TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA

Online via Teleconference and Broadcast live to the South Frontenac's Facebook Page
https://www.facebook.com/SouthFrontenacTwp

TIME: 7:00 PM,
DATE: Tuesday, June 16, 2020
PLACE: Electronic Participation.

1. *Call to Order*

a) Roll Call and Resolution

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

3. *Approval of Agenda*

a) Resolution

4. *Scheduled Closed Session - not applicable*

5. ****Recess**** - not applicable*

6. *Delegations - not applicable*

7. *Public Meeting*

a) **Public Meeting Statement & Resolution** 3

b) **Zoning By-law Amendment - Z-20-03, Con 4, Part Lot 18 - 3898 Greenfield Rd (Bruce & Denise Wright)** 4 - 98

c) **Resolution - Close Public Meeting**

8. *Approval of Minutes*

a) **June 2, 2020 Council Meeting** 99 - 102

9. *Business Arising from the Minutes*

a) **Assumption of Responsibilities under Part 8 of the Ontario Building Code** 103 - 114

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12.	*By-laws - not applicable*	
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17.	*Question of Clarity (from the public on outcome of agenda items)*	
a)	**COVID-19 Questions from the Community**	151 - 152
18.	*Closed Session (if requested)*	
19.	*Confirmatory By-law*	
a)	**By-law 2020-31**	153
20.	*Adjournment*	
a)	**Resolution**	

The purpose of this public meeting is to hear comments on a Zoning By-Law Amendment application.

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 Board, there are reasonable grounds to do so.

If you wish to be notified of the decision of Council in respect to any of the applications, you must submit a written request to the Clerk or sign the attendance list provided at today's meeting. 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.

REPORT TO COUNCIL

Development Services - Planning

Public Meeting Report – Zoning Bylaw Amendment

Report Date:	June 10, 2020
Application No:	Z-20-03
Owner:	Bruce and Denise Wright
Location of Property:	3898 Greenfield Road, Part Lot 18, Concession 4 being Part 1 on Plan 13R19169, District of Storrington, Township of South Frontenac
Purpose of Application:	Rezone from Rural Waterfront – Site Specific Zone (RW-27) to Rural Waterfront - Site Specific Zone (RW-45)
Date of Public Meeting:	June 16, 2020 (Virtual Public Meeting)

Recommendation

It is recommended that South Frontenac Council defer making a decision on application Z-20-03 to consider agency and public comments.

Planning staff will bring forward a report at the July 14, 2020 Council meeting providing a further recommendation and bringing forward a by-law for Council's consideration.

Proposal

The property at 3898 Greenfield Road is currently zoned Waterfront Residential Zone – Special Provisions (RW-27). The RW-27 zoning was put in place when this 2.58 hectare (6.37 acre) lot was created by consent in 2008. The RW-27 zoning established a setback of 45m for the dwelling and a setback of 300m for the septic from the highwater mark or floodline of Loughborough Lake.

The current owners purchased the lot in 2019 with the intent to build a dwelling and an accessory storage building (identified as a dome on the attached sketch). On detailed investigation, it has been determined that a septic system is not able to be located within the boundaries of the lot at a setback of 300m from the highwater mark/flood line of Loughborough Lake.

The owners have applied to the Township to change the zoning on the property from Waterfront Residential Zone – Special Provisions (RW-27) to Waterfront Residential Zone – Special Provisions (RW-45). The RW-45 zone would maintain a 45m setback for the dwelling, but proposes to permit the septic system to be located at 75m from the highwater mark/flood line of Loughborough Lake.

The RW-45 zone also proposes to permit the construction of a 249 square metre (3,164 square foot) accessory storage building (dome) in the front yard (between the proposed house and Greenfield Road) at a setback of 150 metres from Greenfield Road with a maximum height of 6.7m (22 feet).

Background

<u>COVID 19</u>

The Wright's submitted a zoning by-law amendment application on February 19, 2020 and submitted a supporting Terrain Analysis Report for 3898 Greenfield Road prepared by Groundwork Engineering Limited dated January 10, 2020. The Wright's provided a revised copy of the Terrain Analysis Report dated February 25, 2020. The application

and supporting Terrain Analysis Report was circulated to relevant commenting agencies.

The application was originally scheduled to have a public meeting date of April 7, 2020, but was delayed due to the COVID 19 Provincial and Local Emergency. The Township has now put in place the ability to schedule a Virtual Public meeting and has scheduled the public meeting for June 16, 2020.

Site Conditions

The subject property is located along the southern shoreline of the west basin of Loughborough Lake along Greenfield Road. The topography of the site rises quickly from the shoreline, then rises more gently in a southerly direction towards Greenfield road. The northern portion of the lot is fairly heavily treed, with the more southerly portion being a grassed field. There is a ridge that runs east-west through the lot, with approximately one-third of the lot being north of the ridge and approximately two-thirds of the lot area being south of the ridge.

The building envelope for the house is situated at approximately 45m from the highwater mark of the lake, north of the ridge. The applicants have been clearing trees to create a building envelope for the house. An accessory structure (dome) is proposed to be situated along the ridge in a clearing amongst the trees.

The west basin of Loughborough Lake is identified by the Ontario Ministry of Natural Resources and Forestry as a cold water lake trout lake; managed for lake trout and is currently classified by the Ministry of Environment, Conservation and Parks (MECP) as “at capacity” for development.

MECP indicated that while this designation does not preclude lot creation under certain circumstances and responsible development on existing lots of record, it should be done in a way that minimizes impact to sensitive surface water features such as maintaining a setback that is back as far as reasonably possible from the lake and managing other site development issues such as lot coverage, minimizing surface runoff and hardening the landscape.

Loughborough Lake is highly sensitive to phosphorus inputs from sewage systems because phosphorus is a key control on the ecosystem that supports the Lake Trout population. Highly sensitive lakes are considered to be “at-capacity” in terms of development and the creation of new single lots with lakeshore frontage are discouraged unless it can be demonstrated that the development will not cause negative impacts on the Lake.

Creation of the Subject Lot in 2008

Under certain circumstances, new single lots with lakeshore frontage can be developed if the conventional septic system is to be located greater than 300m from the highwater mark of a highly sensitive lake trout lake.

The consent application that created the subject property was approved in 2008. It was granted on the basis that a conventional septic system would be located greater than 300m from the lake, in the southeastern portion of the lot, near Greenfield Road.

The subject property was one of three lots that were created in 2008 from the original rural waterfront parcel. The creation of the three lots was supported by a report entitled “Environmental Impact Assessment, An Evaluation of a Parcel of Land on Part of Lot 18, Concession 4, Township of South Frontenac, Storrington District, Loughborough

Lake (West Basin) for Three Consent Applications" (EIA) completed by Ontario Lake Assessments (OLA) and dated July 2007.

Section 6.1.1 of the July 2007 EIA stated:

> *The envelope for the proposed septic bed is 300 metres (984') perpendicular straight-line distance from the shoreline of the lake and is near Greenfield Road; distances were recorded with a handheld GPS.*
>
> *It will be necessary to pump effluent from the proposed building envelope site over the elevation to the septic bed site near Greenfield Road in order to achieve the required 300m setback*.

In 2008, the three lots that were created by severance were rezoned to RW-27, to establish a minimum setback from the highwater mark for the dwelling (45m) and the septic system (300m). A development agreement was registered on the property at the time the lots were created. The development agreement notes that the development on the lands will be according to the best practices as set out in the Environmental Assessment of Ontario Lake Assessments dated July 2007. It also establishes that a site plan setting out the location of the dwelling, septic and vegetation, will be required prior to the issuance of the building permit.

<u>Current Proposal & Supporting Terrain Analysis</u>

The RW (Rural Waterfront) zoning deems the front lot line of the property to be adjacent to Greenfield Road. Accessory buildings are not normally permitted in the front yard, and yet on this property, locating an accessory building on the water side of the proposed dwelling is not practical. The applicant is seeking to obtain permission to place the 249 square metre (3,164 square foot) accessory building (dome) at a setback of approximately 150m from Greenfield Road amongst a treed area on the ridge. They are also seeking approval to construct the accessory building (dome) with a maximum height of 22m.

Along with seeking permission to locate an accessory building in the front yard of the property, the applicant is seeking to obtain approval to reduce the setback from the highwater mark from 300m and to seek approval to install a tertiary septic system at 75m from the highwater mark.

The lot was purchased by the applicants, and current owners in April 2019. It is their intent to construct a new house, accessory building and septic system on the property.

On a detailed review of their proposed building plans with the Chief Building Official, it was identified that when the 300m setback from the highwater mark is applied to their lot, it was identified that the septic system was not able to be placed within the boundaries of the lot. It was identified by the Chief Building Official, who also acts as the Zoning By-law Administrator that the approach taken to measure the 300m setback from the highwater mark at the time the lots were created, is not consistent with how the zoning by-law requires the setback to be applied at the time of building. The zoning by-law requires the shortest distance to be measured at a right angle between the highwater mark and the proposed building site. The approach used to assess the 300m setback at the time of lot creation was to measure to the highwater mark within the boundary of the lot, which in this situation is not the shortest distance to the highwater mark of Loughborough Lake when considering the placement of the septic system. Slides included in the powerpoint presentation that accompanies this report illustrate the 300m setback from the highwater mark that applies to this property.

The applicants and owners of the lot, Mr. and Mrs. Wright, engaged the services of Martin Burger, P. Eng, with Groundwork Engineering Limited (GEL) to prepare a terrain analysis to determine a suitable solution to be able to place a septic system on the lot.

In order to support the rezoning application, Groundwork Engineering prepared a report titled “3898 Greenfield Road, Terrain Analysis Report (Revised), Groundworks Engineering Limited (GEL), February, 25, 2020”.

The report from Groundwork Engineering indicates that there is no part on the lot that is greater than 300m from the highwater mark or floodline of Loughborough Lake (West Basin). Groundwork Engineering’s report indicates the proposed site only has 278m of separation from the highwater mark to the southern property line.

The report indicates that field work consisting of a topographic survey, excavation of five (5) test pits and soil sampling was undertaken in November 2019. The Terrain analysis report is attached to this report for Council’s information.

Groundwork Engineering prepared a site plan showing the proposed location of the dwelling, septic and accessory building which is attached to this report.

Section 4.0 of the Terrain Analysis report documents the results of the five test pits that were excavated on-site. Section 5.0 of the report identifies that there is a topographic feature that conveys flows of surface water from east to west across the southern portion of the property. This section notes that infiltration of this surface water is expected to be poor through the silty clay overburden in the southern half of the property and will likely migrate to the highly fractured, exposed limestone to the west of the site.

In addition to the information in the report, the applicant provided photographs of this surface water feature after a heavy rainfall on April 30, 2020. It appears that there is surface water crossing the south portion of the lot in a concentrated flow path on the southern portion of the lot during heavy rain events or seasonal melt events. The surface water gathers into a gully within the exposed karst topography of the lot immediately to the west of the subject property before flowing into Loughborough Lake. Photos supplied by the applicant of the surface water crossing the lot after the April 30th, 2020 rainfall are incorporated in the powerpoint presentation that accompanies this report.

The Terrain Analysis report concludes the approved building lot at 3898 Greenfield Road does not provide the required 300m minimum setback from the highwater mark of Loughborough Lake.

It also concludes the heavier clay soils prevalent on the south half of the property would limit the septic bed effluent dispersal to be a fully raised bed with imported sandy soils. Effluent leaving the sand in the raised beds would tend to migrate horizontally until it encounters heavier clay soils.

According to Groundworks Engineering, the existing topography on the south portion of the site leads to surface drainage conveyed through shallow swales to exposed highly fractured bedrock on the adjacent western property providing a direct route for untreated and treated effluent to affect the lake.

The report concludes that a Level IV on site waste water treatment system approved under CAN/BNQ 3680-600 (tertiary treatment) certification is highly recommended for this site.

It identifies that soils observed in test pits 80m from the shoreline indicate a silty sand with the potential to absorb phosphorous. The report also identifies that specialized sands would need to be added in order to construct the effluent dispersal bed. It is noted that the proposed system at approximately 80m from the shoreline would be a partially raised system.

The type of system the report recommends for this property requires the owner to enter into a maintenance agreement with the Township to ensure annual inspection of the treatment system and sampling and analysis of effluent to ensure the treatment system is achieving minimum effluent criteria in accordance with OBC requirements. A copy of that report would be required to be filed with the Township on an annual basis.

Policy Analysis

As with all planning applications, a review of the proposal is required against the Planning policy framework.

Provincial Policy Statement, 2020

The 2020 Provincial Policy Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth.

Section 1.1.5.2 of the PPS permits rural residential development, including lot creation in Rural lands. The PPS states when directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.

Section 1.1.1 c) speaks to avoiding development and land use patterns which may cause environmental or public health and safety concerns.

Section 2.2.2 of the PPS speaks to restricting development and site alteration in or near *sensitive surface water features* and *sensitive ground water features* such that these features and their related *hydrologic functions* will be protected, improved or restored.

Mitigative measures and/or alternative development approaches may be required in order to protect, improve or restore *sensitive surface water features*, *sensitive ground water features*, and their *hydrologic functions*.

Information from the Ministry of Environment, Conservation and Parks identify Loughborough Lake as a highly sensitive hydrogeological setting having less than 2 metres of overburden overlying fractured bedrock of the Gull River Formation. The site is sensitive because groundwater contaminants originating at/near the surface can reach fractured bedrock and migrate quickly in fractured bedrock aquifers with limited attenuation.

Consideration of mitigative measures and/or alternative development approaches are considered in the County and Local Official Plan and are implemented at the time of lot creation on “At Capacity” Lake Trout Lakes.

Mitigative measures were put in place in 2008 through the use of setbacks (45m for the dwelling and 300m for the septic) at the time the lot was created through rezoning and through implementing the recommendations of the EIA in a development agreement registered on title.

The Ministry of Environment, Conservation and Parks have expressed concerns that phosphorus treatment objectives attainable by enhanced phosphorus treatment units (tertiary treatment systems) are not considered by the ministry to be low enough (alone) to be protective of the highly sensitive lake. As such MECP, along with other commenting agencies, continue to recommend an effluent dispersal bed be located at the most southerly portion of the property to provide maximum reduction of phosphorus migration to Loughborough Lake. MECP and KFL&A Public Health are confident that a septic system could be designed and engineered on the south west corner of the property in such a way that the concerns about the seasonal surface water drainage can be addressed.

Cataraqui Conservation has confirmed that there are no natural hazards or natural heritage on the property identified in Section 2 and 3 of the PPS that is of concern with this proposal.

County of Frontenac Official Plan, 2016

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

The subject lands are designated as Rural in the County of Frontenac Official Plan. In section 3.3. Rural Lands, there are a number of objectives listed, including 3.3.2.2, which is to promote rural living in a manner sensitive to the ecological balance, sensitive to the farming and forestry communities and sensitive to the protection of groundwater and surface water quality and quantity. This objective is achieved through ensuring development is consistent with the local and County Official Plan policies and Zoning By-law to ensure that consideration is given to implement performance standards at the time of lot creation that balances the protection of groundwater and surface water quality while also permitting rural residential development.

Within the Rural Lands policies (section 3.3) of the County Official Plan, there are special policies for Waterfront Areas. Policy 3.3.3.4.4 which speaks to the importance of tree cover and vegetation being preserved between the water's edge and new development, it also speaks to local official plans and zoning by-laws establishing setbacks for septic system leaching beds. This section speaks to a setback of greater than 30m from the ordinary highwater mark may be required in some locations and that local Official Plans shall include criteria for establishing setbacks for development in waterfront areas. This section indicates that greatest setback possible between proposed development and the lake be required.

The County also recognizes in section 7.1.4.4.1 that there is a significant number of Lake Trout Lakes within Frontenac County. Appendix 2 in the County of Frontenac Official Plan lists the west basin of Loughborough Lake as an "At Capacity Lake Trout Lake".

It is noted that special protection is required for these lakes and their lake trout populations. It establishes that new lot creation shall not be allowed within 300m of an at-capacity lake trout lake. It also states that Township Official Plans shall contain policies to protect lake trout lakes to deal with exceptions to the prohibition of development near at capacity lakes, such as [septic] tile field setbacks.

REPORT TO COUNCIL

Development Services - Planning

Township of South Frontenac Official Plan, 2003 &
Comprehensive Zoning By-law, 2003

The subject property is designated as Rural in the Township of South Frontenac Official Plan. Policies of the Rural designation speak to permitting development that is consistent with maintaining the Township's rural, natural heritage, and cultural landscape. Section 5.7 of the Official Plan permits limited non-agricultural residential development to provide a variety of living accommodation for residents in the Township in Rural areas of the Township.

The South Frontenac Official Plan includes specific policies that deal with lot creation and development of lots of record on Lake Trout Lakes. Section 5.2.8. of the Official Plan lists the west basin of Loughborough Lake as a Highly Sensitive Lake Trout Lake.

The policies of this section identifies that development is one of the factors which may reduce the ability of a lake to maintain a healthy self-sustaining lake trout population by adding nutrients (phosphorus and other) which may negatively impact water quality, thereby reducing lake trout habitat.

The policies of this section were considered at the time the subject property was created by consent in 2008. Section 5.2.8 a) includes policies that apply to the development or site alterations on or within 300 m of a highly sensitive lake trout lake. Generally, the creation of new lots, through the severance consent process within 300m of a highly sensitive lake trout lake will not be considered.

> *5.2.8 a) iii):*
>
> *Notwithstanding 5.2.7a)ii, Council may consider the creation of new lots by severance where it can be proven to the satisfaction of Council, in consultation with Ministry of Environment and the Ministry of Natural Resources, that one or more of the following conditions exist:*
>
> *a) The drainage of the proposed lot flows to a separate, non-sensitive watershed as a result of the existing topographical or physical features;*
> *b) It can be demonstrated through hydrogeological studies, that the drainage of the sewage effluent will effectively result in a circuitous setback of at least 300m (984.3 feet).*
> *c) That new technologies in sewage disposal systems, acceptable to the Ministry of Environment, will be utilized resulting in no adverse effects on lake water quality.*
> *d) A conventional septic system (tile bed) will be located outside 300m (984.3 feet) from the highwater mark, provided that total nutrient loading resulting from proposed buildings, construction and land clearing does not adversely affect the water quality of the lake.*
> *e) The proposal is supported by a detailed site-specific hydrogeological and soil studies which assess phosphorus distribution, migration and velocity and long-term soil retention capabilities.*

The original lots were created on the basis of a supportive Environmental Impact Assessment that indicated a conventional septic system will be located on the lot outside the 300m setback from the highwater mark. A rezoning establishing setbacks for the dwelling (45m) and septic system (300m) were established at the time the lots were created.

On more detailed site evaluation, it has been determined by the applicant's engineer (Groundworks Engineering Limited) that there is no more than 278m setback from the

highwater mark on the subject property where a septic system can be placed from the highwater mark.

The current proposal to locate a septic system that uses new phosphorus reducing technology at 75m from the highwater mark. While the policies of the Official Plan considers allowing lot creation on the basis of new technology, it requires the new technology to be acceptable to the Ministry of Environment. The current proposal of placing a new septic system with phosphorus reducing technology at 75m from the highwater mark is not supported by the Ministry of Environment, Conservation and Parks (MECP) on the subject site as the treatment objectives are not considered low enough alone to be protective of the highly sensitive lake.

MECP recognizes this property has been created and is considered a building lot in the Township. MECP is working with the Township and other agency partners to ensure that a septic system can be placed within its boundaries. While recognizing the southerly portion of the lot does not technically meet the 300m setback from the highwater mark that the Official Plan speaks to, the placement of the septic on the most southerly portion of the lot what was contemplated and accepted by all agencies at the time the lot was created in 2008.

All agency staff (MECP, CRCA, and KFL&A Public Health) are supportive of finding an adequate septic envelope within the boundaries of the lot that is less than 300m from the highwater mark, but that maintains the intent of the EIA and the objectives of the planning policy framework that applies to the west basin of Loughborough Lake.

In an effort to assess the findings of the Terrain Analysis and evaluate the best location for a septic system on the property, Township planning staff undertook 3 site visits to the property:

April 21, 2020	Township planning staff met with KFL&A Public Health staff, the applicant, Mr. Wright and Martin Burger of Groundworks Engineering
May 2, 2020	Township planning staff conducted a site visit after the April 30th, heavy rain.
May 22, 2020	Township planning staff conducted a site visit with staff from the Ministry of Environment (Victor Castro & Kyle Stephenson), and Public Health (Gord Mitchell and Matt Doyle).

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

Agency Analysis and Comments

KFL&A Public Health

April 8, 2020 – Summary of Comments from Gord Mitchell, KFL&A Public Health

- The proposed location at 75m, proposed by Groundworks Engineering meets minimum Part 8 Building Code requirements.
- The approved location at the time of the 2008 severance increases the separation from Loughborough Lake by approximately 200m.
- Due to the status of Loughborough Lake as an “at capacity” lake trout lake, locating the septic system at the farthest distance from the lake provides the best protection for the lake from nutrients.

- Concerns raised by Groundworks Engineering can be easily addressed at the permit stage by increasing building code minimums and using appropriate materials to minimize the impact on the lake.
- The best case for quality of lake water would be to install Groundworks proposed system in the originally approved location [south portion of the lot adjacent to Greenfield Road] reviewed at the time the lot was created.

June 9, 2020 – Summary of Comments from Matthew Doyle, KFL&A Public Health

- Updated comments following May 22, 2020 joint site visit with Township of South Frontenac, MECP and KFL&A Public Health
- KFL&A Public Health is in favour of maximizing the distance of the sewage system and Loughborough Lake.
- This would put a fully raised conventional sewage system west of the current driveway entrance from Greenfield Road, greater than 250m from Loughborough Lake.
- The fully raised conventional sewage system must meet all Building Code requirements.
- KFL&A Public Health also support MECP recommendation to import optimum soils and other phosphorus controls as outlined in the Groundwork Engineering Limited terrain analysis report.

<u>Cataraqui Conservation</u>

March 30, 2020 – Summary of Comments from Andrew Schmidt, Supervisor, Development Review, Cataraqui Conservation

- Staff have concluded that the proposed development will be greater than 15m from the regulatory flood plain of Loughborough Lake.
- Staff have concluded that the proposed development will be located outside the erosion hazard limit.
- Staff note the proposed development is not located within an area that is subject to Ontario Regulation 148/06.
- Staff are concerned that the proposal does not seek to maximize the distance between Loughborough Lake and the sewage system. In the opinion of staff, the water setback for a sewage system on a highly sensitive Lake Trout lake should be maximized regardless of the type of sewage system employed. Cataraqui Conservation staff recognize the experience of MECP on these matters and will defer to MECP on this point. Cataraqui Conservation staff recommend the Township consult MECP on the appropriate setback allowance for the sewage system.

<u>Ministry of Environment, Conservation & Parks</u>

April 8, 2020 – Summary of Comments from Jon Orpana, Environmental Planner & Environmental Assessment Coordinator, Eastern Region, MECP

- It is understood the original severance for this lot was created with the intent to accommodate a septic tile field at 300m from the highwater mark of Loughborough Lake, as inspected by the Public Health Inspectors. MECP is aware that the lot is not able to achieve a 300m setback for the septic system based on how the setback is measured from Loughborough Lake. The Ministry is of the opinion that they would support a location as far back from the highwater mark and as close to 300m setback as possible. MECP supports the installation of the tertiary treatment system at a setback as close to 300m as possible.

REPORT TO COUNCIL

Development Services - Planning

June 5, 2020 – Summary of Comments from Kyle Stephenson, Hydrogeologist, Technical Support Section, Easter Region, MECP

- Mr. Stephenson reviewed the Environmental Impact Assessment dated July 2007, prepared to support the creation of the lot, and the report titled "3898 Greenfield Road, Terrain Analysis" completed by Groundwork Engineering Ltd, dated January 10, 2020. Mr. Stephenson attended the site on May 22, 2020 with Township Planning staff, Public Health staff and other MECP staff.

Mr. Stephenson's comments are summarized below:

- The site is located in a sensitive hydrogeological setting having less than 2 metres of overburden overlying fractured bedrock of the Gull River Formation. The site is sensitive because groundwater contaminants originating at/near the surface can reach fractured bedrock and then migrate quickly in fractured bedrock aquifers.
- It is noted that on the adjacent property to the west there is exposed Karst bedrock. Karst landscapes result in conduit-style groundwater flow and greater connectivity between surface waters, sinking streams and groundwater aquifers.
- Contaminants generated at the site (dissolved phosphorus from the sewage system) are likely to move towards the lake which acts as a local shallow groundwater discharge point. Loughborough Lake is a highly sensitive lake. Given the like presence of Karst underlying the entire site and the potential for rapid groundwater flow towards the lake, a precautionary approach should be applied to the sewage works location and design.
- It is anticipated that effluence leaving a raised effluent dispersal bed in the southern part of the site (near Test Pits 1 and 2) would likely move through roughly 1 metre of unsaturated silty clay soil before reaching fractured bedrock and the shallow groundwater table. Based on observation of groundwater at/near the bedrock surface in all 3 test pits excavated in the southern end of the site, the bedrock does not appear to be so highly permeable/fractured that it rapidly drains groundwater at the overburden/bedrock interface towards the Karst feature west of the site (or downwards into bedrock). It may be that Karst is less well developed in this area [south portion of the lot] under the cover of slightly thicker and lower permeability soils.
- Low hydraulic conductivity in clayey soils in the southern portion of the site would likely promote slow groundwater movement until reaching a unit with higher hydraulic conductivity. Shallow groundwater flow in the southern area of the site is likely to be influenced by fractured bedrock/Karst in the area, and once groundwater reaches permeable bedrock, flow would be expected to be rapid towards the lake.
- A raised effluent bed located in the southeast corner of the property would maximize the distance from the sensitive lake (>250m) thereby providing the greatest potential for attenuation of septic system effluent. The clayey soils in this area of the site are expected to slow groundwater flow which may provide for additional phosphorus retention in native soils.
- The location recommended by GEL in the northern end of the site has thin soils with higher hydraulic conductivity above an area underlain by inferred Karst bedrock. These soils are well drained given that no groundwater was encountered during test pit excavation which suggests permeable bedrock underlies the soils in this area. A bed in this location would operate better from a hydraulic perspective however effluent leaving a bed in this location would be expected to move downwards relatively quickly towards fractured bedrock where rapid movement is expected towards the lake at a distance of 75-85 metres.

- It is notable that phosphorus treatment objectives attainable by enhanced phosphorus treatment units are not considered by MECP to be low enough (alone) to be protective of the highly sensitive lake.
- An effluent dispersal bed in the southern end of the site as described above would provide for the maximum reduction of phosphorus migration to Loughborough Lake.

June 10, 2020 – Email from Kyle Stephenson, Hydrogeologist,
Technical Support Section, Easter Region, MECP

- Confirmation that he reviewed the revised, February 25, 2020 version of the Terrain Analysis completed by Groundworks Engineering.
  - Mr. Stephenson confirmed after reviewing the February 25, 2020 revised Terrain Analysis, that MECP is not in agreement with the Groundworks Engineering recommendation to locate the system in the northern end of the site closer to the lake. Rather, it is recommended that the system is located further from the lake in the southern part of the site for the reasons discussed in my memorandum dated June 5, 2020.
  - Mr. Stephenson stated the studies provided by GEL and his own assessment of conditions at the site have identified hydrogeological sensitivity (shallow fractured bedrock, Karst) that requires a precautionary approach to sewage works location / design on the subject property. As such, Mr. Stephenson noted (in his June 5, 2020 memorandum) he had supported the protective system design initially proposed by GEL (including enhanced phosphorus treatment) at the location in the southern part of the site. The southern portion of the lot is interpreted by Mr. Stephenson to be the most protective location for the system from a groundwater perspective.

Public Services – Public Services was not circulated this application as an entrance permit has already been issued for this lot and there is an existing developed driveway on the property.

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-20-03 will be a virtual public meeting on June 16, 2020.

Summary

Agency and planning staff have no objections to the placement of the proposed accessory structure a minimum of 150m from the front lot line, adjacent to Greenfield Road. As the accessory building (dome) will be screened by trees, there is no concern about permitting an accessory structure with a maximum height of 6.7 metres (22 feet).

Agency and planning staff support maintaining a setback from the highwater mark of 45m.

Agency and planning staff are not supportive of reducing the setback for the septic system to 75m, even if the proposed septic system in this location is proposed with additional phosphorus treatment.

REPORT TO COUNCIL

Development Services - Planning

Based on agency comments, Township planning staff are of the opinion that locating a septic system at the south-west corner of the subject property, adjacent to Greenfield Road and the neighbouring septic system on 3920 Greenfield Road, is more supportable and is more consistent with the planning policy framework that applies to the subject property.

Consistent with Council's procedural by-law, planning staff are recommending Council receive public and agency comments on this application, but defer passing a by-law until the next Council meeting to allow the applicant, staff and Council time to consider public and agency input on this application.

Submitted/approved:

Claire Dodds, MCIP, RPP, Director of Development Services

Date of Site Visits:

- April 21,2020;
- May 2, 2020;
- May 22, 2020

Attachments:

- Attachment 1 - Z-20-03 - Wright - Powerpoint Presentation
- Attachment 2 - Z-20-03 (Wright) - Application – redacted
- Attachment 3 - Z-20-03 (Wright) Supporting Coverletter from Applicants
- Attachment 4 - Z-20-03 (Wright) - Site Plan & Proposed Septic Layout
- Attachment 5 - GEL - 3898 Greenfield Terrain Analysis Report Revised FINAL
- Attachment 6 - GEL Response to April 2020 Agency Comments
- Attachment 7 - Z-20-03 (Wright) Photos from Applicant - Impact of Heavy April 30th, 2020 Rain
- Attachment 8 - Z-20-03_CRCA Comments - March 30, 2020
- Attachment 9 - Z-20-03_MECP Comments - April 8, 2020
- Attachment 10 - Z-20-03_MECP Hydrogeologist Comments - June 5, 2020
- Attachment 11 - Z-20-03_ MECP Hydrogeologist Comments - 3898 Greenfield Rd - June 10, 2020
- Attachment 12 - Z-20-03_KFLA Public Health Comments - April 8, 2020
- Attachment 13 - Z-20-03_KFLA Public Health Comments - June 9, 2020

Approved by:

Neil Carbone
Chief Administrative Officer

Township of South Frontenac

Public Meeting
Z-20-03

Bruce & Denise Wright
3898 Greenfield Road, Part Lot 18, Concession 4, being Part 1 on Plan 13R19169, District of Storrington

Tuesday, June 16, 2020

7:00 p.m. Virtual Public Meeting

South Frontenac Council

South Frontenac

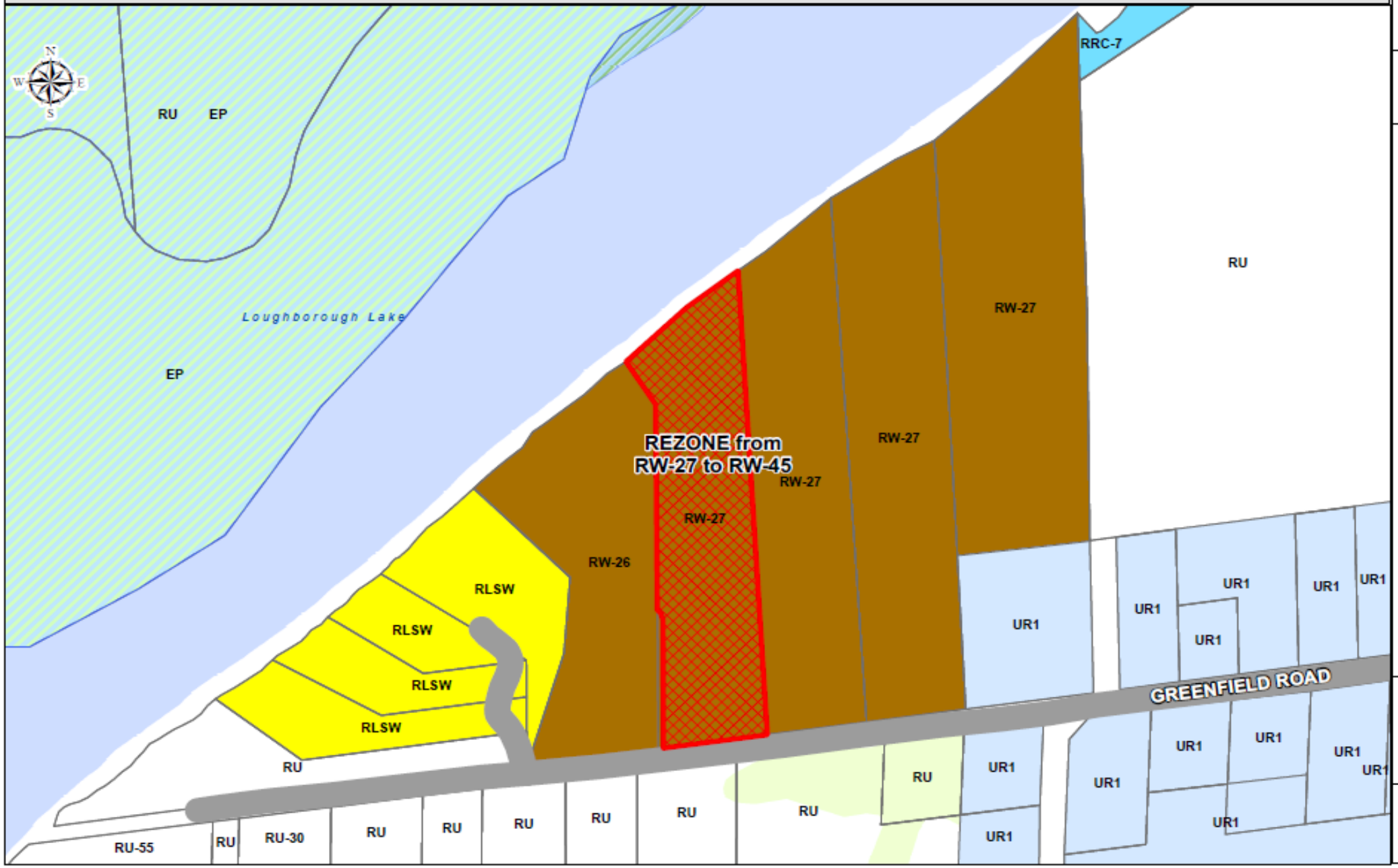
Public Meeting Statement

- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment application Z-20-03.
- 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
- Comments from the Public
- Comments/Questions from Council
- Close Public Meeting

Rezone from Residential Waterfront Special Provision 27 (RW-27) to Residential Waterfront Special Provision 45 (RW-45)



WRIGHT
3898 GREENFIELD ROAD
Z-20-03

Legend

- Subject Property
- Parcel Fabric
- 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)

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 map cannot be guaranteed for all possible uses. This map displays topographic features only.

