Handheld Radios

Council comments and concerns:

- That SFFR has been purchasing up to 30 radios per year and we are not retrieving them when personnel leave the department

Staff Clarification:

- Since May 1st 2018 a total of five (5) handheld radios have been purchased.
- In 2020, Radio Repeaters were installed in each of the eight (8) Pumpers in the fleet. These repeaters have significantly improved a radio system that had limited functionality by increasing on scene communications in "dead zones" of the township.
- The current radio system and platform is 60 year old technology using UHF and VHF radio frequencies. Switching to a newer digital system for Frontenac County would cost an estimated 7-9 million dollars.
- In almost every larger fire emergency and incident, there is a significant lack of radios for SFFR firefighters. This creates a lack of ability to communicate in dangerous environments and circumstances.
- If 36 radios are approved, each station would be assigned only 4-5 additional radios for their respective pumpers, tankers, squads, and RRU's.

6) Dryer / Extractor – Hartington Station 4

Council comments and questions:

- Is there a need for an additional unit?
- Hartington Station 4 already has a washer and dryer.
- Has an additional spray after washing bunker gear been considered and will it impact the FD operating budget?

Staff Clarification:

- There is only one Dryer / Extractor in the township at Station 6 (Perth Road)
- Hartington Station 4 does not have a washer/dryer. Station 3 and 5 in Verona and Sydenham respectively, do have residential washer and dryer sets. These washer and dryers cannot wash Bunker Gear. These types of units destroy the material of the bunker gear and reduce the fire and heat resistant qualities of the gear.
- The purpose of a specialized Dryer / Extractor Unit is to wash soiled Bunker Gear specifically and has the ability to remove carcinogens associated with firefighting.



INFORMATION REPORT TO COUNCIL FIRE DEPARTMENT



- NFPA 1851 states that Bunker Gear must be washed with an extractor unit at least twice per year and after every exposure to gases associated with structure fires.
- Currently, all Bunker Gear is sent away annually to be cleaned, vapour barrier tested, and repaired if necessary. Approx. annual cost \$7500.00
- This unit will allow for the second required cleaning process for firefighters on the eastern areas of the township without having to travel to Perth Road.
- Every structure fire requires bunker gear cleaning after use. Each set requires approx. 3 hours to go through the cleaning process of extraction and “soft “drying process.

7) Wildland Firefighting Suits x100

Council comments and questions:

- What is the expiry or lifespan of the suits?
- Why 100 suits? Unlikely 100 firefighters are on scene at a wildland fire.

Staff Clarification:

- The Nomex Suits appropriate for wildland firefighting do not expire and are useful as long as no major damage has occurred to them
- These suits only require regular cleaning (normal residential washer/dryer) and repairs when needed.
- Wildland fires have a tendency to damage protective gear with small burn holes. The Bunker Gear that is currently used in such circumstances has a replacement cost of \$2200.00 per suit, whereas the cost of Nomex suits is \$380.00 each.
- Heat exhaustion using Bunker Gear is a major health and safety concern while attending a wildland fire. Nomex wildland suits will greatly reduce the effects of heat exhaustion.
- Wildland and forest fires occur in all areas of the township and all stations and personnel have the potential to respond to these types of incidents.
- These suits are Personal Protective Equipment and therefore sized to individuals for individual use.
- Reducing the overall number of suits would mean the continued use of bunker gear for those without Nomex suits.

8) Wildland Blowers x8

Council comments:

- Unsure of what these units are for and how they are used.

Staff Clarification:

- Easily deployed. Fast.
- No limits to length compared to hoselines
- Extremely efficient and functional if used properly from the unburned side of the fire.
- Wildland fires often result in damaged and burnt hoselines rendering them useless and expensive to replace. These units are expected to reduce the exposure of hoselines to fire damage and therefore reduce replacement costs of damaged equipment.