Scale 1:3,700

0 15 30 60 90 120 Meters

UTM Projection NAD 83

Proposal

Rezone from RW-27 to RW-45

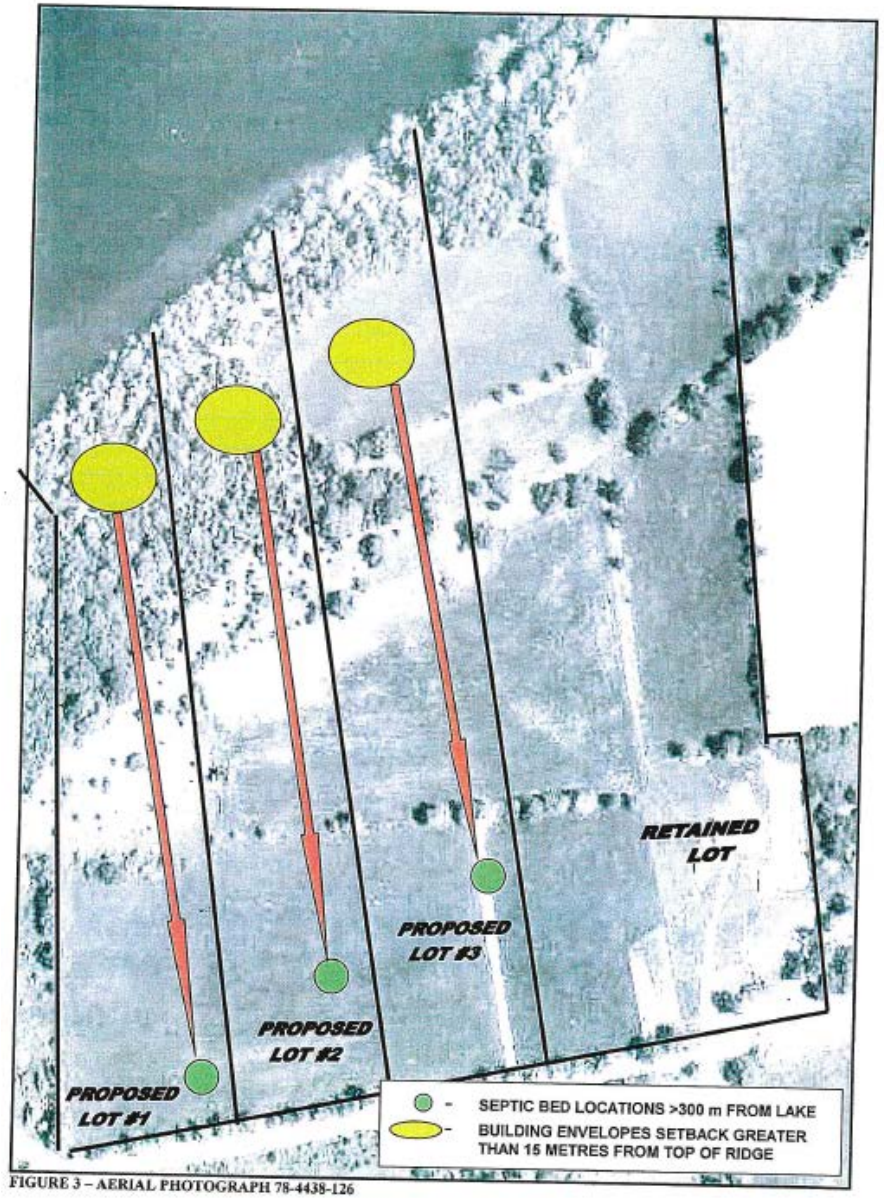


FIGURE 3 – AERIAL PHOTOGRAPH 78-4438-126

ONTARIO LAKE ASSESSMENTS

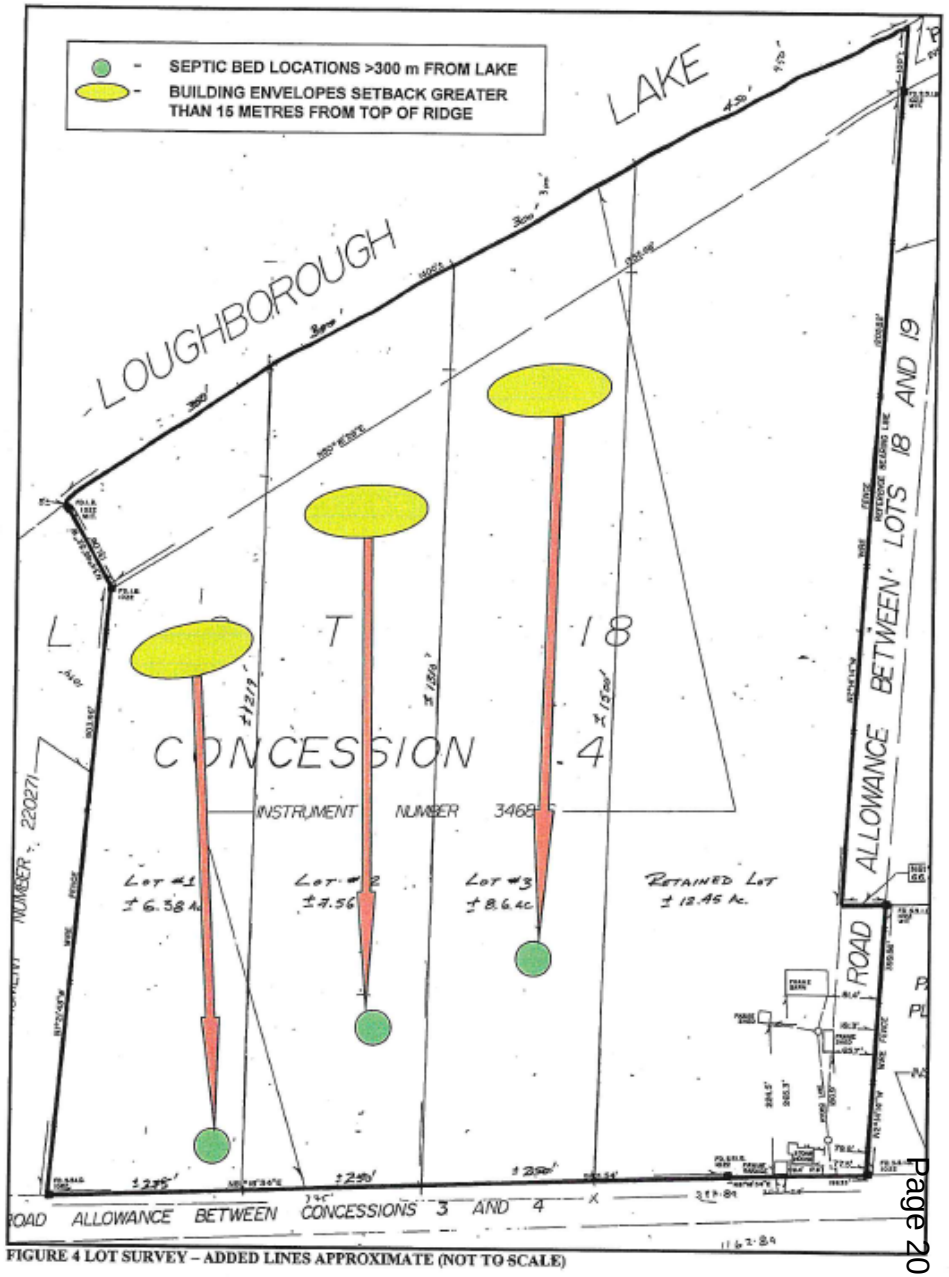


FIGURE 4 LOT SURVEY – ADDED LINES APPROXIMATE (NOT TO SCALE)

ONTARIO LAKE ASSESSMENTS

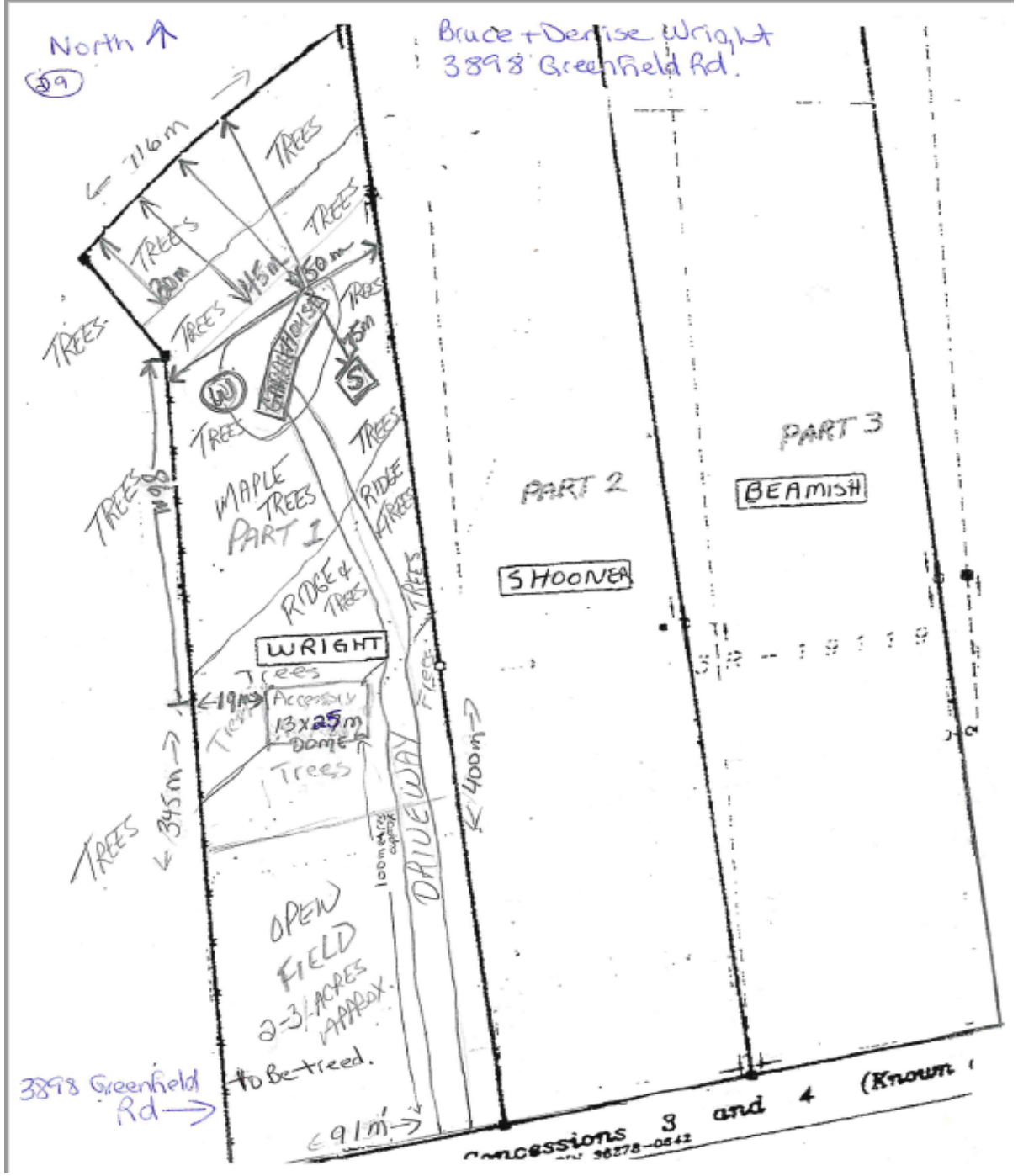
- Proposal

  Rezone from RW-27 to RW-45

  - to permit construction of a dwelling at a minimum of 45m from the HWM

  - to permit construction of a septic system at 75m from the HWM

  - to permit an accessory building in the front yard at 150m from Greenfield Road



Subject Property: 3898 Greenfield Road



Subject Property: 3898 Greenfield Road



Looking North from Greenfield Road on southern portion of the lot.



Standing on the driveway looking west across the ,most southerly portion of the lot adjacent to Greenfield Road.

Subject Property: 3898 Greenfield Road



Looking at the gravelled pad on the ridge that transects the property, where the accessory building is proposed



Standing on the northern portion of the lot looking towards Loughborough Lake. The applicant has been clearing trees to create the building envelop for the new house.

Subject Property: 3898 Greenfield Road

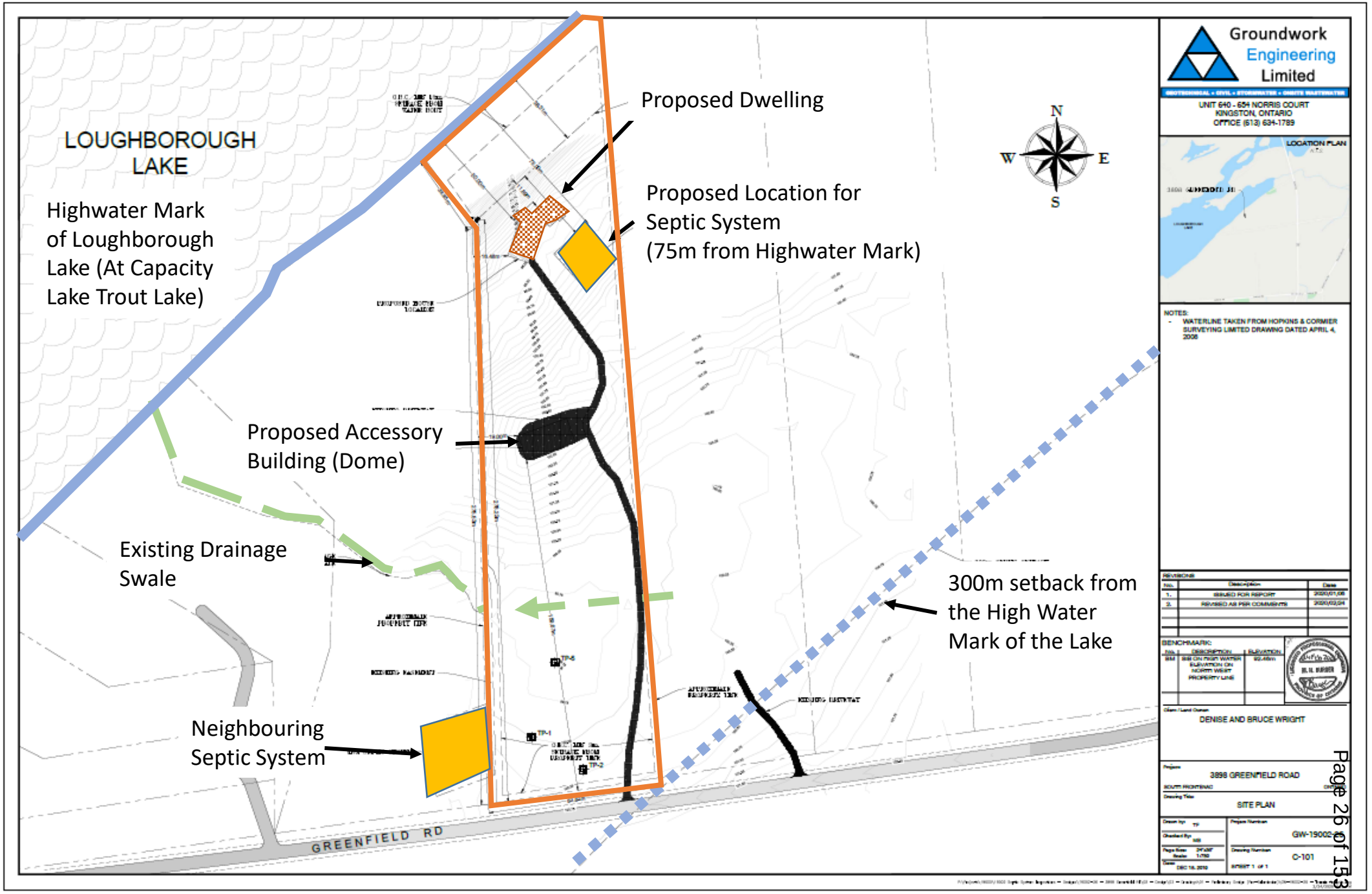


Looking at the proposed location of the tertiary treatment septic system approximately 75m from the highwater mark of Loughborough Lake.



Standing at the top of bank looking south towards the ridge that crosses the subject property. Looking towards the proposed location of the tertiary treatment septic system.

Site Plan Provided by Applicant's Engineer



Photos taken by Applicant after April 30, 2020 Heavy Rain



Figure 1. View of Proposed Building Site May 1, 2020



Figure 3. Runoff and Standing Water South Field, May 1, 2020



Figure 2. View of Proposed Septic System Location May 1, 2020



Figure 4. Standing Water South Field and Neighbouring Septic, May 1, 2020

Photos taken by Applicant after April 30, 2020 Heavy Rain



Figure 5. Runoff from South Field, May 1, 2020



Figure 6. Runoff from South Field to Lake, May 1, 2020



Figure 7. Runoff from South Field to Lake, May 2, 2020

Agency Comments

- Cataraqui Conservation
  - March 20, 2020
- KFL&A Public Health
  - April 8, 2020
  - June 9, 2020
- Ministry of Environment, Conservation & Parks
  - April 8, 2020
  - June 5, 2020
  - June 10, 2020

Summary & Recommendation

- It is recommended that South Frontenac Council defer making a decision on this application at this time to consider agency and public comments on application Z-20-03.

- Planning staff will bring forward a report at the July 14, 2020 Council meeting providing a further recommendation and by-law for Council consideration.

Questions and Comments

- Comments/Questions from Council for the Planner
- Comments from Applicant/Owner
- Comments from any members of the Public
- Comments/Questions from Council

RECEIVED
FEB 19 2020
TOWNSHIP OF
SOUTH FRONTENAC
PLANNING DEPARTMENT

APPLICATION FOR ZONING BY-LAW AMENDMENT
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

Date Received: _____ File No: Z-20-03

1. Name of Owner: BRUCE + DENISE WRIGHT

Full Mailing Address of Owner: [redacted]

Email Address of Owner: [redacted]

Phone number of Owner: [redacted]

2. If the applicant is not the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application:

Name of Authorized Agent: _____

Full Mailing Address of Authorized Agent: _____

Phone number & email address of Authorized Agent:

Signature(s) of Owner(s)

3. The description of the subject land:

District: ☐ Bedford ☐ Portland ☐ Loughborough ☑ Storrington

Concession Number: 4 Lot Number: 18

Street Number: 3898 Name of Road/Street: GREENFIELD ROAD

Reference Plan Number: 13R-19169 Part Number(s): 1

Roll Number: 060-020-14650-0000

4. The frontage(s), depth and area of the subject land:

Frontage (on water): 106.68M Frontage (on road/lane): 83.82M

Depth: 371.55M Area (acres): 6.5

APPLICATION FOR ZONING BY-LAW AMENDMENT
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

5. The name and address(es) of any mortgages, charges or other encumbrances in respect of the subject land.

N/A

6. The current zoning of the subject land:

RW 27

7. The nature and extent of rezoning requested:

(85 metres from Lake)

1- ALLOW SEPTIC SYSTEM LOCATION TO BE MOVED CLOSER TO LAKE

2- ALLOW 22'H ACCESSORY STORAGE BUILDING TO BE BUILT ~~BETWEEN~~ - Approx 100 metres from GREENFIELD RD. ~~& LAKE~~

(NOTE: WILL BE HIDDEN FROM ROAD BY TREES)

8. The reason the proposed use cannot comply with the provisions of the Zoning By-law:

1- CANNOT MEET 300M SETBACK REQUIREMENT FOR SEPTIC SYSTEM FROM LAKE

2- PROPOSED 22'H ACCESSORY STORAGE BUILDING LOCATION ~~IN FRONT OF HOUSE~~ BETWEEN GREENFIELD RD. & THE ~~LAKE~~ House

9. Please indicate whether access to the subject land is by a public road (fully maintained or seasonal), a right of way or by water?

BOTH A PUBLIC ROAD & BY WATER

10. **If access to the subject property is by water only**, please indicate the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road.

N/A

11. What are the existing uses of the subject land?

RESIDENTIAL ZONING / BUILDING LOT

12. Please indicate whether there are any existing buildings or structures on the subject land (i.e. residence, garage, shed, etc.).

☐ Yes ☑ No

APPLICATION FOR ZONING BY-LAW AMENDMENT
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

13. If the answer to item 12 is yes, **for EACH building or structure** please indicate:

Type of Structure (E.g. residence)	(1)	(2)	(3)	(4)
Setback from Front Lot Line				
Setback from Rear Lot Line				
Setback from Side Lot Line		N/A		
Height of Building (Also indicate if it is one story or two story)				
Dimensions of Floor Area				
Setback from High Water Mark (If applicable)				

14. The proposed uses of the subject land:

RESIDENTIAL

15. Are any building(s) or structure(s), or additions to existing building(s) or structure(s), proposed to be built on the subject land?

☑ Yes ☐ No

APPLICATION FOR ZONING BY-LAW AMENDMENT
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

16. If the answer to item 15 is yes, for each building or structure please indicate:

Type of Structure (E.g. residence)	(1) House + Attached Garage	(2) Accessory Storage Building	(3) Tertiary Septic System	(4)
Setback from Front Lot Line Greenfield Rd.	250 metres approx.	100 m approx		
Setback from Rear Lot Line Kobaghborough Lake.	50 metres approx.	150 m approx	75 m	
Setback from Side Lot Line	5 m on West. 50 m on east.	19 m on west 40 m on East		
Height of Building (Also indicate if it is one story or two story)	7 metres. 1 story Walkout basement	7 metres. 1 story.		
Outside Dimensions of Building/Structure	House 19m x 12m + Garage 14.5m x 10m 30° Angle.	12m x 24.5m.		
Setback from High Water Mark (If applicable)	50 m approx.	150 m.	75 metres.	

17. What are the uses of proposed development? House + Accessory Building.

(a)	Increase in number of bedrooms	☑ Yes	☐ No
(b)	Increase in plumbing fixtures	☑ Yes	☐ No
(c)	Increase in living space	☑ Yes	☐ No
(d)	Will the addition or structure encroach on the existing septic system?	☐ Yes	☑ No

APPLICATION FOR ZONING BY-LAW AMENDMENT
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

18. The date the subject land was acquired by the current owner:

APRIL 1, 2019

19. Indicate the date the existing buildings or structures on the subject land were constructed:

N/A

20. Indicate the length of time that the existing uses of the subject land have continued:

N/A

21. Indicate whether water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake or other water body or other means.

WILL BE DRILLING A WELL (PRIVATE)

22. Indicate whether sewage disposal is provided to the subject land by a publicly owned and operated individual or communal septic system, a privately owned and operated individual septic system, a privy or other means.

WILL BE INSTALLING A SEPTIC SYSTEM

23. Is storm drainage provided by sewers, ditches, swales or other means?

SWALES

24. **If known**, please indicate whether the subject land is the subject of an application under the Planning Act for approval of a plan of subdivision or consent:

☐ Yes ☑ No

25. If the answer to item 24 is yes, please give the file number of the application and the status of the application:

N/A. Rezoned by Bylaw 2008-02 from RU to RW-27.

APPLICATION FOR ZONING BY-LAW AMENDMENT
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

26. **If known**, please indicate whether the subject land has ever been the subject of an application under section 34 of the Act (previous zoning amendment):

☑ Yes ☐ No

27. If the answer to item 24 is yes, please give the file number of the application and the status of the application:

RU TO RW27 ZONING

28. Are there any abandoned wells on the property? ☐ Yes ☑ No

29. A **SKETCH** must be submitted showing the following:

(a) The boundaries and dimensions of the subject land.

(b) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.

(c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.

(d) The current uses of land that is adjacent to the Subject land.

(e) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way.

(f) If access to the subject land is by water only, the location of the parking and docking facilities to be used.

(g) The location and nature of any easement affecting the subject land.

(h) The location of any abandoned wells on the property.

(i) Show North Direction - oriented at the top of the page

NOTE: The distance to wells, septic fields and barns from the lands to be rezoned **SHALL** be shown.

APPLICATION FOR ZONING BY-LAW AMENDMENT
Planning Act, R.S.O. 1990, c. P.13 as amended

AGREEMENT TO INDEMNIFY

Attached to this application is a cheque payable to the Township of South Frontenac representing payment of the application fee.

The Owner/Applicant agrees that the information recorded in this Zoning Amendment Application Form is correct.

The Owner/Applicant agrees to reimburse and indemnify the municipality for all fees and expenses incurred by the municipality to process the application, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal if necessary to defend Council's decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the municipality may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

The Owner/Applicant further agrees to provide the municipality, upon request and in cases where an application has been appealed to the Ontario Municipal Board, with a deposit (over and above the normal application fee), from which the municipality may, from time to time charge any fees and expenses incurred by the municipality in order to process the application. If such appeal expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the municipality, with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days.

The Owner/Applicant further agrees that, until such requests have been complied with, the municipality will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application:



February 20, 2020

To: South Frontenac Planning Committee and Council Members

This letter is meant to be supplementary to our Application for a Zoning Bylaw Amendment.

We are moving from Brockville to South Frontenac as part of our retirement plans. We have children and grandchildren that are living in the Kingston area, and wanted to live closer to them.

We purchased a building lot on Greenfield Road on April 1 2019. Shortly after, we were advised by Township staff that our lot did not meet the existing 300m setback requirement from Loughborough Lake and therefore we would not be able to obtain a building permit. As a result we hired Groundworks Engineering to do a Terrain Analysis Report to determine a suitable solution to this problem.

We are conservation and rural minded people. In addition to following the recommendations as laid out in the report, we have done other things to improve the lot and reduce our footprint. We are aware and concerned about the sensitivity of Loughborough Lake and its long term future. As such we are taking additional steps to do our part in this.

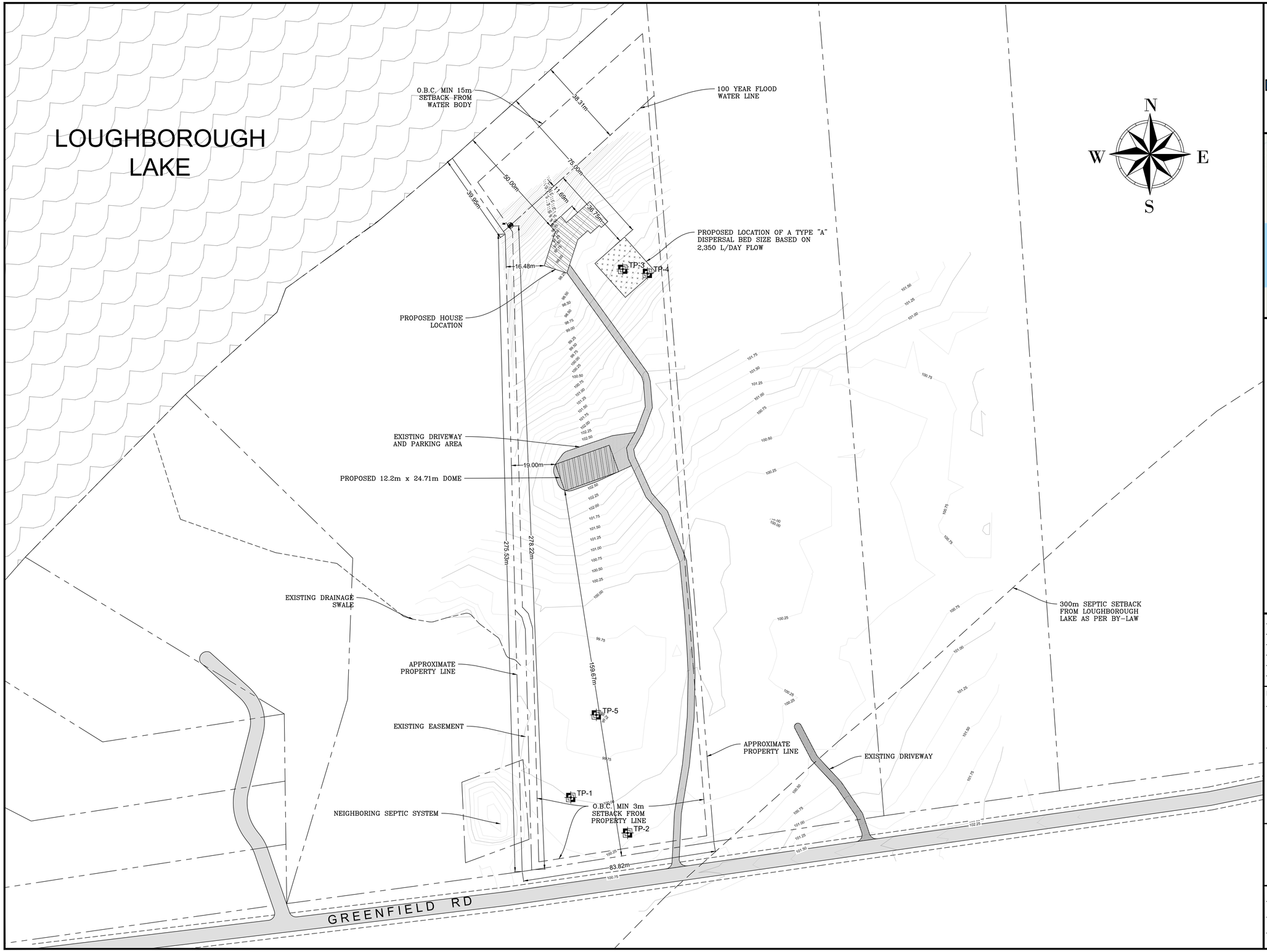
- We will put steel roofing on our house to eliminate any runoff water contamination.
- We have already contacted Trees Ontario and will be planting trees in the south field of our property. (Approximately 3,000 trees)
- We have placed our accessory building in the middle of the property surrounded by trees, to reduce the visibility from Greenfield Road. We will use colours that blend in with the existing surrounding facade. We have contacted our closest neighbour and obtained their approval.
- We have gone to the expense of hiring an environmental engineer who has made recommendations for a tertiary septic system and its location, so that it will not allow the lake to be contaminated.
- Our grade planning for the house and accessory building have taken into consideration water runoff.
- It is our intention to become active members of the Battersea Loughborough Lake Association.

In closing, we are excited to move here, and look forward to being active in our community and good neighbours.

Sincerely,

Bruce Wright

Denise Wright

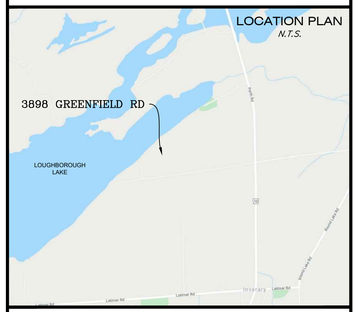


Groundwork Engineering Limited

GEOTECHNICAL • CIVIL • STORMWATER • ONSITE WASTEWATER

UNIT 640 - 654 NORRIS COURT
KINGSTON, ONTARIO
OFFICE (613) 634-1789

LOCATION PLAN
N.T.S.



NOTES:
- WATERLINE TAKEN FROM HOPKINS & CORMIER SURVEYING LIMITED DRAWING DATED APRIL 4, 2008

REVISIONS

No.	Description	Date
1.	ISSUED FOR REPORT	2020/01/06
2.	REVISED AS PER COMMENTS	2020/02/24

BENCHMARK:

No.	DESCRIPTION	ELEVATION
BM	SIB ON HIGH WATER ELEVATION ON NORTH WEST PROPERTY LINE	92.46m

LICENSED PROFESSIONAL ENGINEER
24 Feb 2020
M. H. BURGER
PROVINCE OF ONTARIO

Client / Land Owner:

DENISE AND BRUCE WRIGHT

Project:

3898 GREENFIELD ROAD

SOUTH FRONTENAC ONTARIO

Drawing Title:

SITE PLAN

Drawn by: TF
Checked By: MB
Page Size: 24"x36"
Scale: 1:750
Date: DEC 18, 2019

Project Number: GW-19002-26

Drawing Number: C-101

SHEET 1 of 1

P:\Projects\19000\19002 Septic System Inspections – Designs\19002-26 – 3898 Greenfield Rd\02 – Design\03 – Drawings\01 – Preliminary Design (Pre-Submission)\GW-19002-26 – Terrain Analysis.dwg
2/24/2020 2:05 PM

Groundwork Engineering Limited

3898 Greenfield Road

Terrain Analysis Report

Revised

Prepared for:

DENISE AND BRUCE WRIGHT

Prepared by:

Groundwork Engineering Limited

Project No.

GW-19002-26

Date:

25 February 2020

Groundwork Engineering Limited

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2.0 Background 3
3.0 Site Topography 4
4.0 Field Activity – Terrain and Surficial Soils 5
5.0 Surficial Drainage 6
6.0 On Site Sewage Disposal 6
7. Conclusions and Recommendations 8
8.0 Statement of Qualifications and Limitations 10
APPENDIX A……Site Plan
APPENDIX B……Test Pit Logs
APPENDIX C……Laboratory Test Results
APPENDIX D……CAN/BNQ Certification
APPENDIX E……Phosphorous Treatment Product Information

Unit 640-654 Norris Court, Kingston, ON K7P 2R9
Tel: (613)-634-1789
www.groundengineer.ca

Groundwork Engineering Limited

1.0 Introduction

This report presents the results of a terrain analysis conducted at 3898 Greenfield Road, Township of South Frontenac, Ontario prepared in support of a request for a zoning by-law amendment. The property can be legally described as Part of Lot 18, Concession 4, Township of South Frontenac, Storrington District. The site is one of three lots severed in January 2008 and has an area of 2.58 hectare. The property is located on the south shore of the west basin of Loughborough Lake.

The purpose of the terrain analysis is to review site conditions and assess suitability for on site waste water treatment. The site will be serviced with a drilled well for potable water.

Field work consisting of topographic survey, excavation of five (5) test pits, and soil sampling was undertaken by Groundwork Engineering Limited (GWEL) staff in November 2019. Representative samples were submitted to third party laboratory for grain size analyses and chemical composition to confirm suitability for on site sewage disposal systems.

2.0 Background

The terrain analysis included a literature review of existing records. Loughborough Lake (West Basin) is designated by the Ministry of Natural Resources (MNR) to be managed for a lake trout fishery. In a jointly produced MNR/Ministry of Environment (MOE) report Loughborough Lake (West Basin) has been classified as highly sensitive to further loss of oxygen and hence lake trout habitat.

An environmental impact assessment (EIA) was completed July 2007 by Ontario Lake Assessments in support of the consent application for this lot. The assessment indicated the importance of mitigating any future nutrient loading, specifically phosphorous, of Loughborough Lake (West Basin). A conclusion of the EIA was that a proposed conventional leaching bed septic system could be located ≥ 300m from the lake and therefore meet the requirements of MOE and the Official Plan (OP) (March 2003) for Township of South Frontenac. A proposed septic bed location was identified in the south east corner of the lot (Figure 4 EIA). It appears that the lot was created on the premise that paragraph 5.2.8 (a) (iii) b) and d) of the OP, namely that a conventional septic system (tile bed) could be located more than 300m from the highwater mark, could be met.

This led to the passing of a zoning by law amendment January 8, 2008 changing the designation of the lot from RU to RW 27. RW 27 specifically identifies that the setback of any septic system from the highwater mark or flood line of a waterbody is to be (minimum) 300m.

Groundwork Engineering Limited

Survey measurements taken indicate that there is no point on the lot that is greater than 300m from the highwater mark or flood line of Loughborough Lake (West Basin). The proposed site has only 278m of separation from the high-water mark to the southern property line.

3.0 Site Topography

The lake shoreline fronting this property is heavily treed and very steep rising approximately 30m. The top of the limestone ridge is approximately 30m from the water with an additional 15m at a lesser gradient to the top of the slope. There is a moderate increase in elevation toward the high point of the lot at a distance of approximately 80m from the lake. This area is well treed with a mixed deciduous forest.

The property then drops in elevation from this point southerly across a scrub grass field toward Greenfield Road. There are a number of shallow swales that traverse the grass field from east to west that congregate at a single point on the western lot line (Figure 1). This is in conflict with the information presented in the EIA which indicated that all surface flow on the proposed lots was from South to North. The swales outlet into a ditch on the adjacent property formed within highly fractured exposed limestone with Karst like features (Figure 2). The presence of highly fractured limestone exposed to the surface was not identified in the EIA. The ditch travels north westerly across the neighboring property and ultimately deposits into Loughborough Lake (West Basin) approximately 150m down stream from site. The Existing Grading and Drainage Plan, drawing C-101 prepared by Groundwork Engineering Limited, dated December 18, 2019 is attached in Appendix A.



Figure 1. Surface water in swale flowing westerly

Groundwork Engineering Limited



Figure 2. Exposed fractured limestone drainage swale on west adjacent property

4.0 Field Activity – Terrain and Surficial Soils

GWEL personnel were present during the excavation of five (5) test pits at strategic locations on the subject property. Test pits were excavated to depths of approximately 0.8 to 1.4 metres below present site grade.

Test pits 1 and 2 were located in the grassed field in the area identified as the most likely location for a septic bed in the EIA. Overburden deposits identified in test pits 1 and 2 consisted of approximately 0.25 metres of topsoil overlying light brown silty clay, overlying fractured limestone. Bedrock was encountered 1.4 metres below grade. Ground water infiltration was reported in test pits 1 and 2 following completion of the field work.

Test pits 3 and 4 were located in the moderately sloped area north of the high point on the property immediately south of the proposed house location. Overburden identified in test pits 3 and 4 consisted of approximately 0.25 metres of topsoil overlying light brown silty sand, some gravel, trace clay overlying limestone bedrock. Bedrock was encountered at depths ranging from 0.8 metres to 1.1 metres below grade. A sample was taken from the silty sand for further laboratory analysis. No ground water infiltration was reported in test pits 3 and 4 following completion of the field work.

A fifth test pit was excavated in the middle of the south field towards the western boundary of the lot near the east west swale. The stratigraphy consisted of topsoil over clay overlying limestone bedrock. Heavy groundwater seepage was noted coming in on top of the limestone from 3 directions. When backfilled two (2) hours later, it was half full of water.

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Test pit locations are shown on Grading and Drainage Plan drawing C-101 prepared by Groundwork Engineering Limited, dated December 19, 2019 (attached) and test pit logs are included in Appendix B.

5.0 Surficial Drainage

The topography, soils and gradient determine the surficial drainage. There is a topographic feature that conveys flows from east to west across the southern portion of the property. This was not identified in the EIA. Surficial drainage will likely reflect site topography from east to west across the southern portion of the property and south to north along the northern portion of the subject property.

Infiltration is expected to be poor through the silty clay overburden in the southern half of the property and will likely migrate to the highly fractured exposed limestone to the west of the site. The percolation rate of the silty clay was determined to be greater than 50 minutes/cm.

Infiltration through the silty sand in the vicinity of TP 3 and 4 is most likely. Test results indicate a percolation rate in the range of 8 to 20 minutes/centimetre. Laboratory test results are attached at Appendix C. The silt content will slow the rate of infiltration. The nature of the silty sand is such that it will likely provide a phosphorous retentive A and B horizon soil material typically found to be higher in iron content which acts to bind phosphorous and contain it in the soil medium. Test results attached at Appendix C indicate concentration of iron ranging from 23000 microgram/gram to 31300 microgram/gram.

6.0 On Site Sewage Disposal

The septic system on the adjacent property to the west is a raised conventional filter bed Class 4 Level I system located at the south east corner of the lot with a mantle extending northwards.

Test pit observations and results of grain size analyses indicate that the predominant soil type in the southern grassed portion of the site is silty clay with a percolation rate of greater than 50 min/cm. This area would only support a raised effluent dispersal bed.

Observations from test pits excavated south of the proposed house site indicate the presence of a silty sand. The depth to bedrock varies across the area. There is sufficient soil depth to support a partially raised effluent dispersal bed.

Preliminary review of the proposed house plans for the lot indicate a daily design sewage flow of 2350 litres/day. This flow can be easily treated with a conventional septic tank and leaching bed treatment system provided the required setbacks are maintained. Since the 300m minimum

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setback was never achievable on this lot we suggest that the consent application could have been granted on Paragraph 5.2.8 (a) (iii) c) of the OP. This states that:

> Notwithstanding (ii) above, Council may consider the creation of new lots through the severance consent process in special or unique circumstances where it can be proven to the satisfaction of Council, in consultation with the MOE and MNR, that one or more of the following conditions exists:
> c) that new technologies in sewage disposal systems, acceptable to MOE, will be utilized resulting in no adverse effects on lake water quality;

The Ontario Building Code (OBC) implemented changes to the requirements for Treatment Units as outlined in Article 8.6.2.2, which took effect January 1, 2017. These changes include the removal of Supplementary Standard SB-5 for Approved Treatment Units, and a new reference to the CAN/BNQ 3680-600 standard for certification of Level IV treatment units. There are four areas of certification; standard biological (B-I, B-II, B-III, B-IV), disinfection (D-I, D-II, D-III), phosphorous (P-I, P-II) reduction, and nitrate (N-I, N-II) reduction.

The additional treatment options of disinfection, phosphorous reduction and nitrate reduction that are available in this standard, but are not currently required by the Building Code, are as follows:

Class of Treatment	Fecal Coliforms or E. Coli (CFU/100 mL) (1)
D-I	50 000
D-II	200
D-III	ND (2)

Table 1. Disinfection Treatment Levels

Notes to Table:
(1) Maximum concentration in CFU/100 mL based on 30-day average.
(2) ND means non-detectable (median < 10 CFU/100 mL)

Class of Treatment	Total Phosphorous (1), mg/L	Total Nitrogen Reduction
P-I	1.0	—
P-II	0.30	—
N-I	—	50%
N-II	—	75%

Table 2. Phosphorous and Nitrate Reduction Treatment Levels

Notes to Table:
(1) Maximum concentration in mg/L based on 30-day average.

Use of optimized soil conditions in the engineered Type A effluent dispersal bed should be considered as a best management practice for this site. Optimal conditions can be defined as

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calcium (<2%), iron and aluminum (>1%). This will provide natural and effective phosphorous reduction. A minimum depth of 300mm of sand is required beneath the effluent dispersal bed.

Septic systems with a biological level IV (B-IV) treatment unit providing effluent quality that does not exceed maximum concentrations set out in Table 8.6.2.2 of the Ontario Building Code, namely 10mg/L of total suspended solids and 10mg/L of $CBOD_5$, with an enhanced Type A bed with 600mm of phosphorous retentive sand and that have received CAN/BNQ 3680-600 certification will produce an effluent that will not adversely affect the water quality of the lake.

The Norweco Inc. Hydro-Kinetic®, Premier Tech Aqua Ecoflo Biofilter and Waterloo anaerobic digestor with Biofilter (CAN/BNQ certifications attached in Appendix D) provide the necessary levels of treatment to meet OBC requirements. The daily design sewage flow generated by the proposed house can be easily treated by one of the standard configurations for the certified systems from Premier Tech Aqua Ecoflo, Norweco Hydro Kinetic or Waterloo Biofilter. In accordance with the OBC the treated effluent would be dispersed through a Type A bed consisting of a minimum 300mm of clean 19mm septic stone over a 300mm layer of coarse graded sand with less than 5% fines with a percolation rate between 6 and 10 minutes/centimetre. To further enhance the phosphorous retention this sand depth could be increased to 600mm.

If required additional phosphorous reduction can be provided by additional proprietary methods. The Norweco Inc. Phos-4-Fade phosphorous reduction filter was tested and certified by BNQ through their stringent 12-month test protocol, meeting CAN/BNQ 3680-600 Class P-II as well as NQ 3680-910 Class IV requirements. While satisfactorily completing this stringent test protocol, the Phos-4-Fade filter produced exceptional phosphorus reduction of 97.9%. (technical information attached in Appendix E)

The Premier Tech Aqua DpEC phosphorous reducing self-cleaning unit is based on the principle of electro coagulation. The process consists of applying a low-intensity current across two aluminum electrodes submerged in the effluent. (technical information attached in Appendix E)

Using low-energy electrochemistry, the patent-pending Waterloo EC-P™ phosphorous reducing unit dissolves natural iron electrodes into the wastewater. This iron reacts with phosphorus ions and precipitates out as an insoluble crystalline mineral. These iron-phosphate minerals are physically filtered out of the wastewater by the foam filter medium in the Waterloo Biofilter system. (technical information attached in Appendix E)

7. Conclusions and Recommendations

Loughborough Lake (West Basin) is a highly sensitive lake trout lake that is at capacity for development.

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The approved building lot at 3898 Greenfield Road does not provide the required 300m minimum setback from the high-water mark of Loughborough Lake (West Basin).

The Township of South Frontenac Official Plan maintains the provision that septic systems utilizing new technologies that are acceptable to the Ministry of Environment, and do not have adverse effects on lake water quality over the long term can be used within the 300 meters of the lake.

Heavier clay soils are prevalent on the southern half of the property which would limit septic bed effluent dispersal to fully raised beds with imported sandy soils. Effluent leaving the sand in the raised beds would tend to migrate horizontally once it encounters the heavier clay soils.

Existing topography on the southern portion of the site leads to surface drainage conveyed through shallow swales to the exposed highly fractured bedrock on the adjacent western property providing a direct route for untreated and treated effluent to affect the lake.

Level IV on site waste water treatment systems approved under CAN/BNQ 3680-600 certification for use in Ontario in accordance with the Ontario Building Code are highly recommended for this site.

The proposed building envelope is 50 metres from the shoreline of the lake.

Soils observed in test pits approximately 80m from the shoreline of the lake indicated a silty sand with the potential to absorb phosphorous. The area would be suitable for a partially raised effluent dispersal bed. We recommend that 600mm depth of Type A sand with as high as possible concentration of iron and aluminum be used for the construction of the effluent dispersal bed.

On site waste water treatment systems shall be designed, constructed, and approved by qualified personnel in accordance with the Ontario Building Code requirements. Clearance distances from controlling features such as property lines, and structures, for septic system components must be maintained.

The owner shall enter into a maintenance agreement with the proprietary treatment system used for this site. The maintenance agreement is to include an annual inspection of the treatment system and sampling and analysis of effluent to ensure the treatment system is achieving minimum effluent criteria in accordance with OBC requirements. The annual inspection report is to be forwarded to the regulating authority.

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Construction of a Class 4 Level IV on site waste water system with a partially raised enhanced Type A effluent dispersal bed with a minimum depth 600mm of phosphorous retentive sand located on the native silty sand 75m from the shoreline of the lake will have no adverse effects on lake water quality.

8.0 Statement of Qualifications and Limitations

The recommendations provided in this report are based on subsurface data obtained at the specific test locations only. Boundaries between zones presented on the test pit logs are often not distinct but transitional and were interpreted. Experience indicates that the subsurface soil and groundwater conditions can vary significantly between and beyond the test pit locations. For this reason, the recommendations given in this report are subject to a field verification of the subsurface soil conditions at the time of construction.

We trust this report provides sufficient information for your present purposes. If you have any questions concerning this report or if we may be of further services to you, please do not hesitate to contact the undersigned.

Report Prepared by:



Tim Farrance, Engineering Technologist

Report Reviewed by:

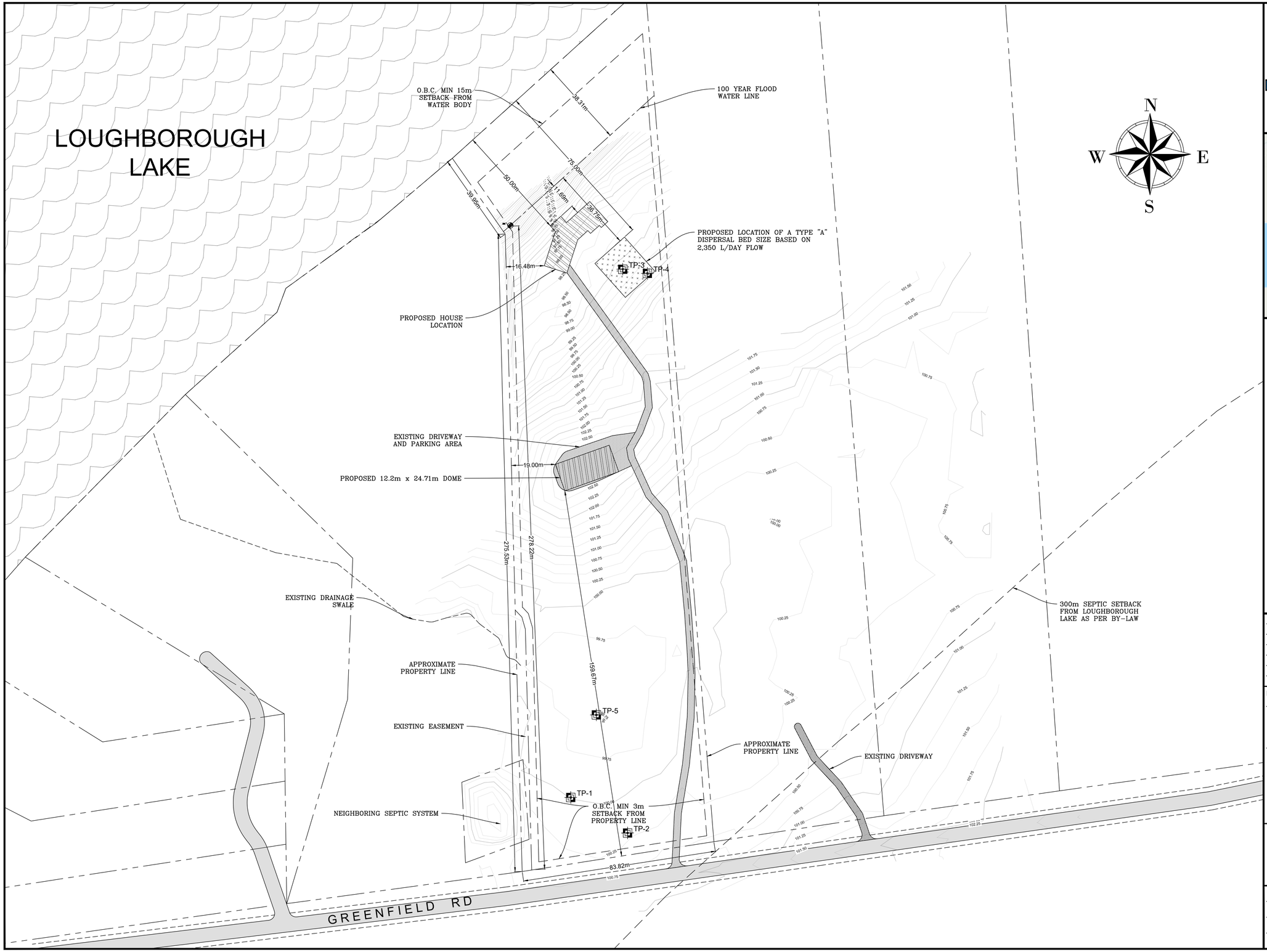


Martin Burger, M.Eng., P.Eng.

Groundwork Engineering Limited

Appendix A

Site Plan

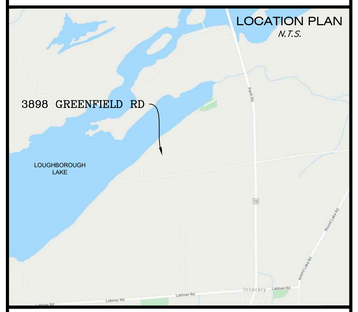


Groundwork Engineering Limited

GEOTECHNICAL • CIVIL • STORMWATER • ONSITE WASTEWATER

UNIT 640 - 654 NORRIS COURT
KINGSTON, ONTARIO
OFFICE (613) 634-1789

LOCATION PLAN
N.T.S.



NOTES:
- WATERLINE TAKEN FROM HOPKINS & CORMIER SURVEYING LIMITED DRAWING DATED APRIL 4, 2008

REVISIONS

No.	Description	Date
1.	ISSUED FOR REPORT	2020/01/06
2.	REVISED AS PER COMMENTS	2020/02/24

BENCHMARK:

No.	DESCRIPTION	ELEVATION
BM	SIB ON HIGH WATER ELEVATION ON NORTH WEST PROPERTY LINE	92.46m

LICENCED PROFESSIONAL ENGINEER
24 Feb 2020
M. H. BURGER
PROVINCE OF ONTARIO

Client / Land Owner:

DENISE AND BRUCE WRIGHT

Project:

3898 GREENFIELD ROAD

SOUTH FRONTENAC — ONTARIO

Drawing Title:

SITE PLAN

Drawn by: TF
Checked By: MB
Page Size: 24"x36"
Scale: 1:750
Date: DEC 18, 2019

Project Number: GW-19002-26

Drawing Number: C-101

SHEET 1 of 1

P:\Projects\19000\19002 Septic System Inspections – Designs\19002-26 – 3898 Greenfield Rd\02 – Design\03 – Drawings\01 – Preliminary Design (Pre-Submission)\GW-19002-26 – Terrain Analysis.dwg
2/24/2020 2:05 PM

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Appendix B

Test Pit Logs

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RECORD OF TEST PIT

TEST PIT No.	1
LOCATION	3898 Greenfield Road, Inverary

Description	Thickness (mm)	Total Depth (mm)	Elevation (m)	Pocket Penetrometer Depth (mm)	Pocket Penetrometer Readings Tons/ft2 & Kg/cm2
	Surface Elevation: 99.99				
Topsoil	254	254			
Light brown Silty Clay	1168.4	1422.4	99.74		
End Of Testpit - 98.57 Bedrock Encountered - 98.57 Groundwater Seepage - 98.57			98.57		

Project No.	19002-26	Date Started:	2019-11-28
Excavation Method:	Mini-excavator	Date Completed:	2019-11-28
Logged By:	Ross Lee	Compiled By:	Ross Lee
Checked By:	MB		

Groundwork Engineering Limited

RECORD OF TEST PIT

TEST PIT No.	**2**
LOCATION	3898 Greenfield Road, Inverary

Description	Thickness (mm)	Total Depth (mm)	Elevation (m)	Pocket Penetrometer Depth (mm)	Pocket Penetrometer Readings Tons/ft2 & Kg/cm2
	Surface Elevation: 100.20				
Topsoil	266.7	266.7			
Light brown Silty Clay	1155.7	1422.4	99.93		
End Of Testpit - 98.78 Bedrock Encountered - 98.78 Groundwater Seepage at 98.78			98.78		

Project No.	19002-26	Date Started:	2019-11-28
Excavation Method:	Mini-excavator	Date Completed:	2019-11-28
Logged By:	Ross Lee	Compiled By:	Ross Lee
Checked By:	MB		

Groundwork Engineering Limited

RECORD OF TEST PIT

TEST PIT No.	**3**
LOCATION	3898 Greenfield Road, Inverary

Description	Thickness (mm)	Total Depth (mm)	Elevation (m)	Pocket Penetrometer Depth (mm)	Pocket Penetrometer Readings Tons/ft2 & Kg/cm2
	Surface Elevation: 99.20				
Topsoil	254	254			
Light brown Silty Sand, some gravel, trace clay	533.4	787.4	98.95		
End Of Testpit - 98.41 Bedrock Encountered - 98.41 No Groundwater Seepage			98.41		

Project No.	19002-26	Date Started:	2019-11-28
Excavation Method:	Mini-excavator	Date Completed:	2019-11-28
Logged By:	Ross Lee	Compiled By:	Ross Lee
Checked By:	MB		

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RECORD OF TEST PIT

TEST PIT No.	**4**
LOCATION	3898 Greenfield Road, Inverary

Description	Thickness (mm)	Total Depth (mm)	Elevation (m)	Pocket Penetrometer Depth (mm)	Pocket Penetrometer Readings Tons/ft2 & Kg/cm2
	Surface Elevation: 99.61				
Topsoil	254	254			
Silty Sand, some Clay	76.2	330.2	98.34		
Light brown Silty Sand, some gravel, trace clay	787.4	1.12	98.26		
End Of Testpit - 97.48 Bedrock Encountered - 97.48 No Groundwater Seepage			97.48		

Project No.	19002-26	Date Started:	2019-11-28
Excavation Method:	Mini-excavator	Date Completed:	2019-11-28
Logged By:	Ross Lee	Compiled By:	Ross Lee
Checked By:	MB		

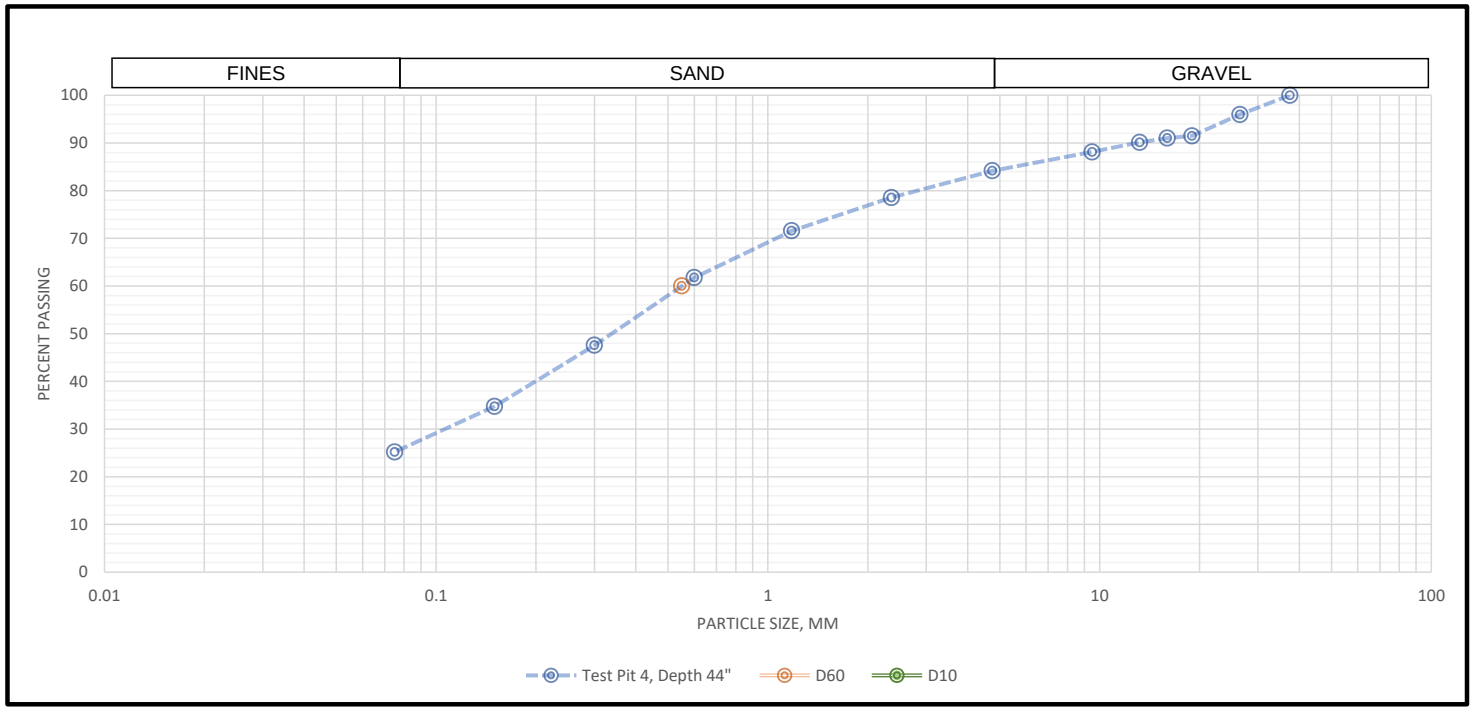
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Appendix C

Laboratory Test Results

MALROZ

Sieve Analysis (LS-602)



Sieve Opening	% Passing
37.5 mm	100
26.5 mm	96
19.0 mm	91
16.0 mm	91
13.2 mm	90
9.5 mm	88
4.75 mm	84
2.36 mm	79
1.18 mm	72
600 µm	62
300 µm	48
150 µm	35
75 µm	25

Lab No: 0040B

Client: Groundwork Engineering

Client Ref: GW-19002-26

Sample ID: Test Pit 4, Depth 44"

Location: 3893 Greenfield Road

Tested: MS

Date: 06-Dec-19

Validated:

Date: 09-Dec-19

Coefficient of Uniformity, Cu: -

Effective size, D10 (mm): -

Notes: Estimated T-time: 8 min/cm to 20 min/cm.
T-time is estimated from grain size data only, in comparison to OBC 2012 SB-6, and based solely on the sample as received.

CADUCEON™ ENVIRONMENTAL LABORATORIES
Client committed. Quality assured.

CERTIFICATE OF ANALYSIS

Final Report

C.O.C.: G47134 **REPORT No. B20-00191**

Report To:

Groundwork Engineering LTD
654 Norris Crt, Unit 640,
Kingston Ontario K7P 2R9 Canada
Attention: Martin Burger

Caduceon Environmental Laboratories
285 Dalton Ave
Kingston Ontario K7K 6Z1
Tel: 613-544-2001
Fax: 613-544-2770

DATE RECEIVED: 06-Jan-20
DATE REPORTED: 14-Jan-20
SAMPLE MATRIX: Soil

JOB/PROJECT NO.: 19002-26 3898 Greenfield Rd
P.O. NUMBER:
WATERWORKS NO.

			Client I.D.		Test Pit#3	Test Pit#4		
			Sample I.D.		B20-00191-1	B20-00191-2		
			Date Collected		06-Jan-20	06-Jan-20		
Parameter	**Units**	**R.L.**	**Reference Method**	**Date/Site Analyzed**				
Aluminum	µg/g	10	EPA 6010	08-Jan-20/O	24500	12300		
Calcium	µg/g	10	EPA 6010	08-Jan-20/O	7530	67200		
Iron	µg/g	10	EPA 6010	08-Jan-20/O	31300	23000		
Aluminum (Extractable)	µg/g	20	84-011	13-Jan-20/R	2700	1310		
Iron (Extractable)	µg/g	20	84-011	13-Jan-20/R	5860	3800		

R. Lecompte

Richard Lecompte
Laboratory Supervisor

R.L. = Reporting Limit
Test methods may be modified from specified reference method unless indicated by an *
Site Analyzed=K-Kingston,W-Windsor,O-Ottawa,R-Richmond Hill,B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from Caduceon Environmental Laboratories.