INFORMATION REPORT TO COUNCIL FIRE DEPARTMENT



9) Accountability Boards x2

Council comments and concerns:

- *What we have currently is working fine and we do not need additional equipment*
- *Cost seems too high*

Staff Clarification:

- In 2018, \$18,000.00 was budgeted to purchase eight (8) of these units. At the time, staff did not agree with this purchase or the need for 8 units. Instead, customized accountability boards were manufactured by firefighters and placed on each pumper at a cost of \$800.00. These boards handle 95% of all calls attended by SFFR crews.
- Larger and more complex incidents that require the need for the Fire Chief or Deputy Chief to respond, require a more sophisticated Accountability System and Board to ensure firefighter safety and coordination of many personnel on scene.
- Each Board and system is approx. valued at \$2500.00 per unit

CONCLUSION:

Staff is present and willing to answer any additional questions and clarify any information related to the items outlined in the 2021 Fire Department Capital Budget submission for consideration.

FINANCIAL/STAFFING IMPLICATIONS:

As outlined in the Capital Budget Spreadsheet and detail sheets

ATTACHMENTS:

- 2021 Capital Budget Detail Sheets

Submitted by:

Darcy W. Knott
Director of Fire and Emergency Services
Fire Chief / CEMC

Approved by:

Neil Carbone
Chief Administrative Officer

2021 South Frontenac Capital Budget - Draft

	Project Number	PROJECT YEAR(S)	TOTAL PROJECT	2021 BUDGET	PROPOSED FINANCING			
					TAX LEVY	RESERVES	OTHER	
Fire								
New Projects								
8	Tanker - Station 4	21-02	2021	425,000	425,000	-	425,000	- Fire Equipment Reserve
9	Rapid Response Unit x 5 -2021(2) & 2022(3)	21-03	2021	375,000	150,000	-	150,000	- Fire Equipment Reserve
10	Mechanical/Support Vehicle	21-04	2021	80,000	80,000	-	80,000	- Fire Equipment Reserve
11	Volunteer Recruitment (20)	21-05	2021	114,500	114,500	-	114,500	- Working Funds
12	Handheld Radios (36)	21-06	2021	21,600	21,600	-	21,600	- Working Funds
13	Extractor/Dryer - Station 4 Hartington	21-07	2021	55,000	55,000	-	55,000	- Infrastructure
14	Bunker Gear Replacement (10)	21-08	2021	25,000	25,000	-	25,000	- Fire Equipment Reserve
15	Hoses and Appliances	21-09	2021	18,000	18,000	-	18,000	- Fire Equipment Reserve
16	Wildland Firefighting Suits (100)	21-10	2021	38,000	38,000	38,000	-	-
17	Blowers (8)	21-11	2021	11,200	11,200	11,200	-	-
18	Holley Tubes (8)	21-12	2021	6,800	6,800	6,800	-	-
19	Accountability Equipment (2)	21-13	2021	5,000	5,000	5,000	-	-
20	Ice Water Rescue Suits (6)	21-14	2021	5,700	5,700	5,700	-	-
Sub-total				1,180,800	955,800	66,700	889,100	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Station 4 Tanker**

Type of Project: **Fleet**

Project Number: **21-02**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: 2500 gal tanker with pump;
Will result in sale of existing 1500 gal tanker through GovDeals
(Revenue allocated back into Fire Fleet reserve)

Rationale: Scheduled replacement as part of fleet asset mgmt plan;
Typical one year delivery after commitment to purchase;
Will assist with upcoming 2022 Water Shuttle Accreditation.
Improved capacity - 2500 gal vs current 1500 gal.

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$425,000

Prior Expensed to Date: \$0

Total Project Cost: \$425,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	425,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	425,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Rapid Response Unit (3/4 Ton Pickups) x 5** Type of Project: **Fleet**

Project Number: **21-03** Basis for Activity: **Service Level Change**

Department: **SFFR** Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: 5 x 3/4 pickup trucks outfitted with enclosed rear cap with rollout tray; Acquisition over two (2) years; Allows for equipment/PPE/clothing isolation; Disposal of 3 x squads over 2 years (est. proceeds of \$75,000 back to Fire Equipment Reserve) Rationale: Newly supported asset management plan (Council Sept 2020); conversion of squads to rapid response units for improved access, efficiency and reduced replacement cost; Improved medical call response; Supports MOL 'clean cab' directive.