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Appendix D

CAN/BNQ Certification

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

PREMIER TECH TECHNOLOGIES LIMITÉE
(PREMIER TECH AQUA)

1, avenue Premier
Rivière-du-Loup (Québec) G5R 6C1

CAN/BNQ 3680-600/2009-05-15 *Onsite Residential Wastewater Treatment Technologies*

Certificate number: **1338**
Issue date: **2017-07-24**
Expiry date: **2018-10-31**

ONSITE WASTEWATER TREATMENT SYSTEMS	
DpEC + Ecoflo® Biofilter Model	
Treatment chain	Primary reactor with polyethylene electrocoagulation unit and Ecoflo® biofilter
Capacity	1 DpEC unit can treat up to 2 160 l/d.
Nomenclature of Ecoflo models	No mention = fiberglass unit. B = Concrete unit with gravity discharge. P = polyethylene unit. R = Integrated pump
Configuration:	ST = Open bottom (discharge by infiltration). STB = Watertight bottom (Gravity or pumped discharge).
Certificate Details Treatment classes Influent wastewater temperature	 B-IV, P-II and D-I The tests specified in sections 7.2 and 7.3 were carried out with influent wastewater at a controlled temperature of 17 °C ± 1 °C.
Other	This treatment chain includes a septic tank or a primary reactor.

Designation of Ecoflo models	Maximum hydraulic capacity (l/d)	Number of DpEC
500	1 105	1
570	1 260	1
650	1 440	1
730	1 620	1

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

NORWECO INC.
220 Republic Street
Norwalk, Ohio 44857
USA

CAN/BNQ 3680-600/2009-05-15 *Onsite Residential Wastewater Treatment Technologies*

Certificate number : **2406**
Issue date : **2017-06-08**
Expiry date : **2018-05-30**

Stand-alone wastewater treatment systems

Model Hydro-Kinetic® + phosphorus removal

Capacity

Model Number	Model Designation	Capacity (liters/day)
1260L-P-4M 1260L-P-4T	1260L FEU	1260
1600L-P-4M 1600L-P-4T	1600L FEU	1600
1890L-P-4M 1890L-P-4T 1890L-P-3M	1890L FEU	1890
2270L-P-4M 2270L-P-4T 2270L-P-3M 2270L-P-4G	2270L FEU	2270
3020L-P-3M 3020L-P-4M	3020L FEU	3020
3870L-P-3M 3780L-P-4M 3780L-P-4T	3780L FEU	3780
4730L-P-3M 4730L-P-4M	4730L FEU	4730
5670L-P-3M 5670L-P-4M	5670L FEU	5670

Model Configuration :

P-3M: Pre-treatment tank, followed by three chamber treatment tank, followed by Bio-Film Reactor tank, followed by Phos-4-Fade tank.
P-4G: Four chamber HDPE treatment tank, followed by HDPE Bio-Film Reactor tank, followed by Phos-4-Fade tank.
P-4M: Four chamber treatment tank, followed by Bio-Film Reactor tank, followed by Phos-4-Fade tank.
P-4T: Four chamber treatment tank, followed by Bio-Film Reactor tank, alternate top seam tank, followed by Phos-4-Fade tank.

Material: Constructed using concrete or plastic tanks that conforms with the strength and watertightness requirements of Standard CAN/CSA-B66 or Standard BNQ 3680-905, or equivalent acceptable to the Authority having jurisdiction.

Treatment Class: B-IV, P-II, D-I and N-I.

Certificate explanation: The tests specified in articles 8.1 and 8.2 were carried out with wastewater, at a minimum controlled temperature of 11 °C ± 1 °C.
Note that this treatment chain has no septic tank

THIS ANNEX IS AN INTEGRAL PART OF THE CERTIFICATE OF CONFORMITY.

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

WATERLOO BIOFILTER SYSTEMS INC. Page 1 de 7

143 Dennis Street
Rockwood (Ontario) N0B 2K0

CAN/BNQ 3680-600/2009-05-15 *Onsite Residential Wastewater Treatment Technologies*

Certificate number: **2312**
Issue date: **2018-05-22**
Expiry date: **2018-07-31**

Stand-alone wastewater treatment systems

Model Waterloo Biofilters®

Anaerobic Digester

Capacity:

Waterloo Biofilter Treatment capacity (L/d)	Minimum Digester Volume (L)	Minimum InnerTube™ Volume (L) (1)
1,100	2,077	220
1,600	3,021	320
2,000	3,776	400
2,500	4,720	500
3,000	5,664	600
3,500	6,608	700
4,000	7,552	800
4,500	8,496	900
5,000	9,440	1,000
5,500	10,384	1,100
6,000	11,328	1,200
6,500	12,272	1,300
7,000	13,216	1,400
7,500	14,160	1,500
8,000	15,104	1,600
8,500	16,048	1,700
9,000	16,992	1,800
9,500	17,936	1,900
10,000	18,880	2,000

(1) The "Inner tube" is the term used to describe the long corrugated pipe forcing a longer path of water in the digester. The volume of the inner tube is included in the minimum effective volume of the digester.

Designation:	AD.
Material:	Constructed using concrete, plastic, or fibreglass tank that conforms with the strength and watertightness requirements of Standard CAN/CSA-B66 or Standard BNQ 3680-905, or equivalent acceptable to the Authority having jurisdiction.
Dosing:	External or internal pump chamber. Demand or timed dosed.
Others:	Single or double compartment tank. No effluent filter required. InnerTube outlet opposite tank outlet or pump. One or multiple tanks.

THIS ANNEX IS AN INTEGRAL PART OF THE CERTIFICATE OF CONFORMITY.

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

WATERLOO BIOFILTER SYSTEMS INC. Page 2 de 7

143 Dennis Street
Rockwood (Ontario) N0B 2K0

CAN/BNQ 3680-600/2009-05-15 *Onsite Residential Wastewater Treatment Technologies*

Certificate number: **2312**
Issue date: **2018-05-22**
Expiry date: **2018-07-31**

Waterloo Biofilter

Capacity:

Designation	Waterloo Biofilter Treatment capacity (L/d)	Minimum Foam Filter Media Volume (m^3)	Minimum Foam Filter Media Volume (ft^3)
11	1,100	1.5	54
16	1,600	2.2	79
20	2,000	2.8	99
25	2,500	3.5	124
30	3,000	4.2	148
35	3,500	4.9	173
40	4,000	5.6	198
45	4,500	6.3	222
50	5,000	7.0	247
55	5,500	7.7	272
60	6,000	8.4	297
65	6,500	9.1	321
70	7,000	9.8	346
75	7,500	10.5	371
80	8,000	11.2	396
85	8,500	11.9	420
90	9,000	12.6	445
95	9,500	13.3	470
100	10,000	14.0	494

Configuration:

SH = Shed with open-bottom.
SHFB = Shed with full bottom.
BA = Baskets in concrete tank.
BFCN = Bulk filled concrete tank.
BFHD = Bulk filled plastic tank.
BFFG = Bulk filled fibreglass tank.

Certificate Precisions

Treatment Class: Class B-IV.

Influent Temperature: The tests specified in articles 8.1 and 8.2 were carried out with influent wastewater, at a minimum controlled temperature of 11 °C ± 1 °C.

Others: This treatment chain has no septic tank. The anaerobic digester is the first step of the treatment chain.

THIS ANNEX IS AN INTEGRAL PART OF THE CERTIFICATE OF CONFORMITY.

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

WATERLOO BIOFILTER SYSTEMS INC. Page 3 de 7

143 Dennis Street
Rockwood (Ontario) N0B 2K0

CAN/BNQ 3680-600/2009-05-15 *Onsite Residential Wastewater Treatment Technologies*

Certificate number: **2312**
Issue date: **2018-05-22**
Expiry date: **2018-07-31**

Waterloo Flatbed Biofilter

Capacity:

Designation	Flat Bed Modules [1]	Flat Bed Treatment Capacity [2] (L/d)	Minimum Foam Filter Media Volume (m^3)	Minimum Foam Filter Media Volume (ft^3)
11	2 units of FB-800	1,670	2.9	104
16	2 units of FB-800	1,670	2.9	104
20	2 units of FB-1000	2,000	3.5	125
25	3 units of FB-800	2,505	4.4	156
30	3 units of FB-1000	3,000	5.3	187
35	2 units of FB-800 2 units of FB-1000	3,670	6.5	229
40	4 units of FB-1000	4,000	7.0	250
45	6 units of FB-800	5,010	8.8	312
50	6 units of FB-800	5,010	8.8	312
55	2 units of FB-800 4 units of FB-1000	5,670	10.0	354
60	6 units of FB-1000	6,000	10.6	375
65	8 units of FB-800	6,680	11.8	416
70	2 units of FB-800 6 units of FB-1000	7,670	13.6	479
75	2 units of FB-800 6 units of FB-1000	7,670	13.6	479
80	8 units of FB-1000	8,000	14.1	500
85	8 units of FB-800 2 units of FB-1000	8,680	15.3	541
90	6 units of FB-800 4 units of FB-1000	9,010	15.9	562
95	2 units of FB-800 8 units of FB-1000	9,670	17.1	604
100	10 units of FB-1000	10,000	17.7	625

Configuration: FB = Flatbed with open-bottom.

Certificate Precisions

Treatment Class: Class B-IV.

Influent Temperature: The tests specified in articles 8.1 and 8.2 were carried out with influent wastewater, at a minimum controlled temperature of 11 °C ± 1 °C.

Others: This treatment chain has no septic tank. The anaerobic digester is the first step of the treatment chain.
[1]The FB-800 module has treatment capacity of 835 L/day and the FB-1000 module has treatment capacity of 1,000 L/day. Other combinations of Flat Bed modules besides those listed are possible.

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

WATERLOO BIOFILTER SYSTEMS INC. Page 4 de 7

143 Dennis Street
Rockwood (Ontario) N0B 2K0

CAN/BNQ 3680-600/2009-05-15 *Onsite Residential Wastewater Treatment Technologies*

Certificate number:	**2312**
Issue date:	**2018-05-22**
Expiry date:	**2018-07-31**

(2)The Waterloo Biofilter treatment capacity of a Flat Bed system is the sum total of the Flat Bed Treatment Capacities of the Flat Bed Models used in the system. Flat Beds may be laid out in 'parallel', 'series', or combination thereof. The designation of a Flat Bed system is the total treatment capacity with the last two digits truncated. E.g. a system comprised of two FB-800 models has treatment capacity of 835 * 2 = 1,670 L/d and a designation number of 16.

THIS ANNEX IS AN INTEGRAL PART OF THE CERTIFICATE OF CONFORMITY.

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

WATERLOO BIOFILTER SYSTEMS INC. Page 5 de 7

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CAN/BNQ 3680-600/2009-05-15 *Onsite Residential Wastewater Treatment Technologies*

Certificate number: **2312**
Issue date: **2018-05-22**
Expiry date: **2018-07-31**

Model Designation	
Class B-IV:	AD-SH11, AD-SHFB11, AD-BA11, AD-BFCN11, AD-BFHD11, AD-BFFG11, AD-FB11 AD-SH16, AD-SHFB16, AD-BA16, AD-BFCN16, AD-BFHD16, AD-BFFG16, AD-FB16 AD-SH20, AD-SHFB20, AD-BA20, AD-BFCN20, AD-BFHD20, AD-BFFG20, AD-FB20 AD-SH25, AD-SHFB25, AD-BA25, AD-BFCN25, AD-BFHD25, AD-BFFG25, AD-FB25 AD-SH30, AD-SHFB30, AD-BA30, AD-BFCN30, AD-BFHD30, AD-BFFG30, AD-FB30 AD-SH35, AD-SHFB35, AD-BA35, AD-BFCN35, AD-BFHD35, AD-BFFG35, AD-FB35 AD-SH40, AD-SHFB40, AD-BA40, AD-BFCN40, AD-BFHD40, AD-BFFG40, AD-FB40 AD-SH45, AD-SHFB45, AD-BA45, AD-BFCN45, AD-BFHD45, AD-BFFG45, AD-FB45 AD-SH50, AD-SHFB50, AD-BA50, AD-BFCN50, AD-BFHD50, AD-BFFG50, AD-FB50 AD-SH55, AD-SHFB55, AD-BA55, AD-BFCN55, AD-BFHD55, AD-BFFG55, AD-FB55 AD-SH60, AD-SHFB60, AD-BA60, AD-BFCN60, AD-BFHD60, AD-BFFG60, AD-FB60 AD-SH65, AD-SHFB65, AD-BA65, AD-BFCN65, AD-BFHD65, AD-BFFG65, AD-FB65 AD-SH70, AD-SHFB70, AD-BA70, AD-BFCN70, AD-BFHD70, AD-BFFG70, AD-FB70 AD-SH75, AD-SHFB75, AD-BA75, AD-BFCN75, AD-BFHD75, AD-BFFG75, AD-FB75 AD-SH80, AD-SHFB80, AD-BA80, AD-BFCN80, AD-BFHD80, AD-BFFG80, AD-FB80 AD-SH85, AD-SHFB85, AD-BA85, AD-BFCN85, AD-BFHD85, AD-BFFG85, AD-FB85 AD-SH90, AD-SHFB90, AD-BA90, AD-BFCN90, AD-BFHD90, AD-BFFG90, AD-FB90 AD-SH95, AD-SHFB95, AD-BA95, AD-BFCN95, AD-BFHD95, AD-BFFG95, AD-FB95 AD-SH100, AD-SHFB100, AD-BA100, AD-BFCN100, AD-BFHD100, AD-BFFG100, AD-FB100
List of recognized manufacturers for system components	
Concrete Precasters	
MACGREGOR CONCRET PRODUCTS P.O. Box 142 Beachburg (Ontario) K0J 1C0	WINONA CONCRETE & PIPE PRODUCTS LTD. 489 Main Street West Grimsby (Ontario) L3M 1T4
UNIT PRECAST (BRESLAU) LTD. 268 Woolwich Street South Breslau (Ontario) N0B 1M0	
Plastic Component Manufacturers	
ROTH INDUSTRIES, INC. 268 Bellew Ave. South Watertown, NY 13601 USA	
List of recognized assemblers	
BOYD BROS CONCRETE 5450 Cuddy Street Osgoode (Ontario) K0A 2W0	

THIS ANNEX IS AN INTEGRAL PART OF THE CERTIFICATE OF CONFORMITY.

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

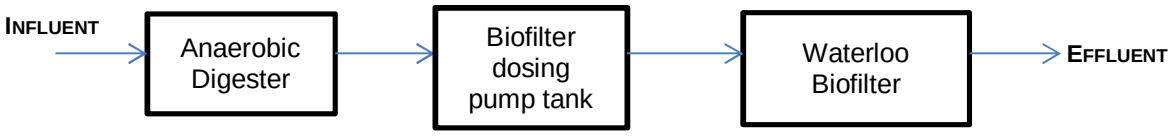
WATERLOO BIOFILTER SYSTEMS INC. Page 6 de 7

143 Dennis Street
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CAN/BNQ 3680-600/2009-05-15 *Onsite Residential Wastewater Treatment Technologies*

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FLOW DIAGRAM OF WATERLOO BIOFILTER ®



THIS ANNEX IS AN INTEGRAL PART OF THE CERTIFICATE OF CONFORMITY.

ANNEX TO THE BNQ CERTIFICATE OF CONFORMITY

WATERLOO BIOFILTER SYSTEMS INC. Page 7 de 7

143 Dennis Street
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Certificate number: **2312**
Issue date: **2018-05-22**
Expiry date: **2018-07-31**

HISTORY	
Date	**Modification description**
2016-07-05	Issuance of certificate.
2016-07-28	Minor Corrections of different sections.
2018-05-22	Modification of certificate: Addition of Waterloo Flatbed biofilter systems

THIS ANNEX IS AN INTEGRAL PART OF THE CERTIFICATE OF CONFORMITY.

Groundwork Engineering Limited

Appendix E

Phosphorous Treatment Product Information

Waterloo BIOFILTER



The Waterloo EC-P

Permanently and cost-effectively removes **90-99%** of phosphorus from septic systems by mimicking natural iron-phosphate mineralization soil processes.

Available upgrade for *all* Waterloo Biofilter advanced wastewater treatment systems



Phosphorus is a nutrient naturally found in human wastewater. Excess phosphorus in surface waters can result in algae blooms and lake eutrophication. Not only can this be a nuisance and interfere with the enjoyment of lakes - but serious health and ecosystem problems can result due to blue-green algae toxins and reduced oxygen levels that fish and other organisms rely on.

Excess phosphorus in freshwater lakes can:



Limit Recreation Activities such as Swimming, Boating, and Fishing



Lower Property Values by Impairing Quality of Lake Water



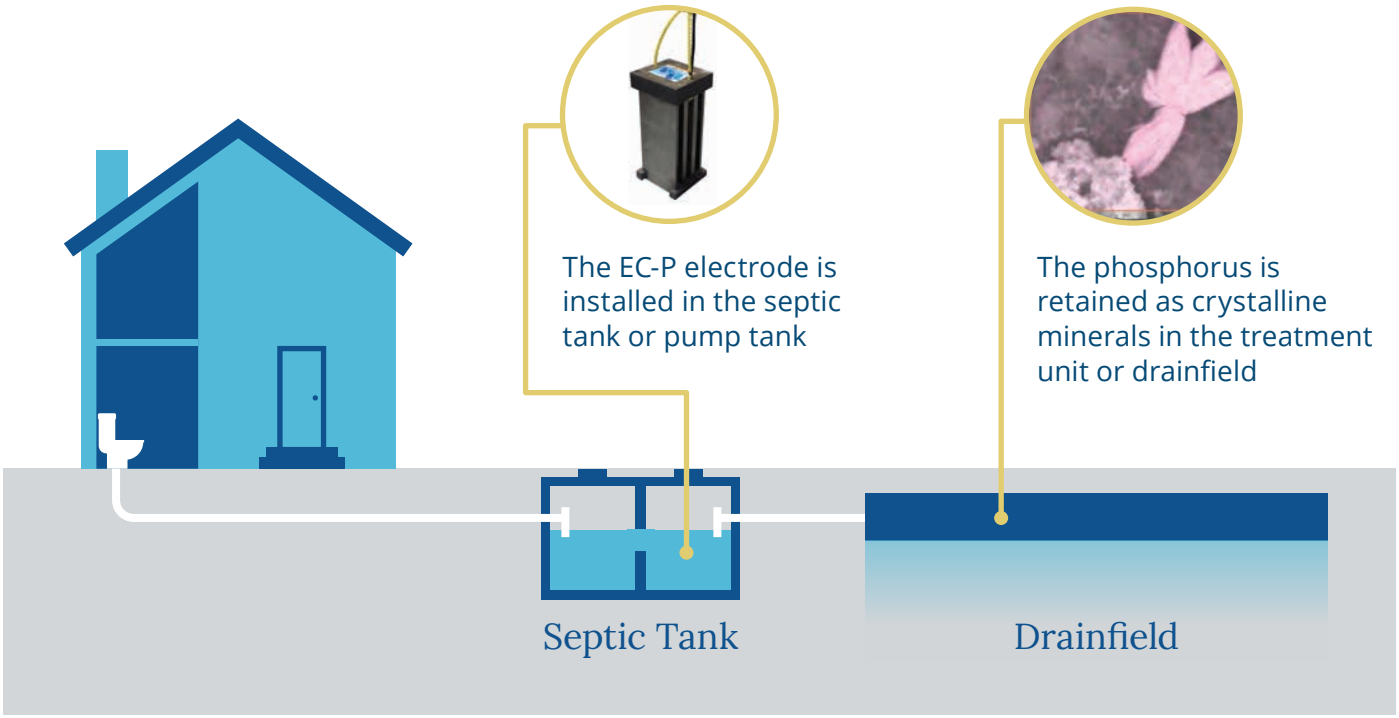
Lower Dissolved Oxygen Levels and Reduce Fish Populations



Produce Toxic Algae that is Harmful to Humans and Wildlife

How It Works

Using low-energy electrochemistry, the patent-pending **Waterloo EC-P™** dissolves natural iron electrodes into the wastewater. This iron reacts with phosphorus ions and precipitates out as an insoluble crystalline mineral. These iron-phosphate minerals are physically filtered out of the wastewater by the foam filter medium in the Waterloo Biofilter system, or by sand or soil in conventional septic systems – preventing the phosphorus from reaching the natural environment.



Waterloo EC-P Benefits

- Does not create additional sludge
- No chemical addition required
- Does not affect pH
- Works with filtration-based treatment units, sand, or soil
- Residential and commercial applications
- Phosphorus is permanently removed, not just separated as a sludge
- Low energy, less than $50/year
- Typical electrode life of 2-3 years
- Can easily be retrofitted
- Compact and easy to install

For more information:

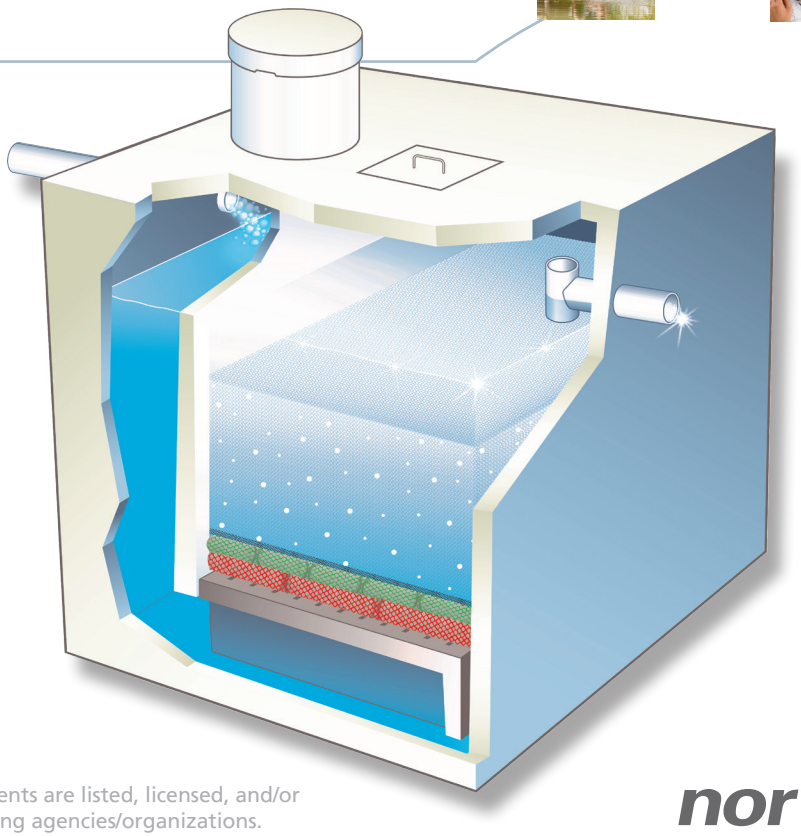
www.waterloo-biofilter.com
1-866-366-4329
info@waterloo-biofilter.com

Waterloo BIOFILTER

PHOS-4-FADE®







The Phos-4-Fade filter components are listed, licensed, and/or certified by each of the following agencies/organizations.

CAN/BNQ 3680-600 2406

NQ 3680-910 2783

norweco®

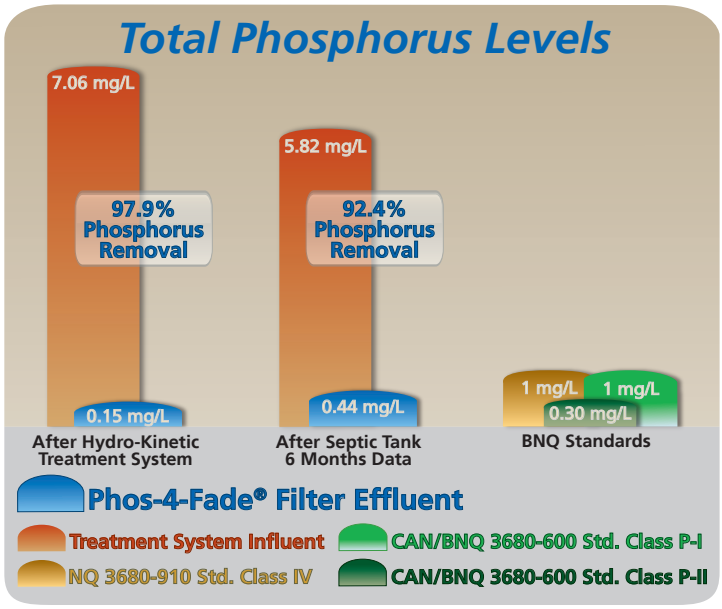
Engineering the future of water and wastewater treatment

Today's Answer for the Protection of Tomorrow's Environment

PHOS-4-FADE® PHOSPHORUS REMOVAL FILTER

A REVOLUTIONARY DESIGN THAT EMPLOYS PROPRIETARY ADSORPTIVE FILTRATION MEDIA TO EFFICIENTLY REMOVE TOTAL PHOSPHORUS FROM THE EFFLUENT OF ANY ONSITE WATERWATER TREATMENT SYSTEM

The revolutionary Phos-4-Fade phosphorus removal filter is a patented, non-mechanical component that can be easily installed as part of any onsite wastewater treatment system. The Phos-4-Fade filter significantly reduces total phosphorus in the effluent to levels that protect local waterways, while meeting or exceeding the most stringent regulations. The Phos-4-Fade filter was tested and certified by the Bureau de Normalisation du Quebec (BNQ) through their stringent 12 month test protocol, meeting CAN/BNQ 3680-600 Class P-II as well as NQ 3680-910 Class IV requirements.



Flow enters the inlet chamber of the Phos-4-Fade filter where it then moves downward and passes into the media chamber through an array of transfer ports. Media support channels direct flow beneath the media where evenly spaced apertures provide uniform dispersal of the flow. Progressively sized layers of primary filtration media further distribute the flow to the adsorptive media layer. As the flow passes through the adsorptive media, final polishing takes place as phosphorus adheres to the porous media surfaces.

THE **PHOS-4-FADE FILTER** PROTECTS WATER RESOURCES FROM HARMFUL ALGAL BLOOMS BY REMOVING PHOSPHORUS FROM WASTEWATER STREAMS. ALGAL BLOOMS ARE OVERGROWTHS OF ALGAE IN WATER THAT CAN PRODUCE TOXINS HARMFUL TO HUMANS AND AQUATIC LIFE. FURTHER, THE DECAY OF ALGAE RESULTS IN OXYGEN DEPLETION AND EUTROPHICATION OF WATER RESOURCES. THE SIGNIFICANT PRESENCE OF NUTRIENTS SUCH AS NITROGEN AND PHOSPHORUS IS A MAJOR FACTOR IN THE OUTBREAK OF ALGAL BLOOMS. REDUCING PHOSPHORUS LEVELS IN FLOWS LEADING TO WATER RESOURCES IS THE MOST EFFECTIVE WAY TO ELIMINATE ALGAL BLOOMS. THE PHOS-4-FADE FILTER, COMBINED WITH AN EFFECTIVE NITROGEN REDUCING ONSITE TREATMENT SYSTEM, CAN CONSIDERABLY REDUCE THE OCCURRENCE OF ALGAL BLOOMS.

The Phos-4-Fade filter can be quickly and easily installed behind any onsite wastewater treatment system. The innovative adsorptive media technology begins working immediately upon start-up. Completely non-mechanical, the filter requires no electricity and operates continuously with minimal maintenance. A single riser extends to grade from the tank to allow inspection and service of the filter contents. The Phos-4-Fade filter is user friendly, easy to install and maintain, and provides effective total phosphorus removal for any onsite wastewater treatment system.

norweco®

Engineering the future of water and wastewater treatment

220 Republic Street
Norwalk, Ohio, U.S.A. 44857-1156
PH: 419.668.4471
FAX: 419.663.5440
www.norweco.com

Progress Through Service Since 1906

We engineer, manufacture, install and maintain advanced water and wastewater treatment technologies for residential properties, communities and commercial properties that are not connected to sewer lines. Norweco treatment systems are in service all over the world.

Norweco®, Norweco.com®, Singulair®, Modulair®, Travalair®, Singulair Green®, Ribbit Rivet®, Hydro-Kinetic®, Hydro-Kinetic Bio-Film Reactor®, Evenair®, Lift-Rail®, Microsonic®, Bio-Dynamic®, Bio-Sanitizer®, Bio-Neutralizer®, Bio-Kinetic®, Bio-Static®, Bio-Gem®, Bio-Max®, Bio-Perc®, Blue Crystal®, Phos-4-Fade®, Enviro-C®, ClearCheck®, ChemCheck®, Tri-Max®, Hydra-Max®, Service Pro®, MCD®, TNT®, WASP®, Grease Buster® and "BUSTER" logo are all registered trademarks of Norwalk Wastewater Equipment Company, Inc.

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PHOS-4-FADE®

PHOSPHORUS REMOVAL FILTER

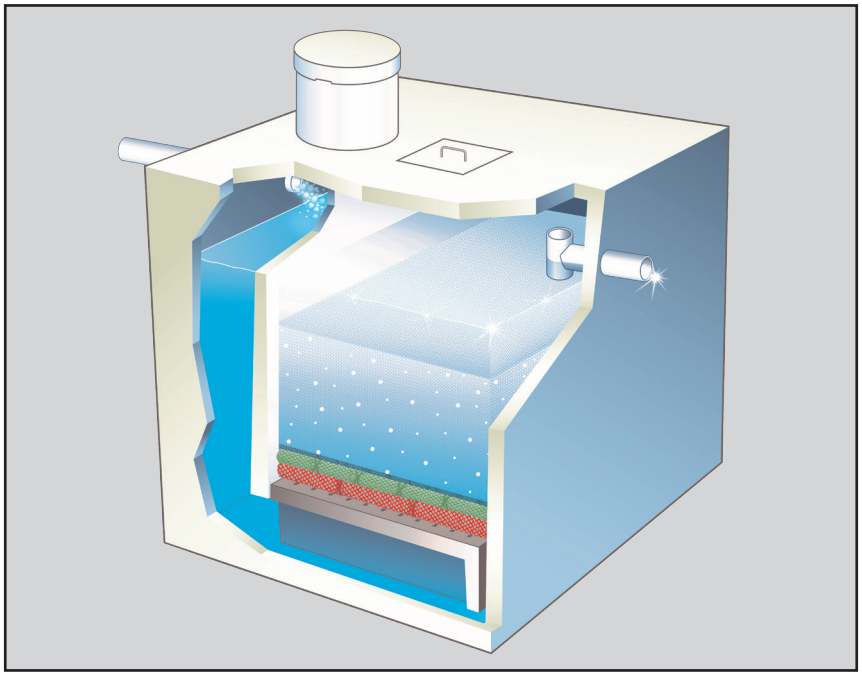
OWNER'S MANUAL

INTRODUCTION

The Phos-4-Fade phosphorus removal filter is a patented, non-mechanical component that significantly reduces total phosphorus in water or wastewater flows and prevents harmful algal blooms. It is a sound investment that protects you and the environment. Please take the time to familiarize yourself with the contents of this manual.

HOW THE SYSTEM WORKS

Developed to serve homes and small businesses beyond the reach of city sewers, the patented Phos-4-Fade phosphorus removal filter utilizes proprietary adsorptive filtration media for the reduction of total phosphorus in liquid flows to levels that meet or exceed the most stringent environmental regulations.



Incoming liquid from an upstream treatment or collection system enters the inlet chamber of the Phos-4-Fade filter. Flow then moves downward and passes into the media chamber through an array of transfer ports. Media support channels direct flow beneath the media where evenly spaced apertures provide uniform dispersal of the liquid. Progressively sized layers of primary and secondary filtration media evenly distribute the flow to the adsorptive media layer. As the flow passes through the proprietary adsorptive media, final polishing takes place as orthophosphate ionically bonds to the porous media surfaces. The adsorptive filtration media is highly porous and provides ample surface area to insure effective reduction or elimination of total phosphorus. The innovative Phos-4-Fade phosphorus removal filter reliably protects you, your property and the environment.

FEATURES AND ADVANTAGES

All Phos-4-Fade filter tanks are constructed of reinforced precast concrete or high density polyethylene (HDPE). Internal walls and baffles are cast-in-place or integrally molded to insure uniformity and strength. Risers and covers are either precast concrete, HDPE or heavy duty, glass-filled polypropylene. All components that will contact the wastewater are constructed entirely of molded plastic, precast concrete or ceramic material.

The phosphorus removal process begins as the primary and secondary filtration media layers entrap solids from the liquid flow. As flow passes through the adsorptive filtration media layer, phosphorus attaches to the surface of the Phos-4-Fade media. The adsorptive filtration media begins working immediately upon start-up to provide for instant and effective phosphorus removal.

The Phos-4-Fade filter can be easily installed as part of any onsite water or wastewater treatment system. The filter requires no electricity and operates continuously with minimal maintenance.

SYSTEM PERFORMANCE

The Phos-4-Fade filter successfully completed the stringent 12 month testing protocols outlined in CAN/BNQ 3680-600 and NQ 3680-910 following the Hydro-Kinetic system. The Hydro-Kinetic system with Phos-4-Fade filter is certified by BNQ to Class P-II requirements of CAN/BNQ 3680-600 with an average effluent total phosphorus of 0.15 mg/L. In addition, the Hydro-Kinetic system with Phos-4-Fade filter meets the Class IV requirements of NQ 3680-910 with an average effluent total phosphorus of 0.14 mg/L.

PHOS-4-FADE MEDIA

The primary and secondary filtration media layers precondition the flow by removing solids and promoting the initial removal of phosphorus. Progressively sized particles provide uniform hydraulic and organic loading to the adsorptive media layer. The proprietary adsorptive filtration media is a ceramic material with an extremely porous surface. Phosphorus adheres to the porous surface of the media as flow moves through the adsorptive media layer. Final polishing of the effluent occurs as the orthophosphate ionically bonds to the adsorptive media surface for safe and effective removal from the liquid.

NO OWNER MAINTENANCE

The Phos-4-Fade filter should be inspected and serviced by a qualified service provider, therefore, no owner maintenance is required during the warranty period. The frequency of media replacement depends on system use. The local distributor will inspect the system during the warranty period to determine if media replacement is required. Media replacement will normally be required at two to five year intervals. A properly licensed solids vacuum service must be used for removal and disposal of filtration media. The solids vacuum service should consult with local authorities to determine the proper disposal method of the exhausted adsorptive media. Contact your local distributor for complete instructions prior to pumping the Phos-4-Fade filter. NOTE: Make sure the system is refilled to capacity with clean water after pumping.

ONE YEAR WARRANTY & LIFETIME EXCHANGE

The Phos-4-Fade filter components are backed by a one year limited warranty and lifetime exchange program. The Phos-4-Fade filter media is warranted to be free from defects in material and workmanship, under normal use and service, for a period of one year from the date of purchase. The one year limited warranty is included in the original purchase price of every Phos-4-Fade filter. The comprehensive lifetime exchange program offers owners a lifetime of protection. Owners may purchase replacement media at a prorated cost. If the media fails, do not attempt any type of repair. Unauthorized tampering or repair will void important provisions of the limited warranty. The local, licensed distributor or service center has detailed warranty information and should be contacted for service or replacement instructions.

WARRANTY REGISTRATION

A Warranty Registration Card was included with the Phos-4-Fade filter before it was shipped from the factory. If this card has not been returned to Norweco, complete and mail it immediately. If it is not returned within thirty days of the installation date, the one year limited warranty and lifetime exchange program will begin on the date of component shipment from the factory. Remove the Phos-4-Fade filter system record card and store it in a safe location with this Owner's Manual for future reference.

SUPPLEMENTAL SERVICE RECORD

For your reference, please document service performed on the following chart:

DATE	DESCRIPTION

norweco®

Engineering the future of water and wastewater treatment

DISTRIBUTED LOCALLY BY:

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TELEPHONE (419) 668-4471
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Phosphorus Removal and Disinfection Systems

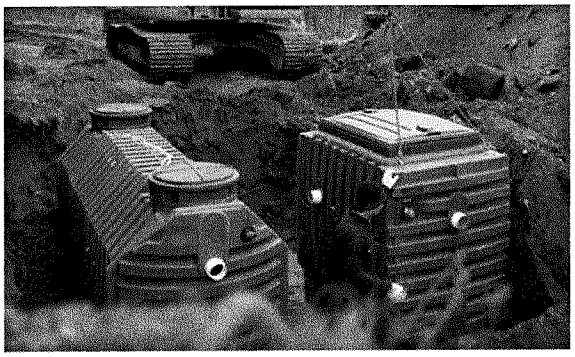
For principal, secondary and seasonal residences

Incorporating

DpEC Self-Cleaning **Phosphorus Removal Unit**

OPTIMAL PROTECTION OF WATER BODIES

WASTEWATER TREATMENT



Phosphorus removal finally available for residential applications!

Unique

Without impacting pH levels, systems incorporating the DpEC Self-Cleaning unit are the only phosphorus removal solutions for treating wastewater generated by isolated dwellings. No need to handle or store chemicals.

Versatile

The system can be installed upstream of an Ecoflo® Biofilter or any conventional system (leaching bed, sand mound, etc.)

Environmental protection

Protects water quality in lakes and waterways and helps prevent the proliferation of blue-green algae.

Quality control

Fully prefabricated phosphorus removal unit, including all electrical connections, for simpler, quicker and higher quality installations.

PREMIER TECH AQUA

CAN/BNQ Certified NQ 3680-600

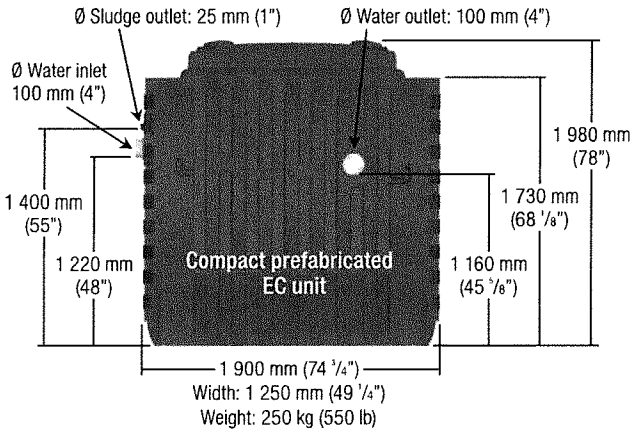
A UNIQUE SOLUTION FOR PHOSPHORUS REMOVAL FOR INDIVIDUAL HOMES ON SEPTIC SYSTEMS

The DpEC Self-Cleaning unit (patent pending) is based on the principle of Electrocoagulation (EC). It consists of a primary reactor and an EC unit. The process consists in applying a low-intensity current between two submerged aluminium electrodes. Continuous self-cleaning of the electrodes ensures system reliability and performance as well as the optimum use of the electrodes.

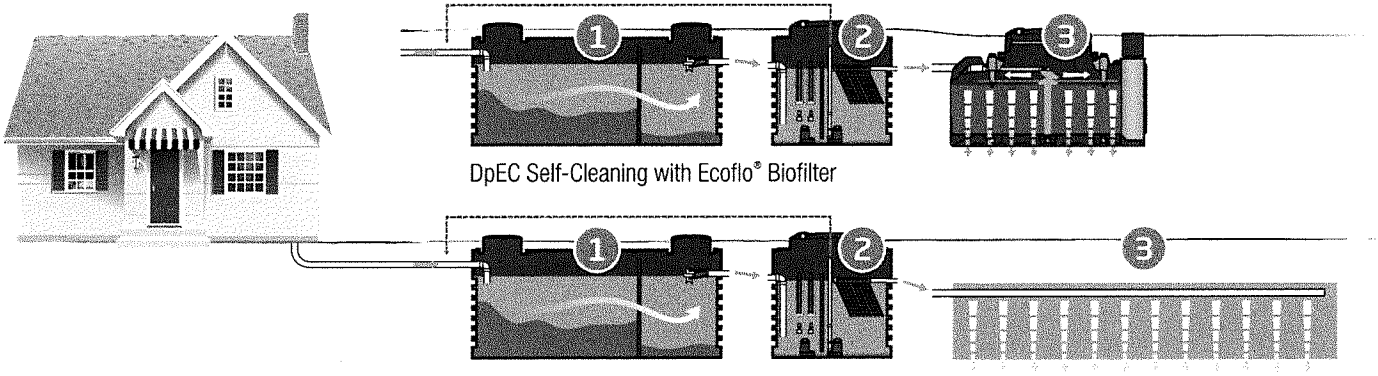
Treatment performances obtained by a third party certifier (BNQ)

Site	TSS	$CBOD_5$	P_{tot}	FC
DpEC	33 mg/L	53 mg/L	0.4 mg/L	n/a
DpEC + Ecoflo	2 mg/L	2 mg/L	0.1 mg/L	224 CFU/100 mL
DpEC + Sand Filter	1 mg/L	2 mg/L	0.04 mg/L	Median < 47 CFU/100 mL

Averages of the measures carried out over 1 year in compliance with the requirements of the NQ 3680-600 (2012 and 2014) Standard.



TYPICAL INSTALLATIONS WITH DPEC SELF-CLEANING



DpEC Self-Cleaning with Ecoflo® Biofilter

DpEC Self-Cleaning with sand filter bed

1 Primary reactor equipped with a flow controller

Domestic wastewater coming from the residence are directed to the primary reactor which separates solids from liquids and regulates the flow of effluent.

2 Self-cleaning electrocoagulation unit

This system reduces phosphorus found in the wastewater. It is comprised of a reaction zone and a separation zone. A control panel supplies electrical power to the electrodes and ensures proper functioning of all components.

3 Ecoflo® Biofilter (or conventional systems)

Annual visits

To ensure the long-term performance and normal operation of the DpEC Self-Cleaning unit as well as the continued validity of its warranty, Premier Tech Aqua offers a bi-annual preventive maintenance program which includes the sampling of the treated effluent and the replacement of the electrodes at the end of their useful life (when required). Please contact our Customer Service to register and for more details.

OUR EXPERTS ARE THERE TO GUIDE YOU!

To find our expert in your area, visit ECOFLOBIOFILTER.COM/CONTACT-US

PREMIER TECH AQUA

1 800 632-6356
ECOFLOBIOFILTER.COM

The information contained in this document is based upon the latest information available at the time of publication and is designed to provide you with a general introduction to our products. We make no warranties or representations as to its accuracy. We are continually updating and improving our products and reserve the right to amend, discontinue, alter or change specifications and prices without prior notice. The DpEC Self-Cleaning Phosporus Removal Unit is covered by patent applications CA: CA2760560; US: 13/309,097; EP: 11191522.9. For any up to date information regarding the patent applications and patent(s) for this product or part of this product, please visit our website at patentmarking.premiertech.com (reference 0488).

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CAN-USA – 201502

Groundwork Engineering Limited

13 April 2020

Claire Dodds
Director of Development Services, MCIP, RPP
Township of South Frontenac
Box 100, Sydenham ON
K0H 2T0

Re: Z-20-03 Wright Zoning Bylaw Amendment

Dear Claire,

Groundwork Engineering Limited (GEL) has reviewed the responses by the Ministry of Environment Conservation and Parks (MECP), Kingston Frontenac Lennox and Addington Public Health (KFLA) and the Cataraqui Region Conservation Authority (CRCA) with regards to the terrain analysis report completed by GEL which was submitted with the zoning bylaw amendment for 3898 Greenfield Road. In the report dated 28 February 2020, GEL provides justification for the location of a proposed Level IV wastewater treatment with enhanced phosphorous reduction 75m from the highwater line of Loughborough Lake West Basin.

KFLA and MECP have responded that the maximum distance available from the lot to Loughborough Lake is the only permissible location for a wastewater treatment system. CRCA provided a similar response. That distance is approximately 230m. It appears that no consideration has been given to the fact that there is exposed fractured limestone exhibiting karst-like characteristics on the adjoining property only 50m downgradient of the approved location for the effluent dispersal bed.

As discussed in a previous email this site and case must be examined on its own merits.

The proximity of the exposed fractured limestone bedrock leads one to believe that the receiver of treated effluent for this site is not restricted to just the surface waters of Loughborough Lake. The potential effects on groundwater and neighbouring drinking water wells may be more significant than any impact to Loughborough Lake.

After a telephone discussion with Gord Mitchell at KFLA Public Health on the afternoon of 8 April 2020, I was led to believe that the Township of South Frontenac and MECP have stated that the exact location of the effluent dispersal bed on the lot is the responsibility of KFLA Public Health. Our understanding is that KFLA authority rests within the confines of the Ontario Building Code (OBC). The OBC indicates that the effluent dispersal field must be 15m from the highwater mark of a lake. Since the Township has a more stringent bylaw in place, KFLA must abide by that.

Groundwork Engineering Limited

We understand that the Township may have the ability to request the services of a peer review of the GEL terrain analysis report by a County of Frontenac designated consultant to determine if indeed the optimum location for the effluent dispersal bed is as recommended in the MECP, KFLA and CRCA responses. If this is the case, we respectfully request that a peer review be conducted without delay.

We look forward to working with you to determine a solution. I am confident that this unique set of circumstances can be dealt with appropriately and take the concerns of all parties into consideration. Should you require further information, or have any questions please do not hesitate to contact the undersigned.

Sincerely,

Martin Burger
M.Eng., P.Eng.

cc: via email Bruce and Denise Wright

via email Jon Orpana, Victor Castro, MECP

via email Gord Mitchell, KFLA Public Health

via email Andrew Schmidt, CRCA

Pictures Taken at 3898 Greenfield Road

After Heavy Rain on April 30, 2020



Figure 1. View of Proposed Building Site May 1, 2020



Figure 2. View of Proposed Septic System Location May 1, 2020



Figure 3. Runoff and Standing Water South Field, May 1, 2020



Figure 4. Standing Water South Field and Neighbouring Septic, May 1, 2020



Figure 5. Runoff from South Field, May 1, 2020



Figure 6. Runoff from South Field to Lake, May 1, 2020



Figure 7. Runoff from South Field to Lake, May 2, 2020

March 30, 2020 File: ZBL/FRS/51/2020

Sent by E-mail

Ms. Angela Maddocks, Clerk
c/o Department of Development Services
Township of South Frontenac
4432 George Street
P.O. Box 100
Sydenham, Ontario
K0H 2T0

Dear Ms. Maddocks:

Re: Application for Zoning By-law Amendment Z-20-03 (Wright)
Part of Lot 18, Concession 4, 3898 Greenfield Road
Township of South Frontenac (District of Storrington)
Waterbody: Loughborough Lake (west basin)

Staff of Cataraqui Conservation have reviewed the above-noted re-zoning application and provide the following comments for consideration by the Township. *Cataraqui Conservation recommends deferral of application Z-20-03 based on our consideration for natural hazard, natural heritage, and water quality and quantity protection policies.*

The purpose of the proposal is to rezone a 6.5 acre lot from the special Waterfront Residential (RW 27) zone to the special Waterfront Residential (RW ##) zone to reduce the setback for a sewage system from 300 metres to 75-85 metres from the highwater mark of Loughborough Lake, and to allow a storage building to be constructed approximately 100 metres from Greenwood Road.

Site Description

The subject property is located along the southern shoreline of the west basin of Loughborough Lake along Greenfield Road. The topography of the site can be characterized as rising up quickly from the shoreline, then more gently rising in a southerly direction toward the road.

The west basin of Loughborough Lake has been designated as a highly sensitive Lake Trout lake by the Ministry of Environment, Conservation and Parks (MECP). This designation is recognized within the Official Plan for South Frontenac Township.

Discussion

The main interests of Cataraqui Conservation with respect to this application are the avoidance of natural hazards associated with the shoreline of Loughborough Lake (e.g. flooding and erosion), and the protection of the lake's water quality.

Natural Hazards

Flooding: For Loughborough Lake, the regulatory flood plain has been established as elevation 125.1 metres geodetic. Section 4.1.3 of the CRCA's Environmental Planning Policy recommends a 15 metre horizontal setback from the regulatory flood plain to account for variations in the regulatory flood plain elevation, changes over time in the anticipated extent of the regulatory flood plain, and situations such as debris or ice jams that may affect flood levels. Based upon the information provided with the application and a review of CRCA mapping, staff have concluded that the proposed development will be greater than 15 metres from the regulatory flood plain of Loughborough Lake.

Erosion: The CRCA's Environmental Planning Policy defines the erosion hazard limit as the sum of an allowance for toe erosion, a stable slope allowance of 3(h):1(v) for till shorelines and a minimum access allowance of 6 metres. Based upon the information provided with the application and a review of relevant mapping data, staff have concluded that the proposed development will be located outside of the erosion hazard limit.

Water Quality

As noted above, the west basin of Loughborough Lake has been designated as a highly sensitive Lake Trout lake by MECP. This designation is recognized in the Township of South Frontenac's Official Plan which states: "Development is one of the factors which may reduce the ability of a lake to maintain a healthy self-sustaining Lake Trout population by adding nutrients (phosphorous and others) which may negatively impact water quality, thereby reducing the Lake Trout habitat."

The applicant is proposing to install a tertiary sewage system approximately 75-85 metres from the highwater mark of the lake. It is unclear as to the actual distance being proposed as the application states 85 metres and the proposed layout sketch suggests 75 metres. *Staff recommend that the applicant be requested to verify the proposed distance between the proposed sewage system and the highwater mark of Loughborough Lake.*

In addition, staff are concerned that the proposal does not seek to maximize the distance between Loughborough Lake and the sewage system. In the opinion of staff, the water setback for a sewage system on a highly sensitive Lake Trout lake should be maximized regardless of the type of sewage system employed. However, staff recognize the experience of the MECP in these matters and will defer to MECP on this point.

Staff recommend that the Township consult MECP with respect to the appropriate setback allowance for the sewage system.

Recommendation

Staff recommend deferral of application Z-20-03 based on the discussion above in consideration for natural hazards, natural heritage and water quality and quantity protection policies.

Regulatory Requirements

Cataraqui Conservation, under Ontario Regulation 148/06: *Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses,* regulates development within 15 metres of a flood plain and within 15 metres of the top of valley. Staff note that the proposed development is not located within an area that is subject to Ontario Regulation 148/06.

Please notify this office of any decision made by the Committee of Adjustment with regard to this application. If you have any questions about these comments, please contact the undersigned at (613) 546-4228 extension 244 or by e-mail to aschmidt@crca.ca.

Yours truly,

Andrew Schmidt

Andrew Schmidt
Supervisor, Development Review

/as

c.c. Bruce & Denise Wright (via e-mail)
Claire Dodds, Township of South Frontenac (via e-mail)
Michelle Hannah, Township of South Frontenac (via e-mail)
Jon Orpana, Ministry of Environment, Conservation and Parks (via e-mail)

Ontario

Ministry of the Environment, Conservation and Parks

Environmental Assessment Branch

1st Floor
135 St. Clair Avenue W
Toronto ON M4V 1P5
Tel.: 613 548 6918
Fax.: 613 548-6908

Ministère de l'Environnement, de la Protection de la nature et des Parcs

Direction des évaluations environnementales

Rez-de-chaussée
135, avenue St. Clair Ouest
Toronto ON M4V 1P5
Tél. : 613 548-6918
Téléc. : 613 548-6908

By email only

April 8, 2020

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

Attention: Claire Dodds, Director of Development Services, MCIP, RPP
Email: cdodds@southfrontenac.net

Dear Ms. Dodds:

Re: Zoning Amendment Application Z-20-03- (Wright) Loughborough Lake West Basin

I have reviewed the application noted above and supporting documentation and offer the following comments.

Loughborough Lake has been identified by the Ontario Ministry of Natural Resources and Forestry as a cold water lake trout fishery; managed for lake trout and is currently classified by the Ministry of the Environment, Conservation and Parks as "at capacity" for development. While this designation does not preclude responsible development on existing lots of record it should be done in such a way that minimizes impact to these sensitive surface water features such as maintaining a setback that is back as far as reasonably possible and minimizing lot coverage by extra structures etc. which increases the permeability of lots and minimizes surface runoff and hardening of the landscape.

It is understood that the original severance that created the subject lands in question and neighbouring lots were created with the intent to accommodate a septic tile field at 300 meters from the high watermark of Loughborough Lake as inspected by the Public Health Inspector from the local health unit at the time.

Subject to further examination we understand that it has been established that the lot as it exists falls slightly short of being able to accommodate the 300 m setback. We understand that the current owners supported by a terrain analysis wish to establish a septic envelope closer to approx. 75 m from the high watermark of the lake and using a tertiary treatment system as opposed to a conventional septic tile field.

In conversation with the Public Health Inspector we understand that he still asserts that there is an envelope that can accommodate a septic tile field installation with imported fill as far back from the high watermark that approaches 300 m. This ministry is of the opinion that we would support a location as far back from the high watermark as possible and as close to 300 m setback as possible in addition we fully support installation of the tertiary treatment system which will go further to protect the water quality of Loughborough Lake.

We agree that through this approach, if implemented would not result in any increase in impact to the water quality of Loughborough Lake.

We have no further comments on this application at this time.

Regards,



Jon K. Orpana
Environmental Planner & Environmental Assessment Coordinator
Ministry of the Environment, Conservation and Parks
Kingston Regional Office
Environmental Assessment Branch
PO Box 22032, 1259 Gardiners Road
Kingston, Ontario
K7M 8S5

Phone: (613) 548-6918
Fax: (613) 548-6908
Email: jon.orpana@ontario.ca

Ministry of the Environment, Conservation and Parks
Eastern Region
1259 Gardiners Road, Unit 3
Kingston ON K7P 3J6
Phone: 613.549.4000
or 1.800.267.0974

Ministère de l'Environnement, de la Protection de la nature et des Parcs
Région de l'Est
1259, rue Gardiners, unité 3
Kingston (Ontario) K7P 3J6
Tél: 613 549-4000
ou 1 800 267-0974

Ontario

M E M O R A N D U M June 5, 2020

TO: Victor Castro
Supervisor
Technical Support Section, Water Resources Unit
Eastern Region

FROM: Kyle Stephenson
Hydrogeologist
Technical Support Section
Eastern Region

RE: Residential Sewage System on At-Capacity Lake Trout Lake (Loughborough Lake)
3898 Greenfield Road
Township of South Frontenac, Ontario

I have reviewed the following documents related to the proposed residential sewage system at 3898 Greenfield Road in the Township of South Frontenac:

- Report entitled "Environmental Impact Assessment, An Evaluation of a Parcel of Land on Part of Lot 18, Concession 4, Township of South Frontenac, Storrington District, Loughborough Lake (West Basin) for Three Consent Applications" completed by Ontario Lake Assessments (OLA) and dated July 2007; and,

- Report entitled "3898 Greenfield Road, Terrain Analysis Report" completed by Groundwork Engineering Limited (GEL) and dated January 10, 2020.

I reviewed these reports to provide an opinion on the best location for an on-site residential sewage system at 3398 Greenfield Road (the "site") in order to minimize any impact to Loughborough Lake.

Loughborough Lake is highly sensitive to phosphorus inputs from sewage systems because phosphorus is a key control on the ecosystem that supports the Lake Trout population. Highly sensitive lakes are considered to be "at-capacity" in terms of development and the creation of new single lots with lakeshore frontage are discouraged unless it can be demonstrated that the development will not cause negative impacts on the lake. Under certain circumstances, new single lots with lakeshore frontage can be developed if the conventional septic system is located greater than 300 metres from the high-water mark for the lake. The consent application for the site was granted on the basis that a conventional septic system would be located greater than 300 metres from the lake roughly in the southeastern end of the site.

GEL completed a Terrain Analysis for the site and provided the following observations, conclusions and recommendations:

- There are drainage swales running in an east-west orientation across the grass field in the southern end of the site near the approved septic system location. The swales outlet to a depression / ditch formed within highly fractured exposed limestone with Karst-like features on the adjacent property to the west. The ditch travels to the northwest where it intersects Loughborough Lake approximately 150 metres west of the site. I understand that GEL observed running water in this ditch resulting from groundwater discharge roughly 75 metres west of the site.

- GEL excavated two test pits in the southern portion of the site and found topsoil overlying silty clay overlying fractured limestone bedrock at 1.4 metres below ground surface (mbgs). Groundwater was observed infiltrating into the test pits at the bedrock surface.

- GEL excavated one test pit in the middle of the grass field near the east-west swale and found topsoil overlying clay overlying limestone bedrock. Heavy groundwater seepage was observed flowing into the test pit and 2 hours after excavating the test pit, it was observed to be half full of water.

- GEL excavated two test pits in an area approximately 85 metres from the lake in the northern part of the site and found topsoil overlying silty sand with some gravel and trace clay overlying limestone bedrock at 0.8 and 1.1 mbgs. Groundwater was not observed in these test pits.

- GEL interprets that groundwater infiltration in the southern end of the property will be poor (slow) through the silty clay overburden. GEL concludes that sewage effluent leaving the sand in a fully raised bed in the southern end of the property would migrate in groundwater horizontally in the native clayey soils and then flow towards the highly fractured bedrock depression / ditch west of the site. GEL expresses concern that this pathway would provide a direct route for effluent to reach the lake.

- GEL interprets that effluent infiltration in the silty sand in the northern end of the property will be faster and that the sand will likely provide some phosphorus retention. Shallow groundwater is expected to move from south to north on the northern end of the property.

- Overall, GEL recommends that enhanced phosphorus treatment with a partially raised effluent dispersal bed should be installed in the northern end of the site approximately 75 – 85 metres from the lake. GEL indicates that total phosphorus in effluent of 0.3 mg/L can be achieved. GEL further recommends using sand having high iron and aluminum concentrations for the effluent dispersal bed to enhance phosphorus retention.

I have the following comments for your consideration:

- The site is located in a sensitive hydrogeological setting having less than 2 metres of overburden overlying fractured bedrock of the Gull River Formation. The site is sensitive because groundwater contaminants originating at / near

surface can reach fractured bedrock and then migrate quickly in fractured bedrock aquifers with limited attenuation.

- Exposed Karst bedrock has been observed on the adjacent property to the west of the site. Karst landscapes are caused mainly by chemical erosion of bedrock by acidic surface water and groundwater over a substantial time span. Chemical leaching of these mainly sedimentary carbonate rocks creates enhanced permeability. Karst landscapes occur in the upper tens of metres of exposed or thinly buried bedrock. This results in conduit-style groundwater flow and greater connectivity between surface waters, sinking streams and groundwater aquifers (Brunton, 2013).

- The presence of Karst associated with the limestone bedrock increases the hydrogeological sensitivity of the site / area because water entering solution enhanced fractures (Karst) can move even more rapidly than in fractures which have not been enlarged by dissolution / erosion. Generally speaking, contaminants present in the groundwater would be expected to undergo limited attenuation in highly fractured / Karst aquifers. Currently there is limited information / research regarding the retention of phosphorus in fractured bedrock (and Karst) aquifers.

- Mapping from the Ontario Geological Survey indicates that the entire site is underlain by inferred or potential Karst. As such, there is the potential for rapid groundwater flow at any location on the site once groundwater migrates through thin overburden (soil) and reaches the bedrock surface.

- Groundwater contaminants generated at the site (e.g. dissolved phosphorus from the sewage system) are likely to move towards the lake which acts as a local shallow groundwater discharge point. As discussed above, Loughborough lake is a highly sensitive lake. Given the likely presence of Karst underlying the entire site and the potential for rapid groundwater flow towards the lake, a precautionary approach should be applied to the sewage works location and design.

- I conducted a site visit on Friday May 22, 2020 attended by staff from the ministry, the township and the local health unit. During the site visit I observed the highly fractured Karst bedrock feature at surface on the property just west of the site. I did not observe surface water in the southern end of the site or surface water flow towards (or within) the Karst feature at the western site property boundary.

- I also observed an existing raised bed septic system effluent dispersal bed in the southeast corner of the adjacent property to the west of the site. The performance of this existing bed is a good indicator of the probable performance of a bed in the southeastern end of the site given the similar location, soils and hydraulic loading. This bed was inspected by the ministry and Health Unit staff and the hydraulic function of the bed appeared to be adequate such that there were no effluent seeps (breakouts) from the bed and previous seeps were not evident.

- In terms of shallow groundwater movement, effluent leaving a raised effluent dispersal bed in the southern part of the site (near Test Pits 1 and 2) would likely move through roughly 1 metre of unsaturated silty clay soil (based on observations during test pit excavation) before reaching fractured bedrock and the shallow groundwater table. Based on the observation of groundwater at / near the bedrock surface in all three of the test pits excavated in the southern end of the site, the bedrock does not appear to be so highly permeable / fractured that it rapidly drains groundwater at the overburden / bedrock interface towards the Karst feature west of the site (or downwards into bedrock). It may be that the Karst is less well developed in this area with the bedrock surface under the cover of slightly thicker and lower permeability soils. If the fractured bedrock acted to promote rapid drainage of the area towards the Karst feature (or downwards), the observation of the test pit in the grass field (and excavated to the bedrock surface) being half full of water (as described by GEL) would not be expected.

- The low hydraulic conductivity in clayey soils in the southern portion of the site would likely promote slow groundwater movement until reaching a unit with higher hydraulic conductivity. Shallow groundwater flow in the southern area of the site is likely influenced by fractured bedrock / Karst in the area, and as discussed above, once groundwater reaches permeable bedrock, flow would be expected to be rapid towards the lake.

- A raised effluent bed located in the southeast corner of the property would maximize the distance from the sensitive lake (>250 meters) thereby providing the greatest potential for attenuation of septic system effluent. The clayey soils in this area of the site are expected to promote slow groundwater flow which may provide for additional phosphorus retention in the native soils. The septic system should be installed according to Ontario Building Code requirements to ensure no effluent “breakout” to surface. Based on my discussions with Health Unit staff and based on my observation of a functioning raised effluent dispersal bed to the west of the site, a properly functioning raised bed should be viable in the southern area of the site. As a result of the sensitive hydrogeological conditions associated with Karst / fractured bedrock underlying the entire site and given the uncertainty regarding the degree of connection to the Karst feature exposed at surface west of the site, I recommend that enhanced phosphorus treatment and optimum imported soils in the engineered effluent dispersal bed are installed as discussed by GEL on pages 7 and 8 of their report.

- The location recommended by GEL in the northern end of the site has thin soils with higher hydraulic conductivity above an area underlain by inferred Karst bedrock. These soils are well drained given that no groundwater was encountered during test pit excavation which suggests permeable bedrock underlies the soils in this area. A bed in this location would operate better from a hydraulic perspective however effluent leaving a bed in this location would be expected to move downwards relatively quickly towards fractured bedrock where rapid movement would be expected to be towards the lake at a distance of 75 – 85 metres. It is notable that phosphorus treatment objectives attainable by enhanced phosphorus treatment units are not considered by the ministry to be low enough (alone) to be protective of the highly sensitive lake.

- An effluent dispersal bed in the southern end of the site as described above would provide for the maximum reduction of phosphorus migration to Loughborough Lake.

- Ongoing monitoring and maintenance of the sewage works is required to ensure proper function in the long term.

Please let me know if you would like to further discuss these comments.



K. Stephenson, M.Sc., P.Eng.
KMS/FC

ec: G. Mitchell, KFL&A Public Health Unit
C. Dodds, Township of South Frontenac
S. Dick, MECP

c: File GW 04 05 FR SF (3898 Greenfield Road, Loughborough Lake)
KMS

Reference:

Brunton, F.R., *Karst and Hazards Lands Mitigation: Some Guidelines for Geological and Geotechnical Investigations in Ontario Karst Terrains*, Earth Resources and Geoscience Mapping Section, Ontario Geological Survey, Technical Report, December 2013.

From: Stephenson, Kyle (MECP) [mailto:Kyle.Stephenson@ontario.ca]
Sent: June-10-20 2:43 PM
To: Claire Dodds <cdodds@southfrontenac.net>
Cc: 'Mitchell, Gord' <Gord.Mitchell@kflaph.ca>; 'Doyle, Matthew' <Matthew.Doyle@kflaph.ca>; Castro, Victor (MECP) <Victor.Castro@ontario.ca>; Dick, Sarah (MECP) <Sarah.Dick@ontario.ca>
Subject: RE: 3898 Greenfield Rd - MECP Groundwater Comments

Hello Claire

Thank you for forwarding the revised Terrain Analysis Report dated February 25, 2020. I had not received a copy of this report previously and I have reviewed it to find the sections that were revised.

The main changes are related to the sewage works design proposed by Groundwork Engineering. In the first version of the report (January 10, 2020) GEL essentially recommends the following:

- construction of a Class 4 Level IV waste water system with P-II phosphorus reduction certification;
- a partially raised Type A effluent dispersal bed using sand with as high as possible concentration of iron and aluminum; and,
- system located on the northern part of the site.

In the revised report GEL recommends the following:

- construction of a Class 4 Level IV waste water system;
- a partially raised enhanced Type A effluent dispersal bed with a minimum depth 600 mm of phosphorus retentive sand; and,
- system located on native silty sand 75 metres from the shoreline of the lake on the northern part of the site.

Overall I am not in agreement with the GEL recommendation to locate the system in the northern end of the site closer to the lake. Rather, I recommend that the system is located further from the lake in the southern part of the site for the reasons discussed in my memorandum dated June 5, 2020.