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	2021		
Explanation:	Reduced maintenance cost for pumpers (fewer responses); reduced maintenance on pickups over squads; fuel savings		

Current (2021) Year Cost: \$150,000
Prior Expensed to Date: \$0
Total Project Cost: \$375,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	150,000	225,000	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	150,000	225,000	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Mechanical/Support Vehicle**

Type of Project: **Fleet**

Project Number: **21-04**

Basis for Activity: **Service Level Change**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: To be located at Station 6;
Transit-style van unit; internal stand-up work bench provides on-site testing of equipment

Rationale: Newly supported asset management plan (Council Sept 2020); conversion of squads to RR Units and new Mechanical/Support vehicle; consolidates certain squad uses; eliminates transportation and staff costs

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	2021	\$1,500	

Explanation: New vehicle creates added maintenance costs

Current (2021) Year Cost: **\$80,000**

Prior Expensed to Date: **\$0**

Total Project Cost: **\$80,000**

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	80,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	80,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Volunteer Firefighter Recruitment x 20**

Type of Project: **Other Capital**

Project Number: **21-05**

Basis for Activity: **Other**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: Covers all recruitment costs including: Bunker Gear / Helmets / Gloves / Balaclava / Pager / Boots / Uniform / SCBA Mask / OFMEM Certification, testing, training; Training program delivered in-house; increased cost from initial Long Range Plan estimate of \$85,000 (equipment cost inflation)

Rationale: Anticipated in Long Range Financial Plan; Fire Underwriters recommend SFFR VFF complement 25 VFFs per station (~200); Current force of ~108; bi-annual recruitment campaign intended to bolster ranks and replace retirees/resignations

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	2022	\$46,000	

Explanation: Average annual VFF pay of \$4,600 x net complement increase of 10 VFFs in 2022 onwards

Current (2021) Year Cost: \$114,500

Prior Expensed to Date: \$0

Total Project Cost: \$114,500

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Training	-	14,000	-	-	-	-
Equipment	-	100,500	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Working Funds Reserve	-	114,500	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Handheld Radios x 36**

Type of Project: **Equipment**

Project Number: **21-06**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: \$600/unit; Will work along with new in-vehicle repeaters for improved communications

Rationale: All 8 Stations have insufficient # of functioning radios; Essential to on-scene communications and health & safety of SFFR personnel; Allows for continued use of current analogue technology w/o need for digital upgrade at high cost

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$21,600
 Prior Expensed to Date: \$0
 Total Project Cost: \$21,600

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	21,600	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Taxation	-	21,600	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Extractor/Dryer - Station 4 Hartington**

Type of Project: **Equipment**

Project Number: **21-07**

Basis for Activity: **Other**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: Provides cleaning/drying of VFF bunker gear; removes harmful exposures; Includes cost of units and installation

Rationale: Only current unit is at Station 6 / MOL is focusing on Firefighter Cancer Prevention; Allows SFFR to meet 2nd extraction cleaning standard set by NFPA; Improved geographic coverage for cleaning; H&S of SFFR Personnel

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$55,000

Prior Expensed to Date: \$0

Total Project Cost: \$55,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	55,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Infrastructure Reserve	-	55,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Bunker Gear Replacement x 10 suits**

Type of Project: **Equipment**

Project Number: **21-08**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: 10 replacement suits for VFFs

Rationale: Part of annual replacement schedule / 10 year lifespan as per NFPA 1851

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$25,000
 Prior Expensed to Date: \$0
 Total Project Cost: \$25,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	25,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	25,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Hoses and Appliances**

Type of Project: **Equipment**

Project Number: **21-09**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: Hose replacements of various types (400'/pumper of 1.5")(800' of 2.5")(adapters/nozzles, couplings, etc.)