The studies provided by GEL and my assessment of conditions at the site have identified hydrogeological sensitivity (shallow fractured bedrock, Karst) that requires a precautionary approach to sewage works location / design. This is why (in my June 2020 memorandum) I had supported the protective system design initially proposed by GEL (including enhanced phosphorus treatment) at the location in the southern part of the site that I interpret to be the most protective location for the system from a groundwater perspective.

The ministry is open to discussion on the elements included in the sewage works design at the southern location provided that the system can acceptably reduce phosphorus inputs to the lake (e.g. phosphorous treatment unit and / or other measures to reduce phosphorus loading). I recommend that GEL should develop a proposed detailed design for the southern location in consideration of the hydrogeological sensitivity across this site that will ensure no impacts to the lake. I would be happy to review and comment on any additional information.

Please let me know if you would like to discuss this further.

Regards.

Kyle Stephenson, M.Sc., P.Eng.
Hydrogeologist / Group Leader
Ministry of the Environment, Conservation and Parks
Eastern Region
1259 Gardiners Road, Unit 3, Kingston ON K7P 3J6
Phone: 613 540-6875
Cell: 613 561-9504
Email: kyle.stephenson@ontario.ca

KFL&A Public Health

April 8, 2020

Ms. Claire Dodds, Director of Development Services
Township of South Frontenac
Box 100
Sydenham, ON K0H 2T0

Dear Ms. Dodds:

Re: Z-20-03 – Wright Zoning Bylaw Amendment

KFL&A Public Health has reviewed the above application and offer the following comments.

1. We have reviewed the proposal sewage system design provided by Groundworks Engineering. This design meets the requirements of the Ontario Building Code. The same design located in the severances, approved location, increases the separation from Loughborough Lake by approximately 200 m. This maximizes the clearance from the sewage system to Loughborough Lake, providing the best protection for the lake from nutrients.

2. Locating the sewage system, as remote from Loughborough Lake as possible, minimizes nutrients from getting into the lake. This was the goal of the original zoning bylaw requirement of 300 m.

3. Any concern expressed by Groundworks of the currently approved sewage system location can easily be addressed at the permit stage. By increasing building code minimums and using the appropriate materials the impact of the lake can be minimized.

4. Best case for the quality of lake water would be to install Groundworks proposed system in the originally approved location. The original location was approved to be able to accommodate a leaching bed (largest potential footprint).

If you have any questions or require any further assistance or clarification, do not hesitate to contact me.

Sincerely yours,

A. Gordon Mitchell, BASc, CPHI(C), CBO
Public Health Inspector

AGM:ca

KFL&A Public Health

June 9, 2020

Ms. Claire Dodds, Director of Development Services
Township of South Frontenac
Box 100
Sydenham, ON K0H 2T0

Dear Ms. Dodds:

Re: Z-20-03 – Wright Zoning Bylaw Amendment

This is to provide an update following the May 22, 2020 joint site visit with the Township of South Frontenac, the Ministry of the Environment, Conservation and Parks (MECP), and KFL&A Public Health.

Further to the comments provided on April 8, 2020, KFL&A Public Health is in favour of maximizing the distance between the sewage system and Loughborough Lake. As discussed, this would put a fully raised conventional sewage system west of the current driveway entrance from Greenfield Road, greater than 250 metres from Loughborough Lake.

The fully raised conventional sewage system must meet all requirements of the Ontario Building Code. KFL&A Public Health also would support the MECP recommendation to import optimum soils to construct the sewage system, as per the Groundwork Engineering Limited terrain analysis report. Any further phosphorus controls, if desired, can be addressed at the permit stage.

If you have any questions or require any further assistance or clarification, do not hesitate to contact me.

Sincerely yours,

Matthew Doyle, CPHI(C)
Public Health Inspector

Minutes of Council
June, 2, 2020

Time: 7:00 PM
Location: Electronic Participation

Meeting # 13

Present in Council Chambers: Mayor Ron Vandewal

Present via Teleconference: Ray Leonard, Doug Morey, Alan Revill, Randy Ruttan, Ron Sleeth, Ross Sutherland

Staff Present in Council Chambers: Angela Maddocks - Clerk, Neil Carbone - Chief Administrative Officer, Claire Dodds - Director of Development Services, Louise Fragnito - Director of Corporate Services and Treasurer, Mark Segsworth - Director of Public Services
Christine Woods - Senior Planner

Present via Teleconference: Darcy Knott, Director of Fire and Emergency Services

1. Call to Order

a) **Roll Call - Council Members and Staff**

The Clerk conducted the roll call.

b) **Resolution**

Resolution No. 2020-13-01
Moved by Councillor Ruttan
Seconded by Councillor Revill
That the Council meeting of June 2, 2020 be called to order at 7:00 p.m.

Carried

2. Declaration of pecuniary interest and the general nature thereof

a) There were no declarations reported.

3. Approval of Agenda

a) **Resolution**

Resolution No. 2020-13-02
Moved by Deputy Mayor Sutherland
Seconded by Councillor Ruttan
That the agenda be adopted as presented.

Carried

4. Scheduled Closed Session - not applicable

5. ***Recess *** - not applicable

6. Staff Presentations/Delegations

a) **Provincial Policy Statement - 2020 - Presented by Christine Woods, Senior Planner**

Council was introduced to Christine Woods, Senior Planner who reviewed the updated Provincial Policy Statement.

7. Public Meeting - not applicable

8. Approval of Minutes

a) **May 19, 2020 Special Committee of the Whole Meeting**

Resolution No. 2020-13-03
Moved by Councillor Morey
Seconded by Councillor Sleeth
That the minutes of the Special Committee of the Whole meeting held May 19, 2020 be approved.

Carried

b) **May 19, 2020 Council Meeting**

Resolution No. 2020-13-04
Moved by Councillor Sleeth
Seconded by Councillor Morey
That the minutes of the May 19, 2020 Council meeting be approved.

Carried

9. Business Arising from the Minutes

a) **CAO Performance Appraisal Process**

Resolution No. 2020-13-05
Moved by Councillor Leonard
Seconded by Councillor Barr
That Council approve the modified CAO appraisal framework and timeline as outlined in this report; and

That Council appoints Mayor Vandewal, Councillor Revill and Councillor Leonard to a CAO performance review committee for 2020.

Carried

10. Reports Requiring Action

a) **Green Bay Cemetery**

Resolution No. 2020-13-06
Moved by Councillor Ruttan
Seconded by Councillor Revill
That Council support the transfer of the Green Bay Cemetery to the Township and the associated land transfer and that any costs required for the transfer of the land be paid by the Township.

Carried

b) **Tender # PS-2020-09 - 2020 Micro-Surfacing Program**

Resolution No. 2020-13-07
Moved by Councillor Morey
Seconded by Councillor Sleeth

That Council approve the tender submission from Miller Paving Limited in the amount of $1,404,748.20 for Tender No. PS-2020-09, 2020 Micro Surfacing Program.

Carried

c) **Tender # PS-2020-10 - Pavement Program**

Resolution No. 2020-13-08
Moved by Councillor Barr
Seconded by Deputy Mayor Sutherland
That Council approve the tender submission from G. Williams Paving Limited in the amount of $1,027,113.50 for Tender No. PS-2020-10, Pavement Program.

Carried

d) **Road and Property Exchange - Norman Lane/Perth Road (Spicer/Postma)**

See By-law 2020-29.

11. Committee Meeting Minutes - not applicable

12. By-laws

a) **By-law 2020-29 - Dedicate travelled portion of Norman Lane as common and public highway**

Resolution No. 2020-13-09
Moved by Councillor Revill
Seconded by Councillor Leonard
That By-law 2020-29 be given first and second reading.

Carried

Resolution No. 2020-13-10
Moved by Councillor Sleeth
Seconded by Councillor Revill
That By-law 2020-29, being a by-law to dedicate as common and public highway certain lands in the Township of South Frontenac pursuant to Section 31 (6) of the Municipal Act, 2001 be given third reading signed and sealed.

Carried

13. Reports for Information

a) **Accounts Payable and Payroll Listing**

14. Information Items - not applicable

15. Notice of Motions

16. Announcements/Statements by Councillors

a) Councillor Sleeth inquired about developing a Property Standards By-law or proposed changes to the Safe Properties By-law.

Neil Carbone indicated that staff are compiling more data with respect to municipal by-law enforcement processes and that by-law enforcement has been identified as one of the services that all of the Frontenac townships are considering in the Regional Service Delivery process.

b) Councillor Revill recognized the implication of setting up new technology and commended staff for their work in accomplishing good audio connections for electronic meeting purposes.

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

a) **Questions for Council from the Public Regarding COVID-19 and Township Services**

Deputy Mayor Sutherland commended staff for setting up the "Q and A"s on the website and for the clarity provided in the responses to residents.

18. Closed Session - not applicable

19. Confirmatory By-law

a) **By-law 2020-30**

Resolution No. 2020-13-11
Moved by Councillor Morey
Seconded by Councillor Sleeth
That By-law 2020-30, being a by-law to confirm generally previous actions of the Council of the Township of South Frontenac be given first and second reading this 2 day of June, 2020.

Carried

Resolution No. 2020-13-12
Moved by Councillor Barr
Seconded by Councillor Leonard
That By-law 2020-30, being the confirmatory by-law, be given third reading, signed and sealed this 2 day of June 2020.

Carried

20. Adjournment

a) **Resolution**

Resolution No. 2020-13-13
Moved by Deputy Mayor Sutherland
Seconded by Councillor Barr
That the Council meeting of June 2, 2020 be adjourned at 7:43 p.m.

Carried

Ron Vandewal, Mayor

Angela Maddocks, Clerk

REPORT TO COUNCIL

Office of the Chief Administrative Officer

AGENDA DATE: June 16, 2020

SUBJECT: Assumption of Responsibilities under Part 8 of the Ontario Building Code

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RECOMMENDATION:

That Council approve the assumption of Part 8 Building Code Inspection services from Kingston Frontenac Lennox & Addington Public Health (KFLAPH) no later than December 1, 2020.

That Council approve the creation of a Deputy Chief Building Official position and associated overhead costs within the Development Services Department to support the assumption of Part 8 service delivery.

BACKGROUND:

In January 2020 the Township and other Municipalities in the region were notified of KFLAPH's intention to cease providing sewage system inspections outlined in Part 8 of the Ontario Building Code Act.

The legislative oversight for these private sewage systems is found in the Ontario Building Code. Across the province, Part 8 components of the Ontario Building Code are typically administered by Municipal building officials along with the rest of the Code. KFLAPH is one of only four (4) health units in the Province that have voluntarily provided sewage system inspections under Part 8 of the Building Code.

This change is due in part to the Ministry of Health and Long-Term Care's *Public Health Modernization* program which has mandated cost savings and improved service delivery through consistency and equity of service delivery and the clarity of roles and responsibilities between the province, Public Health Ontario and local public health units.

At its regular meeting on March 3, 2020, Township Council passed the following motion directing staff to bring forward a recommendation regarding Part 8 inspections:

Resolution No. 2020-6-06
Moved by Deputy Mayor Sutherland
Seconded by Councillor Barr

Whereas KFL&A Public Health have provided notification of their intent to terminate the agreement to carry out the municipality's responsibility for sewage systems under the Ontario Building Code Act and attendant regulations effective January 1, 2021;

And whereas the Township of South Frontenac recognizes the importance of protecting the environment and the installation and monitoring of septic systems;

And whereas the Township of South Frontenac recognizes the requirement to provide this service;

REPORT TO COUNCIL

Office of the
Chief Administrative Officer

And whereas the overarching priorities in the Township's Strategic Plan include 1) Promote and support growth that meets the community's needs while maintaining the integrity of the natural environment; 2) Ensure the organizational capacity to deliver cost-effective services in a changing world; and, 3) Position South Frontenac as a regional leader;

Be it resolved that the Council of the Township of South Frontenac request that staff provide a report that considers the Township's capacity to administer Part 8 of the Building Code (septic inspections) in-house, with consideration for associated costs, including training, physical space, data from KFL&A Public Health and other implications.

Carried

ANALYSIS/DISCUSSION:

South Frontenac's Share of Regional Part 8 Services

The Township has obtained KFLAPH's Part 8 inspection data for the past three (3) years including the number and type of permits issued, the hours allocated to Part 8 services and the fee revenue associated with each jurisdiction.

South Frontenac accounts for 67% of the total number of permits issued by KFLAPH across all municipalities in 2019 (191 of 285), and for approximately 30% of the total inspection hours (1,427 of 4,811).

In addition to the hours above, KFLAPH provides approximately 200-300 hours to South Frontenac for application review when Development Services processes consents, minor variances, subdivision/condominium and rezoning applications.

KFLAPH's allocation of courses/training, meetings and vacation time are also not included in the above numbers and amounts to an additional 300 hours annually for a total of 2,000+ inspector hours allocated to South Frontenac, not including administrative functions.

The KFLAPH data also points to an upwards trend in the number of permits, fee revenue and hours allocated to South Frontenac over the last three (3) years.

The fee revenues associated with South Frontenac's share of Part 8 permits and related services has been calculated as $165,700 in 2017, $174,250 in 2018, and $176,950 in 2019, and is based on fixed fees over the three (3) year period.

Cost of In-House Delivery

Based on the 2,000+ hours being allocated to South Frontenac for Part 8 services, it would not be feasible to bring this service in-house without the addition of another Part 8-qualified position (1 FTE = 2,080 hours). This does not capture the administrative hours that KFLAPH is currently allocating to this service, nor does it accommodate any increased demands associated with growth trends.

The cost for the Township to add a Part 8-qualified position (1.0 FTE) including wages/benefits, amortization of an additional vehicle, and overhead costs is between $117,500 - $135,000 annually.

The fee revenue associated with the Township's Part 8 Services in 2019 was $176,950 based on 278 chargeable services including 191 permits.

This results in net proceeds from assuming Part 8 from KFLAPH estimated at between $41,950 - $59,450 annually.

Service Level Benefits

The Development Services Department has identified a number of benefits of bringing Part 8 inspections and related services in-house instead of contracting this service to another outside agency:

1. All inspectors would ideally perform Part 8 inspections for the files they are assigned, reducing wait times, processing delays and the requirement to liaise with outside agencies or conduct additional site visits;

2. Ensures the Township has all information and history related to a property instead of regularly having to request information from others;

3. Eliminates customer wait times for Part 8 reviews associated with circulating planning applications to an outside agency;

4. Integrates Part 8 reviews within the internal development review process, delivering one-stop service to customers within the Township.

Other Options

Staff also considered other options for contracting Part 8 services to an outside agency:

- Preliminary discussions have occurred with some of our neighbouring municipalities about a collective approach to delivery of Part 8 Services

- Rideau Valley Conservation Authority (RVCA) provides Part 8 inspection services to some municipalities and may be an option for the Township.

In these scenarios, the challenges associated with review timelines and process delays would likely continue. Further, the synergies and efficiencies that could be realised for South Frontenac in-house would be lost as would the allocation of net fee revenue to other Township building department needs.

Contracting out is most advantageous when an organization lacks the resources or expertise to deliver a service efficiently. However, the Township possesses two Part 8-qualified staff and the administrative capacity to support the service.

The Development Services Department is also in the process of implementing its *CityView* Land Management software which would further modernize the delivery of this service, beyond the capacity of most other service providers.

Labour Market Considerations

Recruitment of certified building inspectors has become a challenge in Eastern Ontario. The Township's positions have only been filled after a market adjustment to the Collective Agreement wage rates for the unionized inspectors,

and after the Township experienced considerable turnover in CBOs over the past five years.

Further, the market-adjusted rate for South Frontenac's unionized inspectors is below that of Loyalist Township, the City of Kingston and KFLAPH's current wages.

While staff is confident in the business case for assuming Part 8 services, our ability to attract an individual with the appropriate qualifications is a concern.

Succession Planning

Providing career paths to retain existing personnel and the need to secure a qualified, experienced CBO into the future are factors in determining how the Township might recruit for another 1.0 FTE Part 8-qualified position.

Regional Leadership and Service Delivery

The organizational capacity of our Building Department and our geography make South Frontenac ideally positioned to provide Part 8 services to others.

Subject to a business case, staff strongly supports the notion of providing this service to others; however, this added responsibility would create additional personnel management needs, possible satellite office oversight and emphasizes the importance of having qualified and experienced personnel in place to deliver the service to others.

Given the labour market issues noted above and the fact that other municipalities in the region also require this service, South Frontenac needs to determine in short order if it wants to be in a position to offer this service to others, and to resource itself accordingly.

Conclusion

Based on the business case and discussion above, staff is recommending that the Township assume Part 8 building services and position itself to be able to deliver the service to others in the near term.

This approach requires the addition of 1 x Part 8-qualified position at the onset in order to accommodate the *local* service demands.

Due to the market for qualified building inspectors, there is strong concern about our ability to recruit a sufficiently experienced individual. A 'green' inspector would not allow us to assume Part 8 services by the end of 2020 when KFLAPH relinquishes this responsibility.

Rather than risk an unsuccessful recruitment process and the strong potential that we would not be prepared to take on Part 8 services at the end of the year – and almost certainly not be in a position to assist our neighbours – staff is recommending the recruitment of an experienced, mid-level, Part 8-qualified building official position which would provide the following:

- Part 8 qualifications and experience out of the gate
- Support for current inspectors as they build Part 8 experience

- Ability to offer competitive compensation options
- Oversight capacity/experience for any future outside service delivery
- Succession planning and career paths for current personnel
- Improved departmental capacity for eventual assumption of delegated planning authority from the County

In most jurisdictions, this type of position would take the form of a Deputy Chief Building Official which would have the statutory responsibility of the CBO in his/her absence and which may have an element of formal supervisory responsibility while still being required to conduct inspections.

In this instance, another differentiator of this position would be its responsibility for the review and ability to comment on septic services to support approval of planning applications, which was a core service previously performed by KFLAPH.

This recommendation is intended for discussion in open session on June 9, 2020 prior to a final report coming forward to Council on June 16, 2020.

STRATEGIC PLAN ALIGNMENT:

This discussions in this report are aligned with the following aspects of the Strategic Plan:

Priority #1: ***Position South Frontenac as a Regional Leader***

Priority #2: ***Promote and support growth that meets the community's needs while maintaining the integrity of our natural environment***

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

Mission

- Planning for the future, being proactive and having the capacity to adapt to change;
- Setting exemplary service and infrastructure standards that the community can be proud of;
- Managing our operations and assets in a financially sustainable manner;

Values

- Financial Sustainability
- Progressive and Flexible
- Public Service Excellence

FINANCIAL/STAFFING IMPLICATIONS:

Assuming part 8 services would result in the hiring of one new FTE Part 8-qualified positions at an annualized cost of between $117,500 – and $135,000 including wages, benefits and associated overhead.

REPORT TO COUNCIL

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The delivery of Part 8 building code inspections and related services is anticipated to generate $176,950 in additional revenue annually based on the current KFLAPH fee schedule.

The building division is mandated to recoup all service delivery costs through its fees. The anticipated net proceeds from these additional fees ($41,950 - $59,450) would be transferred to the building reserve and used to fund future operating shortfalls or associated capital investments.

The change in service would require a comprehensive review and update of the Building Fees By-Law at a later date.

ATTACHMENTS:

1. Letter from KFLAPH (January 2020)
2. Pro Forma for in-house Part 8 service delivery
3. Projected Fees
4. KFLAPH current allocations per Municipality

Submitted by:

Neil Carbone
Chief Administrative Officer

Louise Fragnito
Director of Corporate Services & Treasurer

Claire Dodds, RPP MCIP
Director of Development Services

Tom Berriault, CBCO
Chief Building Official

Approved by:

Neil Carbone
Chief Administrative Officer

KFL&A Public Health
Telephone: 613-549-1232, Ext. 1265
Email: Linda.Murray@kflaph.ca

January 30, 2020

VIA: Electronic Mail (ncarbone@southfrontenac.net)

Neil Carbone, CAO
Township of South Frontenac
4432 George St, Box 100
Sydenham, ON, K0H 2T0

Dear Mr. Carbone:

The Ministry of Health and Long-Term Care has initiated a program they refer to as *Public Health Modernization* and they have engaged Jim Pine to consult with local boards of health on how to best advance this provincial direction. Boards of Health are asked to focus on:

1) consistency and equity of service delivery of public health programs,
2) improved clarity and alignment of roles and responsibilities between the province, Public Health Ontario and local public health,
3) better and deeper relationships with primary care, and
4) improved public health delivery and the sustainability of the public health system.

In preparing for the consultation we have determined that KFL&A Public Health is one of only four of the 34 health units in Ontario that are voluntarily involved in handling sewage system inspections outlined in Part 8 of the Ontario Building Code Act. Given the Ministry of Health's direction we realize that we are in a difficult position and need to be proactive going forward.

The Ontario Public Health Programs (OPHS) identify the minimum expectations for public health programs and services to be delivered by a Board of Health. Legislative oversight for sewage systems is found in the Ontario Building Code, not the OPHS. As such, KFL&A Public Health will be better positioned to implement the province's modernization objectives if we focus on improving mandatory public health programs and services and disinvest of non-essential programs, including the Part 8 program. Part 8 is best aligned with the other sections of the Ontario Building Code which are currently delivered by municipalities. Our goals for disinvestment are the maximized provision of public health services to our area municipalities and allowing health opportunities for all residents.

…/2

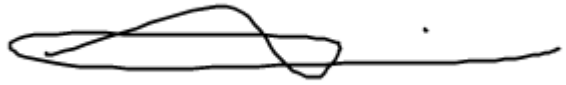
To ensure that our municipal partners have ample time to explore alternative service provision and that KFL&A Public Health can supply transitional aid, we are providing you with notification of our intent to terminate our agreement to carry out the municipality's responsibilities for sewage systems under the Ontario Building Code Act and attendant regulations effective January 1, 2021.

In order to support our municipal partners in this transition, KFL&A Public Health will:

- provide enforcement services and transitional aid to our area municipalities for the remainder of 2020 and will continue to be a resource for municipalities into the future, and
- offer our records, resources and equipment related to the delivery of the Part 8 program to municipalities at no charge.

Sarah Ryding, Manager, Environmental Health, will be in touch with you shortly to schedule a meeting to discuss the details of a transition plan. If you have any question or require any further clarification, please contact Ms. Ryding or the undersigned.

Yours sincerely,



Linda Murray
Director, Corporate Services

Part 8 Inspections for South Frontenac - Pro Forma

Expenses (2020)

Wages & Benefits	FTE	Total	Total
Building Inspector (Range)	1	$95,000	$112,500
Total Wages & Benefits		**$95,000**	**$112,500**
Other			
Vehicle Amortization (6 yrs)		$7,500	$7,500
Legal		$5,000	$5,000
Overhead (Training, phone, supplies, etc.)		$10,000	$10,000
Total Other		**$22,500**	**$22,500**
Total Expenses		**$117,500**	**$135,000**

Revenues (2020)

Fee Revenue			
All Fees		-$176,950	-$176,950
Total Fees		**-$176,950**	**-$176,950**
NET (Range)		**-$59,450**	**-$41,950**

Part 8 Inspections for South Frontenac - Pro Forma

2019 Permit Volumes

Location	HRS	Permits
Bedford	221	29
Storrington	424	56
Loughborough	455	62
Portland	328	44
TOTAL South Frontenac	**1428**	**191**
For all KFLAPH Part 8 work	4812	285
South Frontenac Share	**30%**	**67%**

		2017		2018		2019	
Permits and Other Services	**Fee**	**#**	**Fees**	**#**	**Fees**	**#**	**Fees**
Certificate of Approval (class 4-5)	$950	116	$110,200	115	$109,250	126	$119,700
Certificate of Approval (class 2-3)	$950	0	$0	0	$0	0	$0
Additional inspections	$250	5	$1,250	0	$0	0	$0
Septic tank replacement only	$750	12	$9,000	20	$15,000	25	$18,750
Class A (large)	$1,050	2	$2,100	0	$0	0	$0
Subdivision lots	$500	1	$500	5	$2,500	0	$0
Severance applications	$500	30	$15,000	47	$23,500	16	$8,000
Minor variances	$450	9	$4,050	11	$4,950	11	$4,950
Minor var with performance review	$700	5	$3,500	5	$3,500	7	$4,900
Garages, pools, decks	$250	17	$4,250	9	$2,250	11	$2,750
Renovation	$250	17	$4,250	23	$5,750	22	$5,500
Renewal	$150	10	$1,500	11	$1,650	8	$1,200
Septic file search	$150	54	$8,100	26	$3,900	46	$6,900
record search	$150	0	$0	0	$0	0	$0
Change of installer	$500	4	$2,000	4	$2,000	4	$2,000
Minor Variance with new system	$1,150	0	$0	0	$0	2	$2,300
TOTALS		282	**$165,700**	276	**$174,250**	278	**$176,950**

Office site	Total PHI program hours (2019)	Total # applications (2019)
Napanee		
Greater Napanee	309	32
Loyalist	227.5	24
Stone Mills	456.5	49
Total	**993**	**105**
Cloyne		
Barrie	275.5	38
Clarendon Miller	181	25
Denbigh, Abinger, Ashby	100.5	13
Kennebec	230.5	28
Kaladar, Anglesea, Effingham	186.5	25
Total	**974**	**129**
Sharbot Lake		
Bedford	221	29
Hinchinbrooke	152	19
Olden	76	10
Oso	132.5	17
Palmerston	100.5	12
Total	**682**	**87**
Kingston		
Storrington	424	56
Loughborough	455	62
Portland	327.5	44
Kingston	326.5	42
Pittsburgh	400.5	51
Wolfe Island	154	20
Howe Island	75	10
Total	**2162.5**	**285**
2019 total PHI program hrs	4811.5	

Municipality	Total PHI program hours (2019)	Total # applications (2019)
City of Kingston	727	93
Addington Highlands	287	38
Loyalist	244	25
Central Frontenac	591	76
North Frontenac	557	75
South Frontenac	1427.5	193
Town of Greater Napanee	309	40
Stone Mills	456.5	59
Frontenac Islands	229	30
2019 total PHI program hrs	4811.5	

1820 hrs/yr (7hrs/day x 260 days/year) – 421 hrs (stats, vacation, sick, medica, meetings, professional development) – 500 hrs (breaks and admin) = 899 (EC 100%) or 675 (EC 75%).

At 100% effective capacity of an inspector = 5.5 (5.3 actual) PHIs to complete this work

At 75% effective capacity of an inspector = 7.0 (7.1 actual) PHIS to complete this work

REPORT TO COUNCIL

CLERK'S DEPARTMENT

AGENDA DATE: June 16, 2020

SUBJECT: Notice of Motion – Speed Reduction throughout South Frontenac

RECOMMENDATION:

That Council direct the Director of Public Services to provide a report on addressing speed limit reductions throughout the Township.

BACKGROUND:

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

At the Committee of the Whole Meeting of June 9, 2020, Councillor Roberts served a notice of motion that the Director of Public Services provides a report concerning speed limit reductions throughout the township.

Mayor Vandewal noted that he too has received several emails requesting speed limit reduction. There is an existing process in place for residents to submit requests (along with a petition) for speed limit reductions and it is acknowledged that the Director of Public Services meets regularly with the Frontenac OPP to discuss this issue along with several other matters.

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

FINANCIAL/STAFFING IMPLICATIONS:

Not at this time.

ATTACHMENTS:

Not applicable.

Submitted/approved by:

Angela Maddocks, Clerk

REPORT TO COUNCIL

PUBLIC SERVICES DEPARTMENT

AGENDA DATE: June 16, 2020

SUBJECT: Price increase for Blue Boxes and Composters

RECOMMENDATION:

That Council approve an increase in price for recycling (Blue) boxes from $6.00 to $7.00 and for composters from $35.00 to $40.00.

BACKGROUND:

Due to an increase in wholesale prices we feel it necessary to increase the cost of blue boxes and composters to the public.

Our most recent order for blue boxes cost $6.48 each and our composters were $36.77 each. The current prices have been in place for many years and staff do not anticipate any negative response from the public.

FINANCIAL/STAFFING IMPLICATIONS:

This modest increase in the fees for blue boxes and composters ensures that they continue to cover the full cost of these products.

ATTACHMENTS:

N/A

Submitted/approved by:

Mark Segsworth, P. Eng.
Public Works Manager

Prepared by:

Jamie Brash
Supervisor, Facilities/SWM

Approved by:

Neil Carbone
Chief Administrative Officer

REPORT TO COUNCIL
PUBLIC SERVICES DEPARTMENT

AGENDA DATE: June 16, 2020

SUBJECT: City of Kingston Inclusion in 2020 Crack Sealing Program

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RECOMMENDATION:

That Council approve adding the City of Kingston to the Township's Crack Sealing Tender by way of Purchase Order; and,

That Council approve an increase in the budget for the 2020 Crack Sealing tender of $53,175 + HST, being the additional work to be provided to and paid for by the City of Kingston.

BACKGROUND:

The Township of South Frontenac tendered for Crack Sealing services as budgeted in our 2020 Capital program. This tender closed on May 6th, 2020. A joint tender was not anticipated with the City of Kingston at that time.

Since then the City of Kingston and Township of South Frontenac have entered into an agreement for joint tendering and have utilized this agreement for both Micro-Surfacing and also Paved Shoulders, both on Perth Road. The expectation of this agreement is for increased quantities and consistent specifications resulting in more interest and a reduction to unit rates.

ANALYSIS/DISCUSSION:

An increase in our tender to accommodate the City's crack sealing requirements is in keeping with the spirit and intent of the joint tendering agreement entered into with the City in May. We anticipate the Township's willingness to assist the City will be reciprocated in the future and that it further strengthens the relationship between both municipalities.

A separate agreement has been signed between the Township and the City to ensure that the City remains solely responsible for all requirements under the tender, for that portion of the work taking place within City limits.

FINANCIAL IMPLICATIONS:

There is no net cost to the Township to add this additional amount to our tender. There will be negligible carrying costs associated with the delay between the contractor being paid and when the City of Kingston pays its portion to the Township. In accordance with the Purchase Order provided by the City, payment is to be received within 30 days of receipt of an invoice from the Township.

Submitted/approved by:

Mark Segsworth, P. Eng.
Director of Public Services

Prepared By:

David Holliday, CET
Technical Supervisor

Approved by:

Neil Carbone
Chief Administrative Officer

REPORT TO COUNCIL

RECREATION DEPARTMENT

AGENDA DATE: June 16, 2020

SUBJECT: Tender PS-2020-21 Resurfacing of Centennial & Gerald Ball Netsport Courts

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RECOMMENDATION

That Council accept the single bid of Bourassa Sport Technologies for Tender PS-2020-21, Resurfacing of Netsports Courts, in the amount of $95,800 plus HST; and,

That the unbudgeted amount of $11,913 for this project be funded from the Parkland Reserve.

BACKGROUND:

As part of the 2020 Budget Council approved $80,000 to resurface and install netting to support Tennis and Pickleball at both the Centennial Park Netsport Court and Gerald Ball Netsport Court.

The work outlined below creates a premier space for both Tennis and Pickleball in South Frontenac, supporting the growth of these sports.

Centennial & Gerald Ball Netsport Courts:

- 6 pickleball courts with one Tennis court. Two of the pickleball courts would be within the Tennis court

Preparation & Surface Repairs

- Remove all excess dirt and vegetation. Pressure wash entire surface.
- Leveling of major low spots and repair asphalt deterioration and cracks.

Surfacing/Color Coating (32 m x 37 m pad)

- Supply and install two base coats of Laykold NuSurf acrylic resurface (or equivalent, which acts as a minor leveler and sealer coat over the entire surface of the asphalt pad.

- **Full Size Standard Tennis Court**
  - supply and install two removable tennis net posts, as well as center anchor
  - Provide caps for holes
  - supply and install two coats of Laykold medium green colour paint (or equivalent) to the playing area of the tennis court.
  - supply and install Laykold white line paint for tennis (or equivalent).
  - supply one tennis net

- **6 Standard Size Pickleball Courts**

  - 4 Standard Size Standalone Pickleball Courts
    - supply and install removable pickleball net posts, as well as center anchor in the pre-dug holes and finish the pad immediately around the post installation where dug up.
    - Provide caps for holes
    - supply and install two coats of 2 coats of Laykold US blue colour paint (or equivalent) to the playing area of the pickleball court.

REPORT TO COUNCIL

RECREATION DEPARTMENT

- supply and install Laykold white line paint for pickleball (or equivalent).
- supply four pickleball nets.
- Supply and install a backdrop netting in between the four pickleball courts

o 2 Standard Size Pickleball Courts with portable nets within Tennis court
- supply and install two coats of 2 coats of Laykold US blue colour paint (or equivalent) to the playing area of the pickleball court.
- supply and install Laykold white line paint for pickleball (or equivalent).
- supply two portable pickleball nets

ANALYSIS/DISCUSSION:

Bourassa Sport Technologies is a reputable company that specialize is this type of Netsport court design and construction. They have met all the Tender requirements and references provided have been contacted.

FINANCIAL CONSIDERATIONS:

The full cost including HST is $95,800 plus HST. The approved 2020 Capital Budget included an amount of $88,000 for the project. There is a 2019 Carryover from Gerald Ball Park in the amount of $5,573.

In consultation with the Director of Corporate Services/Treasurer, the shortfall of $11,913 can be funded from Parkland Reserve.

Submitted/approved by:

Mark Segsworth, P.Eng
Director of Public Services

Prepared by:

Tim Laprade, Arena/Recreation Supervisor
Jamie Brash, Facilities Manager

Approved by:

Neil Carbone
Chief Administrative Officer

Payment Listing
For the period of June 3, 2020 to June 16, 2020

Accounts Payable Payment Listing:		$	526,055.92
	For the period of June 3, 2020 to June 16, 2020		
Payroll Payment Listing:			
Pay Period #20-11	Pay date June 3 2020	$	99,014.00
	For the period of May 17, 2020 to May 30, 2020		
Volunteer Firefighters	Pay date June 15, 2019		$114,702.25
	For the period of March 1 2020 to May 31, 2020		
Total Payments		**$**	**739,772.17**

RECOMMENDATION:

1. It is recommended that Council receive for information the listing of the Accounts Payable and Payroll for the period ending June 16, 2020 in the amount of $ 739,772.17

Submitted by:

Mark Foster - Accounting Clerk

Approved by:

Emily Caird- Acting Deputy Treasurer

Ranges: **From:** **To:** Distribution Types Included:
Cheque Date: **2020-06-03** **2020-06-16** **PURCH, MISC**

10 GG

0000 Gen

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013446	2020-06-09		ESOLUTIONS GROUP		
		124547		Extract Subscribers List	$132.29
Total EFT000000013446					**$132.29**
EFT000000013448	2020-06-09		THE FRONTENAC NEWS		
		72477		Ads- May 7,14,21,28	$2,645.76
Total EFT000000013448					**$2,645.76**
Total Gen					**$2,778.05**

1000

Cheque	Date	Inv #	Vendor	Description	Amount
070938	2020-06-09		ATKINSON HOME BUILDING CENTRE		
		269100		Softener Salt	$24.39
Total 070938					**$24.39**
EFT000000013416	2020-06-09		1000 ISLANDS CUTTING EDGE LAWN CARE		
		1181		Grass Cutting	$162.82
Total EFT000000013416					**$162.82**
EFT000000013438	2020-06-09		CULLIGAN		
		24242TJ		Water	$28.79
Total EFT000000013438					**$28.79**
EFT000000013452	2020-06-09		J & J LANDSCAPING		
		2019592		Grass Cutting	$87.51
		2019608		Clean up Debris + Gravel	$90.74
Total EFT000000013452					**$178.25**
EFT000000013459	2020-06-09		LIGHTING...FX INC.		
		61262		LED Fixture	$216.64
Total EFT000000013459					**$216.64**
EFT000000013482	2020-06-09		TOTAL POWER LTD		
		SALES0089974		Generator Maintenance	$2,593.09
Total EFT000000013482					**$2,593.09**
EFT000000013486	2020-06-09		TROUSDALE'S HOME HARDWARE		
		103517		Key	$3.04
		104053		Screws	$16.67
Total EFT000000013486					**$19.71**
EFT000000013487	2020-06-09		TRUE ELECTRIC		
		6934		Install New Light+ Exit Sign	$847.14
Total EFT000000013487					**$847.14**
EFT000000013489	2020-06-09		UBCON CONSTRUCTION LTD		
		19-014-8		New Roof-Lower Section	$14,861.03
Total EFT000000013489					**$14,861.03**
Total					**$18,931.86**

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Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013439	2020-06-09		CUNNINGHAM SWAN CARTY		
		164034		Legal Advice	$254.40
Total EFT000000013439					**$254.40**
EFT000000013478	2020-06-09		STRATEGY CORP INC.		
		11982		20/04 Strategic Review	$44,596.32
Total EFT000000013478					**$44,596.32**
Total Counc					**$44,850.72**

1210 CAO

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013439	2020-06-09		CUNNINGHAM SWAN CARTY		
		164033		Legal Advice	$203.52
Total EFT000000013439					**$203.52**
Total CAO					**$203.52**

1250 Clk

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013429	2020-06-09		CDW CANADA INC		
		XWJ8911		Sound Cables	$55.60
Total EFT000000013429					**$55.60**
EFT000000013485	2020-06-09		TROUSDALE'S FOODLAND		
		7787		Milk + Cream	$8.87
		7998		Planting Food	$19.66
		9705		Coffee+ Sugar + Cream	$26.06
Total EFT000000013485					**$54.59**
EFT000000013486	2020-06-09		TROUSDALE'S HOME HARDWARE		
		103517		Coffee Filters	$7.10
Total EFT000000013486					**$7.10**
EFT000000013492	2020-06-09		VERSUS BUSINESS FORMS & LABELS		
		47652		10,000X Envelopes	$765.74
Total EFT000000013492					**$765.74**

Total Clk **$883.03**

Total GG **$67,647.18**

20 PP&P

2100 Fire

Cheque	Date	Inv #	Vendor	Description	Amount
070940	2020-06-09		BUNZL CANADA INC		
		66371555		4X 360 Cleaner	$366.32
Total 070940					**$366.32**
070941	2020-06-09		JUSTUS AUTO BODY		
		4852		Boxside Panels + Wheel Repairs	$1,526.40
Total 070941					**$1,526.40**
EFT000000013416	2020-06-09		1000 ISLANDS CUTTING EDGE LAWN CARE		
		1181		Grass Cutting	$366.34
		1181		Grass Cutting	$122.11
		1181		Grass Cutting	$122.11
Total EFT000000013416					**$610.56**
EFT000000013418	2020-06-09		ABELL PEST CONTROL INC.		
		A2777981		20/05 Pest Control	$48.54
Total EFT000000013418					**$48.54**
EFT000000013421	2020-06-09		AJ STONE COMPANY LIMITED		
		153368		Calibration Gas, Cylinder	$536.36
Total EFT000000013421					**$536.36**
EFT000000013424	2020-06-09		BELL MOBILITY (RADIO DIVISION)		
		1-255698		20/06 Site Rental	$328.00
Total EFT000000013424					**$328.00**
EFT000000013434	2020-06-09		COMMERCIAL DOOR SYSTEMS LTD.		
		41209		Service + Remote	$213.70
Total EFT000000013434					**$213.70**
EFT000000013447	2020-06-09		FIRE MARSHAL'S PUBLIC FIRE		
		IN156856		3X Books	$187.17
Total EFT000000013447					**$187.17**
EFT000000013452	2020-06-09		J & J LANDSCAPING		
		2019595		Grass Cutting	$114.98
		2019597		Grass Cutting	$113.97
		2019598		Grass Cutting	$101.76
		2019604		Grass Cutting	$146.84
		2019605		Grass Cutting	$366.34
Total EFT000000013452					**$843.89**
EFT000000013456	2020-06-09		KENWORTH ONTARIO - KINGSTON		
		KS27693		Headlight Flasher Module	$585.71
Total EFT000000013456					**$585.71**
EFT000000013457	2020-06-09		LEONARD, ELIZABETH		
		20/05/20-18		Cleaning	$60.00
Total EFT000000013457					**$60.00**
EFT000000013461	2020-06-09		LONDRY ALARMS		
		202991		Annual Monitoring	$305.28
		202992		Annual Monitoring	$305.28
Total EFT000000013461					**$610.56**
EFT000000013469	2020-06-09		PRINCESS AUTO		
		1519399		4X Wheel Chock + Gas Can +Hose	$112.89
Total EFT000000013469					**$112.89**
EFT000000013471	2020-06-09		PUROLATOR INC.		
		444537947		Shipping	$272.89
		444589569		Shipping	$30.53
Total EFT000000013471					**$303.42**
EFT000000013472	2020-06-09		RICOH CANADA INC.		
		SCO92812674		20/04 Copier Usage + Rental	$149.45
Total EFT000000013472					**$149.45**
EFT000000013474	2020-06-09		ROSESON DISTRIBUTORS INC.		
		1057-14076		43.47L @.6517	$28.83
		1057-14079		52.94L @.6517	$35.11
		1057-14192		71.00L @.6163	$44.53
		1057-14394		65.90L @.6782	$45.49
		1057-14457		60.05L @.8287	$50.64
		1057-14561		48.82L @.6782	$33.69
Total EFT000000013474					**$238.29**
EFT000000013477	2020-06-09		SNIDER, LISA		
		20/01-20/05		20/01-20/05 Cleaning	$315.00
Total EFT000000013477					**$315.00**
EFT000000013479	2020-06-09		SUPERIOR PROPANE INC.		
		29877420		2034.9L @.45	$1,027.91
		29987289		2187.2L @.45	$1,104.83
Total EFT000000013479					**$2,132.74**
EFT000000013484	2020-06-09		TRIM-LINE OF SOUTH EAST		
		48904		3X Truck Caps + Roll Out Trays	$16,027.20
		49592		Repair Boxside Stripping	$254.40
Total EFT000000013484					**$16,281.60**
EFT000000013486	2020-06-09		TROUSDALE'S HOME HARDWARE		
		103587		Laundry Faucet + Tub	$87.49
		229514		Assorted Plumbing Supplies	$131.49
Total EFT000000013486					**$218.98**
EFT000000013489	2020-06-09		UBCON CONSTRUCTION LTD		
		19-014-10		Repair Work-Roof Vents+ G.Door	$776.43
Total EFT000000013489					**$776.43**
Total Fire					**$26,446.01**

2400 Police

Cheque	Date	Inv #	Vendor	Description	Amount
070944	2020-06-09		MINISTER OF FINANCE-POLICE SERVICES		
		130705201213046		OPP Wages	$75.22
Total 070944					**$75.22**
Total Police					**$75.22**

2505 CRCA

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013437	2020-06-09		CATARAQUI REGION CONSERVATION		
		AA-003-20-2		2020 Levy -2nd Installment	$65,209.05
Total EFT000000013437					**$65,209.05**
Total CRCA					**$65,209.05**

2515 Rid Vly

Cheque	Date	Inv #	Vendor	Description	Amount
070945	2020-06-09		RIDEAU VALLEY CONSERVATION AUTHORITY		
		50554		2020 Municipal Levy	$24,365.69
Total 070945					**$24,365.69**
Total Rid Vly					**$24,365.69**

2605 Build

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013451	2020-06-09		INDEPENDENT TELEPHONE SERVICES		
		45023		Unpaired Ex.4441 P.S.	$86.50
		45035		Reprogrammed P.S. Phone	$86.50
Total EFT000000013451					**$173.00**
Total Build					**$173.00**

Total PP&P **$116,268.97**

30 Trans

3000 PW OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013436	2020-06-09		COUNTY OF FRONTENAC		
		59031		Enterprise License Agreement	$1,329.32
Total EFT000000013436					**$1,329.32**
EFT000000013472	2020-06-09		RICOH CANADA INC.		
		SCO92812674		20/04 Copier Usage + Rental	$88.43
Total EFT000000013472					**$88.43**
Total PW OH					**$1,417.75**

3005 RdAdmOH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013424	2020-06-09		BELL MOBILITY (RADIO DIVISION)		
		1-255698		20/06 Site Rental	$295.38
Total EFT000000013424					**$295.38**
Total RdAdmOH					**$295.38**

3010

Cheque	Date	Inv #	Vendor	Description	Amount
070938	2020-06-09		ATKINSON HOME BUILDING CENTRE		
		267990		Batteries	$14.47
Total 070938					**$14.47**
070939	2020-06-09		BELL CANADA C/O SPECIAL BILLING		
		95585526		Relocate Cable	$1,920.73
Total 070939					**$1,920.73**
070942	2020-06-09		KEYSTONE AUTOMOTIVE		
		TR419311		Headlight	$664.53
Total 070942					**$664.53**
070943	2020-06-09		LAFARGE CANADA INC		
		712596327		Gabion Stone	$370.45
		712596328		Gabion Stone	$230.97
Total 070943					**$601.42**
EFT000000013417	2020-06-09		BOULTON SEPTIC/LARMON'S		
		32184		Flagging	$656.35
		32184		Flagging	$656.35
		32185		Flagging	$681.79
Total EFT000000013417					**$1,994.49**
EFT000000013418	2020-06-09		ABELL PEST CONTROL INC.		
		A2761320		Pest Control	$72.85
Total EFT000000013418					**$72.85**
EFT000000013420	2020-06-09		AIR LIQUIDE CANADA INC.		
		71489911		Oxygen	$35.32
Total EFT000000013420					**$35.32**
EFT000000013425	2020-06-09		BLACK DOG TIRE & LUBRICANTS		
		42042		2X Tires	$2,870.36
Total EFT000000013425					**$2,870.36**
EFT000000013430	2020-06-09		CERTIFIED LABORATORIES		
		661641		Cleaner+ Partswasher	$1,423.11
Total EFT000000013430					**$1,423.11**

EFT000000013431	2020-06-09	CINTAS		
	4050395550		Uniform	$10.16
	4050395550		Cleaning Supplies	$32.37
	4050395567		Uniform	$40.00
	4050395567		Cleaning Supplies	$115.90
	4051084980		Uniform	$10.16
	4051084980		Cleaning Supplies	$32.37
	4051085050		Uniform	$42.55
	4051085050		Cleaning Supplies	$115.81
	4051670086		Uniform	$40.00
	4051670086		Cleaning Supplies	$225.86
	4051670112		Uniform	$10.16
	4051670112		Cleaning Supplies	$42.68
Total EFT000000013431				**$718.02**
EFT000000013441	2020-06-09	D.MARTIN WELDING & FABRICATING		
	9751		Stand for Work Signs	$873.27
Total EFT000000013441				**$873.27**
EFT000000013442	2020-06-09	DRAPER DOORS		
	20391		Service Call: Key Way	$96.67
	20436		Opera SH Operator	$1,628.16
	20476		Adjust Door + Wall Button	$183.17
Total EFT000000013442				**$1,908.00**
EFT000000013445	2020-06-09	HUBB CAP		
	1020739		Culverts +Couplers+ Woven Geo.	$22,596.93
Total EFT000000013445				**$22,596.93**
EFT000000013453	2020-06-09	JODY CAMPBELL'S SEPTIC SERVICE		
	17182		20/05 Portable Toilet Rental	$122.11
	17183		20/05 Portable Toilet Rental	$122.11
Total EFT000000013453				**$244.22**
EFT000000013454	2020-06-09	JOE JOHNSON EQUIPMENT INC.		
	P29481		Seal Kit	$141.67
Total EFT000000013454				**$141.67**
EFT000000013455	2020-06-09	KENT AUTOMOTIVE		
	9307622683		Assorted Parts	$472.04
Total EFT000000013455				**$472.04**
EFT000000013457	2020-06-09	LEONARD, ELIZABETH		
	20/05/30-19		Cleaning	$375.00
Total EFT000000013457				**$375.00**
EFT000000013458	2020-06-09	LIEBHERR CANADA LTD		
	DAR21126389		Screw Coupling Plugs + Sleeves	$744.42
Total EFT000000013458				**$744.42**
EFT000000013460	2020-06-09	MESSER CANADA INC.		
	2102348561		Gases	$25.01
	2102354010		Gases	$251.91
	2102379124		Utilization Fee	$4.07
	2102382275		Utilization Fee	$49.86
	2102397000		Gases	$156.15
Total EFT000000013460				**$487.00**
EFT000000013463	2020-06-09	MICHELIN NORTH AMERICA CANADA INC		
	DA0007653806		2X Tires	$1,276.41
Total EFT000000013463				**$1,276.41**
EFT000000013467	2020-06-09	PAT'S RADIATOR SERVICE LTD.		
	145727		Snow Plow Parts	$1,600.68
Total EFT000000013467				**$1,600.68**
EFT000000013468	2020-06-09	PREMIER TRUCK GROUP		
	864144610		Windshield Arm	$79.41
Total EFT000000013468				**$79.41**
EFT000000013469	2020-06-09	PRINCESS AUTO		
	1526238		Wheel Spinner Deluxe	$22.89
Total EFT000000013469				**$22.89**
EFT000000013476	2020-06-09	SIGNS PLUS		
	3190		4X Truck Numbers	$28.49
Total EFT000000013476				**$28.49**
EFT000000013483	2020-06-09	TOWN AND COUNTRY AUTO SUPPLY		
	6083-595639		Filter + Radial Seal	$11.83
	6083-596854		New Water Pump	$202.52
	6083-596999		Absorbent	$257.05
	6083-597141		Button Cell Batteries	$34.44
Total EFT000000013483				**$505.84**
EFT000000013485	2020-06-09	TROUSDALE'S FOODLAND		
	9708		Water	$99.90
	6584		Water	$24.90
Total EFT000000013485				**$124.80**
EFT000000013486	2020-06-09	TROUSDALE'S HOME HARDWARE		
	103520		Water Cooler	$183.16
	229609		Tape + Socket	$41.70
Total EFT000000013486				**$224.86**
EFT000000013491	2020-06-09	UNIVERSAL SUPPLY GROUP		
	173-271422		Trailer Suspension	$5.74
	173-271485		Trailer Parts	$19.78
	173-271676		Pigtails + Lamps	$135.64
	173-271676		Lamps	$195.28
	511-329751		2X Belt + Pulley	$67.44
	511-329808		Belt Tensioner	$126.17
	173-272479		DEF	$192.33
Total EFT000000013491				**$742.38**
Total				**$42,763.61**

3210 Brushing

Cheque	Date	Inv #	Vendor	Description	Amount
070946	2020-06-09		SNIDER, PERCY		
		20/04/17-35		Flagging	$262.29
		20/05/11-15		Flagging	$514.14
		20/05/11-16		Flagging	$514.14
		20/05/12-14		Flagging	$438.59
		20/05/12-17		Flagging	$262.29
		20/05/13-18		Flagging	$262.29
		20/05/14-19		Flagging	$262.29
Total 070946					**$2,516.03**
EFT000000013444	2020-06-09		ECO TREE CARE		
		3493		Elm Tree Removal	$890.40
Total EFT000000013444					**$890.40**
Total Brushing					**$3,406.43**

3215 Drainage

Cheque	Date	Inv #	Vendor	Description	Amount
070946	2020-06-09		SNIDER, PERCY		
		20/05/15-28		Dozer Rental	$569.86
		20/05/19-31		Flagging	$539.33
		20/05/20-32		Flagging	$539.33
		20/05/21-33		Flagging	$488.96
Total 070946					**$2,137.48**
EFT000000013417	2020-06-09		BOULTON SEPTIC/LARMON'S		
		32185		Flagging	$1,287.26
Total EFT000000013417					**$1,287.26**
EFT000000013445	2020-06-09		HUBB CAP		
		1020740		15X Culverts	$1,796.88
Total EFT000000013445					**$1,796.88**
EFT000000013449	2020-06-09		G WILLIAMS PAVING LTD		
		7376		Road Repairs	$2,696.64
		7376		Driveway Ends	$2,900.16
Total EFT000000013449					**$5,596.80**
Total Drainage					**$10,818.42**

3245 Traff Accd

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013480	2020-06-09		SWEET'S SAND & GRAVEL		
		S-0063207		Gravel	$9,247.32
Total EFT000000013480					**$9,247.32**
Total Traff Accd					**$9,247.32**

3310 Hardtop Patching

Cheque	Date	Inv #	Vendor	Description	Amount
070946	2020-06-09		SNIDER, PERCY		
		20/05/07-20		Flagging	$1,109.32
		20/05/08-21		Patching	$934.16
		20/05/11-22		Patching	$934.16
		20/05/12-23		Flagging	$934.16
		20/05/13-24		Patching	$1,050.93
		20/05/14-25		Patching	$1,371.47
Total 070946					**$6,334.20**
EFT000000013417	2020-06-09		BOULTON SEPTIC/LARMON'S		
		32186		Patching	$2,419.85
		32187		Patching	$3,968.64
Total EFT000000013417					**$6,388.49**
EFT000000013432	2020-06-09		COCO PAVING INC		
		393313		HL2	$609.05
Total EFT000000013432					**$609.05**
EFT000000013435	2020-06-09		COMPTON PROPANE SOLUTIONS		
		6579		100lbs Propane	$441.28
Total EFT000000013435					**$441.28**
EFT000000013465	2020-06-09		O. BETTSCHEN		
		44528		Cold Patch	$564.67
		44561		Cold Patch	$791.79
		44572		Cold Patch	$1,544.15
Total EFT000000013465					**$2,900.61**
EFT000000013480	2020-06-09		SWEET'S SAND & GRAVEL		
		S-0063529		Water Truck Rental	$4,121.28
Total EFT000000013480					**$4,121.28**
EFT000000013488	2020-06-09		TW PATCHING		
		988326		Patching	$12,638.59
		988328		Patching	$5,632.42
Total EFT000000013488					**$18,271.01**
Total Hardtop Patching					**$39,065.92**

3320 should maint

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013423	2020-06-09		BATTLEFIELD EQUIPMENT RENTALS		
		24238151		Roller Rental	$4,198.01
Total EFT000000013423					**$4,198.01**
EFT000000013480	2020-06-09		SWEET'S SAND & GRAVEL		
		S-0063360		Gravel	$2,162.17

Total EFT000000013480					**$2,162.17**
Total should maint					**$6,360.18**

3405 Washout

Cheque	Date	Inv #	Vendor	Description	Amount
070946	2020-06-09		SNIDER, PERCY		
		20/05/08-13		Gravel Patching	$417.22
Total 070946					**$417.22**
Total Washout					**$417.22**

3415 dust layer

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013464	2020-06-09		MORRIS CHEMICALS INCORPORATED		
		INV0078186		Calcium Chloride	$6,749.64
		INV0078336		Calcium Chloride	$6,066.27
		INV0078701		Calcium Chloride	$2,943.71
		INV0078702		Calcium Chloride	$2,973.81
		INV0078703		Calcium Chloride	$3,126.48
		INV0078704		Calcium Chloride	$4,739.64
		INV0078730		Calcium Chloride	$2,975.97
		INV0078770		Calcium Chloride	$4,846.52
Total EFT000000013464					**$34,422.04**
EFT000000013480	2020-06-09		SWEET'S SAND & GRAVEL		
		S-0063665		Gravel	$3,459.84
Total EFT000000013480					**$3,459.84**
Total dust layer					**$37,881.88**

3425 Gradng & Grvl resurf

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013465	2020-06-09		O. BETTSCHEN		
		44598		Gravel	$1,643.05
Total EFT000000013465					**$1,643.05**
EFT000000013480	2020-06-09		SWEET'S SAND & GRAVEL		
		S-0063360		Gravel	$9,829.90
		S-0063530		Gravel	$6,608.70
Total EFT000000013480					**$16,438.60**
EFT000000013494	2020-06-09		WHITE'S WEARPARTS LTD		
		132143		Blades	$3,101.64
Total EFT000000013494					**$3,101.64**
Total Gradng & Grvl resurf					**$21,183.29**

3601 Barricds & Sfty Matls

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013433	2020-06-09		COLLINS SAFETY INC.		
		247608		Lens Tissues + Traffic Vests	$119.35
Total EFT000000013433					**$119.35**
Total Barricds & Sfty Matls					**$119.35**

3615 Street signs

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013426	2020-06-09		BMR MANUFACTURING INC.		
		364124		"Wilson Road' Sign	$199.16
Total EFT000000013426					**$199.16**
EFT000000013476	2020-06-09		SIGNS PLUS		
		3192		Street Sign	$37.59
Total EFT000000013476					**$37.59**
EFT000000013486	2020-06-09		TROUSDALE'S HOME HARDWARE		
		229560		Lumber	$8.12
		229563		Lumber + Screws	$27.41
Total EFT000000013486					**$35.53**
Total Street signs					**$272.28**

3620 Reg signs

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013426	2020-06-09		BMR MANUFACTURING INC.		
		364122		Speed Limit Signs	$1,507.70
Total EFT000000013426					**$1,507.70**
EFT000000013483	2020-06-09		TOWN AND COUNTRY AUTO SUPPLY		
		6083-596886		25X Cut off Wheel	$130.25
Total EFT000000013483					**$130.25**
Total Reg signs					**$1,637.95**

3625 RR cross mnt

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013427	2020-06-09		CANADIAN PACIFIC RAILWAY		
		11121622		20-05 Flasher Contract	$888.00
Total EFT000000013427					**$888.00**
Total RR cross mnt					**$888.00**

3638 Locates

Cheque	Date	Inv #	Vendor	Description	Amount

EFT000000013466	2020-06-09		ONTARIO ONE CALL		
		202011849		20/05 Notifications	$126.16
Total EFT000000013466					**$126.16**
Total Locates					**$126.16**
Total Trans					**$175,901.14**

40 Env

5005 SW & Fac OH

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013439	2020-06-09		CUNNINGHAM SWAN CARTY		
		164010		Legal Advice	$585.12
Total EFT000000013439					**$585.12**
EFT000000013481	2020-06-09		SWISH MAINTENANCE LIMITED		
		K631549		Gloves + Garbage Bags	$123.70
Total EFT000000013481					**$123.70**
Total SW & Fac OH					**$708.82**

5105 Garb coll

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013483	2020-06-09		TOWN AND COUNTRY AUTO SUPPLY		
		6083-595719		Oil Filter	$47.62
Total EFT000000013483					**$47.62**
Total Garb coll					**$47.62**

5110 Gab disp

Cheque	Date	Inv #	Vendor	Description	Amount
070946	2020-06-09		SNIDER, PERCY		
		20/05/11-07		Portland Dump/Waste	$1,246.56
		20/05/14-10		Portland Dump/Dozer	$488.45
		20/05/12-34		Portland Dump/Dozer	$325.63
		20/05/21-26		Portland Dump/Waste	$1,424.64
		20/05/21-27		Portland Dump/Waste	$534.24
		20/05/21-30		Dozer + Shovel Rental	$1,465.34
Total 070946					**$5,484.86**
070948	2020-06-09		WASTE MANAGEMENT OF CANADA CORP		
		30119-0639-7		ICI Waste	$4,053.04
		30119-0639-7		ICI Waste	$2,374.67
		30119-0639-7		ICI Waste	$84.98
Total 070948					**$6,512.69**
EFT000000013453	2020-06-09		JODY CAMPBELL'S SEPTIC SERVICE		
		17246		20/06 Portable Toilet Rental	$117.02
		17247		20/06 Portable Toilet Rental	$117.02
Total EFT000000013453					**$234.04**
EFT000000013462	2020-06-09		MCNICHOLS CONSTRUCTION LTD		
		20/05/22-PORTLAND		420 Yards Fill	$3,205.44
Total EFT000000013462					**$3,205.44**
EFT000000013465	2020-06-09		O. BETTSCHEN		
		44583		Shot Rock	$1,852.52
		44584		Shot Rock	$2,105.22
		44589		Shot Rock	$1,185.25
		44594		Shot Rock	$1,150.43
		44598		Gravel	$191.66
Total EFT000000013465					**$6,485.08**
EFT000000013493	2020-06-09		WHALEY, GEORGE		
		812377		20/05 Landfill Services	$6,619.49
Total EFT000000013493					**$6,619.49**
Total Gab disp					**$28,541.60**

5210 Rec Disp/Prc

Cheque	Date	Inv #	Vendor	Description	Amount
070946	2020-06-09		SNIDER, PERCY		
		20/05/14-11		Dumping Cardboard	$154.67
		20/05/21-29		Truck Rental	$154.67
Total 070946					**$309.34**
Total Rec Disp/Prc					**$309.34**
Total Env					**$29,607.38**

70 Cem

7000 Health

Cheque	Date	Inv #	Vendor	Description	Amount
070946	2020-06-09		SNIDER, PERCY		
		20/05/08-09		Chipping	$254.40
Total 070946					**$254.40**
EFT000000013416	2020-06-09		1000 ISLANDS CUTTING EDGE LAWN CARE		
		1181		Grass Cutting	$325.63
		1181		Grass Cutting	$1,037.95
		1181		Grass Cutting	$284.93
		1181		Grass Cutting	$284.93
		1181		Grass Cutting	$305.28
		1181		Grass Cutting	$1,221.12
Total EFT000000013416					**$3,459.84**
EFT000000013441	2020-06-09		D.MARTIN WELDING & FABRICATING		

		9766		Remount Door	$1,139.84
Total EFT000000013441					**$1,139.84**
EFT000000013452	2020-06-09		J & J LANDSCAPING		
		2019599		Grass Cutting	$99.74
		2019600		Grass Cutting	$183.17
		2019601		Grass Cutting	$1,099.01
Total EFT000000013452					**$1,381.92**
Total Health					**$6,236.00**
Total Cem					**$6,236.00**

80 Rec

8000 Rec

Cheque	Date	Inv #	Vendor	Description	Amount
070947	2020-06-09		VANKOUGHNETT, RANDY		
		2020 PARKING		2020 Parking Space Rental	$450.00
Total 070947					**$450.00**
EFT000000013416	2020-06-09		1000 ISLANDS CUTTING EDGE LAWN CARE		
		1181		Grass Cutting	$936.19
		1181		Grass Cutting	$142.46
		1181		Grass Cutting	$834.43
		1181		Grass Cutting	$122.11
		1181		Grass Cutting	$244.22
Total EFT000000013416					**$2,279.41**
EFT000000013417	2020-06-09		BOULTON SEPTIC/LARMON'S		
		31801		Snow Plowing	$50.88
Total EFT000000013417					**$50.88**
EFT000000013422	2020-06-09		ASSELSTINE HARDWARE		
		7297		Cable Ties	$9.15
Total EFT000000013422					**$9.15**
EFT000000013443	2020-06-09		EARL ROSEBUSH FUELS		
		0838-123752		406.40L @.485	$233.87
Total EFT000000013443					**$233.87**
EFT000000013451	2020-06-09		INDEPENDENT TELEPHONE SERVICES		
		45036		Ext. 4447 A.P.	$86.50
Total EFT000000013451					**$86.50**
EFT000000013452	2020-06-09		J & J LANDSCAPING		
		2019584		Grass Cutting	$325.63
		2019585		Grass Cutting	$81.41
		2019586		Grass Cutting	$940.26
		2019587		Grass Cutting	$366.34
		2019588		Grass Cutting	$854.78
		2019589		Grass Cutting	$122.11
		2019590		Grass Cutting	$256.43
		2019591		Grass Cutting	$142.46
		2019592		Grass Cutting	$87.51
		2019593		Grass Cutting	$301.21
		2019594		Grass Cutting	$488.45
		2019596		Grass Cutting	$325.63
		2019602		Grass Cutting	$350.05
		2019603		Grass Cutting	$525.08
		2019606		General Clean Up	$829.34
		2019607		Tree Limb Clean Up	$157.73
		2019608		Clean up Debris + Gravel	$90.74
		2019608		Clean up Debris + Gravel	$90.74
Total EFT000000013452					**$6,335.90**
EFT000000013461	2020-06-09		LONDRY ALARMS		
		202990		20/06 Monitoring + Rental	$28.49
		202990		20/06 Monitoring + Rental	$28.49
Total EFT000000013461					**$56.98**
EFT000000013475	2020-06-09		R.W. ELECTRIC		
		38138		Repair Ball Park Netting	$646.44
		38138		Repair Ball Park Netting	$646.43
Total EFT000000013475					**$1,292.87**
EFT000000013486	2020-06-09		TROUSDALE'S HOME HARDWARE		
		103499		Duct Tape	$4.06
Total EFT000000013486					**$4.06**
EFT000000013489	2020-06-09		UBCON CONSTRUCTION LTD		
		19-014-7		Repair Ball Shed	$3,256.32
		19-014-9		Gate Footing + Armour Stones	$735.72
		19-017-6		Progress Draw #6	$96,117.07
Total EFT000000013489					**$100,109.11**
Total Rec					**$110,908.73**

8210 VCA

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013428	2020-06-09		CASEMENT, JOYCE		
		2020007		300X Masks	$286.78
Total EFT000000013428					**$286.78**
Total VCA					**$286.78**
Total Rec					**$111,195.51**

90 Plan

9000 Plan

Cheque	Date	Inv #	Vendor	Description	Amount

EFT000000013436	2020-06-09		COUNTY OF FRONTENAC		
		59031		Enterprise License Agreement	$2,658.65
Total EFT000000013436					**$2,658.65**
EFT000000013439	2020-06-09		CUNNINGHAM SWAN CARTY		
		164037		Legal Advice	$534.24
Total EFT000000013439					**$534.24**
EFT000000013450	2020-06-09		IBI GROUP		
		10058775		20/04 Planning Services	$11,814.95
Total EFT000000013450					**$11,814.95**
EFT000000013451	2020-06-09		INDEPENDENT TELEPHONE SERVICES		
		45058		Unpair Ext. 4442 M.H.	$86.50
Total EFT000000013451					**$86.50**
EFT000000013470	2020-06-09		PRINTFUSION INC.		
		112627		Business Cards A.G. C.W.	$149.22
Total EFT000000013470					**$149.22**
Total Plan					**$15,243.56**

9800 Dev Serv

Cheque	Date	Inv #	Vendor	Description	Amount
EFT000000013419	2020-06-09		AINLEY GRAHAM & ASSOCIATES LTD		
		IN0019414		Engineering Services	$50.17
Total EFT000000013419					**$50.17**
Total Dev Serv					**$50.17**
Total Plan					**$15,293.73**

99

9999

Cheque	Date	Inv #	Vendor	Description	Amount
070949	2020-06-09		MCLAY, SUZANNE		
		2020 CHQ OVERPAYMEN~		USD Chq Overpayment	$32.61
Total 070949					**$32.61**
EFT000000013473	2020-06-09		ROSEN ENERGY GROUP		
		643910		F 1102.8L GAS @.5990	$762.55
		643911		F 951.6L CLR @.5140	$561.93
		643912		F 736.1L MKD @.3940	$355.44
		643914		B 546.4L GAS @.5990	$369.92
		643915		B 2259.1L CLR @.5140	$1,366.69
		643916		B 946.2L MKD @.3940	$456.87
Total EFT000000013473					**$3,873.40**
Total					**$3,906.01**
Total					**$3,906.01**
Total					**$526,055.92**

INFORMATION REPORT TO COUNCIL

PUBLIC SERVICES DEPARTMENT

AGENDA DATE: June 16, 2020

SUBJECT: Proposed 2020 Construction & Maintenance Schedule

RECOMMENDATION:

For information only.