Rationale: Annual and ongoing replacement cycle

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$18,000
 Prior Expensed to Date: \$0
 Total Project Cost: \$18,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	18,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	18,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Wildland Firefighting Suits x 100**

Type of Project: **Equipment**

Project Number: **21-10**

Basis for Activity: **Service Level Change**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: Wildland suits consist of fire-rated nomex coveralls; \$380/suit

Rationale: Reduce wear and cleaning requirements on Bunker Gear at wildland incidents; Reduce heat exhaustion of firefighters; H&S of SFFR personnel

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$38,000
 Prior Expensed to Date: \$0
 Total Project Cost: \$38,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	38,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Taxation	-	38,000	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Blowers x 8**

Type of Project: **Equipment**

Project Number: **21-11**

Basis for Activity: **Service Level Change**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: \$1,400/unit
one unit per station

Rationale: Quick and easy technique for wildland fires / reduces the need for additional hose deployment

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$11,200
 Prior Expensed to Date: \$0
 Total Project Cost: \$11,200

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	11,200	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Taxation	-	11,200	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Holley Tubes x 8**

Type of Project: **Equipment**

Project Number: **21-12**

Basis for Activity: **Service Level Change**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: 6.5' long 8" diametre tube with 1.5" inlet to transfer water between portatanks (at water shuttle sites); \$850/unit

Rationale: Maximizes use of tankers during incidents; Improves efficiency and setup time for Water Shuttle Accreditation

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$6,800
 Prior Expensed to Date: \$0
 Total Project Cost: \$6,800

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	6,800	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Taxation	-	6,800	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Accountability Equipment x 2 Units**

Type of Project: **Equipment**

Project Number: **21-13**

Basis for Activity: **Service Level Change**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: Accountability board system operated by accountability officer (reporting to Incident commander on-site); \$2,500/unit; allows for tracking of all responding personnel on-site

Rationale: Improve on scene accountability of firefighting personnel; health & safety measure; reduces liability exposure

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$5,000
 Prior Expensed to Date: \$0
 Total Project Cost: \$5,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	5,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Taxation	-	5,000	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

SOUTH FRONTENAC Capital Project Detail Sheet



Project Information

Project Name: **Ice Water Rescue Suits x 6**

Type of Project: **Equipment**

Project Number: **21-14**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: \$950/suit; insulated wet suits for ice water rescues; worn by responding VFFs; not assigned to individual VFFs

Rationale: Continual need for replacement of suits that leak and are past expiry date. Cheaper to purchase new than to repair.

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$5,700
 Prior Expensed to Date: \$0
 Total Project Cost: \$5,700

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	5,700	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Taxation	-	5,700	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-



INFORMATION REPORT TO COUNCIL FIRE DEPARTMENT



AGENDA DATE: September 1, 2020
SUBJECT: Fleet Capital Asset Management Plan

RECOMMENDATION:

This report is for information.

BACKGROUND:

On August 11, 2020, the Fire Chief presented an updated Fleet Management Plan concept to Council which involved a reduction in the number of large apparatus and replaced those with five (5) additional *Rapid Response Units* and one (1) Mechanical/Support Unit. This plan included the surplus and sale of three (3) existing Squad Units.

The plan highlighted the operational benefits of the purposed changes (access, efficiency and operational and maintenance cost savings) and suggested the plan would create significant financial savings over the 25 year fleet and equipment asset management plan due to significantly reduced replacement costs.

Council passed the following motion but requested additional information regarding the specific financial implications of the revised plan prior to approving changes during the upcoming budget processes.

*Resolution No. 2020-19-14
 Moved by Councillor Leonard
 Seconded by Councillor Ruttan*

That Council support the recommended changes to the SFFR Equipment Capital Plan as presented.

Carried

ANALYSIS/DISCUSSION:

The attachments to this report provide an overview of the SFFR Fleet Management Plan, how the Fleet Reserve functions, and highlights the financial implications of the proposed changes. Chief Knott will review the Summary slide presentation with Council during the meeting.

While Council supported the principle of the proposed changes on August 11, it will require approval during upcoming budget processes.

STRATEGIC PLAN ALIGNMENT:

The updated fleet and equipment asset management plan is a specific action item in Council’s 2019-2022 Strategic Plan:

		TASK NAME	PRIORITY
A	10c	Update SFFR asset management plan; medical call considerations	Increased



INFORMATION REPORT TO COUNCIL FIRE DEPARTMENT



It also aligns with the following strategic priorities, mission statement and values:

Strategic Priority #1 “Position South Frontenac as a Regional Leader”

Strategic Priority #3 “Ensure the organizational capacity to deliver cost-effective services in a changing world”

Mission Statement “Managing our operations and assets in a financially sustainable manner”

Our Values

- Financial Sustainability
- Progressive & Flexible
- Environmental Sustainability

FINANCIAL/STAFFING IMPLICATIONS:

Changes to the SFFR Fleet management plan will result in average annual savings of approximately \$70,000 per year and \$2 million in total over the 25 year life of the plan.

These changes remain subject to approval as part of the 2021 Capital Budget process and are anticipated to be phased in over 2021 and 2022.

ATTACHMENTS:

- SFFR Fleet Management Plan Summary Slides

Submitted by:

Darcy W. Knott
Director of Fire and Emergency Services
Fire Chief / CEMC

Approved by:

Neil Carbone
Chief Administrative Officer



South Frontenac Fire & Rescue

Updated Fleet Management Plan

Updated Fleet Plan – Summary

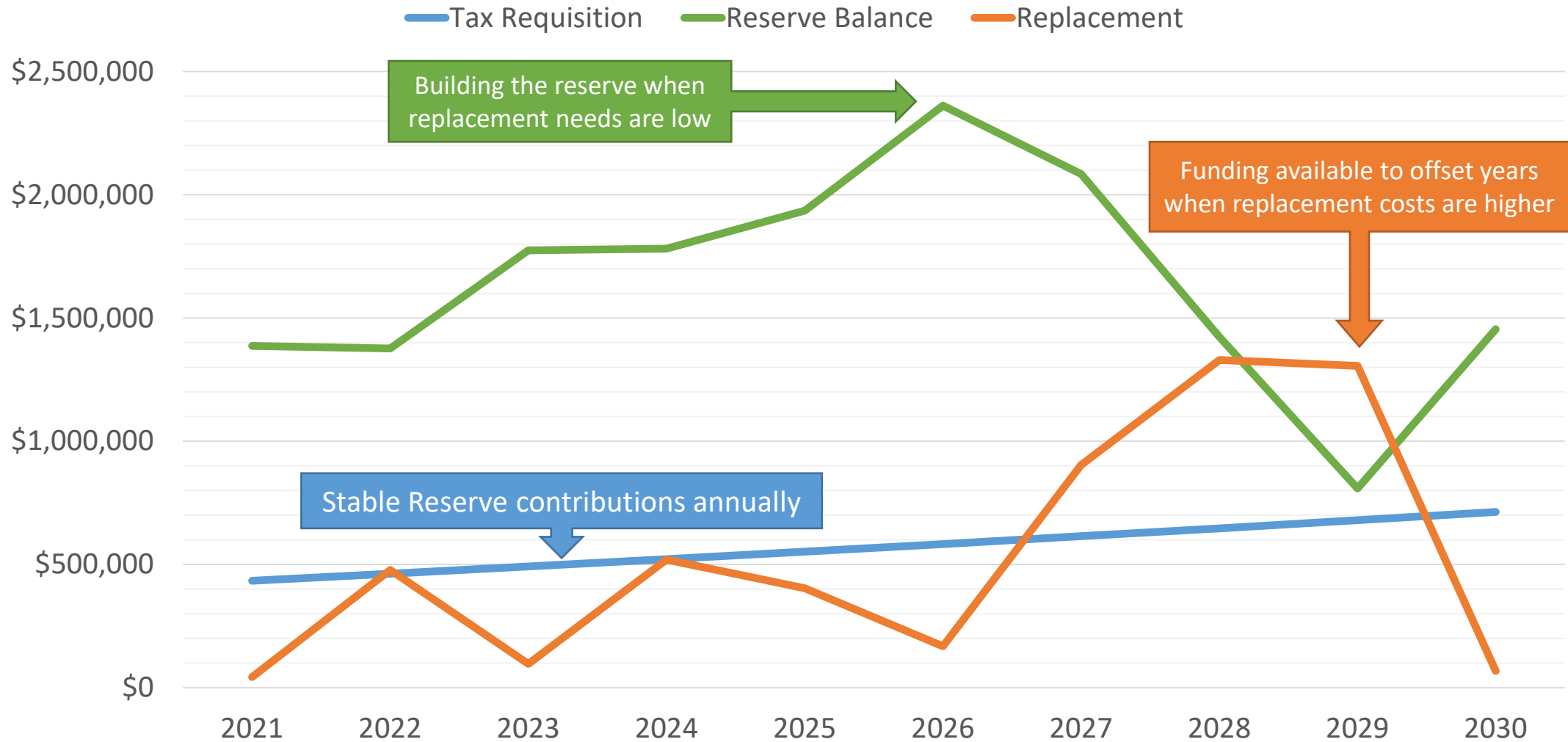
- *Squad* apparatus get little use and have high replacement costs which impacts the annual transfer to reserves
- Replacing *Squads* with *Rapid Response Units* (specialized pickup trucks) and a Mechanical Truck which are smaller, more efficient and have much lower replacement costs
- The smaller vehicles improve access (especially for medical call responses) and reduce operating costs per incident response
- Significantly lower replacement cost saves an average of \$70,000/year and \$2 million over the 25 year plan

SFFR Fleet Reserve

The Principle of the reserve and annual transfers is to:

- Stabilize the budget impacts annually
 - Ensure funding is available when replacements are required
 - Provide a financial cushion for when multiple apparatus must be replaced
 - Ensure apparatus remain accredited
 - Account for apparatus cost increases and other changes well in advance
- * Township transfer increases by 2% for inflation + \$15,000 annually

SFFR Fleet Management Financial Plan



Current Plan vs. Proposed Plan

Over the next two years (2021/2022):

- Three (3) Squad Units sold (Sale proceeds of \$75,000)
- Five (5) Rapid Response Units acquired (\$75,000/ea)
 - Located at Stations 1, 2, 4, 6, & 7
 - Stations 3, 5, & 8 have existing rapid response vehicles
- One (1) Mechanical Unit acquired (\$80,000)
 - Located at Station 6
 - SCBA Pos-i-Check, Fit Tester, MSA Gas Detector Calibration, Small Repairs, Winch

Current Plan vs. Proposed Plan

Despite up front costs, the reduced replacement costs result in a lower transfer to reserves beginning in 2021 and moving forward:

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Current Plan										
Annual Tax Requisition	\$433,610	\$462,282	\$491,528	\$521,358	\$551,786	\$582,821	\$614,478	\$646,767	\$679,703	\$713,297
Reserve Balance	\$1,386,265	\$1,376,287	\$1,774,179	\$1,781,202	\$1,935,194	\$2,361,787	\$2,084,344	\$1,422,582	\$808,359	\$1,454,133
Proposed Plan										
Annual Tax Requisition	\$428,610	\$452,182	\$476,226	\$500,750	\$525,765	\$551,281	\$577,306	\$603,852	\$630,929	\$658,548
Reserve Balance	\$810,515	\$994,337	\$1,425,826	\$1,430,461	\$1,904,811	\$2,299,865	\$1,985,250	\$907,250	\$985,156	\$1,576,182
Annual Savings (Real)	\$5,000	\$10,100	\$15,302	\$20,608	\$26,020	\$31,541	\$37,171	\$42,915	\$48,773	\$54,749

Vehicle Complement: Reduced Replacement Cost

- Proposed plan reduces the total fleet replacement cost by **\$545,000**

	#	Current Replacement Cost	#	New Replacement Cost
3/4 ton	3	\$150,000	1	\$50,000
Jeep SUV- Chief	1	\$75,000	1	\$75,000
Jeep SUV-Dep. Chief	1	\$55,000	1	\$55,000
Pumper	8	\$5,200,000	8	\$5,200,000
Rapid Response Unit	2	\$150,000	8	\$600,000
Squad	6	\$1,950,000	3	\$975,000
Tanker	8	\$3,400,000	8	\$3,400,000
SCBA		\$705,000		\$705,000
Mechanical Truck	0	\$0	1	\$80,000
Mobile Air Trailer	1	\$150,000	1	\$150,000
Trailer - Fire Prevention	1	\$5,000	1	\$5,000
Bunker Gear		\$250,000		\$250,000
Fire Boat		\$25,000		\$25,000
Trailer	1	\$10,000	1	\$10,000
Hose/Appliances		\$500,000		\$500,000
Lighting unit	1	\$15,000	1	\$15,000
Mobile Pump	1	\$15,000	1	\$15,000
Total		\$12,655,000		\$12,110,000



Questions?

The Austrian Ambassador



His Worship Ron Vandewal
Mayor of South Frontenac
Township of South Frontenac
4432 George Street
P.O. Box 100
Sydenham, ON K0H 2T0

Ottawa, November 19th, 2020

Dear Mayor Vandewal,

I wish to send my warmest greetings to the Township of South Frontenac. I have learned that final approval was given to build a "multi-purpose sport and recreation facility". This will promote the further growth of a sport that is near to my heart, precisely ice stock, which is sometimes also referred to as Alpine curling. A facility designed for the proper playing of this sport will attract many interesting opportunities. In the future, perhaps I will bring a team from my village in Austria to challenge the *South Frontenac Stocksport Club*.

It must be mentioned that the efforts of the *South Frontenac Stocksport Club* have earned my respect. Their enthusiasm to grow and share this sport with fellow Canadians is remarkable. On two occasions they supported the Austrian Embassy at the Winter Celebration at Rideau Hall in Ottawa, where hundreds of Canadians had an opportunity to slide a "stock" on the outdoor ice rink. This group was welcomed to my residence after the event. Here I learned of the successes and experiences of the many members of the club who have represented Canada on the world stage and in other international events. I was both intrigued and fascinated seeing this Alpine sport experiencing such great success in a small town in Canada. In fact, South Frontenac is the stock sport capital of Canada!

Although I will soon end my tenure as the Austrian Ambassador to Canada, I look forward to checking in on the progress of the *South Frontenac Stocksport Club*; especially with the *2021 America Cup of Ice Stock Sport* in the future. I hope that the planning of this event is not impeded by the restrictions of COVID-19, however with the multi-purpose facility I am confident that many opportunities for international exposure and events shall occur.

I wish you and your community health and wellness during these times and beyond.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Stefan Pehringer', written over a white background.

(Dr. Stefan Pehringer)

Austrian Embassy Ottawa

445 Wilbrod Street, Ottawa, ON, K1N 6M7, Tel: +1 613 789 1444, ottawa-ob@bmeia.gv.at, www.austro.org

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2020-71**

**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 December 1, 2020 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 1 day of December, 2020.

Read a first and second time this 1 day of December, 2020.

Read a third time and finally passed this 1 day of December, 2020.

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

Ron Vandewal, Mayor

Angela Maddocks, Clerk