BACKGROUND:

Public Services attempts to prepare a construction & maintenance schedule yearly so that Public Services personnel, Township administration and Councillors are aware of any projects that are scheduled to take place should residents have inquiries.

It is recognized that more effort is required to keep residents apprised of what may be occurring in their neighbourhood. The schedule will also be posted on our website for the public.

FINANCIAL/STAFFING IMPLICATIONS:

All projects have been approved through the budget process and sufficient funds exist in the 2020 budget for these projects.

ATTACHMENTS:

- Proposed 2020 Construction & Maintenance Schedule

Submitted/approved by:

Mark Segsworth, P. Eng.
Director of Public Services

Approved by:

Neil Carbone
Chief Administrative Officer

2020 DRAFT CONSTRUCTION AND MAINTENANCE SCHEDULE

Month	Week Starting	Brushing/Mowing (Local & Arterial)	Drainage (Ditching & Culverts)	Facility Capital Projects (New Facilities & Repairs/Enhancements)			Parks and Recreation Capital Projects (New Features & Upgrades)			Road Capital Projects (In-House and Outsourced)				Road Maintenance - Gravel (Resurfacing, Calcium Chloride, Guard Rail)		Road Maintenance - Hard Surface (Patching, Shouldering, Street Sweeping, Guard Rail)			Road Signs (Local & Arterial)	Sewer Maintance (MH/CB Cleaning & Sewer Flushing)	Solid Waste (Collection and WDS)
MARCH	Mar 2 - 6	Brushing Hinchinbrooke Road		Town Hall Basement Renovations		Gilmore Point Building															
	Mar 9 - 13																				
	Mar 16 - 20	Wolfe Swamp Rd, Bradford Rd & Ellerbeck Rd																			
	Mar 23 - 27	Gould Lake Road																			
	Mar 30 - 3																				
APRIL	April 6 - 10	Colebrooke Rd, Boyce Rd & Holleford Rd										Sunbury Village Reconstruction (Outsourced)		Resurfacing - Storrington District	Guide Post Replacement - Arterial Roads	Street Sweeping - Sydenham Village/ Harrowsmith		Street Sweeping - Local Roads	Sign Maintenance - Arterial Roads	Sewer Flushing - Sydenham Village	
	April 13 - 17													Resurfacing - Loughborough District						Sewer Flushing - Battersea Village	
	April 20 - 24	Railton Rd, Arthur Rd & Ramparts Rd												Resurfacing - Portland District		Street Sweeping - Battersea Village				Sewer Flushing - Sunbury/Inverary Village	
	April 27 - 1													Resurfacing - Bedford District	Calcium Chloride - Portland District	Street Sweeping - Sunbury/Inverary Village	Shouldering - Arterial Roads			Sewer Flushing - Verona/Hartington Village	
MAY	May 4 - 8	White Lake Rd & Green Bay Rd								Microsurfacing - Harrowsmith Village (Outsourced)					Calcium Chloride - Loughborough District	Street Sweeping - Verona/Hartington Village		Street Sweeping - Local Roads	Sign Maintenance - Local Roads	Sewer Flushing - Perth Road	
	May 11 - 15		Portland Various Areas												Calcium Chloride - Storrington District	Street Sweeping - Perth Road				CB/MH Cleaning - Sydenham Village	
	May 18 - 22														Calcium Chloride - Bedford District				New Village Signs	CB/MH Cleaning - Battersea Village	
	May 25 - 29	Arterial Road Mowing 1st Cut	Storrington Various Areas																	CB/MH Cleaning - Sunbury/Inverary Village	
JUNE	June 1 - 5	Local Road Mowing 1st Cut	Loughborough Various Areas				Shipyards	Point Tennis Court		North Shore Road	Petworth Road	Crack Sealing Various Locations (Outsourced)								CB/MH Cleaning - Verona/Hartington Village	
	June 8 - 12																			CB/MH Cleaning - Perth Road	
	June 22 - 26																				
	June 29 - 3																				
JULY	July 6 - 10			Hartington Shed Roof	Verona Medical Centre- Construction of First Floor Accesible Ramp	Keeley Road Garage	Centennial Park & Gerald Ball Park Tennis Courts					1st Round Seal Coats Surface Treatment LCB Roads	Green Bay Causeway									
	July 13 - 17																				
	July 20 - 24																				
	July 27 - 31																				
AUGUST	Aug 3 - 7	Arterial Road Mowing 2nd Cut	Bedford Various Areas					Gerald Ball Park Installation of Playground Equipment	Centennial Park Multi-Purpose Pad	Microsurfacing Perth Road & Hwy 38 (Outsourced)		Carrying Place	Hinchinbrooke Road Culvert				Shouldering - Arterial Roads				
	Aug 10 - 14																				
	Aug 17 - 21		Culvert Replacement - Various Locations							2nd Round Surface Treatment LCB Roads		Deyos Road and Bunker Hill Road	Hinchinbrooke Road North Culvert (Outsourced)								
	Aug 24 - 28																				
	Aug 31 - 4																				
SEPTEMBER	Sep 7 - 11	Certain Local Roads- 2nd Cut to fence			Town Hall - Construction of Accesible Entrance			Davidson Beach Access Road												Catch Basins	
	Sep 14 - 18																				
	Sep 21 - 25																				
	Sep 28 - 2		Ditching - Loughborough District																		
OCTOBER	Oct 5 - 9	Brushing Milburn Road & Ormsbee Road	Ditching - Portland District							Buck Bay Road Bridge (Outsourced)		Fish Creek Bridge (Outsourced)	Bunker Hill Road Bridge (Outsourced)								
	Oct 12 - 16		Ditching - Bedford District																		
	Oct 19 - 23		Ditching - Storrington District														Shouldering - Arterial Roads				
	Oct 26 - 30																				
NOVEMBER	Nov 2 - 5																				
	Nov 9 - 13																				
	Nov 16 - 20																				
	Nov 23 - 27																				
	Nov 30 - 4																				
DECEMBER	Dec 7 - 11																				
	Dec 14 - 18																				
	Dec 21 - 25																				
	Dec 28 - 1																				

INFORMATION REPORT TO COUNCIL

PUBLIC SERVICES DEPARTMENT

AGENDA DATE: June 16, 2020

SUBJECT: Tender No. PS-2020-20: 2020-2022 Screened Winter Sand

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RECOMMENDATION:

This report is for information only.

BACKGROUND:

A Screened Winter Sand Tender for 2020, 2021 and 2022 was prepared and advertised in the local paper and Biddingo.com. This Tender closed on June 3, 2020. K. Mulrooney Trucking Limited had the lowest bid for three out of the four patrol yards, for 2020 only. All other bids from K. Mulrooney Trucking Limited were low. The cumulative total overall for the lowest bid was from K. Mulrooney Trucking Limited.

	2020		
Screened Winter Sand	**Bricaza**		**Mulrooney**
Bedford - 5,000 Cubic Yards	$13.75	**$/Yd**	$11.93
	$68,750.00		$59,650.00
Sunbury - 3,000 Cubic Yards	$15.00	**$/Yd**	$13.49
	$45,000.00		$40,470.00
Hartington - 4,200 Cubic Yards	$12.80	**$/Yd**	$13.49
	$53,760.00		$56,658.00
Sydenham - 5,000 Cubic Yards	$14.50	**$/Yd**	$12.49
	$72,500.00		$62,450.00
TOTALS	**$240,010.00**		**$219,228.00**

	2021		
Screened Winter Sand	**Bricaza**		**Mulrooney**
Bedford - 5,000 Cubic Yards	$14.75	**$/Yd**	$11.93
	$73,750.00		$59,650.00
Sunbury - 3,000 Cubic Yards	$16.00	**$/Yd**	$13.49
	$48,000.00		$40,470.00
Hartington - 4,200 Cubic Yards	$13.80	**$/Yd**	$13.49
	$57,960.00		$56,658.00

INFORMATION REPORT TO COUNCIL

PUBLIC SERVICES DEPARTMENT

Sydenham - 6,000 Cubic Yards	$15.50	**$/Yd**	$12.49
	$93,000.00		$74,940.00
TOTALS	**$272,710.00**		**$231,718.00**

	2022		
Screened Winter Sand	**Bricaza**		**Mulrooney**
Bedford - 5,000 Cubic Yards	$15.75	**$/Yd**	$11.97
	$78,750.00		$59,850.00
Sunbury - 3,000 Cubic Yards	$17.00	**$/Yd**	$13.69
	$51,000.00		$41,070.00
Hartington - 4,200 Cubic Yards	$14.80	**$/Yd**	$13.69
	$62,160.00		$57,498.00
Sydenham - 6,000 Cubic Yards	$16.50	**$/Yd**	$12.69
	$99,000.00		$76,140.00
TOTALS	**$290,910.00**		**$234,558.00**

**Totals do not include HST*

South Frontenac has had success working with K. Mulrooney Trucking Limited in the past with screened winter sand. The Township has been completely satisfied with their product and delivery service.

For this reason the Public Services Department has awarded the tender, through delegated authority, to K. Mulrooney Trucking Limited.

FINANCIAL/STAFFING IMPLICATIONS:

$643,000 has been budgeted in 2020 for screened winter sand and salt combined. The cost of salt is not expected to exceed the remaining amount available from this budget line for 2020.

ATTACHMENTS:
N/A

Submitted/approved by:

Mark Segsworth, P. Eng.
Director of Public Services

Prepared By:

Brian Kirk, CRS-I
Operations Supervisor

Approved by:

Neil Carbone
Chief Administrative Officer

TOWNSHIP OF
PUSLINCH
EST. 1850

June 3, 2020

RE:
B1. Centre Hastings motion for support for the role of Conservation Authorities (resolution attached)
B2. City of Sault Ste. Marie motion for Support for Conservation Authorities (resolution attached)
B3. Town of Ajax motion for supporting Conservation Authorities (resolution attached)

Please be advised that Township of Puslinch Council, at its meeting held on April 22, 2020 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2020-104: Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That the Intergovernmental Affairs correspondence Motions for Support items B1, B2, and B3 be received; and

WHEREAS, the Township of Puslinch is committed to planning for a sustainable future for its resources and environment;

AND WHEREAS Township of Puslinch is a member of the Grand River Conservation Authority (GRCA) , Conservation Halton (CH), and the Hamilton Conservation Authority (HCA)and has representatives on each Board of Directors;

AND WHEREAS the GRCA, CH, and HCA provide the Township of Puslinch with expert advice on the environmental impact of land use planning proposals and that the Township of Puslinch does not have staff with comparable expertise or experience;

AND WHEREAS the GRCA, CH, and HCA

(a) provide programs to the residents of Township of Puslinch that include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion, preservation of species at risk,

TOWNSHIP OF
PUSLINCH
EST. 1850

(b) complete restoration projections as well as protect life and property through a variety of measures, all of which the Township of Puslinch does not have staff with comparable expertise or experience;

THEREFORE IT BE RESOLVED that the Township of Puslinch supports continuation of the programs of the GRCA, CH, and HCA both mandatory and non-mandatory;

AND THAT this resolution be forwarded to the Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Ted Arnott, the Association of Municipalities of Ontario, GRCA, CH, HCA, Conservation Ontario and all Ontario municipalities.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,
Courtenay Hoytfox
Deputy Clerk

THE CORPORATION OF THE
MUNICIPALITY OF
CENTRE HASTINGS

PHONE: 613-473-4030
FAX: 613-473-5444

7 FURNACE ST., BOX 900
MADOC, ON K0K 2K0
www.centrehastings.com

March 18th, 2020

The Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor, 777 Bay Street
Toronto, ON M7A 2J3

Re: Resolution to Support the Role of Conservation Authorities

Please be advised the Council of the Municipality of Centre Hastings at its regular meeting held on March 18th, 2020 passed the following resolution:

WHEREAS the Lower Trent Conservation Authority and the Quinte Conservation Authority along with other Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years, and

WHEREAS municipalities must work together to ensure resilient and healthy watersheds for residents, and

WHEREAS Conservation Authorities will be important partners in concrete and cost-effective initiatives to address the climate change,

NOW THEREFORE BE IT RESOLVED

THAT the Municipality of Centre Hastings supports the important role Conservation Authorities provide to local communities in delivering watershed management programs.

AND THAT the Municipality of Centre Hastings circulate that support to municipalities, conservation authorities and the Minister of Environment, Conservation and Parks in Ontario.

Jennifer Nielsen
Deputy Clerk

OFFICE OF THE MAYOR

CORPORATION OF THE
CITY OF SAULT STE. MARIE

March 13, 2020

The Honourable Doug Ford, Premier of Ontario
The Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks
The Honourable John Yakabuski, Minister of Natural Resources and Forestry

Dear Premier Ford, Minister Yurek and Minister Yakabuski:

RE: Support for Conservation Authorities

You will find attached hereto a resolution passed by the Corporation of the City of Sault Ste. Marie City Council on March 9, 2020 regarding support for conservation authorities in Ontario.

We trust that this matter will receive the appropriate time and attention from your respective offices.

Yours truly,

Christian C. Provenzano, B.A., LL.B., LL.M

CC City Council
Association of Municipalities of Ontario
Conservation Ontario

P.O. Box 580, 99 Foster Drive ~ Sault Ste. Marie, Ontario ~ P6A 5N1
705-759-5344 ~ mayor.provenzano@cityssm.on.ca

CITY COUNCIL RESOLUTION

Agenda Number:	8.1
Title:	Conservation Authorities
Date:	Monday, March 9, 2020

Moved by:	Councillor M. Bruni
Seconded by:	Councillor R. Niro

Whereas the City of Sault Ste. Marie has been well served by the Sault Ste. Marie Region Conservation Authority; and

Whereas Sault Ste. Marie values the efforts of the Conservation Authority to monitor floods, to manage source water protection and to ensure the integrity of the watersheds within our municipality and conserve our natural environment; and

Whereas the Province of Ontario is currently reviewing the mandate and operations of Conservation Authorities; and

Whereas Conservation Authorities provide essential services to municipalities in their watersheds;

Now Therefore Be It Resolved that the Council of the City of Sault Ste. Marie encourages the Province to continue to support the principle of planning on a watershed basis in the ongoing review and prioritize the allocation of adequate funding to support the core mandate of conservation authorities while preventing any downloading of costs to municipalities;

Further that the Province of Ontario be requested to maintain and not diminish the core mandate of Conservation Authorities; and

That this resolution be forwarded to Premier Doug Ford, the Minister of the Environment, Conservation and Parks, the Minister of Natural Resources and Forestry, Conservation Ontario, the Association of Municipalities of Ontario and all Ontario municipalities.

Carried **Tied, Defeated** **Defeated** **Officially Read and Not Dealt With / Postponed**

TOWN OF AJAX
65 Harwood Avenue South
Ajax ON L1S 3S9
www.ajax.ca

Honourable Doug Ford
Premier of Ontario
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

March 5, 2020

Re: **Supporting Conservation Authorities**

Please be advised that the following resolution was endorsed by Ajax Town Council at its Meeting held February 24, 2020:

WHEREAS, the Town of Ajax is committed to planning for a sustainable future, protecting human life and property from natural hazards, and promoting environmental education and stewardship;

AND WHEREAS the Town of Ajax is located within the Toronto and Region Conservation Authority (TRCA) and the Central Lake Ontario Conservation Authority (CLOCA) jurisdiction and has representatives on both Board of Directors;

AND WHEREAS each respective Board of Directors determine the policies, priorities and budget of the TRCA and CLOCA;

AND WHEREAS the TRCA and CLOCA provide valuable non-mandatory programs and services including expert advice on the environmental impacts associated with land use planning and source water protection, environmental restoration services, educational and recreational opportunities, and community engagement programs, in an efficient manner delivered at a watershed scale;

THEREFORE BE IT RESOLVED that the Town of Ajax supports the continuation of both mandatory and non-mandatory programs and services provided by the TRCA and CLOCA, and that no programs or services of the TRCA or CLOCA, or the other Conservation Authorities in Ontario be “wound down” at this time;

AND THAT the Province engage in early consultations with the TRCA, CLOCA, and other Conservation Authorities, and member municipalities including the Region of Durham, to fully understand the funding structure and local benefits of programs delivered by the Conservation Authorities;

AND THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; Jeff Yurek, Minister of Environment, Conservation and Parks; Rod Philips, MPP Ajax; the Association of Municipalities of Ontario; the Toronto and Region Conservation Authority; Central Lake Ontario Conservation Authority; Conservation Ontario; and all Ontario Municipalities.

If you require any additional information please do not hesitate to contact Sean McCullough, Senior Planner, at 905-619-2529 ext. 3234 or sean.mccullugh@ajax.ca

Sincerely



Sarah Moore
Acting Manager of Legislative Services/Deputy Clerk

Copy: Jeff Yurek, Minister of Environment, Conservation and Parks
Rod Philips, MPP Ajax
Association of Municipalities of Ontario
Toronto and Region Conservation Authority
Central Lake Ontario Conservation Authority
Conservation Ontario; and
S. McCullough, Senior Planner,
all Ontario Municipalities

TOWNSHIP OF
PUSLINCH
EST. 1850

June 5, 2020

RE: Mapleton Resolution 2020-04-14 to request the Province review the Farm Property Class Tax Rate Programme, dated May 27, 2020.

a) Correspondence from Wellington Federation of Agriculture regarding Mapleton Resolution 2020-04-14, dated May 28, 2020.

Please be advised that Township of Puslinch Council, at its meeting held on June 3, 2020 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2020-151: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That the Intergovernmental Affairs correspondence items listed on the Council Agenda for JUNE 3, 2020 Council meeting be received; and

Whereas the Township of Puslinch received correspondence from the Township of Mapleton with respect to requesting the Province of Ontario to review the Farm Property Class Tax Rate Programme in light of economic competitiveness concerns between rural and urban municipalities;

BE IT RESOLVED that the Township of Puslinch hereby supports their Resolution 2020-04-14 passed on March 10, 2020; and

BE IT FURTHER RESOLVED THAT this motion be sent to Hon. Doug Ford, Premier of Ontario, Hon. Steve Clark, Minister of Municipal Affairs and Housing, Hon. Rod Phillips, Minister of Finance, Hon. Ernie Hardeman, Minister of Agriculture, Food & Rural Affairs, MPP Randy Pettapiece, Hon. Ted Arnott, all Ontario Municipalities, Rural Ontario Municipal Association (ROMA) and Association of Municipalities of Ontario (AMO).

CARRIED

TOWNSHIP OF
PUSLINCH
EST. 1850

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,
Courtenay Hoytfox
Deputy Clerk

7404 Wellington Road 34, Puslinch, ON N0B 2J0
Tel: (519) 763-1226 Fax: (519) 763-5846 admin@puslinch.ca

Corporation of the Township of Perth South
3191 Road 122
St. Pauls, ON N0K 1V0
Telephone 519-271-0619
Fax 519-271-0647
lscott@perthsouth.ca

April 16, 2020

Sent by Email

Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7Z 1A1

Honourable Premier Ford;

Re: Provincially Significant Wetlands Designation

At the regular meeting of Perth South Council held on March 17, 2020 correspondence was received from the Municipality of West Nipissing, the Village of Merrickville-Wolford and Norfolk County (attached hereto) regarding the above noted issue. As a rural municipality, we share the same concerns raised and thoroughly support the resolutions passed and information provided by these municipalities.

Thank you for your consideration of this matter and please contact our office if you require any further information.

Regards,

Lizet Scott
Clerk

Attachments

West Nipissing Ouest

Joie de vivre

The Corporation of the Municipality of West Nipissing
La Corporation de la Municipalité de Nipissing Ouest
101-225, rue Holditch Street, Sturgeon Falls, ON P2B 1T1

P/T (705) 753-2250 (1-800-263-5359)
F/TC (705) 753-3950

March 3,2020

SENT VIA E-MAIL

Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Honourable Premier Ford:

SUBJECT: PROVINCIALLY SIGNIFICANT WETLANDS DESIGNATION

At its regular meeting held on February 25, 2020, Council for the Municipality of West Nipissing passed resolution **2020/080**, attached hereto. The resolution supports a request circulated by the Village of Merrickville-Wolford, asking the Ministry of Natural Resources and Forestry to respectfully review its practices and procedures to include a requirement to provide supporting evidence, to impacted municipalities, when designating Provincially Significant Wetlands within their boundaries.

We trust the enclosed is self-explanatory.

Respectfully,

Janice Desjardins

Deputy Clerk / Assistant to the
Chief Administrative Officer

\Encl.

cc: Minister of Natural Resources and Forestry
Minister of Municipal Affairs and Housing
Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)
Ontario Municipalities

West Nipissing Ouest
Joie de vivre

The Corporation of the Municipality of West Nipissing /
La Corporation de la Municipalité de Nipissing Ouest

Resolution No.
2020 / 0 8 0

FEBRUARY 25, 2020

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS the Municipality of West Nipissing received resolution no. R-029-20 from the Village of Merrickville-Wolford, attached hereto; pertaining to the Ministry of Natural Resources and Forestry's practices and procedures when designating of Provincially Significant Wetlands;

BE IT RESOLVED THAT Council for the Municipality of West Nipissing supports the Village of Merrickville-Wolford requesting that the Ministry of Natural Resources and Forestry to respectfully provide supporting evidence with respect to the expansion of wetlands designations within their boundaries;

BE IT FURTHER RESOLVED THAT Council for the Municipality of West Nipissing calls upon the Ministry of Natural Resources and Forestry to respectfully review its practices and procedures to include a requirement to provide supporting evidence, to impacted municipalities, when designating Provincially Significant Wetlands within their boundaries;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of Natural Resources and Forestry, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA) and all Ontario municipalities.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
SÉGUIN, Jeremy		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED:

DEFEATED:

DEFERRED OR TABLED:

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998

Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

February 5, 2020

The Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON, M7A 1A1

Dear Premier Ford:

Re: Provincially Significant Wetlands Designation

Please find attached the Council of the Corporation of the Village of Merrickville-Wolford's Resolution No. R-029-20, with respect to the Village's concerns surrounding the Ministry of Natural Resources and Forestry's practices and procedures while implementing designations of Provincially Significant Wetlands.

While the attached resolution is tailored to a Village-specific issue, it is Council's position that the concerns expressed therein are being experienced by municipalities Province-wide.

Thank you in advance for the consideration that you give this matter.

Yours truly,

Doug Robertson
CAO/Clerk/Director, Economic Development

c. Honourable John Yakabuski, Minister of Natural Resources and Forestry
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Andy Brown, CAO of the United Counties of Leeds and Grenville
Association of Municipalities of Ontario
Rural Ontario Municipal Association
All Ontario municipalities

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THE CORPORATION OF THE

VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:
Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Resolution Number: R - 029 - 20

Date: January 27, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

WHEREAS the Village of Merrickville-Wolford is endeavouring to adopt a new Official Plan as required per Section 17 of the *Planning Act* and the Village is required to incorporate the Provincial Policy Statements of the Act;

AND WHEREAS the Provincial Policy Statements require the Village to provide in its Official Plan the updated provisions of new and expanded Provincially Significant Wetlands designations;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford is concerned that the expansion of these wetlands is detrimentally affecting certain landowners and the Village's assessment base;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford is concerned that designations of Provincially Significant Wetlands have occurred throughout the Province of Ontario without the provision of supporting evidence;

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Incorporated
Wolford 1850
Merrickville 1860
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THE CORPORATION OF THE

Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford is concerned about the expansion of the Provincially Significant Wetlands in the Northeast quadrant of the Village;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford is concerned that these wetlands designations have been expanded without the Ministry of Natural Resources and Forestry having provided to the Village supporting evidence to justify said expansion;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby respectfully request that the Ministry of Natural Resources and Forestry provide the Village with supporting evidence with respect to the expansion of these wetlands designations;

AND THAT the Ministry of Natural Resources and Forestry re-evaluate the subject properties without delay;

AND THAT a copy of this resolution be sent to the Honourable Premier Doug Ford, Minister of Natural Resources and Forestry, the Minister of Municipal Affairs and Housing, the United Counties of Leeds and Grenville, the Association of Municipalities of Ontario and the Rural Ontario Municipal Association and all Ontario municipalities.

Carried / Defeated

J. Douglas Struthers, Mayor

Norfolk County
Office of the Mayor

March 1, 2020

Ontario Municipalities

Dear Heads of Council and Councillors:

Re: Issues regarding the mapping of Provincially Significant Wetlands (PSWs)

Norfolk County Council is working to address significant issues that have come to our attention regarding the mapping of Provincially Significant Wetlands (PSWs).

Following the Ministry's updated mapping related to PSWs, the County updated its Official Plan to bring its policies in line with the new mapping. Following that, the County planning staff introduced a Zoning By-Law amendment to update the zoning to reflect the new mapping and to provide consistency between the Zoning By-Law and the Official Plan. Though the mapping is wholly outside the County's process and control, the zoning by-law amendment was not approved by Council, flowing from significant public concern about the updated mapping affecting people's properties. In some cases, some of these changes were very significant.

The County submitted comments to the province as part of the review of the Provincial Policy statement requesting that the process for PSW mapping be significantly improved to allow for transparency and better land owner engagement, including, for example, a right of appeal or formal dispute resolution process. This will allow for land owners to be properly informed and engaged where land use designations that affect their property may result. The current process appears to be severely underfunded and without any meaningful way for affected residents to engage.

The County is seeking support from other rural municipalities who may be affected by this to address this issue with the province.

Thank you for your consideration of this matter.

Yours Truly,

Kristal Chopp

Mayor Kristal Chopp
Norfolk County

cc. The Honourable Steve Clark,
Minister of Municipal Affairs and Housing

Governor Simcoe Square
50 Colborne St., S. • Simcoe ON N3Y 4H3
T: 519.426.5870 Ext. 1220 • F: 519.426.7366
norfolkcounty.ca

Norfolk COUNTY

Resolution

Northumberland County

Moved By _____

Last Name Printed Martin

Seconded By _____

Last Name Printed Cane

Agenda Item 8i

Resolution No. 2020-05-20-143

Council Date: May 20, 2020

"Now Therefore Be It Resolved That Northumberland County Council supports the resolutions adopted by the Township of Perth South, the Village of Merrickville-Wolford, the Municipality of West Nipissing; and

Further Be It Resolved That Northumberland County requests the Ministry of Natural Resources and Forestry to review its practices and procedures to include a requirement to provide supporting evidence to impacted municipalities when designating Provincially Significant Wetlands within their boundaries; and

Further Be It Resolved That Council directs staff to send a copy of this resolution to the Premier of Ontario, the Minister of Natural Resources and Forestry, the Minister of Municipal Affairs and Housing, MPP David Piccini (Northumberland Peterborough-South), the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, and all Ontario municipalities."

Recorded Vote Requested by _____
Councillor's Name

Carried

_____
Warden's Signature

Deferred _____
Warden's Signature

Defeated _____
Warden's Signature

Questions for Council from the Public regarding COVID-19 and Township Services

JUNE 16, 2020

Do you have a pandemic related question for Council?

1. Submitted at Wednesday June 3rd 2020 10:29 AM

Dear Folks: hope you are doing best you can, i have seen quite a few questions from folks asking about getting to seasonal dwellings and i understand your responses and i do understand the nature of my question is outside your control, But here goes, i am south of the border property owner as in a yankee ,, for close to fifty years now having been coming across, we of course are quite concerned about status of our property after long winter you are always anxious about condition, damage, critters, two and four feet, break in etc, i know i know this is border issue. i also have bills to pay on the place which is more difficult , which do add up.
do you folks here of any relief for us property owners, it is very difficult to plan and asking on national level seems to yield no response, i get it, it is a tricky situation, and unfortunately ny governor has made it out to be massive tragedy, where as in upstate ny no one i have talked to knows anyone who has been sick, i do realize you have to protect against worse case scenario (which we always say block the bridges coming out of NYC) , so all that being said any information you could pass along would be helpful, trying to "plan" around the 21st of june but no one is able to give a up or down signal on if property owners could come thru, thank you for your time , Devil Lake

Township Response:

At this time the border remains closed to all non-essential travel. For the latest updates on the Federal Government's travel restrictions related to COVID-19, refer to: https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html#foreign. This web page provides a virtual assistant and links and telephone numbers to use to obtain additional information.

Local governments have no jurisdiction with respect to border entry for local property owners. If you have concerns about a property that you are unable to attend to due to the COVID-19 pandemic, we suggest you contact a local property management or maintenance company for assistance.

2. Submitted at June 9th 2020 3:04 PM

Now that Ontario is permitting the running of children's summer camps, is South Frontenac going to reconsider cancelling the day and swim camps at the Point this summer?

Township Response:

The Township of South Frontenac has made the difficult decision to cancel Swim and Day Camp programs for the 2020 season due to concerns surrounding COVID-19.

The cancellation comes after careful consideration from the Township's Emergency Control Group (ECG) regarding the safety of South Frontenac residents and staff.

The news release can be found here:
https://www.southfrontenac.net/Modules/News/index.aspx?_mid_=5333&newsId=c043a20b-c42d-49d8-ad57-dbd5b6675dac

Questions for Council from the Public regarding COVID-19 and Township Services

JUNE 16, 2020

Even though the Province announced that Summer Camps could resume, the Township and many other Municipalities have chosen to maintain the original decision due to the potential risk to staff and kids.

It is important to note that the Province did also indicate that there would be strict requirements for those that chose to continue with offering Summer Camp programs. In reviewing the numerous requirements, which include substantially reduced participant numbers and constant physical distancing, it would be very difficult for the Township to be able to meet all of the criteria while offering quality programming and it would place a substantial burden on the student employees that typically deliver these programs.

3. Submitted at June 10th, 2020 2:38 PM

With the province implementing its phase 2 openings does that mean that the beaches are now open for use with some restrictions?
I understood Doug Ford to say that beaches were now able to open effective June 12, 2020.

Township Response:

The use of public beaches in the Township is permitted effective June 12, 2020. Plans for installing buoys at the beaches are being made, however docks will not be installed at this time to in order to promote physical distancing.

Users of beaches and other facilities must adhere to the provincially mandated maximum of 10-person group size, physically distance themselves by two meters, and wear a mask in situations where physical distancing is challenging.

A public service announcement with this and other Stage 2 Reopening information was released on Friday, June 12, 2020.

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2020-31

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

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

1. The actions of the Council of the Corporation of the Township of South Frontenac at its Council Meeting of June 16, 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 16 day of June, 2020.

Read a first and second time this16 day of June, 2020.

Read a third time and finally passed this 16 day of June, 2020.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk